



JOINT MEETING OF THE MILPITAS CITY COUNCIL & MILPITAS HOUSING AUTHORITY

For assistance in the following languages, you may call:

Đối với Việt Nam, gọi 408-586-3122
Para sa Tagalog, tumawag sa 408-586-3051
Para español, llame 408-586-3232

AGENDA

TUESDAY, JUNE 4, 2019

CITY COUNCIL CHAMBERS, 455 E. CALAVERAS BLVD., MILPITAS, CA

6:00 PM (CLOSED SESSION)

7:00 PM (PUBLIC BUSINESS)

CALL JOINT MEETING TO ORDER by Mayor and ROLL CALL by City Clerk

ADJOURN TO CLOSED SESSION

(a) CONFERENCE WITH LABOR NEGOTIATORS - COLLECTIVE BARGAINING

Pursuant to California Government Code Section 54957.6

City Negotiator: Liz Brown, Human Resources Director

Employee Groups: Professional and Technical Group & Mid-Management and Confidential Group

Under Negotiation: Wages, Hours, Benefits, and Working Conditions

(b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Employee Position: City Manager

(c) PUBLIC EMPLOYEE APPOINTMENT

Pursuant to Government Code Section 54957

Employee Position: Interim City Manager

CLOSED SESSION ANNOUNCEMENT: Report on action taken in Closed Session, if required per Government Code Section 54957.1, including the vote or abstention of each member present

PLEDGE OF ALLEGIANCE

INVOCATION

PRESENTATION

Proclaim Parks & Recreation Month

PUBLIC FORUM

Those in the audience are invited to address City Council on any subject not on tonight's agenda. Speakers must come to the podium, state their name and city of residence for the Clerk's record, and limit spoken remarks to three minutes. As an item not listed on the agenda, no response is required from City staff or the Council and no action can be taken. Council may instruct the City Manager to place the item on a future meeting agenda.

ANNOUNCEMENTS

ANNOUNCEMENT OF CONFLICT OF INTEREST AND CAMPAIGN CONTRIBUTIONS

APPROVAL OF AGENDA

CONSENT CALENDAR

Consent calendar items are considered to be routine and will be considered for adoption by one motion. There will be no separate discussion of these items unless a City Councilmember, member of the audience or staff requests the Council to remove an item from (or be added to) the consent calendar. Any person desiring to speak on any item on the consent calendar should ask to have that item removed from the consent calendar. If removed, this item will be discussed in the order in which it appears on the agenda.

C1. Receive City Council Calendar of Meetings for June 2019 (Staff Contact: Mary Lavelle, 408-586-3001)

C2. Approve City Council Meeting Minutes of May 15, 21 and 28, 2019 (Staff Contact: Mary Lavelle, 408-586-3001)

Recommendation: Approve the meeting minutes of the City Council special meetings on May 15 and 28, and regular meeting on May 21, 2019.

C3. Approve Project Plans and Specifications, Approve Budget Appropriation, and Adopt a Resolution Awarding a Construction Contract for Street Resurfacing Project 2019, Projects No. 4291 and No. 4296 (Staff Contact: Steve Erickson, 408-586-3301)

Recommendation: Approve project Plans & Specifications and approve a budget appropriation: adopt a resolution awarding a construction contract; authorize the City Manager to execute the contract with the lowest responsible bidder submitting a responsive bid, DeSilva Gates Construction, Inc., in the amount of \$3,691,691 for the Street Resurfacing Project 2019, Projects No. 4291 and No. 4296; and authorize the Engineering Director/City Engineer to negotiate and execute contract change order(s) in an aggregate amount not to exceed \$554,000 for the project.

C4. Adopt a Resolution Approving a Master Equity Lease Agreement with Enterprise Fleet Management through a Cooperative Procurement Contract for an Annual Amount of \$168,000 and a Total Not to Exceed \$840,000 for a Five-Year Period, Subject to the Appropriation of Funds (Staff Contact: Tony Ndah, 408-586-2602)

Recommendation: Adopt a Resolution approving a Master Equity Lease Agreement with Enterprise Fleet Management through a Cooperative Procurement contract with Sourcwell (formerly NJPA), for an annual amount of \$168,000 and a total not to exceed amount of \$840,000 for a five-year period, subject to appropriation of funds.

C5. Adopt a Resolution approving the City of Milpitas' applications for a County of Santa Clara Historic Grant, for projects: Lunar New Year, LGTBQ Pride, Cultural Flag Raising Series, and Carlo Park; delegating authority to the City Manager or her designee, to sign and submit the grant applications to the county of Santa Clara; sign the grant agreements and administer the project on behalf of the City of Milpitas; and, committing the Carlo Park property to the project use for a period of at least twenty years (Staff Contact: Renee Lorentzen, 408-586-3409)

Recommendation: Adopt a Resolution approving the City of Milpitas' applications for a County of Santa Clara Historic Grant, for projects: Lunar New Year, LGTBQ Pride, Cultural Flag Raising Series, and Carlo Park; delegating authority to the City Manager or her designee to sign and submit the grant

applications to the county of Santa Clara; sign the grant agreements and administer the project on behalf of the City of Milpitas; and, committing the Carlo Park property to the project use for a period of at least twenty years.

C6. Delegation of Authority to the City Manager or Designee to Approve Project Related Documents and Urgent Administrative Items during the Council Recess from June 19 – August 5, 2019 (Staff Contact: Ashwini Kantak, 408-586-3053)

Recommendation: Approve the delegation of authority to the City Manager (or designee) to approve project related documents and urgent administrative items during the Council recess scheduled from June 19 – August 5, 2019.

C7. Authorize and Approve Travel for Councilmember Bob Nuñez to Attend the League of California Cities Mayor & Council Members Executive Forum and Advanced Leadership Workshop in Newport Beach, CA Scheduled on June 19 – 21, 2019 (Staff Contact: Ashwini Kantak, 408-586-3053)

Recommendation: Authorize and approve travel for Councilmember Nuñez to attend the League of California Cities Mayor & Council Members Executive Forum and Advanced Leadership Workshop in Newport Beach, California for a total expense amount not to exceed budgeted Conferences/Meeting budget allocation of \$5,000.

C8. Approve Accounts Receivable Write-offs for the Fiscal Year Ending June 30, 2019 (Staff Contact: Jane Corpus, 408-586-3125)

Recommendation: Approve the accounts receivable write-offs for the Fiscal Year ending June 30, 2019.

C9. Approve and Authorize the City Manager to Execute a Professional Services Agreement with Swinerton Builders in the amount of \$219,983 for Construction Management Services for the Fire Station No. 2 Replacement, Project No. 3447 (Staff Contact: Steve Erickson, 408-586-3301)

Recommendation: Approve and authorize the City Manager to execute a Professional Services Agreement with Swinerton Builders in the amount of \$219,983 for construction management services for replacement of Fire Station No. 2, Project No. 3447.

C10. Approve a Professional Services Agreement with Jordan C. Lee doing business as AAA Backflow Prevention Devices for the Annual Amount of \$24,655 (Staff Contacts: Chris Schroeder, 408-586-3161 and Tony Ndah, 408-586-2602)

Recommendation: Approve the 5 Year Professional Services Agreement with Jordan C. Lee doing business as AAA Backflow Prevention Devices for Backflow Prevention Device Testing and Reporting, for the annual amount of \$24,655 and a total not to exceed \$123,275, subject to appropriation of funds.

PUBLIC HEARINGS

11. Conduct a Public Hearing and Consider Approval of Community Development Block Grant Allocations for FY 2019-2020 and Adopt the Draft Annual Action Plan (Staff Contact: Sharon Goei, 408-586-3260)

Recommendations:

1. Open the public hearing, hear testimony, then move to close the public hearing.
2. Approve the Community Development Block Grant (CDBG) funding for FY 2019-20.
3. Approve the draft FY 2019-2020 Action Plan.

4. Authorize the City Manager (or designee) to make any necessary changes to the approved draft FY 2019-2020 Action Plan as needed to comply with CDBG submission guidelines.
5. Authorize the City Manager to execute CDBG agreements with the approved recipients.
6. Provide direction to staff on any revised Council priorities to guide FY 2020-21 outreach and possible funding opportunities.

12. Conduct a Public Hearing and Adopt Resolutions to Approve the Fiscal Year 2019-20 Operating Budget and the 2019-2024 Capital Improvement Program for the City of Milpitas and the Milpitas Housing Authority, Approve the Fiscal Year 2019-20 Gann Appropriations Limit, Authorize Various Financial Actions, Approving Various Financial Policies, Amend the Classification Plan for Budgetary Reclassifications and Position Authorizations (Staff Contacts: Jane Corpus, 408-586-3125 and Feliser Lee, 408-586-3143)

- 1) Open the public hearing and move to close the hearing following any speakers.
- 2) Adopt the following Resolutions:
 - a. Joint Resolution of the City Council and Milpitas Housing Authority to approve the Fiscal Year 2019-20 Operating Budget and the 2019-2024 Capital Improvement Program for the City of Milpitas and the Milpitas Housing Authority, approve the Appropriations Limit, and authorize various financial actions by the City Manager.
 - b. Amend the Classification Plan to establish new classifications and create title changes and salary ranges, adjust the number of positions on the Authorized Position List, adjust salary ranges for specific classifications, establish classification title changes and amend specific budgeted, allocated positions.
 - c. Amend the Classification Plan to adjust the hourly rate and ranges for classifications due to the minimum wage ordinance.
 - d. Amend Limited Service Employees' eligibility for and list of fringe benefits.
- 3) Approve requests for the City Manager and elected officials to travel out of state in FY 2019-20, per City policy.

COMMUNITY DEVELOPMENT

13. Approve Staff Recommendation of Clear Channel Outdoor for Digital Billboard in Response to Request for Proposals and Authorize the City Manager or Designee to Negotiate a Lease Agreement (Staff Contacts: Alex Andrade, 408-586-3046 and Ned Thomas, 408-586-3273)

Recommendations:

1. Approve staff recommendation of Clear Channel Outdoor as the most qualified vendor for a digital billboard project located at the northern terminus of Barber Court;
2. Authorize the City Manager or her designee to negotiate a Lease Agreement with Clear Channel Outdoor for design, construction and management services of a digital billboard on Barber Court.

LEADERSHIP AND SUPPORT SERVICES

14. Receive an Update on the City Council Rules Subcommittee and Provide Direction on Potential Items for the Subcommittee's Consideration (Staff Contact: Ashwini Kantak, 408-586-3053)

Recommendation: Receive update on the City Council Rules Subcommittee and provide direction on potential Items for the Subcommittee's consideration.

NEXT AGENDA PREVIEW

15. Receive Preview List for the Next Regular City Council meeting on June 18, 2019 (Staff Contact: Mary Lavelle, 408-586-3001)

ADJOURNMENT

NEXT REGULAR CITY COUNCIL MEETING **TUESDAY, JUNE 18, 2019**

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review.

For more information on your rights under the Open Government Ordinance or to report a violation, contact the City Attorney's office at Milpitas City Hall, 455 E. Calaveras Blvd., Milpitas, CA 95035
e-mail: cdiaz@ci.milpitas.ca.gov / Phone: 408-586-3040

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

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

APPLY TO SERVE ON A CITY COMMISSION

Commission application forms are available online at www.ci.milpitas.ca.gov or at Milpitas City Hall. Contact the City Clerk's office at 408-586-3003 for more information.

If you need assistance, per the Americans with Disabilities Act, for any City of Milpitas public meeting, please call the City Clerk at 408-586-3001 or send an e-mail to mlavelle@ci.milpitas.ca.gov prior to the meeting. You may request a larger font agenda or arrange for mobility assistance. For hearing assistance, headsets are available in the City Council Chambers for all meetings.

Item Attachment Documents:

- C1. Receive City Council Calendar of Meetings for June 2019 (Staff Contact: Mary Lavelle, 408-586-3001)**

May 2019						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Milpitas City Council Calendar

June 2019

July 2019						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 4:00 PM- LGBTQ Pride @ Cesar Chavez plaza
2	3 7:00 PM- Parks, Recreation & Cultural Resources Commission (AP)	4 3:00 PM- City Council Housing Subcommittee (BN/CM) 6:00 PM- Closed Session 7:00 PM- City Council	5 1:00 PM- Santa Clara VTA Monthly Briefing - Northeast Group (RT) (Santa Clara) 5:30 PM- Veterans Commission (RT) 7:00 PM- Community Advisory Commission (BN)	6 8:00 AM- Community Development Roundtable 10:45 AM- ABAG General Assembly – Oakland, CA (KD/AP) 5:30 PM- Milpitas Chamber of Commerce Board (CM) 5:30 PM- Santa Clara VTA Board of Directors (RT)	7 10:00 AM- City Council Rules Subcommittee (RT/KD)	8
9	10 4:00 PM- Economic Development & Trade Commission (KD)	11	12 <i>*4:30 PM-City Council Finance Subcommittee (RT/CM)</i> 7:00 PM- Silicon Valley Clean Energy Board of Directors (BN) (Cupertino) 7:00 PM- Planning Commission	13 4:00 PM- Treatment Plant Advisory Committee (San Jose) (CM) 4:00 PM- Santa Clara VTA Policy Advisory Committee (KD) 7:00 PM- Youth Advisory Commission (AP) 7:00 PM- Cities Assoc of SCC (CM)	14 8:00 AM- 7 th Annual SV Energy & Sustainability Summit (Redwood City) (BN/CM)	15
16	17 12:00 PM- Silicon Valley Clean Energy Finance & Admin Committee (BN) 7:00 PM- Science, Technology, & Innovation Commission (BN)	18 6:30 PM- Juneteenth Flag Raising (Cesar Chavez Plaza) ?:00 PM- Closed Session 7:00 PM- City Council	19 6:00 PM- Energy & Environmental Sustainability Commission (BN)	20 2:00 PM- VTA Safety, Security, & Transit Ops (RT)	21 9:00 AM- VTA Board of Directors (RT)	22
23	24	25 1:30 PM- Senior Advisory Commission (BN)	26 12:00 PM- Water Commission (CM) 5:30 PM- Santa Clara County Recycling & Waste Reduction Commission (AP) 7:00 PM- Planning Commission	27 1:30 PM- Santa Clara County Library Joint Powers Authority Board (CM)	28 June 28 - July 1 US Conference of Mayors –Hawaii (RT/KD)	29
30						

*Finance Subcommittee will meet only as needed

Item Attachment Documents:

C2. Approve City Council meeting minutes of May 15, 21 and 28, 2019 (Staff Contact: Mary Lavelle, 408-586-3001)

Recommendation: Approve the meeting minutes of the City Council special meetings on May 15 and 28, and regular meeting on May 21, 2019.

**Draft MEETING MINUTES
CITY OF MILPITAS**

Minutes of:	Special Meeting of the Milpitas City Council
Date:	Wednesday, May 15, 2019
Time:	6:00 PM
Location:	Barbara Lee Senior Center, Denny Weisgerber Room, 40 N. Milpitas Blvd., Milpitas

ROLL CALL

Vice Mayor Dominguez called the meeting to order at 6:00 PM and City Clerk Mary Lavelle called the roll.

PRESENT: Vice Mayor Dominguez, Councilmembers Montano, Nuñez and Phan

ABSENT: Mayor Tran

PUBLIC FORUM

Steve Castanemi, a resident since 1966, with the Building Trades Council for 38 years. He'd served as a business representative in various counties, including Santa Clara County. He supported skilled labor and project labor agreements (PLA), with an overall concern for safety. No PLA contract project had ever failed and he urged City Council to approve a city-wide PLA.

Councilmember Nuñez had knowledge of voting for PLAs by a School Board. He inquired if that was different for the City of Milpitas. He assumed it was mentioned due to a project on the agenda and asked for the topic to be on a future agenda.

Councilmember Montano assumed the City had that. City Engineer Steve Erickson came forward to explain that the City had a signed Project Labor Agreement in the past for the Milpitas Library project, while it did not have a blanket one for all projects.

David Bini, executive director of the Building & Construction Trades Council, spoke representing its members some of whom live in Milpitas. He wanted to have community workforce agreement (CWA) between the City and the Council, as already existed here with the School District.

Steve Sedell, resident, spoke of support for the Trades Council, to help people live decent lives with a living wage. He was familiar in the past with the International Teamsters. Also, he lived near Los Coches Street and would be happy to work with the City to persuade businesses to beautify their landscaping.

Voltaire Montemayor, resident, attended a meeting on the budget and spoke of unassigned versus unfunded items that were not budgeted yet. He was concerned for parks and budget priorities.

Darren Compton spoke in favor of a community workforce agreement here in Milpitas, and he'd lived and worked in Santa Clara County for all his life. He worked as a business agent for Bricklayers. A CWA would provide targeted local hires and provide meaningful careers to the next generation.

Kevin White, a Milpitas High alum, spoke in favor of a workforce agreement to help Milpitas to grow, and he could talk to the high school to kids who don't go to college. He was an apprentice, and it helped him to do well.

Will Smith, a business representative for International Brotherhood of Electrical Workers, represented 3,500 members in Santa Clara County. He told his personal story in support of a CWA. He had five children at a young age. With IBEW, he was able to have good career without a college education, and had a trade to support his family.

Patrick McKenzie, life long resident of Milpitas, was a current apprentice with IBEW, which is a great opportunity for him. He encouraged the City to have a CWA.

1. Public Hearing and Master Fee Schedule

Interim Finance Director Jane Corpus presented the proposed master fee schedule, in support of what was introduced at the April 30 City Council meeting. She reviewed that development services fees and non-development service fees were proposed to be updated. She identified changes based on comments that Council had provided at the prior meeting. Assistant City Manager Ashwini Kantak presented a proposed customer assistance program, as Council had requested. Four levels were based on eligibility, with levels 1 – 3 tied to income and hardship; and level four tied to safety. She went through the criteria for each level.

Councilmember Montano asked about “centralized administration of program” and if that meant hiring a new person, or simply using current staff. Ms. Kantak replied, at budget discussion, the Council would hear a request to re-classify one existing staff. Recreation Director Renee Lorentzen answered what “institutionalized” was defined as, by state terms.

Councilmember Nuñez wanted to know if Recreation programs were included in the assistance program, such as After the Bell. Ms. Lorentzen said it would be covered.

Mr. Nuñez inquired about the open enrollment for 30-60 days, rather than all year long. Ms. Kantak replied that staff could manage the program efficiently that way. There was concern to allow residents who need this to be able to apply at all times, so ensure missing deadlines would not disallow needy family or children.

Councilmember Phan asked the source of funding, and staff replied the General Fund. On types of hardship, he envisioned those with housing needs, such as those being evicted or if the rent raised too high that they can’t afford it. Use funds from Housing Authority or General Fund for that purpose. He wanted help given to those who need to find a new job or new place to live. Staff responded that this discussion on a subsidy as described was related to specific City fees.

Deputy City Manager Steve McHarris addressed the Level 4 related to Building & Planning Fees. There could be help offered to those installing water heaters, furnace or A/C replacements with a City permit required.

Councilmember Nuñez asked about a temporary hardship category. He asked if other jurisdictions had this. Deputy Public Works Director Elaine Marshall explained how staff looked at a program in Pennsylvania for this category.

Councilmember Dominguez commented on Accessory Dwelling Units and affordable levels, units being added to affordable housing stock, and the application review fee of \$2608. She urged putting in language to make sure no profit was made, and that the fee was covered.

Councilmember Nuñez noted in an article on a city in Southern California that would review fees for any unit that would add ADUs to its stock of housing, particularly for low income residents.

Councilmember Phan did not recommend waiving the planning fee on ADU pre-application review unless it was for an affordable unit.

Next, the Vice Mayor re-opened Public Hearing for speakers:

Dan Boatwright from Castleright Companies was building a project on Main Street. He was concerned for fees on water meters at his project. He wanted fairness for future residents who would live at his project. While the developer would not be paying the identified fees, future residents would. This was regarding the flow of water and fee charged to customers. His concern was for a proportional fee to be charged, as a matter of fairness.

Steve Sedell, Milpitas resident, lived in a community of 83 homes. Most come from other countries and were not comfortable with inspectors coming in to homes. So people put in 220/240 electric units for washer/dryer without permits. They needed to protect homeowners by having a Building Inspector to come to the house for that purpose, for safety. Add a water pressure gauge to the list of items for a subsidy and include outlets in garages for re-charging vehicles.

Councilmember Montano stated she thought Homeowners Associations would manage going to the city on such items, as Mr. Sedell had mentioned.

Voltaire Montemayor thanked the City Council and management staff, and supported these programs.

(1) Motion: to close the public hearing

Motion/Second: Councilmember Nuñez/Councilmember Montano

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

Councilmember Montano did not see a lot that should be on the list, for example Community Garden sites (page 32) under Recreation. Recreation Director Lorentzen talked about the plots at the garden. Ms. Montano wanted more people to have more access to garden plots of different sizes.

Councilmember Nuñez noticed at the front of the master fee schedule, he asked about complaint driven fees (animal violations). He wanted to know if Community Services Officers would be handling those complaints. Police Chief Armando Corpuz replied that code enforcement would handle those topics. Building Director Sharon Goei explained that three full time employees were in her office conducting code enforcement presently. Ms. Montano wanted status quo on these fees but they could be studied and evaluated in the coming year.

Councilmember Montano inquired on the garden fees, and if there would be someone to check income levels. She asked about fees for child care and if that would be included. Staff said After the Bell (after school care) fees were included.

(2) Motion: to adopt Resolution No. 8873 approving the City of Milpitas Master Fee Schedule and Fee Schedule Changes for Fiscal Year 2019-20

Motion/Second: Councilmember Nuñez/Councilmember Montano

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

(3) Motion: to bring the Master Fee Schedule on an annual basis as part of the budget process with an escalation to reflect increases in staff costs

Motion/Second: Councilmember Nuñez/Councilmember Phan

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

(4) Motion: to direct staff to bring back a resolution on recommended assistance programs

Motion/Second: Councilmember Nuñez/Councilmember Phan

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

Councilmember Nuñez said he felt that the Matrix studies did not necessarily match what was in the budget - to be discussed later - so he did not want to vote on accepting those studies but rather to wait until item no. 3.

2. Fire Station No. 2 Replacement Project

City Engineer Steve Erickson provided overview of plans for the major overhaul and the re-build of Fire Station No. 2, on Yosemite Drive. Project would require staff and facilities to be moved to a temporary location in modular buildings when an updated building would be constructed.

Finance Consultant Jim Steele identified funding options for funding the project to rebuild this \$20.7 million project. He described various terms on bond financing, over various scenarios. He explained going to voters with Special or General Tax, requiring a 2/3 vote. Staff recommended 20 or 30 year bond issuance for funding this one project, without needing to place a ballot measure before voters.

Councilmember Nuñez inquired if all Fire Stations were going to have community rooms, after this project. Fire Chief Sherrard said this one (Fire Station 2) would have one, but all stations did not presently. Mr. Nuñez noticed that 5 year payback was not one of the bond financing terms, as school districts had been doing recently. More discussion was held on financing strategy. He did not want to add additional expense with added interest on this financing.

It was noted that community rooms were very useful space for the public, and a good way for citizens to interact with government away from City Hall.

Councilmember Montano felt that people were tired of paying taxes, so urged not to go out for a bond to voters.

Vice Mayor Dominguez invited any speakers on this item.

Voltaire Montemayor, resident, felt the fire station was a very important facility in Milpitas, all were in ideal locations around the City.

Steve Sedell, resident, supported first responders in all respects. Curious as to what degree the new structure would be earthquake resistant, since responders need to get out in their vehicles rapidly after earthquake or other disasters.

(1) Motion: to approve the schematic design/conceptual plan for replacement of Fire Station No. 2, Project No. 3447

Motion/Second: Councilmember Montano/Councilmember Nuñez

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

(2) Motion: to direct staff on a funding plan for this project (Option 1) for replacement of Fire Station No. 2, Project No. 3447, to finance \$13 million to fund the gap in project funding, over a 20 year period

Motion/ second: Councilmember Nuñez/Councilmember Montano

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

3. Discussion of FY 2019-20 Budget and 5-Year CIP

City Manager Julie Edmonds-Mares provided an introduction and over of the process for the Council to discuss the proposed FY 2019-20 budget and 2019-2024 Capital Improvement Program. Assistant City Manager Ashwini Kantak described the various sections of the budget, the letter of transmittal, the plan for presentation by each of four City Service Areas (“CSAs”), and explanation of reserves.

Public Information Officer Jennifer Yamaguma reported on efforts completed for community outreach to and engagement with residents, businesses, employees and others surrounding budget issues and the seven City Council priorities.

Economic Development Director Alex Andrade gave a detail rich Economic Profile of the city. He described growth projections anticipated through 2040.

Next, Interim Finance Director Jane Corpus reported in much detail on budget figures, including anticipated revenues and expenditures for the coming fiscal year. She also displayed to the Council a positive five year General Fund forecast for FY 2020-2024.

PUBLIC SAFETY

Chief Brian Sherrard presented accomplishments of the Fire and Police Departments in FY 2018-19.

Police Chief Armando Corpuz described proposed service enhancements in the next Fiscal Year for police and fire, including the addition of Community Service Officers (CSOs), and staffing for the new ambulance.

Councilmember Montano asked if there would be social workers as the CSOs for help with domestic violence calls that police receive. Police Chief responded with resources offered for assistance in that service need.

Vice Mayor Dominguez asked if there could be “gender lens” training for Police Officers. The Police Chief replied that officers go through all kinds of POST certified training.

Councilmember Phan felt there should be social workers hired in general, for the City.

Chief Corpuz listed \$1.98 million in personnel requests for the Police and Fire Departments.

Councilmember Nuñez inquired about overtime costs for the Fire Department including a new amount requested for the new ambulance (\$630,000). He asked the Police Chief what explicitly the CSOs were going to do in the Police Department and the Chief said he could write a memo through the City Manager on CSO duties.

Mr. Nuñez had not voted against any line staff or equipment. But he had heard from the community that the City was getting “top heavy.” For support staff (an analyst and executive assistant were requested), he would not support those. He referred to studies done, and the Police Chief said the personnel studies presented last month did identify a need for administrative staff.

Vice Mayor Dominguez would support a request for an analyst for Police. Lots of grants were available out there, and could be applied for with an analyst hired, to seek and obtain those funds. She fully supported having CSOs.

COMMUNITY DEVELOPMENT

Deputy City Manager Steve McHarris reviewed accomplishments for FY 2018-19, significantly the two Matrix studies regarding Development Services assessment and review and fee study. He identified six proposed service enhancements.

Councilmember Montano wanted “art” added to Beautification in the Community Beautification Program.

Councilmember Phan spoke on the Matrix study related to development review process. Increasing fees should be tied to service being provided. He asked questions about particular items in Matrix study. Mr. Phan recommended funding the Fire Protection Engineer position as noted in Matrix. Fire Marshal Albert Zamora identified recent additional staffing in his unit over the past 1.5 years. Building Director Sharon Goei responded to Mr. Phan’s question on staffing for the Trak-It software administration.

Councilmember Montano asked about consultant support for land use economic development strategies and Mr. Andrade responded about his office’s effort and plan to select a consultant for that project.

Councilmember Nuñez proposed temporary staff for the Sister Cities program, as he was interested in the trade component. He was looking forward to results of the study or evaluation, as recommended. He asked about Main Street and the idea of downtown development. He asked about development strategies for opportunity sites for \$75,000.

Councilmember Montano inquired about “Better Block” community engagement projects. Mr. Andrade explained what those could be, along Main Street in Milpitas.

Vice Mayor Dominguez was excited about what’s being done in Economic Development. She commented on services for homeless, and funding through a non-profit or maybe hiring a direct outreach worker or case manager. It was critical to know the number of homeless individuals in Milpitas. She wanted that internal position. She asked about what the Principal Planner would do while concerned for the cost of \$222,000. Planning Director Ned Thomas responded, describing the role of the higher level planner in his department.

Councilmember Nuñez referred to the policy role of the City Council, and if that what was the Principal Planner would specifically work on. Councilmember Phan talked about policy making versus planning, and stated he was happy to support the Planner position requested.

Councilmembers commented on the Sister Cities program, what could be done and what the plan for the part-time staff to evaluate the program would do in the coming fiscal year.

Councilmember Phan did not support \$14,000 to Milpitas Food Pantry from the Housing Funds. Perhaps that could be accomplished from the General Fund.

Vice Mayor Dominguez mentioned a new program like AmeriCorps where there existed an extension program in Milpitas, with new funding opportunity.

City Manager Edmonds-Mares reviewed with the City Council on what follow up for two CSAs was needed, at 10:07 PM.

COMMUNITY SERVICES & SUSTAINABLE INFRASTRUCTURE

Public Works Director Tony Ndah reviewed major accomplishments of this service area. Ms. Kantak listed the proposed service enhancement, focused on infrastructure and maintenance of existing facilities.

At 10:20 PM, two Councilmembers left the room and Vice Mayor Dominguez called for a 5 minutes break in the meeting, which re-started at 10:27 PM.

Councilmember Nuñez, regarding on new vehicles for \$565,000, asked about electric charging stations and if new vehicles going to be electric vehicle, and staff replied yes. Mr. Nuñez asked if the Senior Administrative Analyst (as Solid Waste Program Manager) was a new position or due to another being eliminated. Staff replied it was new.

LEADERSHIP & SUPPORT SERVICES

Ms. Kantak displayed proposed budget increases for staff and non-personnel in City Manager office, Finance, Human Resources and Information Services departments.

Councilmember Nuñez asked about increased costs in the City Attorney office. He referred to an increase due to work requested by Council for that office’s services so he would like to learn details of that work in Attorney’s office, to be knowledgeable. He further inquired two Special Projects Assistants requested, one each in H.R. and Finance.

Mr. Nuñez commented on request for a Management Fellow, as he never heard of that title here before. He asked staff to bring back what that position would do. Staff had done well obtaining grants in the past year, so he wanted to hear a lot more about the Grant Writer position, as well as job specification on Employee Relations Officer. For the City Council office, he felt the Administrative Assistant should be at a higher level and report to City Council directly. He wanted to expand the role of the City Attorney, and in regards to policy setting to assist the Council.

Councilmember Phan was unclear on a Special Projects Associate for Human Resources, and expressed concern about a Limited Term Management Fellow position.

Vice Mayor Dominguez wanted to see objectives and job descriptions for new positions on the list. She supported an Administrative Assistant for the City Council to get the help needed.

Councilmember Phan suggested to consider a separate contract for Council Assistant (or Analyst). He wanted to see more opportunities for professional development for all staff, supported by funding.

Public comment on budget:

Voltaire Montemayor, resident, gave his opinion on public safety -give them what they need. On personnel needed for functions, try best to budget for those positions.

Vice Mayor Dominguez encouraged the public in the community to stay engaged. She stated the City Council would move the report and discussion about reserves to a later date.

Motion: to receive the staff presentation on the new FY budget and CIP, and direct staff to prepare the budget as discussed during this meeting, and to move reserves discussion to a later meeting

Motion/Second:

Councilmember Nuñez/Councilmember Phan

Motion carried by a vote of:

AYES: 4

NOES: 0

ABSENT: 1 (Tran)

ADJOURNMENT

Vice Mayor Dominguez adjourned the special meeting at 11:00 PM.

*Minutes drafted and submitted by
Mary Lavelle, City Clerk*

Draft **MEETING MINUTES**
CITY OF MILPITAS

Minutes of:	Regular Meeting of Milpitas City Council
Date:	Tuesday, May 21, 2019
Time:	6:00 PM Closed Session 7:00 PM Open Session
Location:	Council Chambers, Milpitas City Hall, 455 East Calaveras Blvd., Milpitas

CALL TO ORDER	Vice Mayor Dominguez called the meeting to order at 6:00 PM. City Clerk Mary Lavelle called the roll. PRESENT: Vice Mayor Dominguez, Councilmembers Montano and Nuñez ABSENT: Mayor Tran was absent. Councilmember Phan was absent at roll call and arrived in Closed Session.
CLOSED SESSION	City Council convened in Closed Session to discuss two matters listed on the agenda. City Council convened at the dais for the Open Session regular agenda at 7:24 PM.
ANNOUNCEMENT	City Attorney Chris Diaz stated there was nothing to report out of Closed Session.
PLEDGE	The pledge of allegiance was led by Councilmember Nuñez.
INVOCATION	Vice Mayor Dominguez invited Rajesh Shah affiliated with India Community Center to offer a prayer to start the meeting. He read aloud a poem by Douglas McClintock as well as a quote from Mother Teresa.
PRESENTATIONS	Emergency Services Coordinator Toni Charlop introduced the active participants in Community Emergency Response Teams, who had undertaken training and exercises to get ready for disaster response throughout the City. Vice Mayor Dominguez along with Councilmembers presented certificates to participants in the Community Advisory Commission's spring clean-up event on March 16 held at Pioneer Mobilehome Park.
PUBLIC FORUM	Rob Means, 1421 Yellowstone resident, had a question for the Mayor regarding a Memorandum of Understanding for Personal Rapid Transit, and sought a meeting with Councilmembers. He'd met with four Councilmembers but not yet with the Mayor and was seeking support. Allyson McDonald, resident, addressed the topic of rent control. She mentioned new construction at Sunnyhills, and that new units would not come under any potential rent control rules due to Costa-Hawkins. Yolie Garcia, resident and homeowner, spoke of tenant protections, rent control, CASA compact, and other government efforts regarding regional housing issues and concerns. She requested to have rent control and protections in Milpitas. Sandy Perry, resident of San Jose, commended the Mayor and Vice Mayor for their leadership at the May 7 City Council meeting. He hoped over time that other Councilmembers would change and come to support rent control. It was one tool to help local residents avoid displacement.

Christopher, of San Jose, lived in a San Jose rent controlled apartment. This topic needs to be continued to be addressed by the City Council, as started two weeks ago. He addressed Councilmember Phan, based on prior comments.

Veronica Salce, resident, thanked the Vice Mayor for going out to search for apartments in Milpitas (as described at last Council meeting). She discussed her family's eviction from their apartment, even after challenging the action in court. Challenges continue and residents were seeking help for tenants in the city.

Voltaire Montemayor, resident, liked the presentations given. He referred to CERT, as mentioned by Toni Charlop of the Fire Department.

ANNOUNCEMENTS

Councilmember Montano reported out from the first City Council Housing Subcommittee which met on this date. The Subcommittee (she and Mr. Nuñez) discussed 110 units to be constructed at Sango Court that the County was working with the city to build. Ms. Montano said the City would create a waiting list for those who'd like to rent those apartments. This was following brainstorming done by Councilmember Nuñez and her. City Attorney Chris Diaz read some of the ideas from the meeting notes on a list, i.e. hosting the Housing Authority as a separate meeting body. The next Subcommittee meeting would be held on June 4.

Vice Mayor Dominguez asked the City Clerk to make sure those notes would be available online.

Councilmember Phan thanked all the speakers for speaking out at this Council meeting. He encouraged the public to remain active on housing issues.

ANNOUNCEMENT OF CONFLICT OF INTEREST AND CAMPAIGN CONTRIBUTIONS

City Attorney Diaz asked Councilmembers if they had any personal conflicts of interest or reportable campaign contributions. By roll call, none were reported.

APPROVAL OF AGENDA

Motion: to approve the meeting agenda, as submitted

Motion/Second: Councilmember Nuñez/Councilmember Montano

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

CONSENT CALENDAR

Motion: to approve the consent calendar including agenda items no. 1- 4, 7, 10 and 11

Councilmember Phan asked to place item C10 (Planning Commission appointment) and item C11 (preview next agenda) on the consent calendar.

Councilmember Montano asked to remove items C5 (water quality lab testing) and C6 (tree maintenance contract) from consent.

Motion/Second: Councilmember Nuñez/Councilmember Montano

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

C1. Council Calendars

Accepted City Council calendar for May and June 2019.

C2. Meeting Minutes

Approved City Council meeting minutes of April 30 and May 7, 2019.

C3. National Night Out

Moved to permanently change the Milpitas National Night Out date to align annually with the nationally recognized date of the first Tuesday in August.

- C4. Stormwater Agreement Authorized the City Manager to execute a Stormwater Management Facilities Operation and Maintenance Agreement for Hudson Campus Center, LLC for the development at 115 North McCarthy Boulevard.
- C5. Water Quality Lab Testing This item was removed from consent for discussion.
- Public Works Director Tony Ndah responded to Councilmember Montano, about when the water last testing was done (monthly), and when would households get the report on water quality. He described the daily collection of water samples that were consistently tested on a constant basis. Information was available online for all customers on the water quality.
- Motion: to authorize the City Manager to execute a Professional Service Agreement with McCampbell Analytical, Inc. for Water Quality Laboratory Testing Services for a five-year agreement amount not to exceed \$230,140
- Motion/second: Councilmember Montano/Councilmember Phan
- Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)
- C6. West Coast Arborist This item was removed from consent calendar for discussion.
- Councilmember Montano asked questions about this contract amendment, and which trees were targeted for tree maintenance per the contract. Residents were concerned about some of the older trees throughout the city, she noted. Public Works Director Ndah reported that staff had logged 350 high priority trees for possible removal.
- Motion: to authorize the City Manager to approve Amendment No. 1 to the contract with West Coast Arborist, Inc. in the amount of \$150,000 for citywide tree removal services
- Motion/second: Councilmember Montano/Councilmember Phan
- Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)
- C7. Adopt Resolution - flag Adopted Resolution No. 8874 directing staff to fly the flag celebrating Eritrea Independence Day on May 24, 2019 at the Cesar Chavez Plaza.

PUBLIC HEARINGS

8. Annual Levy for LLMD Civil Engineer Kan Xu introduced the annual consideration of actions necessary to levy parcel owners for maintenance and financing of the Landscape and Lighting Maintenance District No. 95-1 at McCarthy Ranch containing 44 parcels. \$360,135 was the total amount to be assessed in FY 2019-20.
- Vice Mayor Dominguez opened the public hearing.
- Resident Voltaire Montemayor spoke in favor of approving this resolution.
- (1) Motion: to close the public hearing, following one speaker
- Motion/Second: Councilmember Nuñez/Councilmember Phan
- Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

(2) Motion: to adopt Resolution No. 8875 confirming the assessment and ordering the levy for the Landscaping Maintenance Assessment District No. 95-1 McCarthy Ranch for Fiscal Year 2019-20

Motion/Second: Councilmember Phan/Councilmember Nuñez

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

**9. Annual Levy for LLMD
No. 98-1, Sinclair Horizon**

Next, Mr. Xu introduced the annual item for consideration of actions necessary to levy parcel owners for maintenance and financing the Landscape and Lighting Maintenance District No. 98-1 at Sinclair Horizon. \$44,063 was the amount to be assessed in FY 2019-20.

Councilmember Nuñez asked questions about the area on the map, displaying where the landscape work was done, and any increase in value to the land with public benefit.

Vice Mayor Dominguez opened the public hearing.

Yolie Garcia, resident, noticed that the land for maintenance did not cover the entire area of the developments. More of Los Coches did need some further clean-up work done.

Resident Voltaire Montemayor said he walked near this area and subdivision, where there used to be a skating rink. At night, it was good to keep it clean for vehicles passing by.

(1) Motion: to close the public hearing, following two speakers

Motion/Second: Councilmember Montano/Councilmember Phan

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

Councilmember Phan asked about process and whether this approval could be done administratively, by a zoning administrator or at Planning Commission, rather than City Council in the future.

(2) Motion: to adopt Resolution No. 8876 confirming the assessment and ordering the levy for the Landscaping Maintenance Assessment District No. 98-1 Sinclair Horizon for Fiscal Year 2019-20

Motion/Second: Councilmember Phan/Councilmember Montano

Motion carried by a vote of: AYES: 4
NOES: 0
ABSENT: 1 (Tran)

All were invited to Senior Center at 8:30 PM.

LEADERSHIP

**C10. Planning Commission
Appointment**

This item was added to the consent calendar and approved. Per recommendation of Councilmember Nuñez, approved the appointment of Ricardo Ablaza to the Milpitas Planning Commission, to a term of service that would expire in December of 2020.

NEXT AGENDA

C11. Preview next agenda

This item was added to the consent calendar and approved. Received a preview list of items for June 4, 2019 City Council meeting agenda.

At 8:30 PM, the first part of this City Council meeting was finished in the Council Chambers at City Hall. Vice Mayor Dominguez invited all in the audience to join the City Council, staff and consultants for the next section of the meeting held at the Senior Center.

12. STUDY SESSION - General Plan Update

Planning Director Ned Thomas introduced the update that was underway to the City's General Plan, the blueprint for the city's land use plans over the next several decades.

Consultant Ben Ritchie from DeNovo Consulting addressed the Council, with background on what the General Plan Advisory Committee (GPAC) had worked on to date. At this meeting, Council would be asked to comment on the Land Use Map and preferred alternative. With the path on the General Plan update, it had all of the seven Council-identified priorities in mind as staff, GPAC and consultant were moving ahead on the Plan. 14 opportunity areas organized into four themes were included in the Land Use Alternatives Report, previously distributed to the City Council.

Mr. Ritchie rapidly reviewed areas 3,4 and 7 in the Industrial and Business Park Intensification theme, and areas 10, 11 and 13 in the Neighborhood Commercial Center Revitalization theme (no residential). He defined the Floor Area Ratios (FAR) in these areas of the City.

Comments from Councilmembers were made about neighborhood shopping centers and maintaining smaller local grocers, while not pushing those out if Floor Area Ratio (FAR) was increased in some sectors of the city.

Councilmember Phan asked if hotels would be allowed in Neighborhood Commercial areas and the consultant replied that was up to the Council (since it was not specified either way).

Vice Mayor Dominguez was concerned not to displace older small businesses in those areas.

Economic Development Director Alex Andrade described a business façade improvement program that was planned in the new budget for small businesses to improve or survive.

Ms. Dominguez agreed with support for businesses and maybe strongly support that pilot program perhaps with more funding than \$50,000 to start. Staff spoke of a potential partnership with Silicon Valley Business Development.

Next, Mr. Ritchie asked the Council to look at Neighborhood Commercial Center Revitalization theme (with residential uses) to entice developers to re-develop some older existing areas. This was in the Opportunity Areas numbered 1, 8, 9, 12, and 14. There was some discussion on residential development in the Town Center Area, noting the need to update zoning if that was desired back into Town Center.

Councilmember Montano wanted to maintain only commercial development in the Town Center (in Opportunity Area 12).

Opportunity Area 1 at Sunnyhills neighborhood was reviewed. There were concerns voiced by by residents and GPAC members to maintain affordable housing. Residential use versus commercial was discussed.

Opportunity Area 8 at south end of the city, on Landess at Park Victoria was reviewed. Limited housing allowance in this retail/commercial area.

Opportunity Area 9 at Calaveras & Dempsey location was reviewed where there were some not well maintained properties. The City could jump start new development at these parcels, with enhancements needed.

Opportunity Area 14 within the MidTown Area was identified, including the current Serra Center. It would be reviewed with the planned update to the MidTown Specific Plan. The main question to Council was whether or not a residential component should be included at this site.

Deputy City Manager Steve McHarris noted the idea of land use capture, as done in San Jose. Residential can be thought of as a component of a property, when considering its development or redevelopment.

Councilmember Phan suggested to consider finding ways to alleviate traffic into/out of Serra Center, use that to meet needs based on needed infrastructure upgrades.

Councilmember Nuñez was all for opportunity areas 12 and 14. He agreed with incentives to bring in businesses and homes with mixed use in those spots. However, in the MidTown, he did not agree with the plan along Main St.

The final map for Council's review was the areas transitioning from Industrial and Manufacturing to Residential and Mixed Use, in Opportunities Areas 2 and 6.

Mr. Nuñez made many comments about Opportunity Area 2, with limitations and possibilities there, while being very concerned about difficult parking and traffic at California Circle.

Councilmember Montano wanted to have entertainment, restaurants, performing arts, in a walkable area for those who visit the new hotels.

Vice Mayor Dominguez asked about any current applications at Opportunity Site 2. She liked mixed use while traffic mitigation issues need to be figured out. Review applications and look for some affordable housing with any mixed use proposal. She urged to be respectful of history.

Councilmember Nuñez commented on how cars travel through and around with barriers there, since California Circle was the only way in and out. "Trapped" problem for traffic existed.

Councilmember Phan asked how long it would take to make a Specific Plan for this area. Long term here, the need was to bring designated uses and zoning consistent with the General Plan, to benefit land owners and business owners in the California Circle area. If projects were coming in, could they continue to be processed trying to envision what was anticipated? He urged all to remain flexible and don't ban housing.

Mr. Ritchie said Council could proceed, then add an overlay to this area if it was needed to achieve Council established goals.

Next reviewed was Opportunity Area 6, South Manufacturing area. Though initially it was included with proposed designations, residential use was not supported at all by the GPAC, so rather it was recommended for Research & Development very close to the new BART station. Economic Development Director Andrade addressed this area, which could be termed an "Innovation and Tech Hub" to be a leader in Silicon Valley. The city could create space for quality jobs at this location, he urged.

The Vice Mayor supported the jobs creation part of what Mr. Andrade talked about and called this area "a hidden treasure."

Councilmember Montano agreed with this area as an innovation hub.

Speakers:

Huascar Castro, Silicon Valley @Home, said the Council needed to best reflect needs of a city, while needing a housing component. Increase levels of density in areas 9 and 12.

Voltaire Montemayor, resident, said Council could make Milpitas one of the best places to live. He talked about connecting various roadways to neighboring cities north and south.

Leah Beniston, of True Life Companies, had looked at Opportunity Area 2 for housing sites. Keep it mixed use, she urged, and distributed a handout to the Council.

Mr. Martin, a land consultant and broker, spoke on Opportunity Area 2, heard talk of traffic while a FAR at 2.5 and amount of building that could bring hundreds of employees in the daytime. Residential units built there (two projects) would not be compatible with very high-density commercial/industrial.

Allysson McDonald, resident and member of the GPAC, was concerned about Area No. 13 due to a worry of traffic in that area. For Area 1, there was a need for more housing built to meet RHNA, especially affordable units. At Area 2, she was concerned on mitigating traffic when considering uses. For Area 6, include some commercial uses at the innovation area.

The Vice Mayor thanked staff for all the work and preparation for the study session.

Staff noted that all comments mentioned during the Study Session that were not immediately addressed by staff or the consultant were noted and written down on a “Parking Lot” list. That list was recorded by Planning Department staff for review following the study session.

ADJOURNMENT

Vice Mayor Dominguez adjourned the meeting at 11:00 PM at the Senior Center.

*Meeting minutes respectfully drafted and submitted by
Mary Lavelle, City Clerk*

***Draft* MEETING MINUTES
CITY OF MILPITAS**

Minutes of:	Special Meeting of Milpitas City Council
Date:	Tuesday, May 28, 2019
Time:	12:00 PM
Location:	Milpitas City Council Chambers, 455 East Calaveras Blvd., Milpitas CA

CALL TO ORDER Mayor Rich Tran called the special meeting to order at 12:02 PM. City Clerk Mary Lavelle called the roll. The Mayor led the pledge of allegiance.

PRESENT: Mayor Tran, Vice Mayor Dominguez, Councilmembers Montano and Phan

ABSENT: Councilmember Nuñez was not present at roll call and arrived at 12:03 PM

Staff present: City Manager Julie Edmonds-Mares, City Attorney Chris Diaz and City Clerk

APPROVE AGENDA Upon motion by Councilmember Montano and second by Councilmember Phan, the agenda was approved by a vote of 4 in favor (Mr. Nuñez was not yet at the dais).

PUBLIC FORUM None

CLOSED SESSION The City Council met in Closed Session for one item listed on the agenda: performance evaluation of the City Manager.

There was no reportable action out of Closed Session.

ADJOURNMENT Meeting was adjourned at 1:01 PM.

*Meeting minutes respectfully submitted by
Mary Lavelle, City Clerk*

Item Attachment Documents:

C3. Approve Project Plans and Specifications, Approve Budget Appropriation, and Award Construction Contract for Street Resurfacing Project 2019, Projects No. 4291 and No. 4296

Steve Erickson, 408-586-3301

Recommendation:

Approve project Plans & Specifications and approve a budget appropriation: adopt a resolution awarding a construction contract; authorize the City Manager to execute the contract with the lowest responsible bidder submitting a responsive bid, DeSilva Gates Construction, Inc., in the amount of \$3,691,691 for the Street Resurfacing Project 2019, Projects No. 4291 and No. 4296; and authorize the Engineering Director/City Engineer to negotiate and execute contract change order(s) in an aggregate amount not to exceed \$554,000 for the project.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Approve Project Plans and Specifications, Approve Budget Appropriation, and Award Construction Contract for Street Resurfacing Project 2019, Projects No. 4291 and No. 4296
Category:	Consent Calendar-Community Development
Meeting Date:	6/4/2019
Staff Contact:	Steve Erickson, 408-586-3301
Recommendation:	Approve project Plans & Specifications and approve a budget appropriation: adopt a resolution awarding a construction contract; authorize the City Manager to execute the contract with the lowest responsible bidder submitting a responsive bid, DeSilva Gates Construction, Inc., in the amount of \$3,691,691 for the Street Resurfacing Project 2019, Projects No. 4291 and No. 4296; and authorize the Engineering Director/City Engineer to negotiate and execute contract change order(s) in an aggregate amount not to exceed \$554,000 for the project.

Background:

Project No. 4291, Street Resurfacing Project 2018 is in the approved 2018-2023 Capital Improvement Program, and Project No. 4296 Street Resurfacing Project 2019 is in the proposed 2019-2024 Capital Improvement Program (collectively referred to herein as "Project"). The Project provides for the design and construction of localized repair of asphalt concrete pavement, resurface asphalt concrete pavement, install Americans with Disabilities Act (ADA) compliant curb ramps, repair damaged concrete sidewalk, driveways, or curb & gutter, install new class II bike lanes, and reinstall pavement delineation.

Project No. 4291 provided funding for the design of the 2019 Street Resurfacing Project, and the Plans and Specifications are complete and now ready for City Council approval. The following streets are included in the Street Resurfacing Project 2019:

- McCarthy Boulevard from North Ranch Drive to East Tasman Drive
- Bellew Drive from Cypress Drive to McCarthy Boulevard
- Technology Drive from McCarthy Boulevard to 675 feet west of McCarthy Boulevard
- SanDisk Drive from McCarthy Boulevard to Murphy Ranch Drive
- Murphy Ranch Drive from SanDisk Drive to McCarthy Boulevard
- Hillview Drive from Berryessa Creek Bridge to Los Coches Street
- Jacklin Road from North Milpitas Boulevard to 500 feet east of I-680

The Engineer's construction estimate for the Project is \$4,600,000 and the Project title sheet (**Attachment 5**) is included in the Council's agenda packet. The complete full-size set of plans and specifications are available for review in the office of the City Engineer.

Analysis:

The Project was advertised in the Milpitas Post on April 19 and April 26, 2019. Bid opening was on May 10, 2019, and 4 sealed bid proposals were received. The lowest responsible bidder submitting a responsive bid is DeSilva Gates Construction, Inc., in the amount of \$3,691,691. No bid protests were filed with the City in regards to this Project. The following is the list of bidders and their respective bid amounts. The bid result tabulation is included as **Attachment 2**.

Bidder	Total Base Bid
DeSilva Gates Construction, Inc.	\$3,691,691
O'Grady Paving, Inc.	\$3,968,919
Granite Construction	\$4,438,178
Engineer's Estimate	\$4,600,000
Joseph J. Albanese, Inc.	\$4,969,445

The bid prices submitted by bidders varies between 8% over to 20% under the Engineer's Estimate.

Staff recommends the City Council award a construction contract to DeSilva Gates Construction, Inc., the lowest responsible bidder submitting a responsive bid, in the amount of \$3,691,691.

Project No. 4296 Street Resurfacing Project 2019 is included in the proposed 2019-2024 Capital Improvement Program that is anticipated to be adopted by the City Council on June 4, 2019. Funding for this Project is not available for use until July 1, 2019, however, the funding is required at this time to award the construction contract. Staff recommends the approval of the Budget Appropriation (on Budget Change Form) to advance the funding allowing for the award of a construction contract, see **Attachment 3**.

As previously approved for the successful completion of recent projects with tight completion schedules, staff is requesting the use of the same change order policy, see **Attachment 4**. This policy allows for a timely completion of the Project, while addressing the need to respond swiftly to construction conditions and approve necessary change orders in order to limit potential claims or risks to the City. The construction contingency established for this Project is \$554,000; approximately 15% of the total contract value. The change order authority is not anticipated to exceed this amount, and the Project would not require additional appropriation

Policy Alternatives:

Alternative 1: Deny approval of Project plans and specifications and award of the construction contract.

Pros: None.

Cons: Denial would cause delay in completing the needed annual repairs to the City's pavement infrastructure.

Reason not Recommended: Delay in award of construction contract will delay Project completion, prolong construction activities through the rainy season, and potentially results in higher total construction cost.

Fiscal Impact:

The aggregate construction contract and contingency amount of \$4,245,691 will be funded with remaining funds from Project 4291 (Street Resurfacing Project 2018-19) and funds from new project 4296 (Street Resurfacing Project 2019-20). \$2,732,954 will be funded from current project 4291 (Street Resurfacing Project 2018-19), with the remaining amount funded from new project 4296 (Street Resurfacing Project 2019-20). The creation and funding of a new FY 2018-19 Capital Improvement Program Project No. 4296 (Street Resurfacing Project 2019-20) with \$4,600,000 from the Gas Tax Fund (\$2,720,000), Vehicle Registration Fees (\$500,000), and Measure B (\$1,380,000) will be needed for funding of the construction contract. A budget appropriation of \$4,600,000 to the new project 4296 (Street Resurfacing Project 2019-20) is being also requested.

As of 4/11/2019, the uncommitted balance to these projects are as follows:

CP 4291 (existing project)	\$2,732,954
CP 4296 (new project)	\$4,600,000
Total Balance Available	\$7,332,954

Summary of Estimated Construction Cost:

DeSilva Gates Construction, Inc.	\$3,691,691
15% Contingency	\$554,000
Total	\$4,245,691

California Environmental Quality Act:

The Project is exempt under Section 15301 (Existing Facilities) of the CEQA guidelines.

Recommendations:

1. Approve Project Plans & Specifications.
2. Approve a new FY 2019-20 Capital Improvement Program Project No. 4296 (Street Resurfacing Project 2019-20).
3. Approve budget appropriation of \$4,245,691 to new Project No. 4296 (Street Resurfacing Project 2019-20).
4. Adopt a resolution awarding a construction contract and authorize the City Manager to execute the contract with the lowest responsible bidder submitting a responsive bid, DeSilva Gates Construction, Inc. in the amount of \$3,691,691.
5. Authorize the Engineering Director/City Engineer to negotiate and execute contract change order(s) in an aggregate amount not to exceed \$554,000 for the Project.

Attachments:

- 1: Resolution
- 2: Bid Tabulation
- 3: Budget Change Form
- 4: Change Order Policy
- 5: Title Sheet

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS APPROVING THE PROJECT PLANS AND SPECIFICATIONS, AWARDING A CONSTRUCTION CONTRACT AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT WITH THE LOWEST RESPONSIBLE BIDDER SUBMITTING A RESPONSIVE BID, DESILVA GATES CONSTRUCTION, INC., IN THE AMOUNT OF \$3,691,691 FOR THE STREET RESURFACING PROJECT 2019, PROJECT NO. 4291 AND NO. 4296; AND AUTHORIZE THE ENGINEERING DIRECTOR/CITY ENGINEER TO NEGOTIATE AND EXECUTE CONTRACT CHANGE ORDER(S) IN AN AGGREGATE AMOUNT NOT TO EXCEED \$554,000 FOR THE PROJECT

WHEREAS, the Street Resurfacing Project 2019, Project Nos. 4291 and 4296 (collectively referred to herein as the “Project”), will include localized repair of asphalt concrete pavement, resurfacing of asphalt concrete pavement, installation of ADA compliant curb ramps, repairing damaged concrete sidewalk, driveways, or curbs and gutters, installation of new class II bike lanes, and reinstallation of pavement delineation at the following locations:

- McCarthy Boulevard from North Ranch Drive to East Tasman Drive
- Bellew Drive from Cypress Drive to McCarthy Boulevard
- Technology Drive from McCarthy Boulevard to 675 feet west of McCarthy Boulevard
- SanDisk Drive from McCarthy Boulevard to Murphy Ranch Drive
- Murphy Ranch Drive from SanDisk Drive to McCarthy Boulevard
- Hillview Drive from Berryessa Creek Bridge to Los Coches Street
- Jacklin Road from North Milpitas Boulevard to 500 feet east of I-680; and

WHEREAS, the Engineer’s Estimate for the Project is \$4,603,407; and

WHEREAS, the Project was advertised and four (4) sealed bid proposals were received on May 10, 2019. The bid pricing ranged from \$3,691,691 to \$4,969,445. The lowest responsible bidder submitting a responsive bid is DeSilva Gates Construction, Inc., in the amount of \$3,691,691; and

WHEREAS, no bid protest was filed with the City within five (5) days of the bid opening as set forth in the Project specifications; and

WHEREAS, sufficient funds to award the Project are available in the Project budget; and

WHEREAS, staff recommends the City Council approve the project plans and specifications; and

WHEREAS, staff recommends the City Council award a construction contract to DeSilva Gates Construction, Inc., the lowest responsible bidder submitting a responsive bid for the Project, and authorize the City Manager to execute a contract in the amount of \$3,691,691 in accordance with State law; and

WHEREAS, staff recommends the City Council authorize the Director of Engineering/City Engineer to negotiate and execute change order(s) in an amount not to exceed \$554,000; fifteen percent (15%) of the total contract value, due to the Project’s tight completion schedule and staff’s capability to respond swiftly to unanticipated construction conditions to limit potential claims or risk to the City.

NOW, THEREFORE, the City Council of the City of Milpitas hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. The City Council hereby awards the construction contract to and authorizes the City Manager to execute the contract and related documents with the lowest responsible bidder submitting a responsive bid, DeSilva Gates Construction, Inc., in the amount of \$3,691,691 for the Project.
3. The Director of Engineering/City Engineer is hereby authorized to negotiate and execute contract change order(s) in an aggregate amount not to exceed \$554,000 for the Project.

PASSED AND ADOPTED this ____ day of _____, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Rich Tran, Mayor

APPROVED AS TO FORM:

Christopher J. Diaz, City Attorney



CITY OF MILPITAS
ENGINEERING DIVISION
BID SUMMARY

Project Name: Street Resurfacing 2019

Project No. : 4291 & 4296

Bid Date: May 10, 2019 @ 2:00 PM

Street Resurfacing 2019 - Bid Summary					DeSilva Gates		O'Grady Paving		Granite Construction		Joseph J. Albanese	
NO.	ITEM DESCRIPTION	UNIT	BID QTY.	SPEC	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Mobilization	LS	1	E-03	\$180,000.00	\$180,000.00	\$110,000.00	\$110,000.00	\$200,000.00	\$200,000.00	\$240,000.00	\$240,000.00
2	Traffic Control	LS	1	E-04	\$315,000.00	\$315,000.00	\$325,000.00	\$325,000.00	\$152,000.00	\$152,000.00	\$476,000.00	\$476,000.00
3	Water Pollution Control Program	LS	1	E-10	\$19,981.00	\$19,981.00	\$10,000.00	\$10,000.00	\$8,500.00	\$8,500.00	\$30,000.00	\$30,000.00
4	Base Repair (3")	SF	71,000	E-12	\$5.00	\$355,000.00	\$3.05	\$216,550.00	\$3.70	\$262,700.00	\$6.00	\$426,000.00
5	Base Repair (6")	SF	5,600	E-13	\$12.00	\$67,200.00	\$6.10	\$34,160.00	\$4.60	\$25,760.00	\$11.00	\$61,600.00
6	6' Wedge Grind	LF	20,300	E-13	\$4.00	\$81,200.00	\$2.65	\$53,795.00	\$4.40	\$89,320.00	\$8.00	\$162,400.00
7	Cold Plane Milling (2.0")	SF	500,000	E-13	\$0.50	\$250,000.00	\$0.90	\$450,000.00	\$0.50	\$250,000.00	\$1.00	\$500,000.00
8	Asphalt Concrete	TON	16,500	E-11	\$88.00	\$1,452,000.00	\$100.00	\$1,650,000.00	\$130.00	\$2,145,000.00	\$117.00	\$1,930,500.00
9	Remove & Replace Industrial Driveway With Curb Return	SF	150	E-14	\$36.00	\$5,400.00	\$50.00	\$7,500.00	\$39.00	\$5,850.00	\$75.00	\$11,250.00
10	Remove & Replace Industrial Driveway With Flare	SF	150	E-14	\$28.00	\$4,200.00	\$50.00	\$7,500.00	\$40.00	\$6,000.00	\$75.00	\$11,250.00
11	Curb Ramp, Case A	EA	20	E-14	\$3,900.00	\$78,000.00	\$11,500.00	\$230,000.00	\$4,220.00	\$84,400.00	\$3,600.00	\$72,000.00
12	Curb Ramp, Case B	EA	2	E-14	\$4,900.00	\$9,800.00	\$8,100.00	\$16,200.00	\$6,900.00	\$13,800.00	\$4,900.00	\$9,800.00
13	Curb Ramp, Case C	EA	1	E-14	\$4,100.00	\$4,100.00	\$7,000.00	\$7,000.00	\$6,200.00	\$6,200.00	\$7,000.00	\$7,000.00
14	Curb Ramp, Case G	EA	4	E-14	\$2,600.00	\$10,400.00	\$7,000.00	\$28,000.00	\$5,000.00	\$20,000.00	\$3,600.00	\$14,400.00
15	Remove & Replace Sidewalk	SF	4,500	E-14	\$20.00	\$90,000.00	\$24.00	\$108,000.00	\$25.00	\$112,500.00	\$28.00	\$126,000.00
16	Remove & Replace Curb & Gutter	LF	1,050	E-14	\$140.00	\$147,000.00	\$90.00	\$94,500.00	\$156.00	\$163,800.00	\$120.00	\$126,000.00
17	Modify Median Island Passage	LS	1	E-14	\$3,200.00	\$3,200.00	\$8,100.00	\$8,100.00	\$4,000.00	\$4,000.00	\$10,000.00	\$10,000.00
18	Pedestrian Barricade	EA	5	E-14	\$700.00	\$3,500.00	\$1,100.00	\$5,500.00	\$700.00	\$3,500.00	\$1,150.00	\$5,750.00
19	Adjust Appurtenance (Water Valve Box)	EA	190	E-15	\$600.00	\$114,000.00	\$500.00	\$95,000.00	\$827.00	\$157,130.00	\$675.00	\$128,250.00
20	Adjust Appurtenance (Recycled Water Box)	EA	50	E-15	\$600.00	\$30,000.00	\$500.00	\$25,000.00	\$827.00	\$41,350.00	\$675.00	\$33,750.00
21	Adjust Appurtenance (Monument Box)	EA	15	E-15	\$600.00	\$9,000.00	\$500.00	\$7,500.00	\$827.00	\$12,405.00	\$675.00	\$10,125.00
22	Adjust Appurtenance (Manhole)	EA	95	E-15	\$800.00	\$76,000.00	\$800.00	\$76,000.00	\$1,200.00	\$114,000.00	\$980.00	\$93,100.00
23	Replace Manhole Frame and Cover	EA	2	E-15	\$1,000.00	\$2,000.00	\$1,000.00	\$2,000.00	\$1,400.00	\$2,800.00	\$1,200.00	\$2,400.00
24	Blue Reflective Raised Pavement Marker	EA	70	E-17	\$20.00	\$1,400.00	\$30.00	\$2,100.00	\$41.00	\$2,870.00	\$30.00	\$2,100.00
25	Traffic Line (Detail 2)	LF	900	E-17	\$1.00	\$900.00	\$1.10	\$990.00	\$1.65	\$1,485.00	\$1.00	\$900.00
26	Traffic Line (Detail 9)	LF	28,500	E-17	\$1.00	\$28,500.00	\$1.10	\$31,350.00	\$1.65	\$47,025.00	\$1.00	\$28,500.00
27	Traffic Line (Detail 22)	LF	2,950	E-17	\$1.00	\$2,950.00	\$2.00	\$5,900.00	\$3.00	\$8,850.00	\$2.00	\$5,900.00
28	Traffic Line (Detail 25)	LF	500	E-17	\$1.00	\$500.00	\$1.10	\$550.00	\$1.65	\$825.00	\$1.00	\$500.00
29	Traffic Line (Detail 26)	LF	21,000	E-17	\$1.00	\$21,000.00	\$1.10	\$23,100.00	\$1.65	\$34,650.00	\$1.00	\$21,000.00
30	Traffic Line (Detail 27B)	LF	250	E-17	\$1.00	\$250.00	\$1.10	\$275.00	\$1.65	\$412.50	\$1.00	\$250.00
31	Traffic Line (Detail 28)	LF	50	E-17	\$1.00	\$50.00	\$1.50	\$75.00	\$2.35	\$117.50	\$2.00	\$100.00
32	Traffic Line (Detail 32)	LF	3,400	E-17	\$1.00	\$3,400.00	\$1.80	\$6,120.00	\$2.80	\$9,520.00	\$2.00	\$6,800.00
33	Traffic Line (Detail 38)	LF	6,700	E-17	\$1.00	\$6,700.00	\$1.20	\$8,040.00	\$1.80	\$12,060.00	\$2.00	\$13,400.00
34	Traffic Line (Detail 38A)	LF	750	E-17	\$1.00	\$750.00	\$1.10	\$825.00	\$1.65	\$1,237.50	\$1.00	\$750.00
35	Traffic Line (Detail 38B)	LF	600	E-17	\$1.00	\$600.00	\$1.70	\$1,020.00	\$2.65	\$1,590.00	\$2.00	\$1,200.00
36	Traffic Line (Detail 39) Thermoplastic	LF	800	E-17	\$6.00	\$4,800.00	\$7.00	\$5,600.00	\$10.00	\$8,000.00	\$7.00	\$5,600.00
37	Traffic Line (Detail 39A) Thermoplastic	LF	3,800	E-17	\$4.00	\$15,200.00	\$4.50	\$17,100.00	\$6.65	\$25,270.00	\$5.00	\$19,000.00
38	Traffic Line (Detail 40)	LF	750	E-17	\$1.00	\$750.00	\$1.10	\$825.00	\$1.65	\$1,237.50	\$1.00	\$750.00
39	Traffic Line (Detail 39) Paint	LF	34,000	E-17	\$0.50	\$17,000.00	\$0.45	\$15,300.00	\$0.65	\$22,100.00	\$0.50	\$17,000.00
40	Traffic Line (Detail 39A) Paint	LF	500	E-17	\$0.50	\$250.00	\$0.40	\$200.00	\$0.60	\$300.00	\$1.00	\$500.00
41	8" White Buffer Zone Stripe (Paint)	LF	200	E-17	\$3.00	\$600.00	\$4.00	\$800.00	\$5.00	\$1,000.00	\$4.00	\$800.00
42	Thermoplastic Crosswalk or Stop Bar (White)	LF	6,700	E-17	\$5.00	\$33,500.00	\$5.40	\$36,180.00	\$8.30	\$55,610.00	\$6.00	\$40,200.00
43	Thermoplastic Crosswalk (Yellow)	LF	510	E-17	\$5.00	\$2,550.00	\$5.40	\$2,754.00	\$8.30	\$4,233.00	\$6.00	\$3,060.00
44	High Friction Thermoplastic Crosswalk (Continental Xwalks)	SF	950	E-17	\$13.00	\$12,350.00	\$15.00	\$14,250.00	\$23.00	\$21,850.00	\$16.00	\$15,200.00
45	Pavement Marking (Thermoplastic)	SF	2,900	E-17	\$6.00	\$17,400.00	\$6.50	\$18,850.00	\$10.00	\$29,000.00	\$7.00	\$20,300.00
46	Pavement Marking (Paint)	SF	1,250	E-17	\$8.00	\$10,000.00	\$10.00	\$12,500.00	\$15.00	\$18,750.00	\$10.00	\$12,500.00
47	Green Bike Lane Marking	SF	6,900	E-17	\$12.00	\$82,800.00	\$13.00	\$89,700.00	\$20.00	\$138,000.00	\$14.00	\$96,600.00
48	Green Bike Lane Marking with Bike Lane Symbols	SF	320	E-17	\$28.00	\$8,960.00	\$33.00	\$10,560.00	\$50.00	\$16,000.00	\$35.00	\$11,200.00
49	Temporary Striping and Markings	LS	1	E-17	\$15,000.00	\$15,000.00	\$11,000.00	\$11,000.00	\$16,000.00	\$16,000.00	\$14,000.00	\$14,000.00
50	Detector Loop (Type A)	EA	85	E-16	\$400.00	\$34,000.00	\$325.00	\$27,625.00	\$305.00	\$25,925.00	\$315.00	\$26,775.00
51	Detector Loop (Type D)	EA	19	E-16	\$400.00	\$7,600.00	\$325.00	\$6,175.00	\$305.00	\$5,795.00	\$315.00	\$5,985.00
52	Detector Handhole	EA	15	E-16	\$800.00	\$12,000.00	\$540.00	\$8,100.00	\$500.00	\$7,500.00	\$525.00	\$7,875.00
53	Portable Changeable Message Sign	EA	12	E-18	\$2,500.00	\$30,000.00	\$2,500.00	\$30,000.00	\$2,000.00	\$24,000.00	\$7,000.00	\$84,000.00
54	Traffic Sign	EA	45	E-19	\$200.00	\$9,000.00	\$150.00	\$6,750.00	\$200.00	\$9,000.00	\$175.00	\$7,875.00
55	Traffic Sign Post (in Planting Area)	EA	5	E-19	\$150.00	\$750.00	\$400.00	\$2,000.00	\$150.00	\$750.00	\$450.00	\$2,250.00
56	Traffic Sign Post (in Sidewalk)	EA	8	E-19	\$150.00	\$1,200.00	\$500.00	\$4,000.00	\$150.00	\$1,200.00	\$500.00	\$4,000.00
57	Encroachment Permits	LS	1	E-01	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
TOTAL BID PRICE					\$3,691,691.00		\$3,968,919.00		\$4,438,178.00		\$4,969,445.00	
Contingency (15%)					\$554,000.00		\$596,000.00		\$666,000.00		\$746,000.00	
TOTAL					\$4,245,691.00		\$4,564,919.00		\$5,104,178.00		\$5,715,445.00	

City of Milpitas, California

BUDGET CHANGE FORM

Type of Change	From*		To*	
	Account	Amount	Account	Amount
Check one:	311-2931	\$2,732,954	311-951-4291-7-4841	\$2,732,954
	221-2931	\$2,720,000	221-951-4296-15-4800	\$2,720,000
☒ Budget Appropriation	221-3909	\$2,720,000	221-951-4296-15-3802	\$2,720,000
	314-2931	\$500,000	314-951-4296-15-4800	\$500,000
☐ Budget Transfer	314-3999	\$500,000	314-951-4296-15-3899	\$500,000
	222-2931	\$1,380,000	222-951-4296-15-4800	\$1,380,000
	222-3909	\$1,380,000	222-951-4296-15-3819	\$1,380,000

Approve project Plans & Specifications and Approve Budget Amendment, adopt a resolution awarding a construction contract; authorize the City Manager to execute the contract with the lowest responsible and responsive bidder, DeSilva Gates Construction, Inc., in the amount of \$3,691,691 for the Street Resurfacing Project 2019, Projects No. 4291 and No. 4296; and authorize the Engineering Director/City Engineer to negotiate and execute contract change order(s) in an aggregate amount not to exceed \$554,000 for the Project.

Background:

Project No. 4291, Street Resurfacing Project 2018 is in the approved 2018-2023 Capital Improvement Program, and Project No. 4296 Street Resurfacing Project 2019 is in the proposed 2019-2024 Capital Improvement Program (Project). The Project provides for the design and construction of localized repair of asphalt concrete pavement, resurface asphalt concrete pavement, install ADA compliant curb ramps, repair damaged concrete sidewalk, driveways, or curb & gutter, install new class II bike lanes, and reinstall pavement delineation.

Project No. 4291 provided funding for the design of the 2019 Street Resurfacing Project, and the Plans and Specifications are complete and now ready for City Council approval. The following streets are included in the Street Resurfacing 2019 Project:

- McCarthy Boulevard from North Ranch Drive to East Tasman Drive
- Bellew Drive from Cypress Drive to McCarthy Boulevard
- Technology Drive from McCarthy Boulevard to 675 feet west of McCarthy Boulevard
- SanDisk Drive from McCarthy Boulevard to Murphy Ranch Drive
- Murphy Ranch Drive from SanDisk Drive to McCarthy Boulevard
- Hillview Drive from Berryessa Creek Bridge to Los Coches Street
- Jacklin Road from North Milpitas Boulevard to 500 feet east of I-680

The Engineer's Construction Estimate for this project is \$4,600,000 and the project title sheet (**Attachment 5**) is included in the Council's agenda packet. The complete full-size set of plans and specifications are available for review in the office of the City Engineer.

Analysis:

The project was advertised in the Milpitas Post on April 19 and April 26, 2019. Bid opening was on May 10, 2019 and 4 sealed bid proposals were received. The lowest responsible and responsive bidder is DeSilva Gates Construction, Inc. in the amount of \$3,691,691. No bid protests were filed with the City in regards to this project. The following is a tabulation of bidders and proposed bids. The bid result tabulation is included as **Attachment 2**.

Bidder	Total Base Bid
DeSilva Gates Construction, Inc.	\$3,691,691
O'Grady Paving, Inc.	\$3,968,919
Granite Construction	\$4,438,178
Joseph J. Albanese, Inc.	\$4,969,445

The base bid prices submitted by bidders varies between 8% over to 20% under the Engineer's Estimate. The range of variation in bid pricing from the Engineer's Estimate is due to the current busy construction market and the high construction pricing that is currently being received within the Bay Area.

The Contractor, DeSilva Gate Construction, Inc., is deemed the lowest responsible and responsive bidder, and staff recommends City Council to award a construction contract for the base bid amount of \$3,691,691.

Project No. 4296 Street Resurfacing Project 2019 is included in the proposed 2019-2024 Capital Improvement Program that is anticipated to be adopted by the City Council on June 4, 2019. Funding for this project is not available for use until July 1, 2019, however, the funding is required at this time to award the construction contract. Staff recommends the approval of the Budget Appropriation (on Budget Change Form) to advance the funding allowing for the award of a Construction Contract, see **Attachment 3**.

As previously approved for the successful completion of recent projects with tight completion schedules, staff is requesting the use of the same change order policy, see **Attachment 4**. This policy allows for a timely completion of the Project, while addressing the need to respond swiftly to construction conditions and approve necessary change orders in order to limit potential claims or risks to the City. The construction contingency established for this Project is \$554,000; approximately 15% of the total contract value. The change order authority is not anticipated to exceed this amount, and the Project would not require additional appropriation

Fiscal Impact:

The construction contract amount of \$4,245,691 will be funded with remaining funds from Project 4291 (Street Resurfacing Project 2018-19) and funds from new project 4296 (Street Resurfacing Project 2019-20). \$2,732,954 will be funded from current project 4291 (4291 (Street Resurfacing Project 2018-10), with the remaining amount funded from new project 4296 (Street Resurfacing Project 2019-20). The creation and funding of a new FY 2018-19 Capital Improvement Program Project No. 4296 (Street Resurfacing Project 2019-20) with \$4,600,000 from the Gas Tax Fund (\$2,720,000), Vehicle Registration Fees (\$500,000), and Measure B (\$1,380,000) will be needed for funding of the construction contract. A budget amendment to appropriate \$4,600,000 to the new project 4296 (Street Resurfacing Project 2019-20) is being also requested.

As of 4/11/2019, the uncommitted balance to these projects are as follows:

CP 4291 (existing project)	\$2,732,954
CP 4296 (new project)	\$4,600,000
Total Balance Available	\$7,332,954

Summary of Estimated Construction Cost:

DeSilva Gates Construction, Inc.	\$3,691,691
15% Contingency	\$554,000
Total	\$4,245,691

Recommendation:

1. Approve project Plans & Specifications
2. Approve a new FY 2019-20 Capital Improvement Program Project No. 4296 (Street Resurfacing Project 2019-20)
3. Approve budget amendment to appropriate \$4,245,691 to new Project No. 4296 (Street Resurfacing Project 2019-20)
4. Adopt a resolution awarding a construction contract and authorize the City Manager to execute the contract with the lowest responsible and responsive bidder, DeSilva Gates Construction, Inc., in the amount of \$3,691,691
5. Authorize the Engineering Director/City Engineer to negotiate and execute contract change order(s) in an aggregate amount not to exceed \$554,000 for the Project.

Attachments:

Attachment 1: Resolution

Attachment 2: Bid Tabulation

Attachment 3 Budget Change Form

Attachment 4: FY 2019-20 Capital Improvement Program Project No. 4296 (Street Resurfacing Project 2019-20) CIP Sheet

Attachment 5: Change Order Policy

Attachment 6: Title Sheet

☒ Check if City Council Approval required.

Meeting Date: June 04, 2019

Requested by:	Steve Chan, Transportation and Traffic Manager	Date: June 04, 2019
Reviewed by:	Interim Finance Director: Jane Corpus <i>J. for Jane Corpus</i>	Date: June 04, 2019
Date approved by City Council, if required:		Confirmed by:

ATTACHMENT 3

Construction Change Order Policy for Street Resurfacing Project, CP 4291 & CP 4296

2007 City Council Approved Construction Change Order Policy

<u>Construction Award Award Amount</u>	<u>Individual Administrative Change Order Authority</u>	<u>Cumulative Change Order Authority</u>
Under \$50,000	\$5,000	\$7,500
Over \$50,000	10% of Award or \$25,000 whichever is smaller	15% of Award or \$100,000 whichever is smaller

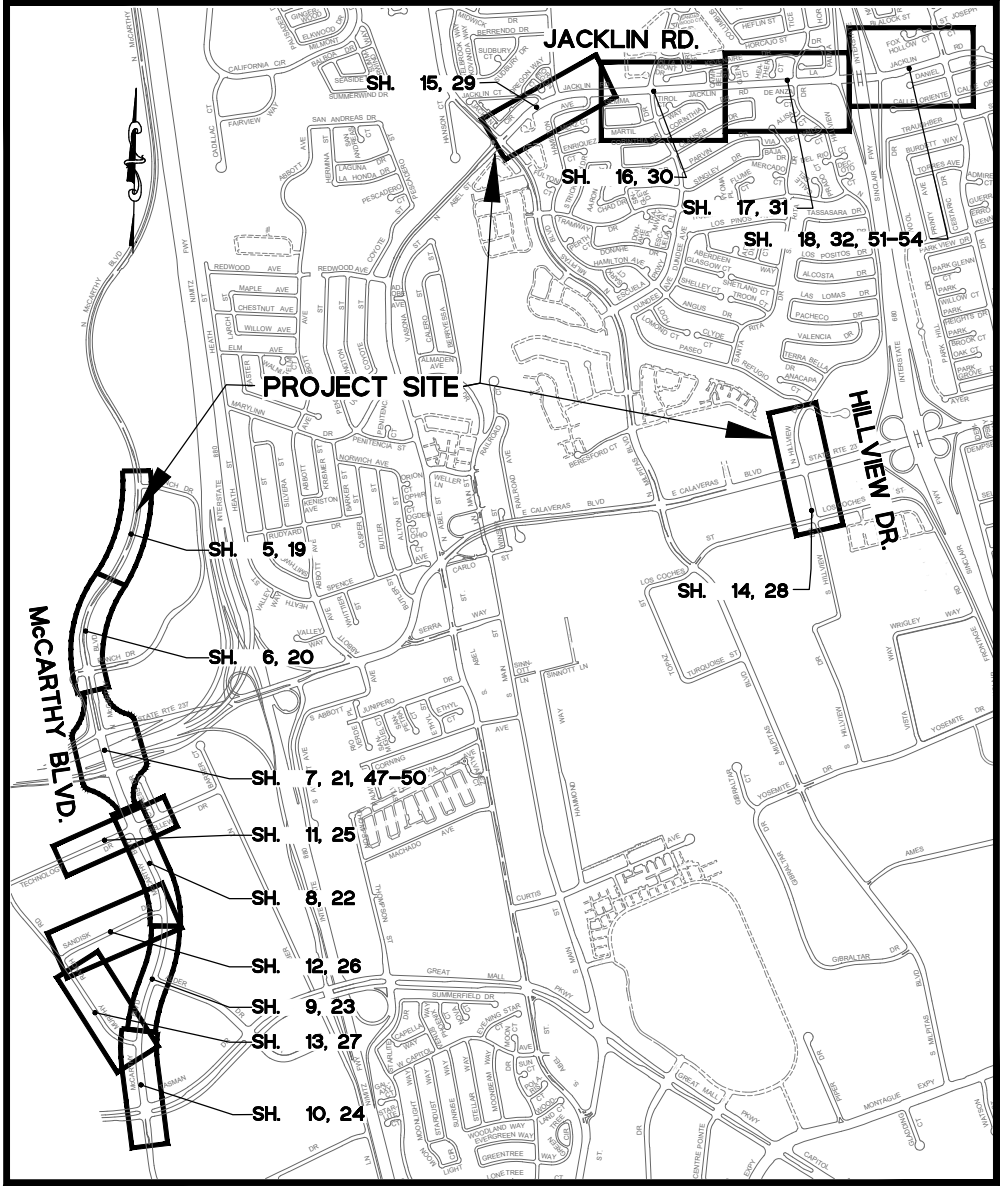
Street Resurfacing Project, CP 4291 & CP 4296

<u>Contract Award Amount</u>	<u>Individual Administrative Change Order Authority</u>	<u>Cumulative Change Order Authority</u>
\$3,691,691	N/A	\$554,000

GENERAL NOTES:

1. ALL MATERIAL AND WORKMANSHIP SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE APPROVED CONTRACT DRAWINGS AND SPECIFICATIONS, LATEST EDITION OF STANDARDS AND ORDINANCES OF THE CITY OF MILPITAS AND THE LATEST STATE STANDARD SPECIFICATIONS. STANDARD DRAWINGS AND DETAILS ARE AVAILABLE AT THE ENGINEERING DEPARTMENT, 408-586-3300. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO OBTAIN PERMITS NECESSARY TO PERFORM THE IMPROVEMENTS SHOWN ON THESE CONTRACT DRAWINGS, FROM THE APPROPRIATE AGENCIES AND TO COMPLY WITH THE AGENCIES' REQUIREMENTS. THE CONTRACTOR MUST COMPLY WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS.
2. CONTRACTOR MUST NOTIFY THE CITY PROJECT INSPECTOR 48 HOURS IN ADVANCE BEFORE STARTING ANY WORK.
3. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THE EXISTENCE AND LOCATION OF ALL UNDERGROUND UTILITIES. THE CONTRACTOR SHALL NOTIFY UTILITY COMPANIES 48 HOURS IN ADVANCE OF CONSTRUCTION TO FIELD LOCATE UTILITIES, CONTACT UNDERGROUND SERVICE ALERT (USA) AT (800)-642-2444 AND OBTAIN A REFERENCE NUMBER. ANY ADDED COST ON THE PART OF THE CONTRACTOR AS A RESULT OF THE ACTUAL LOCATIONS OF EXISTING UTILITIES BEING DIFFERENT FROM THOSE SHOWN ON THE CONTRACT DRAWINGS SHALL BE BORNE BY THE CONTRACTOR AND ASSUMED INCLUDED IN THE CONTRACT UNIT PRICE.
4. ALL QUANTITIES AND PAY ITEMS ARE AND WILL BE BASED ON ACTUAL FIELD MEASUREMENTS. ALL LOCATIONS OF MANHOLES, VALVE BOXES, UTILITY BOXES, MONUMENTS, AND TRAFFIC LOOPS ON CONTRACT DRAWINGS ARE APPROXIMATE AND SHALL BE FIELD LOCATED PRIOR TO RESTORATION.
5. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND ELEVATIONS PRIOR TO STARTING CONSTRUCTION. ANY CONFLICT WITH THE CONTRACT DRAWINGS OR SPECIFICATIONS SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE CITY PROJECT ENGINEER.
6. CONTRACTOR SHALL MEET WITH PROJECT INSPECTOR AND SIGN OFF ON LUMP-SUM QUANTITIES WITHIN 48 HOURS OF COMPLETING EACH SEGMENT.
7. CONTRACTOR IS RESPONSIBLE FOR VERIFYING QUANTITIES AND SHALL OBTAIN AN APPROVED CHANGE ORDER PRIOR TO EXCEEDING ESTIMATED QUANTITIES.
8. ALL RESPONSIBLE CONTRACTOR REPRESENTATIVES (CONTRACTOR'S SUPERINTENDENT AND SUBCONTRACTOR'S SUPERINTENDENT) WILL BE REQUIRED TO ATTEND A PRE-CONSTRUCTION MEETING WHICH WILL BE SCHEDULED BY THE CITY PRIOR TO THE COMMENCEMENT OF ANY WORK.
9. CONTRACTOR SHALL SUBMIT A CONSTRUCTION SCHEDULE TO THE PROJECT ENGINEER WITHIN 21 DAYS AFTER THE ISSUANCE OF THE NOTICE OF AWARD AND SHALL BE APPROVED PRIOR TO ISSUANCE OF NOTICE TO PROCEED.
10. DETOUR OF THROUGH TRAFFIC TO NEARBY STREETS WILL NOT BE PERMITTED. CONTRACTOR MUST MAINTAIN AT LEAST ONE THROUGH TRAFFIC LANE, PER TRAVEL DIRECTION, AT ALL TIMES OR MAKE SPECIAL PROVISION TO ALLOW THROUGH TRAFFIC.
11. ALL EXISTING UTILITIES, IMPROVEMENTS, LANDSCAPING AND PROPERTY THAT BECOME DAMAGED DURING CONSTRUCTION SHALL BE COMPLETELY RESTORED TO THE SATISFACTION OF THE CITY ENGINEER, AT CONTRACTOR'S SOLE EXPENSE.
12. SAFETY MEASURES: AT ALL TIMES THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE INCLUDING PUBLIC SAFETY, WORKER SAFETY AND PROPERTY, INCLUDING COMPLIANCE WITH REQUIREMENTS AND PERMIT CONDITIONS OF THE STATE OF CALIFORNIA DIVISION OF INDUSTRIAL SAFETY. (THIS REQUIREMENT SHALL APPLY CONTINUOUSLY AND NOT JUST DURING WORKING HOURS) AND FOR ALL NECESSARY INDEPENDENT ENGINEERING REVIEWS OF THE CONDITIONS, THE ENGINEER'S JOB SITE REVIEW IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES. WHENEVER THE CONTRACTOR'S OPERATIONS CREATE A CONDITION HAZARDOUS TO TRAFFIC OR PUBLIC, CONTRACTOR SHALL FURNISH, INSTALL AND MAINTAIN APPROPRIATE TRAFFIC SAFETY DEVICES AND SIGNAGE TO PREVENT ACCIDENTS OR DAMAGE OR INJURY TO THE PUBLIC.
13. CONTRACTOR SHALL COMPLY WITH ALL OCCUPATIONAL SAFETY AND HEALTH STANDARDS AND REGULATIONS.
14. HAUL ROUTES SHALL BE ONLY ON THOSE STREETS AS PRE-APPROVED BY THE CITY ENGINEER. THE CONTRACTOR SHALL NOT ALLOW MATERIAL TO BLOW OR SPILL OVER AND UPON SAID ADJACENT, PUBLIC OR PRIVATE PROPERTY WHEN HAULING EARTH, SAND, GRAVEL, STONE, DEBRIS, PAPER, OR ANY SUBSTANCE OVER ANY PUBLIC STREET, ALLEY OR PUBLIC PLACE.
15. ALL SURVEY MONUMENTATIONS SHALL BE PROTECTED AND PERPETUATED IN PLACE. ANY DISTURBED OR COVERED MONUMENTS SHALL BE RESET BY A CALIFORNIA LICENSED LAND SURVEYOR AT THE DIRECTION OF THE CITY ENGINEER, AT THE CONTRACTOR'S SOLE EXPENSE.
16. NO CONSTRUCTION IS PERMITTED ON THE FOLLOWING HOLIDAYS: NEW YEARS DAY, MARTIN LUTHER KING BIRTHDAY, LINCOLN'S BIRTHDAY, PRESIDENT'S DAY, MEMORIAL DAY, INDEPENDENCE DAY, LABOR DAY, VETERANS DAY, THANKSGIVING DAY, DAY AFTER THANKSGIVING, DAY BEFORE CHRISTMAS, AND CHRISTMAS DAY.
17. CONTRACTOR SHALL COMPLY WITH THE CITY'S NON-POINT SOURCE POLLUTION PREVENTION ORDINANCE AND THE STORM WATER POLLUTION PREVENTION PLAN (SWPPP) AND USE/INSTALLATION OF BEST MANAGEMENT PRACTICES (BMP) FOR THIS PROJECT.
18. CONTRACTOR SHALL MAINTAIN THE PROJECT SITES IN A NEAT AND PROFESSIONAL CONDITION AT ALL TIMES. CONTRACTOR SHALL PROVIDE ON-GOING STREET SWEEPING OPERATIONS, SIDEWALK & DRIVEWAY CLEAN UP OF DEBRIS & LOOSE MATERIALS, DURING AND AFTER ROADWAY GRINDING. CONTRACTOR SHALL NOT STORE MATERIALS ON PUBLIC ROADWAYS. CONTRACTOR SHALL REMOVE ALL DEBRIS AND EQUIPMENT AT THE END OF EACH WORKING DAY.
19. THE CONTRACTOR SHALL PROVIDE TEMPORARY PEDESTRIAN WALKWAYS/PATHS THAT ARE ADA COMPLIANT TO TRAVERSE AROUND WORK AND FOR EVERY PEDESTRIAN RAMP/SIDEWALK SECTION REMOVED.

CITY OF MILPITAS
STREET RESURFACING 2019
PROJECT NO. 4291



LOCATION MAP
N.T.S.

SHEET INDEX

NO.	DESCRIPTION
1	COVER SHEET
2-4	TYPICAL CROSS SECTIONS
5-18	IMPROVEMENT PLAN
19-32	STRIPING AND CONCRETE IMPROVEMENTS
33-37	CONCRETE CONSTRUCTION DETAILS
38-42	CONCRETE GRADING DETAILS
43-44	DETAILS
45-52	TRAFFIC HANDLING PLANS
53	CONSTRUCTION BEST MANAGEMENT PRACTICES (BMPs)

GENERAL NOTES:

20. ANY OPERATION THAT CREATES DUST SHALL BE STOPPED IMMEDIATELY IF DUST AFFECTS ADJACENT PROPERTIES. SUFFICIENT WATERING TO CONTROL DUST IS REQUIRED AT ALL TIMES AND A DUST PALLIATIVE MAY BE REQUIRED BY THE CITY ENGINEER. MUD TRACKED ONTO STREETS OR ADJACENT PROPERTIES SHALL BE REMOVED IMMEDIATELY BY THE CONTRACTOR. STREETS SHALL BE SWEEPED AT CONTRACTOR'S EXPENSE AS REQUIRED BY THE PROJECT SPECIFICATIONS AND AS DIRECTED BY THE CITY ENGINEER.
21. CONTRACTOR SHALL COMPLY WITH THE PROVISIONS OF SECTION 00 72 13 - GENERAL CONDITIONS, ARTICLE 28, HOURS OF WORK, OF THE PROJECT SPECIFICATIONS. FURTHER, BY THE CITY OF MILPITAS ORDINANCE, THE CONTRACTOR SHALL NOT ENGAGE OR PERMIT OTHERS TO ENGAGE IN ANY CONSTRUCTION RELATED OPERATIONS INCLUDING DELIVERY OF MATERIALS AND/OR EQUIPMENT TO OR FROM THE CONSTRUCTION SITE, EXCEPT WITHIN STANDARD WORK HOURS ON WEEKDAYS; UNLESS OTHERWISE PREVIOUSLY APPROVED BY THE ENGINEER.
22. CONTRACTOR SHALL PROVIDE ADEQUATE TRAFFIC CONTROLS INCLUDING FLAG PERSONS PER SPECIFICATIONS AND SHALL SUBMIT A TRAFFIC CONTROL PLAN SUBJECT TO THE APPROVAL OF THE CITY ENGINEER, PRIOR TO THE START OF WORK WITHIN THE PUBLIC RIGHT OF WAY. THE CITY RESERVES THE RIGHT TO REQUIRE MODIFICATIONS TO THE APPROVED PLAN IN THE FIELD.
23. AT ALL TIMES, THE CONTRACTOR SHALL HAVE A SUFFICIENT NUMBER OF CONES, TEMPORARY SIGNAGE, BARRICADES, AND OTHER TRAFFIC CONTROL AND SAFETY DEVICES ON HAND IN ORDER TO SAFELY PROSECUTE THE WORK AND TO DIRECT TRAFFIC INCLUDING BICYCLIST AND PEDESTRIANS AS DETERMINED BY THE CITY ENGINEER.
24. SIDEWALKS AND DRIVEWAYS SHALL NOT BE BLOCKED WITHOUT PRIOR APPROVAL FROM ENGINEER.
25. CONTRACTOR'S LICENSE REQUIREMENTS ARE NOTED IN THE CONTRACT SPECIFICATIONS AND NOTICE INVITING BIDS.
26. THE CONTRACTOR SHALL DEFEND, INDEMNIFY AND HOLD THE OWNER, THE CITY OF MILPITAS AND ITS AUTHORIZED REPRESENTATIVES AND THE ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF THE WORK ON THIS PROJECT, EXCEPTING FOR LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR THE ENGINEER.
27. TEMPORARY ROADWAY MARKINGS SHALL BE INSTALLED IMMEDIATELY AFTER STRIPING REMOVAL OPERATIONS. CONTRACTOR IS RESPONSIBLE FOR PROVIDING ALL TEMPORARY STRIPING/FLOPPY DELINEATOR & SIGNAGE UNTIL PERMANENT ROADWAY MARKINGS ARE INSTALLED.
28. FINAL ROADWAY MARKING INSTALLATION SHALL BE INSTALLED NO LATER THAN 14 DAYS AFTER INSTALLATION OF THE FINAL ROADWAY SURFACE.
29. CONTRACTOR MUST NOTIFY CITY INSPECTOR AFTER CAT-TRACKING OF NEW ROADWAY MARKINGS, LEGENDS AND PAVEMENT MESSAGES AND OBTAIN APPROVAL PRIOR TO THE INSTALLATION OF FINAL MARKINGS.
30. CONTRACTOR SHALL NOTIFY MILPITAS SCHOOL DISTRICT; WASTE SERVICES; ALL TRANSPORTATION COMPANIES AND EMERGENCY SERVICES OF PAVING SCHEDULE TO ALLOW COORDINATION. SEE SPECIFICATIONS E-02 FOR LISTINGS OF PHONE NUMBERS AND REQUIREMENTS.
31. UNLESS NOTED OTHERWISE, THERE WILL BE NO TOTAL STREET CLOSURES. CONTRACTOR MUST MAKE PROVISIONS TO ALLOW FOR THROUGH TRAFFIC AND ACCESS TO ALL DRIVEWAYS. CONTRACTOR MUST STAGE ACCORDINGLY AND NOT REMOVE ANY LARGER AREAS THAN CAN BE CONSTRUCTED AND REOPENED IN A GIVEN DAY.
32. ALL UTILITY BOXES & LIDS REMOVED AND REPLACED IN CONJUNCTION WITH MISCELLANEOUS CONCRETE SHALL BE INSTALLED AT FINISHED GRADE.
33. THE CITY OF MILPITAS ORDINANCE NO. 240.2, PROHIBITS POTABLE WATER USE FOR CONSTRUCTION ACTIVITIES SUCH AS DUST CONTROL, COMPACTION, AND BUILDING PAD TREATMENT. REFER TO THE LATEST "SOUTH BAY WATER RECYCLING RECYCLED WATER ACCESS POINTS PROGRAM IMPLEMENTATION PLAN" FOR PERMITTING REQUIREMENTS GUIDELINES, AND RESPONSIBLE PERSON TRAINING AND EQUIPMENT CERTIFICATION. REFER TO 01 00 00 - GENERAL REQUIREMENTS, PART 3 EXECUTION, 3.8 LOCAL CONDITIONS & REQUIREMENTS, C. CONSTRUCTION WATER.
34. ALL WATER VALVES ARE TO BE KEPT ACCESSIBLE AT ALL TIMES. RAISE WATER VALVE BOXES TO GRADE WITHIN 48 HOURS AFTER AC OVERLAY. SEE TECHNICAL PROVISIONS FOR ADJUSTING APPURTENANCE.

ABBREVIATIONS

AC	ASPHALT CONCRETE	MIN	MINIMUM
AB	AGGREGATE BASE	MON	MONUMENT
BC	BACK OF CURB	NTS	NOT TO SCALE
BW	BACK OF WALK	(N)	NEW
C&G	CURB AND GUTTER	PVMT	PAVEMENT
CJ	CONSTRUCTION JOINT	RP	RECYCLED POTABLE WATER VALVE
CONC	CONCRETE	RSP	REVISED STANDARD PLANS
DET	DETAIL	RWV	RECYCLED WATER VALVE
DWG	DRAWING	SJ	SCORE JOINT
DWS	DETECTABLE WARNING SURFACE	SD	STORM DRAIN
D/W,DWY	DRIVEWAY	SDMH	STORM DRAIN MANHOLE
EC	END OF CURVE	SSMH	SANITARY SEWER MANHOLE
EP	EDGE OF PAVEMENT	S/W	SIDEWALK
E.W.	EACH WAY	STD	STANDARD
(E)	EXISTING	TBD	TO BE DETERMINED
FC	FACE OF CURB	TC	TOP OF CURB
FL	FLOWLINE	TEMP	TEMPORARY
FH	FIRE HYDRANT	TRI	TRIANGULAR MONUMENT
GV	GAS VALVE	TMO	THIN MAINTENANCE OVERLAY
HFST	HIGH FRICTION SURFACE TREATMENT	TYP	TYPICAL
HMA	HOT MIX ASPHALT	WM	WATER METER
MAX	MAXIMUM	WV	WATER VALVE

Prepared by:	Designer Stamp:	Record Drawings	Revisions	CITY OF MILPITAS ENGINEERING DIVISION STREET RESURFACING 2019 PROJECT NO. 4291 TITLE SHEET	PROJECT NO. 4291 Rec. Dwg No. SCALE: NO SCALE SHEET 1 OF 53
		Designer: _____ Date: _____ Public Works Inspector: _____ Date: _____ Utility/Facility Dept. Head: _____ Date: _____ Project Engineer: _____ Date: _____ Public Improvements Initially Accepted by the City Council on: _____ Res. No. _____	Drawn By: AA,CC Date: 04/15/19 Checked By: MF Date: 04/15/19 Designed By: ES Date: 04/15/19	 34	RECOMMENDED FOR BIDDING BY: _____ DATE: 4/17/19 Steve Chan, TE, Traffic Manager APPROVED FOR BIDDING BY: _____ DATE: _____ Steven P Erickson P.E. City Engineer

Item Attachment Documents:

- C4. Adopt a Resolution Approving a Master Equity Lease Agreement with Enterprise Fleet Management through a Cooperative Procurement Contract, for an Annual Amount of \$168,000.00 and a Total Not-to-Exceed Amount of \$840,000, for a Five-Year Period, Subject to the Appropriation of Funds.

Recommendation:

Adopt a Resolution Approving a Master Equity Lease Agreement with Enterprise Fleet Management, through a Cooperative Procurement Contract with Sourcewell (formerly NJPA), for an Annual Amount of \$168,000.00 and a Total Not-to-Exceed Amount of \$840,000, for a Five-Year Period, Subject to the Appropriation of Funds.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Adopt a Resolution Approving a Master Equity Lease Agreement with Enterprise Fleet Management through a Cooperative Procurement Contract, for an Annual Amount of \$168,000.00 and a Total Not-to-Exceed Amount of \$840,000, for a Five-Year Period, Subject to the Appropriation of Funds.
Category:	Consent Calendar-Community Services and Sustainable Infrastructure
Meeting Date:	6/4/2019
Staff Contact:	Tony Ndah, 408-586-2602
Recommendation:	Adopt a Resolution Approving a Master Equity Lease Agreement with Enterprise Fleet Management, through a Cooperative Procurement Contract with Sourcewell (formerly NJPA), for an Annual Amount of \$168,000.00 and a Total Not-to-Exceed Amount of \$840,000, for a Five-Year Period, Subject to the Appropriation of Funds.

Background:

Currently, 85% of the City's light duty vehicle fleet is over 10 years old. Older vehicles have higher fuel costs, maintenance costs, and tend to be unreliable, causing increased downtime and loss of productivity. The foundation for a successful fleet replacement program is the development of reasonable replacement criteria. Replacement criteria are a set of parameters that initiate planning for the replacement of an asset. Fleet replacement parameters are set as time (months in service) and/or use (miles or engine hours) for each class of vehicles and equipment in the fleet.

In the past, the City did not utilize a formal vehicle replacement plan or criteria, aside from the replacement criteria in the City's Police Officers Association Memorandum of Understanding for replacement of patrol vehicles. Due to various financial constraints, the City's fleet of vehicles has become very aged. Most departments have looked to replace their fleet with aged out Police vehicles or underutilized vehicles from other departments. This practice of purchasing vehicles and using them until the end of their life has resulted in excessive maintenance costs and unreliable equipment for the City. This practice has also caused the size of the City's fleet to grow with underutilized "replacement" or "backup" vehicles.

Municipal Code Section I-2-3.08 specifically authorizes the City's Purchasing Agent to make purchases based on an agreement or cooperative purchasing program entered into by a public agency, as defined by Government Code Section 6500, regardless of whether the City is a named party to the agreement or an actual participant in such a program, provided that the underlying purchase was made using competitive negotiation or bidding procedures at least as restrictive as the City's, and that the supplies or general services purchased must be the same and be offered at the same price as the supplies and general services subject to the agreement or program.

On April 26, 2018, the National Joint Powers Alliance (NJPA) solicited Request for Proposal (RFP) No. 060618 entitled "Fleet Management Services". On June 6, 2018, NJPA changed its organization's name to Sourcewell, and all new and prior agreements entered into with NJPA will continue in effect without impact. On July 24, 2018, Sourcewell awarded Contract No. 060618-EFM to Enterprise Fleet Management, Inc., pursuant to RFP No. 060618. The City's Public Works Department Fleet Maintenance Division will need 57 sedan/pool vehicles over the next five years to take the place of vehicles in the City's fleet that are underutilized, aged and at or near the end of their useful life.

The proposed agreement with Enterprise Fleet Management allows for the timely replacement of 57 of the City's sedan/pool vehicles that maximizes potential equity at time of resale, resulting in savings.

Analysis:

The City currently maintains a Vehicle Replacement Fund. This fund accounts for the resources needed to manage the purchase of vehicles for the City's fleet. The establishment and funding of the vehicle replacement program was designed to even out expenses for the City's fleet from year to year and provide a logical method for purchasing and retiring vehicles. Because most of the sedans and pool vehicles in the City's fleet came from aged out Police vehicles or underutilized vehicles from other departments, the vehicles targeted under this lease program currently have little to no funds available in the Vehicle Replacement Fund, because the replacement funds were already used up by the department where the vehicle originated.

By entering into an agreement with Enterprise Fleet Management, the City can accomplish a number of objectives. First, the City will be able to level out vehicle costs so a consistent annual budget amount can be maintained. Second, the fleet size can be reduced with newer reliable vehicles. By doing so, the carrying cost of those "extra" vehicles can be reduced with the elimination of licensing and insurance. Third, the City can reduce the cost of maintenance for the fleet by having newer, more fuel-efficient vehicles. This agreement also allows the City to reduce its greenhouse gas emissions, by incorporating a combination of hybrid, plug-in hybrid electric, and all-electric vehicles in our fleet. It is anticipated that the City will save up to \$15,000 on gas costs each year by utilizing a cleaner more sustainable fleet.

Sophisticated fleet management programs are designed to develop a replacement schedule that maximizes resale value and minimizes maintenance costs. By utilizing the vehicle expertise of Enterprise, the City can work with Enterprise to monitor the fleet and work with the City to determine the best time to replace each vehicle. With the purchasing power of Enterprise and the utilization of national government purchasing programs, the City can be assured of obtaining the lowest acquisition costs. Enterprise suggests a life cycle of no more than 5 years. Enterprise will sell the vehicles for the City instead of the City having to utilize auctions to sell the vehicles, which reduces transportation costs.

The vehicle lease program could result in significant maintenance and fuel savings, while at the same time allowing the City to acquire newer, more fuel efficient and safer vehicles for employees to drive. Savings in the earlier years could be slightly greater as staff works to reduce the size of the fleet. This is accomplished by leveraging an open-ended equity lease to maximize cash and recognize equity.

The proposed vehicle lease program would consist of the replacement of up to 28 vehicles that are 10 years and older, with hybrid sedans in FY 2019-20. The annual lease cost of these vehicles would be approximately \$168,000.00. In FY 2020-21, up to 15 of the City's vehicles would be replaced. In FY 2021-22, up to 12 of the City vehicles would be replaced. In FY 2022-23, up to 3 of the City vehicles would be replaced. And in FY 2023-24, up to two of the City vehicles would be replaced.

Except for police vehicles, the fire engines, and other large heavy vehicles, staff proposes to have all other City vehicles covered by this program.

Policy Alternatives:

Alternative 1: Do not adopt the Resolution and maintain the City's existing process of vehicle replacement.

Pros: City would maintain its current fleet and replace vehicles near or at the end of their useful life.

Cons: Replacing vehicles near or at the end of their useful life would continue to result in increased maintenance costs to the City.

Reason not recommended: Replacing an aged fleet with newer more fuel-efficient vehicles will reduce maintenance and fuel costs for the City's budgets.

Fiscal Impact:

Funding for the vehicle lease program would be spread throughout the budget in the appropriate Departments where the vehicles are assigned and from funds available in the Vehicle Replacement Fund. It is anticipated that the annual cost for the lease for up to 28 vehicles would be \$168,000 each year, and the City would have the vehicles paid off after 71 months. The total not-to-exceed amount of the agreement would be \$840,000, for a five-year period, subject to the appropriation of funds. Staff anticipates additional savings to the City from lower maintenance cost and fuel cost savings as well.

California Environmental Quality Act:

By the definition provided in the California Environmental Quality Act (CEQA) Guidelines Section 15378, this action does not qualify as a “project” for the purpose of CEQA, as it has no direct, or reasonably foreseeable indirect, physical change to the environment, since it merely provides for the replacement of City vehicles.

Recommendation:

Adopt a resolution approving a Master Equity Lease Agreement with Enterprise Fleet Management in the amount of \$168,000 for Year One through a cooperative procurement contract with Sourcewell (formerly NJPA).

Attachments:

- a) Resolution
- b) Master Equity Lease Agreement with Enterprise Fleet Management
- c) Amendment to Master Equity Lease Agreement
- d) Indemnity Agreement

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS AUTHORIZING AN AGREEMENT WITH ENTERPRISE FLEET MANAGEMENT FOR A VEHICLE LEASING PROGRAM THROUGH A COOPERATIVE PROCUREMENT CONTRACT

WHEREAS, Milpitas Municipal Code Section I-2-3.08 (“Cooperative Procurement”) authorizes the City Council to award contracts without competition, when the purchase is pursuant to a cooperative agreement by another public agency in California that used competitive negotiation or bidding procedures at least as restrictive as the City’s; and

WHEREAS, Municipal Code Section I-2-3.08 specifically authorizes the Purchasing Agent to make such purchases based on an agreement or cooperative purchasing program entered into by a public agency, as defined by Government Code Section 6500, regardless of whether the City is a named party to the agreement or an actual participant in such a program, provided that the underlying purchase was made using competitive negotiation or bidding procedures at least as restrictive as the City’s, and that the supplies or general services purchased must be the same and be offered at the same price as the supplies and general services subject to the agreement or program; and

WHEREAS, on April 26, 2018, the National Joint Powers Alliance (“NJPA”) solicited Request for Proposal (RFP) No. 060618 entitled “Fleet Management Services”; and

WHEREAS, on June 6, 2018, NJPA changed its organization’s name to Sourcewell, and all new and prior agreements the City has entered into with NJPA will continue in effect without impact; and

WHEREAS, on July 24, 2018, Sourcewell awarded Contract No. 060618-EFM to Enterprise Fleet Management, current through July 24, 2022, pursuant to RFP No. 060618; and

WHEREAS, the City’s Public Works Department Fleet Maintenance Division will need 57 sedan/pool vehicles over the next five years to take the place of vehicles in the City’s fleet that are underutilized, aged and at or near the end of their useful life; and

WHEREAS, the Public Works Department has developed a formal fleet replacement program, which will utilize leased vehicles over a five-year period pursuant to a cooperative purchase and equity lease program with Enterprise Fleet Management, resulting in maximization of resale value and reduction in maintenance costs of the vehicles; and

WHEREAS, the initial cost of the program through a first year lease with Enterprise Fleet Management is \$168,000.00. Because actual prices for vehicles in years two through five, model years 2020 thru 2023, are not yet available, these costs would have to be approved each year; and

WHEREAS, the Purchasing Agent has reviewed all of the documentation related to the RFP by NJPA (now Sourcewell), and that of the original contract awarded to Enterprise Fleet Management, and has determined that the underlying purchase was made using competitive bidding procedures at least as restrictive as those of the City of Milpitas and that the prices for the vehicles are the same as that offered in the original contract.

NOW, THEREFORE, the City Council of the City of Milpitas hereby finds, determines, and resolves as follows:

1. The City Council has duly considered the full record before it, which may include but is not limited to such things as the City staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. The City Manager is authorized to execute the Master Equity Lease Agreement, Amendment, and Indemnity Agreement attached hereto as **Exhibit A** with Enterprise Fleet Management, in the amount of \$168,000.00 for year one, through a cooperative procurement with Sourcewell, formerly NJPA.

PASSED AND ADOPTED this _____ day of _____, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Rich Tran, Mayor

APPROVED AS TO FORM:

Christopher J. Diaz, City Attorney

MASTER EQUITY LEASE AGREEMENT

This Master Equity Lease Agreement is entered into this _____ day of _____, by and between Enterprise FM Trust, a Delaware statutory trust ("Lessor"), and the lessee whose name and address is set forth on the signature page below ("Lessee").

1. LEASE OF VEHICLES: Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the vehicles (individually, a "Vehicle" and collectively, the "Vehicles") described in the schedules from time to time delivered by Lessor to Lessee as set forth below ("Schedule(s)") for the rentals and on the terms set forth in this Agreement and in the applicable Schedule. References to this "Agreement" shall include this Master Equity Lease Agreement and the various Schedules and addenda to this Master Equity Lease Agreement. Lessor will, on or about the date of delivery of each Vehicle to Lessee, send Lessee a Schedule covering the Vehicle, which will include, among other things, a description of the Vehicle, the lease term and the monthly rental and other payments due with respect to the Vehicle. The terms contained in each such Schedule will be binding on Lessee unless Lessee objects in writing to such Schedule within ten (10) days after the date of delivery of the Vehicle covered by such Schedule. Lessor is the sole legal owner of each Vehicle. This Agreement is a lease only and Lessee will have no right, title or interest in or to the Vehicles except for the use of the Vehicles as described in this Agreement. This Agreement shall be treated as a true lease for federal and applicable state income tax purposes with Lessor having all benefits of ownership of the Vehicles. It is understood and agreed that Enterprise Fleet Management, Inc. or an affiliate thereof (together with any subservicer, agent, successor or assign as servicer on behalf of Lessor, "Servicer") may administer this Agreement on behalf of Lessor and may perform the service functions herein provided to be performed by Lessor.

2. TERM: The term of this Agreement ("Term") for each Vehicle begins on the date such Vehicle is delivered to Lessee (the "Delivery Date") and, unless terminated earlier in accordance with the terms of this Agreement, continues for the "Lease Term" as described in the applicable Schedule.

3. RENT AND OTHER CHARGES:

(a) Lessee agrees to pay Lessor monthly rental and other payments according to the Schedules and this Agreement. The monthly payments will be in the amount listed as the "Total Monthly Rental Including Additional Services" on the applicable Schedule (with any portion of such amount identified as a charge for maintenance services under Section 4 of the applicable Schedule being payable to Lessor as agent for Enterprise Fleet Management, Inc.) and will be due and payable in advance on the first day of each month. If a Vehicle is delivered to Lessee on any day other than the first day of a month, monthly rental payments will begin on the first day of the next month. In addition to the monthly rental payments, Lessee agrees to pay Lessor a pro-rated rental charge for the number of days that the Delivery Date precedes the first monthly rental payment date. A portion of each monthly rental payment, being the amount designated as "Depreciation Reserve" on the applicable Schedule, will be considered as a reserve for depreciation and will be credited against the Delivered Price of the Vehicle for purposes of computing the Book Value of the Vehicle under Section 3(c). Lessee agrees to pay Lessor the "Total Initial Charges" set forth in each Schedule on the due date of the first monthly rental payment under such Schedule. Lessee agrees to pay Lessor the "Service Charge Due at Lease Termination" set forth in each Schedule at the end of the applicable Term (whether by reason of expiration, early termination or otherwise).

(b) In the event the Term for any Vehicle ends prior to the last day of the scheduled Term, whether as a result of a default by Lessee, a Casualty Occurrence or any other reason, the rentals and management fees paid by Lessee will be recalculated in accordance with the rule of 78's and the adjusted amount will be payable by Lessee to Lessor on the termination date.

(c) Lessee agrees to pay Lessor within thirty (30) days after the end of the Term for each Vehicle, additional rent equal to the excess, if any, of the Book Value of such Vehicle over the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule. If the Book Value of such Vehicle is less than the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule, Lessor agrees to pay such deficiency to Lessee as a terminal rental adjustment within thirty (30) days after the end of the applicable Term. Notwithstanding the foregoing, if (i) the Term for a Vehicle is greater than forty-eight (48) months (including any extension of the Term for such Vehicle), (ii) the mileage on a Vehicle at the end of the Term is greater than 15,000 miles per year on average (prorated on a daily basis) (i.e., if the mileage on a Vehicle with a Term of thirty-six (36) months is greater than 45,000 miles) or (iii) in the sole judgment of Lessor, a Vehicle has been subject to damage or any abnormal or excessive wear and tear, the calculations described in the two immediately preceding sentences shall be made without giving effect to clause (ii) in each such sentence. The "Book Value" of a Vehicle means the sum of (i) the "Delivered Price" of the Vehicle as set forth in the applicable Schedule minus (ii) the total Depreciation Reserve paid by Lessee to Lessor with respect to such Vehicle plus (iii) all accrued and unpaid rent and/or other amounts owed by Lessee with respect to such Vehicle.

(d) Any security deposit of Lessee will be returned to Lessee at the end of the applicable Term, except that the deposit will first be applied to any losses and/or damages suffered by Lessor as a result of Lessee's breach of or default under this Agreement and/or to any other amounts then owed by Lessee to Lessor.

(e) Any rental payment or other amount owed by Lessee to Lessor which is not paid within twenty (20) days after its due date will accrue interest, payable on demand of Lessor, from the date due until paid in full at a rate per annum equal to the lesser of (i) Eighteen Percent (18%) per annum or (ii) the highest rate permitted by applicable law (the "Default Rate").

(f) If Lessee fails to pay any amount due under this Agreement or to comply with any of the covenants contained in this Agreement, Lessor, Servicer or any other agent of Lessor may, at its option, pay such amounts or perform such covenants and all sums paid or incurred by Lessor in connection therewith will be repayable by Lessee to Lessor upon demand together with interest thereon at the Default Rate.

(g) Lessee's obligations to make all payments of rent and other amounts under this Agreement are absolute and unconditional and such payments shall be made in immediately available funds without setoff, counterclaim or deduction of any kind. Lessee acknowledges and agrees that neither any Casualty Occurrence to any Vehicle nor any defect, unfitness or lack of governmental approval in, of, or with respect to, any Vehicle regardless of the cause or consequence nor any breach by Enterprise Fleet Management, Inc. of any maintenance agreement between Enterprise Fleet Management, Inc. and Lessee covering any Vehicle regardless of the cause or consequence will relieve Lessee from the performance of any of its obligations under this Agreement, including, without limitation, the payment of rent and other amounts under this Agreement.

4. USE AND SURRENDER OF VEHICLES: Lessee agrees to allow only duly authorized, licensed and insured drivers to use and operate the Vehicles. Lessee agrees to comply with, and cause its drivers to comply with, all laws, statutes, rules, regulations and ordinances and the provisions of all insurance policies affecting or covering the Vehicles or their use or operation. Lessee agrees to keep the Vehicles free of all liens, charges and encumbrances. Lessee agrees that in no event will any Vehicle be used or operated for transporting hazardous substances or persons for hire, for any illegal purpose or to pull trailers that exceed the manufacturer's trailer towing recommendations. Lessee agrees that no Vehicle is intended to be or will be utilized as a "school bus" as defined in the Code of Federal Regulations or any applicable state or municipal statute or regulation. Lessee agrees not to remove any Vehicle from the continental United States without first obtaining Lessor's written consent. At the expiration or earlier termination of this Agreement with respect to each Vehicle, or upon demand by Lessor made pursuant to Section 14, Lessee at its risk and expense agrees to return such Vehicle to Lessor at such place and by such reasonable means as may be designated by Lessor. If for any reason Lessee fails to return any Vehicle to Lessor as and when required in accordance with this Section, Lessee agrees to pay Lessor additional rent for such Vehicle at twice the normal pro-rated daily rent. Acceptance of such additional rent by Lessor will in no way limit Lessor's remedies with respect to Lessee's failure to return any Vehicle as required hereunder.

5. COSTS, EXPENSES, FEES AND CHARGES: Lessee agrees to pay all costs, expenses, fees, charges, fines, tickets, penalties and taxes (other than federal and state income taxes on the income of Lessor) incurred in connection with the titling, registration, delivery, purchase, sale, rental, use or operation of the Vehicles during the Term. If Lessor, Servicer or any other agent of Lessor incurs any such costs or expenses, Lessee agrees to promptly reimburse Lessor for the same.

6. LICENSE AND CHARGES: Each Vehicle will be titled and licensed in the name designated by Lessor at Lessee's expense. Certain other charges relating to the acquisition of each Vehicle and paid or satisfied by Lessor have been capitalized in determining the monthly rental, treated as an initial charge or otherwise charged to Lessee. Such charges have been determined without reduction for trade-in, exchange allowance or other credit attributable to any Lessor-owned vehicle.

7. REGISTRATION PLATES, ETC.: Lessee agrees, at its expense, to obtain in the name designated by Lessor all registration plates and other plates, permits, inspections and/or licenses required in connection with the Vehicles, except for the initial registration plates which Lessor will obtain at Lessee's expense. The parties agree to cooperate and to furnish any and all information or documentation, which may be reasonably necessary for compliance with the provisions of this Section or any federal, state or local law, rule, regulation or ordinance. Lessee agrees that it will not permit any Vehicle to be located in a state other than the state in which such Vehicle is then titled for any continuous period of time that would require such Vehicle to become subject to the titling and/or registration laws of such other state.

8. MAINTENANCE OF AND IMPROVEMENTS TO VEHICLES:

(a) Lessee agrees, at its expense, to (i) maintain the Vehicles in good condition, repair, maintenance and running order and in accordance with all manufacturer's instructions and warranty requirements and all legal requirements and (ii) furnish all labor, materials, parts and other essentials required for the proper operation and maintenance of the Vehicles. Any alterations, additions, replacement parts or improvements to a Vehicle will become and remain the property of Lessor and will be returned with such Vehicle upon such Vehicle's return pursuant to Section 4. Notwithstanding the foregoing, so long as no Event of Default has occurred and is continuing, Lessee shall have the right to remove any additional equipment installed by Lessee on a Vehicle prior to returning such Vehicle to Lessor under Section 4. The value of such alterations, additions, replacement parts and improvements will in no instance be regarded as rent. Without the prior written consent of Lessor, Lessee will not make any alterations, additions, replacement parts or improvements to any Vehicle which detract from its economic value or functional utility. Lessor will not be required to make any repairs or replacements of any nature or description with respect to any Vehicle, to maintain or repair any Vehicle or to make any expenditure whatsoever in connection with any Vehicle or this Agreement.

(b) Lessor and Lessee acknowledge and agree that if Section 4 of a Schedule includes a charge for maintenance, (i) the Vehicle(s) covered by such Schedule are subject to a separate maintenance agreement between Enterprise Fleet Management, Inc. and Lessee and (ii) Lessor shall have no liability or responsibility for any failure of Enterprise Fleet Management, Inc. to perform any of its obligations thereunder or to pay or reimburse Lessee for its payment of any costs and expenses incurred in connection with the maintenance or repair of any such Vehicle(s).

9. SELECTION OF VEHICLES AND DISCLAIMER OF WARRANTIES:

(a) LESSEE ACCEPTANCE OF DELIVERY AND USE OF EACH VEHICLE WILL CONCLUSIVELY ESTABLISH THAT SUCH VEHICLE IS OF A SIZE, DESIGN, CAPACITY, TYPE AND MANUFACTURE SELECTED BY LESSEE AND THAT SUCH VEHICLE IS IN GOOD CONDITION AND REPAIR AND IS SATISFACTORY IN ALL RESPECTS AND IS SUITABLE FOR LESSEE'S PURPOSE. LESSEE ACKNOWLEDGES THAT LESSOR IS NOT A MANUFACTURER OF ANY VEHICLE OR AN AGENT OF A MANUFACTURER OF ANY VEHICLE.

(b) LESSOR MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO ANY VEHICLE, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO CONDITION, MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE, IT BEING AGREED THAT ALL SUCH RISKS ARE TO BE BORNE BY LESSEE. THE VEHICLES ARE LEASED "AS IS," "WITH ALL FAULTS." All warranties made by any supplier, vendor and/or manufacturer of a Vehicle are hereby assigned by Lessor to Lessee for the applicable Term and Lessee's only remedy, if any, is against the supplier, vendor or manufacturer of the Vehicle.

(c) None of Lessor, Servicer or any other agent of Lessor will be liable to Lessee for any liability, claim, loss, damage (direct, incidental or consequential) or expense of any kind or nature, caused directly or indirectly, by any Vehicle or any inadequacy of any Vehicle for any purpose or any defect (latent or patent) in any Vehicle or the use or maintenance of any Vehicle or any repair, servicing or adjustment of or to any Vehicle, or any delay in providing or failure to provide any Vehicle, or any interruption or loss of service or use of any Vehicle, or any loss of business or any damage whatsoever and however caused. In addition, none of Lessor, Servicer or any other agent of Lessor will have any liability to Lessee under this Agreement or under any order authorization form executed by Lessee if Lessor is unable to locate or purchase a Vehicle ordered by Lessee or for any delay in delivery of any Vehicle ordered by Lessee.

10. RISK OF LOSS: Lessee assumes and agrees to bear the entire risk of loss of, theft of, damage to or destruction of any Vehicle from any cause whatsoever ("Casualty Occurrence"). In the event of a Casualty Occurrence to a Vehicle, Lessee shall give Lessor prompt notice of the Casualty Occurrence and thereafter will place the applicable Vehicle in good repair, condition and working order; provided, however, that if the applicable Vehicle is determined by Lessor to be lost, stolen, destroyed or damaged beyond repair (a "Totaled Vehicle"), Lessee agrees to pay Lessor no later than the date thirty (30) days after the date of the Casualty Occurrence the amounts owed under Sections 3(b) and 3(c) with respect to such Totaled Vehicle. Upon such payment, this Agreement will terminate with respect to such Totaled Vehicle.

11. INSURANCE:

(a) Lessee agrees to purchase and maintain in force during the Term, insurance policies in at least the amounts listed below covering each Vehicle, to be written by an insurance company or companies satisfactory to Lessor, insuring Lessee, Lessor and any other person or entity designated by Lessor against any damage, claim, suit, action or liability:

(i) Commercial Automobile Liability Insurance (including Uninsured/Underinsured Motorist Coverage and No-Fault Protection where required by law) for the limits listed below (Note - \$2,000,000 Combined Single Limit Bodily Injury and Property Damage with No Deductible is required for each Vehicle capable of transporting more than 8 passengers):

<u>State of Vehicle Registration</u>	<u>Coverage</u>
Connecticut, Massachusetts, Maine, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont	\$1,000,000 Combined Single Limit Bodily Injury and Property Damage - No Deductible
Florida	\$500,000 Combined Single Limit Bodily Injury and Property Damage or \$100,000 Bodily Injury Per Person, \$300,000 Per Occurrence and \$50,000 Property Damage (100/300/50) - No Deductible
All Other States	\$300,000 Combined Single Limit Bodily Injury and Property Damage or \$100,000 Bodily Injury Per Person, \$300,000 Per Occurrence and \$50,000 Property Damage (100/300/50) - No Deductible

(ii) Physical Damage Insurance (Collision & Comprehensive): Actual cash value of the applicable Vehicle. Maximum deductible of \$500 per occurrence - Collision and \$250 per occurrence - Comprehensive).

If the requirements of any governmental or regulatory agency exceed the minimums stated in this Agreement, Lessee must obtain and maintain the higher insurance requirements. Lessee agrees that each required policy of insurance will by appropriate endorsement or otherwise name Lessor and any other person or entity designated by Lessor as additional insureds and loss payees, as their respective interests may appear. Further, each such insurance policy must provide the following: (i) that the same may not be cancelled, changed or modified until after the insurer has given to Lessor, Servicer and any other person or entity designated by Lessor at least thirty (30) days prior written notice of such proposed cancellation, change or modification, (ii) that no act or default of Lessee or any other person or entity shall affect the right of Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns to recover under such policy or policies of insurance in the event of any loss of or damage to any Vehicle and (iii) that the coverage is "primary coverage" for the protection of Lessee, Lessor, Servicer, any other agent of Lessor and their respective successors and assigns notwithstanding any other coverage carried by Lessee, Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns protecting against similar risks. Original certificates evidencing such coverage and naming Lessor, Servicer, any other agent of Lessor and any other person or entity designated by Lessor as additional insureds and loss payees shall be furnished to Lessor prior to the Delivery Date, and annually thereafter and/or as reasonably requested by Lessor from time to time. In the event of default, Lessee hereby appoints Lessor, Servicer and any other agent of Lessor as Lessee's attorney-in-fact to receive payment of, to endorse all checks and other documents and to take any other actions necessary to pursue insurance claims and recover payments if Lessee fails to do so. Any expense of Lessor, Servicer or any other agent of Lessor in adjusting or collecting insurance shall be borne by Lessee.

Lessee, its drivers, servants and agents agree to cooperate fully with Lessor, Servicer, any other agent of Lessor and any insurance carriers in the investigation, defense and prosecution of all claims or suits arising from the use or operation of any Vehicle. If any claim is made or action commenced for death, personal injury or property damage resulting from the ownership, maintenance, use or operation of any Vehicle, Lessee will promptly notify Lessor of such action or claim and forward to Lessor a copy of every demand, notice, summons or other process received in connection with such claim or action.

(b) Notwithstanding the provisions of Section 11(a) above: (i) if Section 4 of a Schedule includes a charge for physical damage waiver, Lessor agrees that (A) Lessee will not be required to obtain or maintain the minimum physical damage insurance (collision and comprehensive) required under Section 11(a) for the Vehicle(s) covered by such Schedule and (B) Lessor will assume the risk of physical damage (collision and comprehensive) to the Vehicle(s) covered by such Schedule; provided, however, that such physical damage waiver shall not apply to, and Lessee shall be and remain liable and responsible for, damage to a covered Vehicle caused by wear and tear or mechanical breakdown or failure, damage to or loss of any parts, accessories or components added to or removed from the Vehicle.

Vehicle by Lessee without the prior written consent of Lessor and/or damage to or loss of any property and/or personal effects contained in a covered Vehicle. In the event of a Casualty Occurrence to a covered Vehicle, Lessor may, at its option, replace, rather than repair, the damaged Vehicle with an equivalent vehicle, which replacement vehicle will then constitute the "Vehicle" for purposes of this Agreement; and (ii) if Section 4 of a Schedule includes a charge for commercial automobile liability enrollment, Lessor agrees that it will, at its expense, obtain for and on behalf of Lessee, by adding Lessee as an additional insured under a commercial automobile liability insurance policy issued by an insurance company selected by Lessor, commercial automobile liability insurance satisfying the minimum commercial automobile liability insurance required under Section 11(a) for the Vehicle(s) covered by such Schedule. Lessor may at any time during the applicable Term terminate said obligation to provide physical damage waiver and/or commercial automobile liability enrollment and cancel such physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least ten (10) days prior written notice. Upon such cancellation, insurance in the minimum amounts as set forth in 11(a) shall be obtained and maintained by Lessee at Lessee's expense. An adjustment will be made in monthly rental charges payable by Lessee to reflect any such change and Lessee agrees to furnish Lessor with satisfactory proof of insurance coverage within ten (10) days after mailing of the notice. In addition, Lessor may change the rates charged by Lessor under this Section 11(b) for physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least thirty (30) days prior written notice.

12. INDEMNITY: To the extent permitted by state law, Lessee agrees to defend and indemnify Lessor, Servicer, any other agent of Lessor and their respective successors and assigns from and against any and all losses, damages, liabilities, suits, claims, demands, costs and expenses (including, without limitation, reasonable attorneys' fees and expenses) which Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns may incur by reason of Lessee's breach or violation of, or failure to observe or perform, any term, provision or covenant of this Agreement, or as a result of any loss, damage, theft or destruction of any Vehicle or related to or arising out of or in connection with the use, operation or condition of any Vehicle. The provisions of this Section 12 shall survive any expiration or termination of this Agreement. Nothing herein shall be deemed to affect the rights, privileges, and immunities of Lessee and the foregoing indemnity provision is not intended to be a waiver of any sovereign immunity afforded to Lessee pursuant to the law.

13. INSPECTION OF VEHICLES; ODOMETER DISCLOSURE; FINANCIAL STATEMENTS: Lessee agrees to accomplish, at its expense, all inspections of the Vehicles required by any governmental authority during the Term. Lessor, Servicer, any other agent of Lessor and any of their respective successors or assigns will have the right to inspect any Vehicle at any reasonable time(s) during the Term and for this purpose to enter into or upon any building or place where any Vehicle is located. Lessee agrees to comply with all odometer disclosure laws, rules and regulations and to provide such written and signed disclosure information on such forms and in such manner as directed by Lessor. Providing false information or failure to complete the odometer disclosure form as required by law may result in fines and/or imprisonment. Lessee hereby agrees to promptly deliver to Lessor such financial statements and other financial information regarding Lessee as Lessor may from time to time reasonably request.

14. DEFAULT; REMEDIES: The following shall constitute events of default ("Events of Default") by Lessee under this Agreement: (a) if Lessee fails to pay when due any rent or other amount due under this Agreement and any such failure shall remain unremedied for ten (10) days; (b) if Lessee fails to perform, keep or observe any term, provision or covenant contained in Section 11 of this Agreement; (c) if Lessee fails to perform, keep or observe any other term, provision or covenant contained in this Agreement and any such failure shall remain unremedied for thirty (30) days after written notice thereof is given by Lessor, Servicer or any other agent of Lessor to Lessee; (d) any seizure or confiscation of any Vehicle or any other act (other than a Casualty Occurrence) otherwise rendering any Vehicle unsuitable for use (as determined by Lessor); (e) if any present or future guaranty in favor of Lessor of all or any portion of the obligations of Lessee under this Agreement shall at any time for any reason cease to be in full force and effect or shall be declared to be null and void by a court of competent jurisdiction, or if the validity or enforceability of any such guaranty shall be contested or denied by any guarantor, or if any guarantor shall deny that it, he or she has any further liability or obligation under any such guaranty or if any guarantor shall fail to comply with or observe any of the terms, provisions or conditions contained in any such guaranty; (f) the occurrence of a material adverse change in the financial condition or business of Lessee or any guarantor; or (g) if Lessee or any guarantor is in default under or fails to comply with any other present or future agreement with or in favor of Lessor, The Crawford Group, Inc. or any direct or indirect subsidiary of The Crawford Group, Inc.. For purposes of this Section 14, the term "guarantor" shall mean any present or future guarantor of all or any portion of the obligations of Lessee under this Agreement.

Upon the occurrence of any Event of Default, Lessor, without notice to Lessee, will have the right to exercise concurrently or separately (and without any election of remedies being deemed made), the following remedies: (a) Lessor may demand and receive immediate possession of any or all of the Vehicles from Lessee, without releasing Lessee from its obligations under this Agreement; if Lessee fails to surrender possession of the Vehicles to Lessor on default (or termination or expiration of the Term), Lessor, Servicer, any other agent of Lessor and any of Lessor's independent contractors shall have the right to enter upon any premises where the Vehicles may be located and to remove and repossess the Vehicles; (b) Lessor may enforce performance by Lessee of its obligations under this Agreement; (c) Lessor may recover damages and expenses sustained by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns by reason of Lessee's default including, to the extent permitted by applicable law, all costs and expenses, including court costs and reasonable attorneys' fees and expenses, incurred by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns in attempting or effecting enforcement of Lessor's rights under this Agreement (whether or not litigation is commenced) and/or in connection with bankruptcy or insolvency proceedings; (d) upon written notice to Lessee, Lessor may terminate Lessee's rights under this Agreement; (e) with respect to each Vehicle, Lessor may recover from Lessee all amounts owed by Lessee under Sections 3(b) and 3(c) of this Agreement (and, if Lessor does not recover possession of a Vehicle, (i) the estimated wholesale value of such Vehicle for purposes of Section 3(c) shall be deemed to be \$0.00 and (ii) the calculations described in the first two sentences of Section 3(c) shall be made without giving effect to clause (ii) in each such sentence); and/or (f) Lessor may exercise any other right or remedy which may be available to Lessor under the Uniform Commercial Code, any other applicable law or in equity. A termination of this Agreement shall occur only upon written notice by Lessor to Lessee. Any termination shall not affect Lessee's obligation to pay all amounts due for periods prior to the effective date of such termination or Lessee's obligation to pay any indemnities under this Agreement. All remedies of Lessor under this Agreement or at law or in equity are cumulative.

15. ASSIGNMENTS: Lessor may from time to time assign, pledge or transfer this Agreement and/or any or all of its rights and obligations under this Agreement to any person or entity. Lessee agrees, upon notice of any such assignment, pledge or transfer of any amounts due or to become due to Lessor under this Agreement to pay all such amounts to such assignee, pledgee or transferee. Any such assignee, pledgee or transferee of any rights or obligations of Lessor under this Agreement will have all of the rights and obligations that have been assigned to it. Lessee's rights and interest in and to the Vehicles are and

at all times to be subject and subordinate in all respects to any assignment, pledge or transfer now or hereafter executed by Lessor with or in favor of any such assignee, pledgee or transferee, provided that Lessee shall have the right of quiet enjoyment of the Vehicles so long as no Event of Default under this Agreement has occurred and is continuing. Lessee acknowledges and agrees that the rights of any assignee, pledgee or transferee in and to any amounts payable by the Lessee under any provisions of this Agreement shall be absolute and unconditional and shall not be subject to any abatement whatsoever, or to any defense, setoff, counterclaim or recoupment whatsoever, whether by reason of any damage to or loss or destruction of any Vehicle or by reason of any defect in or failure of title of the Lessor or interruption from whatsoever cause in the use, operation or possession of any Vehicle, or by reason of any indebtedness or liability howsoever and whenever arising of the Lessor or any of its affiliates to the Lessee or to any other person or entity, or for any other reason.

Without the prior written consent of Lessor, Lessee may not assign, sublease, transfer or pledge this Agreement, any Vehicle, or any interest in this Agreement or in and to any Vehicle, or permit its rights under this Agreement or any Vehicle to be subject to any lien, charge or encumbrance. Lessee's interest in this Agreement is not assignable and cannot be assigned or transferred by operation of law. Lessee will not transfer or relinquish possession of any Vehicle (except for the sole purpose of repair or service of such Vehicle) without the prior written consent of Lessor.

16. MISCELLANEOUS: This Agreement contains the entire understanding of the parties. This Agreement may only be amended or modified by an instrument in writing executed by both parties. Lessor shall not by any act, delay, omission or otherwise be deemed to have waived any of its rights or remedies under this Agreement and no waiver whatsoever shall be valid unless in writing and signed by Lessor and then only to the extent therein set forth. A waiver by Lessor of any right or remedy under this Agreement on any one occasion shall not be construed as a bar to any right or remedy, which Lessor would otherwise have on any future occasion. If any term or provision of this Agreement or any application of any such term or provision is invalid or unenforceable, the remainder of this Agreement and any other application of such term or provision will not be affected thereby. Giving of all notices under this Agreement will be sufficient if mailed by certified mail to a party at its address set forth below or at such other address as such party may provide in writing from time to time. Any such notice mailed to such address will be effective one (1) day after deposit in the United States mail, duly addressed, with certified mail, postage prepaid. Lessee will promptly notify Lessor of any change in Lessee's address. This Agreement may be executed in multiple counterparts (including facsimile and pdf counterparts), but the counterpart marked "ORIGINAL" by Lessor will be the original lease for purposes of applicable law. All of the representations, warranties, covenants, agreements and obligations of each Lessee under this Agreement (if more than one) are joint and several.

17. SUCCESSORS AND ASSIGNS; GOVERNING LAW: Subject to the provisions of Section 15, this Agreement will be binding upon Lessee and its heirs, executors, personal representatives, successors and assigns, and will inure to the benefit of Lessor, Servicer, any other agent of Lessor and their respective successors and assigns. This Agreement will be governed by and construed in accordance with the substantive laws of the State of Missouri (determined without reference to conflict of law principles).

18. NON-PETITION: Each party hereto hereby covenants and agrees that, prior to the date which is one year and one day after payment in full of all indebtedness of Lessor, it shall not institute against, or join any other person in instituting against, Lessor any bankruptcy, reorganization, arrangement, insolvency or liquidation proceedings or other similar proceeding under the laws of the United States or any state of the United States. The provisions of this Section 18 shall survive termination of this Master Equity Lease Agreement.

19. NON-APPROPRIATION: Lessee's funding of this Agreement shall be on a Fiscal Year basis and is subject to annual appropriations. Lessor acknowledges that Lessee is a municipal corporation, is precluded by the County or State Constitution and other laws from entering into obligations that financially bind future governing bodies, and that, therefore, nothing in this Agreement shall constitute an obligation of future legislative bodies of the County or State to appropriate funds for purposes of this Agreement. Accordingly, the parties agree that the lease terms within this Agreement or any Schedules relating hereto are contingent upon appropriation of funds. The parties further agree that should the County or State fail to appropriate such funds, the Lessor shall be paid all rentals due and owing hereunder up until the actual day of termination. In addition, Lessor reserves the right to be paid for any reasonable damages. These reasonable damages will be limited to the losses incurred by the Lessor for having to sell the vehicles on the open used car market prior to the end of the scheduled term (as determined in Section 3 and Section 14 of this Agreement).

IN WITNESS WHEREOF, Lessor and Lessee have duly executed this Master Equity Lease Agreement as of the day and year first above written.

LESSEE: _____
Signature: _____
By: _____
Title: _____
Address: _____

Date Signed: _____, _____

Initials: EFM_____ Customer_____

LESSOR: Enterprise FM Trust
By: Enterprise Fleet Management, Inc. its attorney in fact
Signature: _____
By: _____
Title: _____
Address: _____

Date Signed: _____, _____

AMENDMENT TO MASTER EQUITY LEASE AGREEMENT

THIS AMENDMENT ("Amendment") dated this ____ day of May, 2019 is attached to, and made a part of, the MASTER EQUITY LEASE AGREEMENT entered into on the ____ day of May, 2019 ("Agreement") by and between Enterprise FM Trust, a Delaware statutory trust ("Lessor") and City of Milpitas ("Lessee"). This Amendment is made for good and valuable consideration, the receipt of which is hereby acknowledged by the parties.

Section 2 of the Master Equity Lease Agreement is amended to include the following paragraph:

Lessee reserves the right to cancel this Agreement for any reason at all upon thirty (30) days prior written notice to Lessor. In the event of such termination, Lessor shall be paid all rentals due and owing hereunder up until the actual day of termination in accordance with Section 3(b) and 3(c) of the Master Equity Lease Agreement. Additionally, termination should not affect Lessee's obligation to pay any indemnities under this Agreement.

Section 3c of the Master Equity Lease Agreement is amended to read as follows:

Lessee agrees to pay Lessor within thirty (30) days after the end of the Term for each Vehicle, additional rent equal to the excess, if any, of the Book Value of such Vehicle over the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith based on third party sources such as Black Book or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule. If the Book Value of such Vehicle is less than the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith based on third party sources such as Black Book or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule, Lessor agrees to pay such deficiency to Lessee as a terminal rental adjustment within thirty (30) days after the end of the applicable Term. Notwithstanding the foregoing, if (i) the Term for a Vehicle is greater than forty-eight (48) months (including any extension of the Term for such Vehicle), (ii) the mileage on a Vehicle at the end of the Term is greater than 15,000 miles per year on average (prorated on a daily basis) (i.e., if the mileage on a Vehicle with a Term of thirty-six (36) months is greater than 45,000 miles) or (iii) in the sole judgment of Lessor, a Vehicle has been subject to damage or any abnormal or excessive wear and tear, the calculations described in the two immediately preceding sentences shall be made without giving effect to clause (ii) in each such sentence. The "Book Value" of a Vehicle means the sum of (i) the "Delivered Price" of the Vehicle as set forth in the applicable Schedule minus (ii) the total Depreciation Reserve paid by Lessee to Lessor with respect to such Vehicle plus (iii) all accrued and unpaid rent and/or other amounts owed by Lessee with respect to such Vehicle.

Section 3(g) of the Master Equity Lease Agreement is amended to add the following paragraph:

In the event Lessee notifies Lessor of any claim or dispute under this Agreement, and/or any claim involving the Vehicle, Lessor will, in good faith, attempt to resolve the Lessee's claims in a manner satisfactory to all parties and Lessor will provide commercially reasonable assistance to Lessee in any communications and/or negotiations with the Vehicle's manufacturer with respect to claims relating to such Vehicle.

Section 9(a) of the Master Equity Lease Agreement is amended to read as follows:

LESSEE ACCEPTANCE OF DELIVERY AND USE OF EACH VEHICLE WILL CONCLUSIVELY ESTABLISH THAT SUCH VEHICLE IS OF A SIZE, DESIGN, CAPACITY, TYPE AND MANUFACTURE SELECTED BY LESSEE AND THAT SUCH VEHICLE IS IN GOOD CONDITION AND REPAIR AND IS SATISFACTORY IN ALL RESPECTS AND IS SUITABLE FOR LESSEE'S PURPOSE. LESSEE HAS TEN (10) BUSINESS DAYS AFTER DELIVERY TO INSPECT THE VEHICLE AND IF LESSOR IS NOT NOTIFIED OF ANY REJECTION, THE DELIVERY IS CONSIDERED ACCEPTED. LESSEE ACKNOWLEDGES THAT LESSOR IS NOT A MANUFACTURER OF ANY VEHICLE OR AN AGENT OF A MANUFACTURER OF ANY VEHICLE.

Section 9(b) of the Master Equity Lease Agreement is amended by adding the following paragraph:

In the event Lessee notifies Lessor of any claim or dispute under this Agreement, and/or any claim involving the Vehicle, Lessor will, in good faith, attempt to resolve the Lessee's claims in a manner satisfactory to all parties and Lessor will provide commercially reasonable assistance to Lessee in any communications and/or negotiations with the Vehicle's manufacturer with respect to claims relating to such Vehicle.

Section 14, first paragraph of the Master Equity Lease Agreement is amended to read as follows:

The following shall constitute events of default ("Events of Default") by Lessee under this Agreement: (a) if Lessee fails to pay when due any rent or other amount due under this Agreement and any such failure shall remain unremedied for ten (10) days; (b) if Lessee fails to perform, keep or observe any term, provision or covenant contained in Section 11 of this Agreement; (c) if Lessee fails to perform, keep or observe any other term, provision or covenant contained in this Agreement and any such failure shall remain unremedied for thirty (30) days after written notice thereof is given by Lessor, Servicer or any other agent of Lessor to Lessee; (d) any seizure or confiscation of any Vehicle or any other act (other than a Casualty Occurrence) otherwise rendering any Vehicle unsuitable for use (as determined by Lessor); (e) if any present or future guaranty in favor of Lessor of all or any portion of the obligations of Lessee under this Agreement shall at any time for any reason cease to be in full force and effect or shall be declared to be null and void by a court of competent jurisdiction, or if the validity or enforceability of any such guaranty shall be contested or denied by any guarantor, or if any guarantor shall deny that it, he or she has any further liability or obligation under any such guaranty or if any guarantor shall fail to comply with or observe any of the terms, provisions or conditions contained in any such guaranty; (f) the occurrence of a material adverse change in the financial condition or business of Lessee or any guarantor.. For purposes of this Section 14, the term "guarantor" shall mean any present or future guarantor of all or any portion of the obligations of Lessee under this Agreement.

Section 14, second paragraph of the Master Equity Lease Agreement is amended to read as follows:

Upon the occurrence of any Event of Default, Lessor, shall provide written notice to of Event of Default to Lessee. Lessee shall have ten (10) days (exclusive of Section 11, Insurance) upon receipt of notice to cure the Event of Default. Upon expiration of the ten (10) days without remedy of the Event of Default by the Lessee, Lessor, will have the right to exercise concurrently or separately (and without any election of remedies being deemed made), the following remedies: (a) Lessor may demand and receive immediate possession of any or all of the Vehicles from Lessee, without releasing Lessee from its obligations under this Agreement; if Lessee fails to surrender possession of the Vehicles to Lessor on default (or termination or expiration of the Term), Lessor, Servicer, any other agent of Lessor and any of Lessor's independent contractors shall have the right to enter upon any premises where the Vehicles may be located and to remove and repossess the Vehicles; (b) Lessor may enforce performance by Lessee of its obligations under this Agreement; (c) Lessor may recover damages and expenses sustained by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns by reason of Lessee's default including, to the extent permitted by applicable law, all costs and expenses, including court costs and reasonable attorneys' fees and expenses, incurred by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns in attempting or effecting enforcement of Lessor's rights under this Agreement (whether or not litigation is commenced) and/or in connection with bankruptcy or insolvency proceedings; (d) upon written notice to Lessee, Lessor may terminate Lessee's rights under this Agreement; (e) with respect to each Vehicle, Lessor may recover from Lessee all amounts owed by Lessee under Sections 3(b) and 3(c) of this Agreement (and, if Lessor does not recover possession of a Vehicle, (i) the estimated wholesale value of such Vehicle for purposes of Section 3(c) shall be deemed to be \$0.00 and (ii) the calculations described in the first two sentences of Section 3(c) shall be made without giving effect to clause (ii) in each such sentence); and/or (f) Lessor may exercise any other right or remedy which may be available to Lessor under the Uniform Commercial Code, any other applicable law or in equity. A termination of this Agreement shall occur only upon written notice by Lessor to Lessee. Any termination shall not affect Lessee's obligation to pay all amounts due for periods prior to the effective date of such termination or Lessee's obligation to pay any indemnities under this Agreement. All remedies of Lessor under this Agreement or at law or in equity are cumulative.

Section 15, second paragraph of the Master Equity Lease Agreement is amended to read as follows:

Without the prior written consent of Lessor, Lessee may not assign, sublease, transfer or pledge this Agreement, any Vehicle, or any interest in this Agreement or in and to any Vehicle, or permit its rights under this Agreement or any Vehicle to be subject to any lien, charge or encumbrance. Lessee's interest in this Agreement is not assignable and cannot be assigned or transferred by operation of law. Lessee will not transfer or relinquish possession of any Vehicle (except for the sole purpose of repair or service of such Vehicle) without the prior written consent of Lessor. Lessee shall have the right without the prior consent of Lessor to assign this Agreement to an affiliate only. In the event these affiliate assignments are allowed, Lessee remains responsible for all Provisions of the Master Equity Lease Agreement.

Section 17 of the Master Equity Lease Agreement is amended to read as follows:

Subject to the provisions of Section 15, this Agreement will be binding upon Lessee and its heirs, executors, personal representatives, successors and assigns, and will inure to the benefit of Lessor, Servicer, any other agent of Lessor and their respective successors and assigns. This Agreement will be governed by and construed in accordance with the substantive laws of the State of California (determined without reference to conflict of law principles).

All references in the Agreement and in the various Schedules and addenda to the Agreement and any other references of similar import shall henceforth mean the Agreement as amended by this Amendment. Except to the extent specifically amended by this Amendment, all of the terms, provisions, conditions, covenants, representations and warranties contained in the Agreement shall be and remain in full force and effect and the same are hereby ratified and confirmed.

IN WITNESS WHEREOF, Lessor and Lessee have executed this Amendment to Master Equity Lease Agreement as of the ____ day of May, 2019.

City of Milpitas (Lessee)

By _____

Title: _____

Enterprise FM Trust (Lessor)
By: Enterprise Fleet Management, Inc., its attorney in fact

By _____

Title: _____

INDEMNITY AGREEMENT

This Agreement is entered into as of the ____ day of April, 2019, by and between Enterprise Fleet Management, Inc., (EFM), a Missouri corporation, and City of Milpitas.

WITNESSETH:

INDEMNITY: Enterprise Fleet Management, Inc. ("EFM") agrees to defend and indemnify City of Milpitas from and against any and all losses, damages, liabilities, suits, claims, demands, costs and expenses (including, without limitation, reasonable attorneys' fees and expenses) which City of Milpitas may incur by reason of EFM's breach or violation of, or failure to observe or perform, any of its obligations as Servicer (EFM in such capacity, "Servicer") for Enterprise FM Trust in connection with the Master Equity Lease Agreement between City of Milpitas and Enterprise FM Trust dated as of the date hereof, or as a result of any loss, damage, theft or destruction of any Vehicle or related to or arising out of or in connection with the use, operation or condition of any Vehicle, in each case, while the Vehicle was in possession of the Servicer.

Capitalized terms used herein and not defined herein shall have the meanings given in the Lease.

IN WITNESS WHEREOF, EFM and City of Milpitas have executed this Indemnity Agreement as of the day and year first above written.

Company: City of Milpitas

EFM: ENTERPRISE FLEET MANAGEMENT INC.

By: _____
Title: _____

Address: _____

By: _____
Title: _____

Address: _____

Item Attachment Documents:

- C5. Adopt a Resolution approving the City of Milpitas' applications for a County of Santa Clara Historic Grant, for projects: Lunar New Year, LGTBQ Pride, Cultural Flag Raising Series, and Carlo Park; delegating authority to the City Manager or her designee, to sign and submit the grant applications to the county of Santa Clara; sign the grant agreements and administer the project on behalf of the City of Milpitas; and, committing the Carlo Park property to the project use for a period of at least twenty years (Staff Contact: Renee Lorentzen, 408-586-3409)**

Recommendation: Adopt a Resolution approving the City of Milpitas' applications for a County of Santa Clara Historic Grant, for projects: Lunar New Year, LGTBQ Pride, Cultural Flag Raising Series, and Carlo Park; delegating authority to the City Manager or her designee to sign and submit the grant applications to the county of Santa Clara; sign the grant agreements and administer the project on behalf of the City of Milpitas; and, committing the Carlo Park property to the project use for a period of at least twenty years.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Adopt a Resolution approving the City of Milpitas' applications for a County of Santa Clara Historic Grant, for projects: Lunar New Year, LGTBQ Pride, Cultural Flag Raising Series, and Carlo Park; delegating authority to the City Manager or her designee, to sign and submit the grant applications to the county of Santa Clara; sign the grant agreements and administer the project on behalf of the City of Milpitas; and, committing the Carlo Park property to the project use for a period of at least twenty years
Category:	Consent Calendar-Leadership and Support Services
Meeting Date:	6/4/2019
Staff Contact:	Renee Lorentzen, 408-586-3409
Recommendation:	Adopt a Resolution approving the City of Milpitas' applications for a County of Santa Clara Historic Grant, for projects: Lunar New Year, LGTBQ Pride, Cultural Flag Raising Series, and Carlo Park; delegating authority to the City Manager or her designee to sign and submit the grant applications to the county of Santa Clara; sign the grant agreements and administer the project on behalf of the City of Milpitas; and, committing the Carlo Park property to the project use for a period of at least twenty years.

Background:

The City of Milpitas celebrates and acknowledges the history, stories, and contributions of underrepresented communities through events such as Lunar New Year, LGBTQ Pride, Cultural Flag Raising Series (César Chavez, Juneteenth, Native American Heritage, etc.), capital projects such as Carlo Park, and dedications similar to the Martin Luther King Jr. "Civil Rights Leader" Plaque in the César Chavez Plaza.

These events and project types meet the criteria for grant funding through the Santa Clara County Historic Grant Program. The grant program has \$1,000,000 per Supervisorial District. Total grant dollars will be shared among qualifying projects by eligible applicants, after extensive review and consideration by the County Supervisor Board of Directors. The Program requires applicants to provide a 50% match of the grant request. Multiple grant applications may be filed for separate events or projects.

The City of Milpitas grant request will be for an amount up to \$552,500, which will require \$470,000 in matching funds for Lunar New Year, LGBTQ Pride, Cultural Flag Raising Series, and Carlo Park. These grant monies will partially fund eligible events for three (3) years and capital projects at per project rate. The Historic Grant Program requires an agreement with the County to conduct the proposed project according to the Program's terms and conditions. If executed, the agreement will require the City to host the events for three (3) years, and operate and maintain Carlo Park, for at least 20 years, where it will need to be open to the public in perpetuity. Staff requests approval to submit applications for this grant, and to accept funding if awarded, and for City Manager to submit and sign all necessary documents.

Policy Alternatives:

Alternative 1: Do not approve the submittal of Grant Application

Pros: Staff resources will be spent on other projects and priorities.

Cons: The acquisition of grant monies will both help and enhance services and awareness for the Milpitas community when it comes to underrepresented communities, minimally, for the next three years. These one-time monies could also benefit CIP park projects in the Midtown area.

Reason not recommended: Additional monies from an outside source are beneficial to both the City's operating budget, and the community who will benefit from the enhanced services.

Fiscal Impact:

Matching funds of \$470,000 are required over the next three years to meet the required 50% of project/event cost. There is currently sufficient funding of \$387,500 in the Carlo Park CIP Project No. 5112, which meets the 50% match requirement. There is currently sufficient funding in FY 2019-2020 of \$27,500 in special events, which meets the 50% match requirement. To fulfill the three year grant term, at least \$27,500 would need to be allocated additionally for FY 2020-21 and 2021-22 for Lunar New Year, LGBTQ Pride, and Cultural Flag Raising Series.

Recommendation:

Adopt a Resolution approving the City of Milpitas' applications for a County of Santa Clara Historic Grant, for projects: Lunar New Year, LGTBQ Pride, Cultural Flag Raising Series, and Carlo Park; delegating authority to the City Manager or her designee to sign and submit the grant applications to the county of Santa Clara; sign the grant agreements and administer the project on behalf of the City of Milpitas; and, committing the Carlo Park property to the project use for a period of at least twenty years.

Attachments:

- a) Resolution
- b) Sample Grant Funding Agreement

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS APPROVING THE CITY OF MILPITAS' APPLICATIONS FOR A COUNTY OF SANTA CLARA HISTORIC GRANT, FOR PROJECTS: LUNAR NEW YEAR, LGTBQ PRIDE, CULTURAL FLAG RAISING SERIES, AND CARLO PARK; DELEGATING AUTHORITY TO THE CITY MANAGER OR HER DESIGNEE TO SIGN AND SUBMIT THE GRANT APPLICATIONS TO THE COUNTY OF SANTA CLARA; TO SIGN THE GRANT AGREEMENTS AND ADMINISTER THE PROJECT ON BEHALF OF THE CITY OF MILPITAS; AND, COMMITTING THE CARLO PARK PROPERTY TO THE PROJECT USE FOR A PERIOD OF AT LEAST TWENTY YEARS

WHEREAS, the County of Santa Clara ("County") has established the Historic Grant Program to acknowledge and celebrate untold perspectives of underrepresented communities within Santa Clara County ("Grant Program"); and

WHEREAS, the County funds the Grant Program; and

WHEREAS, the City of Milpitas (the "Applicant") intends to submit Grant Applications to the County in order to seek Grant Program funds for the following: Lunar New Year, to celebrate and support the Asian-American community; and LGBTQ Pride, to celebrate and support the LGBTQ community; Cultural Flag Raising Series, celebrating and supporting underrepresented cultural communities (the "EVENTS"); and the John Carlo Park project (the "PROJECT") and

WHEREAS, the EVENTS will be located at 457 E. Calaveras Blvd., Milpitas, and the PROJECT will be located at the corner of Carlo St. and S. Main St., APN# 22-24-006, Milpitas (the "Properties"), and said Properties are owned or controlled by the City of Milpitas (the "Property Holder"); and

WHEREAS, the Carlo Park Project is a Capital Improvement Project and, if the County-funded PROJECT is for a capital improvement of a structure or building of historic significance, then the County requires that the property on which the grant-funded capital-improvement PROJECT is located be continually used for a minimum of 20 years and be open to all Santa Clara County residents on a non-discriminatory basis; and

WHEREAS, the Property Holder is the Applicant and therefore has permission (consent) to use the Properties for the EVENTS and PROJECT for the period of time ("Term") set out in the Grant Applications, and said consent is evidenced by an attached grant deed, lease, license or other agreement granting such rights to the Applicant (**Attachment 1**); and,

WHEREAS, Applicant is required pursuant to the Historic Grant Program Procedural Guide to designate a legally authorized representative to administer the EVENTS and PROJECT and to execute the Grant Agreement, along with any amendments thereto, on behalf of the Applicant.

NOW, THEREFORE, BE IT RESOLVED that the City of Milpitas hereby makes the following determinations:

1. The EVENTS and PROJECT are located on the Properties that will be continually used for the EVENTS and PROJECT for the Terms as set out in the Grant Applications;
2. The City of Milpitas hereby delegates authority to the City Manager or her designee, to sign and submit the Grant Applications to the County of Santa Clara, to negotiate, execute, amend, or terminate the Grant Funding Agreements ("Grant Agreements") and any other agreements in relation to the Historic Grant Program, and authority to administer and carry out all terms and conditions of

the Grant Agreement and related agreements, including but not limited to taking any all other necessary actions to complete the EVENTS and PROJECT.

3. By delegating such authority to City Manager or her designee, the City of Milpitas acknowledges, agrees, represents and warrants that the execution of the Grant Agreements and any and all other agreements or amendments by City Manager or her designee binds and obligates the City of Milpitas to comply with all terms and conditions of such agreements, without the necessity of additional approvals or conditions;
4. The City of Milpitas has had the opportunity to seek the advice of its own legal counsel and other professionals in connection with the Grant Agreement and the Historic Grant Program Procedural Guide.
5. The City of Milpitas agrees that the terms and conditions of the Grant Agreements, in substantially the same form as the Sample Grant Funding Agreement attached hereto as **Attachment 2**, and the requirements of the Historic Grant Program Procedural Guide are acceptable and the City of Milpitas is ready, willing and able to carry out the terms and conditions of the Grant Agreements without any amendment thereto.
6. The City of Milpitas hereby approves the Grant Applications to be submitted on its behalf to the County of Santa Clara in relation to the EVENTS and PROJECT and the request for Grant funds.

PASSED AND ADOPTED this _____ day of _____ 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Rich Tran, Mayor

APPROVED AS TO FORM:

Christopher J. Diaz, City Attorney

APPENDIX H: SAMPLE GRANT FUNDING AGREEMENT

HISTORIC GRANT PROGRAM FUNDING AGREEMENT BY AND BETWEEN THE [INSERT GRANTEE NAME] AND THE COUNTY OF SANTA CLARA (As amended by County program staff from time to time within its sole discretion, prior to execution)

This Funding Agreement (“Agreement”) is made and entered into by and between the COUNTY of SANTA CLARA, a political subdivision of the State of California (hereinafter referred to as the “COUNTY”) and the [INSERT GRANTEE NAME], a [INSERT LEGAL DESCRIPTION] (hereinafter referred to as “GRANTEE”). The COUNTY and the GRANTEE are each a “Party” and collectively the “Parties” to this Agreement.

RECITALS

WHEREAS, the GRANTEE signed and submitted a Historic Grant Program application (“Application”) to the COUNTY requesting grant funding for [insert project name and brief description] (the “Project”), which is incorporated herein and made a part of this Agreement by this reference (Exhibit B). COUNTY materially relies upon the statements and documentation submitted by GRANTEE in said Application in its entirety and based upon this material reliance COUNTY is willing to enter into this Agreement with GRANTEE; and,

WHEREAS, GRANTEE represents and warrants to COUNTY that GRANTEE, by itself and through its contractors and consultants, has experience, expertise, financial capability and ability to complete the Project contemplated herein and to fully perform all obligations and responsibilities under this Agreement to completion; and,

WHEREAS, the Board of Supervisors, wishes to assist the GRANTEE in completing the Project which serves as an [INSERT Project DESCRIPTION] on a continuous uninterrupted basis for at least [INSERT FUNDING AGREEMENT TERM] years (collectively, the “Public Purpose”); and,

WHEREAS, the Board of Supervisors has approved the award of Grant Funds (as defined herein below) to GRANTEE provided GRANTEE complies with all terms and conditions of this Agreement and has found that the Project will serve a public purpose of general COUNTY interest as [INSERT Project DESCRIPTION]; and,

WHEREAS, the award of the Grant Funds is contingent upon GRANTEE complying with all terms and conditions of this Funding Agreement, which includes GRANTEE satisfying all of the Grant Scope/Cost Estimate Form representations contained in Appendix D of GRANTEE’s Application, which is included within Exhibit B herein below.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledge, COUNTY and GRANTEE agree to the foregoing and as follows:

1. All Recitals contained herein above are incorporated into and made a part of this Agreement as terms and conditions.
2. The GRANTEE may utilize the Grant Funds specified in SECTION 4 of this Agreement to complete the Project within three years from the Effective Date of this Agreement and shall return any unspent funds at the end of this three-year period.
3. The GRANTEE shall acknowledge the COUNTY's contribution to the Project by placing a plaque in public view within (Project place) identifying the County of Santa Clara as a sponsor of the Project; The plaque shall first be reviewed and approved by COUNTY before it is installed; and,
4. The GRANTEE warrants and represents that it shall expend all Grant Funds in accordance with the terms of this AGREEMENT and the Historic Grant Program Procedural Guide (the "Guide") (Exhibit A) attached and incorporated herein by this reference.

SECTION 1. PUBLIC PURPOSES

GRANTEE represents and warrants that it will use best efforts to secure all the requisite rights and entitlements from public agencies, local government and the property owner (if any) to construct the Project. GRANTEE further represents and warrants that it will ensure that at all times the subject Project is open and available to the public on an equal basis, and accessible by all members of the public.

SECTION 2. GRANTEE RESPONSIBILITIES

COUNTY funding is subject to the following conditions:

- (1) **Responsibility of the GRANTEE.** The GRANTEE will ensure that the Project is completed and operated in compliance with all requirements of the Historic Grant Program Procedural Guide, and fully completed and operational within three years from the date of Board of Supervisors grant award [INSERT DATE], and GRANTEE shall act promptly and without delay with respect to such matters in relation to the Project in accordance with the following (as applicable):
 - a. Comply with all laws and Guide requirements, including but not limited to all environmental, health and safety laws and all provisions of the public contracts code, where applicable.
 - b. Comply with best industry practices and manufacturer design and construction specifications for the Project.
 - c. Prepare plans and specifications for the Project and construction of the Project using qualified persons with the requisite skills and expertise to complete the Project.

d. Prepare all environmental documents required for completion of the Project pursuant to the California Environmental Quality Act, National Environmental Policy Act, and any rules and/or regulations promulgated thereunder, where applicable. No funds will be dispersed until these environmental requirements have been fully met.

e. Secure all approvals, permits, and certifications by government agencies required for completion of the Project, where applicable.

f. Secure performance and payment bonds in 100% of the amount of the construction contract to assure satisfactory completion of the Project, and the payment of laborers and suppliers of material.

g. Each year, during construction of the Project, GRANTEE shall cause a report to be made to the County Board of Supervisors showing progress made towards completion of the Project.

(2) Capital Contributions by Parties to AGREEMENT

a. GRANTEE shall ensure that any funds in excess of the Grant Funds needed to complete the Project are secured by GRANTEE and not by COUNTY.

b. No Grant Funds may be used for office space, salary, or administrative expenses incidental to the Project, or for professional planning or architectural design fees, or pre-construction services.

(3) Budget Contingency. Performance and/or payment by the COUNTY pursuant to this Agreement is contingent upon the appropriation of sufficient funds by the COUNTY for the work covered by this Agreement. If funding is reduced or deleted by the COUNTY for the work covered by this Agreement, the COUNTY may, at its option and without penalty or liability, terminate this Agreement or offer an amendment to this Agreement indicating the reduced amount.

SECTION 3. OPERATION AND MAINTENANCE

Upon completion of Project, the GRANTEE warrants, represents and agrees that it, or its authorized representatives, will operate, manage, and maintain the Project for a period of at least [INSERT FUNDING AGREEMENT TERM] consecutive years from the effective date of this Agreement, for Public purposes, open to the public and for the benefit of the general public. Ongoing operation, management, and maintenance is solely the responsibility of the GRANTEE acting by itself or through its authorized representatives.

SECTION 4. COMPENSATION

(1) The COUNTY will provide the GRANTEE [INSERT AMOUNT IN WORDS, (\$XXXX)] ("Grant Funds") only in accordance with the reimbursement provisions of the Historic Grant Program Procedural Guide. GRANTEE shall thoroughly review and develop an understanding of the obligations set out in the Historic Grant Program Procedural Guide,

including but not limited to the “Reimbursements” and “Final Reimbursement” sections.

(2) Any Grant Funds not expended pursuant to the terms and conditions of this Agreement shall be returned to the COUNTY immediately. In addition, if, for whatever reason, the GRANTEE is unable to ensure the completion of the Project or is unable to ensure that the Project is operated, managed, and maintained for [INSERT FUNDING AGREEMENT TERM] from the effective date of this Agreement, then GRANTEE shall immediately refund to the COUNTY all the Grant Funds, even if such funds have already been expended for the Project.

(3) At the sole discretion of the COUNTY, advance funding may be provided in accordance with the terms of the Historic Grant Program Procedural Guide.

SECTION 5. RECORDS RETENTION AND AUDIT

(1) GRANTEE will maintain Project records for audit purposes for three (3) years after completion of the Project or until all claims are settled, whichever occurs last. All records and data shall be available to COUNTY upon reasonable notice within five (5) working days of a request by COUNTY. GRANTEE shall repay COUNTY with interest at the rate earned on COUNTY investments for any unauthorized activities disclosed by audit or inspection, including the cost of the audit, within thirty (30) days of demand by COUNTY.

(2) Audits may be conducted at the discretion of the Santa Clara County Parks and Recreation Department. The audits may take two forms; a walk through inspection of the Project and informal review of the Project records by Parks and Recreation Department staff, and/or a formal financial audit conducted by either COUNTY staff or a consultant. GRANTEE should be prepared for either or both types of audits. A walk through inspection may occur at the beginning of a Project, prior to approval of the final reimbursement request, or at periodic intervals throughout the Project. A formal financial audit may occur as deemed necessary by the Santa Clara County Parks and Recreation Department.

SECTION 6. INDEMNIFICATION.

GRANTEE covenants, warrants, represents and agrees that it shall indemnify, defend, save and hold harmless the COUNTY and all of its employees, officers, directors, attorneys, agents, contractors, successors and assigns in accordance with the indemnification provisions of Exhibit C, which is incorporated herein and made a part of this agreement by this reference.

SECTION 7. TERM OF AGREEMENT

This Agreement is effective as of the date of its full execution and shall terminate [INSERT FUNDING AGREEMENT TERM], unless otherwise terminated earlier pursuant to the terms of this Agreement.

SECTION 8. NOTICES

Any notices provided herein shall be deemed received when mailed or delivered to the respective parties addressed as follows:

<u>COUNTY OF SANTA CLARA</u>	<u>GRANTEE</u>
Don Rocha, Director Parks and Recreation Department 298 Garden Hill Drive Los Gatos, CA 95032 Phone: (408) 355-2220	[Contact & title] [Department] [Address, City & Zip] [Phone]

SECTION 9. MISCELLANEOUS

(1) **Entire Agreement.** This document represents the entire agreement between the parties in relation to the subject matter contained herein. All prior negotiations and written and/or oral agreements between the parties with respect to the subject matter of the agreement are merged into this Agreement.

(2) **Amendments.** This Agreement may only be amended by a written instrument signed by authorized representatives of both parties.

(3) **Conflict of Interest.** GRANTEE shall comply, and require its contractors, employees, agents, representatives, subcontractors and consultants to comply, with all applicable (i) requirements governing avoidance of impermissible client conflicts; and (ii) federal, state and local conflict of interest laws and regulations including, without limitation, California Government Code section 1090 et. seq., the California Political Reform Act (California Government Code section 87100 et. seq.) and the regulations of the Fair Political Practices Commission concerning disclosure and disqualification (2 California Code of Regulations section 18700 et. seq.). Failure to do so constitutes a material breach of this Agreement and is grounds for immediate termination of this Agreement by the COUNTY.

a. In accepting this Agreement, GRANTEE covenants, warrants, represents, and agrees that it presently has no interest, and will not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of this Agreement. GRANTEE further covenants that, in the performance of this Agreement, it will not employ any contractor, consultant or person having such an interest. GRANTEE, including but not limited to GRANTEE's employees, contractors, subcontractors and consultants, may be subject to the disclosure and disqualification provisions of the California Political Reform Act of 1974 (the "Act"), that (1) requires such persons to disclose economic interests that may foreseeably be materially affected by the work performed under this Agreement, and (2) prohibits such persons from making or participating in making decisions that will foreseeably financially affect such interests.

b. If the disclosure provisions of the Political Reform Act are applicable to any individual providing service under this Agreement, GRANTEE shall ensure that all such individuals identified pursuant to this section understand that they are subject to the Act and shall conform to all requirements of the Act and other applicable laws and regulations including, as required, filing of Statements of Economic Interests within 30 days of commencing any work pursuant to this Agreement, annually by April 1, and within 30 days of their termination or cessation of work pursuant to this Agreement.

(4) **Governing Law, Venue.** This Agreement, and all the rights and duties of the parties arising from or relating in any way to the subject matter of this Agreement or the transaction(s) contemplated by it, shall be governed by, construed, and enforced in accordance with the law of the State of California (excluding any conflict of laws provisions that would refer to and apply the substantive laws of another jurisdiction). Any suit or proceeding relating to this Agreement, including arbitration proceedings, shall be brought only in Santa Clara county, California. EACH OF THE PARTIES CONSENT TO THE EXCLUSIVE PERSONAL JURISDICTION AND VENUE OF THE COURTS, STATE AND FEDERAL, LOCATED IN SANTA CLARA COUNTY, CALIFORNIA.

(5) **Assignment.** No assignment of this Agreement or of any of the rights or obligations hereunder shall be valid without the prior written consent of the COUNTY.

(6) **Waiver.** No delay or omission by either party hereto to exercise any right occurring upon any noncompliance or default by the other party with respect to any of the terms of this Agreement shall impair any such right or power or be construed to be a waiver thereof. A waiver by either of the parties hereto of any of the covenants, conditions, or agreements to be performed by the other shall not be construed to be a waiver of any succeeding breach thereof or of any covenant, condition or agreement herein contained.

(7) **Non-Discrimination.** GRANTEE represents, warrants and agrees that it and its contractors, consultants and representatives shall comply with all applicable Federal, State, and local laws and regulations including Santa Clara County's policies concerning nondiscrimination and equal opportunity in contracting. Such laws include but are not limited to the following: Title VII of the Civil Rights Act of 1964 as amended; Americans with Disabilities Act of 1990; The Rehabilitation Act of 1973 (Sections 503 and 504); California Fair Employment and Housing Act (Government Code sections 12900 et seq.); and California Labor Code sections 1101 and 1102. GRANTEE represents, warrants and agrees that it shall not discriminate against any contractor, subcontractor, employee, or applicant for employment because of age, race, color, national origin, ancestry, religion, sex/gender, sexual orientation, mental disability, physical disability, medical condition, political beliefs, organizational affiliations, or marital status in the recruitment, selection for training including apprenticeship, hiring, employment, utilization, promotion, layoff, rates of pay or other forms of compensation. GRANTEE also represents, warrants, and agrees that it shall not discriminate in provision of work performed in relation to this Agreement because of age, race, color, national origin, ancestry, religion, sex/gender, sexual orientation, mental disability, physical disability, medical condition, political beliefs, organizational affiliations, or marital status.

(8) **COUNTY No-Smoking Policy.** GRANTEE and its employees, agents, contractors, subcontractors and consultants, shall comply with the COUNTY's No-Smoking Policy, as set forth in the Board of Supervisors Policy Manual section 3.47 (as amended from time to time), which prohibits smoking: (1) at the Santa Clara Valley Medical Center Campus and all COUNTY-owned and operated health facilities, (2) within 30 feet surrounding COUNTY-owned buildings and leased buildings where the COUNTY is the sole occupant, and (3) in all COUNTY vehicles.

(9) Food and Beverage Standards. Except in the event of an emergency or medical necessity, the COUNTY's nutritional standards shall apply to any foods and/or beverages purchased by GRANTEE with Grant Funds for COUNTY-sponsored meetings or events.

(10) California Public Records Act. All documents and records provided to or made available to COUNTY under this Agreement become the property of the COUNTY, which is a public agency subject to the disclosure requirements of the California Public Records Act ("CPRA"). If GRANTEE proprietary information is contained in documents submitted to COUNTY, and GRANTEE claims that such information falls within one or more CPRA exemptions, GRANTEE 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, the COUNTY will make reasonable efforts to provide notice to GRANTEE prior to such disclosure. If GRANTEE contends that any documents are exempt from the CPRA and wishes to prevent disclosure, it is required at its own cost, liability, and expense to obtain a protective order, injunctive relief, or other appropriate remedy from a court of law in Santa Clara county before the COUNTY responds to the CPRA request. If GRANTEE fails to obtain such a remedy before the COUNTY responds to the CPRA request, COUNTY may disclose the requested information and shall not be liable or responsible for such disclosure.

(a) GRANTEE further warrants, represents and agrees that it shall defend, indemnify, and hold COUNTY harmless against any and all claims, actions or litigation (including but not limited to all judgments, costs, fees, and attorney's fees) that may result from denial by COUNTY of a CPRA request for any information arising from any representation, or any action (or inaction), by the GRANTEE, its contractors, consultants, employees, agents, or representatives.

(11) No Third Party Beneficiaries. This Agreement does not, and is not intended to, confer any rights or remedies upon any person or entity other than the parties signing this Agreement. Subcontractors, sponsors and affiliates shall have no right or claim attaching to this Agreement or to the Grant Funds and are not third party beneficiaries of or to this Agreement.

(12) Relationship of the Parties. The Parties acknowledge and agree that nothing set forth in this Agreement shall be deemed or construed to render the parties as joint venturers, partners, agents, a joint enterprise, employer-employee, or lender-borrower. GRANTEE shall have no authority to employ any person as employee or agent on behalf of COUNTY for any purpose. Neither GRANTEE nor any person using or involved in or participating in the Project or in the use of the Grant Funds shall be deemed a third party beneficiary to this Agreement nor an employee or agent of COUNTY, nor shall any such person represent himself or herself to others as a third party beneficiary to this Agreement or as an employee or agent of COUNTY.

(13) No Indemnification and Insurance by COUNTY. Nothing contained in this Agreement is to be construed as an indemnification by COUNTY for any loss, damage, injury or death arising out of or caused, in whole or in part, by the COUNTY or its Board of Supervisors, officers, executives, attorneys, employees, agents, representatives, contractors or subcontractors. Nothing contained herein shall be construed to, and nothing shall, obligate the

COUNTY to provide any insurance, indemnity or protection for or on behalf of any third party, the Project or the property owner.

(14) Subcontractors. If any obligation is performed for or on behalf of GRANTEE through a consultant, contractor or subcontractor, GRANTEE will remain fully responsible for the performance of all obligations under this Agreement and GRANTEE will be solely responsible for all payments due to its contractors, consultants, or subcontractors. No contract, subcontract or other agreement entered into by GRANTEE with any third party in connection with this Agreement, or for or in relation to the use of the Grant Funds, will provide for any indemnity, guarantee or assumption of liability by, or other obligation of, COUNTY with respect to such arrangement. No contractor, consultant or subcontractor will be deemed a third party beneficiary for any purposes under or to this Agreement.

(15) Nonexclusive Agreement. GRANTEE agrees that this Agreement is non-exclusive and COUNTY may at any time, in its sole discretion, enter into agreements with other parties for any purpose deemed to be in the best interest of the COUNTY.

(16) Paragraph Headings. The headings and captions of the various paragraphs and subparagraphs hereof are for convenience only, and they shall not limit, expand or otherwise affect the construction or interpretation of this Agreement.

(17) Cumulative Remedies. The rights and remedies of the parties to this Agreement, whether pursuant to this Agreement or in accordance with law, shall be construed as cumulative, and the exercise of any single right or remedy shall constitute neither a bar to the exercise of nor the waiver of any other available right or remedy.

(18) Counterparts. This Agreement may be executed in several counterparts, and all of such counterparts so executed together shall be deemed to constitute one and the same agreement, and each such counterpart shall be deemed to be an original. Facsimile or electronic signatures shall have the same legal effect as original or manual signatures if followed by mailing of a fully executed original to both parties.

(19) Construction/Severability. This Agreement shall not be construed more strongly against either party regardless of who is more responsible for its preparation. If any provision of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable, such invalidity or unenforceability shall not invalidate or render unenforceable any other part of this Agreement, but the Agreement shall be construed as not containing the particular provision or provisions held to be invalid or unenforceable.

(20) Authority. Each party represents and warrants that it has executed this Agreement freely, fully intending to be bound by the terms and provisions contained in this Agreement and that the persons signing below are authorized to sign on each party's behalf.

(21) Office of Foreign Assets Control Compliance. GRANTEE represents to COUNTY that: (a) GRANTEE and each of the GRANTEE Representatives are not acting, and shall not act, directly or indirectly, for or on behalf of any person, group, entity, or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person," or other banned or blocked person,

entity, nation, or transaction pursuant to any law, order, rule or regulation enforced or administered by the federal Office of Foreign Assets Control; and (b) GRANTEE, and the GRANTEE Representatives, are not engaged in this transaction, directly or indirectly, on behalf of, or instigating or facilitating this transaction, directly or indirectly, on behalf of any such person, group, entity, or nation.

(22) COUNTY Regulatory Authority. GRANTEE acknowledges and agrees that COUNTY, acting not as landlord but in its governmental regulatory capacity, has certain governmental regulatory authority over the Premises and that nothing in this Agreement binds the COUNTY to exercise or refrain from exercising this discretionary governmental authority in any particular manner.

(23) Bribery Clause. GRANTEE certifies, represents and warrants that GRANTEE and the GRANTEE Representatives have not been convicted of bribery or attempting to bribe an officer or employee of the COUNTY or any other municipality or state entity nor has GRANTEE or any of the GRANTEE Representatives made an admission of guilt of such conduct which is a matter of record.

(24) Wage Theft Prevention.

a. Compliance with Wage and Hour Laws. GRANTEE, and any the GRANTEE Representatives it employs or contracts with to complete work under this Agreement, must comply with all applicable federal, state, and local wage and hour laws. Applicable laws may include, but are not limited to, the Federal Fair Labor Standards Act, the California Labor Code, and any local Minimum Wage Ordinance or Living Wage Ordinance.

b. Final Judgments, Decisions, and Orders. For purposes of this Section, a “final judgment, decision, or order” refers to one for which all appeals have been exhausted. Relevant investigatory government agencies include: the federal Department of Labor, the California Division of Labor Standards Enforcement, a local enforcement agency, or any other government entity tasked with the investigation and enforcement of wage and hour laws.

c. Prior Judgments against GRANTEE. BY SIGNING THIS AGREEMENT, GRANTEE AFFIRMS THAT IT HAS DISCLOSED ANY FINAL JUDGMENTS, DECISIONS, OR ORDERS FROM A COURT OR INVESTIGATORY GOVERNMENT AGENCY FINDING—IN THE FIVE YEARS PRIOR TO EXECUTING THIS AGREEMENT—THAT GRANTEE HAS VIOLATED ANY APPLICABLE WAGE AND HOUR LAWS.

GRANTEE FURTHER AFFIRMS THAT IT HAS SATISFIED AND COMPLIED WITH—OR HAS REACHED AGREEMENT WITH THE COUNTY REGARDING THE MANNER IN WHICH IT WILL SATISFY—ANY SUCH JUDGMENTS, DECISIONS, OR ORDERS.

d. Judgments During Term of Contract. If at any time during the term of this Agreement, a court or investigatory government agency issues a final judgment, decision, or order finding that GRANTEE or any subcontractor it employs to perform work under this Agreement has violated any applicable wage and hour law, or GRANTEE learns of such a

judgment, decision, or order that was not previously disclosed, GRANTEE must inform the Office of the County Executive-Office of Countywide Contracting Management (OCCM), no more than 15 days after the judgment, decision, or order becomes final or of learning of the final judgment, decision, or order. GRANTEE and its subcontractors shall promptly satisfy and comply with any such judgment, decision, or order, and shall provide the Office of the County Executive-OCCM with documentary evidence of compliance with the final judgment, decision, or order within 5 days of satisfying the final judgment, decision, or order. The COUNTY reserves the right to require GRANTEE to enter into an agreement with the COUNTY regarding the manner in which any such final judgment, decision, or order will be satisfied.

e. **COUNTY's Right to Withhold Payment.** Where GRANTEE has been found in violation of any applicable wage and hour law by a final judgment, decision, or order of a court or government agency, the COUNTY reserves the right to withhold payment to GRANTEE until such judgment, decision, or order has been satisfied in full.

f. **Material Breach.** Failure to comply with any part of this Section constitutes a material breach of this Agreement. Such breach may serve as a basis for termination of this Agreement and/or any other remedies available under this Agreement and/or law.

g. **Notice to COUNTY Related to Wage Theft Prevention.** Notice provided to the Office of the County Executive as required under this Section shall be addressed to: Office of the County Executive—OCCM; 70 West Hedding Street; East Wing, 11th Floor; San José, CA 95110. The Notice provisions of this Section are separate from any other notice provisions in this Agreement and, accordingly, only notice provided to the above address satisfies the notice requirements in this Section.

(25) Prevailing Wage. GRANTEE acknowledges and agrees that work performed under this Agreement may be considered a public work within the meaning of California Labor Code Section 1720 and that the requirements of Section 1771, et. seq. apply to such public work. GRANTEE has included (and will include) consideration for this obligation in calculating compensation under this Agreement, if such prevailing wage requirements are applicable. GRANTEE is solely responsible and liable for ensuring compliance with all applicable prevailing wage laws. COUNTY may at any time, without obligation to do so, audit GRANTEE to verify whether GRANTEE is in compliance with prevailing wage laws. GRANTEE shall cooperate with all such audits, including making available and providing copies, during the period 9:00am to 5:00pm, Monday through Friday, any and all records requested by COUNTY to verify compliance promptly upon request, but not later than seventy-two hours after such request.

(26) Insurance. GRANTEE shall provide insurance and comply with all insurance and other terms and conditions set out in the attached Exhibit C.

(27) Intellectual Property. Grantee acknowledges, represents, warrants and agrees that Grantee owns and holds the full rights to any and all images, paintings, art work, photographs, depictions, videos, other digital representations and other intellectual property (the "Intellectual Property") that Grantee produces, creates, generates, uses or provides as a part of the Project, and Grantee does hereby assign, transfer and grant to the County of Santa Clara the non-exclusive, non-revocable, perpetual, worldwide license to use the Intellectual Property for any COUNTY purpose, including but not limited to the right to post, reproduce, market, print, copy,

use in any form and in social media or the internet, use in any marketing or advertising, display, publicly perform, publish, broadcast, distribute, combine or distribute the Intellectual Property or any of the intellectual property rights contained therein for COUNTY's sole use, excluding the right to sell, transfer or assign any of the Intellectual Property. You further waive any right you may have to inspect, view or approve any of the uses made of the Intellectual Property. You hereby forever release, discharge and agree to save and hold harmless the COUNTY, its employees, agents, representatives and Board of Supervisors, from, for and against any and all liabilities, claims, causes of action, allegations and lawsuits that are made or threatened to be made in relation to any use made of any of the Intellectual Property, including but not limited to any blurring, distortion, alteration, optical illusion or use in composite or edited form, whether intentional or otherwise, that may occur or be produced in the use of any of the Intellectual Property or the processing of the Intellectual Property.

(28) Exhibits. The following exhibits are attached to this Agreement and are incorporated herein by this reference.

Exhibit A – Historic Grant Program Procedural Guide

Exhibit B – Grant Application

Exhibit C – Insurance Requirements and Proof of Insurance

(29) Survival. All terms and conditions that by their nature should survive termination or expiration of this Agreement, shall so survive including but not limited to Sections 1, 2, 5, 6, 8, and 9 inclusive.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as provided below, effective as of the last date signed by all the Parties ("Effective Date").

GRANTEE:

[insert name and title]

[GRANTEE], a [DESCRIPTION (municipal corporation, public school district)]

Dated: _____

Approved as to form:

Name:

Attorney

////SIGNATURES FOLLOW ON NEXT PAGE////

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as provided below, effective as of the last date signed by all the Parties (“Effective Date”).

COUNTY OF SANTA CLARA:

Sylvia Gallegos
Deputy County Executive

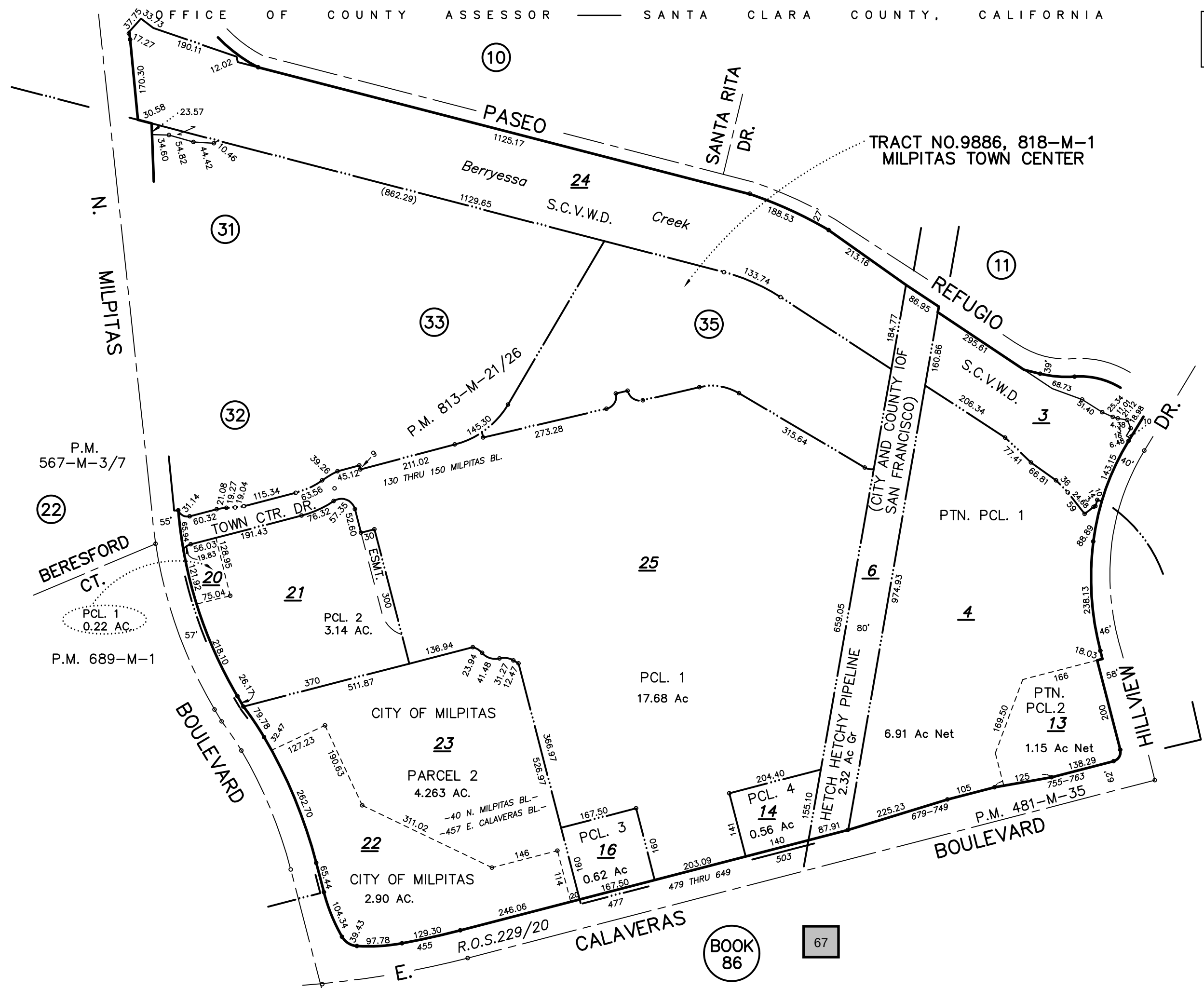
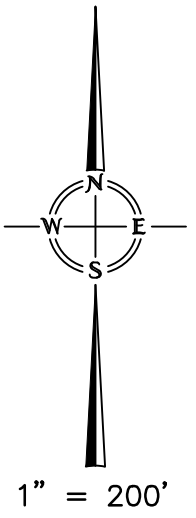
Date:_____

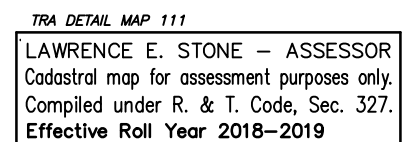
Don Rocha
Director, Parks and Recreation Department

Date:_____

Approved as to form and legality:

Tony LoPresti
Deputy County Counsel





Item Attachment Documents:

- C6. Delegation of Authority to the City Manager or Designee to Approve Project Related Documents and Urgent Administrative Items During the Council Recess from June 19 – August 5, 2019

Ashwini Katak, 408-586-3053

Recommendation:

Approve delegation of authority to the City Manager or designee to approve project related documents and urgent administrative items during the Council Recess from June 19 – August 5, 2019



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Delegation of Authority to the City Manager or Designee to Approve Project Related Documents and Urgent Administrative Items During the Council Recess from June 19 – August 5, 2019
Category:	Consent Calendar-Leadership and Support Services
Meeting Date:	6/4/2019
Staff Contact:	Ashwini Kantak, 408-586-3053
Recommendation:	Approve delegation of authority to the City Manager or designee to approve project related documents and urgent administrative items during the Council Recess from June 19 – August 5, 2019

Background:

The City Council has a scheduled recess between June 19 and August 5, 2019, during which, no regular City Council meetings will take place. In order to ensure that critical services and projects continue and are completed on time, it may be necessary to take action during Council recess. Therefore, it is requested that the City Manager be authorized to take appropriate action during the recess.

Analysis:

Authorizing the City Manager or designee to take appropriate actions will ensure that projects stay on schedule and that the City continues to provide vital services to the community. Deferring any actions until after the Council recess could potentially result in additional cost or delay to projects or services. A report summarizing any action taken by the City Manager or designee during the recess under this delegated authority will be presented to the City Council on August 20, 2019.

Fiscal Impact:

Approval of any potential agreements or contracts are anticipated to be within the Council approved budget; therefore, there is no fiscal impact.

Recommendation:

Delegate authority to the City Manager or designee to approve project related documents and urgent administrative items during Council Recess from June 19 – August 5, 2019.

Item Attachment Documents:

C7. Authorize and Approve Travel for Councilmember Bob Nuñez to Attend the League of California Cities Mayor & Council Members Executive Forum and Advanced Leadership Workshop in Newport Beach, California Scheduled on June 19 – 21, 2019

Julie Edmonds-Mares, 408-586-3050

Recommendation:

Authorize and approve travel for Councilmember Bob Nuñez to Attend the League of California Cities Mayor & Council Members Executive Forum and Advanced Leadership Workshop in Newport Beach, California for a combined total expense amount not to exceed budgeted Conferences/Meeting allocation of \$5,000.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Authorize and Approve Travel for Councilmember Bob Nuñez to Attend the League of California Cities Mayor & Council Members Executive Forum and Advanced Leadership Workshop in Newport Beach, California Scheduled on June 19 – 21, 2019
Category:	Consent Calendar-Leadership and Support Services
Meeting Date:	6/4/2019
Staff Contact:	Julie Edmonds-Mares, 408-586-3050
Recommendation:	Authorize and approve travel for Councilmember Bob Nuñez to Attend the League of California Cities Mayor & Council Members Executive Forum and Advanced Leadership Workshop in Newport Beach, California for a combined total expense amount not to exceed budgeted Conferences/Meeting allocation of \$5,000.

Background:

The League of California Cities holds its Executive Forum and Advanced Leadership Workshops each June in different California cities. This highly attended annual forum and workshops will take place June 19 – June 21, 2019 in Newport Beach, CA. The League of CA Cities is the official non-partisan association of California city officials and in 2018, it celebrated its 120TH anniversary.

Analysis:

During this conference, attendees will learn about a wide range of topics, such as homelessness, civic innovation, land use, workforce development and youth engagement, and economic development. Members attending the annual meeting are given the opportunity to discuss, work and network with peers from throughout the state. The preliminary agenda for the conference is attached to this report.

The City of Milpitas' amended Travel and Expense Policy requires all travel for the elected officials and City Manager be approved by City Council. The Councilmember's attendance at the Executive Forum and Workshop will allow him to engage with other elected and city officials on organizational policies and goals and ensure that Milpitas' priorities are heard.

Fiscal Impact: The registration fees (per attendee) for League of California Cities conference is \$570, no other expenses are projected at this time. Sufficient funds are in the Individual Elected Official allocation of \$5,000 for Conferences / Meetings / Memberships to cover Councilmember Nuñez's travel expenses.

California Environmental Quality Act: Not applicable

Recommendation: Authorize and approve travel for Councilmember Bob Nuñez to Attend the League of California Cities Mayor & Council Members Executive Forum and Advanced Leadership Workshop in Newport Beach, California for a combined total expense amount not to exceed budgeted Conferences/Meeting allocation of \$5,000.

Attachments:

Draft conference agenda

MAYORS & COUNCIL MEMBERS Executive Forum

JUNE 19-20, 2019

NEWPORT BEACH MARRIOTT

REGISTER EARLY! Space limited to the first 400 registrants.



Sacramento San Diego San Jose Benicia Los Angeles Santa Barbara San Francisco Stockton Marysville Sonoma Oakland Santa Clara Crescent
City Alameda Placerville San Luis Obispo Ukiah Nevada City Yreka Arcata Petaluma Temecula Santa Cruz Ventura Healdsburg Redwood
City Santa Rosa Watsonville Vallejo Cotati Sebastien San Bernardino Colton Trinidad Woodland Chico Antioch Cloverdale Fort
Jones San Leandro Napa Hollister San Rafael Visalia Salinas Wheatland Ukiah Hayward Anaheim St. Helena Red Bluff Martinez
Livermore Etna Dixon Berkeley Sonoma Riverside Modesto Fresno Calistoga Willows Santa Ana Pasadena Santa Monica
National City Redding Monterey Palmdale South Pasadena Tulare Lake Elsinore San Jacinto Lakeside Auburn Compton Oceanside
Lompoc Escondido Wilton Redlands Porterville Hanford Pacific Grove Fort Bragg Monterey Lodi Carmichael Hanford Ontario
Redondo Beach Vacaville Rockville Eureka Salinas Folsom Sausalito Rio Vista Palo Alto Sebastien San Mateo San Juan Bautista Corona
Emeryville Belvedere Long Beach San Rafael Winters Whittier Azusa Lemoore Susanville Mill Valley Hercules Covington Alturas Santa Paula
Patterson Sebastopol Mountain View Bishop Pittsburg Pinole Biggs Oxnard Alhambra Arcadia Fairfield Imperial Concord Mount Shasta
Richmond Santa Maria Vernon Gridley Jackson Oroville Oshawa Fortuna Glendale Goingsland Upland Tehama La Verne
Park Newport Beach Morgan Hill Oakdale Lodi Hemlock Beach Piedmont Sierra Madre Malibu San Antonio Los Banos Corning Claremont
Inglenook Turlock Larkspur Oakley Calaveras El Centro Kingsburg Burtinaga Newman Fowler Hanford Port Hueneme South San
Francisco Albany Davis Huntington Beach Roseville Dunsmuir Tehachapi Orland Hanover Chico Lindsay Blue Lake Hillsborough
Tracy Yuba King City Fresno Daly City Canyon Plumas Butte Park Arroyo Grande Hanford San Fernando Glendale Manteca Ukiah Agoura
Camp La Mesa Chico El Cajon El Monte Beaumont Northridge Santa Ana Sunnyvale Banning Santa Cruz Redkey San Gabriel San Marino Avocado
Needles Beverly Hills Fillmore Corcoran Firebaugh Walnut Creek San Bruno Delano Modesto Seal Beach Glendale Monterey Park Costa
Madera Buena Camarillo El Segundo Plymouth Brea Davis El Centro Culver City Covas Manteca Calipatria Patterson San Joaquin
Williams Monte Belito Soledad Torrance Lynwood Ojai Paler Hawthorne Azusa Riverbank Livingston South Gate Chowchilla
West Covina Atherton Signal Hill Colton Maywood La Habra San Carlos Belmont Placentia Laguna Beach Tustin Bell Menlo Park San Clemente
Indio Gardena Fairfax Westmont Dos Palos Tulelake Shafter Palm Springs Pico Rivera Escondido Woodlake Mendota Wilson Wasco
Petaluma Portola Blythe Galt Coachella Greenfield Gonzales Live Oak Elgin Milpitas Orangevale Hawthorne Porterville San
Pablo Capitola Huerfano Camanche Fortuna Garfield Westville Thousand Oaks Santa Rosa Costa Mesa Del Mar Palmdale San Gabriel Tulelake Sossate
Hawthorn Cupertino La Palma Anderson Fremont Baldwin Park Los Angeles Centennial Montebello Stanton Garden Grove Imperial Beach Cypress
La Puente San Gabriel Woodside Rosemead Rolling Hills Paramount Escalon Redwood Monte Serrano Santa Fe Springs Fountain Valley Chino Industry
McFarland Bradbury Irwindale Quatern Norwalk Bellflower Rolling Hills Estates Pacifica Pico Rivera Santa Fe Springs Walnut Union City Artesia
Del Mar Half Moon Bay Rosemead Grover Beach Lathrop Novato City Center Los Alamitos Tempe City Sand City San Dimas Farnsworth
Cudahy Arvin Weed San Juan Capistrano Bell Garden Hidden Hills Pleasant Hill Brisbane Villa Park Palmdale Robert Park Victorville Vista San
Marcos Claremont Desert Hot Springs Irwindale Clayton Palmdale Gardena Tiburon Loma Linda Portola Valley Monterey Thousand Oaks Camarillo Norco
Torrance Redondo Beach San Gabriel San Gabriel City Santa Valley Indio Vista Linda San Gabriel Palmdale Watsonville Adina Linda
Adelanto Rancho Conejo Hesperia Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo
Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo Rancho Conejo
Grand Terrace La Habra Heights Menards Riverside Paradise Chualar Big Bear Lake San Jacinto Poway Cathedral City Westlake Village
Dublin La Quinta Danville Agoura Hills East Palo Alto San Ramon Moorpark Mammoth Lakes West Hollywood Moreno Valley Lancaster
Orinda Solano Beach Encinitas West Sacramento Turley Palms Highland Santa Anita Mission Viejo Hesperia Apple Valley Dana Point Diamond Bar
Lathrop Yucaipa Laguna Niguel Calimesa Canyon Lake Malibu Calabasas Murietta Yuca Valley Chino Hills Laguna Hills Lake Forest American Canyon
Buellton Windsor Truckee Shasta Lake Chico Heights Legan Woods Oakley Elk Grove Arroyo Viejo Colton Rancho Conejo Wildomar Menifee Eastvale



REGISTRATION AND HOUSING DEADLINE:
Tuesday, May 28, 2019
www.cacities.org/events

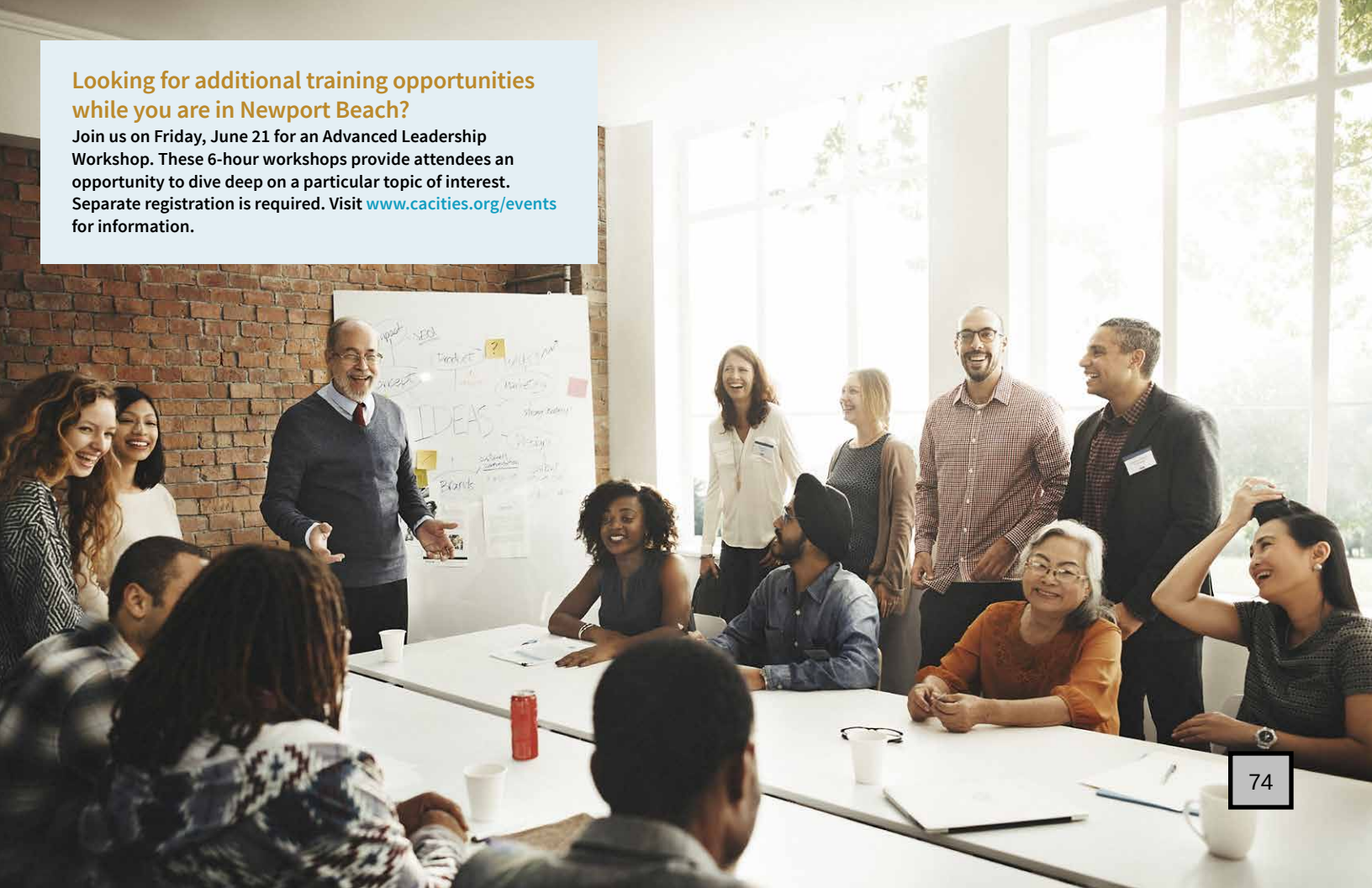
Check out our mobile app

facebook.com/leagueofcities

@CaCities

Looking for additional training opportunities while you are in Newport Beach?

Join us on Friday, June 21 for an Advanced Leadership Workshop. These 6-hour workshops provide attendees an opportunity to dive deep on a particular topic of interest. Separate registration is required. Visit www.cacities.org/events for information.



JOIN US for the 2019 Mayors and Council Members Executive Forum in Newport Beach! This two-day conference is designed for elected officials who are interested in cutting-edge approaches to challenges facing cities. Learn about a wide range of topics, and network with your peers from throughout the state! Register early as space is limited. Continue reading to learn more about some of the sessions that will be available at this conference.

CONFERENCE SESSIONS:

The Hidden Costs of Tackling Homelessness

Homelessness was a big concern in California in 2018 and continues to be in 2019 – both in rising numbers of people affected and in costs incurred by cities trying to address the issue. And sometimes, it seems the only way to comprehensively address homelessness is to spend large amounts of time and resources. But cities do not have to wrestle with this issue alone. In this session, experts deeply familiar with the topic will delve into: strategic methods and related fiscal issues for tackling homelessness at the local level, and finding willing partners who can help.

Applying Innovation To Do More With Less

For most cities, innovation doesn't look like drones or artificial intelligence. The parts of cities that need innovation most are in the everyday routine activities – things like how to get a permit for your roof or how to sign your child up for swimming classes. These innovation opportunities may sound boring, but it's where real change occurs that impacts the daily lives of residents and business owners. Come learn about innovation teams, a new tool for cities who are struggling to keep up with today's tough challenges and limited resources.

Demystifying Land Use and Planning, and Why Should I Care?

Most city leaders have very little understanding of land use. However, in many communities some of the most transformational work that a city government does and some of the nastiest fights involve land use and development. This fast paced (and humorous) session will help you understand the fundamentals so that you can become a more active partner with your staff to reach your community's potential.



For speaker information, go to

www.cacities.org/MCMXFed

****Sessions are subject to change****



But We're Legislators, Not Judges: City Council Fair Process Requirements

When a city council hears an appeal from the planning commission, or conducts other “quasi-judicial” hearings, special fair process principles apply. The failure of city council members to comply with these principles can lead to litigation, invalidation of the city council’s action, and award of significant attorney’s fees against the city. This session explores fair process issues such as bias, ex parte communications, and evidentiary principles, and the pitfalls of failing to comply with these requirements in quasi-judicial proceedings. The panel will conduct a mock city council meeting to highlight how these principles operate in the real world.

Workforce Development & Youth Engagement: City-School Partnerships for Success

Cities and schools partner for a variety of reasons where it makes sense like shared services and joint use. A new focus for city-

school partnerships is municipal workforce development and stronger engagement with a new generation of community leaders. This panel brings municipal practitioners and educators together to share successes and lessons learned in developing and scaling successful partnerships aiming to develop youth as engaged community members and the future of the local government workforce. Through civics education and internships, municipal agencies are realizing their vision for diversity in a municipal workforce that matches a community’s demographics and providing innovative civic experiences for youth.

The Shifting Sands of Economic Development: Welcome to the “O” Zone

Over \$6 trillion of private investment dollars received a special tax incentive in April 2018, when the Feds and State approved 879 new Opportunity Zone Areas in California. These zones allow investors/developers to exchange and shield their capital gains

tax from prior investments (real estate) in designated census tracts. Opportunity Zones may enhance EIFDs/CRIAs by generating early money, thus improving cash flow issues for tax increment districts. Learn how cities can pursue economic development and comply, by blending new zoning and CEQA incentives with tax increment financing to yield taxes, jobs and housing.

A Key for City Success: Effective Communication Between the City Council and City Manager

Successful communities require highly effective city organizations. A requirement for an effective city organization is a positive city council/city manager working relationship. As in all relationships, communication is the foundation. This session will help you better appreciate the role that city councils as a group, individual council members and the city manager play in achieving a successful relationship based on effective communication.

Don't Just Sit On The Bench!

Learn strategies for encouraging and challenging citizens to participate in local government, through applying for commission positions, attending city meetings and events, and more.

How is Your City Performing? Are You Sure?

Is your city a “high performing” one? How do you know and by what standards? When asked, most people can quickly answer the first question, but the second one typically creates a pause. Shouldn't we all have the same lens through which to view and assess our cities' performance? Be engaged with a simple but straightforward model to diagnose public agencies' performance, and what areas might be holding your city back. Learn about the common “building block” framework to examine just how your city might be doing, to begin the discussion at home.



For speaker information, go to
www.cacities.org/MCMXFed

****Sessions are subject to change****

City Hall as a Service – Mobility Strategies

City Hall is becoming more of an idea than a physical place. Constituents expect the same round-the-clock access to services and information from their city that they receive from other online services. At the same time, the workforce for cities is becoming increasingly mobile to accommodate flexible scheduling, working remotely, and having access to information at all hours. Hear about one city that has embraced the idea of a mobile City Hall, developing a holistic strategy to increase online services and facilitate a 21st century workforce that is on the go all the time.



Save The Date:

**2019 ANNUAL
CONFERENCE & EXPO**

October 16–18, 2019
Long Beach Convention Center

GENERAL INFORMATION

REGISTRATION AND HOUSING DEADLINE:
Tuesday, May 28, 2019

STEP 1: REGISTER FOR THE CONFERENCE

Registration is not complete until full payment is received. The League is unable to accept purchase orders.

- For online registration, go to www.cacities.org/events and select “Mayors & Council Members Executive Forum”.
- To request a mail-in registration form, contact mdunn@cacities.org.

Registration must be received by the registration & housing deadline.
After this date, please register onsite if space is still available.

COSTS/FEES

Registration includes electronic access to all program materials, admission to Wednesday & Thursday sessions, Wednesday evening’s networking reception, breakfast and a general luncheon on Thursday.

Member City Elected Officials and Staff.....	\$375
Company/Consultant/League Partner / All Others	\$575
Non-Member City Elected Officials and City Staff	\$1,375
Spouse Registration – Wednesday Networking Reception Only	\$35

The spouse fee is restricted to persons who are not city or public officials, are not related to any League Partner or sponsor, and would have no professional reason to attend the conference. It includes admission to Wednesday’s networking reception only. There is no refund for the cancellation of a spouse registration. It is not advisable to use city funds to register a spouse.

CANCELLATIONS

Refunds of rate paid, minus \$75 processing charge, will be made for cancellations submitted in writing to mdunn@cacities.org and received by the **registration & housing deadline.** There are no refunds for cancellations after this date. Substitutions can be made onsite.



If you require special accommodations related to facility access, transportation, communication and/or dietary requests, please contact our Conference Registrar at mdunn@cacities.org by the Registration & Housing Deadline.

STEP 2: RESERVE A HOTEL ROOM

Hotel Information & Reservations

A limited number of hotel rooms are available for conference attendees. All attendees must register for the conference prior to reserving a hotel room. Once registration is complete, you will be directed to the housing reservations page. Hotel reservation changes, date modifications, early check-out, or cancellations made prior to the **registration & housing deadline** must be done through the online reservation link you received when registering for the conference. Use your confirmation/ acknowledgement number to access your reservation to make changes. Once the registration & housing deadline has passed, please contact the hotel directly with any changes or cancellations. Please note that any hotel cancellations after the housing deadline has passed may incur a financial penalty or a minimum one-night room charge or attrition fees.

Newport Beach Marriott

900 Newport Center Drive, Newport Beach, CA 92660
Hotel Rate (per night): \$229 – Single/Double Occupancy (plus tax and fees)
Self- Parking (per day): \$15 (subject to availability)
Valet Parking (per day): \$39 (subject to availability)

PLEASE NOTE: The information you provide to the League when registering for a League conference or meeting may be shared with the conference or meeting hotel(s). The hotel(s) will also share with the League the information you provide to the hotel(s) when you make your hotel reservation for the conference or meeting. The information shared between the League and the hotel(s) will be limited to your first name, last name and dates/length of stay in the hotel.



1400 K Street, Ste. 400
Sacramento, CA 95814
www.cacities.org

Join us for the 2019 Mayors & Council Members Executive Forum

For speaker information, go to www.cacities.org/MCMXFed



FRIDAY, JUNE 21, 2019

REGISTER EARLY! Space limited to the first 100 registrants for each workshop.



LEAGUE[®]
OF CALIFORNIA
CITIES



facebook.com/leagueofcities



 @CaCities

[illegible]

Tuesday, May 28, 2019

www.cacities.org/MCMALWED

- For online registration, go to www.cacities.org/events and select “Mayors & Council Members Advanced Leadership Workshops”.

- ▶ To request a mail-in registration form, contact mdunn@cacities.org.

FRIDAY, JUNE 21

Registration Open

8:30 – 10:00 a.m. | Please join us for a continental breakfast after checking in.

WORKSHOPS

(includes working lunch) | 9:00 a.m. – 3:00 p.m. | Choose one:

City Finances — What You Need to Know

As trustees of the city, elected officials have important obligations to safeguard the fiscal assets of the public. The panel of experts will start with an overarching financial picture of state and local government finance in California and delve into essential aspects of municipal finance that every city council member should know. Learn how cities have gotten into financial trouble and the right questions to ask to know if yours is healthy. Gain insight into major trends, challenges ahead, and possible reforms. Obtain essential skills to keep your city budget strong through tough economic times. Determine best practices in financial reporting and identify important questions to ask when carrying forward the city budget. Get your questions answered from peers and panelists.

Cannabis Regulation: Best Practices For Your City

In 2018, recreational cannabis became legal in California and cities became authorized to establish their own local ordinances for commercial cannabis. Hear from regulators, compliance advisors and peer cities on the many aspects of local cannabis regulation. Explore best practices as local jurisdictions continue to adjust to new laws and regulations, and get your questions answered on the most pressing cannabis issues facing cities.

Level Up Your Leadership: Mastering Your Role as a Council Member, Community Leader and Colleague

California cities face a myriad of critical and emerging issues from constrained budgets, to the retirement wave, to the expanding housing and homelessness crisis. In order to navigate this, elected officials must be equipped to lead through these changing, and sometimes challenging, times. This interactive session will provide tools and strategies to help elected officials operate more effectively as a council and better engage with fellow council members, with city staff and with the community.

****Sessions/Speakers are subject to change****



Looking for additional training opportunities while you are in Newport Beach?

Join us Wednesday, June 19 – Thursday, June 20 for the Mayors and Council Members Executive Forum. This two-day forum brings together elected city officials from throughout California to explore priority issues facing cities. Separate registration is required. Visit www.cacities.org/events for information.



1400 K Street, Ste. 400
Sacramento, CA 95814
www.cacities.org

Join us for the 2019 ADVANCED LEADERSHIP WORKSHOPS

For speaker information, go to www.cacities.org/MCMALWed

Item Attachment Documents:

C8. Approve Accounts Receivable Write-offs for the Fiscal Year Ending June 30, 2019 (Staff Contact: Jane Corpus, 408-586-3125)

Recommendation: Approve the Accounts Receivable Write-offs for the Fiscal Year Ending June 30, 2019.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Accounts Receivable Write-offs for the Fiscal Year Ending June 30, 2019
Category:	Consent Calendar-Leadership and Support Services
Meeting Date:	6/4/2019
Staff Contact:	Jane Corpus, 408-586-3125
Recommendation:	Approve the Accounts Receivable Write-offs for the Fiscal Year Ending June 30, 2019

Background:

On a periodic basis staff presents a listing of accounts receivable (AR) write-offs to City Council for approval. This report covers the period from June 30, 2016 to June 30, 2018. Attached in the Council's packet are two AR lists, one for utility accounts (water, and sewer) and the other for non-utility accounts that have remained unpaid for more than 12 months. When customers are first invoiced, normal accounting procedures require us to record AR revenue with the intent of collecting amounts due in a year's time or less. However, a small percentage of receivables are ultimately found to be uncollectible for a variety of reasons and subject to bad-debt write off. When such items have been outstanding for more than a year and all collection methods have been exhausted, it is necessary to write off these accounts. This is a routine, but important, audit and year-end procedure. Collections efforts that precede this write-off request include internal billing mailings, past due notices, phone call follow up and collection agency services. Some collection efforts may continue after write off but are expected to have a low probability of success.

The table below identifies account/invoice categories, payees and amounts for the entire one-year term. It should be noted that during this period, the City achieved an overall collection rate of 99.86%. The proposed write-offs amount of \$75,670 is approximately 0.14% of all the amounts invoiced during the same period. The following table displays the write off dollars and percentage by invoice category.

	Invoiced amounts	Proposed write-off amounts	% of invoiced amount
Utility Accounts	\$ 49,710,082	\$ 31,872	0.06%
Construction Meters	115,480	461	0.40%
Private Development Jobs	1,121,717	970	0.09%
Fire False Alarm	106,182	956	0.90%
Fire Cost Recovery	154,366	3,586	2.32%
Fire Annual Permit	563,194	246	0.04%
Business License Returned Check	328,548	103	0.03%
PD False Alarm	29,300	5,900	20.14%
NBO Violation	8,200	7,300	89.02%
Shopping Cart Retrieval	17,288	292	1.69%
Main Street Property Rental	228,303	23,985	10.51%
Total	\$ 52,382,661	\$ 75,670	0.14%

Upon reviewing the listing above, the largest amount relate to utility based uncollectible billings equaling \$31,872. However, at .06% of all utility amounts invoiced, this is a very small percentage and in alignment with industry standards.

Analysis:

Finance staff invoices and collects payments for all utility accounts as well as miscellaneous accounts receivable (private development jobs, fire permits, business licenses, police false alarms, animal regulation violations, and shopping cart retrievals). For utility accounts, a bill is due for payment in 21 days from the bill date. Finance staff then sends a reminder/final notice 23 days from the bill date. A utility account will be tagged for shut off 46 days from the bill date. And if not paid, a utility account will be cut-off 50 days from the bill date after which point it will be sent to the City's collection agency, Collection Bureau of America (CBA). If cut-off and sent to collections, a utility customer will not be able to start new service until they have paid their outstanding balance in full; even if that balance has been written off from an accounting standpoint.

For miscellaneous accounts receivable, an invoice issued is due for payment in 28 days from issuance date of the invoice. If not paid on the due date, a reminder notice will be issued by Finance staff on the 28TH day and due for payment in 14 days from issuance date of the reminder notice. If not paid on the due date, a Final Notice will be issued on the 42ND day and due for payment in 7 days from issuance date of Final Notice. If not paid on the due date, the account will be sent to the City's collection agency on the 49th day. If the account is for a developer, they will not be able to start new work in Milpitas if they have an outstanding balance.

In regards to collection efforts made by CBA both before and after write-off for accounting purposes, they follow best and only legally allowable collection practices for a fee of 40% of what they are able to recover. A collection recovery process a number of targeted phone calls and letters to known and researched telephone numbers and addresses of the delinquent account holders. CBA is a well-recognized and experienced collection agency that is used by a number of public agencies, but after a certain time period, their efforts have diminishing returns. Due to the same diminishing returns and limited time, Finance staff does not continue to attempt internal collection efforts after accounts are written off. Those efforts are only made by CBA. However, as noted previously, if a developer or utility customer is delinquent, they will not be able to start new work/service until their outstanding balance is paid in full; even if that balance has been written off from an accounting standpoint.

Policy Alternatives:**Alternative 1: To not write off uncollectible accounts.**

It is customary practice according to Generally Accepted Accounting Principles (GAAP) to write-off accounts receivable after all collection efforts have been exhausted and the account has little or no chance of collecting.

Pros: None

Cons: Will not follow Generally Accepted Accounting Principles and the City's financials will be overstated.

Fiscal Impact:

Write offs of \$75,670 from the outstanding accounts receivable will reduce the full-accrual fund balances of the following funds:

General Fund:	\$ 43,337
Utility Funds:	\$ 32,333

California Environmental Quality Act:

Not Applicable

Recommendation:

Approve the Accounts Receivable Write-offs for the fiscal year ending June 30, 2019.

Attachments:

1. FY 2018-19 Utility Bills Write Off
2. FY 2018-19 Miscellaneous Accounts Receivable Write Off

City of Milpitas

Utility Bill Write Off (final date as of 6/30/18)

FY2018-2019

			TOTAL	31,872.07	
Account	Last Name	First Name	Final Bill Date	Amount Write Off	Reason
2033632	ANDERSON	CRYSTAL	05/07/18	243.47	Closed Account
2015428	ASISTIN	LITO	01/29/18	704.93	Closed Account
2042194	AVALOS	SANTIAGO	10/09/17	493.65	Closed Account
2046318	AZIM	MOHAMAD	02/19/18	188.08	Closed Account
2035431	BALITON	JEREMY	10/02/17	452.23	Closed Account
2027509	BALZEIT	MARTIN	10/16/17	975.72	Closed Account
2038403	BARBER	JOSEPHINE	07/10/17	289.73	Closed Account
2041498	BARR	RANDOLPH	08/21/17	401.01	Closed Account
2043653	BASCOS	CINDY	07/03/17	327.52	Closed Account
2041910	BAUZON	LUZ	04/09/18	315.61	Closed Account
2045124	BAYLIFE PROPERTY SERVICES		01/16/17	273.31	Closed Account
2046125	BEHBOOD	SHINA	05/21/18	843.50	Closed Account
2042203	CERVANTES	CHRISTOPHER	10/16/17	408.46	Closed Account
2043471	CUNNINGHAM	ELIZABETH	10/09/17	52.13	Closed Account
2044449	DANG	LAM	10/23/17	389.21	Closed Account
2025260	DASILVA	BETTY	06/11/18	447.00	Closed Account
2037696	DELA CRUZ	MAJDALENA	12/11/17	280.40	Closed Account
2044671	DINH	TAN	03/19/18	276.99	Closed Account
2044392	DIVINAGRACIA	REY	09/11/17	640.92	Closed Account
2042569	DOCTOLERO	ARLYCE	08/07/17	216.10	Closed Account
2045616	FLUDD	BRIAN	09/04/17	462.78	Closed Account
2031199	GONZALES	NINA	10/09/17	626.00	Closed Account
2046476	HANCOCK	SHAWN	01/22/18	106.03	Closed Account
2015729	HEDQUIST	JOHN	07/03/17	381.28	Closed Account
2007578	HIGBEE	LISA	11/20/17	831.04	Closed Account
2004847	IMPERIAL AUTO & TRUCK DBA		12/11/17	857.00	Closed Account
2002767	KEY	LINDA	08/07/17	193.26	Closed Account
2038537	KU	YOUNG	08/07/17	357.40	Closed Account
2013694	LABANON	JOYCE	12/18/17	279.83	Closed Account

City of Milpitas

Utility Bill Write Off (final date as of 6/30/18)

FY2018-2019

			TOTAL	31,872.07	
Account	Last Name	First Name	Final Bill Date	Amount Write Off	Reason
2045498	LARA	ANGELINA	04/09/18	341.47	Closed Account
2007207	LEPIK	WALTER	08/21/17	1,003.93	Closed Account
2027312	LIM	ALAIN	08/14/17	189.75	Closed Account
2045962	LIU	TIM	10/02/17	225.64	Closed Account
2026787	LO	ROSAN	01/08/18	550.53	Closed Account
2035414	LOWRY	CLYDE	10/16/17	210.47	Closed Account
2029094	MANAYAN	HENRY	10/23/17	245.72	Closed Account
2043994	MARIANO	INDHIRA	09/18/17	135.30	Closed Account
2007829	MARTIN	BERTHA MAY	01/15/18	368.02	Closed Account
2042979	MARTINEZ	MICHELLE	09/11/17	617.09	Closed Account
2014111	MCQUEEN	MERCEDES	11/27/17	506.28	Bankruptcy
2003382	MINYARD	GABRIEL	08/28/17	684.76	Closed Account
2044125	MOLINA	PRECIOUS	07/31/17	105.07	Closed Account
2031151	MONTIEL-ZAMORA	GREGORIO	01/29/18	435.84	Closed Account
2045156	MORRISON	TANYEKA	07/17/17	507.53	Closed Account
2045851	NGUYEN	LONG	08/07/17	142.97	Closed Account
2044580	NGUYEN	ANH THI	02/05/18	420.63	Closed Account
2046275	NGUYEN	PHUC	02/19/18	61.18	Closed Account
2042661	NGUYEN	DE	03/05/18	4.84	Closed Account
2044795	NGUYEN	ALEX	03/19/18	434.03	Closed Account
2008100	ORSBURN	VIRGINIA	11/13/17	273.16	Closed Account
2038366	PACHECO	SEGUIN	11/13/17	500.63	Closed Account
2041884	PANGANIBAN	GERRY	09/18/17	225.59	Closed Account
2014289	PATTERSON	R	08/28/17	315.49	Closed Account
2044139	PLANCARTE	MARIA	05/21/18	918.78	Closed Account
2042725	POWELL	TONY	03/26/18	555.76	Closed Account
2045789	PREMIER CONSTRUCTION		03/19/18	391.93	Closed Account
2045428	PYNE	SUPARNA	02/12/18	225.41	Closed Account
2020256	QURESHI	NUSRAT	02/26/18	332.74	Closed Account

City of Milpitas

Utility Bill Write Off (final date as of 6/30/18)

FY2018-2019

TOTAL 31,872.07

Account	Last Name	First Name	Final Bill Date	Amount Write Off	Reason
2036721	RAMOS	MARIA	09/04/17	483.33	Closed Account
2044706	RANGEL	KIRSTY	08/14/17	600.14	Closed Account
2044982	RAZO	TONI	05/14/18	753.37	Closed Account
2027091	RIVAS-GARCIA	LAURA RIVAS	05/14/18	265.58	Closed Account
2013292	RODRIGUES	ERNEST	01/22/18	714.92	Bankruptcy
2015713	SAAVEDRA	GENE	08/28/17	425.68	Closed Account
2033021	SALES	MARLON	11/06/17	646.14	Closed Account
2043628	SAUAO	SALOTE	07/10/17	413.49	Closed Account
2032792	SERRANO	ANGELA	03/12/18	446.50	Closed Account
2028458	SILLAS	LENA	12/04/17	40.71	Closed Account
2010897	SILVA	AIDA	10/16/17	227.80	Closed Account
2046234	SINGH	PARAMJEET	12/04/17	9.30	Closed Account
2007346	SMITH	ROGER	11/06/17	588.17	Closed Account
2045303	SMITH-ROGERS	SONYA	01/15/18	362.99	Closed Account
2037618	TRAN	GIAVI	10/30/17	377.86	Closed Account
2045689	TRAN	VIVIAN	03/26/18	614.64	Closed Account
2046013	URENA-PORRAS	MARCOS	01/22/18	18.75	Closed Account
2044035	VALDIVIAS	MARIA	10/09/17	612.81	Closed Account
2040157	VENTURA	FELICIA	10/09/17	603.35	Closed Account
2020797	VICTORIA BEAUTY COLLEGE		06/11/18	233.75	Closed Account
2041960	YAQUB	BASIL	01/15/18	109.79	Closed Account
2043695	ZHANG	JIE KUI	03/19/18	77.87	Closed Account

FY 2018 - 2019 WRITE OFF
Miscellaneous Accounts Receivable
as of June 30, 2018

INVOICE #	CUSTOMER ID NUMBER	CUSTOMER NAME	DATE	AMOUNT	DESCRIPTION
I000043211	00001192	STEVEN TRAN	07/28/17	\$ 201.84	Private Job
I000043384	00001273	GREATER LOVE CHURCH	09/29/17	\$ 768.07	Private Job
PRIVATE JOB				\$ 969.91	
I000043251	00012859	CALIBER COLLISION CENTER	08/11/17	\$ 656.00	Fire False Alarm
I000043597	00012882	SOLEXEL COMPANY	11/24/17	\$ 300.00	Fire False Alarm
FIRE FALSE ALARM				\$ 956.00	
I000044187	00012917	DAWSON'S ADVANCED MACHINING	03/23/18	\$ 1,610.00	Fire Administration Citation
I000044365	00012933	AMERICAN UNDERGROUND CONTRACTO	04/27/18	\$ 1,976.00	Fire Administration Citation
FIRE COST RECOVERY				\$ 3,586.00	
I000043682	F94-0672	APARTMENT COMPLEX	12/15/17	\$ 246.00	Fire Annual Permit
FIRE ANNUAL PERMIT				\$ 246.00	
I000043417	00012875	CW DRIVER	09/29/17	\$ 460.68	Construction Meter Rental
CONSTRUCTION METER				\$ 460.68	
I000044083	00012912	SPOT, LLC	03/16/18	\$ 102.77	Business License Returned Check
RETURNED CHECK				\$ 102.77	
I000042839	00000445	LESLIES POOL SUPPLIES	04/21/17	\$ 150.00	PD False Alarm
I000041891	00012251	FIESTA MARKET	08/26/16	\$ 400.00	PD False Alarm
I000042868	00012251	FIESTA MARKET	04/21/17	\$ 500.00	PD False Alarm
I000042124	00012720	AT & T MOBILITY	11/11/16	\$ 50.00	PD False Alarm
I000041760	00012747	AMERICAN CHOICE VAN LINES	06/30/16	\$ 1,650.00	PD False Alarm
I000041895	00012747	AMERICAN CHOICE VAN LINES	08/26/16	\$ 1,000.00	PD False Alarm
I000042126	00012768	AYGB MILPITAS LLC	11/11/16	\$ 1,150.00	PD False Alarm
I000042132	00012774	ASHLEY FURNITURE	11/11/16	\$ 50.00	PD False Alarm
I000044611	00012907	DICK'S SPORTING GOODS	06/30/18	\$ 250.00	PD False Alarm

I000044237	00012924	SINDEO INC	04/20/18	\$	650.00	PD False Alarm
I000044628	00012958	MANJUNATH DEVADAS	06/30/18	\$	50.00	PD False Alarm
POLICE DEPT. FALSE ALARM				\$	5,900.00	
I000041881	00012708	200 SERRA WAY LLC	08/26/16	\$	2,800.00	NBO Violation
I000042713	00012708	200 SERRA WAY LLC	03/03/17	\$	2,000.00	NBO Violation
I000043065	00012838	DOROTHY & LAWRENCE NUNES	06/02/17	\$	1,300.00	NBO Violation
I000043185	00012856	VICTOR & MELDA DE LEON	07/21/17	\$	800.00	NBO Violation
I000043252	00012860	PHONG NGUYEN AND THAO TRAN	08/11/17	\$	100.00	NBO Violation
I000043319	00012867	AFI AND POPUA FANUA	08/25/17	\$	200.00	NBO Violation
I000044241	00012928	PATRICIA OTERO	04/20/18	\$	100.00	NBO Violation
NBO VIOLATION				\$	7,300.00	
I000043236	00010299	RITE AID (STORE #5973)/MILPITA	08/04/17	\$	20.00	Business Closed
I000043474	00010299	RITE AID (STORE #5973)/MILPITA	10/20/17	\$	40.00	Business Closed
I000043552	00010299	RITE AID (STORE #5973)/MILPITA	11/03/17	\$	52.00	Business Closed
I000043695	00010299	RITE AID (STORE #5973)/MILPITA	12/14/17	\$	40.00	Business Closed
I000043835	00010299	RITE AID (STORE #5973)/MILPITA	01/12/18	\$	28.00	Business Closed
I000043943	00010299	RITE AID (STORE #5973)/MILPITA	01/26/18	\$	40.00	Business Closed
I000044192	00010299	RITE AID (STORE #5973)/MILPITA	03/23/18	\$	72.00	Business Closed
SHOPPING CART RETRIEVAL				\$	292.00	
Milpitas Auto Body				\$	23,985.00	Business Closed/Abandoned
MAIN STREET PROPERTY RENTAL				\$	23,985.00	
OVERALL TOTAL				\$	43,798.36	

"

Item Attachment Documents:

- C9. Approve and Authorize the City Manager to Execute a Professional Services Agreement with Swinerton Builders in the amount of \$219,983 for Construction Management Services for the Fire Station No. 2 Replacement, Project No. 3447 (Staff Contact: Steve Erickson, 408-586-3301)**

Recommendation: Approve and authorize the City Manager to execute a Professional Services Agreement with Swinerton Builders in the amount of \$219,983 for construction management services for replacement of Fire Station No. 2, Project No. 3447.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Approve and Authorize the City Manager to Execute a Professional Services Agreement with Swinerton Builders in the amount of \$219,983 for Construction Management Services for the Fire Station No. 2 Replacement, Project No. 3447
Category:	Consent Calendar-Community Services and Sustainable Infrastructure
Meeting Date:	6/4/2019
Staff Contact:	Steve Erickson, 408-586-3301
Recommendation:	Approve and authorize the City Manager to execute a Professional Services Agreement with Swinerton Builders in the amount of \$219,983 for construction management services for replacement of Fire Station No. 2, Project No. 3447.

BACKGROUND:

Fire Station No. 2 is located at 1263 Yosemite Drive, and was constructed in 1968. The station has reached the end of its service life and is in need of replacement. The 2018-2023 Capital Improvement Program (CIP) was approved by the City Council on June 5, 2018, and included Project No. 3447 for the replacement of Fire Station No. 2. Council direction during creation of the 2018-2023 CIP Document was to start this high priority public safety project in 2019.

On December 4, 2018, the City Council approved the design services agreement with Shah Kawasaki Architects (SKA) for the design of a replacement fire station structure. Currently, the project is in the schematic design and estimating phase. During the May 15, 2019 Council Budget Study Session, the Council approved the station conceptual design, for Fire Station No. 2, and approved bond financing option to fund \$13 million of the stations construction cost.

Now that the design process has proceeded beyond the conceptual design phase, staff recommends contracting with a professional Construction Management (CM) firm with experience in fire station construction to assist City staff with the review of project plans and documents to help mitigate design errors and potential costly change orders during construction. The CM firm will also provide inspection services during construction, assist with schedule and change order analysis, assist with equipment procurement, and provided assistance with commissioning, project closeout and warranty.

ANALYSIS:

Last December, staff issued a Request for Qualifications (RFQ) for Construction Management Services for the Fire Station No. 2 Replacement Project. The RFQ process followed the City's Standard Operating Procedure and the Municipal Code with respect to hiring professional consultants.

Six proposals were received from companies listed below.

Company Name	Location	Interviewed/ Average Score
Swinerton Builders	San Francisco, CA	Yes / 89
Kitchell	San Jose, CA	Yes / 81
Consolidated Construction Management	Oakland, CA	Yes / 70
K & B Construction Services, Inc.	San Jose, CA	No
Nova Partners, Inc.	Mountain View, CA	No
The Bridge Group	San Francisco, CA	No

Proposal ranking was based upon the experience of the project team, understanding of the City's project approach, firm's management style, and similar recent projects completed by the firm. Staff ranked the proposals from Swinerton Builders, Kitchell, and Consolidated Construction Management the highest, and invited the three firms to participate to oral interview held on February 15, 2019. Following the oral interviews, Swinerton Builders was determined the best fit for the City based on recent project experience and the staffing assigned to the City's project. References provided by Swinerton were also contacted and confirmed Swinerton's expertise and ability to deliver projects and services.

Staff recommends contracting with Swinerton Builders to provide Construction Management (CM) services for the entire Fire Station replacement project. The CM services will be split into two phases, Design (Phase 1), and Construction (Phase 2), and staff is requesting approval of an agreement for only Phase 1 services at this time. Phase 1 CM services will include assistance with review of station design documents, assistance with development and construction of temporary fire station facilities, building demolition, site clearance, and hazardous material mitigation. Staff negotiated a scope of services and fee with Swinerton for Phase 1 CM services not-to-exceed fee of \$219,983.00, which is considered reasonable for the services to be rendered on the project.

An amendment to the agreement with Swinerton will be required for future Phase 2 CM services during construction of the new fire station building anticipated to start in 2020. The fee for Phase 2 services is estimated to not exceed \$1,173,359, however staff is only requesting approval of an agreement for Phase 1 services at this time.

POLICY ALTERNATIVE:

Alternative 1: Not approve the contract with Swinerton Buildings.

Pros: Leverage in-house staff resources to provide construction management services.

Cons: Given the number of existing CIP projects being managed by in-house staff there is not enough staff capacity to take on this additional work. Furthermore, since Fire Station 2 Replacement is a complicated project, not using a qualified Construction Management firm to assist City staff may require the delay of other Capital Improvement Projects.

Reason for not recommending: Fire Station No. 2 replacement will be designed as an essential facility and use of a professional Construction Management Firm to assist the City project team is recommended to ensure the project is completed on-time, within budget, and with the specified quality.

FISCAL IMPACT:

Sufficient funds are available in the project budget for Phase 1 Construction Management services.

California Environmental Quality Act (CEQA):

As this project is still in the design phase, any environmental impacts associated with the project would be speculative to analyze at this time until final design is complete. All environmental impacts will be analyzed and CEQA findings brought forward to the City Council before any actual construction and/or physical change in the environment.

Recommendation:

Approve and authorize the City Manager to execute a Professional Services Agreement with Swinerton Builders in the amount of \$219,983 for construction management services for replacement of Fire Station No. 2, Project No. 3447.

Attachment

Professional Services Agreement with Swinerton Builders

**CITY OF MILPITAS
PROFESSIONAL SERVICES AGREEMENT**

This Agreement is made and entered into as of May 21, 2019 (“Effective Date”) by and between the City of Milpitas, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at 455 E. Calaveras Boulevard, Milpitas, California 95035 (“City”), and Swinerton Builders, a California Corporation with its principal place of business at 260 Townsend Street, San Francisco, California 94107 (hereinafter referred to as “Consultant”). City and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Agreement.

RECITALS

A. City is a public agency of the State of California and is in need of professional services for the following project:

Construction Management Services for Fire Station No. 2 Replacement Project.
(hereinafter referred to as “the Project”).

B. Consultant is duly licensed and has the necessary qualifications to provide such services.

C. The Parties desire by this Agreement to establish the terms for City to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Services.

Consultant shall provide the City with the services described in the Scope of Services attached hereto as Exhibit A.

2. Compensation.

a. Subject to paragraph 2(b) below, the City shall pay for such services in accordance with the Schedule of Charges set forth in Exhibit B.

b. In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum of **\$ Two Hundred Nineteen Thousand Nine Hundred Eighty Three Dollars (\$ 219,983.00)**. This amount is to cover all printing and related costs, and the City will not pay any additional fees for printing expenses. Periodic payments shall be made within thirty (30) days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

3. Additional Work.

If changes in the work seem merited by Consultant or the City, and informal consultations with the other party indicate that a change is warranted, it shall be processed in the following manner: a letter outlining the changes shall be forwarded to the City by Consultant with a statement of estimated changes

in fee or time schedule. An amendment to this Agreement shall be prepared by the City and executed by both Parties before performance of such services, or the City will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the Agreement term and for four (4) years from the date of final payment under the Agreement for inspection by City.

5. Time of Performance

The term of this Agreement shall be from **April 2, 2019 to September 30, 2021**, unless earlier terminated as provided herein. The City reserves the right to review the Consultant's performance at the end of each year and cancel all or part of the Agreement. The City reserves the right to extend this Agreement for four (4) one (1) year options exercisable at the City's sole discretion, not to exceed five (5) years in total. The City may exercise the renewal option years by written notice to the Consultant by US Mail, fax or email, including a Purchase Order, sent no later than the last day of the current term. If a renewal option is exercised and/or a price increase is granted it will be transmitted to the Consultant using the Notice of Exercise of Option to Extend Agreement attached hereto as Exhibit E. The consultant shall follow project millstones set forth in Exhibit C

6. Delays in Performance.

a. Neither City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

7. Compliance with Law.

a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements.

b. If required, Consultant shall assist the City, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies.

c. If applicable, Consultant is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of his or her services or operations performed under this Agreement.

8. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

9. Assignment and Subconsultant

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

10. Independent Consultant

Consultant is retained as an independent contractor and is not an employee of City. No employee or agent of Consultant shall become an employee of City. The work to be performed shall be in accordance with the work described in this Agreement, subject to such directions and amendments from City as herein provided.

11. Insurance. Consultant shall not commence work for the City until it has provided evidence satisfactory to the City it has secured all insurance required under Exhibit D (Insurance Requirements), attached hereto and incorporated herein by this reference. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required therein.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, or volunteers.

b. If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance of "design professional" services (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for

such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

13. California Labor Code Requirements.

a. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects ("Prevailing Wage Laws"). If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is One Thousand Dollars and Zero Cents (\$1,000.00) or more, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

b. If the services are being performed as part of an applicable "public works" or "maintenance" project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

c. This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant's performance of services, including any delay, shall be Consultant's sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

14. Verification of Employment Eligibility.

By executing this Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time, and shall require all subconsultants and sub-subconsultants to comply with the same.

15. Laws and Venue.

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Santa Clara, State of California.

16. Termination or Abandonment

a. City has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, City shall be immediately given title and possession to all original field notes, drawings and specifications, written reports and other documents produced or developed for that portion of the work completed and/or being abandoned. City shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by City and Consultant of the portion of such task completed but not paid prior to said termination. City shall not be liable for any costs other than the charges or portions thereof which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

b. Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days' written notice to City only in the event of substantial failure by City to perform in accordance with the terms of this Agreement through no fault of Consultant.

c. The Consultant understands and accepts that at all times; the Agreement is subject to appropriation of funds by the Milpitas City Council. The Agreement may terminate without penalty, liability or expense of any kind to the City at the end of Agreement term. The City has no obligation to make appropriations for the Agreement in lieu of appropriations for new or other contracts. City budget decisions are subject to the discretion of the Mayor and City Council. Consultant's assumption of risk of possible non-appropriation is a part of the consideration for the Agreement. This section controls against any and all other provisions of the Agreement.

17. Documents. Except as otherwise provided in "Termination or Abandonment," above, all original field notes, written reports, Drawings and Specifications and other documents, produced or developed for the Project shall, upon payment in full for the services described in this Agreement, be furnished to and become the property of the City.

18. Organization

Consultant shall assign **Robert Kagiya** as the Project Executive, **Greg Armendariz** as the Senior Project Manager, **Maria Zupo**, as Project Manager and **Shawn Delaney** as Construction Inspector. The consultant team members shall not be removed from the Project or reassigned without the prior written consent of the City.

19. Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described above.

20. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

CITY:

City of Milpitas

455 E. Calaveras Boulevard

Milpitas, California 95035

Attn: Steve Erickson, Director of Engineering

CONSULTANT:

Swinerton Builders

260 Townsend Street

San Francisco, CA 94107

Attn: Jeffrey S. Gee, Vice President

and shall be effective upon receipt thereof.

21. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

22. Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

23. Entire Agreement

This Agreement, with its exhibits, represents the entire understanding of City and Consultant as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.

24. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.

25. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement. However, Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations

without the prior written consent of City. Any attempted assignment without such consent shall be invalid and void.

26. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

27. Time of Essence

Time is of the essence for each and every provision of this Agreement.

28. City's Right to Employ Other Consultants

City reserves its right to employ other consultants, including engineers, in connection with this Project or other projects.

29. Prohibited Interests

Consultant warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

30. Wage Theft Prevention

a. Consultant, and any subconsultant it employs to complete work under this Agreement, shall comply with all applicable federal, state and local wage and hour laws. Applicable laws may include, but are not limited to, the Federal Fair Labor Standards Act, the California Labor Code and the Milpitas Minimum Wage Ordinance.

b. BY SIGNING THIS AGREEMENT, CONSULTANT AFFIRMS THAT IT HAS DISCLOSED ANY FINAL JUDGMENTS, DECISIONS OR ORDERS FROM A COURT OR INVESTIGATORY GOVERNMENT AGENCY, FINDING IN THE FIVE (5) YEARS PRIOR TO EXECUTING THIS AGREEMENT THAT CONSULTANT OR ITS SUBCONSULTANTS HAS VIOLATED ANY APPLICABLE WAGE AND HOUR LAWS. CONSULTANT FURTHER AFFIRMS THAT IT OR ITS SUBCONSULTANT(S) HAS EITHER FULLY SATISFIED EACH JUDGMENT, DECISION OR ORDER, OR, IF ANY JUDGMENT, DECISION OR ORDER HAS NOT BEEN FULLY SATISFIED, CONSULTANT AFFIRMS THAT IT OR ITS SUBCONSULTANT(S) IS CURRENTLY SATISFYING SAID JUDGMENT, DECISION OR ORDER THROUGH A PAYMENT OR ALTERNATIVE PLAN APPROVED BY THE APPLICABLE COURT/GOVERNMENT AGENCY AND THAT CONSULTANT OR ITS SUBCONSULTANT(S) ARE IN COMPLIANCE WITH SAID PLAN AS OF THE DATE OF EXECUTING THIS AGREEMENT.

c. If at any time during the term of this Agreement, a court or investigatory government agency issues a final judgment, decision or order finding that Consultant or a subconsultant it employs to perform work under this Agreement has violated any applicable wage and hour law, or Consultant learns of such a judgment, decision, or order that was not previously disclosed in its bid/proposal, Consultant shall inform the City no more than fifteen (15) calendar days after the judgment, decision or order becomes final or from the date of learning of the final judgment, decision or order. Consultant or its subconsultant(s) shall, within thirty (30) calendar days after notifying the City, either (i) fully satisfy any such judgment, decision, or order and provide the City with documentary evidence of satisfying said judgment, decision or order; or (ii) provide the City documentary evidence of a payment or other alternative plan approved by the court/government agency to satisfy the judgment, decision or order. If the Consultant or its subconsultant is subject to a payment or other alternative plan, the Consultant or its subconsultant shall continue to submit documentary evidence every thirty (30) calendar days during the term of the Agreement demonstrating continued compliance with the plan until the judgment, decision or order has been fully satisfied.

d. For purposes of this Section, a "final judgment, decision, or order" refers to one for which all appeals have been exhausted or the time period to appeal has expired. Relevant investigatory government agencies include: the United States Department of Labor, the California Division of Labor Standards Enforcement, the City, or any other governmental entity or division tasked with the investigation and enforcement of wage and hour laws.

e. Failure to comply with any part of this Section constitutes a material breach of this Agreement. Such breach may serve as a basis for immediate termination of this Agreement and/or any other remedies available under this Agreement and/or law.

f. Notice provided to the City shall be addressed to: Attention: Finance Director, 455 E. Calaveras Blvd. Milpitas, CA 95035. The Notice provisions of this Section are separate from any other notice provisions in this Agreement and, accordingly, only notice provided to the above address satisfies the notice requirements in this Section.

[SIGNATURES ON FOLLOWING PAGE]

**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF MILPITAS
AND SWINERTON BUILDERS**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF MILPITAS

Approved By:

Julie Edmonds-Mares
City Manager

Date

Approved As To Form:

Christopher J. Diaz
City Attorney

Approved As To Scope:

Jane Corpus
Interim Director of Financial Services

Approved As To Content:

Steven P. Erickson
Engineering Director/City Engineer

SWINERTON BUILDERS

Signature

Name

Title

Date

DIR Registration Number (If Applicable)

EXHIBIT A
Scope of Services

EXHIBIT B

Schedule of Charges/Payments

Consultant will invoice City on a monthly cycle. Consultant will include with each invoice a detailed progress report that indicates the amount of budget spent on each task. Consultant will inform City regarding any out-of-scope work being performed by Consultant. This is a time-and-materials Agreement.

EXHIBIT C

Activity Schedule

EXHIBIT D

Insurance Requirements

Please refer to the insurance requirements listed below. Those that have an “X” indicated in the space before the requirement apply to Contractor’s or Consultant’s Agreement.

Contractor or Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor or Consultant, its agents, representatives, employees or subcontractors.

Contractor or Consultant shall provide its insurance broker(s)/agent(s) with a copy of these requirements and request that they provide Certificates of Insurance complete with copies of all required endorsements.

Contractor or Consultant shall furnish City with copies of original endorsements affecting coverage required by this Exhibit D. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements and certificates are to be received and approved by City before work commences. City has the right to require Contractor’s or Consultant’s insurer to provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

Commercial General Liability (CGL):

☐ Coverage at least as broad as Insurance Services Office (“ISO”) Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than \$2,000,000.00 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

☒ Coverage at least as broad as ISO Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than \$1,000,000.00 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

☐ Coverage at least as broad as ISO Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than \$5,000,000.00 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

Automobile Liability:

X Coverage at least as broad as ISO Form Number CA 0001 covering, Code 1 (any auto), of if Contractor or Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limits no less than \$1,000,000.00 per accident for bodily injury and property damage.

 Coverage at least as broad as ISO Form Number CA 0001 covering, Code 1 (any auto), with limits no less than \$5,000,000.00 per accident for bodily injury and property damage.

 Garage keepers' extra liability endorsement to extend coverage to all vehicles in the care, custody and control of the Contractor or Consultant, regardless of where the vehicles are kept or driven.

Professional Liability (Errors and Omissions):

The Employer's Liability policy shall be endorsed to waive any right of subrogation as respects the City, its elected and appointed officials, officers, attorneys, agents, and employees.

 X Insurance appropriate to the Contractor or Consultant's profession, with limit no less than \$1,000,000.00 per occurrence or claim, \$2,000,000.00 aggregate.

 (If Design/Build), with limits no less than \$1,000,000.00 per occurrence or claim, and \$2,000,000.00 policy aggregate.

 Insurance appropriate to the Contractor or Consultant's profession, with limit no less than per occurrence or claim, aggregate

Workers' Compensation Insurance:

 X Insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000.00 per accident for bodily injury or disease. *(Not required if Contractor or Consultant provides written verification it has no employees)*

The Contractor or Consultant makes the following certification, required by section 1861 of the California Labor Code:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Contractor/Consultant Signature

Builder's Risk (Course of Construction):

___ Insurance utilizing an “All Risk” (Special Perils) coverage form, with limits equal to the completed value of the project and no coinsurance penalty provisions.

Surety Bonds:

___ Contractor shall provide the following Surety Bonds:

1. Bid Bond
2. Performance Bond
3. Payment Bond

The Payment Bond and Performance Bond shall be in a sum equal to the contract price. Bonds shall be duly executed by a responsible corporate surety, authorized to issue such bonds in the State of California and secured through an authorized agent with an office in California.

Contractor’s or Consultant’s Pollution Legal Liability:

___ Contractor’s or Consultant’s pollution legal liability and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards) with limits no less than \$1,000,000.00 per occurrence or claim and \$2,000,000.00 policy aggregate.

If the Contractor or Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Contractor or Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to City.

Other Insurance Provisions:

The insurance policies are to contain, or be endorsed to contain the following provisions:

___ **Additional Insured Status:**

The insurance policies are to contain, or be endorsed to contain the following provision:

The City, its elected and appointed officials, officers, attorneys, agents, and employees are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor or Consultant or any subcontractors including materials, parts, or equipment furnished in connection with such work or operations, including completed operations. General liability coverage can be provided in the form of an endorsement to the Contractor’s or Consultant’s insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used).

The Additional Insured coverage under the Contractor’s policy shall be “primary and non-contributory” and will not seek contribution from the City’s insurance or self-insurance and shall be at least as broad as CG 20 01 04 13.

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 (if agreed to in a written contract or agreement) before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

____ Primary Coverage:

The insurance policies are to contain, or be endorsed to contain the following provision:

For any claims related to this contract, the Contractor's or Consultant's insurance coverage shall be primary insurance as respects the City, its elected and appointed officials, officers, attorneys, agents, and employees. Any insurance or self-insurance maintained by the City, its elected and appointed officials, officers, attorneys, agents, and employees shall be in excess of the Contractor's or Consultant's insurance and shall not contribute with it.

____ Builder's Risk (Course of Construction Insurance) (applicable to Construction Contracts only)

Contractor or Consultant may submit evidence of Builder's Risk insurance in the form of Course of Construction coverage. Such coverage shall name the City as a loss payee as their interest may appear.

If the project does not involve new or major reconstruction, at the option of the City, an Installation Floater may be acceptable. For such projects, a Property Installation Floater shall be obtained that provides for the improvement, remodel, modification, alteration, conversion or adjustment to existing buildings, structures, processes, machinery and equipment. The Property Installation Floater shall provide property damage coverage for any building, structure, machinery or equipment damaged, impaired, broken, or destroyed during the performance of the Work, including during transit, installation, and testing at the City's site.

____ Notice of Cancellation, Suspension or Otherwise Voiding Policies:

Each insurance policy required above shall contain, or be endorsed to contain that coverage shall not be suspended, voided, canceled or reduced in coverage or in limits except with thirty (30) days' prior written notice by certified mail, return receipt requested to the City.

____ Waiver of Subrogation:

Contractor or Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor or Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Contractor or Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer. The Workers' Compensation Policy shall be endorsed with a waiver of subrogation in favor of the

City for all work performed by Contractor or Consultant, its employees, agents and subcontractors.

____ Completed Operations

For Construction Agreements, Contractor shall maintain insurance as required by this Agreement to the fullest amount allowed by law and shall maintain insurance for a minimum of five (5) years following the completion of this project. In the event Contractor fails to obtain or maintain completed operations coverage as required by this Agreement, the City at its sole discretion may purchase the coverage required and the cost will be paid by Contractor.

THE FOLLOWING PROVISIONS APPLY TO ALL AGREEMENTS

Deductibles and Self-Insured Retentions (“SIR”):

Any deductibles or self-insured retentions must be declared to and approved by City. The City may require the Contractor or Consultant to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. At the option of the City, either (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its elected and appointed officials, officers, attorneys, agents, and employees; or (2) the Contractor or Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

All SIRs must be disclosed to Risk Management for approval and shall not reduce the limits of liability.

Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or the City.

City reserves the right to obtain a full-certified copy of any insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of right to exercise later.

Acceptability of Insurers:

Insurance is to be placed with insurers with a current A.M. Best’s rating of no less than A:VII, unless otherwise acceptable to City.

Claims Made Policies: (note - should be applicable only to professional liability, see below)

1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of contract of work.
3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the

Contractor or Consultant must purchase “extended reporting” coverage for a minimum of five (5) years after completion of work.

4. A copy of the claims reporting requirements must be submitted to the City for review.
5. If the services involve lead-based paint or asbestos identification/remediation, the Contractor’s Pollution Liability Policy shall not contain lead-based paint or asbestos exclusions. If the services involve mold identification/remediation, the Contractors Pollution Liability Policy shall not contain a mold exclusion, and the definition of Pollution shall include microbial matter, including mold.

Subcontractors:

Contractor or Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors.

Subcontractor agrees to be bound to Contractor and City in the same manner and to the same extent as Contractor is bound to City under this Agreement and any other contract documents. Subcontractor further agrees to include the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, with any sub-subcontractor to the extent they apply to the scope of the sub-subcontractor’s work. A copy of the City indemnity and insurance provisions will be furnished to the subcontractor upon request.

Verification of Coverage:

Contractor or Consultant shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor or Consultant’s obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Special Risks or 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.

Failure to Comply:

Each insurance policy required above shall contain or be endorsed to contain that any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected and appointed officials, officers, attorneys, agents, and employees.

Applicability of Coverage:

Each insurance policy required above shall contain or be endorsed to contain that the Contractor's or 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.

EXHIBIT E
NOTICE OF EXERCISE OF OPTION TO EXTEND AGREEMENT

AGREEMENT TITLE and DATE:	
CONTRACTOR Name and Address:	
DATE OF OPTION:	

(Date the notice is sent must be consistent with the time for exercise set forth in Agreement)

Pursuant to Section 5 of the Agreement referenced above, the City of Milpitas hereby exercises its option to extend the term under the following provisions:

OPTION NO.	
-------------------	--

NEW OPTION TERM

Begin date:	
End date:	

☐ **CHANGES IN RATE OF COMPENSATION**

Percentage change in CPI Index upon which adjustment is based:	
---	--

Pursuant to Section 2(c) of the Agreement the Rates of Compensation are hereby adjusted as follows:

(Use attachment if necessary)

MAXIMUM COMPENSATION for New Option Term:	
--	--

For the option term exercised by this Notice, City shall pay Contractor an amount not to exceed the amount set forth above for Contractor's services and reimbursable expenses, if any. The undersigned signing on behalf of the City of Milpitas hereby certifies that an unexpended appropriation is available for the term exercised by this Notice, and that funds are available as of the date of this signature.

CITY OF MILPITAS
a municipal corporation

CONTRACTOR
(Insert Name)

By _____

By _____

Name of Authorized Representative

Name of Authorized Representative

Title of Authorized Representative:

Title of Authorized Representative

Item Attachment Documents:

- C10. Approve a Professional Services Agreement with Jordan C. Lee doing business as AAA Backflow Prevention Devices for the Annual Amount of \$24,655

Chris Schroeder, 408-586-3161 and Tony Ndah, 408-586-2602

Recommendation:

Approve the 5 Year Professional Services Agreement with Jordan C. Lee doing business as AAA Backflow Prevention Devices for Backflow Prevention Device Testing and Reporting, for the annual amount of \$24,655 and a total not to exceed \$123,275, subject to appropriation of funds.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Approve a Professional Services Agreement with Jordan C. Lee doing business as AAA Backflow Prevention Devices for the Annual Amount of \$24,655
Category:	Consent Calendar-Community Services and Sustainable Infrastructure
Meeting Date:	6/4/2019
Staff Contact:	Chris Schroeder, 408-586-3161 and Tony Ndah, 408-586-2602
Recommendation:	Approve the 5 Year Professional Services Agreement with Jordan C. Lee doing business as AAA Backflow Prevention Devices for Backflow Prevention Device Testing and Reporting, for the annual amount of \$24,655 and a total not to exceed \$123,275, subject to appropriation of funds.

Background:

On August 6, 2014, the City entered into an agreement with AAA Backflow and Prevention Devices, for the testing, certification, repair, and maintenance services for City owned backflow devices. The five-year agreement expires on August 5, 2019 and a new agreement is needed to continue the required backflow device testing and reporting.

Analysis:

Backflow device testing and reporting must be performed annually on all devices per Title 17, Section 7605 of the California Code of Regulations to ensure water quality is not compromised. The services to be provided by AAA Backflow Prevention Devices include: arranging site visits to schedule and perform backflow prevention testing, visual inspections of backflow prevention devices, and testing the backflow prevention devices to ensure they meet minimum operating standards.

AAA Backflow Prevention Devices currently provides backflow prevention testing and reporting services for 192 backflow devices owned by the City. Throughout the duration of the current contract, AAA Backflow Prevention Devices have satisfactorily performed testing in accordance with State guidelines. AAA Backflow Prevention Devices is a reputable contractor, providing backflow testing and certification for various agencies throughout the state.

The City of Milpitas Municipal Code Title 1, Chapter 2, Section 3.12-1 states, "The competitive bid process is ill-suited for the selection of consultants. Consultants are required for professional or technical expertise and for matters requiring specialized abilities or a high degree of skill. Their numbers (in relation to a particular skill or expertise required) are comparatively limited. Where consultants are involved, the bidding process is not likely to result in a lower price to the City or eliminate unnecessary expense or delay."

Also, Title 1, Chapter 2, Section 3.12-2 of the Municipal Code states, "The requesting department shall be empowered to engage a consultant, including, but not limited to, material testing services and construction inspection services) without the necessity of competitive bidding or notice thereof with City Council approval if the consultant's fee for materials and services under the contract by which consultant is engaged exceeds \$100,000.00."

Staff recommends the City Council approve a new 5-year Professional Service Agreement with AAA Backflow Prevention Services from August 6, 2019 through August 5, 2024, for an annual amount of \$24,655 and total amount not-to-exceed \$123,275, subject to the appropriation of funds.

Policy Alternatives:

Alternative 1: The alternative is to not approve the agreement.

Pros: The City does not spend funds on backflow prevention testing services.

Cons: Backflow prevention devices must be tested annually per Title 17, Section 7605 of the California Code of Regulations to ensure proper operation.

Reason not recommended: The City does not have the manpower or equipment to test and certify all of the City-owned backflow prevention devices. By utilizing a vendor, all of the backflow prevention devices are tested annually per Title 17, Section 7605 of the California Code of Regulations to ensure proper operation.

Fiscal Impact:

The annual cost of \$24,655.00 will be funded from the 2019-20 operating budget for Utility Engineering. Funds for the remaining years on this contract will be subject to the annual appropriation of funds by Council during the annual budget process.

California Environmental Quality Act:

By the definition provided in the California Environmental Quality Act (CEQA) Guidelines Section 15378, this action does not qualify as a "project" for the purpose of CEQA as this action has no potential to result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

Recommendation:

Approve the 5 Year Professional Services Agreement with Jordan C. Lee doing business as AAA Backflow Prevention Devices for Backflow Prevention Device Testing and Reporting, for an annual amount of \$24,655 and total amount not to exceed \$123,275, subject to the appropriation of funds.

Attachment:

Professional Service Agreement with Jordan C. Lee



CITY OF MILPITAS PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into as of [REDACTED], 20[REDACTED] ("Effective Date") by and between the City of Milpitas, a municipal corporation organized and operating under the laws of the State of California with its principal place of business at 455 E. Calaveras Boulevard, Milpitas, California 95035 ("City"), and **Jordan C. Lee, an individual, dba AAA Backflow Prevention Services**, a **California corporation** with its principal place of business at **4949 Nadotti Road, Stockton, CA 95215** (hereinafter referred to as "Consultant"). City and Consultant are sometimes individually referred to as "Party" and collectively as "Parties" in this Agreement.

RECITALS

A. City is a public agency of the State of California and is in need of professional services for the following project:

Backflow Prevention Device Testing and Reporting Services

(hereinafter referred to as "the Project").

B. Consultant is duly licensed and has the necessary qualifications to provide such services.

C. The Parties desire by this Agreement to establish the terms for City to retain Consultant to provide the services described herein.

AGREEMENT

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. Services.

Consultant shall provide the City with the services described in the Scope of Services attached hereto as Exhibit A.

2. Compensation.

a. Subject to paragraph 2(b) below, the City shall pay for such services in accordance with the Schedule of Charges set forth in Exhibit B.

b. In no event shall the total amount paid for services rendered by Consultant under this Agreement exceed the sum of **One Hundred Twenty Three Thousand Two Hundred Seventy Five Dollars and Zero Cents (\$ 123,275.00)**. This amount is to cover all printing and related costs, and the City will not pay any additional fees for printing expenses. Periodic payments shall be made within thirty (30) days of receipt of an invoice which includes a detailed description of the work performed. Payments to Consultant for work performed will be made on a monthly billing basis.

3. Additional Work.

If changes in the work seem merited by Consultant or the City, and informal consultations with the other party indicate that a change is warranted, it shall be processed in the following manner: a letter outlining the changes shall be forwarded to the City by Consultant with a statement of estimated changes

in fee or time schedule. An amendment to this Agreement shall be prepared by the City and executed by both Parties before performance of such services, or the City will not be required to pay for the changes in the scope of work. Such amendment shall not render ineffective or invalidate unaffected portions of this Agreement.

4. Maintenance of Records.

Books, documents, papers, accounting records, and other evidence pertaining to costs incurred shall be maintained by Consultant and made available at all reasonable times during the Agreement term and for four (4) years from the date of final payment under the Agreement for inspection by City.

5. Term.

The term of this Agreement shall be from **August 6, 2019** to **August 5, 2024**, unless earlier terminated as provided herein. The City reserves the right to review the Consultant's performance at the end of each year and cancel all or part of the Agreement. Consultant shall perform its services in a prompt and timely manner and shall commence performance upon the Effective Date.

6. Delays in Performance.

a. Neither City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this Agreement, such circumstances include but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riots and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage or judicial restraint.

b. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement.

7. Compliance with Law.

a. Consultant shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local government, including Cal/OSHA requirements.

b. If required, Consultant shall assist the City, as requested, in obtaining and maintaining all permits required of Consultant by federal, state and local regulatory agencies.

c. If applicable, Consultant is responsible for all costs of clean up and/ or removal of hazardous and toxic substances spilled as a result of his or her services or operations performed under this Agreement.

8. Standard of Care

Consultant's services will be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions.

9. Assignment and Subconsultant

Consultant shall not assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the City, which may be withheld for any reason. Any attempt to so assign or so transfer without such consent shall be void and without legal effect and shall constitute grounds for termination. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement. Nothing contained herein shall prevent Consultant from employing independent associates, and subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

10. Independent Consultant

Consultant is retained as an independent contractor and is not an employee of City. No employee or agent of Consultant shall become an employee of City. The work to be performed shall be in accordance with the work described in this Agreement, subject to such directions and amendments from City as herein provided.

11. Insurance. Consultant shall not commence work for the City until it has provided evidence satisfactory to the City it has secured all insurance required under Exhibit D (Insurance Requirements), attached hereto and incorporated herein by this reference. In addition, Consultant shall not allow any subcontractor to commence work on any subcontract until it has secured all insurance required therein.

12. Indemnification.

a. To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers, and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorney's fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by Consultant, the City, its officials, officers, employees, agents, or volunteers.

b. If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance of "design professional" services (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

13. California Labor Code Requirements.

a. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects ("Prevailing Wage Laws"). If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is One Thousand Dollars and Zero Cents (\$1,000.00) or more, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall

defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

b. If the services are being performed as part of an applicable “public works” or “maintenance” project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

c. This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant’s sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant’s performance of services, including any delay, shall be Consultant’s sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

14. Verification of Employment Eligibility.

By executing this Agreement, Consultant verifies that it fully complies with all requirements and restrictions of state and federal law respecting the employment of undocumented aliens, including, but not limited to, the Immigration Reform and Control Act of 1986, as may be amended from time to time, and shall require all subconsultants and sub-subconsultants to comply with the same.

15. Laws and Venue.

This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or federal court situated in the County of Santa Clara, State of California.

16. Termination or Abandonment

a. City has the right to terminate or abandon any portion or all of the work under this Agreement by giving ten (10) calendar days written notice to Consultant. In such event, City shall be immediately given title and possession to all original field notes, drawings and specifications, written reports and other documents produced or developed for that portion of the work completed and/or being abandoned. City shall pay Consultant the reasonable value of services rendered for any portion of the work completed prior to termination. If said termination occurs prior to completion of any task for the Project for

which a payment request has not been received, the charge for services performed during such task shall be the reasonable value of such services, based on an amount mutually agreed to by City and Consultant of the portion of such task completed but not paid prior to said termination. City shall not be liable for any costs other than the charges or portions thereof which are specified herein. Consultant shall not be entitled to payment for unperformed services, and shall not be entitled to damages or compensation for termination of work.

b. Consultant may terminate its obligation to provide further services under this Agreement upon thirty (30) calendar days' written notice to City only in the event of substantial failure by City to perform in accordance with the terms of this Agreement through no fault of Consultant.

c. The Consultant understands and accepts that at all times; the Agreement is subject to appropriation of funds by the Milpitas City Council. The Agreement may terminate without penalty, liability or expense of any kind to the City at the end of Agreement term. The City has no obligation to make appropriations for the Agreement in lieu of appropriations for new or other contracts. City budget decisions are subject to the discretion of the Mayor and City Council. Consultant's assumption of risk of possible non-appropriation is a part of the consideration for the Agreement. This section controls against any and all other provisions of the Agreement.

17. Documents. Except as otherwise provided in "Termination or Abandonment," above, all original field notes, written reports, Drawings and Specifications and other documents, produced or developed for the Project shall, upon payment in full for the services described in this Agreement, be furnished to and become the property of the City.

18. Organization

Consultant shall assign **Jordan Lee** as Project Manager. The Project Manager shall not be removed from the Project or reassigned without the prior written consent of the City.

19. Limitation of Agreement.

This Agreement is limited to and includes only the work included in the Project described above.

20. Notice

Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

CITY:

City of Milpitas

455 E. Calaveras Boulevard

Milpitas, California 95035

Attn: Joon Hong, Engineering Aide

CONSULTANT:

AAA Backflow Prevention Services

4949 Nadotti Road

Stockton, CA 95215

Attn: Jordan Lee

and shall be effective upon receipt thereof.

21. Third Party Rights

Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

22. Equal Opportunity Employment.

Consultant represents that it is an equal opportunity employer and that it shall not discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, sex, age or other interests protected by the State or Federal Constitutions. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

23. Entire Agreement

This Agreement, with its exhibits, represents the entire understanding of City and Consultant as to those matters contained herein, and supersedes and cancels any prior or contemporaneous oral or written understanding, promises or representations with respect to those matters covered hereunder. Each party acknowledges that no representations, inducements, promises or agreements have been made by any person which are not incorporated herein, and that any other agreements shall be void. This Agreement may not be modified or altered except in writing signed by both Parties hereto. This is an integrated Agreement.

24. Severability

The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the provisions unenforceable, invalid or illegal.

25. Successors and Assigns

This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators and assigns of each party to this Agreement. However, Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of City. Any attempted assignment without such consent shall be invalid and void.

26. Non-Waiver

None of the provisions of this Agreement shall be considered waived by either party, unless such waiver is specifically specified in writing.

27. Time of Essence

Time is of the essence for each and every provision of this Agreement.

28. City's Right to Employ Other Consultants

City reserves its right to employ other consultants, including engineers, in connection with this Project or other projects.

29. Prohibited Interests

Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no director, official, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

30. Wage Theft Prevention

a. Consultant, and any subconsultant it employs to complete work under this Agreement, shall comply with all applicable federal, state and local wage and hour laws. Applicable laws may include, but are not limited to, the Federal Fair Labor Standards Act, the California Labor Code and the Milpitas Minimum Wage Ordinance.

b. BY SIGNING THIS AGREEMENT, CONSULTANT AFFIRMS THAT IT HAS DISCLOSED ANY FINAL JUDGMENTS, DECISIONS OR ORDERS FROM A COURT OR INVESTIGATORY GOVERNMENT AGENCY, FINDING IN THE FIVE (5) YEARS PRIOR TO EXECUTING THIS AGREEMENT THAT CONSULTANT OR ITS SUBCONSULTANTS HAS VIOLATED ANY APPLICABLE WAGE AND HOUR LAWS. CONSULTANT FURTHER AFFIRMS THAT IT OR ITS SUBCONSULTANT(S) HAS EITHER FULLY SATISFIED EACH JUDGMENT, DECISION OR ORDER, OR, IF ANY JUDGMENT, DECISION OR ORDER HAS NOT BEEN FULLY SATISFIED, CONSULTANT AFFIRMS THAT IT OR ITS SUBCONSULTANT(S) IS CURRENTLY SATISFYING SAID JUDGMENT, DECISION OR ORDER THROUGH A PAYMENT OR ALTERNATIVE PLAN APPROVED BY THE APPLICABLE COURT/GOVERNMENT AGENCY AND THAT CONSULTANT OR ITS SUBCONSULTANT(S) ARE IN COMPLIANCE WITH SAID PLAN AS OF THE DATE OF EXECUTING THIS AGREEMENT.

c. If at any time during the term of this Agreement, a court or investigatory government agency issues a final judgment, decision or order finding that Consultant or a subconsultant it employs to perform work under this Agreement has violated any applicable wage and hour law, or Consultant learns of such a judgment, decision, or order that was not previously disclosed in its bid/proposal, Consultant shall inform the City no more than fifteen (15) calendar days after the judgment, decision or order becomes final or from the date of learning of the final judgment, decision or order. Consultant or its subconsultant(s) shall, within thirty (30) calendar days after notifying the City, either (i) fully satisfy any such judgment, decision, or order and provide the City with documentary evidence of satisfying said judgment, decision or order; or (ii) provide the City documentary evidence of a payment or other alternative plan approved by the court/government agency to satisfy the judgment, decision or order. If the Consultant or its subconsultant is subject to a payment or other alternative plan, the Consultant or its subconsultant shall continue to submit documentary evidence every thirty (30) calendar days during the term of the Agreement demonstrating continued compliance with the plan until the judgment, decision or order has been fully satisfied.

d. For purposes of this Section, a "final judgment, decision, or order" refers to one for which all appeals have been exhausted or the time period to appeal has expired. Relevant investigatory government agencies include: the United States Department of Labor, the California Division of Labor

Standards Enforcement, the City, or any other governmental entity or division tasked with the investigation and enforcement of wage and hour laws.

e. Failure to comply with any part of this Section constitutes a material breach of this Agreement. Such breach may serve as a basis for immediate termination of this Agreement and/or any other remedies available under this Agreement and/or law.

f. Notice provided to the City shall be addressed to: Attention: Finance Director, 455 E. Calaveras Blvd. Milpitas, CA 95035. The Notice provisions of this Section are separate from any other notice provisions in this Agreement and, accordingly, only notice provided to the above address satisfies the notice requirements in this Section.

[SIGNATURES ON FOLLOWING PAGE]

**SIGNATURE PAGE FOR PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF MILPITAS
AND AAA BACKFLOW PREVENTION DEVICE SERVICES**

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CITY OF MILPITAS

Approved By:

Julie Edmonds-Mares
City Manager

Date

Approved As To Form:

Christopher J. Diaz
City Attorney

Approved As To Scope:

Jane Corpus
Interim Director of Finance

Approved As To Content:

Tony Ndah
Deputy Public Works Director

**AAA BACKFLOW PREVENTION DEVICE
SERVICES**

Signature

Name

Title

Date

DIR Registration Number (If Applicable)

EXHIBIT A

Scope of Services

1.01 Overview

The City of Milpitas is issuing this Invitation for Bids (IFB) for Backflow Prevention Device Testing and Reporting Services for 192 public backflow prevention assemblies located on City of Milpitas facilities. The Contractor must provide labor, materials, equipment, transportation, and services to annually inspect, test, and report on all City maintained backflow prevention devices and accessories identified by the City of Milpitas.

1.02 Bidder Qualifications

- A. At the time of IFB submission, the Contractor must be a current certified Cal-Nevada American Water Work Association (AWWA) Cross-Connection Control Specialist with at least five (5) years of experience. Contractor must provide current certifications upon award of this contract.

1.03 Scope of Services and Technical Specifications

A. Mobilization, Demobilization, and Other Incidentals

1. Securing bonds and insurance.
2. Mobilization of materials and equipment to the site.
3. Providing all preparatory work prior to the commencement of productive work at the sites required.
4. Preparation of all necessary submittals, notifications, and other documentation.
5. Coordination and other items required to complete the work.
6. Demobilization of all materials and equipment from the sites.

B. Assembly Types

1. There are approximately 192 public backflow prevention assemblies located on City of Milpitas facilities. The chart below lists the various sizes and assembly types by quantities.

Device Size	Quantity by Total	Quantity by Assembly Type		
		Reduced Pressure (RP)	Pressure Vacuum Breaker	Double Check
¾"	17	13		4
1"	36	32		4
1-1/4"	6	5		1
1-1/2"	48	43	1	4
2"	54	48		6
2-1/2"	3	2		1
3"	20	19		1
4"	6	6		
6"	2	2		
TOTALS	192	170	1	21

C. Work Locations

1. A detailed list of all locations and facility staff contacts will be provided to the Contractor within five (5) business days after execution of the contract.

D. Test Preparation

1. Upon contract award, the Contractor shall contact the City's representative for each facility to arrange for a site visit (which may include nights and weekends) to schedule and perform the backflow prevention assembly testing.
2. Provide written notice to the City at least two (2) business days prior to shutting off any water source that goes to a commercial/residential building.

E. Backflow Testing

1. Properly identify the backflow prevention device to be tested by checking identification tag for manufacturer, model, and serial number. Inspect the device assembly for the required components:
 - i. Approved device.
 - ii. Approved shutoff valves.
 - iii. Properly placed test cocks.
 - iv. Approved piping of assembly.
 - v. A clearance of 2 ½ feet from shrubbery.
2. If necessary for access to the devices to be tested and as directed by the City, the Contractor may be required to trim landscaping and cut padlocks.
3. Cleaning and flushing of the assembly are included with testing work.
4. Testing results shall include reasons for failure, if applicable and a description of estimated work necessary to fix the failure.
5. A sample template of the form to be used to conduct backflow testing has been provided as part this IFB.
6. The tester shall test each assembly in accordance with American Water Works Association, M14.

F. Equipment

1. All equipment used for testing must be properly calibrated.
2. The Contractor shall provide and maintain during the entire period of this contract, equipment sufficient in number, operational condition, and capacity to efficiently perform the work and render the services required by this contract. This includes sufficient "back-up" equipment to provide uninterrupted services should there be an equipment failure.
3. All vehicles must be maintained in good repair, appearance, and condition at all times while performing this scope of work. Equipment, machinery, component, or system failures that affect the safe operation of any equipment shall be corrected prior to using the equipment in the performance of this scope of work.
4. Contractor's vehicle and mobile equipment shall be clearly marked with the company name and/or log, active telephone number, and an identification number. Vehicles used within the scope of this contract shall be equipped with a minimum of one (1) amber rotating beacon or strobe light.

G. Work Schedule

1. Annual testing will be performed within thirty (30) days of notification. Re-testing and off-season tests will generally have a shorter completion time.
2. Unless otherwise approved by the Public Works Department, all work shall be performed during regular business hours, Monday-Friday during the hours of 8:00 a.m. – 5:00 pm. PST.

3. The Contractor will confirm with the water customer the hours of water shutdown to perform the work. The customer acknowledgement of the shutdown notice and a shutdown schedule identifying the location and shutdown date/time shall be submitted by the Contractor to the Public Works Department for approval, prior to commencing work.

H. Deliverables

1. Contractor shall submit completed testing forms and test certification results to the City upon completion of work.

1.04 Measurement and Payment

A. General

1. The total Bid price shall cover all work necessary for the proper and successful completion of the Contract. All work not specifically set forth as a pay item in the Bidder's Bid, but necessary to meet the requirements of this Contract, shall be considered a subsidiary obligation of the Contractor, and all costs in connection therewith shall be included in the prices Bid.
2. All estimated quantities stipulated in the Bid form are to be used only as a basis for estimating the probable cost of the work and/or for the purpose of comparing the Bids submitted for the work. The actual amounts of work completed under unit price items may differ from estimated quantities. The basis of payment for unit price work will be the actual amount of work completed. Contractor agrees to make no claim for damages anticipated profits or otherwise on account of any difference in the amounts of work actually performed, and estimated amounts therefor.
3. Payment will be issued upon completion of each line item listed in the applicable bid schedule.

B. Completing Backflow Testing

1. Under this item, the Contractor shall perform backflow testing and reporting on all City owned backflow devices.

EXHIBIT B

Schedule of Charges/Payments

Payment for survey preparation, site visits, and completion of site survey report forms will be made at the contract bid fixed lump sum price per year upon completion of the project and upon approval by the City of the work.

5 YEAR SCHEDULE OF PAYMENTS

Year	U/M	Rate	Subtotal
1	Lump Sum	\$ 24,655.00	\$ 24,655.00
2	Lump Sum	\$ 24,655.00	\$ 24,655.00
3	Lump Sum	\$ 24,655.00	\$ 24,655.00
4	Lump Sum	\$ 24,655.00	\$ 24,655.00
5	Lump Sum	\$ 24,655.00	\$ 24,655.00
5 YEAR TOTAL			\$ 123,275.00

EXHIBIT C
Activity Schedule

[RESERVED]

EXHIBIT D

Insurance Requirements

Please refer to the insurance requirements listed below. Those that have an “X” indicated in the space before the requirement apply to Contractor’s or Consultant’s Agreement.

Contractor or Consultant shall procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the Contractor or Consultant, its agents, representatives, employees or subcontractors.

Contractor or Consultant shall provide its insurance broker(s)/agent(s) with a copy of these requirements and request that they provide Certificates of Insurance complete with copies of all required endorsements.

Contractor or Consultant shall furnish City with copies of original endorsements affecting coverage required by this Exhibit D. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements and certificates are to be received and approved by City before work commences. City has the right to require Contractor’s or Consultant’s insurer to provide complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications.

Commercial General Liability (CGL):

☐ Coverage at least as broad as Insurance Services Office (“ISO”) Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than \$2,000,000.00 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

☒ Coverage at least as broad as ISO Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than \$1,000,000.00 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

☐ Coverage at least as broad as ISO Form CG 00 01 covering CGL on an “occurrence” basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than \$5,000,000.00 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

Automobile Liability:

X Coverage at least as broad as ISO Form Number CA 0001 covering, Code 1 (any auto), of if Contractor or Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limits no less than \$1,000,000.00 per accident for bodily injury and property damage.

___ Coverage at least as broad as ISO Form Number CA 0001 covering, Code 1 (any auto), with limits no less than \$5,000,000.00 per accident for bodily injury and property damage.

___ Garage keepers' extra liability endorsement to extend coverage to all vehicles in the care, custody and control of the Contractor or Consultant, regardless of where the vehicles are kept or driven.

Professional Liability (Errors and Omissions):

The Employer's Liability policy shall be endorsed to waive any right of subrogation as respects the City, its elected and appointed officials, officers, attorneys, agents, and employees.

___ Insurance appropriates to the Contractor or Consultant's profession, with limit no less than \$1,000,000.00 per occurrence or claim, \$2,000,000.00 aggregate.

___ (If Design/Build), with limits no less than \$1,000,000.00 per occurrence or claim, and \$2,000,000.00 policy aggregate.

___ Insurance appropriates to the Contractor or Consultant's profession, with limit no less than _____ per occurrence or claim, _____ aggregate

Workers' Compensation Insurance:

X Insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000.00 per accident for bodily injury or disease. *(Not required if Contractor or Consultant provides written verification it has no employees)*

The Contractor or Consultant makes the following certification, required by section 1861 of the California Labor Code:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Contractor/Consultant Signature

Builder's Risk (Course of Construction):

___ Insurance utilizing an "All Risk" (Special Perils) coverage form, with limits equal to the completed value of the project and no coinsurance penalty provisions.

Surety Bonds:

___ Contractor shall provide the following Surety Bonds:

1. Bid Bond
2. Performance Bond
3. Payment Bond

The Payment Bond and Performance Bond shall be in a sum equal to the contract price. Bonds shall be duly executed by a responsible corporate surety, authorized to issue such bonds in the State of California and secured through an authorized agent with an office in California.

Contractor's or Consultant's Pollution Legal Liability:

___ Contractor's or Consultant's pollution legal liability and/or Asbestos Legal Liability and/or Errors and Omissions (if project involves environmental hazards) with limits no less than \$1,000,000.00 per occurrence or claim and \$2,000,000.00 policy aggregate.

If the Contractor or Consultant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Contractor or Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to City.

Other Insurance Provisions:

The insurance policies are to contain, or be endorsed to contain the following provisions:

X Additional Insured Status:

The insurance policies are to contain, or be endorsed to contain the following provision:

The City, its elected and appointed officials, officers, attorneys, agents, and employees are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor or Consultant or any subcontractors including materials, parts, or equipment furnished in connection with such work or operations, including completed operations. General liability coverage can be provided in the form of an endorsement to the Contractor's or Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used).

The Additional Insured coverage under the Contractor's policy shall be "primary and non-contributory" and will not seek contribution from the City's insurance or self-insurance and shall be at least as broad as CG 20 01 04 13.

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 (if agreed to in a written contract or agreement) before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

X **Primary Coverage:**

The insurance policies are to contain, or be endorsed to contain the following provision:

For any claims related to this contract, the Contractor's or Consultant's insurance coverage shall be primary insurance as respects the City, its elected and appointed officials, officers, attorneys, agents, and employees. Any insurance or self-insurance maintained by the City, its elected and appointed officials, officers, attorneys, agents, and employees shall be in excess of the Contractor's or Consultant's insurance and shall not contribute with it.

 Builder's Risk (Course of Construction Insurance) (applicable to Construction Contracts only)

Contractor or Consultant may submit evidence of Builder's Risk insurance in the form of Course of Construction coverage. Such coverage shall name the City as a loss payee as their interest may appear.

If the project does not involve new or major reconstruction, at the option of the City, an Installation Floater may be acceptable. For such projects, a Property Installation Floater shall be obtained that provides for the improvement, remodel, modification, alteration, conversion or adjustment to existing buildings, structures, processes, machinery and equipment. The Property Installation Floater shall provide property damage coverage for any building, structure, machinery or equipment damaged, impaired, broken, or destroyed during the performance of the Work, including during transit, installation, and testing at the City's site.

X **Notice of Cancellation, Suspension or Otherwise Voiding Policies:**

Each insurance policy required above shall contain, or be endorsed to contain that coverage shall not be suspended, voided, canceled or reduced in coverage or in limits except with thirty (30) days' prior written notice by certified mail, return receipt requested to the City.

X **Waiver of Subrogation:**

Contractor or Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor or Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Contractor or Consultant agrees to obtain any endorsement that

may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer. The Workers' Compensation Policy shall be endorsed with a waiver of subrogation in favor of the City for all work performed by Contractor or Consultant, its employees, agents and subcontractors.

____ Completed Operations

For Construction Agreements, Contractor shall maintain insurance as required by this Agreement to the fullest amount allowed by law and shall maintain insurance for a minimum of five (5) years following the completion of this project. In the event Contractor fails to obtain or maintain completed operations coverage as required by this Agreement, the City at its sole discretion may purchase the coverage required and the cost will be paid by Contractor.

THE FOLLOWING PROVISIONS APPLY TO ALL AGREEMENTS

Deductibles and Self-Insured Retentions ("SIR"):

Any deductibles or self-insured retentions must be declared to and approved by City. The City may require the Contractor or Consultant to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. At the option of the City, either (1) the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City, its elected and appointed officials, officers, attorneys, agents, and employees; or (2) the Contractor or Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

All SIRs must be disclosed to Risk Management for approval and shall not reduce the limits of liability.

Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or the City.

City reserves the right to obtain a full-certified copy of any insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of right to exercise later.

Acceptability of Insurers:

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to City.

Claims Made Policies: (note - should be applicable only to professional liability, see below)

1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of contract of work.

3. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor or Consultant must purchase “extended reporting” coverage for a minimum of five (5) years after completion of work.
4. A copy of the claims reporting requirements must be submitted to the City for review.
5. If the services involve lead-based paint or asbestos identification/remediation, the Contractor’s Pollution Liability Policy shall not contain lead-based paint or asbestos exclusions. If the services involve mold identification/remediation, the Contractors Pollution Liability Policy shall not contain a mold exclusion, and the definition of Pollution shall include microbial matter, including mold.

Subcontractors:

Contractor or Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that City is an additional insured on insurance required from subcontractors.

Subcontractor agrees to be bound to Contractor and City in the same manner and to the same extent as Contractor is bound to City under this Agreement and any other contract documents. Subcontractor further agrees to include the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, with any sub-subcontractor to the extent they apply to the scope of the sub-subcontractor’s work. A copy of the City indemnity and insurance provisions will be furnished to the subcontractor upon request.

Verification of Coverage:

Contractor or Consultant shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor or Consultant’s obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

Special Risks or 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.

Failure to Comply:

Each insurance policy required above shall contain or be endorsed to contain that any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City, its elected and appointed officials, officers, attorneys, agents, and employees.

Applicability of Coverage:

Each insurance policy required above shall contain or be endorsed to contain that the Contractor's or 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.

Item Attachment Documents:

11. Hold a Public Hearing and Consider Approval of Community Development Block Grant Allocations for FY 2019-2020 and Adopt the Draft Annual Action Plan

Recommendations:

7. Open the public hearing, hear testimony, then move to close the public hearing.
8. Approve the Community Development Block Grant funding for FY 2019-20.
9. Approve the draft FY 2019-2020 Action Plan.
10. Authorize the City Manager, or her designee, to make any necessary changes to the approved draft FY 2019-2020 Action Plan as needed to comply with CDBG submission guidelines.
11. Authorize the City Manager to execute CDBG agreements with the approved recipients.
12. Provide direction to staff on any revised Council priorities to guide FY 2020-21 outreach and possible funding opportunities.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Hold a Public Hearing and Consider Approval of Community Development Block Grant Allocations for FY 2019-2020 and Adopt the Draft Annual Action Plan
Category:	Public Hearings-Community Development
Meeting Date:	6/4/2019
Staff Contact:	Avery Stark, 408-586-3260; Robert Musallam, 408-586-3275
Recommendations:	1. Open the public hearing, hear testimony, then move to close the public hearing. 2. Approve the Community Development Block Grant funding for FY 2019-20. 3. Approve the draft FY 2019-2020 Action Plan. 4. Authorize the City Manager, or her designee, to make any necessary changes to the approved draft FY 2019-2020 Action Plan as needed to comply with CDBG submission guidelines. 5. Authorize the City Manager to execute CDBG agreements with the approved recipients. 6. Provide direction to staff on any revised Council priorities to guide FY 2020-21 outreach and possible funding opportunities.

Background:

The U.S. Department of Housing and Urban Development (HUD) provides annual grants through the Community Development Block Grant (CDBG) program to local, state, and entitlement cities. The CDBG program provides resources to the most vulnerable communities to address a wide range of unique community development needs.

On January 18, 2019, the City of Milpitas opened its application process for the CDBG program for FY 2019-20. The deadline for completed applications was February 28, 2019. To be eligible for funding, the applicant must be a non-profit organization and the project must meet one of the national objectives: 1) benefit low and moderate-income persons; 2) aid in the prevention of slums and blight; or 3) meet an urgent community need.

It was anticipated that the City of Milpitas would receive approximately \$400,000 to \$500,000 of CDBG funds from the Department of Housing Urban Development for FY 2019-20. Federal regulation limits the total CDBG funding to 15% for public service, 65% for capital projects, and the final 20% towards program administration. Therefore, organizations apply for either Public Service funds or Capital funds.

Based on an estimated HUD funding of \$450,000 to the City, the Community Advisory Commission (CAC) considered all applications and formulated its CDBG funding recommendations to the City Council during its March 28, 2019 meeting. On April 12, 2019, HUD announced the City of Milpitas would receive an allocation amount of \$608,734. The CAC amended recommendations at the May 1, 2019 meeting accordingly. For reference, the City was awarded \$521,182 for FY 2018-19.

At the public hearing on June 4, Council is requested to approve the CDBG funding allocations for FY 2019-20 and adopt the Annual Action Plan, which identifies how the CDBG funds will be awarded for the upcoming year and how it follows the adopted Five-Year Consolidated Plan. Council adopted the Consolidated Plan in 2017.

The City Council's established CDBG priorities for the City of Milpitas are as follows, and all services and projects proposed to be funded are consistent with these priorities:

Public Service Priorities

- Senior Services
- Youth/Teen Services
- Homeless Services/Shelters
- Child Care
- Domestic Violence Prevention and Supportive Services/Shelters
- Code Enforcement

Capital Project Priorities

- Home Repair/Rehabilitation
- Affordable Housing
- Rental Apartment Rehabilitation
- Historic Preservation

Analysis:

March 28 CAC Meeting

On March 28, 2019, the CAC made funding recommendations for all CDBG applications received for FY 2019-2020. As of that date, the City had not received its FY 2019-20 allocation from HUD. Therefore, the funding recommendations were made based on an assumed allocation amount of \$450,000. The CAC also approved a contingency plan that allowed staff to increase or decrease their recommended amounts as needed to satisfy the actual funding allocation.

May 1 CAC Meeting

The City received the actual allocation amount on April 12, 2019. At the May 1, 2019 meeting, the CAC amended the funding recommendations for CDBG applicants for FY 2019-20 based on the actual allocation amount of \$608,734.

The table below lists all the CDBG applications CAC recommended for funding for FY 2019-20:

Public Services	Catholic Charities of Santa Clara	Long Term Care Ombudsman Program visits long-term care facilities to investigate and resolve complaints for seniors and disabled adults.	\$13,175
	Child Advocates of Silicon Valley	Provide court appointed youth in the foster care system with life-long mentorship and guidance.	\$14,061
	Next Door Solutions to Domestic Violence	Provide support to victims/survivors of domestic violence by providing emergency shelter, crisis counseling, safety strategies, community and systems advocacy, support groups, and case management.	\$13,995
	Senior Adults Legal Assistance	Provide free legal assistance that includes legal services to Milpitas seniors 62 or older, targeting low income or at risk clients.	\$11,002
	Silicon Valley Independent Living Center	Provide comprehensive Housing Assistance Services for low to very-low income persons with disabilities. This includes assessments, referrals, search assistance, and advocacy.	\$10,340
	The Health Trust	Meals on Wheels serves homebound seniors with daily hot and healthy meals and wellness checks.	\$15,195
	YWCA Silicon Valley	Provide comprehensive services for victims and survivors of domestic violence, including counseling for adult and children, emergency center, response calls from law enforcement, advocacy, and housing.	\$13,542
Total			\$91,310

continuum of care of two-four months. Complete high priority repairs at various shelter locations.

Terrace Gardens Senior Housing	Assist in replacing the existing carpeting in the community room.	\$15,000
Terrace Gardens Senior Housing	Assist in replacing the commercial ice machine.	\$7,000
Terrace Gardens Senior Housing	Assist in replacing the boiler in the community building.	\$62,000
Rebuilding Together Silicon Valley	Assist low-income homeowners with needed repairs to secure a safe environment.	\$175,000

Total		\$395,677
--------------	--	------------------

Program Admin

Project Sentinel	City's fair housing provider that provides fair housing, tenant-landlord counseling and dispute resolution services.	\$10,000
Program Administration	Staff time in administering the program, including all public noticing and publishing.	\$111,747

Total		\$121,747
--------------	--	------------------

Note that two service providers, Project Sentinel and the Milpitas Food Pantry, are being funded outside of the CDBG Public Service allocation. Project Sentinel provides fair housing and tenant-landlord issue resolution services on behalf of the City. On April 2, 2019, the City Council approved an additional \$10,000 to be allocated to Project Sentinel for more outreach and engagement, with a focus on pre-eviction services, and to return to City Council with budget proposals to enhance tenant support services and improved data analytics. Therefore, for FY 2019-20, in addition to funding Project Sentinel \$10,000 from CDBG program administration, an additional \$40,000 from the Housing Authority Fund is proposed. This is based on discussions with Project Sentinel that would utilize the additional funds to provide tenants with two quarterly landlord/tenant educational workshops, monthly drop-in clinic services at the City Hall, and a pilot data collection program so the City can begin to identify areas within the City requiring more time and resources.

The Milpitas Food Pantry is a faith based non-profit organization that provides emergency food and general food assistance for low and fixed income Milpitas residents and the homeless population in the area. For FY 2019-20, the City will fund the Milpitas Food Pantry \$14,000 from the General Fund for this year only. Funding in FY 2020-21 for the Milpitas Food Pantry will be allocated from CDBG.

Annual Action Plan

The Annual Action Plan identifies the anticipated CDBG activities and how they meet the goals and objectives in the adopted Five-Year Consolidated Plan. HUD has changed the submission requirements for FY 2019-20. Grantees are now not advised to submit their Annual Action Plan until after the FY 2019-20 allocations have been announced. Once HUD informs grantees of their FY 2019-20 funding allocation amounts, each grantee should, prior to submission, ensure that the actual FY 2019-20 allocation amounts are reflected in the form SF424, in the description of resources and objectives, and in the description of activities to be undertaken.

For grantees with July 1 or August 1 program year start dates, such as the City of Milpitas, the normal Plan submission date would be less than 60 days after HUD's announcement of allocation amounts. These grantees would also be able to postpone submission of their Annual Action Plan until June 12, 2019. As a result of the public hearing on June 4, staff will make any necessary changes to the draft Annual Action Plan and submit the final Annual Action Plan to HUD.

Currently, City Council priorities have been set forth in the five-year Consolidated Plan ending FY 2022. Staff is requesting City Council direction regarding funding priorities for both public service and capital projects for FY 2020-21. Staff will use Council's direction to identify and conduct outreach with key stakeholders in order to identify new sub-grantees and/or expand the services of the existing sub-grantees.

Fiscal Impact:

Approving the CDBG funding and adopting the Annual Action Plan has no direct fiscal impact to the City. Council direction to staff on any revised CDBG priorities could require additional staff resources depending on Council direction.

California Environmental Quality Act:

The above recommendations have no potential for causing a significant effect on the environment and are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3).

Recommendations:

1. Open the public hearing, hear testimony, then move to close the public hearing.
2. Approve the Community Development Block Grant funding for FY 2019-20.
3. Approve the draft FY 2019-2020 Action Plan.
4. Authorize the City Manager, or her designee, to make any necessary changes to the approved draft FY 2019-2020 Action Plan as needed to comply with CDBG submission guidelines.
5. Authorize the City Manager to execute CDBG agreements with the approved recipients.
6. Provide direction to staff on any revised Council priorities to guide FY 2020-2021 outreach and possible funding opportunities.

Attachment:

Draft Annual Action Plan

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Milpitas will receive a Community Development Block Grant (CDBG) entitlement amount of \$608,734. To comply with the Citizen Participation Plan the initial funding recommendation made by the Community Advisory Commission (CAC) used an estimated funding allocation of \$450,000. The City Council is responsible for making the final allocation amounts.

HUD allows up to 15% of the allocation for public services, 20% for general administration and a 65% for capital projects.

The CAC recommended the full 15% of the CDBG funding, or a total of \$90,277, be allocated for public services. The CAC recommended funding to 7 different public service providers. These public services include various programs such as: supportive services to domestic violence victims, supplemental supplies of food, housing assistance for persons with disabilities, youth and senior services, legal assistance, and fair housing services.

With regards to capital project activities, the CAC recommended allocating 65% of the overall amount, or approximately \$395,677, to three different organizations for five different capital projects. These projects include: (1) replacing the boiler, (2) replacing the commercial ice machine and (3) replacing the community room carpet at the Terrace Gardens Senior Housing apartment complex; additional capital projects include (4) improving the quality of life for low-income, aging, and/or physically challenged adults via Rebuilding Together Silicon Valley; and (5) providing much need capital repairs to one of the LifeMoves homeless shelters in San Jose.

The remaining 20% of the CDBG funding, or \$121,747 will be for planning and administration. Please note that \$10,000 of the administrative funding will be used for fair housing services through Project Sentinel.

Due to the Federal budget uncertainty, the entire CDBG allocation process has been delayed. However, the Citizen Participation Plan proceeded on schedule. Per Notice CPD-19-01, HUD requires each jurisdiction to submit its draft Action Plan at least 45 days prior to the start of its program year. Additionally, HUD modified its process to require that all jurisdictions wait until the funding allocation has been announced to submit their Annual Action Plans. And since jurisdictions must wait until the funding allocation has been announced, jurisdictions will now have 60 days after the allocation is announced to submit their Annual Action Plans. The actual funding allocation was distributed on April 12, 2019, therefore the City's deadline to submit the Annual Action Plan is June 11, 2019.

Given the actual funding allocation, the CAC directed staff to proportionately revise the public service recommended funding allocation based on HUD's actual allocation amount. The CAC directed staff to approve the amended applications of the Capital Project applications.

The 30-day public review period was held on the draft Annual Action Plan from May 3, 2019 to June 3, 2019. The Milpitas Citizens Advisory Commission held a public hearing on the CDBG funding on March 28, 2019, received an update on the CDBG allocations on May 1, 2019 and forwarded its recommendation to the Milpitas City Council thereafter. The Milpitas City Council held a public hearing and approved the CDBG funding and the Annual Action Plan on June 4, 2019.

Community Development Block Grant funds will be provided to all segments of the Milpitas population including geographical areas with high minority concentrations within the community.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The objectives and outcomes identified in this Consolidated Plan to allocate CDBG funds and action taken by Annual Action Plan will be directed towards accomplishing the following priority housing and community development needs in Milpitas:

- Affordable Housing Development and Preservation
- Maintain and preserve existing housing
- Support public services that serve lower income persons that include these groups:
 - The homeless
 - Children and youth
 - Special needs populations
 - Seniors
- Public Improvements including increasing accessibility and improving public facilities.

3. Evaluation of past performance

City of Milpitas has had successful implementation of all projects included in the plan. The projects have met all timeliness deadlines and have benefitted low and moderate income residents.

4. Summary of Citizen Participation Process and consultation process

A public notice was published in the Milpitas Post on May 3, 2019 notifying the public of the 30-day public comment period. In addition, the draft Annual Action Plan was sent to a distribution list and posted electronically on the City's website, and a copy was also provided to the Milpitas Public Library

and City Hall's Public Information Desk. In addition, public had the opportunity to submit public comments to the Housing Department and were notified of public hearings prior to the City Council's consideration of the recommended CDBG allocations.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Staff will update this portion after the June 4, 2019 public hearing

6. Summary of comments or views not accepted and the reasons for not accepting them

Staff will update this portion after the June 4, 2019 public hearing

7. Summary

Following the requirements of the Citizen Participation Plan, the CAC made their estimated funding recommendations to the City Council on March 28, 2019. The CAC updated their funding recommendations to the City Council on May 1, 2019. The draft Annual Action Plan and funding recommendations were released to the public for a 30-day review period beginning May 3, 2019. The Milpitas City Council held a public hearing and approved the CDBG funding and the Annual Action Plan on June 4, 2019. All HUD requirements including citizen participation have been met.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	MILPITAS	Housing Division

Table 1 – Responsible Agencies

Narrative (optional)

The City of Milpitas – Housing Division is the lead agency for the United States Department of Housing and Urban Development (HUD) entitlement program, Community Development Block Grant (CDBG).

Pursuant to the Department of Housing and Urban Development (HUD) funding requirements and in conformance with 24 CFR Part 91, Consolidated Submission for Community Planning and Development Programs, City of Milpitas has prepared and adopted the 2019-2020 Annual Action Plan. The Action Plan is submitted annually and describes the eligible programs, projects and activities to be undertaken with funds that are expected to be made available during the fiscal year 2019-2020 and their relationship to the City's priorities and needs for housing, homelessness and community development laid out in the Five-Year Consolidated Plan.

In 2017, City of Milpitas submitted its Five-Year Consolidated Plan (2017-2022) to HUD. The Milpitas Consolidated Plan has been reviewed and approved by HUD. The Consolidated Plan identifies the long-term goals and objectives achieved and consistent with the annual Action Plan Report. Included with the submission of the Action Plan is the Standard Form 424, Proposed Projects and Certifications as required by Community Development Block Grant (CDBG) Program regulations. The goals and objectives identified in the Milpitas Action Plan are in full compliance with the approved and adopted policies and procedures outlined in the Milpitas CDBG Citizen Participation Plan.

The public review and comments period for the Draft Annual Action Plan is May 3 - June 3, 2019. The City Council reviewed the Consolidated Plan and adopted it on June 4, 2019.

The City of Milpitas has updated its Analysis of Impediments (AI) to Fair Housing Choice Report in 2016 in anticipation of the preparation for the future Consolidated Plan (2018-2023). The previous AI Report was adopted in 2011.

In May 2015, City of Milpitas General Plan Housing Element (2015-2023) was certified by State of California Department of Housing and Community Development (HCD). The Milpitas City Council reviewed and adopted its Housing Element on April 28, 2015.

Consolidated Plan Public Contact Information

Robert Musallam, Housing Authority Administrator
City of Milpitas
455 E. Calaveras Blvd.
Milpitas, CA 95035
(408) 586-3275
rmusallam@ci.milpitas.ca.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Milpitas requested a number of consultations with a multitude of stakeholders in the development of the Annual Action Plan. The City of Milpitas solicited comments and public input for 30 days for the draft Annual Action Plan. In addition, public notices were sent out notifying the public hearings for the CAC funding recommendations and at the City Council public hearing. Lastly, the inputs and comments the Consolidated Plan directed the Annual Action Plan funding priorities.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City participates in a quarterly meeting with all local jurisdictions, including the Housing Authority and HUD to discuss housing cooperation. City staff continues to maintain dialogue with all service providers, public and private to enhance services or if the City can connect service providers for better coordination of service deliveries. Also regionally, housing coordinators attend a weekly call to share information, seek assistance of housing issues not limited to CDBG and HOME.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The Santa Clara County Continuum of Care (CoC) is a multi-sector group of stakeholders guiding the implementation of the County’s housing and service system to meet the need and prevent and end homelessness. The CoC includes: 1) permanent housing, 2) emergency shelter with outreach and assessment services, 3) transitional housing with support services, and 4) prevention services. In 2015, the City of Milpitas participated in the preparation of the Community Plan to End Homelessness in Santa Clara County. The Plan identifies strategies to address the needs of homeless persons in the county.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Milpitas does not receive Emergency Shelter Grant (ESG) funding however the City participates with the CoC to address homeless issues.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Project Sentinel
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from Project Sentinel attended a community meeting to voice the needs on behalf the community and seek continued support for fair housing and tenant landlord mitigation services. The City will continue to support fair housing services.
2	Agency/Group/Organization	Catholic Charities of Santa Clara County Long Term Care Ombudsman Program
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from Catholic Charities attended to voice the need for those living in long term care.
3	Agency/Group/Organization	Child Advocates of Silicon Valley
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from Child Advocates attended to voice the need for the children in the foster care system.
4	Agency/Group/Organization	Next Door Solutions to Domestic Violence
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from Next Door Solutions to Domestic Violence attended to voice the need for services for families experience abuse.
5	Agency/Group/Organization	Senior Adults Legal Assistance (SALA)
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from SALA attended to voice the need for continuing legal services for senior persons.
6	Agency/Group/Organization	Silicon Valley Independent Living Center
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from SVILC attended to voice the need for services for housing needs and referrals.
7	Agency/Group/Organization	The Health Trust
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from The Health Trust attended to voice the need for to continue services for Meals on Wheels.
8	Agency/Group/Organization	YWCA
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from YWCA attended to voice the need for continued services for persons experiencing domestic abuse.
9	Agency/Group/Organization	Rebuilding Together Silicon Valley
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from Rebuilding Together Silicon Valley attended to voice the need for continued services for low-income home repairs.
10	Agency/Group/Organization	Terrace Gardens Senior Housing, Inc.
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from Terrace Gardens attended to voice the need for services for senior person(s).
11	Agency/Group/Organization	LifeMoves
	Agency/Group/Organization Type	Housing Services - Housing Services - Homeless housing need assessment
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homeless Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The surrounding organizations were contacted via email, Milpitas Post and City's website. A staff member from LifeMoves attended to voice the need for continued services for the homeless populations they serve

Identify any Agency Types not consulted and provide rationale for not consulting

The City did not consult with nearby correctional facility or child welfare entities. The organization has various partnerships with the County and the City works with those organizations indirectly through the several partnerships through the County and sub-recipients funded and outlined in this Action Plan.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Regional Continuum of Care Council	The Continuum of Care works to alleviate the impact of homelessness in the community through the cooperation and collaboration of social service providers. This effort aligns with the Strategic Plan's goal to support activities to prevent and end homelessness.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
City of Milpitas Housing Element	City of Milpitas	The Housing Element serves as a policy guide to help the City meet its existing and future housing needs. This effort aligns with the Strategic Plan's goal to assist in the creation and preservation of affordable housing.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Annual Action Plan is the implementation tool from the Consolidated Plan. The Annual Action Plan funding is guided by the goals and priorities from the Consolidated Plan. The Consolidated Plan went through the Citizen Participation Plan.

Prior to starting the Consolidated Plan update process, the City revised its Citizen Participation Plan. The citizen participation process included holding several public community meetings and workshops for maximum citizen participation. Also, City staff worked closely with the City's Community Advisory Commission (CAC) as they are the recommending body to the City Council in the CDBG allocation process. The CAC has held a number of meetings (listed below) to discuss the Consolidated Plan.

The City conducted 5 community forums throughout the City in different times, different days and different areas in the City. Notices in English, Spanish and Vietnamese were prepared and posted in the local paper announcing the community forums. The notices were also sent via electronic mail to over 125 organizations inviting them to participate and provide comments or suggestion regarding the City's Consolidated Plan and Annual Action Plan update process. Over 75 individuals, local groups, agencies, non-profit and organizations were involved in the development of the Milpitas Consolidated Plan. A listing of these individuals, groups and organizations who participated in the preparation and development of the plan is included along with citizen comments received during the public hearing process.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	News-paper ad	Non-targeted/broad community	No comments were received	No comments were received	n/a	
2	Public Meeting	Non-targeted/broad community	No comments were received	No comments were received	n/a	
3	News-paper ad	Non-targeted/broad community	No comments were received	No comments were received	n/a	
4	Public Hearing	Non-targeted/broad community	No comments were received	No comments were received	n/a	
5	Public Meeting	Non-targeted/broad community	No comments were received	No comments were received	n/a	
6	News-paper ad	Non-targeted/broad community	Posting the Draft Annual Action Plan			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Hearing	Non-targeted/broad community	City Council/Draft Annual Action Plan Public Hearing			http://www.ci.milpitas.ca.gov/community-development-block-grant-cdbg-allocations-draft-annual-action-plan-fy-2019-2020/

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The City of Milpitas will receive \$608,734 for fiscal year 2019-2020 in CDBG funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation	Program Income	Prior Year Resources	Total		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$608,734	\$0	\$521,182	\$1,129,916	\$2,434,936	The expected remainder amount is calculated on the total amount in Year 1 multiplied by 4 years.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Not applicable, the City does not match federal funds.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

There are two parcels controlled by the City. One parcel, located at 1432 S. Main Street, is owned by Milpitas Housing Authority and is approximately 0.9 acres in size. Currently the parcel is occupied by commercial tenants but the land is zoned as high density multi-family residential. The other parcel, approximately 1.7 acres, is located adjacent to the Milpitas Housing Authority property and is owned by the City of Milpitas. That City parcel is also occupied by commercial business but is also zoned for multi-family residential use. The City is currently working on a partnership with the County of Santa Clara to potentially develop both parcels for affordable housing units. The City hopes to sell these parcels to the County by the end of 2019.

Discussion

Please see discussion above.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Maintain and Preserve Existing Housing	2017	2022	Affordable Housing Non-Homeless Special Needs	Citywide	Affordable Housing Development and Preservation	CDBG: \$175,000	Homeowner Housing Rehabilitated: 57 Household Housing Unit
2	Fair Housing	2017	2022	Affordable Housing Non-Housing Community Development	Citywide	Fair Housing	CDBG: \$10,000 Housing Authority: \$15,000	Public service activities for Low/Moderate Income Housing Benefit: 320 Households Assisted
3	Public Services for Seniors	2017	2022	Non-Homeless Special Needs Non-Housing Community Development	Citywide	Community Services	CDBG: \$41,440	Public service activities other than Low/Moderate Income Housing Benefit: 147 Persons Assisted
4	Public Services for Children and Youth	2017	2022	Non-Homeless Special Needs Non-Housing Community Development	Citywide	Community Services	CDBG: \$16,769.40	Public service activities other than Low/Moderate Income Housing Benefit: 27 Persons Assisted
5	Affordable Housing Rental Rehabilitation	2017	2022	Affordable Housing	Citywide	Affordable Housing	CDBG: \$84,000	Rental units rehabilitated: 184 Household Housing Unit
6	Community Funding/Public Services	2017	2022	Homeless Non-Homeless Special Needs Non-Housing Community Development	Citywide	Community Services	CDBG: \$30,301.60	Public service activities other than Low/Moderate Income Housing Benefit: 64 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Homelessness	2017	2022	Homeless	Citywide	Homelessness	CDBG: \$139,476	Help rehabilitate homeless shelter overnight. Homeless persons overnight shelter: 120

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Maintain and Preserve Existing Housing
	Goal Description	Rental units rehabilitated: 148; Homeowner Housing Rehabilitated: 33
2	Goal Name	Fair Housing
	Goal Description	Promote fair housing choice.
3	Goal Name	Public Services for Seniors
	Goal Description	Support activities that provide community services to low income and special needs households.
4	Goal Name	Public Services for Children and Youth
	Goal Description	Support activities that provide community services to low income and special needs households.
5	Goal Name	Affordable Housing Rental Rehabilitation
	Goal Description	Assist in the creation and preservation of affordable housing opportunities for low income and special needs households
6	Goal Name	Community Funding/Public Services
	Goal Description	Support activities that provide community services to low income and special needs households.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Milpitas only receives Community Development Block Grant (CDBG) funding. If available and recommended in certain circumstances, the City Council may also augment the funds and contribute from local funds, such as the Community Promotion Fund (CPF). All the funds mentioned, are in efforts

to serve and improve the lives of low and moderate income persons in Milpitas.

Projects

#	Project Name
1	Catholic Charities of Santa Clara County
2	Child Advocates of Silicon Valley
3	Next Door Solutions to Domestic Violence
4	Senior Adults Legal Assistance (SALA)
5	Silicon Valley Independent Living Center (SVILC)
6	The Health Trust
7	YWCA Silicon Valley
8	Project Sentinel
9	LifeMoves
10	Resources for Community Development
11	Rebuilding Together Silicon Valley
12	Terrace Gardens –Refrigerators Replacement
13	Terrace Gardens – Walkway Bollards
14	Terrace Gardens – Water Heater

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities are derived through qualitative research such as surveys, public meetings, public hearings and other avenues of resident input. The research has also impacted the priority needs that address the most vulnerable population in our communities. The City Council has established the priorities every two years to address those underserved needs.

The City Council reaffirmed their CDBG priorities as follows:

Public Service Priorities:

1. Senior Services
2. Youth and Teen Services
3. Homeless services/shelters
4. Child care
5. Domestic violence prevention and supportive services/shelters
6. Code enforcement

Capital Project Priorities

1. Home repair/rehabilitation
2. Affordable housing
3. Rental apartment rehabilitation
4. Historic preservation

AP-38 Project Summary

Project Summary Information

1	Project Name	Catholic Charities of Santa Clara County
	Target Area	Citywide
	Goals Supported	Community Funding/Public Services
	Needs Addressed	Community Services
	Funding	CDBG: \$13,175
	Description	Investigate and resolve complaints for seniors and disabled adults in long term care facilities.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Catholic Charities' Long Term Care Ombudsman Program expects to help approximately 92 Milpitas residents. The Long Term Care Ombudsman will make visits at all long-term care facilities to ensure all clients are safe and properly cared for.
	Location Description	All long term care facilities in Milpitas.
2	Planned Activities	Site visits to long term care facilities and nursing homes and provide with case management for those clients with open cases.
	Project Name	Child Advocates of Silicon Valley
	Target Area	Citywide
	Goals Supported	Public Services for Children and Youth
	Needs Addressed	Community Services
	Funding	CDBG: \$14,061
	Description	Provides court appointed youths with volunteers to maintain life-long mentorship and guidance.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Child Advocates of Silicon Valley expects to serve 25 Milpitas foster children.
	Location Description	Milpitas, CA

	Planned Activities	Organization will recruit, train more volunteers and providing essential mentor and guidance for youth.
3	Project Name	Next Door Solutions to Domestic Violence
	Target Area	Citywide
	Goals Supported	Community Funding/Public Services
	Needs Addressed	Community Services
	Funding	CDBG: \$13,995
	Description	Next Door Solutions to Domestic Violence is a nonprofit, multi-cultural agency dedicated to providing proactive and progressive solutions to domestic violence. Next Door Solutions provides peer counseling, advocacy, legal help and support groups. Additionally, Next Door Solutions to Domestic Violence provides safe emergency shelter to victims of domestic violence and their children within a confidential and protected environment.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Next Door Solutions to Domestic Violence proposes to serve 58 Milpitas residents.
	Location Description	The office is located in San Jose.
4	Planned Activities	Activities include emergency shelter, basic needs, including food and clothing, case management, and safety.
	Project Name	Senior Adults Legal Assistance (SALA)
	Target Area	Citywide
	Goals Supported	Community Funding/Public Services Public Services for Seniors
	Needs Addressed	Community Services
	Funding	CDBG: \$11,002

	Description	Legal services in the form of advice/referrals, consultations/brief service, and legal representation will be provided to Milpitas elders in areas of law common to SALA's target population including, but not limited to, the following: Public Benefits (Social Security, SSI, Medicare, and Medi-Cal); Nursing Homes and Alternatives to Institutionalization (including Advance Directives); Elder Abuse; Housing Law, Consumer Problems; and Personal Affairs (including Simple Wills through SALA's No Fee Wills Panel). SALA will provide services through on-site appointments scheduled at intake days at least once a month at the Barbara Lee (Milpitas) Senior Center. Home visits will be made to elders in Milpitas who are homebound or who reside in nursing homes. Milpitas residents with urgent problems will also be served on an emergency basis by telephone. Milpitas residents who appear at SALA intake sites in other cities will also be served. SALA will also conduct one community education presentation annually for the participants at the Milpitas Senior Center. All services described herein will be provided by one of the attorneys on SALA's staff, a pro bono (volunteer) attorney, or a paralegal (either paid staff or volunteer).
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Senior Adults Legal Assistance (SALA) expects to serve 30 Milpitas clients.
	Location Description	At their San Jose office, Milpitas Senior Center and Milpitas Library.
	Planned Activities	Legal assistance, including advising and counseling on basic rights. Facilitation access to public benefits to meet basic life needs and legal planning.
5	Project Name	Silicon Valley Independent Living Center (SVILC)
	Target Area	Citywide
	Goals Supported	Community Funding/Public Services
	Needs Addressed	Community Services
	Funding	CDBG: \$10,340
	Description	Silicon Valley Independent Living Center (SVILC) is a nonprofit, non-residential organization which serves all people with all types of disabilities, including seniors with disabling conditions, who live in Santa Clara County. SVILC provides residents with support tools and resources needed to live interdependently, and advocates for policies that ensure equal access and opportunity for all. SVILC is a peer-driven agency run by and for people with disabilities. As one of 28 independent living centers across the State of California, SVILC is committed to the principles of self-advocacy, personal empowerment and independent living.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	The project expects to serve 44 Milpitas residents with disabilities.
	Location Description	San Jose
	Planned Activities	Assist low-income residents with disabilities in their search for affordable and accessible housing. Provide education and training workshops on how to conduct a housing search to transition from homelessness, from a health care facility, unstable or to permanent housing.
6	Project Name	The Health Trust
	Target Area	Citywide
	Goals Supported	Community Funding/Public Services Public Services for Seniors
	Needs Addressed	Community Services
	Funding	CDBG: \$15,195
	Description	The Health Trust Meals On Wheels program serves physically challenged, homebound individuals, whether they are elderly, are recuperating after a recent hospitalization, or have disabilities confining them to a wheelchair. Trained drivers, most of whom are volunteers, deliver hot, nutritious meals five days a week along with frozen meals for preparation over the weekend. Drivers also provide daily wellness checks, making sure that clients are safe, alert and cared for. This service provides peace of mind not only to the clients, but also to their families.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Meals on Wheels plans to serve 16 Milpitas residents.
	Location Description	At each of the client's home.
	Planned Activities	Provide seniors with daily healthy, hot meals.
7	Project Name	YWCA Silicon Valley
	Target Area	Citywide
	Goals Supported	Community Funding/Public Services
	Needs Addressed	Community Services

	Funding	CDBG: \$13,542
	Description	The mission of the YWCA Support Services is to empower our diverse community to live free from domestic violence through the provision of safety, support services and self-empowerment.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	YWCA Silicon Valley expects to serve 12 Milpitas residents.
	Location Description	At YWCA and undisclosed emergency shelters.
	Planned Activities	Activities include emergency shelter, basic needs, including food and clothing, case management, and safety.
	8	
	Project Name	Project Sentinel
	Target Area	Citywide
	Goals Supported	Fair Housing
	Needs Addressed	Community Services
	Funding	CDBG: \$10,000 Milpitas Housing Authority: \$15,000
	Description	Project Sentinel is a private nonprofit agency providing fair housing, tenant-landlord counseling and dispute resolution services to the City of Milpitas. In addition to counseling and case intake, education and outreach activities will be ongoing. Outreach activity includes: the publication of Rent Watch, a rental housing advice column; distribution of brochures, radio public service announcements and public presentations and workshops. Presentations and workshops are provided to a wide spectrum of the community: ESL classes at local schools; civic groups like the Rotary and Lions; social service agencies like Catholic Charities and Next Door Solutions; municipal offices such as the Senior Center and Community Center; housing provider associations such as the Apartment Owners Association (AOA). Program services are delivered by designated staff in the agency's Fremont office using a local Milpitas phone line and by staff in the agency's main office at 1490 El Camino Real, Santa Clara. Office hours for counseling and case intake are from 9:00 am to 4:00 pm, Monday through Friday. Evening and week-end appointments are provided when necessary. Tenant-Landlord counseling/Dispute Resolution includes all areas of concern in rental housing; however, evictions and substandard housing complaints receive priority attention. Mediations and conciliations are conducted by trained staff and volunteers. Services are delivered in a neutral, unbiased manner to all parties engaged in the rental housing relationship. Fair Housing services of community education, and complaint investigation are provided from the corporate office and other public facilities within the City of Milpitas (library, community center). HUD-certified mortgage default counseling and First Time Homebuyer workshops are open to Milpitas residents. These services are provided from Project Sentinel's office at the Milpitas Sobrato Center.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	Project Sentinel will provide service for 320 Milpitas residents.
	Location Description	At various venues in Milpitas and also their Santa Clara office.
	Planned Activities	Provide educational presentations, outreach, and brochures at a variety of venues. Provide information and referral services and investigate cases of alleged discrimination.
9	Project Name	LifeMoves
	Target Area	Citywide
	Goals Supported	Homelessness
	Needs Addressed	Homeless
	Funding	CDBG: \$136,677
	Description	LifeMoves will make high-priority repairs to Montgomery Street Inn. Montgomery Street Inn provides emergency and transitional housing for homeless men in Santa Clara County. The repairs include drywall repairs damaged from ceiling leaks, drywall repairs on hallways, and wall corners that have been damaged by wheelchairs and new paint for all dorm walls, ceilings and trim.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	LifeMoves proposed to serve 120 Milpitas clients.
	Location Description	Montgomery Street Inn
	Planned Activities	Funding will be used for emergency repairs for the homeless shelter.
10	Project Name	Rebuilding Together Silicon Valley
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$175,000
	Description	Rebuilding Together will preserve and maintain affordable housing and provide a safe and secure living environment for very low and low-income households through housing rehabilitation

	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	57 low income, owner occupied housing units will be repaired.
	Location Description	Various homes throughout Milpitas.
	Planned Activities	Low to moderate income owner-occupied, minor and emergency housing rehabilitation.
11	Project Name	Terrace Gardens Senior Housing, Inc.- Community Room Carpet
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$15,000
	Description	The project will replace the carpeting in their community room.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	184 residents will benefit.
	Location Description	186 Beresford Court
	Planned Activities	The project will replace the carpeting in their community room, which is used on a daily basis for Resident events.
12	Project Name	Terrace Gardens Senior Housing, Inc.– Commercial Ice Machine Replacement
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$7,000
	Description	The project proposed will replace their commercial ice machine.
	Target Date	6/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	184 residents will benefit.
	Location Description	186 Beresford Court
	Planned Activities	Funding will be used for the replacement of the commercial ice machine, which is used daily for meal services and events.
13	Project Name	Terrace Gardens Senior Housing, Inc.- Boiler in Community Building
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$62,000
	Description	Replace the boiler in the Community building.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	184 residents will benefit.
	Location Description	186 Beresford Court
	Planned Activities	Funding will be used for the replace the boiler in the Community building, used daily for providing meal services and events to residents.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Not applicable. The City of Milpitas does not set geographic concentration areas for assistance. Instead the City helps fund organizations that provide supportive services to low and moderate income individuals throughout the City.

Geographic Distribution

Target Area	Percentage of Funds

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Not applicable

Discussion

Not applicable

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City adopted Affordable Housing Ordinance No. 297 on June 12, 2018. The Affordable Housing Ordinance requires that all new developments over 10 units requires 15% affordable units. The Ordinance On March 5, 2019, the City established residential and non-residential affordable housing fees.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	200
Special-Needs	1,500
Total	1,700

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	112
Rehab of Existing Units	43
Acquisition of Existing Units	50
Total	205

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The high cost of land has been an obstacle in developing affordable housing projects. The City has committed \$6,500,000 to fund a 100% affordable housing building complete with 101 deeply affordable units and one above moderate managers unit. Additionally, the City has received City Council approval to modify our loan agreement on the MonteVista apartments, which will deed restrict 50 previously market rate units at 80% AMI for 40 years.

AP-60 Public Housing – 91.220(h)

Introduction

The City of Milpitas currently does not have any public housing. However there is one Project-based Section 8 property in the City, the Sunnyhills Apartments. The Sunnyhills Apartments is a 171 unit development in which 149 units receive project-based Section 8 vouchers. The Project-based Section 8 vouchers provides rental assistance for each unit between the Department of Housing and Urban Development (HUD) established Fair Market Rent (FMR) for the area and what the tenant can afford to pay. Its aim is to be competitive with the local market thus incentivizing the owner to rent to low income households. The City has agreed to extend the HUD contract for another five years.

Actions planned during the next year to address the needs to public housing

This is not applicable to the City of Milpitas as there are no public housing units owned or managed by the Housing Authority of the County of Santa Clara in the City.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Not applicable. There are no public housing units in the City of Milpitas.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The County of Santa Clara and the City have designated homelessness as a critical issue. Although the total homeless population is declining as a whole, there still remains 7,394 homeless persons. In Santa Clara County's 2017 Point-in-Time Census & Survey Comprehensive Report, the survey identified a total of 66 unsheltered homeless persons in Milpitas. Notably, there was a decrease by 46% unsheltered homeless persons in Milpitas. Given the complexity of homelessness, interagency and interregional collaboration is crucial in solving the homeless issue. The City is gearing up for the next Point-in-Time Census & Survey and will work with the County.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Milpitas partners with Santa Clara County Continuum of Care to conduct the bi-annual Homeless Point in Time survey. In January 2017, Point-in-Time Count was conducted by the County of Santa Clara, the City of San Jose and Applied Survey Research for the 2017 Santa Clara County's biennial Point-in-Time count of homeless persons as required by the U.S. Department of Housing and Urban Development (HUD). The group, along with volunteers, did a physical count of those individuals residing outside a sheltered home i.e. parks, vehicles, highways, creeks etc. The survey and count was crucial as it is used for important qualitative and quantitative data as a representative sample to understand where they resided and respond to any immediate needs. The homeless were surveyed about a variety of issues including shelter, services and assistance. Staff will also participate in the preparation of the upcoming 2019 bi-annual Santa Clara Homeless Census Survey.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Milpitas will address emergency shelter and transitional housing needs of homeless persons by continuing to fund organizations that provide emergency housing. In the upcoming year, the City provided over \$16,174.40 to organizations that provided emergency shelter to homeless individuals or at-risk, which includes victims of domestic violence and additional \$163,919.36 in emergency shelter repairs. The organizations that have provide emergency shelter include Next Door Solutions to Domestic Violence, YWCA and LifeMoves.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families

experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

On February 2, 2016, City Council members adopted Resolution No. 8523, finding that the problem of homelessness constitutes a crisis and consider policy options for funding affordable housing to house homeless people. The City will continue to fund and participate in the County Point-in-Time Census to identify all unsheltered persons.

CDBG Funded

- **Next Door Solutions to Domestic Violence:** Next Door Solutions to Domestic Violence provides client-centered, community-based supportive services for victims of domestic violence and his/her children. The organization also provides undisclosed emergency shelter when requested and needed by the individual and/or family.
- **YWCA Silicon Valley (YWCA):** YWCA Silicon Valley empowers women and her children to end racism and violence through offering supportive services for self-improvement and undisclosed emergency shelter for short-term to a longer amount of time if needed. YWCA also provides clients referrals to permanent housing if possible, and available.
- **LifeMoves:** LifeMoves provides emergency, interim and permanent supportive housing. Clients are provided with shelter, food, clothing, intensive case management, and intensive supportive services.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Milpitas is involved and participates in the Santa Clara County Continuum of Care that is dedicated to ending and preventing homelessness in the County. The Santa Clara County Continuum of Care has community-wide efforts to end homelessness through fostering relationships, program and systematic changes.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private

agencies that address housing, health, social services, employment, education, or youth needs.

As mentioned in the previous paragraph of CDBG funded programs related to emergency shelter, the City also funds organizations that take proactive measures in helping individuals in need of legal help, youth needs and concerns and fair housing so that he/she can become informed of his or her rights before the individual is forced into homelessness.

CDBG and City Local Funds

- **Child Advocates of Silicon Valley:** Child Advocates connect court appointed special advocates (CASAs) to foster children. These volunteers must make a commitment to the children for a long-term, many for his or her entire life. The consistent support of the CASA is often the only adult has steadily remain with them providing crucial mentorship. In foster children, according to a HUD's report, "Housing for Youth Aging out of Foster Care," found that as high as thirty-seven percent (37%) will enter homelessness at one point as youths and an addition fifty percent (50%) will face unstable housing after transition. By providing a CASA, this will be one stable support in his or her life which has spastically proven to develop productive individuals. Many of the children with CASAs, have higher rates of high school graduation then the national average. The program provides essential holistic approach to help these children to become successful and prevent homelessness.
- **Seniors Adults Legal Assistance (SALA):** SALA is committed to providing free-legal services to seniors. Legal services that SALA provides ranges from: public benefits, long-term care, alternatives to institutionalization, elder abuse, long-term care insurance, incapacity planning, probate, simple wills and housing – related to Landlord-Tenant issues. Often, many seniors do not know his or her housing rights or sign over the will of their house without knowing, and with fixed income, many are unable to provide legal help. SALA provides legal help free of charge for these low to extremely-low income seniors.

Discussion

Please see discussion above.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Along with other jurisdictions in Santa Clara County, the City of Milpitas is facing many obstacles in creating more affordable housing. The many constraints that the City is facing is the limited amount of developable land, government constraints, infrastructure and public facilities constraints, environmental, housing for persons with disabilities, and financing and construction costs.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Resolution No. 8523

The City adopted Resolution No. 8523 on February 2, 2016, which recognizes homelessness as a crucial problem in the County and will help contribute to future affordable housing projects that will house homeless.

Affordable Housing Ordinance

On June 12, 2018, the City Council adopted an Affordable Housing Ordinance No. 297 which requires that any new developments with projects of ten (10) or more units must include fifteen percent (15%) of very-low or low-income units for rental and 15% of moderate income units for ownership. The units should be affordable for over 55 years.

Density Bonus Ordinance

To attract developers to build affordable units, the Density Bonus Ordinance will allow developers the ability to build above their permitted densities in permitted zoning districts in exchange for the construction of affordable units.

Below Market Rate Ownership

The City manages a Below Market Rate (BMR) Ownership program for first-time, income-qualified homebuyers. Once a unit from the current BMR housing stock becomes available, a qualified applicant from the waiting list will have the ability to purchase a home in Milpitas at one of the various developments throughout the City from one to three bedrooms. For qualified very-low to low income

households, the City also provides a deferred, 3% loan of up to \$50,000.

Fair Housing

Milpitas provides CDBG and Housing Authority funds to Project Sentinel. Project Sentinel is a reputable organization that provides expertise in fair housing and tenant-landlord dispute. Services include information, referrals, community outreach and education in several languages other than English, investigation, and resolving fair housing complaints. In addition they provide education and outreach to property owners, landlords, and property management to become proactive in their housing policies.

Discussion:

Please see discussion above.

AP-85 Other Actions – 91.220(k)

Introduction:

The most significant obstacle to addressing the underserved needs for fiscal year 2018-2019 is the lack of sufficient federal, state, and local funds to carry out all the necessary programs, activities and projects.

Actions planned to address obstacles to meeting underserved needs

The diminishing amount of funds continues to be the most significant obstacle to addressing the needs of underserved populations. To address this, the City supplements its CDBG funding with other resources and funds, such as:

- The City of Milpitas Affordable Housing Fund is used primarily to increase the number of new affordable housing units. It is funded through the mitigation fees required from developers of resident projects.

The City recently adopted the Affordable Housing Ordinance which requires that any new developments with projects of ten (10) or more units must include fifteen percent (15%) of very-low or low-income units for rental and 15% of moderate income units for ownership.

- The City's provides loans on an ongoing, as qualified basis for BMR applicants to qualify for purchasing an available BMR unit.
- Rehabilitation Loan Program provides deferred, low-interest loans for rehabilitation and preservation of the City's stock of BMR ownership units.
- The County distributes federal McKinney Homeless Assistance funds to organizations in the county that provide services to homeless persons and persons at-risk of homelessness.
- The California Tax Credit Allocation Committee (CTCAC) holds two application cycles for Low Income Housing Tax Credits each year. Local non-profits apply directly to the CTCAC for these funds when they have identified a project.
- The Housing Trust Silicon Valley is a nonprofit organization that combines private and public funds to support affordable housing activities in the County, including assistance to developers and homebuyers.
- The Mortgage Credit Certificate (MCC) Program provides assistance to first-time homebuyers by allowing an eligible purchaser to take 20 percent of their annual mortgage interest payment as a tax credit against federal income taxes. The County administers the MCC Program on behalf of the jurisdictions in the County, including the City.

Measure A Affordable Housing Bond was approved by voters in November 2016 that approved \$950 million dollars for the County to address housing needs for the most vulnerable residents, those in the extremely low-income households.

Actions planned to foster and maintain affordable housing

The City has taken proactive steps to help decrease the barriers in affordable housing through the following ordinances:

Resolution No. 8523

The City adopted Resolution No. 8523 on February 2, 2016, which recognizes homelessness as a crucial problem in the County and will consider contributing to future affordable housing projects that will house the homeless.

Affordable Housing Ordinance

On June 12, 2018, the City Council adopted an Affordable Housing Ordinance which requires that any new developments with projects of ten (10) or more units must include fifteen percent (15%) of very-low or low-income units for rental and 15% of moderate income units for ownership. The units should be affordable for over 55 years.

Density Bonus Ordinance

To attract developers to build affordable units, the Density Bonus Ordinance will allow developers the ability to build above their permitted densities in permitted zoning districts in exchange for the provision of affordable units in the development.

Below Market Rate Ownership

The City manages a Below Market Rate (BMR) Ownership program for first-time, income-qualified homebuyers. Once a unit from the current BMR housing stock becomes available, the homebuyer will have the ability to purchase a home in Milpitas at one of the various developments throughout the City from one to three bedrooms. For qualified very-low to low income households, the City also provides a loan of up to \$50,000.

Housing Trust Silicon Valley

Housing Trust Silicon Valley provided financial support for 86 affordable housing projects of \$55.7 million, which funded over 5,059 affordable rental units. In addition made 2,306 loans to homebuyers,

totaling over \$44.9 million. Lastly, Housing Trust of Silicon Valley provided homeless grants of over \$3.4 million to assist over 5,954 individuals.

Fair Housing

Project Sentinel is an organization that provides expertise in fair housing and tenant-landlord dispute. Services include information, referrals, community outreach and education in several languages other than English, investigation, and resolving fair housing complaints.

Actions planned to reduce lead-based paint hazards

The County of Santa Clara has received funding from State's Department of Health Service and Federal Government for Center for Disease Control to implement a Childhood Lead Poisoning Prevention Program. The funded programs include: community outreach screen, case management and public education to inform low-to-moderate income and older communities. The project will then follow up with environmental testing, lead-based education, blood-lead testing for children, hazard reduction grants and follow up with monitoring and testing.

Milpitas has adopted a Lead-Based Paint Management Plan which complies with HUD Based Paint regulations, which outlines the required states of abatement and remediation for rehabilitation projects. In addition the City publicize and identifies lead-based hazards and older residential projects through its Code Enforcement Division and Building Department. In addition, projects undergoing rehabilitation, under the City's Rehabilitation, provides technical assistance and abatement of lead based paints.

Actions planned to reduce the number of poverty-level families

- As stated prior, the City of Milpitas will follow these actions:
- Work with non-profit housing developers to fund and provide more affordable housing opportunities to address the homeless problem and needs of very low and low-income households.
- Provide funding and supportive services to prevent very low-income persons and families from becoming homeless and assist them in ending the cycle of homelessness.
- Address the employment and income needs of individuals and families who are economically disadvantaged, including persons who are homeless, who have disabilities, and those who are participating in the County of Santa Clara Welfare-to-Work Programs.

- Provide funding for a variety of services and referrals to assist people in obtaining access to public assistance to prevent poverty.
- Per Section 3, if there are HUD funded projects that can create direct economic opportunities must take every effort to recruit, target and directed towards low and very low income residents and businesses.

Actions planned to develop institutional structure

The City is striving to improve intergovernmental and private sector cooperation to synergize efforts and resources and develop new revenues for community service needs and the production of affordable housing. Collaborative efforts include:

- Regular quarterly meetings between entitlement jurisdictions at the CDBG Coordinators Meeting and Regional Housing Working Group
- Joint jurisdiction Request for Proposals and project review committees
- Coordination on project management for projects funded by multiple jurisdictions. Recent examples include the effort by the County to create a regional affordable housing fund, using former redevelopment funds that could be returned to the County to use for affordable housing. Another effort underway involves the possible use of former redevelopment funds to create a countywide pool for homeless shelters and transitional housing. These interactions among agencies generate cohesive discussion and forums for bridging funding and service gaps on a regional scale.

Actions planned to enhance coordination between public and private housing and social service agencies

The City benefits from a strong jurisdiction and region-wide network of housing and community development partners, such as the County and the CoC. To improve intergovernmental and private sector cooperation, the City will continue to participate with other local jurisdictions and developers in sharing information and resources.

Discussion:

Please see discussion above.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I) (1, 2, 4)

Introduction:

The City of Milpitas only receives CDBG funds and will not receive program income for FY19-20.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$8,959
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	\$8,959

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%

Item Attachment Documents:

- 12. Conduct a Public Hearing and Adopt Resolutions to Approve the Fiscal Year 2019-20 Operating Budget and the 2019-2024 Capital Improvement Program for the City of Milpitas and the Milpitas Housing Authority, Approve the Fiscal Year 2019-20 Gann Appropriations Limit, Authorize Various Financial Actions, Approving Various Financial Policies, Amend the Classification Plan for Budgetary Reclassifications and Position Authorizations (Staff Contact: Jane Corpus, 408-586-3125 and Feliser Lee, 408-586-3143)**

Recommendations:

Open the public hearing and move to close the hearing following any speakers.

Adopt the following Resolutions:

Joint Resolution of the City Council and Milpitas Housing Authority to approve the Fiscal Year 2019-20 Operating Budget and the 2019-2024 Capital Improvement Program for the City of Milpitas and the Milpitas Housing Authority, approve the Appropriations Limit, and authorize various financial actions by the City Manager.

Amend the Classification Plan to establish new classifications and create title changes and salary ranges, adjust the number of positions on the Authorized Position List, adjust salary ranges for specific classifications, establish classification title changes and amend specific budgeted, allocated positions.

Amend the Classification Plan to adjust the hourly rate and ranges for classifications due to the minimum wage ordinance.

Amend Limited Service Employees' eligibility for and list of fringe benefits.

Approve requests for the City Manager and elected officials to travel out of state in FY 2019-20, per City policy.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Conduct a Public Hearing and Adopt Resolutions to Approve the Fiscal Year 2019-20 Operating Budget and the 2019-2024 Capital Improvement Program for the City of Milpitas and the Milpitas Housing Authority, Approve the Fiscal Year 2019-20 Gann Appropriations Limit, Authorize Various Financial Actions, Approving Various Financial Policies, Amend the Classification Plan for Budgetary Reclassifications and Position Authorizations
Category:	PUBLIC HEARING Leadership and Support Services
Meeting Date:	6/4/2019
Staff Contact:	Jane Corpus, 408-586-3125 and Feliser Lee, 408-586-3143
Recommendations:	1) Open the public hearing and move to close the hearing following any speakers. 2) Adopt the following Resolutions: a. Joint Resolution of the City Council and Milpitas Housing Authority to approve the Fiscal Year 2019-20 Operating Budget and the 2019-2024 Capital Improvement Program for the City of Milpitas and the Milpitas Housing Authority, approve the Appropriations Limit, and authorize various financial actions by the City Manager. b. Amend the Classification Plan to establish new classifications and create title changes and salary ranges, adjust the number of positions on the Authorized Position List, adjust salary ranges for specific classifications, establish classification title changes and amend specific budgeted, allocated positions. c. Amend the Classification Plan to adjust the hourly rate and ranges for classifications due to the minimum wage ordinance. d. Amend Limited Service Employees' eligibility for and list of fringe benefits. 3) Approve requests for the City Manager and elected officials to travel out of state in FY 2019-20, per City policy.

Background:

On March 12, 2019 the City Council participated in a Study Session for the FY 2019-24 Capital Improvement Program (CIP), and on May 15, 2019, the City Council participated in a Special Session for the FY 2019-20 Operating Budget. During the May Special Session, Council provided staff with direction on both the Operating Budget and CIP and requested several changes. Staff has incorporated Council requested changes into both the Operating Budget and CIP documents being considered. All noticing requirements to hold the budget public hearing, and to adopt the Gann Appropriations Limit have been met. This report is organized with a high-level financial summary, followed by sections including Council directed changes from the May 15 budget study session, questions from the Council at the study session, and other changes.

Summary of Proposed FY 2019-20 Budget (All Funds)

As shown in Table 1 below, the Proposed FY 2019-20 Budget is comprised of \$283.3 million in revenues (including Transfers In) and \$253.2 million in expenditures (including all Transfers Out), which will result in an increase of \$29.9 million in fund balance for FY 2019-20 across all City funds.

The FY 2019-20 proposed revenue across all funds of \$283.3 million is an increase of 32.1% or \$68.8 million compared to the FY 2018-19 adopted revenue of \$214.5 million. This is primarily due to capital improvement projects in the Water and Sewer utility funds, which will primarily be funded with \$60 million in bond financing.

The FY 2019-20 proposed expenditures across all funds of \$253.2 million is an increase of 22.3% or \$46.2 million compared to FY 2018-19 amended expenditures of \$207.0 million. This is also due to the increase in capital improvement projects and the funding for them from Other Funds, which include Gas Tax, Measure B, and Permit Automation funds.

Table 1
FY 2019-20 Citywide Budget (All Funds)
\$ in 000s

	Adopted 2018-19 Budget	Proposed 2019-20 Budget	Change	% Change
Total Revenues	\$198.6	\$261.6	\$63.0	31.7%
Operating Transfer In	\$15.9	\$21.7	\$5.8	36.5%
Total Revenues and Operating Transfers In	\$214.5	\$283.3	\$68.8	32.1%
Total Expenditures before Transfers Out	\$191.1	\$231.5	\$40.4	21.1%
Operating Transfers Out	\$15.9	\$21.7	\$5.8	36.5%
Total Expenditures and Transfers Out	\$207.0	\$253.2	\$46.2	22.3%

Summary of Proposed FY 2019-20 Budget (General Fund)

As shown in Table 2 below, the General Fund Proposed FY 2019-20 Budget is comprised of \$118.8 million in revenues (including Transfers In) and \$115.6 million in expenditures (including Transfers Out, less one-time Transfer Out of \$6.0 million), which will result in an increase of \$3.2 million in fund balance for FY 2019-20.

The FY 2019-20 Proposed General Fund Revenue of \$118.8 million is an increase of 9.6% or \$10.4 million compared to the FY 2018-19 amended revenue of \$108.4 million. This is primarily due to expected increases in Property Taxes of \$1.5 million, Transient Occupancy Tax (TOT) of \$4.1 million, Licenses and Permits of \$2.3 million, and Charges for Current Services of \$0.3 million. Further detail on the increases is explained in the Transmittal Letter of FY 19-20 Proposed Operating Budget (Attachment 2).

The FY 2019-20 Proposed General Fund Expenditures of \$115.6 million (excluding one-time transfers out of \$6.0 million) is an increase of 7.2% or \$7.7 million compared to FY 2018-19 amended expenditures of \$107.3 million. This is primarily due to increases in personnel costs of \$13.9 million, services & supplies costs of \$2.7 million, which are offset with a decrease in Operating Transfers Out of \$8.3 million. During the FY 2018-19 midyear adjustments Operating Transfers Out increased \$4.3 million due to one-time transfers to various Capital Improvement Projects (CIPs). The increase in personnel costs is primarily due to the addition of 25.75 new staff positions; increased employer contributions to pension plans; increased employee health benefits; and minor staffing reclassifications and reallocations. The incorporation of revenues from the Master Fee Schedule will offset the following position changes: reclassification of one Plan Check Engineer to Sr. Permit Center Analyst, addition of (1) Fire Protection Engineer, addition of (1) Entry level Fire Inspector and addition

of (1) Principal Planner. Further detail on the increases is explained in the Transmittal Letter of FY 19-20 Proposed Operating Budget (Attachment 2).

The total General Fund Reserves are \$75.6 million. A summary breakdown of the current General Fund Reserves is shown in the Transmittal Letter of the FY19-20 Proposed Operating Budget (Attachment 2). Since the Unassigned Reserves are \$36.1 million, \$17.2 million higher than the 2 months of operating expenses required by Council policy, staff is recommending a total allocation of \$16.28 million to other high priority needs. \$10.18 of this amount is to fund existing reserves; the remaining \$6.1 million are one-time transfers to the General Government CIP (\$4.0 million), Housing Community Benefit Fund (\$2.0 million), and the Citywide Rate Assistance Program (\$0.1 million). If these recommendations are approved, the Unassigned Reserve will have a remaining balance of \$0.9 million.

Table 2
FY 2019-20 Citywide Budget (General Fund)
\$ in 000s

	Amended 2018-19 Budget	Proposed 2019-20 Budget	Change	% Change
<i>Total Revenues</i>	\$103.2	\$112.8	\$9.6	9.3%
<i>Operating Transfer In</i>	\$5.2	\$6.0	\$0.8	15.4%
Total Revenues and Operating Transfers In	\$108.4	\$118.8	\$10.4	9.6%
Total Expenditures before One-Time Transfers Out	\$103.0	\$115.6	\$12.6	12.2%
Operating Transfers Out (One-Time)	\$4.3	\$6.0	\$1.7	39.5%
Total (Use)/Contribution to Reserves	\$-	(\$6.0)	-	-

Based on Council direction at the May 15 study session, the following changes to the Operating Budget have been made:

1. Food pantry – For FY 2019-2020, the City will fund the Milpitas Food Pantry \$14,000 from the General Fund. Funding in FY 2020-2021 for the Milpitas Food Pantry will be allocated from CDBG.
2. On April 30th, the Master Fee Schedule was approved, and included recommendations of fee changes by Matrix Consulting Group and an update of current fees, fines, and penalties. An additional \$2.45 million in additional revenue from the changes to the Master Fee Schedule has been incorporated into the FY 19-20 Proposed Operating Budget.
3. On April 30, 2019, the voluntary agreement with Airbnb, Inc. for the collection of the City's Transient Occupancy Tax on residential short-term rentals was approved by Council. City staff estimated that the transient occupancy tax collected and remitted through Airbnb, Inc. would be an additional approximately \$260,000 annually. This additional revenue has been incorporated into the FY 19-20 Operating Budget.
4. Debt Service for a spring 2019-20 bond sale to enable completion of construction for Fire Station #2, as approved by the City Council on May 15, 2019. Debt service for fiscal year 2019-20 will, due to th

timing, only require one interest payment. \$100,000 for the debt service payment has been incorporated into the FY 19-20 Proposed Operating Budget.

5. On April 16, 2019, the Matrix Development Review Process Study was presented to Council. This study included a recommendation to add (1) Fire Protection Engineer position. The additional cost for this position is approximately \$271,000 and has been incorporated into the FY 19-20 Operating Budget.
6. Capital Improvement Program (CIP) - please refer to Attachment 3 for a separate memo that details the updates to the 2019-2024 Capital Improvement Program since the May 15, 2019 study session.
7. One (1) Additional Police Officer was added to the FY 2019-20 Operating Budget, for a total of three (3) new Police Officers in FY 2019-20. An additional \$231,000 has been incorporated into the FY 2019-20 Operating Budget for this additional officer.
8. On April 30, 2019, Council directed staff to bring back a resolution on recommended Assistance programs. Additional costs totaling approximately \$444,000 have been incorporated into the FY 19-20 Operating Budget for the Citywide Rate Assistance program to subsidize utility bills and Building and Planning fees.

At the May 15 budget study session, the City Council requested more information on proposed positions and funding for professional development and staff training:

- Information about Proposed Positions – An Informational Memorandum with all the positions was sent to Council on May 29 and is also attached to this agenda item
- Professional Development – approximately \$280,000 was added for staff training, professional licensing, and membership & dues to each department's FY 2019-20 operating budget. Additional budget proposed for professional development ranged from \$6,500 to \$70,000 in each department.

Other Changes:

Staff will be coming back to Council at a future date to update the Municipal Code for department name changes for Building and Housing, Planning, and Information Technology.

Finally, staff has incorporated specifically budgeted contracts as an attachment to the budget adoption Resolution, which grants the City Manager the authority to enter into these contracts up to the amounts budgeted. None of these contracts are for items that are required to have a formal public bid process.

Fiscal Impact:

The total FY 2019-20 Operating Budget for City of Milpitas and the Milpitas Housing Authority, upon adoption, for all funds including debt service, will be \$253,179,511. The total Five-Year 2019-2024 Capital Improvement Program (CIP) will be \$429,607,926; with \$62,785,725 being requested in year one (FY 2019-20).

Recommendations:

- 1) Open the public hearing and move to close the hearing following any speakers.
- 2) Adopt the following Resolutions:
 - a. Joint Resolution of the City Council and Milpitas Housing Authority to approve the Fiscal Year 2019-20 Operating Budget and the 2019-2024 Capital Improvement Program for the City of Milpitas and the Milpitas Housing Authority, approve the Appropriations Limit, and authorize various financial actions by the City Manager.
 - b. Amend the Classification Plan to establish new classifications and create title changes and salary ranges, adjust the number of positions on the Authorized Position List, adjust salary ranges for specific classifications, establish classification title changes and amend specific budgeted allocated positions.

- c. Amend the Classification Plan to adjust the hourly rate and ranges for classifications due to the minimum wage ordinance.
 - d. Amend Limited Service Employees' eligibility for and list of fringe benefits.
- 3) Approve requests for the City Manager and elected officials to travel in FY 2019-20, per city Travel Policy.

Attachments:

1. City of Milpitas Resolutions:
 - a. Joint Resolution to approve the Fiscal Year 2019-20 Operating Budget and the 2019-2024 Capital Improvement Program for the City of Milpitas and the Milpitas Housing Authority, approve the Appropriations Limit, and authorize various financial actions by the City Manager, including List of Contracts over \$100,000.
 - b. Amend the Classification Plan to establish new classifications and create title changes and salary ranges, adjust the number of positions on the Authorized Position List, adjust salary ranges for specific classifications, establish classification title changes and amend specific budgeted, allocated positions.
 - c. Amend the Classification Plan to amend the hourly rate and ranges for classifications due to the minimum wage ordinance.
 - d. Amend Limited Service Employees' eligibility for and list of fringe benefits, and Exhibit A.
2. Proposed FY 2019-20 Operating Budget (separate binder provided to Councilmembers)
3. City Manager's memo to Council on Capital Improvement Program (CIP) and attachments
4. Proposed FY 2019-24 Capital Improvement Program (CIP)
5. Proposed List of Travel in FY 2019-20 for City Manager and elected officials
6. City Manager's memo to Council on followup items to May 15, 2019 Budget Study Session

RESOLUTION NO. ____

A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS AND THE HOUSING AUTHORITY COMMISSION OF THE CITY OF MILPITAS APPROVING THE 2019-2024 CAPITAL IMPROVEMENT PROGRAM, THE OPERATING BUDGET FOR THE CITY OF MILPITAS, AND THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019-20

WHEREAS, the City Manager has submitted a 2019-20 Proposed Budget and Financial Plan; and

WHEREAS, on May 15, 2019, a public hearing was held on the Proposed Budget and Financial Plan where all interested persons were heard; and

WHEREAS, the City Council and Milpitas Housing Authority Commission (“Authority”) reviewed the City Manager’s 2019-20 Proposed Budget and Financial Plan; and

WHEREAS, the City Council has reviewed the 2019-2024 Capital Improvement Program (“CIP”) and the first year, or 2019-2020 Capital Budget; and

WHEREAS, the first year, or FY 2019-20, of the CIP is a part of the 2019-20 Proposed Budget and Financial Plan; and

WHEREAS, Article XIII B, Section 1, of the Constitution of the State of California requires that total annual appropriations subject to limitation of the City of Milpitas shall not exceed the appropriations limit of the City for the prior year adjusted for changes in the cost of living and population except as otherwise provided, also referred to as the Gann Appropriations Limit; and

WHEREAS, this Article became effective July 1, 1980, as amended, which requires the City to establish its appropriations limit by resolution each year at a regularly scheduled meeting or a noticed special meeting, commencing after the beginning of each fiscal year; and

WHEREAS, the appropriations base for 1978-79 had been determined and since adjusted by the changes in population, cost of living, and transfers of financial responsibility, establishing an appropriations limit for fiscal year 2019-2020 of \$106,818,595; and

WHEREAS, the calculations for the appropriations limit are included as part of the budget document materials being considered and approved by the City Council as part of this Resolution; and

WHEREAS, documentation used in determining the appropriations limit has been made available to the public for a period of not less than fifteen (15) days prior to City Council consideration of this Resolution; and

WHEREAS, the budget document contains fiscal policies that the City Council has reviewed and approved and which are updated from time to time, as follows: General Financial Goals, Operating Budget Policies, Revenue and Expenditure Policies, Utility Rates and Fees, Capital Budget Policies, Debt Policies, Investment Policies, and Accounting/Auditing and Financial Reporting Policies.

NOW, THEREFORE, the City Council of the City of Milpitas and the Milpitas Housing Authority Commission hereby find, determine, and resolve as follows:

1. The City Council and Authority have considered the full record before them, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to them. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. The City Council hereby approves and adopts the 2019-2024 Capital Improvement Program, as attached in the City Council meeting packet and totaling \$429,607,926 over the five-year period and \$62,785,725 in fiscal year 2019-20.
3. The annual Budget and Financial Plan, as attached in the City Council meeting packet, inclusive of capital improvement appropriations, for the City of Milpitas for fiscal year 2019-20 is hereby affirmed and adopted totaling \$253,179,511 for all appropriated funds.
4. The amounts shown as “Appropriations” and estimated fund balances are hereby approved for the various purposes designated in the 2019-2020 Final Budget.
5. The budgets for all departments for the period July 1, 2019 through June 30, 2020, inclusive, contained in this 2019-20 Final Budget, are approved as the operating budget for those departments for fiscal 2019-20. Department names have been modified in some cases for this budget presentation, and will be modified in the City’s Municipal Code at a later time.
6. The appropriations limit for fiscal year 2019-2020 shall be \$106,818,595 as set forth as shown in the budget document materials presented herein.
7. Pursuant to Government Code Section 7910, no judicial action or proceeding to attack, review, set aside, void, or annul the action of the City Council in establishing the appropriations limit for fiscal year 2019-2020 shall be brought unless such action or proceeding shall have been commenced within forty-five (45) days of the date of adoption of this Resolution.
8. Any unused non-salary and benefits-related appropriations at the end of fiscal 2018-2019 may be re-appropriated for continued use in fiscal year 2019-20 subject to the approval of the City Manager. Furthermore, any outstanding contract and/or purchase order obligations (or encumbrances) remaining at the end of FY 2018-2019 are subject to carry-over into FY 2019-20.
9. No office, department, or agency shall expend any amount or incur any liability or enter into any contract, which by its terms involves expenditures of money for any purpose in excess of the amounts appropriated for the particular departments, and funds set forth herein.
10. The City Manager may authorize, when in his or her judgment such action is consistent with the purposes and intent of the 2019-2020 Final Budget as adopted, budget revisions subject to the following conditions:

Prior Council Approval Not Required. Prior approval of the City Council is not required under the following circumstances:

- i. When revisions involve transfers from appropriated contingency accounts less than or equal to the aggregate amount adopted within the budget in any one fiscal year (\$1,100,000 in FY 2019-20), provided that the Council is notified in writing of the revision, giving the reason, the amount of the revision and the year-to-date total amount of revisions.

- ii. When revisions involve transfers from the appropriated leave cash-out account less than or equal to the aggregate amount adopted within the budget in any one fiscal year (\$700,000 in FY 2019-20) to the various departments for cash-outs when employees leave City service.
 - iii. When revisions involve transfers, or reallocations, within any one fund among the various departments or projects, provided that the amount of transfer in any single instance does not exceed \$100,000.
 - iv. When revisions involve reasonable deviation from the budgeted personnel allocation schedule, provided that at no time the number of permanent funded positions authorized by the City Council is exceeded.
 - v. To allocate, redistribute and/or appropriate monies between department and non-department divisions so as to reflect budgetary savings in one or more departments.
 - vi. For Police goods and services to be purchased from Asset Seizure funds, the City Manager or his/her designee, has the authority to purchase such goods or services if the expenditures of such goods and services do not exceed the amount designated from Asset Seizure funds as approved by the City Council during the Budget hearing.
 - vii. To use judgment to modify citywide administrative financial policies and procedures from time to time that are consistent with municipal government best practices unless those policies would otherwise be in conflict with the budget provisions incorporated in this Resolution or the City's Municipal Code.
 - viii. Attachment 1 lists contracts that are specifically identified in the budget document and materials enclosed herein. None of these contracts require a formal, public bidding process; they may be entered into and executed by the City Manager during fiscal year 2019-20 in up to the amounts listed by contract.
 - ix. The City Manager shall have the authority to reasonably deviate from the budgeted personnel allocation schedule provided that at no time will the number of permanent, full-time employees or personnel cost appropriations authorized by the City Council be exceeded.
11. Prior Council Approval Required. Prior approval of the City Council is required for revisions to the 2019-2020 Final Budget as adopted if any of the following are involved:
- i. An increase in overall appropriation level within any one Fund.
 - ii. The transfers or reallocation of appropriations greater than \$100,000 between different Funds, except not for reallocations between subfunds within one Fund.
 - iii. Changes providing for increases or decreases in funded permanent personnel counts in the adopted Budget.
 - iv. Contract change orders which would cause the aggregate contract amount to exceed \$100,000 and/or exceed prior approved appropriation levels for the subject contract.

- v. Transfers from appropriated contingent reserves account, which would cause the aggregate amount of \$1,100,000 during fiscal year 2019-20, to be exceeded.
- 12. Information establishing the current budget situation and steps to be taken to present balanced City Budgets have been presented during the public hearing of May 15, 2019, this meeting of June 4, 2019, and in prior budget presentations.
- 13. The approval of the 2019-20 Final Budget does not commit the City to any action that may have significant effect on the environment. As a result, there is no potential impact on the environment from this action per Section 15061(b) (3) of the California Environmental Quality Act ("CEQA") Guidelines and this action does not constitute a project under CEQA per CEQA Guidelines Section 15378(b)(4).

PASSED AND ADOPTED this ____ day of _____, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle,
City Clerk/Authority Secretary

Rich Tran, Mayor/Chair

APPROVED AS TO FORM:

Christopher J. Diaz,
City Attorney/Authority Counsel

FY 2019-2020 Budgeted Contracts over \$100,000

	Contract Description	Est. Amount
I. Building and Housing:		
LifeMoves	Shelter repairs and services	\$136,677 from CDBG for shelter repairs/capital projects. \$75,000 from Housing Authority Fund for services (residential service coordinator/case manager). The entire scope can be covered under one contract.
II. Recreation		
Moon Chef	Sr. Nutrition Program meals	\$34,000 per year; \$204,000 (total for 6 years)
III. Police		
County of Santa Clara	Crime Lab	\$229,000-General Fund
Cal ID	Fingerprint services	\$122,000-General Fund
IV. Finance		
Professional Services	Investment Advisor Services/Portfolio Management	\$150,000 General Fund
Professional Services	Update of Finance SOPs	\$150,000 General Fund
V. Information Technology		
Software Maintenance	Cayenta	\$175,000 General Fund & \$25,000 Water Fund & \$25,000 Sewer Fund
VI. Human Resources		
York	Third Party Administrator for Worker's Comp	\$133,900 General Fund
Brown & Brown	Excess Insurance	\$180,000 General Fund
VII. Engineering (CIP/Design Related)		
(CIP Related)		
CIP Category	CIP No./Name	
Comm Imprv	CP3418 - City Std Details, Guidelines	\$180,000
Comm Imprv	CP3447 - Fire Station #2 Replacement- Swinerton	
Park Improvements	Contract-Ph II	\$1,200,000
Street Imp	NEW - Parks & Recreation Master Plan Update	\$525,000
Street Imp	NEW - Citywide Traffic Modeling	\$390,000
Street Imp	NEW - Citywide Traffic Safety Assessment	\$390,000
Street Imp	New - Costa Street Plan Line Study	\$100,000
Street Imp	New Feasibility of POCs at VTA LRP	\$180,000
Water Imp	CP 7076 - Well Upgrade Project	\$400,000
Sewer Imp	CP6131 - Sanitary Sewer Cathodic Protection Imp	\$350,000
Street Imp	CP2001 - Light Rail Median Landscaping	\$400,000
Comm Imprv	Infrastructure Report	\$250,000
Comm Imprv	GIS Consulting Services	\$250,000

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS AMENDING
RESOLUTION NO. 1626, THE CLASSIFICATION PLAN, TO ESTABLISH NEW
CLASSIFICATIONS AND THEIR SALARY RANGES, AUTHORIZE ADDITIONAL
POSITIONS, ADJUST SALARY RANGES, RETITLE CLASSIFICATIONS AND AMEND
BUDGETED, ALLOCATED POSITIONS**

WHEREAS, the City of Milpitas has a Classification Plan adopted as Resolution No. 1626 on December 17, 1968, which has been amended from time to time, and which is in accordance with the Personnel Rules and Regulations of the City of Milpitas (Resolution No. 792 as amended); and

WHEREAS, amendments to the Classification Plan are necessary to account for changes within the organization, transfer of duties, new job responsibilities, and adjustments to salary ranges; and

WHEREAS, the annual mid-year budget process necessitates changes in position authorizations that result from modifications made to the Classification Plan.

NOW THEREFORE, the City Council of the City of Milpitas hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. Resolution No. 1626, as amended, is hereby amended effective July 7, 2019 as set forth below. The proposed salary ranges listed below for classifications within the Mid Management Confidential Unit and the Professional Technical Group Memorandums of Understanding, as well as those within the Unrepresented Group, do not include any potential cost of living adjustment increases. If any of the before-mentioned groups or classifications receive a cost of living adjustment separate from the adoption of the 2019-2020 budget, that same percentage amount and effective date will be applied accordingly per those agreements to the below listed classification salary ranges by further Resolution.

**A. ESTABLISH NEW CLASSIFICATIONS WITH THE FOLLOWING TITLES
AND SALARY RANGES:**

<u>Title</u>	<u>Proposed Salary Range</u>
Senior Special Projects Associate (Temporary)	\$50.00 - \$125.00 per hour
Fitness Instructor (Temporary)	\$35.00-\$75.00 per hour
Employee Relations Officer (Regular)	\$119,480.14 to 167,271.78
Senior Executive Assistant (Regular)	\$84,965.66 to \$111,834.32
Environmental Inspector (Regular)	\$94,953.30 to \$115,415.82
Entry Level Fire Inspector (Regular)	\$81,388.08 to \$98,027.71
Management Analyst (Regular)	\$102,000.00 to 142,831.04
Geographic Information Systems (GIS) Technician (Regular)	\$93,178.02 to \$113,259.71
Principal Planner (Regular)	\$125,500.00 to 152,000.00
Finance Manager (Regular)	\$111,118.00 to 155,566.02

B. AUTHORIZE THE FOLLOWING POSITIONS:

One (1) FTE Administrative Assistant to support the City Council
Two (2) FTE Junior/Assistant Engineers in the Engineering Department
One (1) FTE Administrative Assistant in the Finance Department
One (1) FTE Finance Manager in the Finance Department
One (1) FTE Executive Assistant in the Fire Department
One (1) FTE Entry Level Fire Inspector in the Fire Department
One (1) FTE Fire Protection Engineer in the Fire Department
One (1) FTE Geographic Information Systems (GIS) Technician I in the Engineering Department
One (1) FTE Employee Relations Officer in the Human Resources Department
One (1) FTE Information Systems Analyst in the Information Systems Department
Three (3) FTE additional Police Officers in the Police Department
One (1) FTE Management Analyst in the Police Department
Two (2) additional FTE Community Service Officers in the Police Department
One (1) additional FTE Communications Dispatcher in the Police Department
One (1) FTE Principal Planner in the Planning Department
One (1) FTE additional Maintenance Worker III in the Public Works Department
One (1) FTE additional Sr. Administrative Analyst in the Public Works Department
One (1) FTE Environmental Inspector in the Public Works Department
One (1) FTE Equipment Maintenance Worker II in the Public Works Department
One (1) FTE additional Public Services Assistant I in the Recreation and Community Services Department
One (1) FTE additional Recreational Assistant II in the Recreation and Community Services Department
One .75 FTE additional Office Assistant in the Recreation and Community Services Department
Two (2) FTE Limited Service Employees for use City Wide.

C. ADJUST THE SALARY RANGES FOR THE FOLLOWING CLASSIFICATIONS:

<u>Title</u>	<u>Existing Range</u>	<u>Proposed Range</u>
Recreation Supervisor:	\$87,266.40 to \$114,853	\$95,993.04 to \$126,339.35
Sr. Information Analyst/Developer:	\$95,000.10 to \$117,800.02	\$102,560.00 to \$135,000.00
Housing and Neighborhood Services Manager:	\$126,447.88 to \$164,155.68	\$98,640.88 to \$129,846.34

D. ESTABLISH THE FOLLOWING CLASSIFICATION TITLE CHANGES:

Retitle Information Services Technician to Information Technology Technician
Retitle Information Services Manager to Information Technology Manager
Retitle Information Services Director to Information Technology Director
Retitle Director of Financial Services to Finance Director

E. AMEND THE FOLLOWING BUDGETED ALLOCATED POSITIONS:

Delete one (1) FTE Case Manager and authorize one (1) FTE Program Coordinator in the Recreation and Community Services Department

Delete one (1) FTE Executive Assistant and authorize one (1) FTE Sr. Executive Assistant in the City Manager's Office
Delete one (1) FTE Electrical Building Inspector and authorize one (1) FTE Senior Building Inspector in the Building and Housing Department
Delete one (1) FTE Plan Check Engineer and authorize one (1) FTE Senior Administrative Analyst in the Building and Housing Department
Delete one (1) FTE Accounting Technician II and authorize one (1) FTE Jr. Accountant in the Finance Department

3. The City Council directs the Human Resources Director to create job descriptions for the above new classifications to include in the Classification Plan and submit them to the City Manager for approval on or before the date of position activation.

PASSED AND ADOPTED this _____ day of _____, 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Rich Tran, Mayor

APPROVED AS TO FORM:

Christopher J. Diaz, City Attorney

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS AMENDING
RESOLUTION NO. 1626, THE CLASSIFICATION PLAN, TO ADJUST HOURLY RATE AND
RANGES FOR CLASSIFICATIONS DUE TO A MINIMUM WAGE INCREASE PURSUANT TO
ORDINANCE NO. 292**

WHEREAS, the City of Milpitas has a Classification Plan adopted as Resolution No. 1626 on December 17, 1968, which has been amended from time to time, and which is in accordance with the Personnel Rules and Regulations of the City of Milpitas (Resolution No. 792 as amended); and

WHEREAS, salary increases granted to temporary classifications pursuant to changes in Resolution No. 6598, the Resolution providing compensation for unrepresented part-time temporary employees, have been incorporated into Resolution No. 1626, the Classification Plan.

WHEREAS, amendments to the Classification Plan are necessary to account for changes within the organization, transfer of duties, new job responsibilities, and adjustments to salary ranges; and

WHEREAS, the City of Milpitas local minimum wage ordinance, Ordinance No. 292, established the minimum wage hourly rate effective July 1, 2019 as \$15.00 per hour; and

WHEREAS, the City of Milpitas must update its hourly rate for certain classifications currently below the \$15.00 hourly rate in conformance with Ordinance No. 292, as well as update the hourly rate for certain affected positions within the same classification groups to maintain consistency in the hourly pay rate scale for such classification groups.

NOW THEREFORE, the City Council of the City of Milpitas hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. The table below contains hourly wage adjustments for classifications that are either (a) currently below the minimum wage of \$15.00 per hour, or (b) positions within the same classification group which are affected by these increases and therefore necessitate their own contemporaneous increase to maintain consistency in the hourly rate pay scale for the classification group.
3. Resolution No. 1626, as amended, is hereby further amended to adjust the hourly rate and ranges for the below listed classifications effective July 1, 2019, as follows:

<u>Classification:</u>	<u>From:</u>	<u>To:</u>
Adult Crossing Guard	\$13.51 to \$16.19	\$15.00 to \$17.98
Adult Crossing Guard Supervisor	\$15.50 to \$18.56	\$17.25 to \$20.66
Lifeguard	\$13.50 to \$16.75	\$15.00 to \$21.00
Assistant Pool Manager	\$13.50 to \$17.00	\$17.00 to \$23.80
Pool Manager	\$16.26 to \$19.11	\$18.25 to \$25.55
Recreation Attendant	\$13.50 to \$19.00	\$15.00 to \$21.00
Recreation Leader	\$13.50 to \$19.50	\$15.00 to \$21.00

Recreation Instructor	\$16.50 to \$33.00	\$18.33 to \$36.66
Staff Assistant	\$13.50 to \$21.60	\$15.00 to \$24.00
Student Intern	\$13.50 to \$21.60	\$15.00 to \$24.00
Recreation Administrative Assistant	\$13.50 to \$19.00	\$15.00 to \$21.00

PASSED AND ADOPTED this _____ day of _____, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Rich Tran, Mayor

APPROVED AS TO FORM:

Christopher J. Diaz, City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS TO AMEND THE LIST OF FRINGE BENEFITS AND ELIGIBILITY FOR SUCH BENEFITS FOR LIMITED SERVICE POSITIONS

WHEREAS, Limited Service Employees (temporary) are not organized or represented for the purposes of meeting and conferring with management in the areas of salary, benefits, and working conditions; and

WHEREAS, on September 15, 1998, the City Council of the City of Milpitas adopted Resolution No. 6812 to authorize fringe benefits for non-clerical Limited Service Employees positions in the Planning, Engineering and Building Departments as designated by the City Manager on a case-by-case basis in a pilot program to assist in recruiting highly qualified applicants; and

WHEREAS, the pilot program for fringe benefits to Limited Service Employees was continued by Resolution No. 6966, No. 7004 and No. 7062, after which the pilot program ended on June 30, 2001, and the benefits were included in the budget process for fiscal year 2001-2002 and the City continued the provision of such benefits thereafter; and

WHEREAS, on June 5, 2018, the City Council adopted Resolution No. 8776 which updated the Fringe Benefits list for specific Limited Service Positions; and

WHEREAS, it is the desire of the City Council to amend the categories of Limited Service Employees positions eligible for authorization of fringe benefits to now include all City Departments, as designated on a case-by-case basis by the City Manager to assist during recruitment efforts with temporary staffing needs and/or to work on special projects and/or as a contributing agency towards our next generation in providing Management Fellow opportunities for a limited period of time; and

WHEREAS, it is further the desire to amend the list of fringe benefits to be available for authorization by the City Manager to those listed in **Exhibit A**, attached hereto.

NOW THEREFORE, the City Council of the City of Milpitas hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. Limited Service Employees (temporary) shall not earn future rights or benefits normally negotiated for represented employees, such as those used in the calculation of service years or accruals for sick leave cash-out, longevity pay except as set forth in Exhibit A.
3. The City Council hereby authorizes effective July 1, 2019 the fringe benefits listed in **Exhibit A**, attached hereto, for Limited Service Employees (temporary) in all City Departments as designated on a case-by-case basis by the City Manager to assist during recruitment efforts with temporary staffing needs and/or to work on special projects and/or as a contributing agency towards our next generation in providing Management Fellow opportunities for a limited period of time.

PASSED AND ADOPTED this _____ day of _____, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Rich Tran, Mayor

APPROVED AS TO FORM:

Christopher J. Diaz, City Attorney

EXHIBIT A
CITY OF MILPITAS
LIMITED SERVICE (TEMPORARY) EMPLOYEES
BENEFIT PACKAGE
Effective 7/1/19

BENEFITS	DESCRIPTION						
BASE SALARY	Base salary will be based on the publicly available pay schedule for the classification for which the Limited Service Employee (temporary) is hired to work.						
HEALTH PLANS	Limited Service Employees may elect to enroll in their choice of CalPERS Health Plans. The City's contribution is capped at the Kaiser plan rates (single, two-party, or family).						
DENTAL	Limited Service Employees may choose to enroll in the City's self-funded Delta Dental plan. The City pays the family premium.						
VISION	Limited Service Employees may choose to enroll in the City's provided vision plan. The City will pay up to the family premium amount.						
LIFE INSURANCE	The City pays for \$50,000 life insurance coverage. Limited Service Employees are eligible to apply for additional life insurance at their own expense.						
SHORT TERM DISABILITY	City provides a plan for Limited Service Employees that is similar to California's State Disability Insurance (SDI).						
LONG TERM DISABILITY	City provides a long-term disability plan for Limited Service Employees.						
VACATION LEAVE ACCRUALS	<table> <tr> <td><u>Years of Service</u></td><td><u>Yearly Accruals</u></td></tr> <tr> <td>1-4</td><td>11 Days</td></tr> <tr> <td>5-9</td><td>16 Days</td></tr> </table> Vacation leave is available for full cash-out upon separation from the City. May be able to count the years worked during the Limited Term Assignment towards vacation accrual if hired to a full time regular position directly from the Limited Term assignment.	<u>Years of Service</u>	<u>Yearly Accruals</u>	1-4	11 Days	5-9	16 Days
<u>Years of Service</u>	<u>Yearly Accruals</u>						
1-4	11 Days						
5-9	16 Days						
SICK LEAVE	Limited Service Employees will earn 12 work days of Sick Leave per year (pro-rated by pay period).						
HOLIDAYS	The City observes 12 paid holidays: January 1 (New Years), Third Monday in January (Dr Martin Luther King's Birthday), February 12 (Lincoln's Birthday), Third Monday in February (Washington's Birthday), Last Monday in May (Memorial Day), July 4, First Monday in September (Labor Day), November 11 (Veterans Day), Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day.						
FLOATING HOLIDAY	Each calendar year 8 hours of floating holiday to be used by December 31 of each year otherwise it will be lost.						
MILPITAS SPORTS CENTER	Limited Service Employees are eligible for membership at the Milpitas Sports Center.						
DEFERRED COMPENSATION-- SECTION 457 PLAN	Limited Service Employees may elect to participate in the City's deferred compensation program (457 Plan) through ICMA-RC. The City contributes \$75 per month on behalf of the Limited Service Employee.						

**CITY OF MILPITAS
LIMITED SERVICE (TEMPORARY) EMPLOYEES
BENEFIT PACKAGE
Effective 7/1/19**

FLEXIBLE SPENDING PLAN	Limited Service Employees may elect to participate in an IRS Section 125 Flexible Spending Account plan for medical expenses, child or elder care; and/or traffic and vanpooling. Deductions are made on a pre-tax basis. There is no City contribution.
EMPLOYEE ASSISTANCE PROGRAM (EAP)	Limited Service Employees are eligible for services offered by the City's offered Employee Assistance Plan (EAP).
RETIREMENT PLAN: CalPERS	Limited Service Employees will be enrolled in the CalPERS retirement plan. If employed on or after January 1, 2013, or after a break in service from their last CalPERS employer of 6 months or more, Limited Service Employee will be enrolled as a "new" or "PEPRA" member and will be enrolled in the City's 2% at age 62 Plan. Limited Service Employees who have funds on deposit with CalPERS or joined the CalPERS system prior to 2013 are considered "Classic" members and will be enrolled in the City's Tier 2 Plan (2% at age 60). Limited Service Employees who were hired by the City of Milpitas prior to October 9, 2011 are considered "Classic" members and will be enrolled in the City's Original CalPERS Plan (2.7% at age 55).
SOCIAL SECURITY	The City of Milpitas does not participate in Social Security.
MEDICARE	Both City and Limited Service Employee contribute to Medicare (for all employees hired after March 31, 1986).

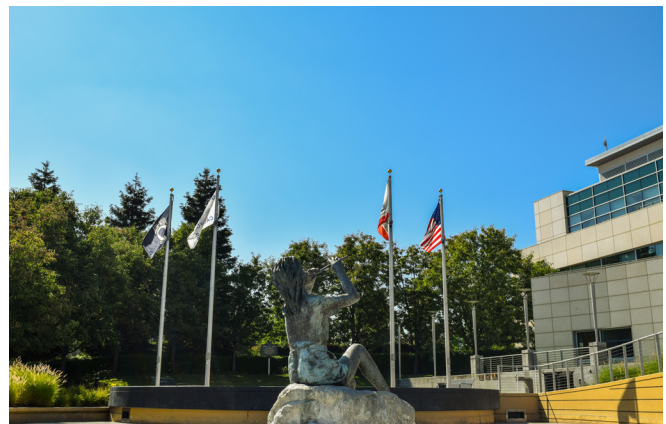


2019-2020 Budget & Financial Plan

PROPOSED BUDGET



José Higuera Adobe Park



City Hall



Milpitas Public Library



New Fire Engine

City of Milpitas
CALIFORNIA



2019-2020 Proposed Budget

Rich Tran, Mayor

Karina R. Dominguez, Vice Mayor

Carmen Montano, Councilmember

Bob Nuñez, Councilmember

Anthony Phan, Councilmember

Submitted By:

Julie Edmonds-Mares, City Manager

Prepared By:

Finance Department

City of Milpitas

Community Vision

Milpitas will preserve its close-knit community and rich cultural diversity as it moves with innovation into the future by supporting sustainable growth and development, ensuring public safety, enhancing the environment and natural landscape, and nurturing landscape, and nurturing family and community connections.

Organizational Mission

The City of Milpitas is committed to accomplishing the community's vision by providing fiscally sound, superior services.

Our Values

- *Superior Customer Service*
- *Open Communication*
- *Integrity and Accountability*
- *Trust and Respect*
- *Recognition and Celebration*

Council Priority Areas

- *Public Safety*
- *Environment*
- *Transportation and Transit*
- *Economic Development and Job Growth*
- *Neighborhoods and Housing*
- *Community Wellness and Open Space*
- *Governance and Administration*



CITY OF MILPITAS

455 EAST CALAVERAS BOULEVARD, MILPITAS, CALIFORNIA 95035-5479 www.ci.milpitas.ca.gov

May 30 2019

Honorable Mayor and City Council of the City of Milpitas
Milpitas, California 95035

Members of the City Council:

I am pleased to present the proposed Fiscal Year 2019-2020 Operating Budget, a balanced budget that reflects the funding necessary to address the highest priority needs of the Council, community and organization, while anticipating demands of a growing community and saving for the future.

The approval of the annual budget is the single most important policy action that the City Council takes. The annual budget represents the City's priorities for making resource investments, both for the upcoming year and for the long-term future. As such, the budget process incorporates a significant level of participation from the Mayor and Council, our community, key stakeholders, and City staff. Through the budget, our common goal is both to ensure that we use our limited resources as effectively as possible to deliver the services our community expects and deserves, and to operate with strong fiscal discipline and fiscal responsibility as stewards of the future.

We have developed a proposed budget based on Council direction, community input, and organizational needs. The May 15 City Council Study Session provided an opportunity for Council to give additional feedback and direction prior to adopting the budget in June. The Study Session focused primarily on the General Fund, which supports core community and essential non-utility services.

PROPOSED 2019-2020 BUDGET

The Proposed 2019-2020 Budget is \$253.2 million, of which the General Fund budget is approximately \$115.6 million (excluding the one-time transfer of \$6.0 million). The 2020-2024 Five-Year General Fund Forecast was used as the starting point in the development of the budget since it is important to look at both short-term funding needs over the next year and long-term fiscal sustainability. While our City continues to be in a healthy fiscal situation because of a strong economy and the recently approved increase in the Transient Occupancy Tax (TOT) rate, it is prudent to plan for a potential slowdown in the next five years.

The Five-Year General Fund Forecast shown in Table 1 is based on current projections for revenues and expenditures. The forecast includes the recommended fee changes as reflected on the Master Fee Schedule that was approved by Council on May 15, 2019. The Master Fee Schedule includes various service and user fees as well as fines and penalties, as well as recommendations based on a study done by Matrix Consulting Group (consultant) for development services' user fees and permits. Approximately \$2.3 million annually of additional revenue was incorporated into the FY 2019-2020 Budget and Five-Year General Fund forecast. Additionally, annual revenues of approximately \$260,000 were also incorporated for the additional transient occupancy tax the City estimates to collect as a result of Council's approval on April 30, 2019 of the voluntary agreement with Airbnb, Inc. for the collection of the City's Transient Occupancy Tax on residential short-term rentals. The additional revenues from these actions recognized over the five year forecast is estimated to total approximately \$15.9 million. It should also be noted that there is also approximately \$6.7 million in potential revenue such as transient-occupancy tax that will be generated from the Virgin Hotel, implementation of a safety inspection program, and grants that have not been included in the forecast; staff will continue to monitor them and incorporate them as their collection becomes more certain. Additionally, while a specific dollar amount for an anticipated

economic downturn has not been built into the forecast numbers, the proposed budget does include reserves to mitigate the impacts of a mild to medium economic downturn. Additionally, we will be continue to look for opportunities to diversify and increase revenues and bring forward recommendations to Council.

TABLE 1 – FIVE-YEAR GENERAL FUND FORECAST

	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
REVENUES	\$118.79	\$123.25	\$127.09	\$132.32	\$136.39	\$140.12
EXPENDITURES	\$115.58	\$122.27	\$127.01	\$129.61	\$133.88	\$137.79
NET OPERATING RESULTS	\$3.21	\$0.98	\$0.08	\$2.71	\$2.51	\$2.33

COUNCIL PRIORITY AREAS

At the Council Retreat held on February 22, 2019, the City Council identified seven priority areas to guide the proposed budget.

- **Public Safety:** Continue to invest in police and fire protection, in partnership with our community.
- **Environment:** Promote a sustainable community and protect the natural environment.
- **Transportation and Transit:** Continue to seek and develop collaborative solutions to meet the transportation challenges facing our community and our region.
- **Economic Development and Job Growth:** Continue to strengthen our economic foundations that support community prosperity and opportunity while ensuring a sustainable and livable city.
- **Neighborhoods and Housing:** Continue to explore innovative approaches to incentivize affordable housing projects, collaborate with key stakeholders to care for our most vulnerable populations, and support and engage neighborhoods through dedicated programs and services.
- **Community Wellness and Open Space:** Continue to provide parks and amenities for people of all ages and abilities to enjoy higher levels of physical and mental health.
- **Governance and Administration:** Continue to streamline processes for enhanced service and remain committed to long-term fiscal discipline and financial stewardship.

GENERAL FUND BUDGET OVERVIEW

The proposed General Fund budget is approximately \$118.8 million in revenues and \$115.6 million in expenditures. There is a projected surplus of \$3.2 million. This does not reflect the one-time transfer out of \$6.0 million from prior year's reserve to be used for general government capital improvement projects (\$4 million) and the Housing Community Benefit Fund (\$2 million).

General Fund revenue (including operating transfers in) is \$118.8 million, an increase of 9.6% or \$10.4 million compared to the FY 2018-19 amended revenue of \$108.4 million (an increase of 14.1% or \$14.7 million from FY 2018-19 adopted revenue estimates of \$104.1 million).

- Property Tax revenue is expected to equal \$34.8 million, an increase of 4.5% or \$1.5 million compared to FY 2018-19 amended revenue of \$33.3 million (an increase of 10.8% or \$3.4 million higher than FY 2018-19 adopted revenue estimates of \$31.4 million). This source of revenue has seen an upward trend with new residential housing coming online, primarily in the Transit Area Specific Plan (TASP) area.
- Sales and Use Taxes are expected to equal \$27.2 million, a decrease of 3.9% or \$1.1 million compared to FY 2018-19 amended revenue of \$28.3 million (a decrease of 4.6% or \$1.3 million lower than FY

2018-19 adopted revenue estimates of \$28.5 million) due to downward business level adjustment from recent actuals trends.

- Hotel/Motel Tax, also known the TOT (transient occupancy tax), is expected to equal \$19.6 million, an increase of 26.2% or \$4.1 million higher than FY 2018-19 amended revenue of \$15.5 million (an increase of 54.1% or \$6.9 million higher than FY 2018-19 adopted revenue estimates of \$12.7 million). This is primarily due to the new TOT rate increase from 10% to 14% following a successful ballot measure (November 2018) and Council rate approval, effective January 3, 2019.
- Licenses and Permits (Building and Fire Permits, Fire Inspection Fees) are expected to equal \$14.7 million, an increase of 18.3% or \$2.3 million higher than FY 2018-19 amended revenue of \$12.5 million (an increase of 50.8% or \$5.0 million higher than FY 2018-19 budgeted revenue of \$9.8 million). This is primarily due to an increase in development activity throughout the City, and approved midyear additions to development staff that are estimated to reduce the backlog of development work. Additionally, this amount includes the recommendation from a Citywide Development Fee Study to set fees at 100% cost recovery for development services, which was approved by Council as part of the Master Fee Schedule on May 15, 2019. The total amount was estimated at \$2.3 million a year and has been incorporated in the FY 2019-2020 Budget.
- Charges for Current Services, which include reimbursable private development jobs, recreation user fees, and miscellaneous charges, are expected to equal \$6.9 million, an increase of 4.3% or \$0.3 million from FY 2018-2019 amended revenue of \$6.7 million (a decrease of 6.6% or \$0.5 million lower than FY 2018-2019 adopted revenue estimates of \$7.5 million). The increase from the amended budget is from the updates in the Master Fee Schedule approved by Council on May 15, 2019, offset by an adjustment downward of actual billable staff time to projects based on actual trends in the last two years.

Proposed General Fund expenditures (excluding one-time operating transfers out of \$6.0 million) are \$115.6 million, an increase of 7.7%, or \$8.2 million, compared to the FY 2018-19 amended expenditures of \$107.3 million (an increase of 8.4% or \$9.0 million from FY 2018-19 adopted expenditure estimates of \$106.6 million).

- Of the \$10.1 million increase, personnel costs are expected to equal \$92.0 million, an increase of 17.8% or \$13.9 million compared to FY 2018-19 amended expenditures of \$78 million (an increase of 11.3% or \$9.4 million higher than FY 2018-19 adopted expenditures of \$82.6) due to the addition of 25.75 new staff positions; increased employer contributions to pension plans; increased employee health benefits; and minor staffing reclassifications and reallocations. The FY 2018-19 amended budget also includes a 3% vacancy factor. Assumptions for personnel costs also include salaries pursuant to contracts negotiated with employee groups and a 3% cost of living adjustment assumed for those groups without a current labor contract, with a labor contract expiring June 30, 2019, or in an unrepresented group. These include the Mid Confidential, Protech, and unrepresented employees. As discussed previously, the incorporation of the revenues from the Master Fee Schedule will offset the following positions (including support services positions) including: reclass Plan Check Engineer to Sr. Permit Center Analyst, (1) Fire Protection Engineer, (1) Entry level Fire Inspector, and (1) Principal Planner.
- Supplies and services are expected to equal \$22.5 million, an increase of 13.5% or \$2.7 million compared to FY 2018-19 amended expenditures of \$19.8 million (an increase of 17.1% or \$3.3 million higher than FY 2018-19 adopted expenditures of \$19.2 million) mostly in the areas of contractual services and maintenance and due to items including, but not limited to, parks maintenance, janitorial services tree and streetscape maintenance, HVAC maintenance, and City Attorney services. This includes approximately \$0.5 million for the Citywide Rate Assistance Program.

PROPOSED 2019-20 BUDGET OVERVIEW

Although most of this budget message describes changes and proposed actions that address service enhancements, it is important to note that most of the City's budget is allocated to delivering basic services, year after year. In the context of a \$115.6 million General Fund budget (excluding the one-time transfer of \$6.0 million) and a \$253.2 million total City budget, \$12.0 million or 4.7% of the total City budget is allocated to new actions. The \$12.0 million is comprised of \$5.0 million for new positions and personnel related costs,

and \$7.0 million for other services, programs, and projects.

TABLE 2 – 2019-2020 BUDGET SUMMARY

2019-2020 Proposed Budget – All Funds (\$ in millions)				
	2018-2019 Adopted	2018-2019 Amended	2019-2020 Proposed	% Change from Amended
General Fund	\$106.6	\$103.0	\$115.6	12.2%
One-Time Transfer	\$-	\$4.3	\$6.0	39.5%
General Fund Total	\$106.6	\$107.3	\$121.6	13.3%
Other Funds	\$11.0	\$13.2	\$20.6	56.1%
Water Fund	\$42.4	\$34.5	\$41.5	20.3%
Sewer Fund	\$16.5	\$16.6	\$42.8	157.8%
Net Operating Funds	\$176.5	\$171.6	\$226.5	32.0%
Capital Projects Funds	\$30.5	\$56.5	\$26.7	-52.7%
Total	\$207.0	\$228.1	\$253.2	11.0%

The increases in the Water and Sewer funds are due to capital improvement projects totaling \$12.9 million and \$28.5, respectively, which will be funded through bond financing.

PROPOSED SERVICE ENHANCEMENTS AND KEY BUDGET ACTIONS

Our City has seen a significant rise in development activity and with the anticipated opening of the new Milpitas BART station and transit center, we need to adjust our staffing levels and resources to continue to provide a high level of service to the community. To address this need, in December 2018, the City Council approved 10 new positions and invested \$5.1 million in other services. The 10 new positions (full-time equivalents or FTEs) consisted of 9.0 FTEs in the Building and Housing Department and 1.0 FTE in the Fire Department. The 9.0 FTEs added in Building and Housing were (1) Building Official, (1) Administrative Analyst II, (1) Plan Review Manager, (2) Plan Check Engineers (converted from (2) temporary positions), and (4) building inspectors (converted from (4) temporary positions). The 1.0 FTE added in the Fire Department was a Fire Prevention Inspector.

In February 2019, the City Council approved an additional 3 new positions (2) Community Service Officers, or CSOs, in the Police Department and (1) Human Resource Technician in the HR department) and an investment of \$1.0 million in other services. The Adopted FY 2018-2019 budget was amended to reflect these additional expenditures, as well as new revenues based on the 4% increase in TOT and an increase in taxes, fees, and other charges.

Even with the Mid-Year additions, there remain several critical needs to support a high level of service to the community. Based on input at the Council Retreat held in February 2019 and subsequent budget study sessions, a citywide community survey and community meetings, an internal City staff survey, and Open Town Hall employee meetings, the proposed budget includes a number of recommendations that address existing needs and newly identified priorities.

The proposed budget includes the addition of 25.75 FTEs and strategic investments in other areas that support Council Priority Areas, including critical staffing needs to close organizational gaps, programming and services to support a high service delivery model, efficiencies through the use of technology and streamlined processes, and investment in our workforce through professional development.

In Fiscal Year 2018-2019, the City structured its operations into City Services Areas or CSAs that foster interdepartmental coordination of efforts, resources, and goals. Proposed service enhancements and key budget actions are described briefly within each CSA section below.

Public Safety CSA*(Fire and Police)***Service Enhancement Highlights**

1. Add 3 new police officers to respond to continued growth and the new BART station
2. Fund 2 new Community Service Officers for community policing services, including crime prevention
3. Provide staffing to operationalize the new ambulance, initially funded through overtime and ultimately staffed by firefighter paramedic trainees (anticipated to be partially offset by SAFER grant)
4. Add funding for enhanced training for police and fire staff
5. Increase administrative and analytical support for Police and Fire to enable more efficient use of sworn staff
6. Invest in resources and systems to enable effective use of technology for public safety

Key Proposed Budget Actions

Personnel	Non-Personnel
• Add (3) Police Officers (\$691.5k)	• Increase funding for training in Police and Fire (\$110k)
• Add (2) Community Services Officers (\$316k)	• Increase funding for Fire medical evaluations (\$90k)
• Add (1) Police Management Analyst (\$198k)	• Contractual services for technology upgrades in Fire (\$110k)
• Add (1) Communications Dispatcher (\$181k)	• Add (6) new vehicles in Police (\$281k)
• Add (1) Executive Assistant in Fire (\$128k)	
• Increase Overtime in Fire to staff new ambulance (\$630k)	

Community Development CSA*(Building and Housing, Economic Development, Planning, Engineering – Land Development)***Proposed Service Enhancement Highlights**

1. Increase funding for affordable housing projects and operations (including \$2 million for Housing Community Benefit Fund) and provide funding for tenant protection and homeless services.
2. Add a Principal Planner for long-term planning and policy work to support the fast pace of growth and community and Council interest in developing new policies; add an intern to enhance customer access to zoning information.
3. Add funding for a pilot Community Beautification program, the program could be mini grants for beautification projects including art projects throughout the City.
4. Add funding for a pilot Façade Improvement Grant Program to enable mini grants to businesses and property owners along S. Main Street in downtown to enhance the physical appearance and economic vitality of commercial businesses. The pilot also seeks to fund improvements, which create outdoor dining or gathering spaces to promote activity in the downtown.
5. Add funding for the Better Block community engagement strategy to catalyze revitalization along commercial corridors. Better Block events transform several blocks of a commercial corridor over a few days with temporary pop-up shops, parklets, bike paths, outdoor seating and other place-making activities. Staff and the community evaluate these activities and take action to input into place changes that will help transform S. Main Street into a vital commercial corridor and community-gathering place.

6. Provide ongoing funding for the implementation of EPS (Economic Planning Systems) real estate findings. This will include real estate developer solicitation, selection and negotiations that will allow for the implementation of development strategies of specific opportunity sites throughout the City.
7. Create entry level Fire Inspector to enable succession planning
8. Add (1) Fire Protection Engineer to performs plans examination to ensure compliance with technical codes, applicable laws, state regulations, and city ordinances.

Key Proposed Budget Actions

Personnel	Non-Personnel
• Add One Principal Planner (\$222k)	• Dedicated case manager for homeless services through a non-profit (\$75k one-time)
• Reclassify One Electric/Building Inspector to Senior Building Inspector (\$17k)	• Repairs to homeless shelter facilities (\$60k one-time)
• Reclassify One Plan Check Engineer to Senior Permit Center Analyst (-\$5k)	• Food pantry program \$14k (General Fund)
• Temporary staff to evaluate and make recommendations for a Sister Cities Program (\$25,000)	• Pilot Community Beautification Program (\$200k one-time)
• Add (1) Entry Level Fire Inspector (\$167k)	• Pilot Façade Improvements (Main St. Store front) Grant Program (\$100k one-time)
• Add (1) Fire Protection Engineer (\$274k)	• Better Block Pilot – Main St Events (\$50k one-time)
	• Contractual services to develop developments strategies for specific opportunity sites (\$75k)
	• Add funding for AmeriCorps program to address homeless services (\$50k one-time)
	• Establish Rate Assistance Program for Building and Planning (\$187k)

Community Services and Sustainable Infrastructure CSA

(Engineering, Recreation and Community Services, and Public Works)

Proposed Service Enhancement Highlights

1. Invest in aging infrastructure including streets, utilities, facilities, and parks (including one time funding of \$4 million from General Fund unassigned reserve for parks, facilities, and traffic/transportation projects)
2. Add resources for maintenance of parks, trees and facilities, including freeing up 2 existing FTEs by contracting out the maintenance of 9 additional parks
3. Create a program coordinator position to administer a centralized assistance/subsidy program, add resources and funding to establish a subsidy program for water and sewer utilities.
4. Add resources to ensure all City assets are accurately recorded in GIS.
5. Move solid waste and storm utility to Public Works so as to better align work with other utilities, add resources to solid waste to manage the program, to pro-actively track and manage regulatory and legislative changes, and to ensure compliance.
6. Add resources for special events and recreation programs.
7. Added resources for a Citywide lease program for the City's light duty fleet, of which 85% are over 10 years old. This will allow for the timely replacement of the City's vehicles while maximizing equity at resale, as well as acquiring new, more fuel efficient and safer vehicles for employees to drive.

8. Use one-time funding and partner with Silicon Valley Clean energy and private sector to install electric vehicle charging stations.

Key Proposed Budget Actions

Personnel	Non-Personnel
Add One Public Services Assistant (\$122k) - net costs offset by existing temporary salaries (\$35k) and additional revenue (\$55K)	Increase funding for classes, special events and programs (\$150k)
Add (1) Recreation Assistant II (\$89k) –offset by existing temporary salaries (\$22k), overtime (\$5k), and additional revenue (\$18.6k)	Establish Rate Assistance Program for Water and Sewer Utilities (\$357k)
Add (0.75) Office Assistant (\$92k) - offset by existing temporary (\$63k) and additional revenue (\$28.9k)	Contractual services for on call emergency pipe repairs (\$320k)
Reclassify (1) Case Manager to (1) Program Coordinator to manage rate assistance program (\$18k)	Increase funding for contractual services for (9) additional parks (\$208k)
Temporary staff in Recreation to enhance youth programs, special events, and aquatics programs (\$213k); conversion of fitness instructors from contractual services (\$172k) to temporary staffing totaling \$385k, 82% to be offset by fees	Establish a new fleet lease program (\$168k)
Add (1) Maintenance Worker III (Tree Maintenance) (\$164k)	Funding for electric charging stations (\$200k)
Add (1) Senior Administrative Analyst (Solid Waste Program Manager) (\$191k)	Add (11) new vehicles (\$565k)
Add (1) Environmental Inspector (\$152k)	Contractual services to address GIS backlog (\$100k one-time)
Temporary staffing in Public Works to respond to weed abatement, blight and tree maintenance (\$111,000)	
Add (1) Equipment Maintenance Worker II (EMW II)	
Add (1) GIS Technician I (\$175k)	
Add (2) Junior/Assistant Civil Engineers (\$347k)	

Leadership and Support Services

(City Council, City Manager, City Attorney, City Clerk, Finance, Human Resources, and Information Technology)

Service Enhancement Highlights

1. Add funding for a 2 year limited term grant writer to track and coordinate grants on a citywide basis; evaluate making position permanent in the future based on return on investment
2. Add a dedicated administrative support resource for the Mayor and Council to enhance community and regional engagement
3. Add funding to enhance communications through translation services and improved website
4. Add funding for additional community outreach on Census2020

5. Add funding and resources in Human Resources and Information Services to better support public safety and other front line departments and to ensure compliance with current personnel laws, regulations, and best practices
6. Add resources in Finance to enable new debt financing, update finance standard operating procedures (SOPs), and to manage additional work related to the tracking of impact fees, Community Facility Districts, and implementation of several large enterprise wide technology systems
7. Add funding for a contract Portfolio Investment Manager to enable better tracking and management of the City's cash portfolio
8. Rename Information Services to Information Technology to better reflect the types of services provided by the department
9. Add funding for contractual services to conduct annual community and employee surveys
10. Add funding for additional citywide training

Key Proposed Budget Actions

Personnel	Non-Personnel
Add (1) Administrative Assistant in Finance (\$133k) – net costs offset by existing temporary staffing	Contractual services to update Finance SOPs (\$150k one-time)
Add (1) Finance Manager (\$201k)	Contractual services for a Portfolio Investment Manager (\$150k one-time)
Add (1) Administrative Assistant for Council (\$145k)	Census2020 Outreach (\$50k one-time)
Reclassify (1) Executive Assistant to (1) Sr. Executive Assistant	Contractual services for maintenance for new technology (\$130k)
Add (1) Information Systems Analyst in IT, dedicated to Public Safety (\$188k)	Increase funding for citywide training (\$35k)
Add (1) Employee Relations Officer in Human Resources (\$218k)	Increase funding for City Attorney contract (\$337k)*
Reclassify (1) Accounting Technician II to Junior Accountant in Finance (\$10k)	
Add (1) Limited-Term Grant Writer for 2 years (\$162k)	
Add (1) Limited-Term Management Fellow (\$114k)	
Add (2) Special Projects Associates and (1) Buyer in Finance and HR (\$159k)	

*\$97,000 was added during FY 18-19 for the new City Attorney contract approved September 2018

RESERVES

California cities continue to face the growing challenge of rising pension costs, unfunded pension liabilities and increases to medical benefit costs for both active and retirees. Addressing unfunded pension liabilities is a prudent and essential element of our strategy to ensure the long-term fiscal sustainability of Milpitas. In December 2018, the City Council made significant strides in addressing the issue by using \$10 million in one-time operating surplus funds to increase the CalPERS Rate Stabilization Fund to approximately \$30 million. From 2001 to 2016, total contributions of \$8.4 million were added to the PERS Stabilization Reserve. In the last two years, a total of \$21.5 million has been added to the reserve. Staff continues to explore funding mechanisms for both the short and long term unfunded liabilities.

The total General Fund Reserves are \$75.6 million. A summary breakdown of the current General Fund Reserves is shown below in Table 3. Since the Unassigned Reserves are \$36.1 million, \$17.2 million

higher than the 2 months of operating expenses required by Council policy, I am recommending a total allocation of \$16.28 million to other high priority needs, as shown in Table 3. \$10.18 of this amount is to fund existing reserves; the remaining \$6.1 million are one-time transfers to the General Government CIP (\$4.0 million), Housing Community Benefit Fund (\$2.0 million), and the Citywide Rate Assistance Program (\$0.1 million). If these recommendations are approved, the Unassigned Reserve will have a remaining balance of \$0.8 million.

TABLE 3 – GENERAL FUND RESERVES/TRANSFERS TO OTHER FUNDS (\$ in Millions)

	FY 18-19 Current Balance	Proposed Allocation	FY 18-19 Revised Balance	Target
General Fund Unassigned Reserves				
Unassigned	\$17.2	\$(16.28)**	\$0.92	N/A
Unassigned General Fund (2 months operating expenses)	\$18.9	\$-	\$18.9	\$18.9
Total Unassigned Reserve	\$36.1	\$(16.28)	\$19.82	N/A
General Fund Assigned Reserves				
Budget Stabilization Fund (one month of operating expenses)	\$5.00	\$4.45	\$9.45	\$9.45
Technology Replacement Reserve	\$1.0	\$1.0	\$2.0	\$5.0
Facilities Replacement Fund	\$2.5	\$4.50	\$7.0	\$10.0
Artificial Turf	\$1.0	\$0.23	\$1.23	\$1.8
PERS Stabilization	\$30.0	TBD*	\$30.0	\$182.3
Total Assigned General Fund Reserves	\$39.5	\$10.18	\$49.68	
Total General Fund Reserves	\$75.6	\$(6.1)	\$69.5	N/A

*Amount pending FY 18-19 surplus

**Includes \$6.1 million of transfers out of reserves

PROPOSED AMENDMENTS TO FISCAL POLICIES AND SIGNATURE AUTHORITY

Changes to Fiscal Policies

It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures). With the significant levels of growth the City has experienced in the past year, staff is recommending the allocation of each year's audited year end surplus funds allocated as follows (after all Contingency Reserve requirements are met) and with the remaining funds being allocated (40%) to the Unassigned General Fund Reserve.

- a. 20% to the PERS Rate Stabilization Reserve
- b. 20% to the General Government Capital Improvement Fund
- c. 10% to the (Affordable) Housing Community Benefit Fund (Fund 216)
- d. 10% to Transportation/Transit

Staff is also recommending that the annual set aside for artificial turf be reduced from \$250,000 to \$230,000.

Changes to Budget Guidelines

Currently, the City Manager has authority to approve any contract amount that is \$100,000 or less. Staff is recommending that the City Manager authority to amend and/or transfer appropriations be increased from \$20,000 to \$100,000 to coincide and be consistent with his or her contract authority.

ACKNOWLEDGMENTS

First and foremost, I would like to thank the City Council for your leadership and direction. With your guidance, Milpitas is poised to provide higher levels of service, in a more efficient and streamlined manner, that will increase the already high quality of life our residents have enjoyed.

To be successful, the annual budget development process must rely on broad and deep collaboration and communication at every step of the way by multiple stakeholders, both in the community and within our organization. I want to thank the community for the invaluable feedback through the citywide community survey, budget survey, community meetings and other input received in a variety of ways. We are fortunate to have an engaged community and we thank you for all your time and efforts.

I also thank our entire Executive Team for thoughtfully developing a draft proposed operating budget that supports the Council Priority Areas, as well as our Finance and Engineering Departments for analyzing expenditures, estimating revenues necessary to balance costs, establishing an enhanced budget development process, and preparing extensive budget materials needed to make key informed decisions.

Together, a tremendous amount of work was put into this proposed budget and I want to extend my appreciation to each and every person that played a role into ensuring the budget reflects the needs of the community through the City Council Priority Areas in a strategic, balanced way. Milpitas is at the forefront of many regional issues, such as affordable housing, economic development and job growth and is a very exciting time. I believe that the year ahead will present many areas of opportunity for the City to continue to provide superior service that will be recognized by peers and enjoyed by those who visit, work and live in Milpitas.

Respectfully submitted,



Julie Edmonds-Mares
City Manager

The Five-year General Fund Forecast is included to allow the City Council and the community to assess the sustainability of City services in the long term. The projection also identifies the type of commitments and resource demands in the next five years and points out areas of both opportunity and risk as we navigate fiscal cycles. These long term forecasts provide an invaluable planning tool and are an indication of sound fiscal planning and strategy.

General Fund Five-Year Forecast (\$ in 000s)

	Proposed FY19-20	Projection FY20-21	Projection FY21-22	Projection FY22-23	Projection FY23-24	Projection FY24-25
REVENUES						
Property Taxes and RPTTF	34,807	35,589	36,242	37,301	38,473	39,627
Sales & Use Tax	27,200	27,718	28,491	29,293	30,089	30,858
Other Taxes	1,128	1,159	1,188	1,222	1,261	1,299
Franchise Fees	4,937	5,140	5,271	5,418	5,670	5,840
Hotel/Motel Tax	19,558	21,039	22,233	23,970	24,821	25,439
License & Permits	14,748	15,217	15,652	16,086	16,515	16,941
Fine & Forfeitures	502	506	511	516	521	526
Interest Income	1,267	1,305	1,331	1,358	1,392	1,434
Intergovernmental	1,446	937	633	494	499	504
Charges for Services	6,961	7,275	7,420	7,604	7,830	8,061
Other Revenues	241	241	241	241	241	241
Operating Transfers In	5,993	7,125	7,880	8,817	9,081	9,353
Total Revenues and Op Transfers In	118,788	123,251	127,092	132,319	136,392	140,123
EXPENDITURES						
Salaries	52,903	55,953	57,521	59,128	61,039	62,808
Benefits	39,069	41,667	44,096	44,733	46,197	47,740
Services & Supplies	22,522	22,657	23,401	23,753	24,638	25,231
Debt Service	100	1,000	1,000	1,000	1,000	1,000
Capital Outlay	183	188	192	196	201	207
Operating Transfers Out (ongoing)	800	800	800	800	800	800
Total Expenditures and Op Transfers Out	115,577	122,265	127,010	129,609	133,875	137,786
One-Time Transfers Out	6,000	-	-	-	-	-
Increase (Decrease) of Prior Year Reserves	(6,000)	-	-	-	-	-
Net (Use)/Funding of Reserves	0	0	0	0	0	0
Net Operating Results	3,211	986	83	2,710	2,517	2,337

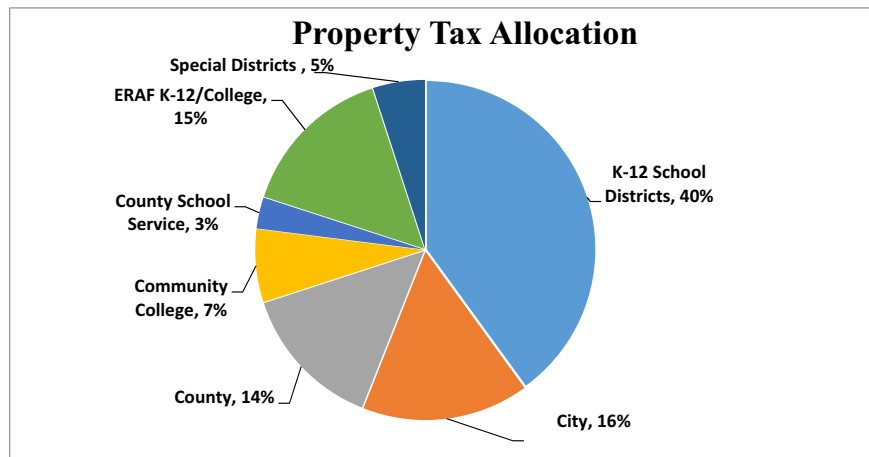
Revenues:

Property tax revenues are expected to be \$34.8 million in FY 19-20, an increase of 4.6%, or \$1.5 million compared to the FY 2018-19 amended revenue of \$33.3 million (an increase of 10.8% or \$3.4 million higher than FY 2018-19 adopted revenue estimates of \$31.4 million). This is based on information provided by the City's property tax consultant, with an average growth rate of 3.7% that is representative of the historical and predicted average rate of real property growth. Proposition 13 limits the base property tax rate to 1% of the assessed value and an annual increase of the assessed value at the lesser of 2% or the California consumer price index (CCPI). Based on a 10 years' average, staff estimated that the California consumer price index in the San Francisco/San Jose metropolitan area will increase at a rate of 2 to 2.5% in each of the next five years and therefore the 2% limit of Proposition 13 will apply. Added assessed valuation from new housing and the reassessment of existing properties with change of ownerships are factored into the forecast. It should also be noted that the forecast includes a decrease in the excess ERAF (Educational Revenue Augmentation Fund) portion of property taxes for FY 20-21 and 10% in FY 21-22. The Excess ERAF formula for allocation to cities is based on various factors, mainly the countywide property tax growth, RDA assets sale, department of

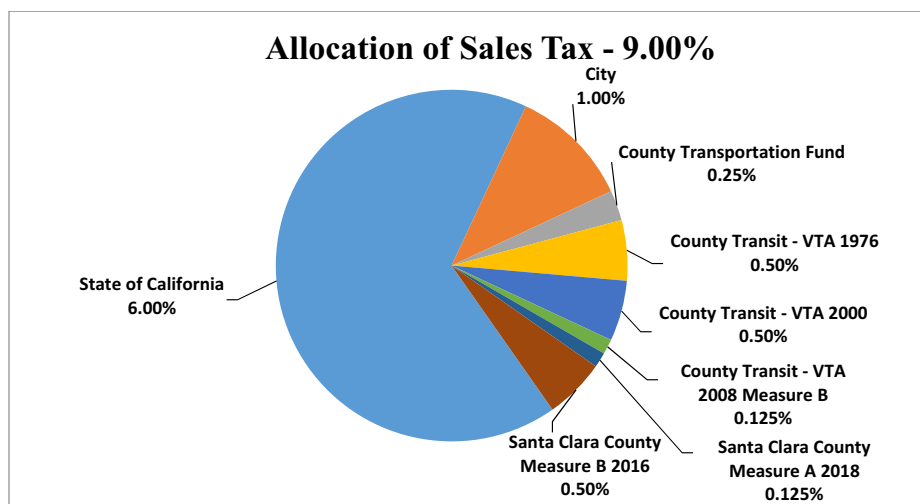
education's local control funding formula, school districts attendance rate, and special education charges. Recent years distribution were higher due to RDA assets sale, decrease in amount of special education, and lower growth in local school funding requirements. However, the County of Santa Clara does not foresee these recent increased growth trends in the future. Based on their recommendation, staff has lowered the City's projected ERAF distribution by 15% in FY 20-21, 10% in FY 21-22, and increased it by an average of 2.9% per year through FY 24-25. ERAF allocations to the City average \$1.7 million over the five-year forecast.

Allocation of Property Tax 1% Base Rate

The chart below shows the allocation of the property tax 1% base rate to all the taxing entities within the jurisdiction. The City's share is approximately 16% of the 1% base rate.



Sales tax revenues are projected to be \$27.2 million in FY 19-20, a decrease of 0.6% or \$172,000 compared to FY 18-19 amended revenue of \$28.3 million (a decrease of 4.6% or \$1.3 million lower than FY 2018-19 adopted revenue estimates of \$28.5 million) due to downward business level adjustment from recent actuals trends. An annual average increase of 2.6% is projected from FY 20-21 through FY 24-25. The projected increase is based on estimates from the City's sales tax consultant using actual data from the fourth quarter in 2018 as the base. Sales tax revenues is in line with consumer price index and historical averages. The chart below shows the allocation of sales tax rate among the taxing jurisdictions. The City's share of the total sales tax rate is 1%.



Other Taxes include real estate transfer tax business license tax. As residential units are being developed and occupied, it is anticipated that the City will collect more real estate transfer tax and franchise tax from utility and cable companies, (included under Franchise Fees, below). The FY 19-20 estimated revenue from Other Taxes is \$1.1 million, an increase of 3.0% or \$33k compared to FY 18-19 amended revenue of \$1.1 million (a decrease of 13.6% or \$177k lower than FY 2018-19 adopted revenue estimates of \$1.3 million). An increase in the business license tax rate was originally anticipated in FY 18-19, but did not occur. As such, the estimated revenue was decreased during the FY 18-19 midyear budget report. Average annual increases of 2.9% are projected from FY 20-21 through FY 24-25.

Franchise Fees are a regulatory fee charged to utility companies for the privilege of doing business in the City of Milpitas (i.e.: garbage franchise fee, gas and electric franchise fee). The FY 19-20 estimated revenue from Franchise Fees is \$4.9 million, an increase of 3.7% or \$175k compared to FY 18-19 amended revenue estimates of \$4.8 million (an increase of 4.4% or \$206k higher than FY 2018-19 adopted revenue estimates of \$4.7 million). Franchise Fees are projected to increase an average of 3.4% over the five year forecast period. These increases include the rate adjustments in amendment no. 3 of the franchise agreement with Milpitas Sanitation, which was approved by Council on December 4, 2018. It is also assumed that utility and cable companies will increase their rates to offset cost increases.

Transient Occupancy Tax (TOT), or Hotel/Motel tax Revenues, are projected to increase due to anticipated both new hotel openings, driving up demand, and the increase of the Transient Occupancy Tax (TOT) from 10% to 14% following a successful ballot measure (November 2018) effective January 3, 2019. The FY 19-20 estimated revenue from Hotel Taxes is \$19.6 million, an increase of 26.2% or \$4.1 million compared to FY 18-19 amended revenue estimates of \$15.5 million (an increase of 54.1% or \$6.9 million higher than FY 2018-19 adopted revenue estimates of \$12.7 million), as the first full year of the increased TOT tax rate of 14% begins. The projected increase in Hotel Taxes averages 5.4% annually in the five year forecast. The growth rate factors in 6 new hotels, 2 projected to begin operations in Summer and Fall of 2019, and the remaining 4 projected to begin later in the five-year forecast. The projection also includes staff's assumption that hotel operators will increase room price by the average consumer price index increase to recover costs. The anticipated increase in revenues from the new TOT rate of 14% have also been factored in over the five year forecast per estimates from the City's TOT consultant. Additionally, on April 30, 2019, a report to approve an authorize the City Manager to execute a voluntary agreement with Airbnb, Inc. for the collection of the City's Transient Occupancy Tax on residential short-term rentals was presented and subsequently approved by Council. City staff estimates that the transient occupancy tax collected and remitted through Airbnb, Inc. would be an additional approximately \$260,000 annually. This additional revenue has been incorporated into the FY 19-20 Budget and Five Year Forecast.

Licenses and permits consist of building permits and fire permits which are primarily construction related. Because they follow the development economic cycle, they are highly volatile in times of economic change. It is projected that these revenues will continue to increase in the next five years due to continued interest in residential developments in the Transit Area. (The Milpitas Transit Area Specific Plan is a plan for the redevelopment of an approximately 437-acre area in the southern portion of the City that currently includes a number of industrial uses near the Great Mall shopping center and near the VTA light rail and new BART stations). It is estimated that Transit Area will add approximately 2,600 units in FY 19-20, with an additional 3,500 through FY 2022-23. Total anticipated units at buildout is approximately 6,000. The FY 19-20 estimated revenue from Licenses and Permits is \$14.7 million, an increase of 18.3% or \$2.3 million compared to FY 18-19 amended revenue estimates of \$12.5 million (an increase of 50.8% or \$5.0 million higher than FY 2018-19 adopted revenue estimates of \$9.8 million). This is primarily due to an increase in development activity throughout the City, and approved midyear additions to development staff that will reduce the backlog of reviewing and permitting development work. Additionally, this amount includes the recommendation from a Citywide Development Fee Study that was approved by Council as part of the Master Fee schedule on May 15, 2019. The total amount was estimated at \$2.3 million a year and has been incorporated in the FY 19-20 Budget and Five Year Forecast. Fees from Licenses and Permits are projected to increase an average of 2.8% over the five year forecast period.

Charges for Services are primarily user fees, including charges for private development related services, engineering fees and recreation service charges. The FY 19-20 estimated revenue from Charges for Services is \$6.9 million. It is projected to increase 4.3% or \$0.3 million in FY 19-20 compared to FY 18-19 amended

revenue estimates of \$6.7 million (a decrease 6.6% or \$.05 million lower than FY 2018-19 adopted revenue estimates of \$7.5 million). The increase from the amended budget is from the updates in the Master Fee Schedule approved by Council on May 15, 2019, offset by an adjustment downward of actual billable staff time to projects based on actual trends in the last two years. Charges for Services is projected to increase an average of 3% annually over the Five Year Forecast.

Operating Transfers In are mainly reimbursements from other funds for the staff support and administrative services provided by the General Fund. These costs are determined through a methodological allocation process (known as the Cost Allocation Plan, or CAP). Net transfers into the General Fund will increase in conjunction with operating expenditure increases, an average of 3% annually. Operating Transfers are projected to be \$6.0 million in FY 19-20, an increase of 14.1% or \$743k compared to FY 18-19 amended revenues estimates of \$5.2 million (a decrease of 5.7% or \$362k compared to FY 18-19 adopted revenues estimates of \$6.4 million). The increase from the FY 18-19 amended budget is due to additional revenues anticipated from the TASP (Transit Area Specific Plan) area. The decrease from the FY 18-19 adopted revenues is due to the decrease as a result of the new Cost Allocation Plan (CAP) methodology adopted by Council on October 2, 2018 that more accurately determined overhead costs. Transfers In includes also incorporates the addition of 3,500 units in the TASP area through FY 22-23, with an average of 3% annual increase in transfers for the CAP.

Expenditures:

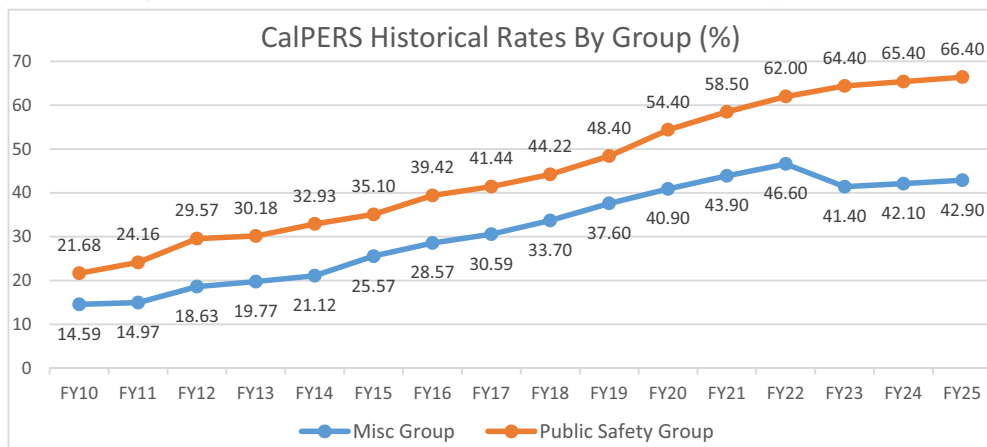
Salaries and benefits Salaries are anticipated to increase moderately over the next five years to FY 24-25. Salaries and benefits overall are projected to be \$92.0 million, an increase of 17.8% or \$14.0 million from FY 18-19 amended expenditures \$78.0 million (an increase of 11.3% or \$9.4 million from FY 18-19 adopted expenditures of \$82.6 million). This is primarily due to the addition of 25.75 new staff positions; increased employer contributions to CalPERS pension obligations; increased employee health benefits (which follow nationwide cost increases); and minor staffing reclassifications and reallocations. (CalPERS costs are increasing to all member agencies as CalPERS has increased rates to factor in a more realistic investment earnings assumption). The FY 2018-19 amended budget and the five-year forecast includes an assumed annual 3% vacancy factor, as turnover will continue to occur. Assumptions for personnel costs also include salaries pursuant to contracts negotiated with employee groups and a 3% cost of living adjustment assumed for those groups without a current labor contract or with a labor contract expiring June 30, 2019.

Overall five year salary growth is assumed at 3.0% annually. The increase is consistent with staff's assumption of the California consumer price index increase in the San Francisco/San Jose metropolitan area and salary step increases pursuant to contracts negotiated with employee groups. On the benefits side, health insurance premium is projected to increase from 8% annually and contribution to CalPERS is anticipated to be \$23.3 million in FY 19-20, an increase of 22.8% or \$4.4 million from the FY 18-19 amended budget of \$18.9 million (an increase of 24.2% or \$4.5 million from the FY 18-19 adopted budget of \$18.8 million). The annual increase is estimated to be 7.47% in FY 20-21, 6.04% in FY 21-22, (1.28%) in FY 22-23, and 1.6% in FY 23-24, and 1.6% in FY 24-25, which represent a weighted average of miscellaneous and safety projected rates from the CalPERS Actuarial Reports (July 2018). The total benefits costs are projected to be \$39.0 million in FY 19-20, an increase of 15.9% or \$5.4 million from the FY 18-19 amended budget of \$33.7 million (an increase of 17.1% or \$5.7 million from the FY 18-19 adopted budget of \$33.4 million).

The projected rates are provided by CalPERS (July 2018 report) and are based on their latest actuarial studies. The FY 19-20 contribution rate was calculated by CalPERS using a 7.25% discount rate for FY 19-20. Beginning FY 20-21, the assumed investment return was lowered by CalPERS to 7.0%, which is expected to be a more realistic overall investment growth rate over time. It also represents a blended contribution rate that incorporates the PEPPRA (California Public Employees' Pension Reform Act of 2013) benefit group. In the near future, staff will be presenting to Council a plan to address CalPERS costs associated with unfunded liabilities for prior years (defined below). Because the unfunded liabilities grow at a rate of 7% annually (CalPERS investment earnings rate assumption), it is to the City's financial advantage to pay down this long-term debt sooner than the 20-year payment that CalPERS builds into their rates.

The chart below depicts historical employer CalPERS contribution rates from FY 06-07 through FY 19-20 and projected rates through FY 24-25, stated in percentages of salaries. CalPERS charges two basic rates (one for

Safety and one for Non-Safety, or Miscellaneous employees) to the City to cost the cover of future benefits for each retiree from their expected retirement date through their remaining life. For example, the rate of 54.4% for FY 19-20 means that for every dollar spent on safety salaries, the City pays another \$0.544 towards pensions; for every dollar spent on non-safety employees (miscellaneous), the City spends another \$0.409 on pensions. It should be noted that the rates below represents a combined rate for both the employer normal cost and the unfunded liability contribution, as a percentage of payroll. Normal cost is the percentage of payroll that is required to fully fund the annual cost of service for the upcoming fiscal year only for active employees. In the previous example of the 54.4% rate for safety salaries in FY 19-20, the normal cost is 19.318% of the 54.4%. The remaining 35.08% is the unfunded actuarial liability contribution (UAL). Unlike normal costs, UAL is funding that addresses past services that have not yet been fully paid for, i.e., police/recreation/public works employee services delivered in past years. The UAL is the amount that, with projected investment growth, will bring prior payments for services up to full funding needed. UAL occurs when there are changes to current plan benefits, when demographic assumptions change (retiree longevity), or if there is a change in the assumed rate of investment earnings over time. Another way of thinking about normal costs vs. UAL is that if Milpitas was a new city that had just incorporated, it would only be paying normal costs. That is because there would be no need to make up for prior years' funding that has failed to keep up with the needed investment target.



Services and Supplies costs are anticipated to be \$22.5 million in FY 19-20, an increase of 13.5% or \$2.7 million compared to FY 2018-19 amended expenditures of \$19.8 million (an increase of 17.1% or \$3.3 million higher than FY 2018-19 adopted expenditures of \$19.2 million). This increase is primarily in the areas of contractual services and maintenance for items including, but not limited to, parks maintenance, janitorial services tree and streetscape maintenance, HVAC maintenance, and City Attorney services. This also includes approximately \$540k in funding for the Citywide Rate Assistance Program. An average annual increase of 2.3% is projected for the five year forecast. There are fluctuations of cost increase every other year due to election costs that are incurred by the City.

Debt Service the General Fund does not have any outstanding debt currently, and is planning on issuing \$13.0 million in Spring 2020 to complete construction of Fire Station #2, as approved by the City Council in a budget study session in May. \$100,000 in debt service payments is budgeted in FY 19-20, and \$1.0 million annually is estimated for the remaining five year period. Use of debt could be an option in the future to fund critical capital infrastructure projects that have no other available funding source. Also note, as mentioned above, the large unfunded CalPERS pension liability is amortized over 20 years, and which carries a 7% interest rate. While it is accounted for in salaries and benefits, pension liabilities are not unlike bonded debt service; they reflect a liability that has already been incurred for prior services by employees. The most recent estimate of the unfunded pension liability is \$182.3 million.

Operating Transfers Out consist primarily of transfers to the Capital Improvement Program (CIP), and the funding of the Information Technology Equipment Fund and Storm Drain Fund. Total transfers of \$6.8 million are proposed for FY 19-20. This includes one-time transfers of \$4.0 million to fund general government CIP needs and \$2.0 million to the Community Benefit Fund. \$800k has been programmed annually in the five year forecast for the Equipment Fund (\$300k) and Storm Drain Fund (\$500k) per current Fiscal Policy guidelines.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Milpitas
California**

For the Fiscal Year Beginning

July 1, 2017

Christopher P. Morill

Executive Director

California Society of Municipal Finance Officers

Certificate of Award

Excellence Award for Fiscal Year 2018-2019 Operating Budget

Presented to the

City of Milpitas

For meeting the criteria established to achieve the CSMFO Excellence Award for Budgeting.

December 19, 2018



Margaret Moggia

***Margaret Moggia
CSMFO President***

Sara J. Roush

***Sara Roush, Chair
Recognition Committee***

Dedicated Excellence in Municipal Financial Reporting

Budget Guidelines

The annual operating budget is the primary short-term financial plan for the City. The operating budget shall serve as the policy document of the City Council for implementing Council goals and objectives. It is used to set forth the City's estimates of resources available to fund services that are consistent with the Council's goals. Since no plan will prove to be an absolutely accurate reflection of future events, management must have sufficient flexibility to make adjustments during the year, provided these adjustments do not materially alter the general intent of the City Council when adopting the budget. These guidelines are intended to provide that flexibility and to establish adequate controls, through budget monitoring and periodic reporting, to ensure that the overall distribution of resources achieves the results contemplated by the City Council.

Annually, the City Council establishes priorities regarding service levels to provide guidance to management in preparing the recommended budget. Through its legislative authority, the Council approves and adopts the budget by resolution.

The City Manager is responsible for proposing to the City Council a balanced budget which is consistent with the Council's service level priorities and sound business practices. A Balanced Budget is defined as a budget where the anticipated operating revenues and other financing resources including carryover of outstanding encumbrances from prior year are equal to or exceed operating expenditures. The City Manager is also responsible for establishing a system for the preparation, execution, and control of the budget which provides reasonable assurances that the intent of Council policies is met.

The Finance Director is responsible for coordinating the operating budget creation process on behalf of the City Manager, synchronizing the operating budget with the annual capital plan, developing a five-year forecast, establishing budget and fiscal policy, providing periodic budget status reports to the City Manager and the City Council, and developing internal monthly budget management reports for the Department Heads to facilitate control and compliance with the budget.

The Department Heads are responsible for assisting in the development of annual budgets and monitoring their respective budgets for compliance with the intent of Council priorities to insure that appropriations of the aggregate total of the department are not exceeded.

SUMMARY OF BUDGET GUIDELINES

1. Basis of Budgeting

City budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP) except that encumbrances are considered budgetary expenditures in the year of the commitment to purchase, and capital project expenditures are budgeted on a project length basis rather than a fiscal year. For all governmental funds, revenues and expenditures are budgeted on a modified accrual basis. For all proprietary funds, revenues and expenditures are budgeted on an accrual basis.

2. Budget Calendar

A budget preparation calendar will be provided to the Department Heads and to the City Council at the beginning of the budget process each year. The calendar will set forth, at a minimum, dates for the following:

- a. Review of service level priorities by the City Council at an annual Planning Session.
- b. Review and update of Master Fee Schedule
- c. Community Engagement and Outreach
- d. Engagement and Outreach for City employees
- e. Capital Improvement Projects Budget
- f. Presentation of the City Manager's proposed budget to the City Council, which shall be no later than the second week in June.

3. Form and Content of the City Manager's Proposed Budget

The City Manager's proposed budget, the Preliminary Budget and Financial Plan, shall be presented in a form which is sufficient to allow the City Council to determine and review:

- Provision of City Council priorities as established at the annual Planning Session;
- Projected revenues by major category; based on an updated Master Fee Schedule
- Operating expenditures by department or program, and by fund;
- Historical Staffing by Department/Office;
- Service levels;

- Performance Measures;
- Statements of objectives, goals, and accomplishments;
- Recommendations for policy changes and impact;
- Capital improvement appropriations by project;
- Comparison with the preceding year's actual results and current year's projected results will be provided for each category of revenue and expenditure shown in the budget;
- A description of the service levels to be provided under the proposed budget will be included;
- A statement of the services reduced or eliminated and the services improved or added, as compared to the current year, will be included;
- A schedule showing General Fund Revenue and Expenditure projection for the next five years.

4. Adoption of the Budget

The City Council will adopt the budget by resolution no later than June 30th of the previous fiscal year, setting forth the amount of appropriations and authority of the City Manager to administer the adopted budget. Unless otherwise directed, all the funds that are presented in the operating budget document are subject to appropriation.

5. Budget Authority of the City Manager

The City Manager shall have the authority to make revisions involving transfers from appropriated contingency reserves accounts less than or equal to the aggregate amount of amount adopted within the budget in any one fiscal year (\$1,100,000 in FY 2019-20, or 1% of total General Fund appropriations), provided that the Council is notified in writing of the revision, giving the reason, the amount of the revision and the year-to-date total amount of revisions.

Prior approval of the City Council is required for changes that:

- Increase the overall appropriation level within any one Fund.
- Transfer or reallocate appropriations between different Funds.
- Cause an increase or decrease in funded permanent personnel position counts in the adopted Budget.
- Cause the aggregate amount of contract change orders to exceed 15 percent of the contract amount and/or exceed prior approved appropriation levels for the subject contract.
- Cause transfers from appropriated contingent reserves account to exceed the aggregate amount of \$1,100,000 during fiscal year.
- Result in changes not consistent with the purpose and intent of the Budget as adopted.
- Require an appropriation action from any unassigned fund balances

The City Manager shall have the authority to amend and/or transfer appropriations among departments and projects within any one fund, provided that the amount of the amended appropriation is \$100,000 or less. The City Manager shall have the authority to reasonably deviate from the budgeted personnel allocation schedule provided that at no time the number of permanent funded positions or personnel cost appropriations authorized by the City Council is exceeded. This authority allows the City Manager to add/delete positions or to move positions between departments to respond to organizational needs, as long as the number of permanent funded positions and the approved personnel cost appropriations remain the same.

6. Budget Amendments by the City Council

The City Council may from time to time approve expenditures and identify funding sources not provided for in the adopted budget including those expenditures funded through unassigned fund balances. These will take effect through the public agenda meeting process.

7. Budget Transfers and Modification Procedures

Procedures to implement budget transfers or budget modifications are detailed in Standard Operating Procedure No. 21-1, subject to any changes by the Budget Resolution.

8. Automatic Adjustments and Re-appropriations

Outstanding encumbrances at prior fiscal year-end will automatically be carried over to current year's budgets.

Unspent appropriations that are authorized and funded by grant revenues from prior fiscal year will automatically be carried over to current year's budgets.

Incomplete multiple year project (capital improvement project) balances will automatically be appropriated.

Any unused non-salary and benefits-related appropriations, subject to the approval of the City Manager, at the end of the fiscal year may be re-appropriated for continued use in the subsequent fiscal year. Furthermore, any outstanding contract and/or purchase order obligations (or encumbrances) remaining at the end of FY 2018-19 are subject to carry over into FY 2019-20. These also include capital project appropriation carryovers.

9. Budget Monitoring and Reporting

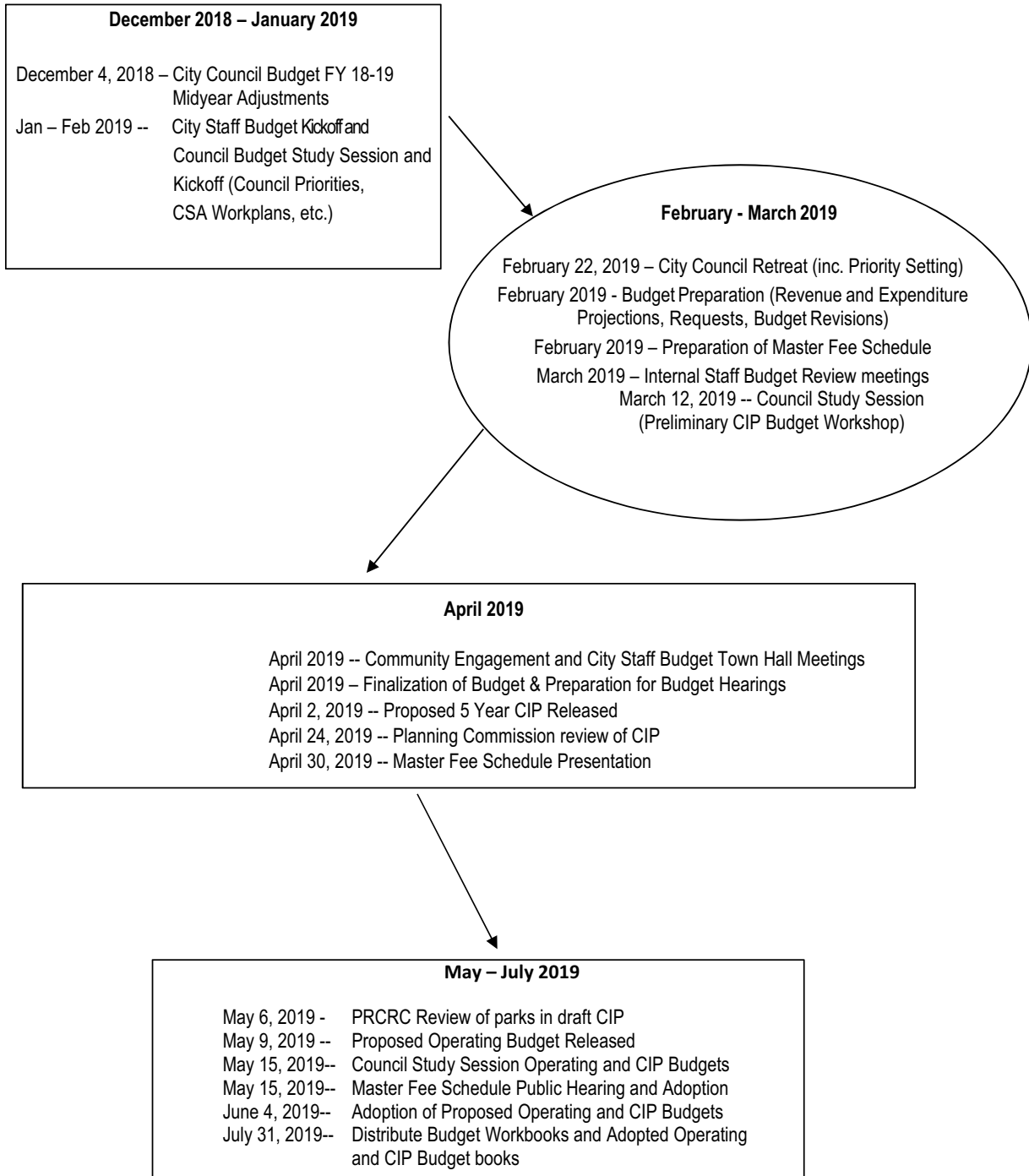
General Monthly Reports - The Director of Finance will prepare a monthly budget report including actual expenditures and encumbrances for distribution to the City Manager and Department Heads, to facilitate monitoring of the budget.

Quarterly Budget Reports - The Director of Finance will periodically prepare a budget status report for presentation to the City Council. At the minimum, the report shall include the status of the General Fund revenues and expenditures, and Water and Sewer utility fund revenues.

10. Reserves

Various unallocated reserves are desired in each of the City's funds to protect the City in emergencies, economic uncertainties, and to finance unforeseen opportunities and/or requirements. Key reserve policies for various funds are described in detail in the document entitled "City of Milpitas Fiscal Policies".

**City of Milpitas
FY 2019-2020 Budget Process**



CITY OF MILPITAS

**Key Dates for FY 2019-20 Operating
Budget and FY 2019-24 CIP Budget
Process**

Id#	DATE	Event/Milestone	TASK	RESPONSIBILITY
1	12/4/18	Council Meeting	Midyear Adjustments and Presentation of budget development timeline	Budget Team, Department Directors and/or Budget Liaisons
2	1/29/19	Council Study Session	Validate Council priorities, present citywide staffing analysis, discuss service levels and performance measures, discuss CSA work plans, discuss approach for fees and charges, discuss external financing options	City Management, Budget Team/Consultant, Department Directors, City Council
3	Feb 2019	Community Engagement	Online community engagement including a telephone survey	Budget Team/PIO/City Management
4	2/19/19	Council Meeting	Phase II Mid-Year Budget Adjustments and Updated 5-Year Forecast	CM/ACM, Budget Team and Senior Management, City Council
5	2/22/19	Council Retreat	Review of Accomplishments, Priorities, and Projects	City Management, City Council
6	3/5/19	Council Meeting	Present results of community engagement	Budget Team, Department Directors and Budget Liaisons
7	3/12/19	Council Study Session	Discuss proposed 5 year CIP	CIP Staff, City Management, City Council
8	3/19/19	Council Meeting	Present Police department staffing analysis	Budget Team, Consultant, City Management, City Council
9	3/19/19	Council Meeting	Review draft Development Fee Study	Consultant, City Management, City Council
10	April 2019	Community/City Staff Engagement	In person community engagement meeting and City staff Budget Town Hall meetings	Budget Team/PIO/City Management
11	4/2/19	CIP	Proposed 5 Year CIP Released	CIP Staff and Senior Management
12	4/16/19	Council Meeting	Discuss Fire department staffing analysis	Consultant, City Management, City Council
13	4/16/19	Council Meeting	Receive draft Evaluation of the Development Review Process and draft on the Development Review Cost of Services Study	Consultant, CIP Staff, City Management, City Council
14	4/24/19	Planning Commission Meeting	Review of draft CIP for General Plan Conformance	CIP Staff
15	4/30/19	Council Meeting	Development Fee Study and Master Fee Schedule Presentation	Budget Team, Consultant, City Management, City Council
16	5/1/19	Operating Budget	GANN Limit Factors released	Budget Team

CITY OF MILPITAS

**KEY DATES for FY 2019-20
Operating Budget and FY 2020-24
CIP Budget Process (continued)**

<u>Id#</u>	<u>DATE</u>	<u>Event/Milestone</u>	<u>TASK</u>	<u>RESPONSIBILITY</u>
17	5/6/19	PRCRC (Parks, Recreations, and Cultural Resources Commission) Meeting	Review of parks in draft CIP	CIP staff
18	5/9/19	Operating Budget	Draft Operating Budget Released	Budget Team/PIO
19	5/15/19	Council Study Session	Discuss Draft Operating and CIP Budgets	Budget Team, CIP Staff, Senior Management, City Council
20	5/15/19	Council Study Session	Adoption of Master Fee Schedule	Consultant, City Management, City Council
21	6/4/19	Council Meeting	Adoption of Proposed Operating and CIP Budgets	Budget Team, Senior Management, CIP Staff, City Council

Fiscal Policies

GENERAL FINANCIAL GOALS

1. To maintain a financially viable City that can maintain an adequate level of municipal services.
2. To maintain financial flexibility in order to be able to continually adapt to local and regional economic change.
3. To maintain and enhance the sound fiscal condition of the City.

OPERATING BUDGET POLICIES

4. The City will adopt a balanced budget by June 30th of each year.
5. An annual base operating budget will be developed by accurately and realistically projecting revenues and expenditures for the current and forthcoming fiscal year.
6. During the annual budget development process, the existing base budget will be thoroughly examined to assure cost effectiveness of the services or programs provided.
7. Once the budget has been adopted, revenues and expenditures will be tracked closely and adjustments made at Mid-Year, as needed.
8. Annual operating budgets will include the cost of operations of new capital projects.
9. The City will avoid balancing the current budget at the expense of future budgets, unless the use of reserves is expressly authorized by the City Council.
10. The City's operating budget will be prepared on a basis consistent with generally accepted accounting principles (GAAP) except that encumbrances are considered budgetary expenditures in the year of the commitment to purchase and capital project expenditures are budgeted on a project length basis.

REVENUE POLICIES

11. The City will try to maintain a diversified and stable revenue system to avoid over-reliance on any one revenue source.
12. Revenue estimates are to be accurate and realistic, sensitive to both local and regional economic conditions.
13. The City will estimate its annual revenues by an objective, analytical process utilizing trend, judgmental, and statistical analysis as appropriate.
14. User fees will be reviewed annually for potential adjustments to recover the full cost of services provided, except when the City Council determines that a subsidy is in the public interest.
15. The City will actively pursue federal, state, and other grant opportunities when deemed appropriate. Before accepting any grant, the City will thoroughly consider the implications in terms of ongoing obligations that will be required in connection with acceptance of said grant.
16. One-time revenues will be used for one-time expenditures only, including capital outlay and reserves.

EXPENDITURE POLICIES

17. The City will maintain levels of service, as determined by the City Council, to provide for the public well-being and safety of the residents of the community.

18. Employee benefits and salaries will be maintained at competitive levels.
19. Fixed assets will be maintained and replaced as necessary, minimizing deferred maintenance.
20. The City will develop and use technology and productivity enhancements that are cost effective in reducing or avoiding increased personnel costs.

UTILITY RATES AND FEES

21. Water and sewer utility customer rates and fees will be reviewed annually as part of the budget process, and adjusted as needed to ensure full cost recovery.
22. All utility enterprise funds will be operated in a manner similar to private enterprise. As such, the City will set fees and user charges for each utility fund at a level that fully supports the total direct and indirect cost of the activity, including depreciation of assets, overhead charges, and reserves for unanticipated expenses and capital projects.

CAPITAL BUDGET POLICIES

23. The City will develop an annual Five-year Capital Improvement Program (CIP) which is designed to develop and maintain infrastructure to support existing residences and businesses and future anticipated development.
24. The CIP will identify the estimated full cost of each project which includes administration, design, development and implementation, and operating costs once the projects are completed.
25. The CIP will identify potential funding sources for each proposed capital project, prior to submitting proposed projects to the City Council for approval. When appropriate, the CIP will seek other funding sources such as State and Federal funds, private funds and leverage these funding sources with public money to help meet the highest priority community needs.
26. The funding for the first year of the Five-Year CIP will be legally appropriated as a component of the annual operating budget. Funding for future projects identified in the five year CIP has not been secured or legally authorized and is therefore subject to change.
27. Each CIP project will be assigned to a Project Manager whose responsibilities are to monitor all phases of the project to ensure timely completion of the project and compliance with the project budget and all regulations and laws.

DEBT POLICIES

28. The City will limit long-term debt to only those capital improvements or long-term liabilities that cannot be financed from current revenue sources.
29. The City will utilize debt financing for projects which have a useful life that can reasonably be expected to exceed the period of debt service for the project.
30. The City will protect and maintain the City's general credit rating of "AAA".
31. The City may utilize inter-fund loans rather than outside debt to meet short-term cash flow needs.

RESERVE POLICIES

32. The City will fund the following reserves as follows with any General Fund audited year end operating surplus after all Contingency Reserve requirements are met, with the remaining (40%) to the Unassigned General Fund Reserve.
 - a. 20% to the PERS Rate Stabilization Reserve (see Policy #36 below)
 - b. 20% to the General Government Capital Improvement Fund (see #48 below)
 - c. 10% to the Housing Community Benefit Fund (Fund 216)
 - d. 10% to Transportation/Transit

33. The City will periodically review and update reserve guidelines, to ensure that the City has sufficient reserve balances to adequately provide for emergencies, economic uncertainties, unforeseen operating or capital needs, economic development opportunities, and cash flow requirements.
34. The City will maintain a Contingency Reserve of at least 16.67% (two months) of the annual operating expenditures in the General Fund to be used only in the case of dire need as a result of physical or financial emergencies and disasters as determined by the City Council.
35. The City will maintain in the General Fund a Budget Stabilization Reserve with a target of 8.33% (one month) of annual operating expenditures in the General Fund. The purpose of this reserve is to provide budget stability when there are fluctuations that result in lower than projected revenues and/or higher than projected expenditures that cannot be re-balanced within existing budget resources in any given fiscal year. This reserve is intended to provide a buffer, or bridge funding, to protect against reducing service levels when these fluctuations occur. Any use of the General Fund Budget Stabilization Reserve shall require majority vote by the City Council through the adoption of the Operating Budget or by appropriation action during the fiscal year. The City Council will set the reserve amount annually after the results of the prior fiscal year's Comprehensive Annual Financial Report (CAFR) are known. The replenishment of this reserve may occur also be incorporated into the annual Adopted Operating Budget as resources are available to replenish the reserve.
36. The City will maintain in the General Fund or in a Section 115 Trust a Public Employees Retirement (PERS) Rate Stabilization Reserve to be funded by 20% of any General Fund annual operating surpluses after General Fund Contingency Reserve requirements have been met. The City may use the Reserve to fund either the Annual Required Contribution (ARC) amount in lieu of a contribution amount derived from a percentage of salary, pay down unfunded pension liabilities with CalPERS, or reduce the length of pension cost amortization schedules with CalPERS. Any savings or additional costs resulting from the funding methodologies shall be adjusted from the PERS Rate Stabilization Reserve. This reserve may also be drawn on if the required employer contribution rates exceed previous year's contribution rates by more than 3% of payroll. In this instance, the City Council must approve utilization of this reserve at the time of the budget hearing.
37. The City will maintain a Storm Drain replacement reserve to replace and repair storm drain infrastructure. The City will endeavor to set-aside \$500,000 annually from the General Fund reserve for this purpose.
38. The City will maintain a retiree medical benefits account established by an irrevocable trust and fund the required contribution annually.
39. Other reserves assigned to investment portfolio market gain, and uninsured claims payable will be calculated and adjusted annually at appropriate levels.
40. The City will maintain working capital in the Water and Sewer utility enterprise funds to provide for future capital projects and unanticipated emergencies, such as water main break repairs, pump station repairs. The City will attempt to maintain a working capital reserve of approximately 30% of the annual operating and maintenance expenses for Water utility fund and 25% of the annual operating and maintenance expenses for Sewer utility fund.
41. In addition, the City will maintain Infrastructure Replacement funds for both Water and Sewer utilities. The goal is to accumulate at least \$2 million a year from each utility fund to set-aside for replacement of infrastructure as the infrastructure reaches the end of its useful life.
42. Reserve levels for Debt Service Funds will be established and maintained as prescribed by the bond covenants authorized at the time of debt issuance.
43. The City will maintain a capital reserve in an Equipment Replacement fund, set up as an internal service fund, to enable the timely replacement of vehicles and depreciable equipment as cost. The City will maintain a minimum fund balance of at least 30% of the replacement costs for equipment accounted for in this fund.
44. The City will maintain a capital reserve for Technology Replacement with a target of \$5 million and an annual set-aside amount of at least \$300,000. This reserve shall be used to accrue funding for technology projects such as the major rehabilitation or replacement of the City's technology infrastructure or new technology initiatives. The City Council will set the reserve amount annually after the results of the prior fiscal year's Comprehensive Annual Financial Report (CAFR) are known. The replenishment of this reserve

may also be incorporated into the annual Adopted Operating Budget as resources are available to replenish the reserve.

45. The City will maintain a capital reserve for Facilities Replacement with a target of \$10 million. This reserve shall be used to accrue funding for major rehabilitation or replacement of City facilities (buildings/structures). Eligible uses of this reserve may include both the direct funding of public facility improvements and the servicing of related debt. The City Council will set the reserve amount annually after the results of the prior fiscal year's Comprehensive Annual Financial Report (CAFR) are known. The replenishment of this reserve may also be incorporated into the annual Adopted Operating Budget as resources are available to replenish the reserve.
46. The City will maintain a capital reserve for Artificial Turf Replacement with a target of \$2 million and an annual set-aside amount of at least \$230,000 until the target is reached. This reserve shall be used to accrue funding for the normal depreciation expense of the City's artificial turf fields over their useful life. Eligible uses of this reserve may include the replacement of the City's artificial turf fields so as to eliminate large spikes in capital expenses and normalize annual costs. The City Council will set the reserve amount annually after the results of the prior fiscal year's Comprehensive Annual Financial Report (CAFR) are known. The replenishment of this reserve may also be incorporated into the annual Adopted Operating Budget as resources are available to replenish the reserve.
47. The City may direct any loan repayments from the former Redevelopment Agency and residual property tax distributions from the Redevelopment Property Tax Trust Fund to a General Government Capital Improvement Fund to address the funding needs of capital improvement projects.
48. The City may direct 20% of any General Fund audited year end operating surplus after General Fund Contingency reserve requirements have been met to a General Government Capital Improvement Fund to address the funding needs of capital improvement projects.

INVESTMENT POLICIES

49. The Finance Director/City Treasurer will annually render an investment policy for City Council's review and modification as appropriate. The review will take place at a public meeting and the policy shall be adopted by resolution of the City Council.
50. City funds and investment portfolio will be managed in a prudent and diligent manner with emphasis on safety, liquidity, and yield, in that order.
51. Reports on the City's investment portfolio and cash position shall be developed by the Finance Director/City Treasurer and reviewed by the City Council quarterly.
52. Generally Accepted Accounting Principles required that differences between the costs of the investment portfolio and the fair value of the securities be recognized as income or losses in a government's annual financial report. These variances shall not be considered as budgetary resources or uses of resources unless the securities are sold before maturity or the values of the investments are permanently impaired.

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES

53. The City's accounting and financial reporting systems will be maintained in conformance with generally accepted accounting principles as they apply to governmental accounting.
54. An annual audit will be performed by an independent public accounting firm with the subsequent issuance of a Comprehensive Annual Financial Report, within six months of the close of the previous fiscal year.
55. Quarterly financial reports and status reports will be submitted to the City Council at the end of each quarter and be made available to the public. The report will provide an analysis of budgeted versus actual revenues and expenditures, on a year-to-date basis. At the minimum, the report shall include the status of the General Fund revenues and expenditures, and Water and Sewer utility fund revenues.

RESOLUTION NO. ____

A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS AND THE HOUSING AUTHORITY COMMISSION OF THE CITY OF MILPITAS APPROVING THE 2019-2024 CAPITAL IMPROVEMENT PROGRAM, THE OPERATING BUDGET FOR THE CITY OF MILPITAS, AND THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2019-20

WHEREAS, the City Manager has submitted a 2019-20 Proposed Budget and Financial Plan; and

WHEREAS, on May 15, 2019, a public hearing was held on the Proposed Budget and Financial Plan where all interested persons were heard; and

WHEREAS, the City Council and Milpitas Housing Authority Commission (“Authority”) reviewed the City Manager’s 2019-20 Proposed Budget and Financial Plan; and

WHEREAS, the City Council has reviewed the 2019-2024 Capital Improvement Program (“CIP”) and the first year, or 2019-2020 Capital Budget; and

WHEREAS, the first year, or FY 2019-20, of the CIP is a part of the 2019-20 Proposed Budget and Financial Plan; and

WHEREAS, Article XIII B, Section 1 of the Constitution of the State of California requires that total annual appropriations subject to limitation of the City of Milpitas shall not exceed the appropriations limit of the City for the prior year adjusted for changes in the cost of living and population except as otherwise provided, also referred to as the Gann Appropriations Limit; and

WHEREAS, this Article became effective July 1, 1980, as amended, which requires the City to establish its appropriations limit by resolution each year at a regularly scheduled meeting or a noticed special meeting, commencing after the beginning of each fiscal year; and

WHEREAS, the appropriations base for 1978-79 had been determined and since adjusted by the changes in population, cost of living, and transfers of financial responsibility, establishing an appropriations limit for fiscal year 2019-2020 of \$106,818,595; and

WHEREAS, the calculations for the appropriations limit are included as part of the budget document materials being considered and approved by the City Council as part of this Resolution; and

WHEREAS, documentation used in determining the appropriations limit has been made available to the public for a period of not less than fifteen (15) days prior to City Council consideration of this Resolution; and

WHEREAS, the budget document contains fiscal policies that the City Council has reviewed and approved and which are updated from time to time, as follows: General Financial Goals, Operating Budget Policies, Revenue and Expenditure Policies, Utility Rates and Fees, Capital Budget Policies, Debt Policies, Investment Policies, and Accounting/Auditing and Financial Reporting Policies.

NOW, THEREFORE, the City Council of the City of Milpitas and the Milpitas Housing Authority Commission hereby find, determine, and resolve as follows:

1. The City Council and Authority have considered the full record before them, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to them. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.

2. The City Council hereby approves and adopts the 2019-2024 Capital Improvement Program, as attached in the City Council meeting packet and totaling \$429,607,926 over the five-year period and \$62,785,725 in fiscal year 2019-20.
3. The annual Budget and Financial Plan which contain the Fiscal Policies and Budget Guidelines, as attached in the City Council meeting packet, inclusive of capital improvement appropriations, for the City of Milpitas for fiscal year 2019-20 is hereby affirmed and adopted totaling \$253,179,511 for all appropriated funds.
4. The amounts shown as “Appropriations” and estimated fund balances are hereby approved for the various purposes designated in the 2019-2020 Final Budget.
5. The budgets for all departments for the period July 1, 2019 through June 30, 2020, inclusive, contained in this 2019-20 Final Budget, are approved as the operating budget for those departments for fiscal 2019-20. Department names have been modified in some cases for this budget presentation, and will be modified in the City’s Municipal Code at a later time.
6. The appropriations limit for fiscal year 2019-2020 shall be \$106,818,595 as set forth as shown in the budget document materials presented herein.
7. Pursuant to Government Code Section 7910, no judicial action or proceeding to attack, review, set aside, void, or annul the action of the City Council in establishing the appropriations limit for fiscal year 2019-2020 shall be brought unless such action or proceeding shall have been commenced within forty-five (45) days of the date of adoption of this Resolution.
8. Any unused non-salary and benefits-related appropriations at the end of fiscal 2018-2019 may be re-appropriated for continued use in fiscal year 2019-20 subject to the approval of the City Manager. Furthermore, any outstanding contract and/or purchase order obligations (or encumbrances) remaining at the end of FY 2018-2019 are subject to carry-over into FY 2019-20.
9. No office, department, or agency shall expend any amount or incur any liability or enter into any contract, which by its terms involves expenditures of money for any purpose in excess of the amounts appropriated for the particular departments, and funds set forth herein.
10. The City Manager may authorize, when in his or her judgment such action is consistent with the purposes and intent of the 2019-2020 Final Budget as adopted, budget revisions subject to the following conditions:

Prior Council Approval Not Required. Prior approval of the City Council is not required under the following circumstances:

- i. When revisions involve transfers from appropriated contingency accounts less than or equal to the aggregate amount adopted within the budget in any one fiscal year (\$1,100,000 in FY 2019-20), provided that the Council is notified in writing of the revision, giving the reason, the amount of the revision and the year-to-date total amount of revisions.
- ii. When revisions involve transfers from the appropriated leave cash-out account less than or equal to the aggregate amount adopted within the budget in any one fiscal year (\$700,000 in FY 2019-20) to the various departments for cash-outs when employees leave City service.

- iii. When revisions involve transfers, or reallocations, within any one fund among the various departments or projects, provided that the amount of transfer in any single instance does not exceed \$100,000.
 - iv. When revisions involve reasonable deviation from the budgeted personnel allocation schedule, provided that at no time the number of permanent funded positions authorized by the City Council is exceeded.
 - v. To allocate, redistribute and/or appropriate monies between department and non-department divisions so as to reflect budgetary savings in one or more departments.
 - vi. For Police goods and services to be purchased from Asset Seizure funds, the City Manager or his/her designee, has the authority to purchase such goods or services if the expenditures of such goods and services do not exceed the amount designated from Asset Seizure funds as approved by the City Council during the Budget hearing.
 - vii. To use judgment to modify citywide administrative financial policies and procedures from time to time that are consistent with municipal government best practices unless those policies would otherwise be in conflict with the budget provisions incorporated in this Resolution or the City's Municipal Code.
 - viii. Attachment 1 lists contracts that are specifically identified in the budget document and materials enclosed herein. None of these contracts require a formal, public bidding process; they may be entered into and executed by the City Manager during fiscal year 2019-20 in up to the amounts listed by contract.
 - ix. The City Manager shall have the authority to reasonably deviate from the budgeted personnel allocation schedule provided that at no time will the number of permanent, full-time employees or personnel cost appropriations authorized by the City Council be exceeded.
11. Prior Council Approval Required. Prior approval of the City Council is required for revisions to the 2019-2020 Final Budget as adopted if any of the following are involved:
- i. An increase in overall appropriation level within any one Fund.
 - ii. The transfers or reallocation of appropriations greater than \$100,000 between different Funds, except not for reallocations between subfunds within one Fund.
 - iii. Changes providing for increases or decreases in funded permanent personnel counts in the adopted Budget.
 - iv. Contract change orders which would cause the aggregate contract amount to exceed \$100,000 and/or exceed prior approved appropriation levels for the subject contract.
 - v. Transfers from appropriated contingent reserves account, which would cause the aggregate amount of \$1,100,000 during fiscal year 2019-20, to be exceeded.
12. Information establishing the current budget situation and steps to be taken to present balanced City Budgets have been presented during the public hearing of May 15, 2019, this meeting of June 4, 2019, and in prior budget presentations.
13. The approval of the 2019-20 Final Budget does not commit the City to any action that may have significant effect on the environment. As a result, there is no potential impact on the environment from this action per Section 15061(b) (3) of the California Environmental Quality

Act (“CEQA”) Guidelines and this action does not constitute a project under CEQA per CEQA Guidelines Section 15378(b)(4). For any contracts authorized to be entered into as part of this budget, any necessary environmental review will occur prior to the City entering into any agreement with the City making all determinations and taking any steps necessary under CEQA prior to entering into any agreement.

PASSED AND ADOPTED this _____ day of _____, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle,
City Clerk/Authority Secretary

Rich Tran, Mayor/Chair

APPROVED AS TO FORM:

Christopher J. Diaz,
City Attorney/Authority Counsel

FY 2019-2020 Budgeted Contracts over \$100,000

	Contract Description	Est. Amount
I. Building and Housing:		
LifeMoves	Shelter repairs and services	\$136,677 from CDBG for shelter repairs/capital projects. \$75,000 from Housing Authority Fund for services (residential service coordinator/case manager). The entire scope can be covered under one contract.
II. Recreation		
Moon Chef	Sr. Nutrition Program meals	\$34,000 per year; \$204,000 (total for 6 years)
III. Police		
County of Santa Clara	Crime Lab	\$229,000-General Fund
Cal ID	Fingerprint services	\$122,000-General Fund
IV. Finance		
Professional Services	Investment Advisor Services/Portfolio Management	\$150,000 General Fund
Professional Services	Update of Finance SOPs	\$150,000 General Fund
V. Information Technology		
Software Maintenance	Cayenta	\$175,000 General Fund & \$25,000 Water Fund & \$25,000 Sewer Fund
VI. Human Resources		
York	Third Party Administrator for Worker's Comp	\$133,900 General Fund
Brown & Brown	Excess Insurance	\$180,000 General Fund
VII. Engineering (CIP/Design Related)		
(CIP Related)		
CIP Category	CIP No./Name	
Comm Imprv	CP3418 - City Std Details, Guidelines	\$180,000
Comm Imprv	CP3447 - Fire Station #2 Replacement- Swinerton	
Park Improvements	Contract-Ph II	\$1,200,000
Street Imp	NEW - Parks & Recreation Master Plan Update	\$525,000
Street Imp	NEW - Citywide Traffic Modeling	\$390,000
Street Imp	NEW - Citywide Traffic Safety Assessment	\$390,000
Street Imp	New - Costa Street Plan Line Study	\$100,000
Street Imp	New Feasibility of POCs at VTA LRP	\$180,000
Water Imp	CP 7076 - Well Upgrade Project	\$400,000
Sewer Imp	CP6131 - Sanitary Sewer Cathodic Protection Imp	\$350,000
Street Imp	CP2001 - Light Rail Median Landscaping	\$400,000
Comm Imprv	Infrastructure Report	\$250,000
Comm Imprv	GIS Consulting Services	\$250,000

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS AMENDING
RESOLUTION NO. 1626, THE CLASSIFICATION PLAN, TO ESTABLISH NEW
CLASSIFICATIONS AND THEIR SALARY RANGES, AUTHORIZE ADDITIONAL
POSITIONS, AMEND SALARY RANGES, RETITLE CLASSIFICATIONS AND AMEND
BUDGETED, ALLOCATED POSITIONS**

WHEREAS, the City of Milpitas has a Classification Plan adopted as Resolution No. 1626 on December 17, 1968, which has been amended from time to time, and which is in accordance with the Personnel Rules and Regulations of the City of Milpitas (Resolution No. 792 as amended); and

WHEREAS, amendments to the Classification Plan are necessary to account for changes within the organization, transfer of duties, new job responsibilities, and adjustments to salary ranges; and

WHEREAS, the annual mid-year budget process necessitates changes in position authorizations that result from modifications made to the Classification Plan.

NOW THEREFORE, the City Council of the City of Milpitas hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. Resolution No. 1626, as amended, is hereby amended effective July 7, 2019 as set forth below. The proposed salary ranges listed below for classifications within the Mid Management Confidential Unit and the Professional Technical Group Memorandums of Understanding, as well as those within the Unrepresented Group, do not include any potential cost of living adjustment increases. If any of the before-mentioned groups or classifications receive a cost of living adjustment separate from the adoption of the 2019-2020 budget, that same percentage amount and effective date will be applied accordingly per those agreements to the below listed classification salary ranges by further Resolution.

A. ESTABLISH NEW CLASSIFICATIONS WITH THE FOLLOWING TITLES AND SALARY RANGES:

<u>Title</u>	<u>Proposed Salary Range</u>
Senior Special Projects Associate (Temporary)	\$50.00 - \$125.00 per hour
Fitness Instructor (Temporary)	\$35.00-\$75.00 per hour
Employee Relations Officer (Regular)	\$119,480.14 to 167,271.78
Senior Executive Assistant (Regular)	\$84,965.66 to \$111,834.32
Environmental Inspector (Regular)	\$94,953.30 to \$115,415.82
Entry Level Fire Inspector (Regular)	\$81,388.08 to \$98,027.71
Management Analyst (Regular)	\$102,000.00 to 142,831.04
Geographic Information Systems (GIS) Technician (Regular)	\$93,178.02 to \$113,259.71
Principal Planner (Regular)	\$125,500.00 to 152,000.00
Finance Manager (Regular)	\$111,118.00 to 155,566.02

B. AUTHORIZE THE FOLLOWING POSITIONS:

One (1) FTE Administrative Assistant to support the City Council
 Two (2) FTE Junior/Assistant Engineers in the Engineering Department
 One (1) FTE Administrative Assistant in the Finance Department
 One (1) FTE Finance Manager in the Finance Department
 One (1) FTE Executive Assistant in the Fire Department
 One (1) FTE Entry Level Fire Inspector in the Fire Department
 One (1) FTE Fire Protection Engineer in the Fire Department
 One (1) FTE Geographic Information Systems (GIS) Technician I in the Engineering Department
 One (1) FTE Employee Relations Officer in the Human Resources Department
 One (1) FTE Information Systems Analyst in the Information Systems Department
 Three (3) FTE additional Police Officers in the Police Department
 One (1) FTE Management Analyst in the Police Department
 Two (2) additional FTE Community Service Officers in the Police Department
 One (1) additional FTE Communications Dispatcher in the Police Department
 One (1) FTE Principal Planner in the Planning Department
 One (1) FTE additional Maintenance Worker III in the Public Works Department
 One (1) FTE additional Sr. Administrative Analyst in the Public Works Department
 One (1) FTE Environmental Inspector in the Public Works Department
 One (1) FTE Equipment Maintenance Worker II in the Public Works Department
 One (1) FTE additional Public Services Assistant I in the Recreation and Community Services Department
 One (1) FTE additional Recreational Assistant II in the Recreation and Community Services Department
 One .75 FTE additional Office Assistant in the Recreation and Community Services Department
 Two (2) FTE Limited Service Employees for use City Wide.

C. AMEND THE SALARY RANGES FOR THE FOLLOWING CLASSIFICATIONS:

<u>Title</u>	<u>Existing Range</u>	<u>Proposed Range</u>
Recreation Supervisor:	\$87,266.40 to \$114,853	\$95,993.04 to \$126,339.35
Sr. Information Analyst/Developer:	\$95,000.10 to \$117,800.02	\$102,560.00 to \$135,000.00
Housing and Neighborhood Services Manager:	\$126,447.88 to \$164,155.68	\$98,640.88 to \$129,846.34

D. ESTABLISH THE FOLLOWING CLASSIFICATION TITLE CHANGES:

Retitle Information Services Technician to Information Technology Technician
 Retitle Information Services Manager to Information Technology Manager
 Retitle Information Services Director to Information Technology Director
 Retitle Director of Financial Services to Finance Director

E. AMEND THE FOLLOWING BUDGETED ALLOCATED POSITIONS:

Delete one (1) FTE Case Manager and authorize one (1) FTE Program Coordinator in the Recreation and Community Services Department
 Delete one (1) FTE Executive Assistant and authorize one (1) FTE Sr. Executive Assistant in the City Manager's Office

Delete one (1) FTE Electrical Building Inspector and authorize one (1) FTE Senior Building Inspector in the Building and Housing Department
Delete one (1) FTE Plan Check Engineer and authorize one (1) FTE Senior Administrative Analyst in the Building and Housing Department
Delete one (1) FTE Accounting Technician II and authorize one (1) FTE Jr. Accountant in the Finance Department

3. The City Council directs the Human Resources Director to create job descriptions for the above new classifications to include in the Classification Plan and submit them to the City Manager for approval on or before the date of position activation.

PASSED AND ADOPTED this _____ day of _____, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Rich Tran, Mayor

APPROVED AS TO FORM:

Christopher J. Diaz, City Attorney

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS AMENDING
RESOLUTION NO. 1626, THE CLASSIFICATION PLAN, TO ADJUST HOURLY RATE
RANGES FOR CLASSIFICATIONS DUE TO A MINIMUM WAGE INCREASE PURSUANT TO
ORDINANCE NO. 292**

WHEREAS, the City of Milpitas has a Classification Plan adopted as Resolution No. 1626 on December 17, 1968, which has been amended from time to time, and which is in accordance with the Personnel Rules and Regulations of the City of Milpitas (Resolution No. 792 as amended); and

WHEREAS, salary increases granted to temporary classifications pursuant to changes in Resolution No. 6598, the Resolution providing compensation for unrepresented part-time temporary employees, have been incorporated into Resolution No. 1626, the Classification Plan.

WHEREAS, amendments to the Classification Plan are necessary to account for changes within the organization, transfer of duties, new job responsibilities, and adjustments to salary ranges; and

WHEREAS, the City of Milpitas local minimum wage ordinance, Ordinance No. 292, established the minimum wage hourly rate effective July 1, 2019 as \$15.00 per hour; and

WHEREAS, the City of Milpitas must update its hourly rate for certain classifications currently below the \$15.00 hourly rate in conformance with Ordinance No. 292, as well as update the hourly rate for certain affected positions within the same classification groups to maintain consistency in the hourly pay rate scale for such classification groups.

NOW THEREFORE, the City Council of the City of Milpitas hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. The table below contains hourly wage adjustments for classifications that are either (a) currently below the minimum wage of \$15.00 per hour, or (b) positions within the same classification group which are affected by these increases and therefore necessitate their own contemporaneous increase to maintain consistency in the hourly rate pay scale for the classification group.
3. Resolution No. 1626, as amended, is hereby further amended to adjust the hourly rate ranges for the below listed classifications effective July 1, 2019, as follows:

<u>Classification:</u>	<u>From:</u>	<u>To:</u>
Adult Crossing Guard	\$13.51 to \$16.19	\$15.00 to \$17.98
Adult Crossing Guard Supervisor	\$15.50 to \$18.56	\$17.25 to \$20.66
Lifeguard	\$13.50 to \$16.75	\$15.00 to \$21.00
Assistant Pool Manager	\$13.50 to \$17.00	\$17.00 to \$23.80
Pool Manager	\$16.26 to \$19.11	\$18.25 to \$25.55
Recreation Attendant	\$13.50 to \$19.00	\$15.00 to \$21.00
Recreation Leader	\$13.50 to \$19.50	\$15.00 to \$21.00
Recreation Instructor	\$16.50 to \$33.00	\$18.33 to \$36.66
Staff Assistant	\$13.50 to \$21.60	\$15.00 to \$24.00
Student Intern	\$13.50 to \$21.60	\$15.00 to \$24.00
Recreation Administrative Assistant	\$13.50 to \$19.00	\$15.00 to \$21.00

PASSED AND ADOPTED this _____ day of _____, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Rich Tran, Mayor

APPROVED AS TO FORM:

Christopher J. Diaz, City Attorney

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILPITAS TO REVISE THE LIST OF FRINGE BENEFITS AND ELIGIBILITY FOR SUCH BENEFITS FOR LIMITED SERVICE POSITIONS

WHEREAS, Limited Service Employees (temporary) are not organized or represented for the purposes of meeting and conferring with management in the areas of salary, benefits, and working conditions; and

WHEREAS, on September 15, 1998, the City Council of the City of Milpitas adopted Resolution No. 6812 to authorize fringe benefits for non-clerical Limited Service Employees positions in the Planning, Engineering and Building Departments as designated by the City Manager on a case-by-case basis in a pilot program to assist in recruiting highly qualified applicants; and

WHEREAS, the pilot program for fringe benefits to Limited Service Employees was continued by Resolution No. 6966, No. 7004 and No. 7062, after which the pilot program ended on June 30, 2001, and the benefits were included in the budget process for fiscal year 2001-2002 and the City continued the provision of such benefits thereafter; and

WHEREAS, on June 5, 2018, the City Council adopted Resolution No. 8776 which updated the Fringe Benefits list for specific Limited Service Positions; and

WHEREAS, it is the desire of the City Council to amend the categories of Limited Service Employees positions eligible for authorization of fringe benefits to now include all City Departments, as designated on a case-by-case basis by the City Manager to assist during recruitment efforts with temporary staffing needs and/or to work on special projects and/or as a contributing agency towards our next generation in providing Management Fellow opportunities for a limited period of time; and

WHEREAS, it is further the desire to amend the list of fringe benefits to be available for authorization by the City Manager to those listed in **Exhibit A**, attached hereto.

NOW THEREFORE, the City Council of the City of Milpitas hereby finds, determines, and resolves as follows:

1. The City Council has considered the full record before it, which may include but is not limited to such things as the staff report, testimony by staff and the public, and other materials and evidence submitted or provided to it. Furthermore, the recitals set forth above are found to be true and correct and are incorporated herein by reference.
2. Limited Service Employees (temporary) shall not earn future rights or benefits normally negotiated for represented employees, such as those used in the calculation of service years or accruals for sick leave cash-out, longevity pay except as set forth in Exhibit A.
3. The City Council hereby authorizes effective July 1, 2019 the fringe benefits listed in **Exhibit A**, attached hereto, for Limited Service Employees (temporary) in all City Departments as designated on a case-by-case basis by the City Manager to assist during recruitment efforts with temporary staffing needs and/or to work on special projects and/or as a contributing agency towards our next generation in providing Management Fellow opportunities for a limited period of time.

PASSED AND ADOPTED this _____ day of _____, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Mary Lavelle, City Clerk

Rich Tran, Mayor

APPROVED AS TO FORM:

Christopher J. Diaz, City Attorney

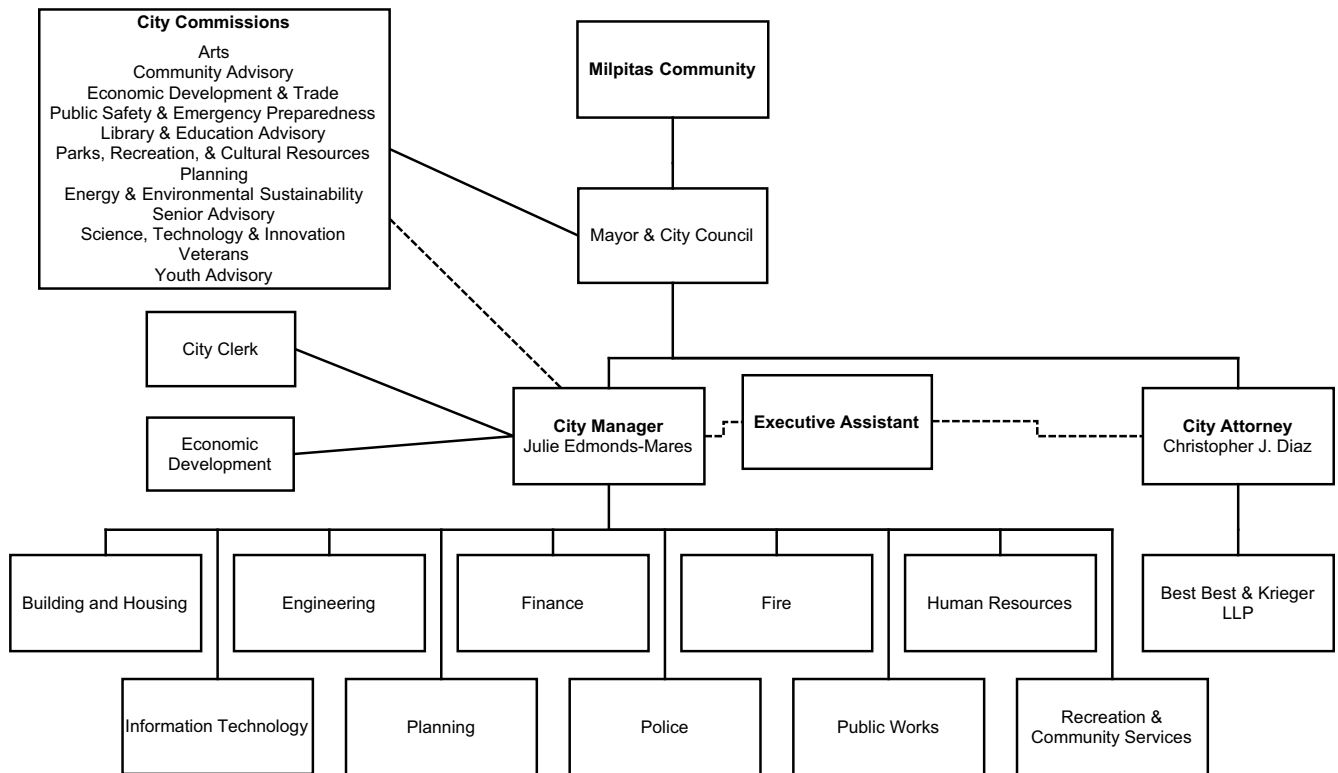
EXHIBIT A
CITY OF MILPITAS
LIMITED SERVICE (TEMPORARY) EMPLOYEES
BENEFIT PACKAGE
Effective 7/1/19

BENEFITS	DESCRIPTION						
BASE SALARY	Base salary will be based on the publicly available pay schedule for the classification for which the Limited Service Employee (temporary) is hired to work.						
HEALTH PLANS	Limited Service Employees may elect to enroll in their choice of CalPERS Health Plans. The City's contribution is capped at the Kaiser plan rates (single, two-party, or family).						
DENTAL	Limited Service Employees may choose to enroll in the City's self-funded Delta Dental plan. The City pays the family premium.						
VISION	Limited Service Employees may choose to enroll in the City's provided vision plan. The City will pay up to the family premium amount.						
LIFE INSURANCE	The City pays for \$50,000 life insurance coverage. Limited Service Employees are eligible to apply for additional life insurance at their own expense.						
SHORT TERM DISABILITY	City provides a plan for Limited Service Employees that is similar to California's State Disability Insurance (SDI).						
LONG TERM DISABILITY	City provides a long-term disability plan for Limited Service Employees.						
VACATION LEAVE ACCRUALS	<table> <tr> <th><u>Years of Service</u></th><th><u>Yearly Accruals</u></th></tr> <tr> <td>1-4</td><td>11 Days</td></tr> <tr> <td>5-9</td><td>16 Days</td></tr> </table> Vacation leave is available for full cash-out upon separation from the City. May be able to count the years worked during the Limited Term Assignment towards vacation accrual if hired to a full time regular position directly from the Limited Term assignment.	<u>Years of Service</u>	<u>Yearly Accruals</u>	1-4	11 Days	5-9	16 Days
<u>Years of Service</u>	<u>Yearly Accruals</u>						
1-4	11 Days						
5-9	16 Days						
SICK LEAVE	Limited Service Employees will earn 12 work days of Sick Leave per year (pro-rated by pay period).						
HOLIDAYS	The City observes 12 paid holidays: January 1 (New Years), Third Monday in January (Dr Martin Luther King's Birthday), February 12 (Lincoln's Birthday), Third Monday in February (Washington's Birthday), Last Monday in May (Memorial Day), July 4, First Monday in September (Labor Day), November 11 (Veterans Day), Thanksgiving Day, Day After Thanksgiving, Christmas Eve, Christmas Day.						
FLOATING HOLIDAY	Each calendar year 8 hours of floating holiday to be used by December 31 of each year otherwise it will be lost.						
MILPITAS SPORTS CENTER	Limited Service Employees are eligible for membership at the Milpitas Sports Center.						
DEFERRED COMPENSATION--SECTION 457 PLAN	Limited Service Employees may elect to participate in the City's deferred compensation program (457 Plan) through ICMA-RC. The City contributes \$75 per month on behalf of the Limited Service Employee.						

**CITY OF MILPITAS
LIMITED SERVICE (TEMPORARY) EMPLOYEES
BENEFIT PACKAGE
Effective 7/1/19**

FLEXIBLE SPENDING PLAN	Limited Service Employees may elect to participate in an IRS Section 125 Flexible Spending Account plan for medical expenses, child or elder care; and/or traffic and vanpooling. Deductions are made on a pre-tax basis. There is no City contribution.
EMPLOYEE ASSISTANCE PROGRAM (EAP)	Limited Service Employees are eligible for services offered by the City's offered Employee Assistance Plan (EAP).
RETIREMENT PLAN: CalPERS	Limited Service Employees will be enrolled in the CalPERS retirement plan. If employed on or after January 1, 2013, or after a break in service from their last CalPERS employer of 6 months or more, Limited Service Employee will be enrolled as a "new" or "PEPRA" member and will be enrolled in the City's 2% at age 62 Plan. Limited Service Employees who have funds on deposit with CalPERS or joined the CalPERS system prior to 2013 are considered "Classic" members and will be enrolled in the City's Tier 2 Plan (2% at age 60). Limited Service Employees who were hired by the City of Milpitas prior to October 9, 2011 are considered "Classic" members and will be enrolled in the City's Original CalPERS Plan (2.7% at age 55).
SOCIAL SECURITY	The City of Milpitas does not participate in Social Security.
MEDICARE	Both City and Limited Service Employee contribute to Medicare (for all employees hired after March 31, 1986).

City of Milpitas



City History

Before roads were carved and houses were built, Milpitas and its surrounding areas were home to Native Americans in the Costanoan and Ohlone tribes. Living off the bounty of the land around San Francisco Bay, the Costanoans and the Ohlones prospered for hundreds of years long before Mexican or Spanish immigrants came to conquer the land.

In the 18th century, Spanish explorers surveyed the land and were the first to give Milpitas its name - milpa - or little cornfields. Three large ranches began, and two families, the Alvisos and the Higuera, built adobes in the mid-1800's which still stand today.

In 1850, the California Gold Rush began, and "American" settlers started taking over the region. In 1852, a settler from Ireland, Michael Hughes, built the first redwood-framed house in what is now Milpitas. Soon after, the first school was built, and by 1857, Milpitas had a hotel, general store and a post office.



Alviso Adobe

Fruit orchards began to spring up in the 1870s, and later the region was known for its hay growing. The population continued to grow into the 1880s and settlers numbered over 1,500. But by the turn of the century, only about a third of those people remained.



Higuera Adobe

Populations would remain low until shortly after World War II, when Western Pacific Railroad bought a 300 acre industrial park within the city and Ford Motor Company announced it would shift its manufacturing plant from Richmond (just north of Oakland) to Milpitas. The population grew to 825. Sewer and water service, and fire protection were set up shortly after, as was one of the country's first integrated housing communities.

On January 26, 1954, the city was officially incorporated, after fighting off annexation attempts by neighboring San Jose. Ten years later, populations grew to 7,000.

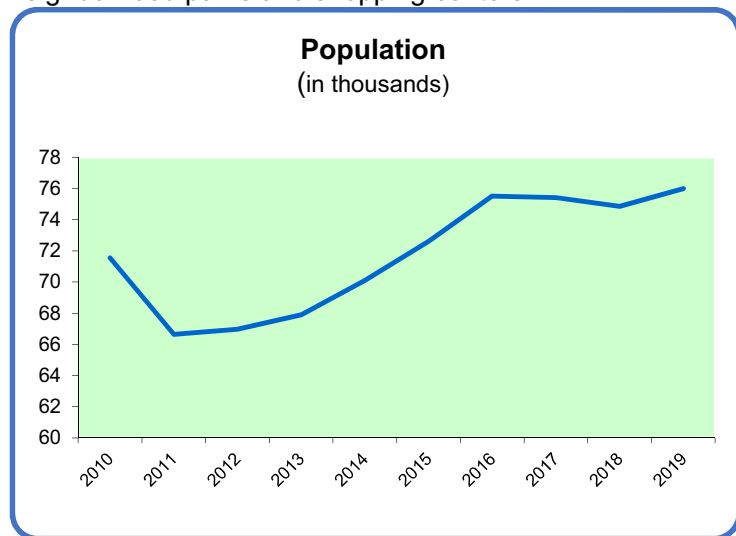
Following the computer firm boom of the 1980s and the opening of one of the nation's largest malls in 1994, the city is now home to 76,231 residents.

Photos Courtesy of: Eliren Pasion
History Courtesy of: The Milpitas Post

Demographic Profile



Once a small agricultural town and later a stopover point for travelers between Oakland and San Jose, Milpitas has blossomed into one of the world's premier computer and semiconductor producers. Tenants of the burgeoning city of 76,231 are family-centered communities that embrace cultural diversity, quality schooling, and conveniently located neighborhood parks and shopping centers.



Incorporated in 1954 with 825 residents, Milpitas is located at the southern tip of the San Francisco Bay. Milpitas covers 13.6 square miles, with grassy foothills and picturesque Mount Hamilton to the east and the Santa Clara Valley Floor to the west. The city is located in Santa Clara County, home to over 1.9 million residents. To the north is the city of Fremont. To the south lies San Jose, the third largest city in California.

There are approximately 1,293 acres, or 2.0 square miles, designated for various industrial uses. About 105 acres are vacant and available in parcels ranging from 3 acres to 35 acres. Included in this acreage total are nine industrial districts and 100 manufacturing plants. An additional 410 acres are dedicated to regional and community retail centers supporting 3.5 million square feet of commercial shops. The Great Mall of the Bay Area is the largest enclosed mall in Northern California, with approximately 1.1 million square feet of leasable space for retail and entertainment operations. Several local shopping centers serve regional needs for Asian-oriented retail and services.¹



¹ City of Milpitas CAFR – Year Ended June 30, 2018



With over 47,000 jobs and 35,000 employed residents, Milpitas is a jobs rich community. The two largest employers in Milpitas are Cisco Systems with over 4,000 employees and KLA with over 2,000 employees.² Other major employers are Flex, Analog Devices, Western Digital, TDK Headway Technologies and FireEye. Several of these top employers have made Milpitas their corporate headquarters location. The largest percentage of the Milpitas workforce, approximately 29%, are employed in technology & advanced manufacturing, 17% work in professional & business services, and 11% in leisure & hospitality.³

The City's largest own-source revenue is property tax. Top ten property tax payers are shown below ⁴:

Principal Property Tax Payers		
Fiscal Year 2017-18		
<u>Taxpayers</u>	<u>Taxable Assessed Value</u>	<u>% of Total City Assessed Value</u>
Cisco Systems Inc.	\$914,801,531	5.24%
KLA Tencor Corporation	388,865,080	2.23%
SandBox Expansion LLC	353,309,239	2.02%
Santa Clara Valley Transportation	318,414,831	1.82%
Western Digital Technologies	211,860,249	1.21%
Amalfi Milpitas LLC	178,399,623	1.02%
McCarthy Center Holdings LLC	176,218,241	1.01%
Essex Portfolio LP	155,197,343	0.89%
Hudson Campus Center LLC	145,005,600	0.83%
Linear Technology Corporation	129,654,038	0.74%

² Milpitas Business License Data

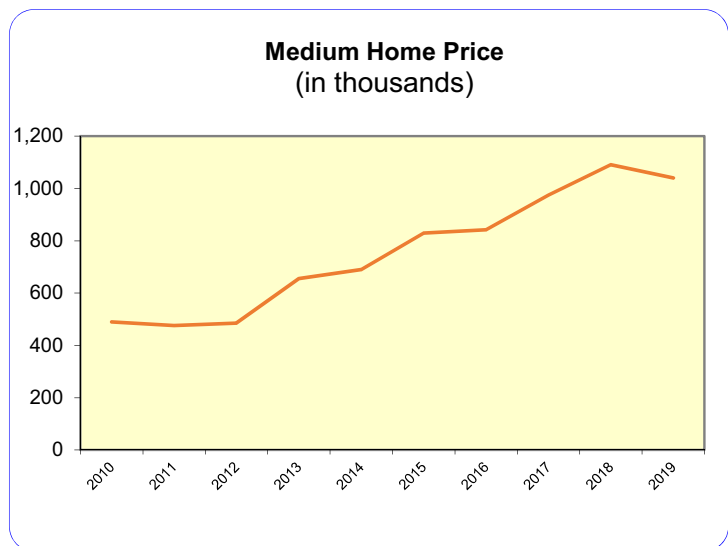
³ General Plan Update Existing Conditions Report (pg. 1-69)

⁴ City of Milpitas CAFR – Year Ended June 30, 2018 - Statistical Section

Milpitas' neighborhoods are dotted with over 20,000 households and well-placed parks. Thirty-two community parks are maintained by Milpitas, in addition to one dog park and 21 tennis courts. The City provides a multitude of outstanding recreational opportunities, including aquatics, cultural arts and theater, sports leagues and activities, youth programming, and senior activities and services.

Milpitas' average household income is \$110,752.⁵ About 47% of the households earn more than \$100,000 annually.⁶

Close to 64 percent of Milpitans own their own home. Rental prices average around \$2,500 and \$3,050 per month for one and two bedroom apartments, respectively. The median price of a home as of June 2018 in Milpitas is \$1,040,250.⁷ There are 20 suburban residential areas. About 22 percent of the city's population are 18 years old or younger. About 67 percent of the population are between 18 and 64 years old. About 12 percent of residents are over 65.



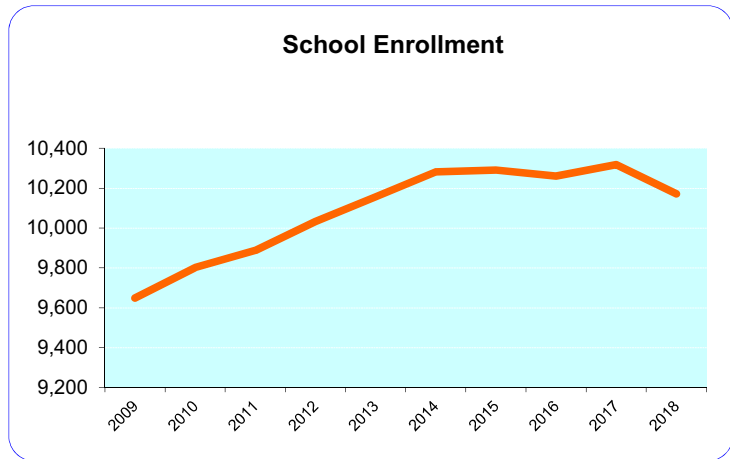
⁵ US State Census Bureau (<https://www.census.gov/quickfacts/fact/table/milpitascitycalifornia/PST045218>)

⁶ City of Milpitas, Adopted Housing Element 2015-2023 (pg.11)

⁷ HdLCC Milpitas 2018/19 Property Tax Summary

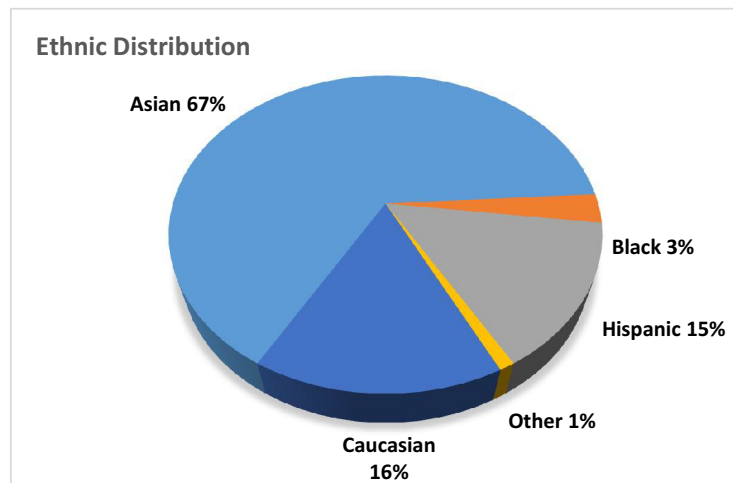
The Milpitas Unified School District operates ten elementary schools (K-6), two middle schools (7-8), two high schools (9-12), 1 continuation high school, and adult education school. The district employs over 500 individuals on a full-time basis to serve approximately 10,000 students as a Prek-12 grade school system.⁸

Milpitas has the highest population of ethnicities in all Santa Clara County. According to the 2010 census, an estimated 67 percent of residents are Asian; 16 percent are Caucasian; 15 percent are Hispanic or Latino; and 3 percent are Black or African-Americans.⁹



At 20 feet above sea level, Milpitas' mild climate averages 59 degrees, with gentle winds from the northwest and little more than 13 inches of rain expected in a typical year.

The bustling general law city is supervised by a council-manager form of government. The Milpitas City Council is the flagship decision making body that appoints members too many commissions that serve in advisory capacities. The mayorship is an elected position, as are all the council seats. Mayors serve two-year terms; council members have four-year seats.



The City Council makes the ultimate planning and policy decisions for residents, and oversees the city's \$253 million budget. The five members carry out twice a month public meetings. At these times, the public's comments are usually heard, under the citizen's forum. The Council's meetings are held the first and third Tuesdays of each month at 7:00 p.m. in the Milpitas City Hall, 455 E. Calaveras Blvd.

There are 12 advisory commissions on which residents can participate - the Planning Commission, Arts Commission, Youth Advisory Commission, Library Advisory Commission and Senior Advisory Commission, to name a few.

Issues challenging most commissions these days are development, quality of life and how to streamline traffic bottlenecks that plague this area at commute times.

⁸ Milpitas Unified School District website

⁹ Jobs EQ - Economic Overview 3/8/19

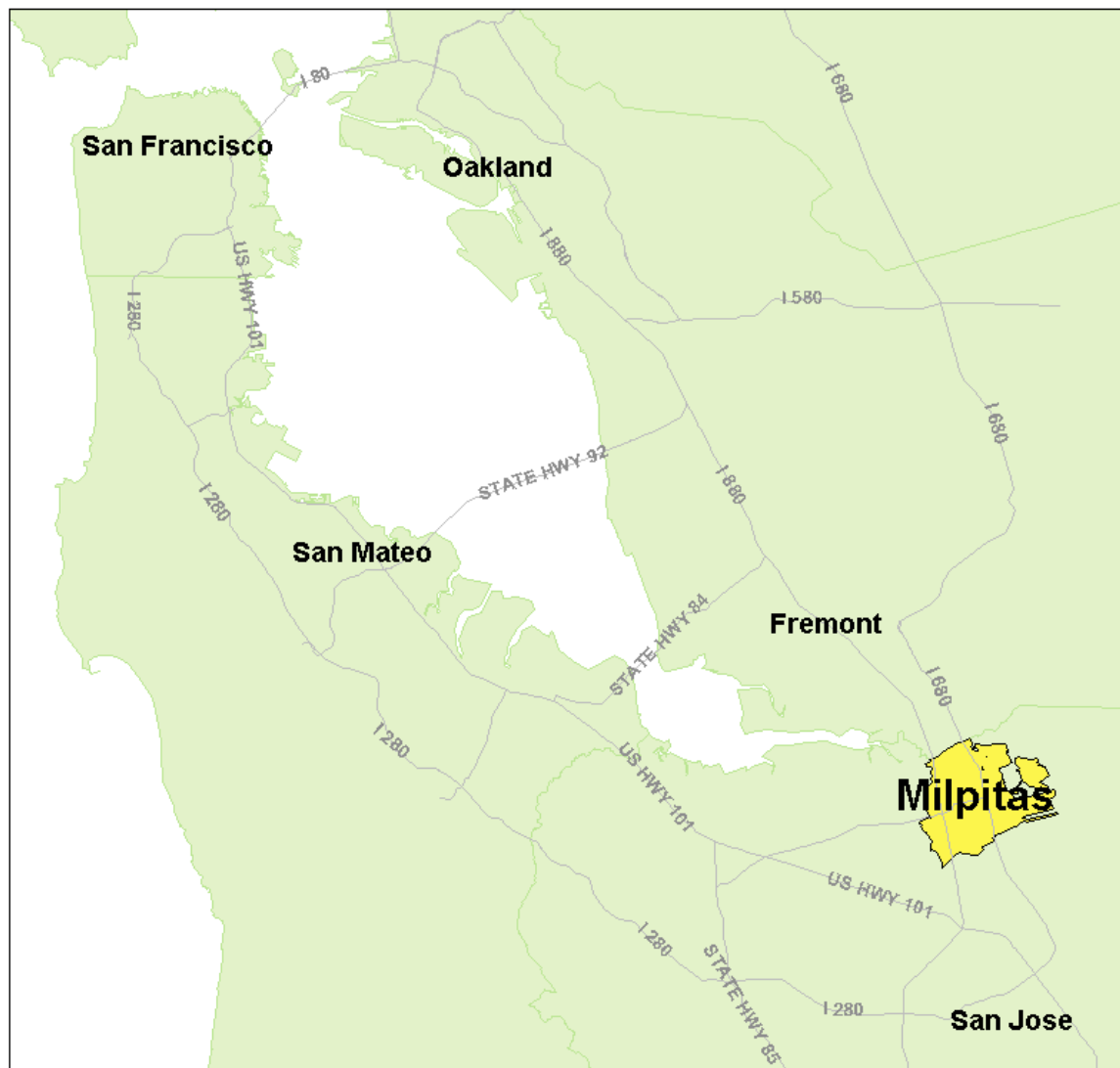
City of Milpitas at a Glance

Date of Incorporation	January 26, 1954	Water Utility	
Form of Government	Council-Manager	Number of Customers:	
		Residential	14,721
		Commercial	2,206
Population (estimated*)	76,231	Recycled Water	232
Land Area (Square Miles)	13.6	Average Daily Consumption (in million gallons)	
Miles of Streets	298	Potable Water	7.56
Number of Street Lights	5,119	Recycled Water	0.97
		Miles of Water Mains	206
Fire Protection		Sewer Utility	
Number of Stations	4	Miles of Sanitary Sewers	175
Number of Firefighters	57	Miles of Storm Drains	105
Fire Apparatus	15		
Number of Fire Hydrants	2,038	Public Schools Serving the Community	
Police Protection		Elementary Schools	10
Number of Stations	2	Middle Schools	2
Number of Sworn Officers	90	High Schools	2
Crossing Guard Posts	30		
Number of Police Patrol Vehicles	29	Parks and Recreation	
Employees		Acres of Parkland	195
Permanent	432	Number of Parks	32
Temporary (FTE)	93	Number of Swimming Pools	3
		Number of Tennis Courts	21

Sources:

City of Milpitas CAFR, Statistical Section
City of Milpitas Fire Department
City of Milpitas Police Department
CA Department of Education

Vicinity Map



The City of Milpitas is located near the southern tip of San Francisco Bay, forty-five miles south of San Francisco. Milpitas is often called the “Crossroads of Silicon Valley” with most of its 13.63 square miles of land situated between two major freeways (I-880 and I-680), State Route 237, and a county expressway. A light rail line opened for service in 2004 and an extension of BART, including a major multi-modal station is expected to open for service in 2019.

City Council

Mayor	Rich Tran
Vice Mayor	Karina R. Dominguez
Councilmember	Carmen Montano
Councilmember	Bob Nuñez
Councilmember	Anthony Phan

Commissions/Board

Arts Commission

John Agg
Robin Hays
Christina Driggers
Tess Santos
Robert Besler
Dan Bobay
Nicole Phan
Robert Gill
Becky Strauss
Lu Qiang Shu

**Community Advisory
Commission**

Van Lan Truong
Ashish Kathapurkar
Oscar Leon
Syed Mohsin
Jose Rosario
Michelle Manassau
Ashok K. Sharma
Mike Bilbao
Thelma Batilo
George Chen
Vishal Gandhi

**Energy and
Environmental
Sustainability Commission**

Marta Martinez
Manpreet Badesha
Christopher Salian
Echo Arthur
Chia Ling Kong
Patti Sexton
Brian Shreve
Mandeep Singh
Yue George Liu

**Economic Development and
Trade Commission**

Lynne Rice
Warren Wettenstein
Dhaval Brahmbhatt
Chris Norwood
Victor San Vicente
Matt Taylor
Jeffrey Chen
Dipak Awasthi
Juliette Gomez

**Public Safety and Emergency
Preparedness Commission**

Betty Reutter
Mercedes Albana
Michael Berryhill
Paul Ellis
Don Clendenin
Timothy J. Howard Jonathan
Nakapalau
Hon Lien
Nasir Lalani
Aleck Bittencurt
Vicki Young

**Library and Education
Advisory Commission**

Yu-Lan Chou
Ha Phan
Hellie Mateo
Nonie McDonald
Sonny Wang
Trinidad Aoalin
Elpidio Estioko
Dana Arbaugh
Theresa Hoang

Commissions/Board

**Parks, Recreation and Cultural
Resources Commission**

Satish Bansal
Evelyn Ramirez
Aakar Shah
Bhupinder Singh
Voltaire Montemayor
Rohit Sharma
Kristal Caidoy
Ricky Davis
Molly Current

Planning Commission

Sudhir Mandal
Ricardo Ablaza
Tim Alcorn
Steve Tao
Evelyn Chua
Bill Chuan
Demetress Morris

Senior Advisory Commission

Denny Weisgerber
Melba Holliday
Jae Wi
Deborah R. Langley
Barbara Ebright
Estrella Gilana
Karen Adams
Jenny Berryhill
Patrick Yung
Willy Wong
Nona Tolentino

**Science, Technology, and
Innovation Commission**

Dinesh C. Gupta
Niranjan Gupta
William Lam
Sukhi Singh
Hai Tran
Kurt Bohan
Anh Bao
Jaime Hallera
Ernesto Bautista
Ratan Choudhury
Guy Haas

Veterans Commission

Arthur Ebright
Ed Ackerman
Edward Smythe
Denny Weisgerber
Ricardo Martinez
William Devereux
Liliana Ramos
Bruce Choy

Youth Advisory Commission

Christie Maly
Ravit Sharma
Aavani Sree
Aruna Doreswamy
Andrew Dinh
Saniya Shrotriya
Claudia Wang
Saili Karkare
Yugam Satija
Fengyi Huang
Meghana Ambalathingal

Directory of Officials

Fiscal Year 2019-2020

City Manager

Julie Edmonds-Mares

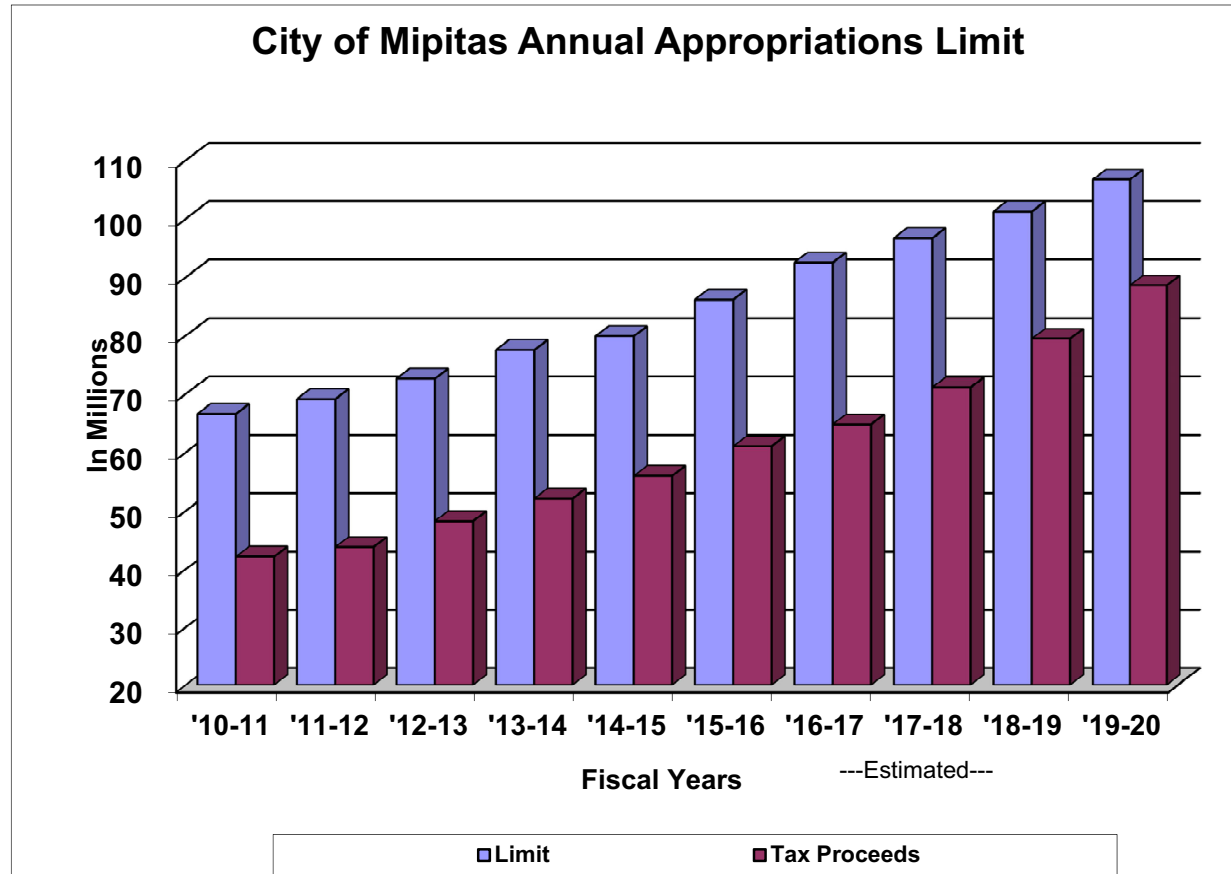
Assistant City Manager Ashwini Kantak	Deputy City Manager Steve McHarris
Public Information Officer Jennifer Yamaguma	City Attorney Christopher Diaz
City Clerk Mary Lavelle	Economic Development Director Alex Andrade
Interim Finance Director Jane Corpus	Human Resources Director Liz Brown
Police Chief Armando Corpuz	Fire Chief Brian Sherrard
Information Technology Director Mike Luu	Building & Housing Director Sharon Goei
Engineering Director Steven Erickson	Planning Director Ned Thomas
Public Works Director Tony Ndah	Recreation and Community Director Renee Lorentzen

Gann Limit Analysis

Article XIII B of the California State Constitution, more commonly referred to as the Gann Initiative or Gann Limit, was approved by California voters in November 1979 and placed limits on the amount of proceeds of taxes that state and local governmental agencies can receive and spend each year. If an agency receives more revenue than the Appropriations Limit, the excess revenue must be returned to the taxpayers through a tax reduction or refund within the next two years. Alternatively, the agency can increase its Appropriations Limit through voters' approval.

Each year's limit is based on the amount of tax proceeds that were authorized to be spent in Fiscal Year 1978-79 in each agency, modified for changes in inflation and population in each subsequent year. The City Council must adopt, by resolution, an Appropriations Limit for the following year. Using the population and per capita personal income change factors provided by the State of California, the City's Appropriations Limit for FY2019-20 has been computed to be \$106,818,595. Appropriations subject to the limitation in FY2019-20 budget total \$88,534,981 that is \$18,283,614 less than the computed limit.

The following chart shows the annual Appropriations Limit and the tax proceeds received since Fiscal Year 2010-2011. The City has not exceeded its annual Appropriations Limit in any single fiscal year. The City has been under 90% of the limitation and should not be impacted by the Appropriations Limit.



Computation of Legal Bonded Debt Margin

City of Milpitas
June 30, 2019

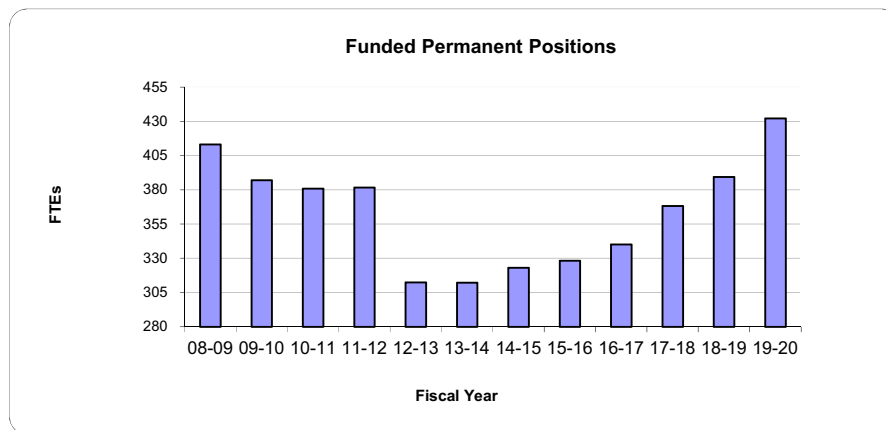
ASSESSED VALUATION:

Total property assessed value, net of exempt real property	<u>\$18,343,899,235</u>	
BONDED DEBT LIMIT (3.75% OF ASSESSED VALUE) (a)		<u>\$687,896,221</u>
AMOUNT OF DEBT SUBJECT TO LIMIT:		
Total Bonded Debt	\$4,245,000	
Less: 2017 Wastewater Revenue Refunding Bonds, not subject to limit	4,245,000	
Amount of debt subject to limit		<u>-0-</u>
LEGAL BONDED DEBT MARGIN		<u>\$687,896,221</u>

(a) California Government Code, Section 43605 sets the debt limit at 15%. The Code section was enacted prior to the change in basing assessed value to full market value when it was previously 25% of market value. Thus, the limit shown as 3.75% is one-fourth the limit to account for the adjustment of showing assessed valuation at full cash value.

Funded Permanent Positions by Department

	15-16		16-17		17-18		18-19	FY19	FY20	19-20
	Funded	Change	Funded	Change	Funded	Change	Funded	Mid-Yr	Adopted Add	Budget
City Council	5.00	0.00	5.00	0.00	5.00	0.00	5.00	0.00	0.00	5.00
City Manager	4.00	0.00	4.00	(1.00)	3.00	3.00	6.00	0.00	1.00	7.00
City Clerk	2.00	0.00	2.00	1.00	3.00	0.00	3.00	0.00	0.00	3.00
Economic Development	0.00	0.00	1.00	2.00	3.00	0.00	3.00	0.00	0.00	3.00
City Attorney	3.00	(2.00)	1.00	0.00	1.00	0.00	1.00	0.00	0.00	1.00
Building and Housing	18.00	0.00	18.00	1.00	19.00	(1.00)	18.00	15.00	0.00	33.00
Information Technology	9.00	1.00	10.00	0.00	10.00	1.00	11.00	0.00	1.00	12.00
Human Resources	4.00	0.00	4.00	1.00	5.00	0.00	5.00	1.00	1.00	7.00
Recreation Services	14.75	1.00	15.75	0.00	15.75	2.25	18.00	0.00	2.75	20.75
Finance	22.50	1.00	23.50	1.00	24.50	3.00	27.50	0.00	2.00	29.50
Public Works	41.00	5.00	46.00	19.00	65.00	3.00	68.00	1.00	4.00	73.00
Engineering	23.00	2.00	25.00	(7.00)	18.00	5.00	23.00	(1.00)	3.00	25.00
Planning & Nghbrhd Svcs	11.00	0.00	11.00	3.00	14.00	1.00	15.00	(6.00)	1.00	10.00
Police	109.00	2.00	111.00	3.00	114.00	3.00	117.00	2.00	7.00	126.00
Fire	62.00	1.00	63.00	5.00	68.00	1.00	69.00	5.00	3.00	77.00
TOTAL	328.25	11.00	340.25	28.00	368.25	21.25	389.50	17.00	25.75	432.25



New Position Requests

FY 2019-20 NEW POSITIONS

(1) Entry Level Fire Inspector – Fire Department

Entry Level Fire Inspector needed for succession planning within the Fire Prevention Bureau reporting to the Assistant Fire Marshal with duties and responsibilities that include fire inspection, plan knowledge, code compliance, fire systems review, and general fire prevention customer service.

This position conducts annual and minor construction inspections, and will receive training and mentorship to prepare the individual to become competitive for higher level inspector positions within the Fire Prevention Division.

(1) Executive Assistant – Fire Department

The Executive Assistant reports to the Fire Chief and is the regular point of contact with government officials, the public, and representatives of business and the community. This person will take notes, prepare reports, make travel arrangements, schedule appointments, and provide general administrative office support to Fire.

Headquarters Staff Capacity assessment recently conducted by Citygate Associates in 2019 for Milpitas Fire recommended assistance be added in the Office Specialist capacity as there is insufficient Office Specialist capacity and administrative duties are being pushed down to the line personnel. Additionally, Citygate recommended adding support staff including Office Specialist and Analyst positions to relieve workload capacity gaps, provide redundant capacity for critical business services, and conduct critical data analysis and project coordination.

(1) Fire Protection Engineer – Fire Department

The Fire Protection Engineer reports to and receives direction from both the Assistant Fire Marshal and Prevention Deputy Fire Chief. This is journey level position that possesses the applicable education and training background, appropriate certificates, licenses, and practical work experience. The Fire Protection Engineer performs plans examination to ensure compliance with technical codes, applicable laws, state regulations, and city ordinances.

(1) Communications Dispatcher – Police Department

The Communications Dispatcher staffs the Police Department's Public Safety Answering Point (PSAP). The Communications Center, also known as PSAP, is staffed every hour of the day and every day of the year. The Dispatcher answers 9-1-1 calls and non-emergency phone calls. In addition, the dispatcher dispatches calls for the police department, fire department, and public works department outside normal business hours.

This position is critical to ensuring public safety resources are responding to emergencies and non-emergencies with the appropriate resources. Lastly, the dispatcher is a critical component to maintain fast response times for both Police and Fire. This position supports the Council's priorities in Public Safety.

(2) Community Services Officers – Police Department

The Community Service Officers (CSOs) will be assigned to Patrol Services and the Police-Community Relations Unit. The CSOs will report to a Sergeant, which is a front line supervisory position. The CSOs are non-sworn positions and will be assigned non-hazardous duties that will improve the Police Department's efficiency and service delivery to our community.

The CSO assigned to the Public Community Relations department will be responsible for community presentations like Run. Hide, Fight presentations, and robbery presentations to business owners, burglary presentations to residents and Neighborhood Watch. The CSO will coordinate community engagement events like Coffee with a Cop, Citizen's academy, and National Night Out.

The CSOs assigned to Patrol Services will perform vehicle abatement, property crime investigations, complete necessary police reports, traffic control, non-injury vehicle collisions, field evidence collection, municipal code enforcement, parking enforcement, radar trailer and sign-board deployment, massage parlor permits, bingo

permits, and participate in community projects that impact quality of life concerns. Property crime investigation include, but are not limited to, burglary investigations, theft, vandalism, and identity theft.

(1) Police Management Analyst – Police Department

The Police Management Analyst will perform a variety of professional level administrative and analytical work involving the Department's budget, research, analysis and development of efficient systems, project management, contract management, equipment procurement, grant applications, and grant management grant management.

The Police Department's sworn personnel are responsible for several administrative ancillary duties while, simultaneously, managing their primary duties. These duties include the responsibilities proposed for the Police Management Analyst. The Police Department does not have the staffing capacity for ongoing grant research or application.

The Center for Public Safety Management (CPSM) evaluated police operations and staffing. CPSM staff concluded that the police department is heavily understaffed with support staff and staff is bogged down in administrative work.

(3) Police Officers – Police Department

This is a sworn peace officer position and the position responsibilities are, generally, the following: complete criminal investigations, arrest criminal offenders, traffic enforcement, parking enforcement, evidence collection, work closely with other law enforcement agencies, complete detailed reports, respond to medical emergencies, work closely with community members in providing responsive police services, and being responsive to quality of life concerns. A Milpitas Police Officer works towards the preservation of life and property.

The addition of two (2) police officers would enable the police department to continue providing professional and responsive police services. The officers would be assigned to existing units within the police department, such as Patrol Services, traffic, investigations, and community relations, according to crime fighting strategies and community needs.

(1) Principal Planner – Planning Department

The Principal Planner is primarily responsible for implanting the city planning, sustainable growth, and neighborhood preservation policies of the City Council. Such polices include and often are combined with transportation planning, market rate and affordable housing, open space/parks and trails, health and wellness, and both environmental and fiscal/land use sustainability. As noted in the Matrix Consulting Organizational Study, most Bay Area jurisdiction Planning Departments are responsible for both Long Range Planning and Current Planning with most long-range planning divisions employing 1 - 2 full-time planners dedicated to long-range planning and policy activities. This includes development and implementation of the General Plan and ensuring that zoning codes, ordinances, specific plans, and other specialized master plans (e.g., Bike and Trails Master Plan, Parks and Recreation Master Plan, etc.) are internally consistent and focused on community priorities and policies established by the City Council.

Long-range planning activities also include significant regional collaboration on a variety of issues such as bike and trail networks, GHG reduction strategies, sustainability, transportation planning, community health planning, census and demographics, affordable housing, and homelessness. The Principal Planner will report to the Planning Director or his designee. This position will supervise one Senior Planner responsible for assisting the Principal Planner in managing and completing the work program activities of the long-range planning division, primarily implementation of the General Plan including updating the Zoning Ordinance, updating the City's Specific Plans, managing development of new specific or area plans, and overseeing projects requiring major amendments to the General Plan or the City's Specific Plans. Overall, the position will streamline Planning Department operations and provide a long needed higher quality level of forward thinking to the City's planning and planned growth and development policies of the City Council.

(1) GIS Technician I – Engineering Department

This position is required to address a decade's worth of backlog in the City's GIS System, which is used for the essential connection of City asset data with online, interactive databanks and mapping for real-time visualization and analytics. More specifically, this position will create and maintain asset inventories and document management.

This work will lend itself to enhanced productivity, transparency and cost-efficiencies in the management of all Capital Improvement Projects and the review and permitting of Private Development. Because of the specialized training and certification required for the complexity of GIS tools, this work requires a trained and experienced GIS professional.

(2) Jr/Assistant Engineers (Design & Construction) – Engineering Department

To facilitate the completion of projects in the 2018-2023 Capital Improvement Project (CIP), the Jr/Assistant Engineer (two positions requested) will perform professional and technical engineering work to support design & construction of all funded projects. Responsibilities include preparation of construction documents; project/contract administration; and construction claim resolution; investigation and resolution of construction problems; and assistance in the preparation of engineering reports and studies.

The two requested positions will be within the Design & Construction section, which is managed by the CIP Manager. Currently, the section has three Associate Civil Engineers; one Junior/Assistant position, one Engineering Aide; one Sr. Construction Inspector; two Construction Inspector positions, and one Temporary Construction Inspector. All existing positions are filled but the section is still unable to handle the volume of funded CIP projects.

(1) Equipment Maintenance Worker II (Facilities) – Public Works Department

This position performs a variety of maintenance tasks within the City's equipment maintenance program on the City's facilities, including the repair of pumps, motors, lighting, HVAC, electrical systems, and performs routine and preventive maintenance on other equipment.

This position receives indirect supervision from the Equipment Maintenance Worker III and will receive general supervision the Senior Public Works Lead (Facilities) and/or the Public Works Manager. This position may exercise technical supervision over less experienced staff.

As part of the core duties, this position will be responsible for addressing emergency repair needs on the City's HVAC, electrical, mechanical, and plumbing systems, which will allow the City to limit its use of emergency on-call contract services.

(1) Environmental Inspector – Public Works Department

This position provides full range of inspection, sampling, monitoring and enforcement activities under the solid waste program. This position will interpret regulations and initiate enforcement action, as needed, to ensure compliance with local, state, or federal requirements for solid waste.

This position will receive general supervision from the Senior Administrative Analyst (Solid Waste) and/or the Deputy Public Works Director. This position may exercise indirect supervision over temporary staff within the Solid Waste Division.

As part of the core duties, this position will provide environmental compliance oversight of commercial and industrial businesses for designated provisions of the Municipal Stormwater Permit and Solid Waste Management Ordinance. This position will also perform investigations of discharges into the City's stormwater conveyance system and waterways.

(1) Maintenance Worker III (Trees and Landscape) – Public Works Department

This position serves as a Lead Worker within the Trees and Landscape Division and will be responsible for the City's tree maintenance program. This position will perform a variety of semiskilled and skilled tasks in the construction, maintenance and repair of public assets in the area of parks, trees, and/or street landscape. This position will perform the more complex and responsible tasks within the work Division including the training of less experienced staff.

This position will receive general supervision from the Senior Public Works Lead (Trees and Landscape) and/or the Public Works Manager. This position will exercise indirect supervision over Maintenance Worker I/II personnel assigned to the crew.

As part of the core duties, this position will be responsible for the assessment, prioritization, and resolution of all tree work request that come in from residents to the Public Works Department, which will allow DPW staff to respond more quickly to tree service requests and tree hazards.

(1) Sr. Administrative Analyst (Solid Waste) – Public Works Department

This position will be responsible for professional administrative work in the solid waste and stormwater programs, to ensure that the City stays in compliance with state and regional mandates. This position will coordinate and oversee assigned programs including the development and implementation of program policies and procedures, the development and administration of program budgets, and the negotiation and administration of contracts.

This position will receive general supervision from the Deputy Public Works Director and/or the Public Works Director. This position will exercise indirect supervision over an Administrative Analyst I/II and Environmental Compliance Inspector.

As part of the core duties, this position will provide the resources needed to manage the existing solid waste programs and contract, as well as to develop new zero waste and solid waste compliance programs that will meet the State's mandates for organics diversion.

(0.75) Office Assistant (Sport and Fitness) – Recreation Department

The requested Office Assistant I/II position will be located at the Milpitas Sports Center and report to the Sports Center Supervisor. This position will deliver customer service to the community directly in person and on the phone at the front counter. This position will provide support to the community related to Sport Center site program and class inquiries such as; membership, rental and registration processing, and administrative organization functions such as filing and equipment maintenance logs; part-time employee timecard entry; site program and services calendar entry and maintenance; and help oversee projects assigned to temporary/seasonal front desk staff.

This position will also provide department-wide support through recreation class and program registration, facility room rentals, and park rentals. It will also assist the site's existing Public Services Assistant II with the public interface with class changes, cancellations, and waitlist outreach for sports classes, swim lesson, camps, After the Bell, and general class waitlist, transfers and refund processing.

(1) Public Services Assistant I (Administration) – Recreation Department

The requested Public Services Assistant I/II will be located at the Milpitas Community Center and report to the Community Center Supervisor. The Community Center is the administrative "hub" site for the department and this position will deliver customer service to the community directly in person and on the phone at the front counter. This position will provide support to the community on all recreation class and program registration, facility room rentals, and park rentals. It will also manage the public interface with class changes, cancellations, and waitlist outreach.

This position will also perform a variety of clerical duties and program assistance such as: daily cash/check/credit card deposits, employee timecard entry, manage records retention and destruction, general management of registration forms, rental forms, commission reports and other administrative documentation associated with the Community Center. It will also be a key position for our software setup, which is conducted for each program season, and includes, activity guide class and program data entry and proofing (average of 125 classes each season), cross-reference and proof the Activity Guide to ensure class registration numbers are correct and ready for public release, activity and program dates and room assignments.

This position also provides internal customer service for the department and would be assigned as the Recording Secretary for the Parks, Recreation, and Cultural, Resources Commission, and provide administrative support to the site's Supervisor, two (2) program coordinators, one (1) Senior Public Services Assistant, and three (3) Recreation Specialists.

(1) Recreation Services Assistant II (Special Events) – Recreation Department

The Recreation Assistant II will be located at the Community Center in the Special Events work group, and report to the Community Center Supervisor. This position will plan the smaller scale events, such as, but not limited to Flag Raisings, Veterans Day and Memorial Day Ceremonies, Family Bike Event, and Movies in the Park.

This position would also work with vendors and arrange for entertainment for all events, create and maintain vendor lists, help with preparing contracts, and ordering supplies and materials. The Recreation Assistant II will also help oversee approximately 150 event volunteers that are used throughout the year, as well as lead the new Alviso Adobe Field Trip and Tour program, along with the new Docent Program.

(1) Administrative Assistant – City Council/City Manager’s Office

This position would directly support the City Council by performing varied, responsible, and confidential administrative duties. Duties would include coordinating with other staff and regional partners to ensure that each Councilmember receives briefing materials in advance of meetings; staffing Subcommittee meetings, including the preparation of the agenda and meeting minutes; coordinating scheduling and attendance at regional board or committee meetings, special Council meetings, Council subcommittees, and weekly/bi-weekly Councilmember briefings; coordinating Mayor and Council attendance at community events and preparing certificates and commendations to be presented to community members and organizations; and coordinating travel and expense reports for the Mayor and Council. In addition, this position would provide other ongoing support to each member of the Council, as required.

This position would report to the Executive Assistant in the City Manager’s Office.

(1) Administrative Assistant – Finance Department

The Administrative Assistant will provide general administrative support including filing, copying, scheduling, purchasing, personnel activities, and special projects and requests for the Finance Department.

The Finance Department has seen a significant increase in activity the past year, with over 80 active projects (such as agreements, Request for Bids (RFPs), Invitation for Bids (IFBs), etc.), with activity not expected to decrease in the near future. There is the need for clerical help to support staff with items such as filing, copying, routine purchasing, department budget monitoring, scheduling and general organization.

In addition, the Department has no full time administrative staff, particularly taxing the work of the Finance Director, Assistant Director, Budget Manager, and Purchasing Officer. These positions are required currently to make files, copy, schedule, and perform other general organization tasks that could be better performed by an Administrative Assistant. Administrative support is requested to allow these positions to concentrate on Council and department priorities and more strategic issues.

(1) Finance Manager – Finance Department

The Finance Manager will supervise and manage the routine, day to day operations of the Finance Department, including Accounting, Accounts Payable, and Payroll. The Finance Manager will report to the Assistant Director of Finance and oversee the General Ledger, Accounts Payable, and Payroll Divisions. It will directly supervise 3 Senior Accountants, and 12 full time equivalent positions.

Currently, the Assistant Finance Director supervises and manages daily operations in Accounting, Accounts Payable, Payroll, and Fiscal Services including Utility Billing, Business License Tax Collection, and Misc. Receivables. The Assistant Finance Director also supports the Finance Director in developing the strategic direction and vision of the Finance Department, attends internal and public meetings as necessary, acts as the Finance Director in his/her absence, and provides support for the annual budget process and project management for several system implementations. There is a large gap in the skills required and responsibilities between the Assistant Finance Director level and the Sr. Accountant level. There is no position in between and this makes succession planning, staff development, retention, and promotion from within the organization very difficult.

(1) Employee Relations Officer – Human Resources Department

The Employee Relations Officer (ERO) will assist the Human Resources (HR) Director in staff development and training, labor relations, maintaining policies and procedures, developing hiring, disciplinary and termination recommendations, reviewing and processing grievances, assisting in conducting research and analysis regarding job descriptions, salary and benefits, and participating in setting up safety programs to prevent workplace injuries. In addition, this employee will assist the HR Director in resolving sensitive personnel matters and significant and controversial issues.

The ERO will report to the HR Director and oversee two HR Analysts. The HR Director will continue to lead the department, provide guidance to the ERO, and oversee complex personnel matters that require City Manager, legal and City Council involvement. As the only other manager in the department, the ERO will act on behalf of the Director in his/her absence.

(1) Information Systems Analyst (Public Safety) – Information Services Department

This position is required to address essential technological needs within the Police and Fire Departments, directly supporting necessary system and application upgrades; supporting the 911 system; providing 24/7 support

services; and integrating artificial intelligence, body-worn cameras and usage of GPS to provide faster and more accurate response times to public safety calls. This position request is a direct result of the recommendation of the Center for Public Safety Management (CPSM), whom conducted the Police Operations and Data Analysis, the results of which were presented to Council on March 19, 2019. The position will be dedicated to supporting Police and Fire and will be housed in the Police Department; however will be overseen by the Information Technology department.

FY 2019-20 POSITION RECLASSIFICATIONS

Sr. Building Inspector– Building and Housing Department

The Electrical/Building Inspector position is a single classification in the Building Inspection function of the Building and Housing Department. The size of jurisdiction and type of projects in Milpitas necessitate inspectors who are proficient in all disciplines rather than specialty inspectors. Usually large jurisdictions have more specialty inspectors as they have specialized projects requiring more in-depth experience in a specific discipline.

This reclassification will broaden the responsibilities and elevate the position to a Senior Building Inspector, providing much more capacity and flexibility for the Department. Inspection services will be more efficient with inspectors that are able to conduct different types of inspections, which will in turn improve service delivery for the development community.

This position will work in the building safety division, reporting to the Building Inspection Manager and overseeing Building Inspectors. This reclassification will also help provide a career path in the Building Inspection Program and enhance professional development and succession planning in the Building and Housing Department.

Sr. Permit Center Analyst – Building and Housing Department

One of the reclassification requests in the Building and Housing Department is to reclassify a vacant Plan Check Engineer position to a Senior Administrative Analyst position (with the working title of a Senior Permit Center Analyst) to serve as the TRAKiT permit system administrator.

The Building and Housing Department administers the permit system and electronic plan review system and provides training to other departments on these systems in coordination with Information Services, and yet lacks any analytical and technical position that performs information technology and GIS-related work. There is significant database administration and database management performed by plan check staff for many years. Integration between the permit system and the new electronic plan review software has been performed by plan check staff as well.

Program Coordinator (Case Manager) – Recreation Department

The proposed Program Coordinator (Social Services) position would be based out of the Senior Center and report to the Community Engagement and Inclusion Administrator. This position would assist the greater community with Medicare, Medi-Cal, Supplemental Security Income, Social Security, Disability, Immigration and Naturalization Services, food vouchers/programs, In-Home Supportive Services, transportation needs, and manage the intake, review and approval of residents for the new City Assistance Program.

The proposed Program Coordinator would lead the City's newly formed Suicide Prevention Task Force and oversee critical mental health services access and education to our high school-age population at the Teen Center. Additionally, the Social Services Program Coordinator would serve as the City's primary liaison to local service agencies such as NAMI, Health Trust, Catholic Charities, Milpitas Food Pantry, and other similar-type service providers.

This position will work in the building safety division, reporting to the Plan Review Manager. The position will provide a career path in the permit administration area.

Sr. Executive Assistant – City Manager's Office

The Executive Assistant position supports the City Council and City Manager's office. This position provides analytical and executive support and handles confidential materials, complex resident inquiries and employee relations, coordinates citywide contract approvals, and acts as the point of contact for the City Manager and other

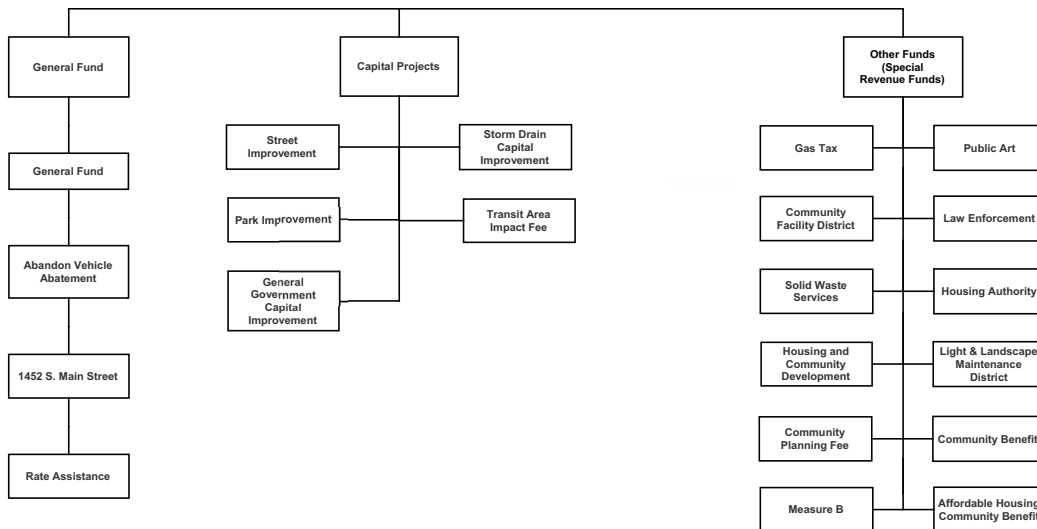
executive staff in the City Manager's Office. Over the past year, the duties and responsibilities of this position have increased significantly. The position now supports a total of four (4) senior and executive staff in the City Manager's Office, in addition to supporting the full Council. The position also supervises an Office Specialist, which was added in Fiscal Year 2018-19. Staff is recommending reclassifying the Executive Assistant position to a Senior Executive Assistant position to reflect the supervisory role, the additional responsibilities supporting senior and executive level positions, and the confidential and complex nature of the job.

Jr. Accountant – Finance Department

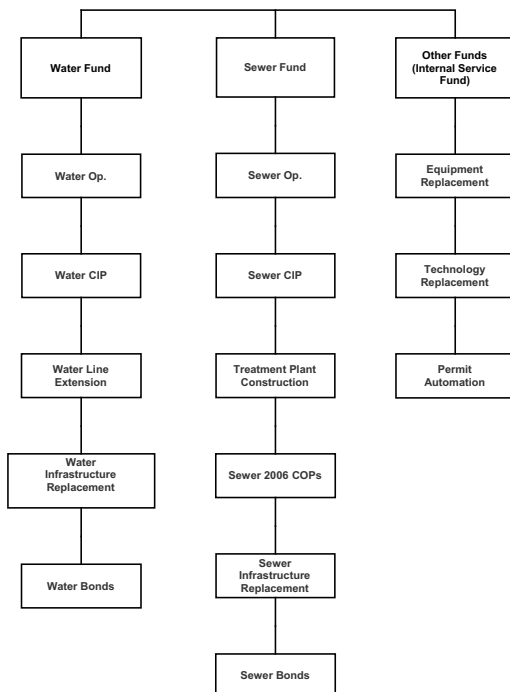
The Jr. Accountant will be a new position classification that will serve the need to have an entry level accountant position in the Department of Finance. It will receive lead guidance from the Accountant position and Sr. Accountant, and will report to the Sr. Accountant position. This position will perform more routine professional accounting work, including recording and reporting of financial transactions, and budgetary control, for assigned area of responsibility. It will also participate in the posting, balancing and reconciliation of subsidiary accounts.

City of Milpitas Fund Structure By Budgetary Basis

Modified Accrual Basis of Budgeting



Accrual Basis of Budgeting



Basis of Budgeting

City budgets are adopted on a basis consistent with generally accepted accounting principles (GAAP) except that encumbrances are considered budgetary expenditures in the year of the commitment to purchase, and capital project expenditures are budgeted on a project length basis rather than a fiscal year. For all governmental funds, revenues and expenditures are budgeted on a modified accrual basis. For all propriety funds, revenues and expenditures are budgeted on an accrual basis.

Accrual Basis is a basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received and spent.

Modified Accrual Basis is a basis of accounting in which revenues are recognized when measurable and available and expenditures are recorded when the related fund liability is incurred.

Budget Summary

	Grand Total	General Fund (1)
ESTIMATED REVENUES		
PROPERTY TAXES	28,391,781	28,391,781
RFTTF DISTRIBUTIONS	6,414,919	6,414,919
SALES AND USE TAXES	27,200,042	27,200,042
OTHER TAXES	1,128,000	1,128,000
FRANCHISE FEES	5,147,000	4,937,000
TAXES OTHER THAN PROPERTY	19,557,639	19,557,639
LICENSES AND PERMITS	14,748,486	14,748,486
FINES AND FORFEITS	501,810	501,810
USE OF MONEY AND PROPERTY	4,248,000	1,267,000
INTERGOVERNMENTAL	5,587,556	1,445,927
CHARGES FOR CURRENT SERVICES	65,012,886	6,960,914
OTHER REVENUE	23,698,420	241,000
OPERATING TRANSFERS IN	21,685,417	5,993,002
sub-total	223,321,956	118,787,520
OTHER FINANCING SOURCES		
(INCREASE) DECREASE IN FUND BALANCE	2,225,372	(3,210,533)
(INCREASE) DECREASE IN PRIOR YEAR RSRV	6,000,000	6,000,000
(INCREASE) DECREASE IN CIP RSRV	(38,367,817)	0
OTHER FINANCING SOURCES	60,000,000	0
sub-total	29,857,555	2,789,467
TOTAL	253,179,511	121,576,987
BUDGETED APPROPRIATIONS		
PERSONNEL SERVICES	103,974,393	91,972,001
SUPPLIES & CONTRACTUAL SERVICES	56,654,452	22,521,884
CAPITAL OUTLAY	1,626,262	183,102
OPERATING TRANSFERS OUT	21,685,417	6,800,000
sub-total	183,940,524	121,476,987
CAPITAL IMPROVEMENTS	67,805,725	0
DEBT SERVICE	1,433,263	100,000
sub-total	69,238,988	100,000
TOTAL	253,179,512	121,576,987
FUND BALANCE		
FUND BALANCE 7/01/2019	281,968,239	67,176,239
NET CHANGES IN FUND BALANCE	36,142,445	3,210,533
TOTAL	318,110,684	70,386,772
RESTRICTED	14,555,326	0
RESTRICTED, CIP	201,439,817	0
COMMITTED, OTHER	700,000	0
COMMITTED, ARTIFICIAL TURF	1,230,000	1,230,000
COMMITTED, TECHNOLOGY	2,000,000	2,000,000
COMMITTED, FACILITIES	7,000,000	7,000,000
COMMITTED, PERS	30,000,000	30,000,000
UNASSIGNED, UNRESTRICTED	32,835,541	1,806,772
UNASSIGNED, 2 MONTHS	18,900,000	18,900,000
UNASSIGNED, BUDGET STABILIZATION	9,450,000	9,450,000
TOTAL	318,110,684	70,386,772

(1) General Fund includes RPTTF Distribution Fund, Abandon Vehicle Abatement Fund, 1452 S. Main St Fund and administration funds of the former Redevelopment Agency.

(2) Other Funds include Community Benefit Fund, Community Facility District Funds, Community Planning Fee Fund, Gas Tax Fund, Equipment Replacement Fund, Housing Authority Fund, Housing and Community Development Fund, Information Technology Replacement Fund, Law Enforcement Grant Funds, Light & Landscape Maintenance District Funds, Measure B Fund, Permit Automation Fund, Public Art Fund, and Solid Waste Services Fund.

Financial Information

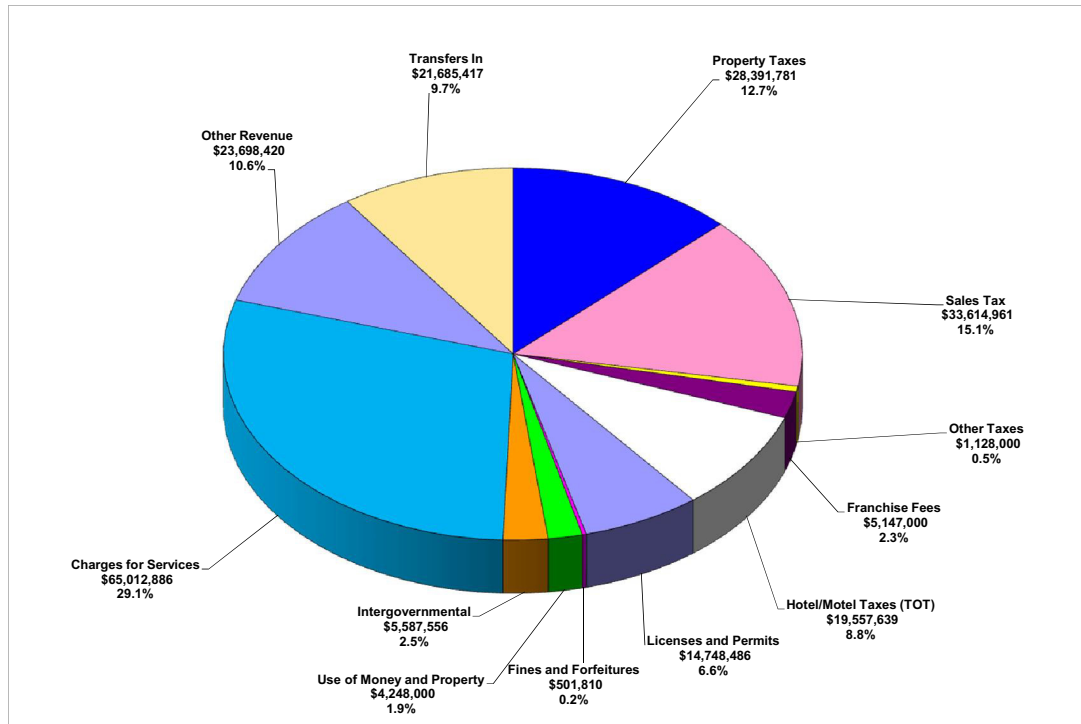
Housing Authority	Other Funds (2)	Capital Projects (3)	Water Fund (4)	Sewer Fund (5)
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	210,000	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
115,000	281,000	1,532,000	539,000	514,000
0	3,652,629	489,000	0	0
70,000	5,220,578	0	33,629,267	19,132,127
0	3,304,000	17,954,420	1,139,000	1,060,000
0	2,300,000	13,292,415	0	100,000
185,000	14,968,207	33,267,835	35,307,267	20,806,127
1,364,674	4,071,231	0	0	0
0	0	0	0	0
0	0	(6,609,434)	(18,759,870)	(12,998,513)
0	0	0	25,000,000	35,000,000
1,364,674	4,071,231	(6,609,434)	6,240,130	22,001,487
1,549,674	19,039,438	26,658,401	41,547,397	42,807,614
708,276	4,034,241	161,986	4,027,954	3,069,935
841,398	3,180,166	0	21,514,897	8,596,107
0	1,333,160	0	110,000	0
0	10,491,871	100,000	2,725,061	1,568,485
1,549,674	19,039,438	261,986	28,377,912	13,234,527
0	0	26,321,415	12,944,260	28,540,050
0	0	75,000	225,225	1,033,038
0	0	26,396,415	13,169,485	29,573,088
1,549,674	19,039,438	26,658,401	41,547,397	42,807,615
7,070,000	20,850,000	117,472,000	35,900,000	33,500,000
(1,364,674)	(4,071,231)	6,609,434	18,759,870	12,998,513
5,705,326	16,778,769	124,081,434	54,659,870	46,498,513
5,705,326	8,850,000	0	0	0
0	0	124,081,434	49,359,870	27,998,513
0	700,000	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	7,228,769	0	5,300,000	18,500,000
0	0	0	0	0
0	0	0	0	0
5,705,326	16,778,769	124,081,434	54,659,870	46,498,513

(3) Capital Projects include Street Improvement Fund, Park Improvement Funds, General Government Capital Improvement Fund, Storm Drain Capital Improvement Fund and Transit Area Impact Fee Fund.

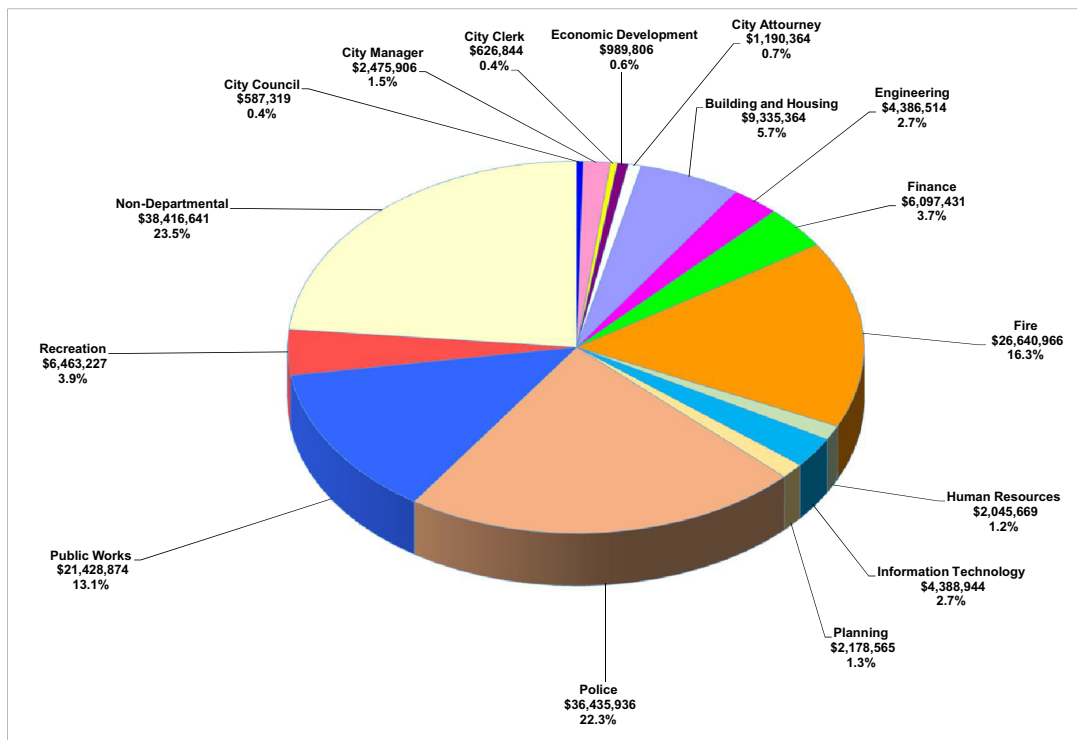
(4) Water Fund includes Water Operations Fund, Water Bonds Fund, Water Fund CIP, Water Line Extension Fund, Water Infrastructure Replacement Fund and Recycled Water Fund.

(5) Sewer Fund includes Sewer Operations Fund, Sewer Bonds Fund, Sewer Fund CIP, Treatment Plant Construction Fund, Sewer 2006 COPs fund and Sewer Infrastructure Replacement Fund.

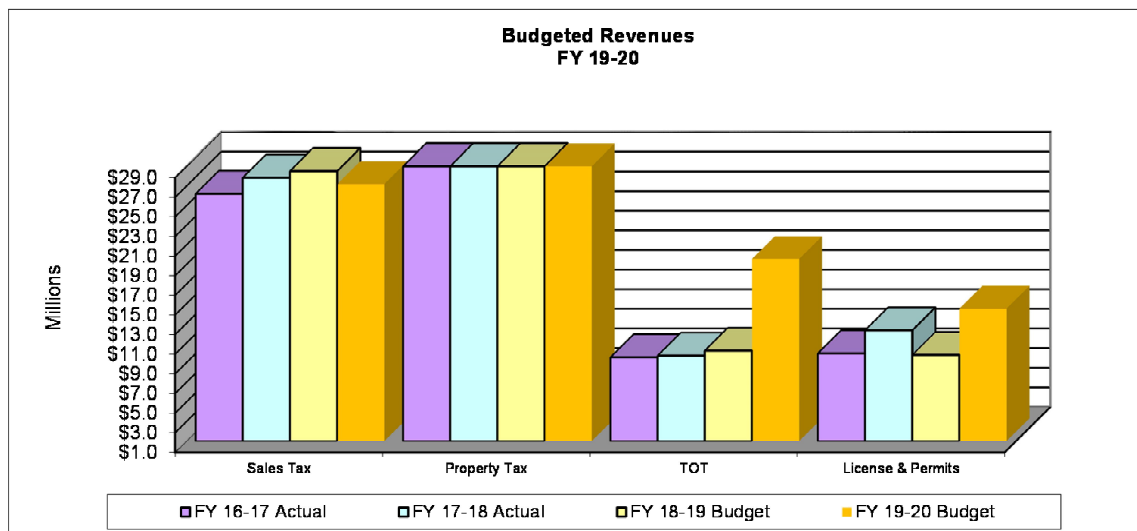
Distribution of Revenues
2019-2020
(All Funds)



Distribution of Expenditures
2019-2020
(All Funds)



CPI	Projected to be in the 2 to 3% increase range based on the average urban Consumer Price Index in the last 10 years for the San Francisco-Oakland-San Jose Metropolitan Areas. CPI is only applied to non-major revenues and only after specific annual trends have been reviewed.
Sales Tax	Staff's assumption for FY 19-20 sales tax revenue is a decrease of 0.6% from the FY 18-19 amended estimate. This is due to the downward business level adjustment from recent actuals trends. An annual average increase of 2.6% is projected from FY 20-21 through FY 24-25. The projected increase is based on estimates from the City's sales tax consultant using actual data as of the fourth quarter in 2018. Sales tax revenues is in line with consumer price index and historical averages.
Property Tax	Property tax revenues are estimated to increase by 14.6% in FY 19-20 from the FY 18-19 amended revenue. This is based on information provided by the City's property tax consultant, with an average growth rate of 3.7% that is representative of the historical and predicted average rate of real property growth. Based a 10 years' average, staff estimates that the California consumer price index in the San Francisco/San Jose metropolitan area will increase at a rate of 2 to 2.5% in each of the next five years and therefore the 2% limit of Proposition 13 will apply.
Transient Occupancy Tax (TOT)	Transient Occupancy tax revenue is projected to increase 24.6% from the amended FY 18-19 budget. This increase is due to anticipated new business openings and the increase of the Transient Occupancy Tax (TOT) from 10% to 15% following a successful ballot measure (November 2018) and Council rate approval, effective January 3, 2019.
License and Permits	Licenses and Permits revenue for FY 19-20 is projected to increase 16.3% from the FY 18-19 amended revenue. This is primarily due to an increase in development activity throughout the City, approved midyear additions to development staff that will reduce the backlog of development work, and the incorporation of approximately \$2.0 million in recommended fees from a Citywide Development Fee Study that was approved by Council as part of the Master Fee schedule on May 15, 2019.



Revenues by Fund (Summary)

	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
100 General Fund	101,878,995	101,761,816	101,234,507	118,415,020
102 Measure I TOT	2,991,652	2,604,703	2,536,000	0
103 1452-1474 S. Main	355,637	238,950	250,000	125,000
105 Abandon Veh Abatement	67,788	98,328	47,500	47,500
109 Rate Assistance Fund	0	0	0	200,000
150 Redevelopment Administration	103,940	64,560	0	0
211 H-Hetch Ground Lease	15,099	2,078	1,000	1,000
213 Public Art Fund-Nonrestricted	147,158	828	3,000	5,000
214 Community Planning Fee Fund	513,771	470,340	258,000	313,000
215 Community Benefit Fund	0	504,419	0	2,000,000
221 Gas Tax Fund	1,450,109	2,321,766	3,195,310	3,244,629
235 95-1 Lighting/Lscape Dist	306,876	324,346	343,178	361,000
236 98-1 Lighting/Lscape Dist	38,918	40,482	42,000	44,000
237 05 Community Fclty Dist	1,053,909	1,105,018	1,086,896	1,212,000
238 08 Community Fclty Dist	665,206	828,417	900,000	1,700,000
250 HCD Fund	417,808	373,820	425,000	450,000
251 HCD Loan	98,216	1,833	1,000	1,000
261 Supplemental Law Enforcement	169,830	172,907	1,000	2,000
262 State Asset Seizure	3,504	3,780	0	0
263 Federal Asset Seizure	390	812	0	0
267 Justice Assistance Grant	47,082	43,334	0	0
268 Justice Assistance Grant 2009	1,251	14,363	1,000	0
269 Grant Fund	11,576	14,374	0	0
280 Solid Waste Services	996,632	1,086,297	247,000	239,000
295 Housing Authority	907,029	886,290	741,000	185,000
310 Street Fund	(11,546)	4,133	95,000	98,000
311 Street CIP	7,696,912	5,945,266	3,475,000	5,884,415
312 Traffic Impact Fee	1,472	61,811	14,000	27,000
314 Vehicle Registration Fee	458,539	474,013	470,000	460,000
315 Calaveras Widening Impact Fee	244,958	263,741	0	0
316 Montague Widening Impact Fee	2,222	4,630	0	0
317 Milpitas Business Park Impact Fee	4,591	9,564	8,000	11,000
320 Park Improvement Fund	(46,118)	126,538	100,000	199,000
321 Park Improvement CIP	1,675,000	12,075,000	62,958	0
322 Midtown Park Fund	14,895	15,686	2,604,000	1,555,363
330 General Government	2,651,996	362,979	2,928,000	352,000
331 General Government CIP	6,500,785	13,468,416	295,000	6,437,000
340 Storm Drain Development	2,261,433	463,855	783,000	1,058,000
341 Storm Drain CIP	1,515,000	1,515,000	15,000	0
350 Transit Area Impact Fee Fund	24,053,396	28,103,941	25,859,643	17,186,057
351 Transit Area Impact Fee CIP Fund	8,452,644	9,405,198	(2,667,158)	0
400 Water M & O Fund	22,675,886	25,183,877	25,495,000	30,069,848
401 Water CIP	5,015,000	11,020,000	2,330,000	0
402 Water Line Extension Fund	2,214,221	2,284,088	1,055,000	1,032,000
403 Water Bonds	0	0	14,300,000	25,000,000
405 Water Infrastructure Replmnt	4,107,939	4,830,994	5,435,000	4,205,419

Revenues by Fund (Summary)

	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
450 Sewer M & O Fund	16,618,410	17,102,988	18,835,677	19,667,127
451 Sewer CIP	6,440,000	11,305,000	0	0
452 Treatment Plant Construction	2,888,058	1,575,363	1,089,000	1,104,000
453 Sewer 2006 COPS	4	120	0	0
454 Sewer Bonds	0	0	0	35,000,000
455 Sewer Infrastructure Replmnt	14,273	30,853	28,000	35,000
500 Equipment Mgmt Fund	2,439,353	2,777,822	2,950,552	3,555,578
505 Information Tec Replmt	301,490	303,352	300,000	303,000
506 Permit Automation Fund	1,009,489	998,576	623,000	1,537,000
TOTAL	231,442,679	262,676,660	217,797,063	283,321,956

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
GENERAL FUND (100)				
PROPERTY TAXES				
3010 Property Taxes, Current	22,194,991	24,075,924	23,951,000	28,391,781
3030 Property Taxes, Supplement	822,581	892,854	823,000	0
3050 Property Taxes, RPTTF Distribution	7,243,941	6,924,240	6,631,000	6,414,919
sub-total	30,261,513	31,893,019	31,405,000	34,806,700
TAXES OTHER THAN PROPERTY				
3110 Sales and Use Tax	26,213,910	27,854,332	28,520,056	27,200,042
3120 Real Estate Transfer Tax	727,728	697,535	750,000	773,000
3131 Electric Franchise	1,379,560	1,411,414	1,420,000	1,463,000
3132 Gas Franchise	166,938	195,741	170,000	175,000
3133 Garbage Franchise-Commercial	1,180,701	1,182,257	2,484,851	2,623,000
3134 Garbage Franchise-NonCommercial	509,101	774,815	0	0
3135 Solid Waste-Community Relations	0	144,581	0	0
3136 Solid Waste-HHW-Contract & Public	0	323,817	0	0
3137 Nitrogen Gas Franchise	55,950	70,474	56,000	58,000
3138 CATV Franchise	578,952	574,709	600,000	618,000
3140 Business License Tax	329,362	328,548	555,000	355,000
3150 Hotel/Motel Tax	9,536,211	9,698,954	10,210,000	19,557,639
sub-total	40,678,416	43,257,176	44,765,907	52,822,681
LICENSES AND PERMITS				
3210 Building Permits	7,545,221	9,923,608	7,199,714	11,552,176
3220 Fire Permits	1,793,370	1,805,331	1,915,000	2,305,256
3240 Life Safety Annual Permits	434,072	344,918	455,000	562,512
3250 Fire Inspections	164,465	208,142	212,000	328,542
sub-total	9,937,129	12,281,999	9,781,714	14,748,486
FINES AND FORFEITS				
3301 Vehicle Code Fines	150,389	154,896	140,000	164,310
3302 Other Court Fines	159,029	116,767	120,000	121,000
3305 Booking Fees	13,969	9,758	12,000	12,000
3306 NBO Violation Fees	9,550	4,620	8,500	8,500
3307 Impound Fees	90,962	95,306	84,000	85,000
3308 Animal Violations	5,290	9,870	7,000	10,000
3309 False Alarm Fee	61,620	24,350	40,000	40,000
3310 Fire Administrative Citations	68,800	60,300	60,000	61,000
sub-total	559,609	475,867	471,500	501,810
USE OF MONEY AND PROPERTY				
3431 Pooled Investment Interest (Nonalloc)	161,476	334,918	0	0
3433 Other Interest Income	(399,585)	(956,602)	0	0
3434 Pooled Interest Allocation	326,276	812,794	703,000	1,267,000
sub-total	88,167	191,110	703,000	1,267,000
INTERGOVERNMENTAL				
3511 Motor Vehicle In Lieu Tax	33,832	39,695	33,000	34,000
3521 Homeowners Property Tax Relief	75,691	116,705	115,000	118,000
3554 Federal Contributions-Public Works	0	8,008	0	0
3556 Federal Contributions-Recreation	32,946	2,500	0	0
3557 Federal Contributions-Police	23,549	24,319	0	0

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
3558 Federal Contributions-Fire	0	62,800	0	616,427
3562 POST Grant	11,733	9,865	0	0
3564 State Contributions-Public Works	0	1,837	0	0
3568 State Contributions-Fire	0	700,192	0	0
3569 State Contributions-Planning	0	0	0	250,000
3575 County Cont-Public Works	273,102	186,273	100,000	100,000
3576 County Contributions-Recreation	77,031	76,370	80,000	80,000
3577 County Contributions-Police	60,093	75,726	60,000	80,000
3581 Other Restricted Grants-General Gov't	151,057	106,403	100,000	100,000
3582 SB90 Grant	46,317	27,131	20,000	20,000
3588 Other Restricted Grants-Fire	0	2,400	0	0
sub-total	785,352	1,440,223	508,000	1,398,427
CHARGES FOR CURRENT SERVICES				
3601 General Government Service Charges	51,781	92,803	78,750	84,000
3602 Sales of Maps and Documents-Gen Gov't	155	108	0	0
3603 Rents, Leases and Concessions-Gen Gov't	281,773	284,713	240,000	290,000
3604 B L Processing Fee	167,497	164,995	160,000	165,000
3609 PJ Legal Reimbursement	140,960	244,981	0	0
3611 PJ Overhead Charges-PW/E	504,879	957,041	1,042,000	1,250,000
3612 PJ Labor Reimbursement-PW/E	176,707	283,555	700,000	300,000
3613 PJ Vendor Reimbursement-PW/E	880,073	566,554	300,000	50,000
3616 Engineering Plan Check Fee	15,264	7,497	2,000	10,389
3617 Planning Fees	5,491	4,588	5,000	327,999
3618 Sales of Maps and Doc-PW/Engr	3,864	1,254	2,000	2,000
3619 Rent,Lease & Concession-PW/Eng	28,000	23,750	25,500	26,000
3631 PJ Overhead Charges - Fire	13,545	10,605	10,000	10,000
3632 PJ Labor Reimbursement - Fire	7,695	5,722	5,000	5,000
3633 Fire Cost Recovery	583,352	2,461	0	0
3634 Unwanted Alarms-Fire	31,200	31,500	40,000	30,000
3636 Fire Enforcement-Training	0	7,941	0	0
3637 Fire Service Charges	273,958	213,291	282,000	220,000
3638 Sale of Maps & Documents-Fire	6	30	0	0
3639 Fire Electroinc Archieve Charge	11,332	12,800	10,000	15,000
3641 Police Service Charges	658,567	649,136	660,000	721,100
3643 Fingerprints	556	950	1,000	1,000
3644 Sales of Maps & Documents-Police	10,815	10,128	10,000	10,000
3645 Police Cost Recovery	7,968	0	0	0
3646 Rents, Leases & Concessions-Police	14,400	13,200	0	0
3647 DUI-Police Cost Recovery	15,185	11,433	10,000	10,000
3651 Rents, Leases & Concessions-Recreation	216,952	238,579	287,000	254,386
3652 Recreation Fees	2,026,091	2,252,234	2,525,704	2,691,540
3653 Senior Nutrition Fees	23,153	20,068	25,000	17,000
3654 Sales of Maps & Documents-Recreation	0	13,263	0	0
3655 Sales of Merchandise Recreation	349	251	0	0
3656 Recreation Transaction Fees	34,792	34,735	36,500	38,500
3662 Records Retention Fee-Building	99,247	94,575	75,000	75,000

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
3663 Building Service Charges	3,676	2,566	1,500	1,500
3665 PJ Overhead Charges-Building	1,921	1,740	0	0
3666 PJ Labor Reimbursement-Building	977	806	0	0
3667 Building State Mandated Standard Fee	20,599	11,835	15,000	15,000
3672 Public Works Cost Recovery	103,116	0	20,000	0
3681 PJ Overhead Charge-Planning	125,690	227,711	368,000	130,000
3682 PJ Labor Reimbursement-Planning	42,726	78,344	200,000	40,000
3683 PJ Vendor Reimbursement-Planning	93,172	16,712	20,000	1,000
3685 Housing & Neighborhood Services	10,304	17,532	12,000	10,000
3686 Planning Plan Check Fee	15,854	14,763	12,000	12,500
3692 Fire Automation Fee	22,381	22,102	22,000	22,000
sub-total	6,726,022	6,648,853	7,202,954	6,835,914
OTHER REVENUE				
3710 Development	(11,383)	9,342	15,000	15,000
3750 Donations	45,045	27,883	5,000	5,000
3770 Sale of Property, Plant and Equipment	7,276,654	9,543	1,000	1,000
3790 Miscellaneous Other Revenue	108,371	99,801	20,000	20,000
sub-total	7,418,687	146,568	41,000	41,000
OTHER FINANCING SOURCES				
OPERATING TRANSFERS IN				
3806 Op Trfs in from Solid Waste Service	282,000	248,000	286,244	99,456
3812 Op Trfs in from Water Fund	2,633,000	2,594,000	3,162,936	2,725,061
3815 Op Trfs in from Sewer Fund	1,641,000	1,685,000	2,006,252	1,568,485
3819 Op Trfs in from Other	859,000	900,000	900,000	1,600,000
3852 Appn Tfr in from General Gov't Fund	9,100	0	0	0
sub-total	5,424,100	5,427,000	6,355,432	5,993,002
TOTAL (100)	101,878,995	101,761,816	101,234,507	118,415,020
TOTAL (100)	101,878,995	101,761,816	101,234,507	118,415,020
MEASURE I TOT (102)				
3150 Hotel/Motel Tax	2,321,647	2,422,562	2,483,000	0
3431 Pooled Investment Interest (Nonalloc)	(9,685)	7,104	0	0
3433 Other Interest Income	47,542	0	0	0
3434 Pooled Interest Allocation	32,149	50,496	53,000	0
3822 Op Trfs in from General Gov't Fund	0	108,546	0	0
3826 Op Trfs in from Measure I TOT Fund	600,000	15,996	0	0
TOTAL (102)	2,991,652	2,604,703	2,536,000	0
1452-1474 S. MAIN (103)				
3431 Pooled Investment Interest (Nonalloc)	670	1,425	0	0
3434 Pooled Interest Allocation	3,741	9,222	0	0
3603 Rents, Leases and Concessions-Gen Gov't	351,227	228,303	250,000	125,000
TOTAL (103)	355,637	238,950	250,000	125,000
ABANDON VEH ABATEMENT (105)				
3577 County Contributions-Police	61,633	67,280	47,500	47,500
3899 Op Trfs in from Subsidiary CIP Fund	6,155	31,048	0	0
TOTAL (105)	67,788	98,328	47,500	47,500

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
RATE ASSISTANCE FUND (109)				
3790 Miscellaneous Other Revenue	0	0	0	200,000
TOTAL (109)	<u>0</u>	<u>0</u>	<u>0</u>	<u>200,000</u>
REDEVELOPMENT ADMINISTRATION (150)				
3899 Op Trfs in from Subsidiary CIP Fund	103,940	64,560	0	0
TOTAL (150)	<u>103,940</u>	<u>64,560</u>	<u>0</u>	<u>0</u>
H-HETCH GROUND LEASE (211)				
3431 Pooled Investment Interest (Nonalloc)	21,060	21,982	0	0
3433 Other Interest Income	(6,406)	(20,724)	0	0
3434 Pooled Interest Allocation	444	819	1,000	1,000
TOTAL (211)	<u>15,099</u>	<u>2,078</u>	<u>1,000</u>	<u>1,000</u>
PUBLIC ART FUND-NONRESTRICTED (213)				
3431 Pooled Investment Interest (Nonalloc)	246	302	0	0
3433 Other Interest Income	(1,391)	(2,483)	0	0
3434 Pooled Interest Allocation	1,035	3,009	3,000	5,000
3760 Developer Contribution	147,267	0	0	0
TOTAL (213)	<u>147,158</u>	<u>828</u>	<u>3,000</u>	<u>5,000</u>
COMMUNITY PLANNING FEE FUND (214)				
3431 Pooled Investment Interest (Nonalloc)	494	2,588	0	0
3434 Pooled Interest Allocation	3,526	8,375	8,000	15,000
3617 Planning Fees	509,750	459,376	250,000	298,000
TOTAL (214)	<u>513,771</u>	<u>470,340</u>	<u>258,000</u>	<u>313,000</u>
COMMUNITY BENEFIT FUND (215)				
3434 Pooled Interest Allocation	0	4,419	0	0
3760 Developer Contribution	0	500,000	0	0
3831 Appn Transfers in from General Fund	0	0	0	2,000,000
TOTAL (215)	<u>0</u>	<u>504,419</u>	<u>0</u>	<u>2,000,000</u>
GAS TAX FUND (221)				
3431 Pooled Investment Interest (Nonalloc)	(7,395)	2,591	0	0
3434 Pooled Interest Allocation	15,043	20,287	23,000	42,000
3543 Sec 2103-Gas Tax	201,569	379,393	663,867	638,502
3545 Sec 2105-Gas Tax	424,346	409,225	434,156	416,491
3546 Sec 2106-Gas Tax	286,020	268,221	275,866	269,660
3547 Sec 2107-Gas Tax	523,025	532,582	538,659	546,912
3548 Sec 2107.5-Gas Tax	7,500	7,500	7,500	7,500
3549 Sec 2032-RM&R	0	441,869	1,252,262	1,323,564
3802 Op Trfs in from Gas Tax Fund	0	260,099	0	0
TOTAL (221)	<u>1,450,109</u>	<u>2,321,766</u>	<u>3,195,310</u>	<u>3,244,629</u>
95-1 LIGHTING/LSCAPE DIST (235)				
3431 Pooled Investment Interest (Nonalloc)	36	(187)	0	0
3433 Other Interest Income	274	209	0	0
3434 Pooled Interest Allocation	1,409	1,549	2,000	1,000
3720 Special Assessments	305,158	322,775	341,178	360,000
TOTAL (235)	<u>306,876</u>	<u>324,346</u>	<u>343,178</u>	<u>361,000</u>
98-1 LIGHTING/LSCAPE DIST (236)				
3431 Pooled Investment Interest (Nonalloc)	(12)	54	0	0

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
3433 Other Interest Income	36	27	0	0
3434 Pooled Interest Allocation	164	334	0	0
3720 Special Assessments	38,730	40,067	42,000	44,000
TOTAL (236)	38,918	40,482	42,000	44,000
05 COMMUNITY FCLTY DIST (237)				
3431 Pooled Investment Interest (Nonalloc)	130	1,747	0	0
3433 Other Interest Income	846	724	0	0
3434 Pooled Interest Allocation	3,182	8,231	7,000	12,000
3720 Special Assessments	1,049,751	1,094,316	1,079,896	1,200,000
TOTAL (237)	1,053,909	1,105,018	1,086,896	1,212,000
08 COMMUNITY FCLTY DIST (238)				
3431 Pooled Investment Interest (Nonalloc)	1,690	(1,790)	0	0
3433 Other Interest Income	322	456	0	0
3434 Pooled Interest Allocation	1,983	0	0	0
3720 Special Assessments	661,212	829,751	900,000	1,700,000
TOTAL (238)	665,206	828,417	900,000	1,700,000
HCD FUND (250)				
3559 Federal Contributions-Planning	417,808	373,820	425,000	450,000
TOTAL (250)	417,808	373,820	425,000	450,000
HCD LOAN (251)				
3433 Other Interest Income	1,163	1,833	0	0
3434 Pooled Interest Allocation	0	0	1,000	1,000
3559 Federal Contributions-Planning	97,053	0	0	0
TOTAL (251)	98,216	1,833	1,000	1,000
SUPPLEMENTAL LAW ENFORCEMENT (261)				
3431 Pooled Investment Interest (Nonalloc)	(485)	282	0	0
3434 Pooled Interest Allocation	1,394	1,688	1,000	2,000
3567 State Contributions-Police	168,922	170,938	0	0
TOTAL (261)	169,830	172,907	1,000	2,000
STATE ASSET SEIZURE (262)				
3431 Pooled Investment Interest (Nonalloc)	(133)	80	0	0
3434 Pooled Interest Allocation	519	684	0	0
3567 State Contributions-Police	3,118	3,016	0	0
TOTAL (262)	3,504	3,780	0	0
FEDERAL ASSET SEIZURE (263)				
3431 Pooled Investment Interest (Nonalloc)	(66)	75	0	0
3434 Pooled Interest Allocation	456	737	0	0
TOTAL (263)	390	812	0	0
JUSTICE ASSISTANCE GRANT (267)				
3557 Federal Contributions-Police	47,082	43,334	0	0
TOTAL (267)	47,082	43,334	0	0
JUSTICE ASSISTANCE GRANT 2009 (268)				
3431 Pooled Investment Interest (Nonalloc)	289	81	0	0
3434 Pooled Interest Allocation	962	1,207	1,000	0
3567 State Contributions-Police	0	13,074	0	0
TOTAL (268)	1,251	14,363	1,000	0

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
GRANT FUND (269)				
3431 Pooled Investment Interest (Nonalloc)	0	0	0	0
3434 Pooled Interest Allocation	(54)	0	0	0
3558 Federal Contributions-Fire	11,630	14,374	0	0
TOTAL (269)	<u>11,576</u>	<u>14,374</u>	<u>0</u>	<u>0</u>
SOLID WASTE SERVICES (280)				
3135 Solid Waste-Community Relations	166,536	85,392	0	0
3136 Solid Waste-HHW-Contract & Public	265,733	114,533	0	0
3139 County-wide AB 939 Fee	213,747	244,519	210,000	210,000
3431 Pooled Investment Interest (Nonalloc)	(2,498)	2,924	0	0
3434 Pooled Interest Allocation	12,259	21,692	19,000	29,000
3565 State Contri-Public Works	14,690	16,568	18,000	0
3615 Public Works and Engr Fees	112,306	72,576	0	0
3671 Public Works Service Charges	210,941	99,340	0	0
3740 Reimbursements	0	425,000	0	0
3790 Miscellaneous Other Revenue	2,918	3,754	0	0
TOTAL (280)	<u>996,632</u>	<u>1,086,297</u>	<u>247,000</u>	<u>239,000</u>
HOUSING AUTHORITY (295)				
3431 Pooled Investment Interest (Nonalloc)	(5,683)	7,050	0	0
3433 Other Interest Income	650,089	646,939	500,000	0
3434 Pooled Interest Allocation	55,927	92,542	91,000	115,000
3603 Rents, Leases and Concessions-Gen Gov't	153,209	139,757	150,000	70,000
3770 Sale of Property, Plant and Equipment	47,944	1	0	0
3790 Miscellaneous Other Revenue	5,543	0	0	0
TOTAL (295)	<u>907,029</u>	<u>886,290</u>	<u>741,000</u>	<u>185,000</u>
STREET FUND (310)				
3431 Pooled Investment Interest (Nonalloc)	1,717	11,010	0	0
3433 Other Interest Income	(77,217)	(115,186)	0	0
3434 Pooled Interest Allocation	63,954	108,309	95,000	98,000
TOTAL (310)	<u>(11,546)</u>	<u>4,133</u>	<u>95,000</u>	<u>98,000</u>
STREET CIP (311)				
3575 County Cont-Public Works	206,912	353,188	0	0
3760 Developer Contribution	0	100,161	0	0
3802 Op Trfs in from Gas Tax Fund	2,950,000	2,000,000	1,775,000	4,395,000
3812 Op Trfs in from Water Fund	250,000	0	0	0
3815 Op Trfs in from Sewer Fund	250,000	100,000	100,000	0
3819 Op Trfs in from Other	0	0	0	1,489,415
3822 Op Trfs in from General Gov't Fund	0	1,291,917	0	0
3824 Op Trfs in Transit Area Fund	40,000	0	0	0
3826 Op Trfs in from Measure I TOT Fund	2,150,000	1,600,000	1,600,000	0
3831 Appn Transfers in from General Fund	200,000	0	0	0
3849 Other Appn Transfers In	1,200,000	0	0	0
3899 Op Trfs in from Subsidiary CIP Fund	450,000	500,000	0	0
TOTAL (311)	<u>7,696,912</u>	<u>5,945,266</u>	<u>3,475,000</u>	<u>5,884,415</u>
TRAFFIC IMPACT FEE (312)				
3434 Pooled Interest Allocation	1,472	2,573	14,000	27,000

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
3710 Development	0	9,239	0	0
3899 Op Trfs in from Subsidiary CIP Fund	0	50,000	0	0
TOTAL (312)	1,472	61,811	14,000	27,000
VEHICLE REGISTRATION FEE (314)				
3431 Pooled Investment Interest (Nonalloc)	(228)	180	0	0
3434 Pooled Interest Allocation	1,570	2,694	0	0
3575 County Cont-Public Works	457,197	463,140	470,000	460,000
3829 Op Trfs in from Vehicle Registration Fee	0	7,998	0	0
TOTAL (314)	458,539	474,013	470,000	460,000
CALAVERAS WIDENING IMPACT FEE (315)				
3431 Pooled Investment Interest (Nonalloc)	464	1,470	0	0
3434 Pooled Interest Allocation	1,745	6,588	0	0
3710 Development	207,550	255,683	0	0
3899 Op Trfs in from Subsidiary CIP Fund	35,200	0	0	0
TOTAL (315)	244,958	263,741	0	0
MONTAGUE WIDENING IMPACT FEE (316)				
3431 Pooled Investment Interest (Nonalloc)	(375)	428	0	0
3434 Pooled Interest Allocation	2,597	4,202	0	0
TOTAL (316)	2,222	4,630	0	0
MILPITAS BUSINESS PARK IMPACT FEE (317)				
3431 Pooled Investment Interest (Nonalloc)	(774)	884	0	0
3434 Pooled Interest Allocation	5,365	8,680	8,000	11,000
TOTAL (317)	4,591	9,564	8,000	11,000
PARK IMPROVEMENT FUND (320)				
3431 Pooled Investment Interest (Nonalloc)	(17,510)	25,590	0	0
3433 Other Interest Income	(100,953)	(139,358)	0	0
3434 Pooled Interest Allocation	72,346	132,910	100,000	199,000
3822 Op Trfs in from General Gov't Fund	0	107,395	0	0
TOTAL (320)	(46,118)	126,538	100,000	199,000
PARK IMPROVEMENT CIP (321)				
3575 County Cont-Public Works	0	0	62,958	0
3815 Op Trfs in from Sewer Fund	0	500,000	0	0
3822 Op Trfs in from General Gov't Fund	0	1,525,000	0	0
3824 Op Trfs in Transit Area Fund	0	3,250,000	0	0
3854 Appn Tfr in from Transit Area Fund	400,000	0	0	0
3899 Op Trfs in from Subsidiary CIP Fund	1,275,000	6,800,000	0	0
TOTAL (321)	1,675,000	12,075,000	62,958	0
MIDTOWN PARK FUND (322)				
3431 Pooled Investment Interest (Nonalloc)	(4,890)	(3,931)	0	0
3434 Pooled Interest Allocation	19,785	19,617	29,000	35,000
3710 Development	0	0	1,200,000	1,520,363
3899 Op Trfs in from Subsidiary CIP Fund	0	0	1,375,000	0
TOTAL (322)	14,895	15,686	2,604,000	1,555,363
GENERAL GOVERNMENT (330)				
3431 Pooled Investment Interest (Nonalloc)	6,839	17,590	0	0
3434 Pooled Interest Allocation	210,318	297,968	278,000	352,000

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
3801 Op Trfs in from General Fund	0	0	2,650,000	0
3823 Op Trfs in Storm Drain Fund	164,838	47,420	0	0
3831 Appn Transfers in from General Fund	2,070,000	0	0	0
3899 Op Trfs in from Subsidiary CIP Fund	200,000	0	0	0
TOTAL (330)	2,651,996	362,979	2,928,000	352,000
GENERAL GOVERNMENT CIP (331)				
3567 State Contributions-Police	96,785	0	0	0
3585 Other Res Grant-Public Works	0	0	0	29,000
3710 Development	0	0	0	(500,000)
3801 Op Trfs in from General Fund	0	0	0	4,000,000
3802 Op Trfs in from Gas Tax Fund	0	0	0	800,000
3810 Op Trfs in from Park Improvement	300,000	0	0	0
3812 Op Trfs in from Water Fund	100,000	0	0	0
3815 Op Trfs in from Sewer Fund	100,000	103,200	0	0
3817 Op Trfs in from Equipment Replacement	0	2,060,000	0	0
3819 Op Trfs in from Other	200,000	400,000	200,000	2,000,000
3826 Op Trfs in from Measure I TOT Fund	150,000	0	0	0
3827 Op Trfs in from LLMD Fund	93,256	100,000	95,000	108,000
3836 Appn Trfs in from Solid Waste Services	200,000	0	0	0
3847 Appn Transfers in from Equipment	83,204	200,000	0	0
3899 Op Trfs in from Subsidiary CIP Fund	5,177,540	10,605,216	0	0
TOTAL (331)	6,500,785	13,468,416	295,000	6,437,000
STORM DRAIN DEVELOPMENT (340)				
3431 Pooled Investment Interest (Nonalloc)	1,849	10,736	0	0
3434 Pooled Interest Allocation	34,545	76,362	66,000	108,000
3565 State Contri-Public Works	49,640	0	0	0
3710 Development	1,675,400	376,756	500,000	450,000
3831 Appn Transfers in from General Fund	500,000	0	0	500,000
3899 Op Trfs in from Subsidiary CIP Fund	0	0	217,000	0
TOTAL (340)	2,261,433	463,855	783,000	1,058,000
STORM DRAIN CIP (341)				
3815 Op Trfs in from Sewer Fund	0	0	15,000	0
3822 Op Trfs in from General Gov't Fund	830,000	400,000	0	0
3899 Op Trfs in from Subsidiary CIP Fund	685,000	1,115,000	0	0
TOTAL (341)	1,515,000	1,515,000	15,000	0
TRANSIT AREA IMPACT FEE FUND (350)				
3431 Pooled Investment Interest (Nonalloc)	14,436	56,065	0	0
3434 Pooled Interest Allocation	214,896	427,477	379,000	702,000
3710 Development	23,674,063	27,620,399	25,000,000	16,484,057
3812 Op Trfs in from Water Fund	0	0	480,643	0
3899 Op Trfs in from Subsidiary CIP Fund	150,000	0	0	0
TOTAL (350)	24,053,396	28,103,941	25,859,643	17,186,057
TRANSIT AREA IMPACT FEE CIP FUND (351)				
3561 State Contributions-General Gov't	0	0	(2,700,000)	0
3575 County Cont-Public Works	697,362	1,102,638	32,842	0
3760 Developer Contribution	80,282	202,560	0	0

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
3810 Op Trfs in from Park Improvement	150,000	0	0	0
3899 Op Trfs in from Subsidiary CIP Fund	7,525,000	8,100,000	0	0
TOTAL (351)	8,452,644	9,405,198	(2,667,158)	0
WATER M & O FUND (400)				
3431 Pooled Investment Interest (Nonalloc)	(12,991)	54,052	0	0
3433 Other Interest Income	(181,229)	(335,623)	0	0
3434 Pooled Interest Allocation	141,930	285,560	225,000	449,000
3554 Federal Contributions-Public Works	0	498	0	0
3584 Other Restricted Grants-Public Works	0	200	0	0
3585 Other Res Grant-Public Works	88,515	123,599	140,000	0
3621 Water Charges	0	4,239	0	0
3623 Metered Water Sales	21,975,908	8,839,468	24,900,000	29,390,848
3626 Construction Water	99,349	157,995	100,000	100,000
3671 Public Works Service Charges	0	2,115,936	0	0
3672 Public Works Cost Recovery	8,479	10,636,006	0	0
3673 Irrigation Meter Charge	0	285,051	0	0
3674 Irrigation Consumption	0	1,377,726	0	0
3675 Fire Line Meter Charge	0	386,981	0	0
3676 Fire Line Consumption	0	11,666	0	0
3677 Recycle Meter Charge	0	125,685	0	0
3678 Recycle Consumption	0	783,704	0	0
3790 Miscellaneous Other Revenue	137,719	131,136	130,000	130,000
3981 Contributions-Proprietary Fund	814,113	195,894	0	0
3809 Op Trfs in from Street Fund	18,207	0	0	0
3899 Op Trfs in from Subsidiary CIP Fund	400,000	200,000	0	0
TOTAL (400)	23,489,999	25,379,771	25,495,000	30,069,848
WATER CIP (401)				
3810 Op Trfs in from Park Improvement	0	200,000	0	0
3815 Op Trfs in from Sewer Fund	125,000	0	0	0
3824 Op Trfs in Transit Area Fund	0	2,075,000	0	0
3854 Appn Tfr in from Transit Area Fund	1,200,000	0	2,330,000	0
3899 Op Trfs in from Subsidiary CIP Fund	3,690,000	8,745,000	0	0
TOTAL (401)	5,015,000	11,020,000	2,330,000	0
WATER LINE EXTENSION FUND (402)				
3431 Pooled Investment Interest (Nonalloc)	(1,594)	(4,731)	0	0
3434 Pooled Interest Allocation	22,915	28,889	46,000	23,000
3710 Development	2,183,279	1,042,356	1,000,000	1,000,000
3790 Miscellaneous Other Revenue	9,621	9,621	9,000	9,000
3812 Op Trfs in from Water Fund	0	7,952	0	0
3899 Op Trfs in from Subsidiary CIP Fund	0	1,200,000	0	0
TOTAL (402)	2,214,221	2,284,088	1,055,000	1,032,000
WATER BONDS (403)				
3970 Bond Proceeds	0	0	14,300,000	25,000,000
TOTAL (403)	0	0	14,300,000	25,000,000
WATER INFRASTRUCTURE REPLMNT (405)				
3431 Pooled Investment Interest (Nonalloc)	6,181	5,350	0	0

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
3434 Pooled Interest Allocation	14,681	31,442	35,000	67,000
3629 Capital Surcharge	4,087,076	4,794,202	5,400,000	4,138,419
TOTAL (405)	4,107,939	4,830,994	5,435,000	4,205,419
SEWER M & O FUND (450)				
3431 Pooled Investment Interest (Nonalloc)	(22,664)	28,286	0	0
3433 Other Interest Income	(279,916)	(326,920)	0	0
3434 Pooled Interest Allocation	181,659	288,531	265,000	375,000
3554 Federal Contributions-Public Works	0	545	0	0
3584 Other Restricted Grants-Public Works	0	200	0	0
3627 Water & Sewer Reimbursements	0	7,446,113	0	0
3628 Sewer Service Charges	16,651,740	9,606,075	16,800,000	19,132,127
3790 Miscellaneous Other Revenue	69,384	60,159	64,000	60,000
3809 Op Trfs in from Street Fund	18,207	0	0	100,000
3899 Op Trfs in from Subsidiary CIP Fund	0	0	1,706,677	0
TOTAL (450)	16,618,410	17,102,988	18,835,677	19,667,127
SEWER CIP (451)				
3899 Op Trfs in from Subsidiary CIP Fund	6,440,000	11,305,000	0	0
TOTAL (451)	6,440,000	11,305,000	0	0
TREATMENT PLANT CONSTRUCTION (452)				
3431 Pooled Investment Interest (Nonalloc)	(2,000)	3,315	0	0
3434 Pooled Interest Allocation	53,683	81,788	89,000	104,000
3710 Development	2,836,375	1,490,260	1,000,000	1,000,000
TOTAL (452)	2,888,058	1,575,363	1,089,000	1,104,000
SEWER 2006 COPS (453)				
3432 Cash with Fiscal Agents	4	120	0	0
TOTAL (453)	4	120	0	0
SEWER BONDS (454)				
3980 Other Financing Sources	0	0	0	35,000,000
TOTAL (454)	0	0	0	35,000,000
SEWER INFRASTRTURE REPLMNT (455)				
3431 Pooled Investment Interest (Nonalloc)	(6,371)	2,281	0	0
3434 Pooled Interest Allocation	20,644	28,572	28,000	35,000
TOTAL (455)	14,273	30,853	28,000	35,000
EQUIPMENT MGNT FUND (500)				
3431 Pooled Investment Interest (Nonalloc)	(8,598)	5,749	0	0
3433 Other Interest Income	(90,732)	(102,240)	0	0
3434 Pooled Interest Allocation	72,327	107,678	111,000	133,000
3619 Rent,Lease & Concession-PW/Eng	900	800	0	0
3671 Public Works Service Charges	2,393,310	2,684,375	2,839,552	3,422,578
3672 Public Works Cost Recovery	50,274	0	0	0
3770 Sale of Property, Plant and Equipment	0	4,191	0	0
3790 Miscellaneous Other Revenue	3,895	77,268	0	0
3981 Contributions-Proprietary Fund	97,675	2,509,847	0	0
3822 Op Trfs in from General Gov't Fund	17,978	0	0	0
TOTAL (500)	2,537,028	5,287,669	2,950,552	3,555,578

Revenues by Fund (Detail)

Description	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
INFORMATION TEC REPLMT (505)				
3431 Pooled Investment Interest (Nonalloc)	104	877	0	0
3434 Pooled Interest Allocation	1,386	2,475	0	3,000
3801 Op Trfs in from General Fund	300,000	300,000	300,000	300,000
TOTAL (505)	<u>301,490</u>	<u>303,352</u>	<u>300,000</u>	<u>303,000</u>
PERMIT AUTOMATION FUND (506)				
3431 Pooled Investment Interest (Nonalloc)	(558)	2,916	0	0
3434 Pooled Interest Allocation	12,872	24,393	23,000	37,000
3601 General Government Service Charges	997,174	971,268	600,000	1,500,000
TOTAL (506)	<u>1,009,489</u>	<u>998,576</u>	<u>623,000</u>	<u>1,537,000</u>
TOTAL	<u>232,354,467</u>	<u>265,382,402</u>	<u>217,797,063</u>	<u>283,321,956</u>

Expenditures by Fund (Summary)

	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
100 General Fund	82,810,436	82,091,311	104,058,797	121,241,528
102 Measure I TOT	3,914,819	2,417,824	2,402,622	0
103 1452-1474 S. Main	39,125	35,597	44,000	24,000
105 Abandon Veh Abatement	68,111	97,545	22,500	22,500
109 Rate Assistance Fund	0	0	0	256,700
130 Private Jobs Developer Deposit	8,626	0	0	0
150 Redevelopment Administration	103,804	65,024	56,710	32,259
211 H-Hetch Ground Lease	31,834	32,939	35,000	35,000
213 Public Art Fund-Nonrestricted	7,500	1,562	127,500	102,500
214 Community Planning Fee Fund	229,007	200,000	0	758,250
215 Community Benefit Fund	0	0	0	250,000
216 Affordable Hsng Community Benf	0	250,000	0	0
221 Gas Tax Fund	2,950,000	2,000,000	1,775,000	5,195,000
222 Measure B	0	0	0	1,489,415
235 95-1 Lighting/Lscape Dist	290,742	377,522	450,820	427,957
236 98-1 Lighting/Lscape Dist	33,467	34,381	80,065	72,653
237 05 Community Fclty Dist	818,644	832,682	1,231,353	1,157,175
238 08 Community Fclty Dist	735,650	913,474	905,000	1,654,000
250 HCD Fund	417,808	373,820	541,000	715,734
251 HCD Loan	58,753	0	200,000	0
261 Supplemental Law Enforcement	184,454	173,378	0	0
262 State Asset Seizure	22,896	0	30,000	30,000
263 Federal Asset Seizure	0	0	30,000	30,000
267 Justice Assistance Grant	62,322	66,088	0	0
268 Justice Assistance Grant 2009	0	13,189	0	0
269 Grant Fund	11,630	14,244	0	0
280 Solid Waste Services	1,200,161	840,001	672,681	856,093
295 Housing Authority	444,703	12,779,596	799,092	1,549,674
310 Street Fund	36,414	230,773	0	0
311 Street CIP	4,139,255	6,302,162	6,575,000	6,629,415
312 Traffic Impact Fee	35,200	0	0	0
314 Vehicle Registration Fee	450,000	500,000	0	0
320 Park Improvement Fund	1,125,000	4,725,000	0	0
321 Park Improvement CIP	2,465,932	2,785,648	9,635,000	1,850,000
322 Midtown Park Fund	600,000	2,275,000	125,000	0
330 General Government	6,025,518	14,091,393	0	0
331 General Government CIP	3,587,657	2,879,765	5,433,000	8,448,986
340 Storm Drain Development	699,838	1,162,420	0	0
341 Storm Drain CIP	455,180	144,891	143,000	755,000
350 Transit Area Impact Fee Fund	17,983,290	20,194,982	3,805,000	75,000
351 Transit Area Impact Fee CIP Fund	7,822,156	8,436,084	6,290,000	8,900,000
400 Water M & O Fund	23,035,313	23,957,693	28,841,737	28,377,912
401 Water CIP	1,613,819	3,777,209	13,578,800	12,944,260
402 Water Line Extension Fund	1,590,000	4,645,000	0	0
405 Water Infrastructure Replmnt	1,500,000	4,100,000	0	225,225
450 Sewer M & O Fund	9,801,710	12,471,217	13,863,874	14,267,565

Expenditures by Fund (Summary)

	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
451 Sewer CIP	6,723,086	10,487,563	2,693,323	28,540,050
452 Treatment Plant Construction	1,000,000	3,250,000	0	0
455 Sewer Infrastructure Replmnt	1,000,000	200,000	0	0
500 Equipment Mgnt Fund	2,314,056	4,713,647	2,873,163	3,094,603
505 Information Tec Replmt	227,405	180,962	271,250	300,000
506 Permit Automation Fund	557,738	934,510	945,371	2,871,058
TOTAL	<u>189,233,056</u>	<u>236,056,093</u>	<u>208,535,658</u>	<u>253,179,512</u>

Expenditures by Fund (Detail)

Fund/Function	Personnel Services	Supplies & Contractual Services	Capital Outlay	Debt Service	Capital Improvements	Operating Transfers Out	Total
GENERAL FUND							
City Council	386,324	200,995	0	0	0	0	587,319
City Manager	1,971,984	360,200	0	0	0	0	2,332,184
City Clerk	586,844	40,000	0	0	0	0	626,844
Economic Development	740,591	199,215	0	0	0	0	939,806
City Attorney	184,764	1,005,600	0	0	0	0	1,190,364
Building Inspection Services	3,158,175	71,561	0	0	0	0	3,229,736
Plan Checking	1,026,072	12,600	0	0	0	0	1,038,672
Building Administration	648,440	11,000	0	0	0	0	659,440
Permit Center	528,170	12,000	0	0	0	0	540,170
Housing and Neighborhood Services	692,063	533,310	0	0	0	0	1,225,373
Information Services	2,312,051	1,237,552	0	0	0	0	3,549,603
Human Resources	1,368,518	677,151	0	0	0	0	2,045,669
Recreation & Community Services Administration	1,721,203	177,280	0	0	0	0	1,898,483
Senior Citizen Services	721,344	250,985	0	0	0	0	972,329
Youth Programs	906,125	166,630	0	0	0	0	1,072,755
Special Events	251,318	271,766	0	0	0	0	523,084
Marketing	190,686	79,000	0	0	0	0	269,686
Performing Arts	0	84,900	0	0	0	0	84,900
General Classes	105,702	408,099	0	0	0	0	513,801
Aquatics	431,259	11,300	0	0	0	0	442,559
Sports & Fitness	626,508	57,633	1,489	0	0	0	685,630
Finance Administration	1,918,008	484,985	0	0	0	0	2,402,993
Finance Operations	1,835,745	102,080	0	0	0	0	1,937,825
Public Works Administration	734,292	66,801	0	0	0	0	801,093
Street Maintenance	1,380,369	430,699	0	0	0	0	1,811,068
Utility Maintenance	538,638	71,500	0	0	0	0	610,138
Park Maintenance	0	1,388,260	0	0	0	0	1,388,260
Trees & Landscape Mnt	683,285	504,186	0	0	0	0	1,187,471
Facilities Maintenance	1,549,920	1,606,017	0	0	0	0	3,155,937
Compliance	57,378	247,282	0	0	0	0	304,660
Solid Waste	324	0	0	0	0	0	324
Engineering Administration	356,241	33,886	0	0	0	0	390,127
Design & Construction	1,258,536	14,319	0	0	0	0	1,272,855
Land Development	1,569,815	281,811	0	0	0	0	1,851,626
Traffic Engineering	364,560	119,406	0	0	0	0	483,966

Expenditures by Fund (Detail)

Fund/Function	Personnel Services	Supplies & Contractual Services	Capital Outlay	Debt Service	Capital Improvements	Operating Transfers Out	Total
Planning	1,843,689	51,673	0	0	0	0	1,895,362
Long Range Planning	24,953	0	0	0	0	0	24,953
Police Administration	1,544,431	16,427	0	0	0	0	1,560,858
Records	1,675,393	231,604	0	0	0	0	1,906,997
Personnel & Training	353,414	193,832	0	0	0	0	547,246
Communications	3,841,294	329,224	0	0	0	0	4,170,518
Patrol Services	19,933,837	664,380	56,789	0	0	0	20,655,006
Traffic	1,883,047	67,405	0	0	0	0	1,950,452
Crossing Guards	447,606	2,000	0	0	0	0	449,606
Community Relations	638,257	28,244	0	0	0	0	666,501
Investigations	4,008,204	423,224	14,824	0	0	0	4,446,252
Fire Administration	1,826,468	103,146	0	0	0	0	1,929,614
A/B/C Battalions Operations	17,435,896	2,901,670	110,000	0	0	0	20,447,566
Disaster Prep & Public Ed	220,946	55,000	0	0	0	0	275,946
Prevention Div Admin	1,198,597	83,049	0	0	0	0	1,281,646
Fire Inspection, Plan Check & Investigation	2,640,394	65,800	0	0	0	0	2,706,194
Non-Departmental	1,601,564	5,798,497	0	0	0	0	7,400,061
Debt Service	0	0	0	100,000	0	0	100,000
Transfers Out	0	0	0	0	0	6,800,000	6,800,000
sub-total (100)	91,923,242	22,235,184	183,102	100,000	0	6,800,000	121,241,528

MEASURE I TOT**1452-1474 S. MAIN**

1452 S. Main Street Properties	0	24,000	0	0	0	0	24,000
Transfers Out	0	0	0	0	0	0	0
sub-total (103)	0	24,000	0	0	0	0	24,000

ABANDON VEH ABATEMENT

Traffic	22,500	0	0	0	0	0	22,500
Transfers Out	0	0	0	0	0	0	0
sub-total (105)	22,500	0	0	0	0	0	22,500

RATE ASSISTANCE FUND

Non-Departmental	0	256,700	0	0	0	0	256,700
Transfers Out	0	0	0	0	0	0	0
sub-total (109)	0	256,700	0	0	0	0	256,700

REDEVELOPMENT ADMINISTRATION

Finance Administration	9,514	0	0	0	0	0	9,514
------------------------	-------	---	---	---	---	---	-------

Expenditures by Fund (Detail)

Fund/Function	Personnel Services	Supplies & Contractual Services	Capital Outlay	Debt Service	Capital Improvements	Operating Transfers Out	Total
Finance Operations	16,745	0	0	0	0	0	16,745
Non-Departmental	0	6,000	0	0	0	0	6,000
Transfers Out	0	0	0	0	0	0	0
sub-total (150)	26,259	6,000	0	0	0	0	32,259
H-HETCH GROUND LEASE							
Non-Departmental	0	35,000	0	0	0	0	35,000
Transfers Out	0	0	0	0	0	0	0
sub-total (211)	0	35,000	0	0	0	0	35,000
PUBLIC ART FUND-NONRESTRICTED							
Non-Departmental	0	102,500	0	0	0	0	102,500
Transfers Out	0	0	0	0	0	0	0
sub-total (213)	0	102,500	0	0	0	0	102,500
COMMUNITY PLANNING FEE FUND							
Planning	116,859	0	0	0	0	0	116,859
Long Range Planning	141,391	0	0	0	0	0	141,391
Transfers Out	0	0	0	0	0	500,000	500,000
sub-total (214)	258,250	0	0	0	0	500,000	758,250
COMMUNITY BENEFIT FUND							
Economic Development	0	50,000	0	0	0	0	50,000
Non-Departmental	0	200,000	0	0	0	0	200,000
Transfers Out	0	0	0	0	0	0	0
sub-total (215)	0	250,000	0	0	0	0	250,000
GAS TAX FUND							
Transfers Out	0	0	0	0	0	5,195,000	5,195,000
sub-total (221)	0	0	0	0	0	5,195,000	5,195,000
MEASURE B							
Transfers Out	0	0	0	0	0	1,489,415	1,489,415
sub-total (222)	0	0	0	0	0	1,489,415	1,489,415
95-1 LIGHTING/LSCAPE DIST							
Public Works Administration	5,816	0	0	0	0	0	5,816
Street Maintenance	45,928	0	0	0	0	0	45,928
Utility Maintenance	17,292	0	0	0	0	0	17,292
Trees & Landscape Mnt	149,691	42,680	0	0	0	0	192,371
Land Development	700	80,850	0	0	0	0	81,550
Transfers Out	0	0	0	0	0	85,000	85,000
sub-total (235)	219,427	123,530	0	0	0	85,000	427,957

Expenditures by Fund (Detail)

Fund/Function	Personnel Services	Supplies & Contractual Services	Capital Outlay	Debt Service	Capital Improvements	Operating Transfers Out	Total
98-1 LIGHTING/LSCAPE DIST							
Street Maintenance	8,794	0	0	0	0	0	8,794
Utility Maintenance	1,792	0	0	0	0	0	1,792
Trees & Landscape Mnt	17,540	16,877	0	0	0	0	34,417
Land Development	700	3,950	0	0	0	0	4,650
Transfers Out	0	0	0	0	0	23,000	23,000
sub-total (236)	28,826	20,827	0	0	0	23,000	72,653
05 COMMUNITY FCLTY DIST							
Public Works Administration	90,979	0	0	0	0	0	90,979
Street Maintenance	300,347	0	0	0	0	0	300,347
Utility Maintenance	45,728	0	0	0	0	0	45,728
Park Maintenance	0	209,000	0	0	0	0	209,000
Trees & Landscape Mnt	424,547	80,074	0	0	0	0	504,621
Non-Departmental	0	6,500	0	0	0	0	6,500
Transfers Out	0	0	0	0	0	0	0
sub-total (237)	861,601	295,574	0	0	0	0	1,157,175
08 COMMUNITY FCLTY DIST							
Park Maintenance	0	50,000	0	0	0	0	50,000
Non-Departmental	0	4,000	0	0	0	0	4,000
Transfers Out	0	0	0	0	0	1,600,000	1,600,000
sub-total (238)	0	54,000	0	0	0	1,600,000	1,654,000
HCD FUND							
Housing and Neighborhood Services	85,000	608,734	0	0	0	0	693,734
Finance Operations	15,000	0	0	0	0	0	15,000
Non-Departmental	0	7,000	0	0	0	0	7,000
Transfers Out	0	0	0	0	0	0	0
sub-total (250)	100,000	615,734	0	0	0	0	715,734
STATE ASSET SEIZURE							
Investigations	0	0	30,000	0	0	0	30,000
Transfers Out	0	0	0	0	0	0	0
sub-total (262)	0	0	30,000	0	0	0	30,000
FEDERAL ASSET SEIZURE							
Investigations	0	0	30,000	0	0	0	30,000
Transfers Out	0	0	0	0	0	0	0
sub-total (263)	0	0	30,000	0	0	0	30,000

Expenditures by Fund (Detail)

Fund/Function	Personnel Services	Supplies & Contractual Services	Capital Outlay	Debt Service	Capital Improvements	Operating Transfers Out	Total
SOLID WASTE SERVICES							
Solid Waste	548,637	208,000	0	0	0	0	756,637
Land Development	0	0	0	0	0	0	0
Transfers Out	0	0	0	0	0	99,456	99,456
sub-total (280)	548,637	208,000	0	0	0	99,456	856,093
HOUSING AUTHORITY							
City Manager	104,114	0	0	0	0	0	104,114
Housing and Neighborhood Services	515,476	740,800	0	0	0	0	1,256,276
Finance Operations	88,686	0	0	0	0	0	88,686
Non-Departmental	0	56,798	0	0	0	0	56,798
1432 S. Main Street Properties	0	43,800	0	0	0	0	43,800
Transfers Out	0	0	0	0	0	0	0
sub-total (295)	708,276	841,398	0	0	0	0	1,549,674
STREET CIP							
Capital Improvement Projects	0	0	0	0	6,529,415	100,000	6,629,415
sub-total (311)	0	0	0	0	6,529,415	100,000	6,629,415
PARK IMPROVEMENT CIP							
Capital Improvement Projects	0	0	0	0	1,850,000	0	1,850,000
sub-total (321)	0	0	0	0	1,850,000	0	1,850,000
GENERAL GOVERNMENT							
GENERAL GOVERNMENT CIP							
Design & Construction	161,986	0	0	0	0	0	161,986
Capital Improvement Projects	0	0	0	0	8,287,000	0	8,287,000
Transfers Out	0	0	0	0	0	0	0
sub-total (331)	161,986	0	0	0	8,287,000	0	8,448,986
STORM DRAIN CIP							
Capital Improvement Projects	0	0	0	0	755,000	0	755,000
sub-total (341)	0	0	0	0	755,000	0	755,000
TRANSIT AREA IMPACT FEE FUND							
Debt Service	0	0	0	75,000	0	0	75,000
Transfers Out	0	0	0	0	0	0	0
sub-total (350)	0	0	0	75,000	0	0	75,000

Expenditures by Fund (Detail)

Fund/Function	Personnel Services	Supplies & Contractual Services	Capital Outlay	Debt Service	Capital Improvements	Operating Transfers Out	Total
TRANSIT AREA IMPACT FEE CIP FUND							
Capital Improvement Projects	0	0	0	0	8,900,000	0	8,900,000
sub-total (351)	0	0	0	0	8,900,000	0	8,900,000
RDA PROJECT FUND							
WATER M & O FUND							
City Manager	19,804	0	0	0	0	0	19,804
Finance Operations	806,459	183,723	30,000	0	0	0	1,020,182
Public Works Administration	662,061	229,485	0	0	0	0	891,546
Utility Engineering	531,776	267,900	0	0	0	0	799,676
Utility Maintenance	1,658,510	1,048,206	80,000	0	0	0	2,786,716
Compliance	172,294	0	0	0	0	0	172,294
Non-Departmental	177,050	19,785,583	0	0	0	0	19,962,633
Transfers Out	0	0	0	0	0	2,725,061	2,725,061
sub-total (400)	4,027,954	21,514,897	110,000	0	0	2,725,061	28,377,912
WATER CIP							
Capital Improvement Projects	0	0	0	0	12,944,260	0	12,944,260
sub-total (401)	0	0	0	0	12,944,260	0	12,944,260
WATER INFRASTRUCTURE REPLMNT							
Debt Service	0	0	0	225,225	0	0	225,225
Transfers Out	0	0	0	0	0	0	0
sub-total (405)	0	0	0	225,225	0	0	225,225
SEWER M & O FUND							
City Manager	19,804	0	0	0	0	0	19,804
Finance Operations	448,263	158,223	0	0	0	0	606,486
Public Works Administration	541,144	92,604	0	0	0	0	633,748
Utility Engineering	431,329	188,200	0	0	0	0	619,529
Utility Maintenance	1,367,487	472,485	0	0	0	0	1,839,972
Compliance	114,858	0	0	0	0	0	114,858
Non-Departmental	147,050	7,684,595	0	0	0	0	7,831,645
Debt Service	0	0	0	1,033,038	0	0	1,033,038
Transfers Out	0	0	0	0	0	1,568,485	1,568,485
sub-total (450)	3,069,935	8,596,107	0	1,033,038	0	1,568,485	14,267,565
SEWER CIP							
Capital Improvement Projects	0	0	0	0	28,540,050	0	28,540,050

Expenditures by Fund (Detail)

Fund/Function	Personnel Services	Supplies & Contractual Services	Capital Outlay	Debt Service	Capital Improvements	Operating Transfers Out	Total
sub-total (451)	0	0	0	0	28,540,050	0	28,540,050
EQUIPMENT MGNT FUND							
Public Works Administration	182,118	10,000	0	0	0	0	192,118
Fleet Maintenance	898,324	957,420	0	0	0	0	1,855,744
Non-Departmental	0	73,581	0	0	0	0	73,581
Equipment to be Depreciated	0	0	973,160	0	0	0	973,160
Transfers Out	0	0	0	0	0	0	0
sub-total (500)	1,080,442	1,041,001	973,160	0	0	0	3,094,603
INFORMATION TEC REPLMT							
Information Services	0	0	300,000	0	0	0	300,000
Transfers Out	0	0	0	0	0	0	0
sub-total (505)	0	0	300,000	0	0	0	300,000
PERMIT AUTOMATION FUND							
Plan Checking	392,388	0	0	0	0	0	392,388
Permit Center	209,575	90,000	0	0	0	0	299,575
Information Services	195,341	344,000	0	0	0	0	539,341
Land Development	139,754	0	0	0	0	0	139,754
Transfers Out	0	0	0	0	0	1,500,000	1,500,000
sub-total (506)	937,058	434,000	0	0	0	1,500,000	2,871,058
TOTAL	103,974,393	56,654,452	1,626,262	1,433,263	67,805,725	21,685,417	253,179,512

Expenditures by Function

Function	General Fund	Housing Authority	Water Fund	Sewer Fund	Other Funds	Total
City Council	587,319	-	-	-	-	587,319
City Manager	2,332,184	104,114	19,804	19,804	-	2,475,906
City Clerk	626,844	-	-	-	-	626,844
Economic Development	939,806	-	-	-	50,000	989,806
City Attorney	1,190,364	-	-	-	-	1,190,364
Building Inspection Services	3,229,736	-	-	-	-	3,229,736
Plan Checking	1,038,672	-	-	-	392,388	1,431,060
Building Administration	659,440	-	-	-	-	659,440
Permit Center	540,170	-	-	-	299,575	839,745
Housing & Neighborhood Services	1,225,373	1,256,276	-	-	693,734	3,175,383
Information Services	3,549,603	-	-	-	839,341	4,388,944
Human Resources	2,045,669	-	-	-	-	2,045,669
Recreation Administration	1,898,483	-	-	-	-	1,898,483
Senior Citizen Services	972,329	-	-	-	-	972,329
Youth Programs	1,072,755	-	-	-	-	1,072,755
Special Events	523,084	-	-	-	-	523,084
Marketing	269,686	-	-	-	-	269,686
Performing Arts	84,900	-	-	-	-	84,900
General Classes	513,801	-	-	-	-	513,801
Aquatics	442,559	-	-	-	-	442,559
Sports & Fitness	685,630	-	-	-	-	685,630
Finance Administration	2,402,993	-	-	-	9,514	2,412,507
Finance Operations	1,937,825	88,686	1,020,182	606,486	31,745	3,684,924
Public Works Administration	801,093	-	891,546	633,748	288,913	2,615,300
Street Maintenance	1,811,068	-	-	-	355,069	2,166,137
Utility Engineering	-	-	799,676	619,529	-	1,419,205
Utility Maintenance	610,138	-	2,786,716	1,839,972	64,812	5,301,638
Park Maintenance	1,388,260	-	-	-	259,000	1,647,260
Trees & Landscape Mnt	1,187,471	-	-	-	731,409	1,918,880
Fleet Maintenance	-	-	-	-	1,855,744	1,855,744
Facilities Maintenance	3,155,937	-	-	-	-	3,155,937
Compliance	304,660	-	172,294	114,858	-	591,812
Solid Waste Services	324	-	-	-	756,637	756,961
Engineering Administration	390,127	-	-	-	-	390,127
Design & Construction	1,272,855	-	-	-	161,986	1,434,841
Land Development	1,851,626	-	-	-	225,954	2,077,580
Traffic Engineering	483,966	-	-	-	-	483,966
Planning	1,895,362	-	-	-	116,859	2,012,221
Long Range Planning	24,953	-	-	-	141,391	166,344
Police Administration	1,560,858	-	-	-	-	1,560,858
Records	1,906,997	-	-	-	-	1,906,997
Personnel & Training	547,246	-	-	-	-	547,246

Function	General Fund	Housing Authority	Water Fund	Sewer Fund	Other Funds	Total
Communications	4,170,518	-	-	-	-	4,170,518
Community Relations	666,501	-	-	-	-	666,501
Patrol Services	20,655,006	-	-	-	-	20,655,006
Traffic	1,950,452	-	-	-	22,500	1,972,952
Crossing Guards	449,606	-	-	-	-	449,606
Investigations	4,446,252	-	-	-	60,000	4,506,252
Fire Administration	1,929,614	-	-	-	-	1,929,614
A/B/C Battalions Operations	20,447,566	-	-	-	-	20,447,566
Prevention Div Admin	1,281,646	-	-	-	-	1,281,646
Fire Insp, Plan Check & Inv	2,706,194	-	-	-	-	2,706,194
Disaster Prep & Public Ed	275,946	-	-	-	-	275,946
Non-Departmental	7,656,761	56,798	19,962,633	7,831,645	434,581	35,942,418
Debt Service	100,000	-	225,225	1,033,038	75,000	1,433,263
Equipment to be Depreciated	-	-	-	-	973,160	973,160
1432 S. Main Street Properties	-	43,800	-	-	-	43,800
1452 S. Main Street Properties	-	-	-	-	24,000	24,000
Capital Improvement Projects	-	-	12,944,260	28,540,050	26,321,415	67,805,725
TOTAL	114,698,228	1,549,674	38,822,336	41,239,130	35,184,727	231,494,095

Internal Cost Allocation by Function Schedule

Indirect Costs	DIRECT COST				
	Police	Fire	Building & Housing	Planning	Public Works
Legislation & Policy	23,807	35,144	3,401	86,159	11,337
General Administration					
City Manager	543,250	516,493	329,666	186,609	146,563
City Clerk	65,843	56,010	9,886	39,249	14,049
City Attorney	366,562	210,428	40,116	171,281	83,088
Human Resources	684,952	405,015	113,166	83,385	214,301
Financial Services	1,203,125	863,651	185,053	109,936	233,732
Information Technology	1,224,080	723,804	202,239	149,018	382,977
General Liability, Uncollectable and Audit Fees	336,448	250,612	50,929	28,560	56,837
Other Non-Department Salaries & Benefits and Contractual Services	211,674	125,164	34,972	25,769	66,226
Contingent Reserve	362,212	269,803	54,829	30,747	61,189
Facilities Maintenance	682,690	482,872	45,218	55,292	268,264
Utilities	693,864	490,775	45,958	56,197	272,654
Building Occupancy	320,073	226,390	21,200	25,923	125,773
TOTAL INDIRECT COSTS	6,718,581	4,656,161	1,136,634	1,048,126	1,936,990
TOTAL DIRECT COSTS	36,122,752	26,906,938	5,468,018	3,066,374	6,102,264
TOTAL COSTS	42,841,333	31,563,099	6,604,652	4,114,500	8,039,254
INDIRECT COST RATE	18.6%	17.3%	20.8%	34.2%	31.7%

PROGRAMS					
Engineering	Recreation	Water	Sewer	Solid Waste	TOTAL
261,879	52,149	54,551	23,942	439	552,809
280,938	148,825	664,383	306,072	24,436	3,147,234
110,967	30,939	62,169	29,377	1,355	419,844
68,334	49,170	68,021	57,802	5,255	1,120,057
101,254	93,809	115,787	93,630	5,956	1,911,255
140,469	206,379	745,978	377,457	22,606	4,088,387
180,951	167,646	206,923	167,326	10,644	3,415,610
37,048	60,199	65,366	43,039	7,047	936,086
31,291	28,990	35,782	28,935	1,841	590,645
39,885	64,808	70,371	46,335	7,587	1,007,766
84,003	1,112,503	261,383	158,767	4,945	3,155,937
85,378	1,130,711	265,662	161,366	5,026	3,207,591
39,384	521,587	122,547	74,436	2,319	1,479,632
1,461,778	3,667,715	2,738,925	1,568,485	99,456	25,032,852
3,977,624	6,463,227	25,878,020	12,699,136	756,637	127,440,990
5,439,402	10,130,942	28,616,945	14,267,621	856,093	152,473,842
36.8%	56.7%	10.6%	12.4%	13.1%	19.6%

Operating Transfers Statement

Origin and Purpose of Transfer		Transfer Distribution
From the General Fund	To Other Miscellaneous Funds for:	
	Xfer to General Govt CIP one-time	4,000,000
	Xfer to Fund 215 for 2 yrs of Hsng Ops expenditures	2,000,000
	sub-total	6,000,000
From the General Fund	To the Equipment Fund for:	
	Capital Reserve IT Equipment Replacement	300,000
	sub-total	300,000
* From the General Fund	To the Subsidiary CIP Fund for:	
	Rate Assistance Program	100,000
	sub-total	100,000
From the General Fund	Other Appn Transfers Out for:	
	Transfer Out To Storm Drain	500,000
	sub-total	500,000
From the Community Planning Fee Fund	To the General Government Fund for:	
	City General Plan Update (3416)	500,000
	sub-total	500,000
From the Gas Tax Fund	To the General Government Fund for:	
	Annual Sidewalk, Curb & Gutter Repair (3426)	650,000
	Annual Street Light, and Signage (3440)	150,000
	sub-total	800,000
From the Gas Tax Fund	To the Street Improvement Fund for:	
	ADA Curb Ramp Transition Program 2016 (4283)	300,000
	Annual Bridge Rehabilitation (4290)	175,000
	Citywide Traffic Safety Assessment (4293)	400,000
	SR237 HOV Lane Improvements (4294)	200,000
	Street Pavement Restriping (4295)	200,000
	Street Resurfacing Project 2019-20 (4296)	2,720,000
	City Wide Traffic Modeling (4297)	400,000
	sub-total	4,395,000
From the Measure B	To the Street Improvement Fund for:	
	Street Resurfacing Project 2018-19 (4291)	109,415
	Street Resurfacing Project 2019-20 (4296)	1,380,000
	sub-total	1,489,415

Operating Transfers Statement

Origin and Purpose of Transfer		Transfer Distribution
From the 95-1 Lighting/Lscape Dist	To the General Government Fund for: McCarthy BLvd Landscape & lighting (3402)	85,000
	sub-total	85,000
From the 98-1 Lighting/Lscape Dist	To the General Government Fund for: Sinclair LLMD Improvements (3411)	23,000
	sub-total	23,000
From the 08 Community Fclty Dist	To the General Fund for: Operating Cost Reimbursement	1,600,000
	sub-total	1,600,000
From the Solid Waste Services	To the General Fund for: Operating Cost Reimbursement	99,456
	sub-total	99,456
From the Street CIP	To the Sewer Fund for: Defunding Street Resurfacing Project 2018-19 (4291)	100,000
	sub-total	100,000
* From the Vehicle Registration Fee	To the Subsidiary CIP Fund for: Street Resurfacing Project 2019-20 (4296)	500,000
	sub-total	500,000
* From the Park Improvement CIP	To the Subsidiary CIP Fund for: Defunding Sandalwood park renovation (5110)	1,100,000
	sub-total	1,100,000
* From the Midtown Park Fund	To the General Government Fund for: Citywide Park Playground Rehabilitation (3424)	75,000
	sub-total	75,000
* From the Midtown Park Fund	To the Subsidiary CIP Fund for: Carlo Park (5112)	875,000
	Minor Sports Courts Rehabilitation (5113)	225,000
	Parks & Recreation Master Plan Update (5114)	300,000
	sub-total	1,400,000
* From the General Government	To the Park Improvement Fund for: Sandalwood Park Construction (5110)	1,250,000
	sub-total	1,250,000

Operating Transfers Statement

Origin and Purpose of Transfer	Transfer Distribution
* From the General Government	To the Storm Drain Fund for:
	City Parking Lot Rehab Program (3716)
	250,000
	sub-total
	250,000
* From the General Government	To the Subsidiary CIP Fund for:
	Fire State Improvements (3403)
	725,000
	City Building Improvement (3406)
	1,050,000
	Replacement Fire Station Alertert System (3421)
	30,000
	City Building Roofing Repairs (3422)
	200,000
	Shuttle Study (3428)
	20,000
	City Building ADA Compliance Review (3436)
	50,000
	Annual Tree Replacement Program (3438)
	300,000
	Fire Station #2 Replacement (3447)
	4,300,000
	Street Landscape Irrigation Repair (3449)
	150,000
	ALPRs and Security Cameras (3452)
	500,000
	Climate Action Plan Update (3453)
	200,000
	Enhanced Crosswalk Stripingand Beacons (3454)
	500,000
	Pilot Street Sweeping Program(3455)
	500,000
	Community Center BuildingAssessment (3456)
	150,000
	Green Bike Lane Installation(3457)
	300,000
	Radar Speed Feedback Signage(3458)
	200,000
	sub-total
	9,175,000
* From the General Government CIP	To the Subsidiary CIP Fund for:
	Defunding City Std. Details Guidelines, & Specs (3418)
	100,000
	sub-total
	100,000
* From the General Government CIP	To the Subsidiary CIP Fund for:
	Defunding Annual Sidewalk, Curb & Gutter Repair (3426)
	300,000
	sub-total
	300,000
* From the General Government CIP	To the Subsidiary CIP Fund for:
	Defunding Technology Projects (3427)
	650,000
	sub-total
	650,000
* From the General Government CIP	To the Subsidiary CIP Fund for:
	Defunding Midtown Street LightProject (3430)
	2,350,000
	sub-total
	2,350,000

Operating Transfers Statement

Origin and Purpose of Transfer	Transfer Distribution
* From the Storm Drain Development	To the Subsidiary CIP Fund for: Storm Drain System Rehabilitation (3700) 45,000 Dempsey Rd Storm Drain Replacement (3709) 860,000 Storm Drain System Rehab 17-19(3715) 400,000 Storm Supervisory Control & Data Acquisition (3718) 200,000 sub-total 1,505,000
* From the Storm Drain CIP	To the General Government Fund for: Defunding Dempsey Rd Storm Drain Replacement (3709) 600,000 sub-total 600,000
* From the Storm Drain CIP	To the General Government Fund for: Defunding Storm Drain System Rehab 17-19 (3715) 400,000 sub-total 400,000
* From the Transit Area Impact Fee Fund	To the Park Improvement Fund for: Parks & Recreation Master Plan Update (5114) 300,000 sub-total 300,000
* From the Transit Area Impact Fee Fund	To the Street Improvement Fund for: TASP Underground Utility District (4281) 245,000 sub-total 245,000
* From the Transit Area Impact Fee Fund	To the Subsidiary CIP Fund for: Lower Penitencia Creek Pedestrian Bridge (2005) 160,000 Transit Area Specific Plan Update (2006) 300,000 Transit Area Police Substation(2011) 310,000 (Rmb) TASP Linear Trails (2012) 3,270,000 (Rmb) Trade Zone/Montague Park-North (2013) 3,100,000 S. Milpitas Blvd. Veh. Bridge at Penitencia (2016) 1,025,000 Montague Ped. Overcrossing at Penitencia (2018) 1,010,000 SCVWD Zone 1 Pressure Red. Valve (2020) 100,000 Costa Street Plan Line Study (2021) 125,000 Feasibility of POCs at VTA Light Rail Platforms (2022) 200,000 Land/Right -of-Way Value Determination (2010) 20,000 (Rmb) S. Milpitas Imprv-Gibraltar to UPRR (2015) 850,000 TASP On-Street Parking Program (2017) 330,000

Operating Transfers Statement

Origin and Purpose of Transfer		Transfer Distribution
	(Rmb) TASP Recycled Water Distribution (2019)	800,000
	sub-total	11,600,000
* From the Transit Area Impact Fee CIP Fund	To the Subsidiary CIP Fund for:	
	Defunding Montague Expwy Ped Overcrossing at Piper (2008)	2,700,000
	sub-total	2,700,000
From the Water M & O Fund	To the General Fund for:	
	Operating Cost Reimbursement	2,725,061
	sub-total	2,725,061
* From the Water CIP	To the Subsidiary CIP Fund for:	
	Defunding Recycled Water Pipeline Segment 1 (7129)	3,750,000
	sub-total	3,750,000
* From the Water Line Extension Fund	To the Subsidiary CIP Fund for:	
	Water Master Plan 2019 (7136)	200,000
	Abel Street PipelineExtension (7117)	70,000
	sub-total	270,000
* From the Water Bonds	To the Subsidiary CIP Fund for:	
	Well Upgrade Project (7076)	2,800,000
	Aging Water System Seismic Improvement (7100)	4,500,000
	Dempsey Rd Water Line Replacement (7118)	2,000,000
	Automated Water Meter Replacement (7121)	2,350,000
	Abel Street PipelineExtension (7117)	200,000
	Water Supervisory Control & Data Acquisition (7127)	500,000
	sub-total	12,350,000
* From the Water Infrastructure Replmnt	To the Subsidiary CIP Fund for:	
	Hydrant Replacement Program (7110)	74,260
	Dempsey Rd Water Line Replacement (7118)	3,750,000
	Minor Water Projects (7133)	100,000
	Water Leak Detection & Condition Asses (7135)	150,000
	sub-total	4,074,260
From the Sewer M & O Fund	To the General Fund for:	
	Operating Cost Reimbursement	1,568,485
	sub-total	1,568,485

Operating Transfers Statement

Origin and Purpose of Transfer	Transfer Distribution
* From the Sewer M & O Fund	To the Subsidiary CIP Fund for:
	Sanitary Sewer Condition Assement (6119) 50,000
	Minor Sewer Projects (6126) 50,000
	Sanitary Sewer Cathodic Protection Impro (6131) 900,000
	Sewer master Plan 2019 (6132) 300,000
	sub-total 1,300,000
* From the Treatment Plant Construction	To the Subsidiary CIP Fund for:
	Main Lift Station Odor Emissions Control (6130) 1,200,000
	sub-total 1,200,000
* From the Sewer Bonds	To the Subsidiary CIP Fund for:
	SJ/Santa Clara regional Waste Water (6118) 25,190,050
	sub-total 25,190,050
* From the Sewer Infrastrture Replmnt	To the Subsidiary CIP Fund for:
	Sewer Pump Station Rehab. Program (6124) 100,000
	Main Lift Station Odor Emissioons Control (6130) 750,000
	sub-total 850,000
From the Permit Automation Fund	To the General Government Fund for:
	Technology Projects (3427) 1,050,000
	City Std. Details Guidelines, & Specs (3418) 300,000
	Permitting Technology Improvement (3434) 150,000
	sub-total 1,500,000
TOTAL TRANSFERS:	
	105,269,727

Note: * Interfund Transfers, within the same fund group, are not included in the Budget Summary.

Mission Statement

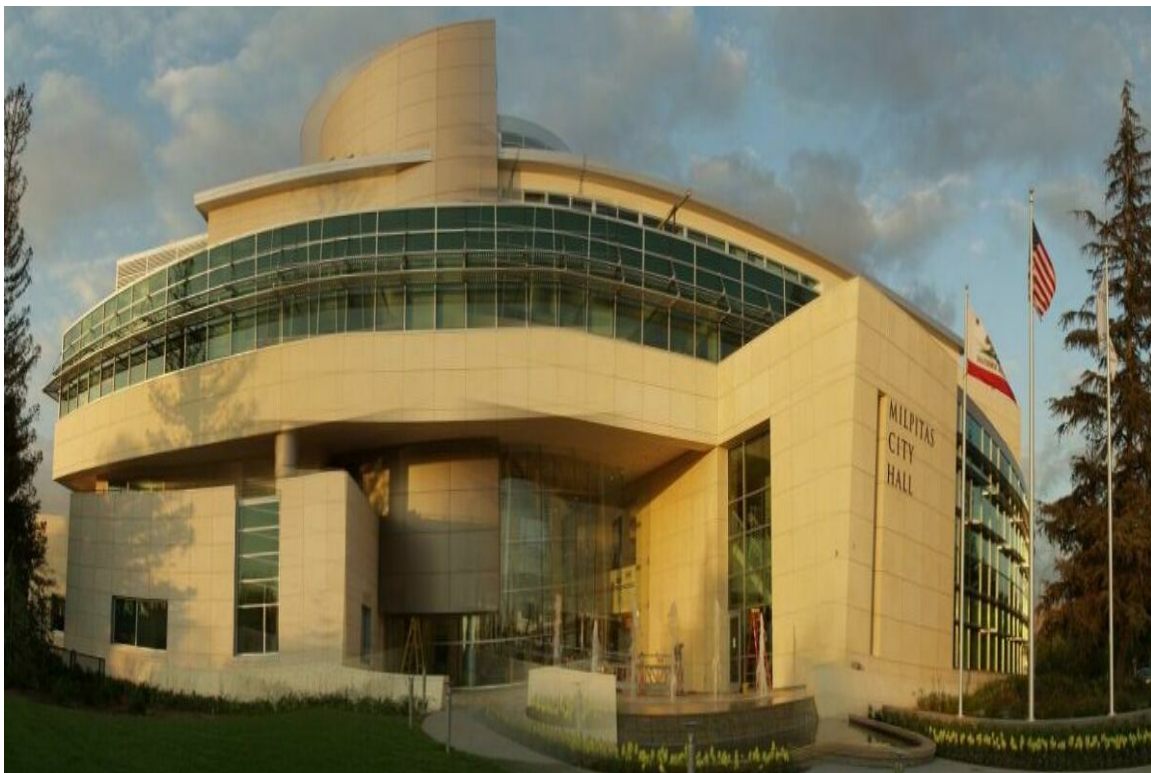
Function

The City Council serves as the informed, legislative governing body of the City on all issues, provides guidance in assessing the needs of the community and policy direction for the development of programs and provision of services to the citizens of Milpitas.

City Council

City Council Priorities

- Public Safety
- Environment
- Transportation and Transit
- Economic Development and Job Growth
- Neighborhoods and Housing
- Community Wellness and Open Space
- Governance and Administration



FUNCTION: City Council

MAYOR: Rich Tran

Description: The City has a Council/Manager form of government. The Council sets policy and approves the budget, contracts, and programs.

Services

- Serves as governing body of the City.
- Provides legislative direction to the City.
- Promulgates policies for provision of services and direction for the City.
- Enacts ordinances and resolutions necessary for governing the affairs of the City.
- Adopts the Annual Operating Budget and Five-Year Capital Improvement Program.
- Serves as City Representatives at public events and functions.



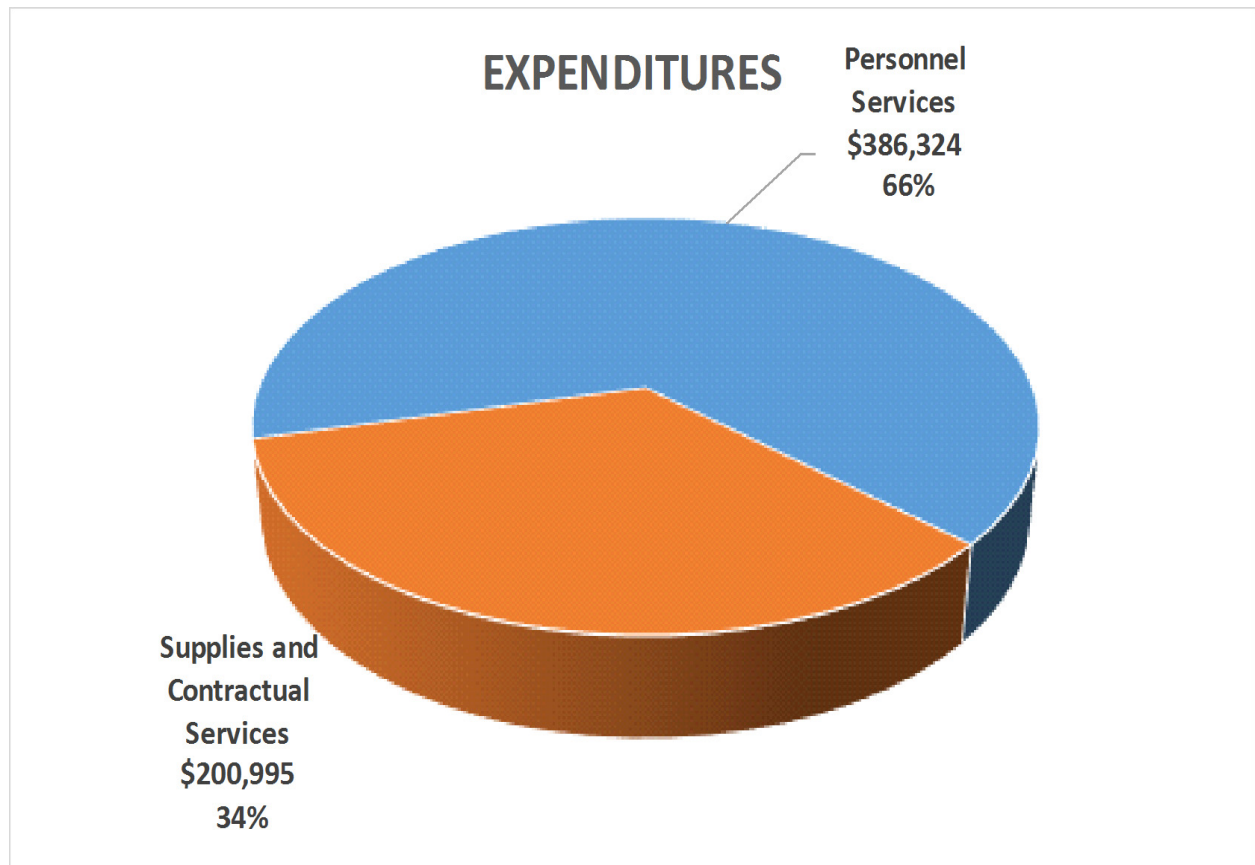
Permanent Personnel Allotment of 5 FTE *

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
Council Members	5	0	0	5					
TOTAL						5	0	0	5

* Administrative Analyst is listed in City Manager's Personnel Allotment, but is budgeted in City Council.

Expenditure Analysis

Personnel Services	Added one (1) position (Administrative Assistant) \$145k estimated starting in July 2019
Services and Supplies / Community Promotions	Funds for Santa Clara County Library services moved to Nondepartmental Budget
Capital Outlay	None



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	57,077	56,978	56,994	139,536
4112 Temporary Salaries	3,100	2,525	4,800	4,800
4121 Allowances	37,549	37,078	38,700	38,700
4131 PERS	8,996	9,601	21,560	57,766
4132 Group Insurance	42,268	68,537	112,380	133,032
4133 Medicare	1,368	1,334	1,370	2,704
4135 Worker's Compensation	296	410	274	702
4138 Deferred Comp-Employer	0	0	0	900
4139 PARS	438	548	0	72
4146 Short Term Disability	0	0	0	1,224
4161 Retiree Medical Reserve	0	0	2,844	6,888
sub-total	<u>151,093</u>	<u>177,011</u>	<u>238,922</u>	<u>386,324</u>
SUPPLIES AND CONTRACTUAL SERVICES				
4200 Community Promotions, Grants & Loans	43,221	20,151	552,740	42,500
4220 Supplies	7,575	743	11,000	11,000
4230 Services	19,539	491,499	31,600	31,600
4501 Memberships and Dues	53,840	56,359	65,845	73,895
4503 Training	21,572	17,958	28,000	30,000
4520 Commissions and Boards	4,700	5,486	14,000	12,000
sub-total	<u>150,446</u>	<u>592,196</u>	<u>703,185</u>	<u>200,995</u>
CAPITAL OUTLAY				
TOTAL	<u><u>301,538</u></u>	<u><u>769,207</u></u>	<u><u>942,107</u></u>	<u><u>587,319</u></u>

Mission Statement

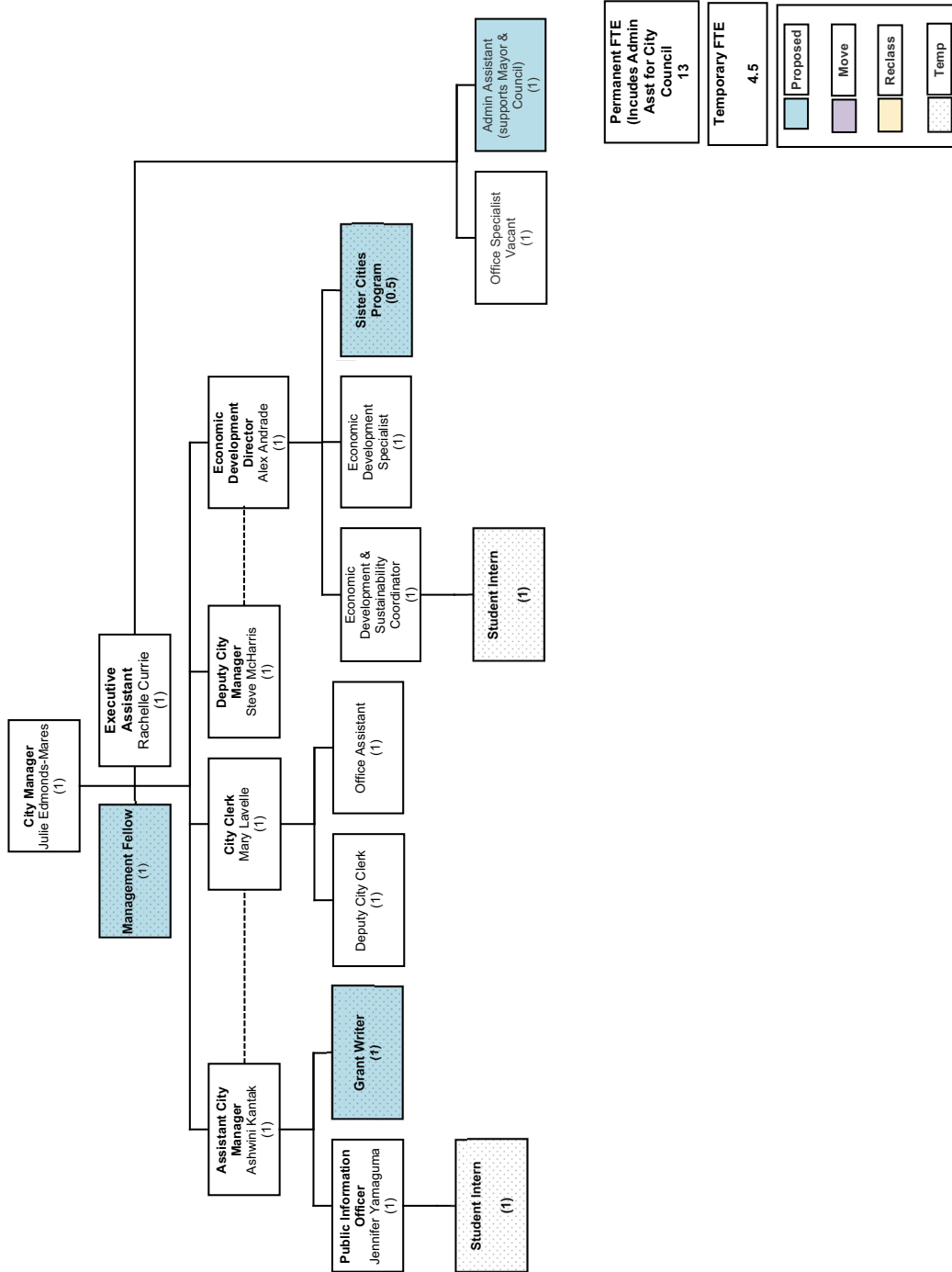
The City Manager's Office is responsible for implementing and supporting City Council direction, managing day-to-day operations of the City, and providing leadership and professional management to the organization.

Functions

City Manager
City Clerk
Economic Development



City Managers Office



FUNCTION: City Manager

CITY MANAGER: Julie Edmonds-Mares

Description: This function provides the administration of City government in an efficient and effective manner according to the general policy guidelines of the City Council and recommends strategies and solutions to issues for Council consideration.

Services

- Provides professional expertise and support to the City Council in formulation, interpretation and application of public policy to achieve community goals and objectives.
- Administers the operations of City government.
- Advances organizational vision, determines accountability, sets organizational goals, and builds organizational capacity.
- Implements the City's general policy guidelines.
- Submits for adoption a balanced budget that identifies all the anticipated revenues and expenditures.
- Provides timely and reasonable responses to the City Council, community and customers.
- Follows legislative activities of federal, state, regional and local political bodies and keeps Council apprised of the potential impact to the City.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhood and Housing	Community Wellness and Open Space	Governance and Administration
2018-2019 Accomplishments							
1. Per Council direction, successfully led voter approval effort to increase transient occupancy tax (hotel tax) from 10% to 14%, resulting in an estimated \$5 million of additional revenue to the General Fund				X			X
2. Successfully supported Council on several inclusionary housing policies and initiatives					X		
3. Continued to demonstrate sound fiscal management; recommended addition of resources at Mid-Year to support improved service delivery; developed a Master Fee Schedule to recover additional revenue and inform the budget							X
4. Continued to guide effort to improve permit turn-around time and customer satisfaction				X	X		X
5. Led robust community engagement on policies, Capital Improvement Program (CIP) projects and Annual Budget							X
6. Successfully oversaw analytical and outreach efforts that supported the approval of water and sewer rate increases to eliminate deficits and ensure 100% cost recovery							X
7. Led a complex inter-departmental effort on development services to ensure improved service delivery and 100% cost recovery							X
8. Continued to guide several inter-departmental efforts to improve processes and technology for more efficient City operations							X
9. Increased employee engagement through a survey, town halls, and other employee events							X
2019-2020 Goals							
1. Continue to support Council on advancing all Council Priority Areas	X	X	X	X	X	X	X
2. Continue to lead effective City operations and deliver high quality services to the Milpitas community	X	X	X	X	X	X	X
3. Demonstrate strong fiscal planning and stewardship to ensure the long term fiscal sustainability of the City							X
4. Develop a process to address legislative and regulatory issues in a timely and proactive manner							X
5. Implement technology and process improvements to streamline operations and improve collaboration across departments							X
6. Increase professional development, training, and mentoring opportunities for employees							X
7. Update outdated Council and administrative policies to ensure alignment with best practices and existing laws and regulations to mitigate risk for the City							X

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
Residents that are satisfied or very satisfied with the quality of City services *	N/A	N/A	63%	70%
Residents contacting the City who say they are satisfied or very satisfied with the timeliness, courtesy and competency of City employees *	N/A	N/A	77%	83%
Employees who feel their work is valued by the City **	N/A	N/A	70%	75%
Employees who feel safe at work **	N/A	N/A	86%	90%
Employees receiving timely annual performance appraisals	N/A	N/A	85%	90%
Number of social media campaigns	N/A	N/A	5	10
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
City Council agenda items	463	463	386	463
Information Memos published	21	90	85	95
City Manager Weekly Reports	49	46	45	46
Press Releases	9	20	16	30
Communications to all employees (emails, newsletters, town hall meetings)	13	25	20	30

* - Source: 2019 Community Survey

** - Source: 2018-2019 Employee Pulse Survey

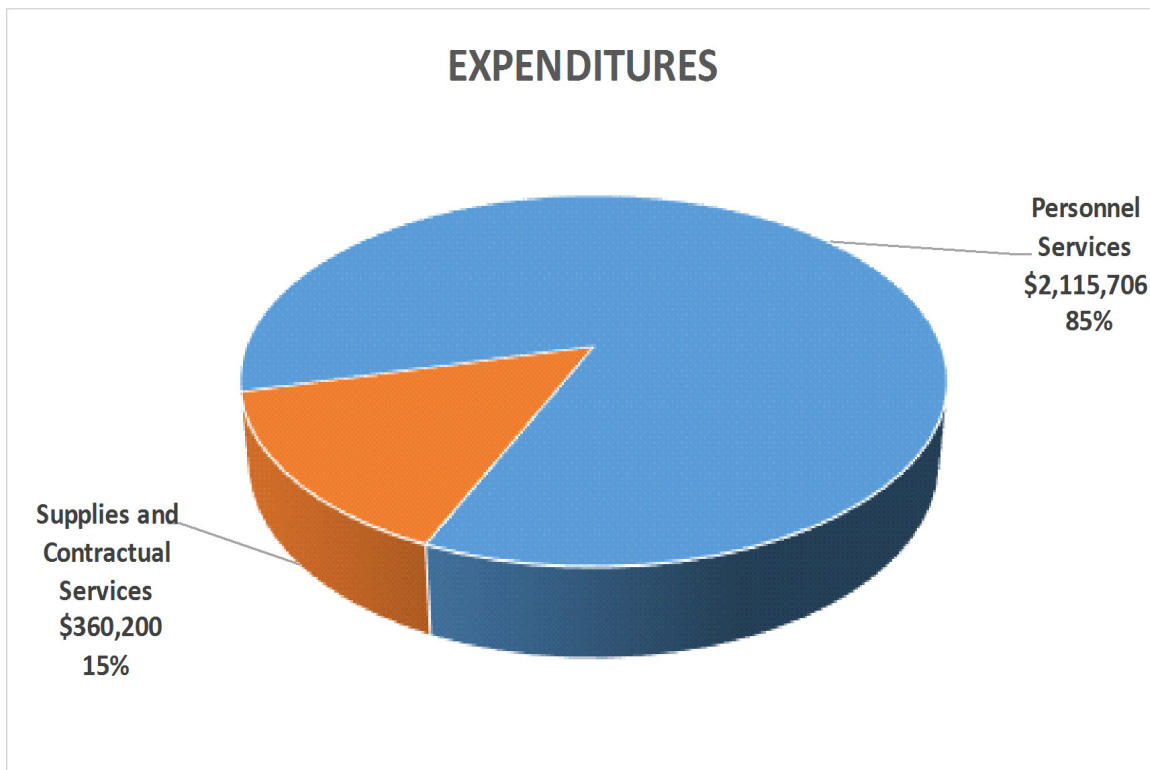
Permanent Personnel Allotment of 7 FTE *

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
City Manager	1	0	0	1	Public Information Officer	1	0	0	1
Assistant City Manager	1	0	0	1	Executive Assistant	1	0	-1	0
Deputy City Manager	1	0	0	1	Sr. Executive Assistant	0	0	1	1
Administrative Assistant *	0	0	1	1	Office Specialist	1	0	0	1
TOTAL						6	0	1	7

* Administrative Assistant is budgeted in City Council budget.

Expenditure Analysis

Personnel Services	Increase due to negotiated salary and benefit increases in PERS contributions rates, and temp positions (management fellow, student interns, and two-year limited term grant writer) \$303K
Services and Supplies	Increase in contractual services (community survey and 2020 Census) \$100K.
Capital Outlay	None



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	586,172	335,238	1,041,244	1,118,542
4112 Temporary Salaries	20,558	55,330	0	223,170
4113 Overtime	5,889	10,043	0	0
4121 Allowances	0	2,031	6,600	6,600
4124 Leave Cashout	38,148	51,570	0	0
4131 PERS	195,167	98,578	364,054	527,746
4132 Group Insurance	85,631	38,228	134,856	129,384
4133 Medicare	9,155	6,479	15,276	19,944
4135 Worker's Compensation	2,620	3,138	5,190	6,686
4138 Deferred Comp-Employer	3,188	1,416	5,400	26,256
4139 PARS	297	4,822	0	450
4146 Short Term Disability	0	0	0	1,224
4161 Retiree Medical Reserve	24,756	29,892	51,852	55,704
sub-total	<u>971,583</u>	<u>636,764</u>	<u>1,624,472</u>	<u>2,115,706</u>
SUPPLIES AND CONTRACTUAL SERVICES				
4200 Community Promotions, Grants & Loans	8,186	7,001	10,000	10,000
4211 Equip Replacement Amortization	3,234	2,126	0	0
4220 Supplies	6,887	19,197	7,000	10,500
4230 Services	287,064	108,534	200,000	300,000
4501 Memberships and Dues	22,476	400	3,300	6,700
4503 Training	13,934	830	11,000	33,000
sub-total	<u>341,781</u>	<u>138,087</u>	<u>231,300</u>	<u>360,200</u>
CAPITAL OUTLAY				
TOTAL	<u><u>1,313,363</u></u>	<u><u>774,851</u></u>	<u><u>1,855,772</u></u>	<u><u>2,475,906</u></u>

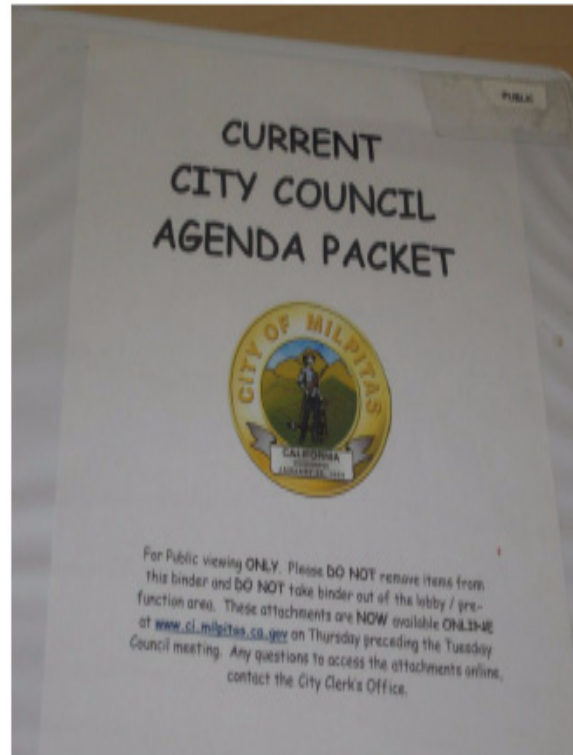
FUNCTION: City Clerk

CITY CLERK: Mary Lavelle

Description: The City Clerk serves as the legislative administrator, elections official, and records manager for the City. Serves as Clerk of City Council and Secretary to the Public Financing Authority, Housing Authority and Successor Agency.

Services

- Prepares, edits and publishes City Council agenda and meeting minutes for all regular and special City Council meetings.
- Ensures municipal records are readily available and accessible to all and serve as main source point of information for residents, City officials and staff, and other governments.
- Complies with the Ralph M. Brown Act, the Public Records Act and the City's Open Government Ordinance.
- Provides centralized records management, including creating and retention of all meeting agendas and minutes of all City Council and other entity meetings.
- Coordinates outreach and tracking of terms of service and appointments to 12 City Commissions.
- Maintains codification of ordinances, i.e. ensuring publication of Milpitas Municipal Code by vendor Municipal Code Corporation.
- Administers municipal elections, including candidate filing in November of even years, and receives required campaign finance reports on semi-annual basis.
- Receives and files annual FPPC Form 700/Statements of Economic Interest for all designated employees, Commissioners, and elected officials.
- Responsible for requests for rental of City Hall facilities.
- Operates the U.S. Passport Acceptance Agency for passport applications.
- Conducts Administrative Hearings, upon request, for Parking Citation violations and others.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-19 Accomplishments							
1. Prepared all City Council, Housing Authority, Public Financing Authority and Successor Agency regular & special meeting agendas and minutes. Implemented municodemmeetings AgendaPal software	X	X	X	X	X	X	X
2. Conducted Candidate Filing for Municipal Election held on November 6, 2018. Coordinated with Registrar of Voters for all election matters, including filing for 13 candidates and one ballot measure.							X
3. Responded to Public Records Act and Open Government Ordinance requests for records.							X
4. Continued U.S. Passport Acceptance Agency program with service by appointment only and 1 Passport Fair on May 4, 2019.							X
5. Deputy City Clerk completed training to become Certified Municipal Clerk, and updated City Clerk's training for administrative hearing officer function.							X
6. City Clerk and Deputy City Clerk provided Notary Public service to departments and City staff, upon request.							X
7. Culled and destroyed eligible records/files, per adopted schedule, and added more records to online storage location for Public Access to Documents on website.							X
8. Collected and posted online required FPPC* documents, including all required Forms 700 and campaign committee Forms 460 & others.							X
9. Per Council direction, completed and distributed final, adopted new Commissioners Handbook.							X
2019-2020 Goals							
1. Prepare all City Council, Housing Authority, Public Financing Authority, and Successor Agency regular and special meeting agendas and minutes.	X	X	X	X	X	X	X
2. Support New City Council Rules Committee							X
3. Respond to Public Records Act requests for public records.	X	X	X	X	X	X	X
4. Continue successful operation of US Passport Acceptance Agency program.							X
5. Seek professional development opportunities for City Clerk and Deputy to stay up to date on current information, state laws and practices.							X
6. Collect and post online required FPPC documents, including all required Statements of Economic Interests (700) and campaign reports (460, etc.).							X
7. Destroy eligible records and files, according to Records Retention Schedule							X
8. Track all Commissioner terms, maintain directory, provide Commissioner Handbook and training to all City of Milpitas appointed Commissioners							X
9. City Clerk and Deputy City Clerk will continue to provide Notary Public service.							X

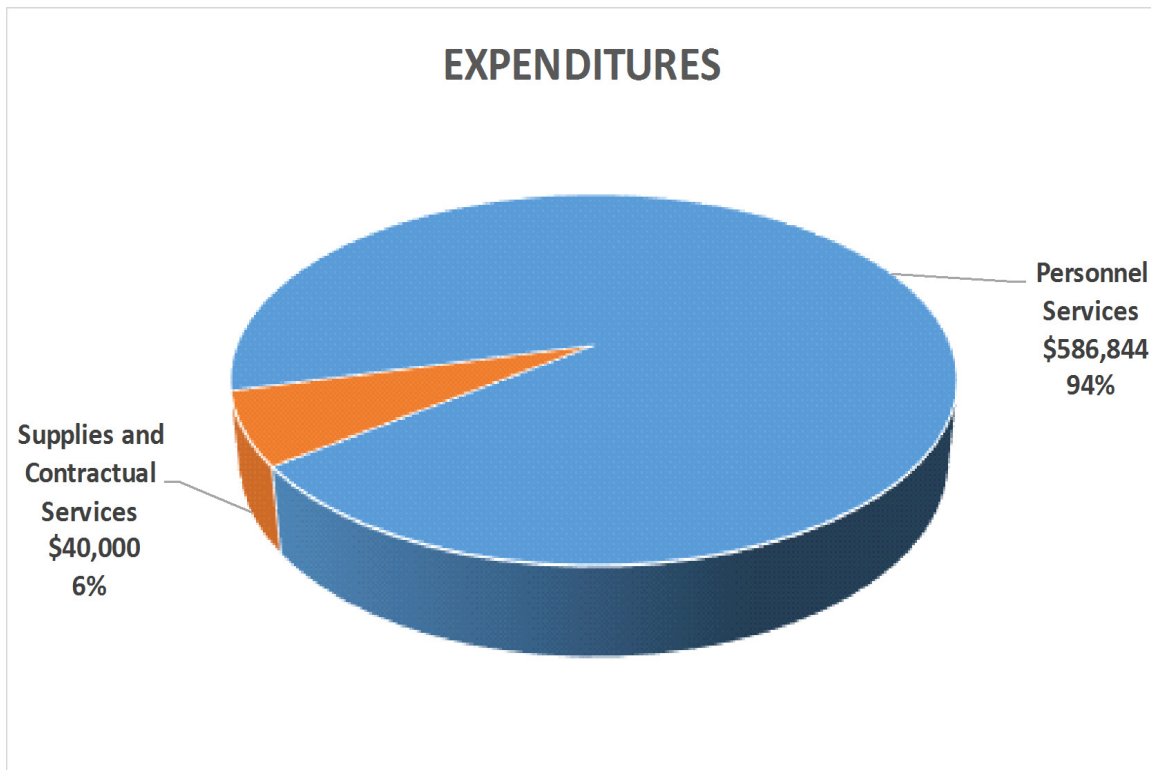
Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
City Council agendas posted on time, in accordance with Open Government Ordinance	100%	100%	100%	100%
Compliance with timely filings of Forms 700 / Statements of Economic Interest	98%	100%	98%	100%
Compliance with timely filings of Forms 460 / Campaign reports	100%	100%	95%	100%
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Agenda reports (regular and special)	439	350	343	350
City Council Meeting Minutes prepared (# pages written)	40 (249)	N/A	31 (188)	30
US passport applications accepted	2,465	2,300	2,250	2,400
Candidates assisted in Municipal Election	0	12	13	0
Tort Claims received by City Clerk	57	50	45	50
FPPC Forms 700 (SEI) received	131	176	176	185
FPPC Campaign Committee Reports filed	41	N/A	73	40

Permanent Personnel Allotment of 3 FTE

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
City Clerk	1	0	0	1	Office Assistant	1	0	0	1
Deputy City Clerk	1	0	0	1					
TOTAL						3	0	0	3

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases in PERS contribution rates.
Services and Supplies	Decrease in elections due to no election for the City in FY19-20 -\$200K.
Capital Outlay	None



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	237,666	294,005	322,196	351,179
4112 Temporary Salaries	17,254	4,991	0	0
4113 Overtime	0	244	0	0
4124 Leave Cashout	6,340	7,712	0	0
4131 PERS	71,979	96,783	121,452	144,133
4132 Group Insurance	25,408	49,058	67,428	64,692
4133 Medicare	3,928	4,536	4,708	5,141
4135 Worker's Compensation	1,179	1,572	1,544	1,671
4138 Deferred Comp-Employer	1,800	2,400	2,700	2,700
4139 PARS	259	76	0	0
4146 Short Term Disability	0	0	0	612
4161 Retiree Medical Reserve	11,839	15,696	15,372	16,716
sub-total	377,651	477,072	535,400	586,844
SUPPLIES AND CONTRACTUAL SERVICES				
4220 Supplies	1,750	2,012	3,000	3,000
4230 Services	25,824	21,604	28,000	30,000
4280 Elections	168,581	0	200,000	0
4501 Memberships and Dues	540	729	1,500	2,000
4503 Training	4,854	4,891	6,000	5,000
sub-total	201,549	29,236	238,500	40,000
CAPITAL OUTLAY				
TOTAL	579,200	506,308	773,900	626,844

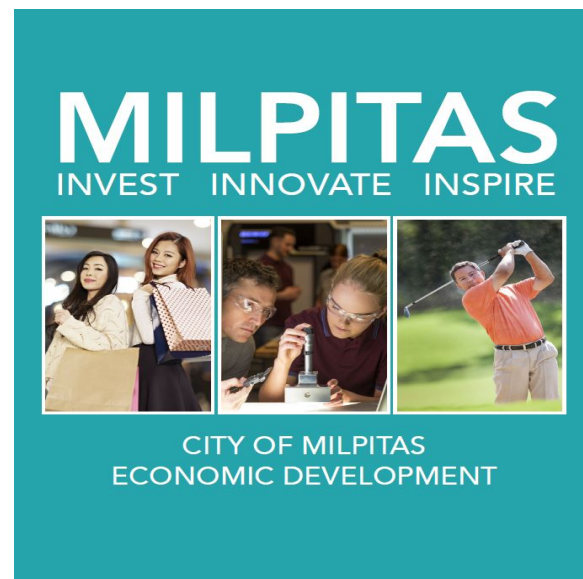
FUNCTION: Economic Development

Economic Development Director: Alex Andrade

Description: Economic Development Department strategizes, manages and directs programs and activities such as business retention and attraction, workforce development, revitalization, land-use, marketing & branding, and real estate economics.

Services:

- **Business Recruitment, Retention, and Expansion:** Enhance the City's connection to the global economy by engaging with existing and prospective companies in order to attract and retain job-creating businesses.
- **Small Businesses Assistance:** Develop seminars, educational programs, and collateral to assist small businesses in various aspects of business management, permits, and marketing.
- **Development Facilitation:** Facilitate development projects that generate property tax, transient occupancy tax, and sales tax revenues. Ombudsman for permitting process to largest economic development projects from the inception of the project to the completion. Projects include hotels, mixed-use development, industrial, restaurants, retail and etc.
- **Economic Development Studies:** Conduct studies that enhance and sustain the city's economic vitality. Manage consulting contracts for economic development studies to utilize data to enhance economic base of the city.
- **Retail Development:** Recruit key businesses that fill retail gaps and provide sales tax revenues and needed services to the community.
- **Branding and Marketing:** Develop and implement branding and marketing strategies to promote the city at regional, national, and international levels.
- **Economic Development Analysis:** Track sales and transient occupancy taxes to follow trends and gaps. Evaluate economic development data such as, but not limited to jobs, gross domestic product, populations growth locally, regionally, statewide, and nationally.
- **Workforce Development:** Support workforce development by collaborating with regional workforce development organizations, educational institutions, business corporations, and nonprofit organizations.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-19 Accomplishments							
1. Continue business recruitment, retention, and expansion programs.				X			
2. Promoting Milpitas-based manufacturing companies in order to retain and recruit companies and jobs.				X	X		
3. Support workforce development.				X		X	
4. Support small businesses.				X			
5. Facilitate development projects that generate property tax and sales tax revenue.				X			X
6. Conduct studies that enhance and sustain the City's economic vitality.				X		X	
7. Recruitment of key businesses in the TASP area and beyond.			X	X			
8. Branding and marketing of the City and the Transit Area.			X	X			
9. Partnership with Milpitas Unified School District and Evergreen Valley College.				X		X	
10. Increasing the City tax base through various means.				X			X
2019-2020 Goals							
1. Cultivate a strong, stable and diverse local economy.		X		X		X	
2. Achieve fiscal sustainability and maintain adequate revenues to provide quality and essential public services.	X	X	X	X	X	X	X
3. Encourage new development in key opportunity areas that provide high-quality work environments and competitive business locations.		X	X	X			
4. Pursue economic development opportunities that foster and improve local quality of life.				X		X	
5. Increase community workforce preparedness and cultivate an entrepreneurial environment that fosters innovation.		X		X		X	

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
Corporate Visitation Program – Percentage of corporate visits that lead to a follow up	N/A	N/A	N/A	9
Business Engagement – Number of meetings with the corporate, brokerage and development communities leading to business attraction, retention and expansion	N/A	N/A	N/A	50
Customer Service – Percentage of business partners engaged with the Economic Development team who rank their experience as "very good" or "excellent" on a survey	N/A	N/A	N/A	70%
Investments – Number of announced investments – new and expansions	N/A	N/A	N/A	20
Branding – Number of promotions and marketing of the local business community through social media and other digital media platforms (SVBJ)	N/A	N/A	N/A	12
Permit Assistance (Business Assistance or Ombudsman Services) – number of firms who received permit and other assistance from Economic Development staff	N/A	N/A	N/A	30
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Corporate Visitation Program – Percentage of corporate visits that lead to a follow up *	N/A	N/A	N/A	9
Business Engagement – Number of meetings with the corporate, brokerage and development communities leading to business attraction, retention and expansion *	N/A	N/A	N/A	50
Customer Service – Percentage of business partners engaged with the Economic Development team who rank their experience as "very good" or "excellent" on a survey*	N/A	N/A	N/A	70%
Investments – Number of announced investments – new and expansions **	N/A	N/A	N/A	20
Branding – Number of promotions and marketing of the local business community through social media and other digital media platforms (SVBJ) *	N/A	N/A	N/A	12
Permit Assistance (Business Assistance or Ombudsman Services) – number of firms who received permit and other assistance from Economic Development staff ***	N/A	N/A	N/A	30

* - Source: Economic Development Staff

** Source: CoStar, Silicon Valley Business Journal, real estate community, social media, etc

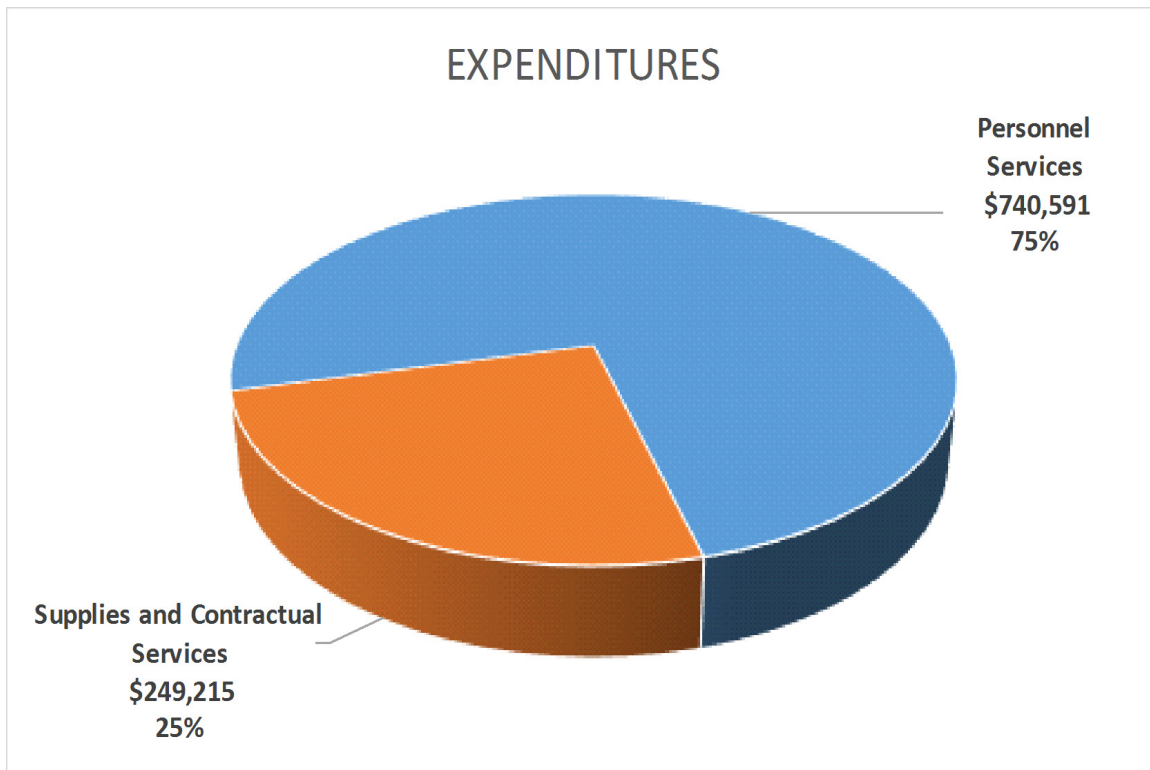
*** Source: Economic Development, Planning, Public Works, and Engineering Staff

Permanent Personnel Allotment of 3 FTE

Position	FY 19	FY 19 Mid Yr Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr Add	Proposed Add	FY20
Economic Development Director	1	0	0	1	Economic Development Specialist	1	0	0	1
Economic Development Coordinator	1	0	0	1					
TOTAL						3	0	0	3

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases including PERS contribution rates. Increase in temporary staffing and community promotions (Sister Cities Program) \$25K.
Services and Supplies	Decrease in contractual services primarily on printing and communications -\$50K.
Capital Outlay	None



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	0	351,681	421,937	416,526
4112 Temporary Salaries	0	15,750	30,000	55,000
4124 Leave Cashout	0	9,141	0	0
4131 PERS	0	106,327	127,326	170,784
4132 Group Insurance	0	45,070	67,428	64,692
4133 Medicare	0	5,501	5,672	6,883
4135 Worker's Compensation	0	1,618	1,938	2,295
4138 Deferred Comp-Employer	0	2,366	2,700	2,700
4139 PARS	0	236	0	825
4146 Short Term Disability	0	0	0	612
4161 Retiree Medical Reserve	0	14,700	19,428	20,274
sub-total	0	552,390	676,429	740,591
SUPPLIES AND CONTRACTUAL SERVICES				
4200 Community Promotions, Grants & Loans	0	13,225	0	6,240
4220 Supplies	0	576	1,500	1,500
4230 Services	0	109,467	255,000	205,000
4501 Memberships and Dues	0	23,349	24,505	26,225
4503 Training	0	12,151	15,000	10,250
sub-total	0	158,768	296,005	249,215
CAPITAL OUTLAY				
TOTAL	0	711,158	972,434	989,806

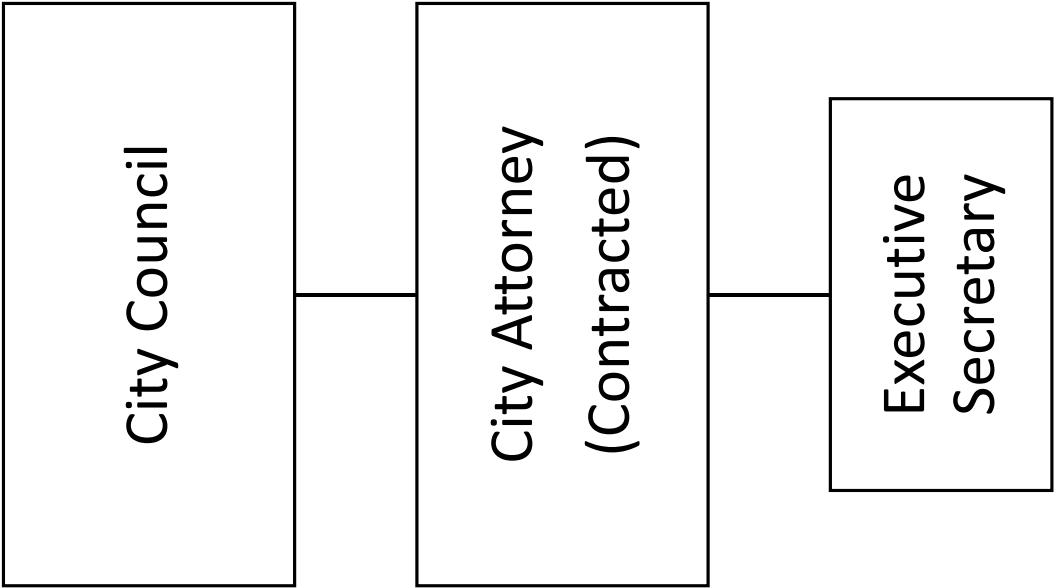
Mission Statement

The Office of the City Attorney provides cost effective legal representation, analysis and guidance to the City Council and City staff at the highest level of professionalism.

Department

City Attorney





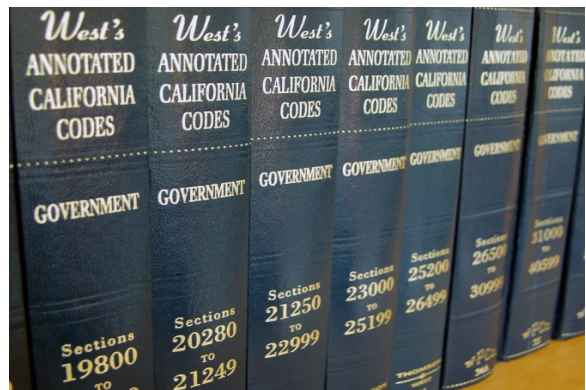
DEPARTMENT: Office of the City Attorney

CITY ATTORNEY: Christopher J. Diaz

Description: This department provides general legal advice and services to the City Council, RDA Successor Agency, Housing Authority, City Commissions, City Manager, City departments and other entities as approved by City Council. The City Attorney's department prepares or approves as to form all proposed ordinances, resolutions, agreements and amendments thereto. This department negotiates and drafts complex agreements, including at times development agreements with developers. This department represents the City in litigation and supervises litigation of PLAN JPA appointed counsel. This department also provides guidance in personnel matters.

Services

- General legal advice
- Personnel advice
- Litigation
- Employee legal training
- Compliance advice related to current and forthcoming federal and State regulations
- Housing Authority and RDA Successor Agency legal services
- Land use advice and document preparation
- Conflict of Interest and Open Government guidance



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-2019 Accomplishments							
1. Provide superior, affordable, timely legal advice and service	X	X	X	X	X	X	X
2. Continue to serve the Police Department on gun confiscation petitions and other related matters	X						X
3. Provide ongoing legal training to staff, commissions, etc.	X						X
4. Provide ongoing advice re: TASP and development in the TASP, including BART project			x	x		X	
5. Update various Municipal Code sections, as authorized	X	X	X	X	X	X	X
6. Assist staff with various ordinances regarding affordable housing				X	X		
7. Assist with cannabis regulations	X					X	X
8. Assist with complex litigation matters	X	X	X				X
9. Aide the City Council in various conflict, gift, and ethics questions							X
10. Continue to advise on Public Records Act requests and provide training for City staff on the Public Records Act							X
2019-2020 Goals							
1. Continue to provide superior, affordable, timely legal advice and service	X	X	X	X	X	X	X
2. Continue to advise the Council on various legal issues including conflicts of interest, gift rules, and ethics compliance							X
3. Continue to offer various legal trainings to staff and coordinate on ethics training, sexual harassment avoidance training, and other timely topics							X
4. Continue to update the Municipal Code based on changes in the law	X	X	X	X	X	X	X
5. Work in tandem with City staff to ensure legal compliance	X	X	X	X	X	X	X
6. Continue to monitor all pending litigation and provide timely updates to the Council							X

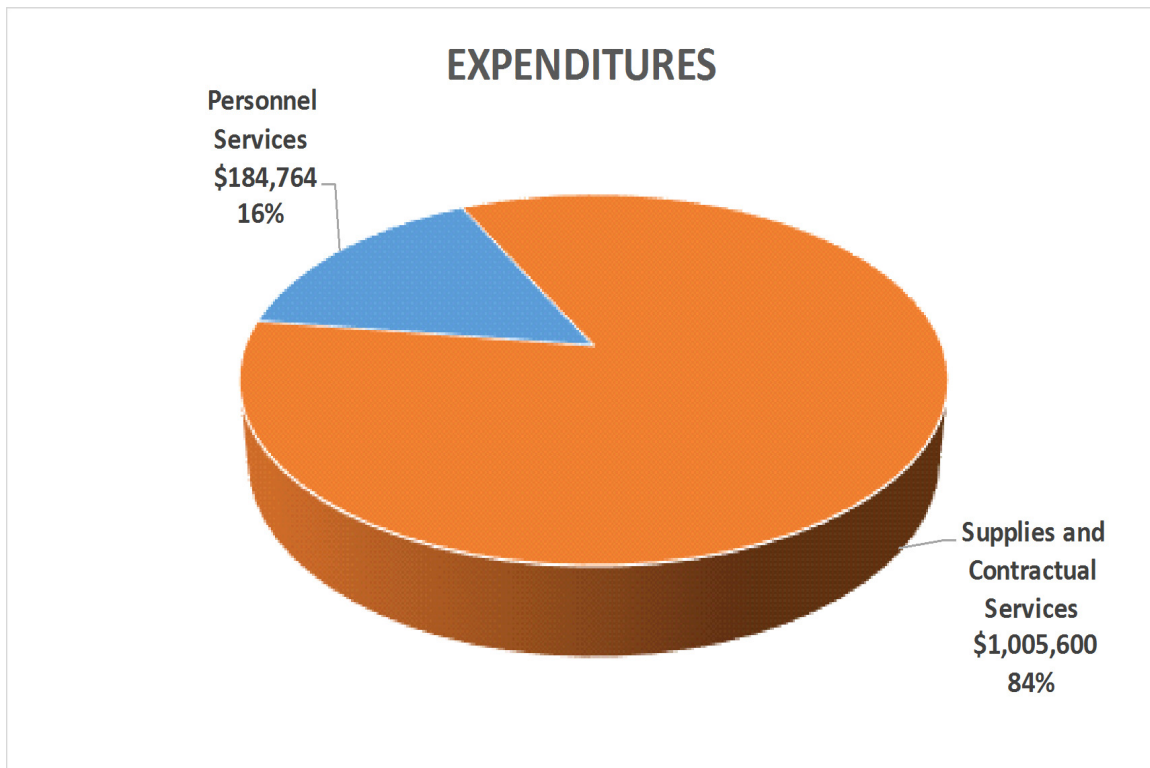
Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
Contract complaints / Council agenda contracts	0 / 107	0 / 74	0 / 80	0 / 80
Documents timely produced for Council and Planning Commission Agendas	100%	100%	100%	100%
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Ordinances	13	9	10	10
Resolutions (Council & Planning Commission)	148	106	110	110
Contracts reviewed / approved	236	354	360	360
Court / administrative cases handled / supervised	37	53	45	45

Permanent Personnel Allotment of 1 FTE

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 18 Mid Yr. Add	Proposed Add	FY 20
Executive Secretary	1	0	0	1					
TOTAL						1	0	0	1

Expenditure Analysis

Personnel Services	No significant changes.
Services and Supplies	Increase to attorney services budget of \$439K, which reflects a more accurate amount for City Attorney's services based on historic actual year-end. (\$97,000 was added during FY 18-19 for the new City Attorney contract approved September 2018)
Capital Outlay	No change.



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	104,048	106,759	109,912	109,912
4131 PERS	28,142	32,868	41,486	45,176
4132 Group Insurance	20,810	21,258	22,476	21,564
4133 Medicare	1,522	1,561	1,608	1,608
4135 Worker's Compensation	456	480	492	492
4138 Deferred Comp-Employer	900	900	900	900
4146 Short Term Disability	0	0	0	204
4161 Retiree Medical Reserve	4,584	4,764	4,908	4,908
sub-total	<u>160,462</u>	<u>168,591</u>	<u>181,782</u>	<u>184,764</u>
SUPPLIES AND CONTRACTUAL SERVICES				
4220 Supplies	818	826	1,500	1,500
4230 Services	922,202	1,042,855	565,650	1,004,100
sub-total	<u>923,020</u>	<u>1,043,680</u>	<u>567,150</u>	<u>1,005,600</u>
CAPITAL OUTLAY				
TOTAL	<u><u>1,083,481</u></u>	<u><u>1,212,271</u></u>	<u><u>748,932</u></u>	<u><u>1,190,364</u></u>

Mission Statement

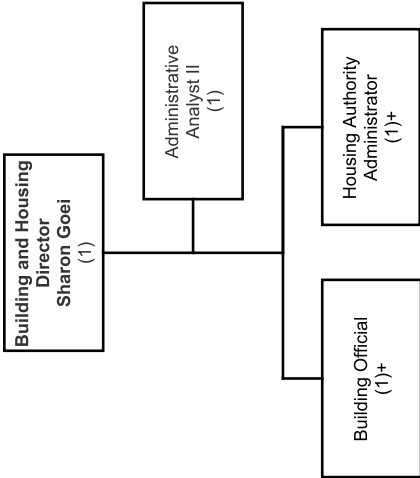
The Building and Housing Department is dedicated to enhancing the community's safety, welfare, economic vitality, and quality of life by ensuring that buildings are reviewed, permitted, and inspected to be safe, sustainable, and resilient. Preserving the quality and beauty of neighborhoods through enforcement of City regulations and creating, increasing, and preserving affordable housing and supportive programs for the community are also at the forefront of efforts by the Department to promote the health and welfare of this vibrant and diverse City.

Functions

Building and Housing Administration
Plan Review Services
Permit Center
Building Inspection Services
Housing and Neighborhood Services

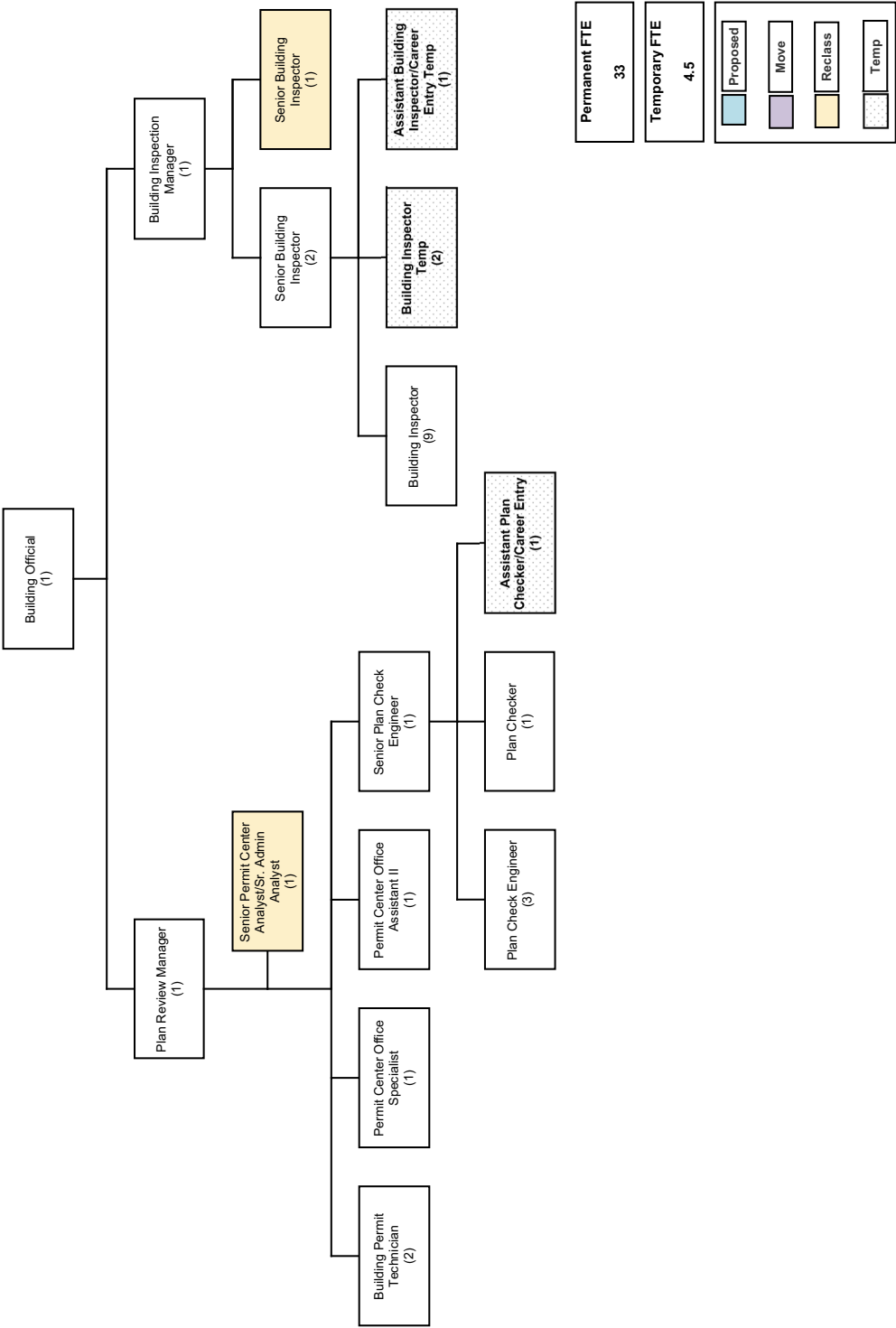


Building and Housing Department

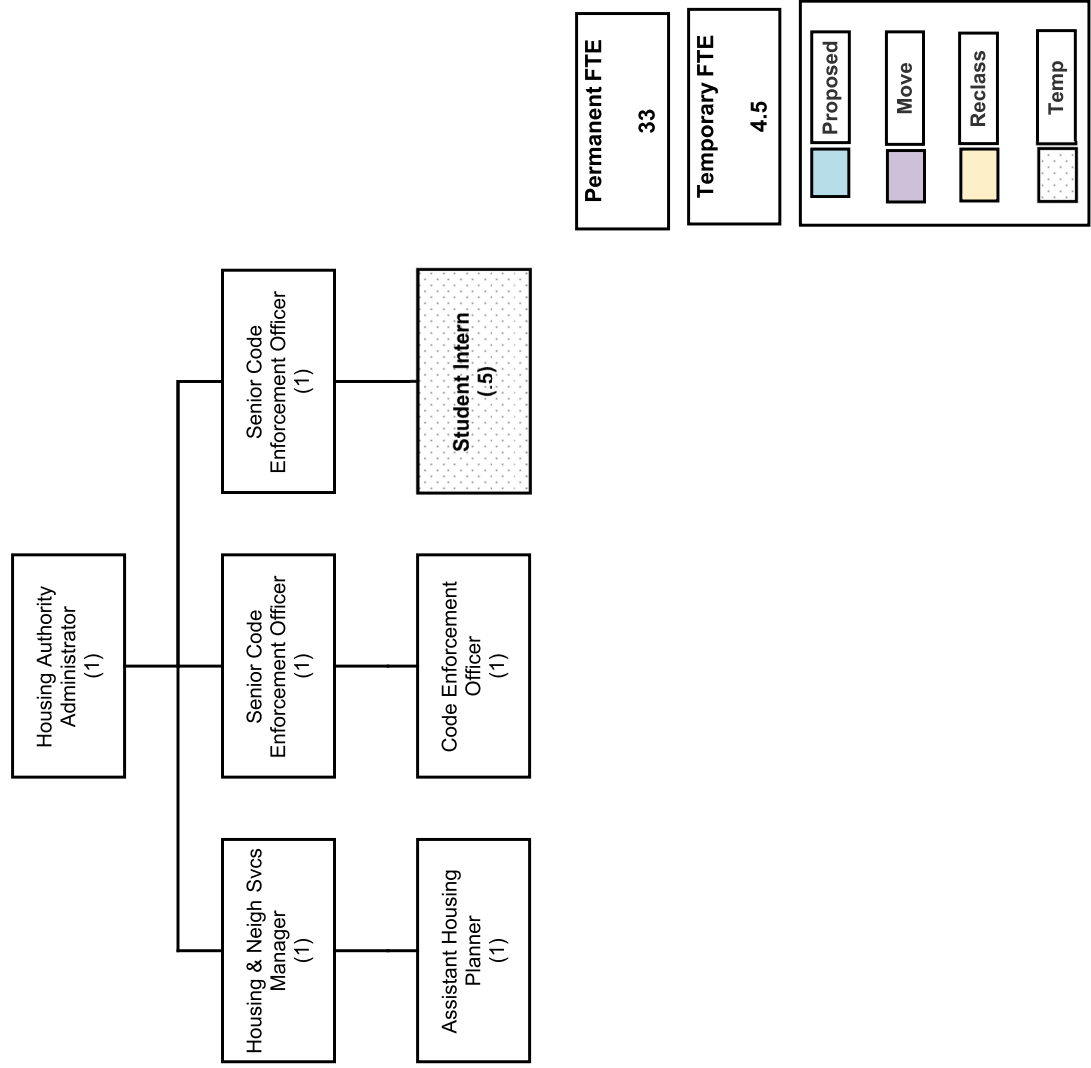


Permanent FTE	33
Temporary FTE	4.5
Proposed Move Reclass Temp + Detail Org Chart on Following Page(s)	

Building and Housing Department



Building and Housing Department



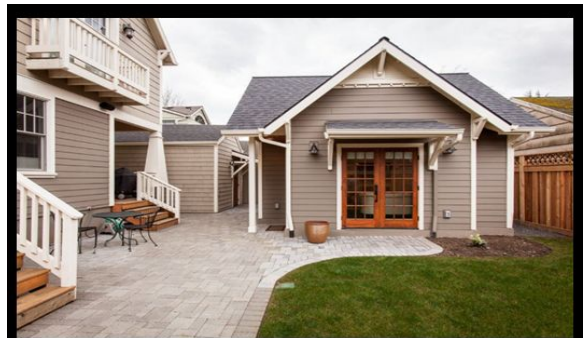
DEPARTMENT: Building and Housing

DIRECTOR OF BUILDING AND HOUSING: Sharon Goei

Description: The Building and Housing Department provides plan review, permit administration, and inspection services to implement building safety codes and quality standards to safeguard the public health and safety for the built environment. It provides code enforcement and neighborhood services to maintain and enhance neighborhood quality and general welfare. It also administers the Community Development Block Grant program and Housing Authority, and develops and implements policies and programs to create affordable housing and enhance housing supportive services for the community.

Services

- Review construction plans and documents to ensure safety through compliance with technical codes, State and local regulations, and acceptable engineering practices.
- Perform inspections, including occupancy inspections, to ensure safety of occupants and that buildings are constructed in accordance with approved plans and applicable State and local regulations.
- Assist customers in obtaining building permits and monitor plan submittal process from initial submittal to permit issuance using 'One Point of Contact' approach.
- Process permit applications, collect permit fees, perform records research, and maintain building plans and records.
- Develop and update easy-to-follow website allowing customers to receive up-to-date information on code requirements, submit permit applications, obtain submittal requirements, and ask questions regarding other Building and Housing information.
- Meet with developers, design professionals, homeowners, and contractors to assist them in the timely issuance of permits and completion of projects including after business hours services as requested.
- Provide assistance to the Fire Department in fire investigations and building owners for other emergencies.
- Provide assistance and inspections to mobile home parks.
- Provide code enforcement services to correct Health and Safety Code and Municipal Code violations.
- Administer programs for abandoned vehicles, shopping carts, animal control, and neighborhood beautification.
- Review and adopt affordable housing policies and programs to advance towards the City's Regional Housing Needs Allocation (RHNA) goals.
- Manage and maintain the City's Below Market Rate housing program and applicant waiting list.
- Identify or coordinate funding sources for affordable housing development and preservation.
- Administer the City's Community Development Block Grant (CDBG) program and Housing Authority.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018 - 2019 Accomplishments							
1. Implemented 100% paperless plan submittal and permit issuance.				X			X
2. Updated software to improve permitting and inspections.				X			X
3. Assisted the building inspection apprentices to be certified in all trades and as fully trained building inspectors.	X			X			X
4. Enhanced the Department website based on feedback provided by customers.				X			X
5. Streamlined permit process by simplifying fee schedule.				X			X
6. Enhanced customer service with improved electronic service request forms.				X			X
7. Continued to enhance the functionality of the Building Department smartphone app.				X			X
8. Continued to train staff on codes and cross-train staff to improve consistency.	X			X			X
9. Improved percentage of plan checks and inspections completed on time.				X			X
2019-2020 Goals							
1. Complete department reorganization and integration.							X
2. Provide resources, training, and professional development opportunities for team members.							X
3. Complete development and implementation of the revamped Fee Schedules as developed by staff and consultant and adopted by City Council.				X			X
4. Continue to identify and modify or eliminate policies that were inconsistent, overly restrictive, or not supported by the Building Codes.				X	X		X
5. Renew efforts to improve inspection and plan review efficiencies.				X	X		X
6. Engage in the process of adopting the new Building Codes and revisions to the Municipal Code	X	X		X	X		
7. Participate in the Silicon Valley Clean Energy Reach Code amendment process with possible adoption of Energy Code amendments to reduce greenhouse gas (GHG) emissions.	X	X		X	X		
8. Review and adopt affordable housing policies and programs to advance towards the City's Regional Housing Needs Allocation (RHNA) goals.				X	X		
9. Review the City's Below Market Rate program policies and priorities.				X	X		
10. Commit to provide quarterly workshops on fair housing and tenant support resources.				X	X		
11. Conduct more outreach for increased Community Development Block Grant (CDBG) participation.				X	X		
12. Update code enforcement ordinances.		X		X	X	X	

Performance Measures*	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
% of over the counter plan check	34%	33%	36%	40%
Average first round plan check turnaround time for new construction and major tenant improvements (days)	45	45	42	25
% of inspections completed same day	97%	97%	97%	98%
% of inspections completed next day	3%	3%	3%	2%
% of code enforcement cases in compliance within 30 days	67%	75%	75%	75%
Activity and Workload Data*	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Total building permit construction valuation	\$412,631,232	\$500,000,000	\$400,000,000	\$500,000,000
Number of building permits issued	4,831	4,000	4,000	4,000
Number of permit counter customers served	5,662	5,300	5,300	5,000
Number of plan checks completed	4,842	4,500	4,500	4,500
Number of inspections completed	27,938	27,000	28,000	28,000
Number of code enforcement customer service requests	714	850	850	850
Number of Milpitas residents served by CDBG funds**	2,077	3,000	3,000	3,000

*Source of all data except CDBG: The permit system TRAKIT

** Source: CDBG data is gathered from service organizations

Permanent Personnel Allotment of 33 FTE

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
Building & Housing Department Director	1	0	0	1	Senior Building Inspector	2	0	1	3
Bldg Inspection Mgr	1	0	0	1	Senior Plan Check Engineer	1	0	0	1
Building/NP Inspector	5	4	0	9	Assistant Housing Planner *	0	1	0	1
Building Official	0	1	0	1	Housing Authority Administrator *	0	1	0	1
Building Permit Technician	2	0	0	2	Housing & Neigh Svcs Manager *	0	1	0	1
Electrical Building Inspector(Sr. Bldg Inspector)	1	0	-1	0	Code Enforcement Officer *	0	1	0	1
Senior Permit Center Analyst/ Sr. Admin Analyst	0	0	1	1	Sr. Code Enforcement Officer *	0	2	0	2
Plan Checker	1	0	0	1	Administrative Analyst II	0	1	0	1
Plan Check Engineer	2	2	-1	3	Permit Center Office Assistant II (Office Assistant II)	1	0	0	1
Plan Review Manager	0	1	0	1	Permit Center Office Specialist (Office Specialist)	1	0	0	1
TOTAL						18	15	0	33

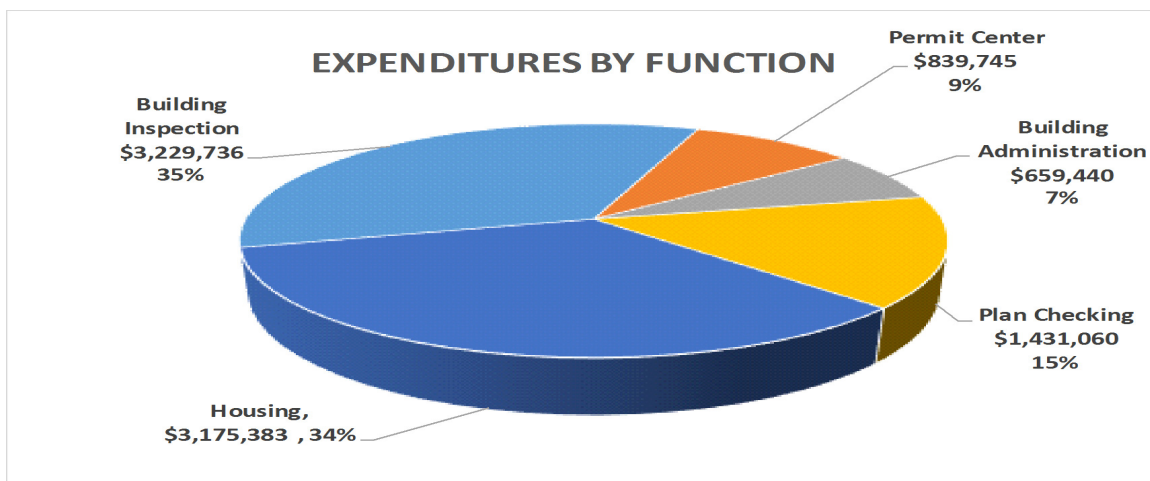
Total temporary FTE: 4.5

* Position added due to the transfer of function 551 (Neighborhood Services / Housing) from Planning Department to Building and Housing Department.

** Total of 15 positions increased - 6 from transfer of function 551, and 9 from mid year adds (3 new and 6 status change from temp to regular).

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases including PERS contribution rates. Increase from transfer of function 551 (Neighborhood Services/Housing) from the Planning Department \$2.035M, including transfer of 6 FTEs.
Services and Supplies	Contractual services for non-profit homelessness case manager/operating grant/affordability covenants/Project Sentinel \$396K.
Capital Outlay	None.



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	2,077,834	2,123,951	2,606,204	3,817,187
4112 Temporary Salaries	494,567	529,332	1,097,937	494,840
4113 Overtime	4,029	31,928	34,000	70,000
4124 Leave Cashout	16,670	82,688	0	0
4131 PERS	736,454	893,788	1,343,293	1,711,392
4132 Group Insurance	462,175	515,185	764,177	820,812
4133 Medicare	37,335	40,062	53,024	63,048
4135 Worker's Compensation	31,047	29,603	31,604	27,427
4138 Deferred Comp-Employer	18,230	28,275	20,700	29,700
4139 PARS	1,472	75	0	255
4146 Short Term Disability	0	0	0	6,732
4161 Retiree Medical Reserve	144,159	164,377	180,875	213,966
sub-total	4,023,971	4,439,264	6,131,814	7,255,359
SUPPLIES AND CONTRACTUAL SERVICES				
4200 Community Promotions, Grants & Loans	381,863	288,993	650,000	939,334
4211 Equip Replacement Amortization	50,928	56,643	53,573	53,971
4220 Supplies	11,177	18,430	23,750	26,000
4230 Services	468,974	727,199	531,500	1,007,800
4501 Memberships and Dues	2,010	1,610	2,800	8,900
4503 Training	25,708	12,565	26,500	44,000
sub-total	940,661	1,105,441	1,288,123	2,080,005
CAPITAL OUTLAY				
4850 Vehicles	24,526	25,059	0	0
sub-total	24,526	25,059	0	0
TOTAL	4,989,159	5,569,764	7,419,937	9,335,364

Mission Statement

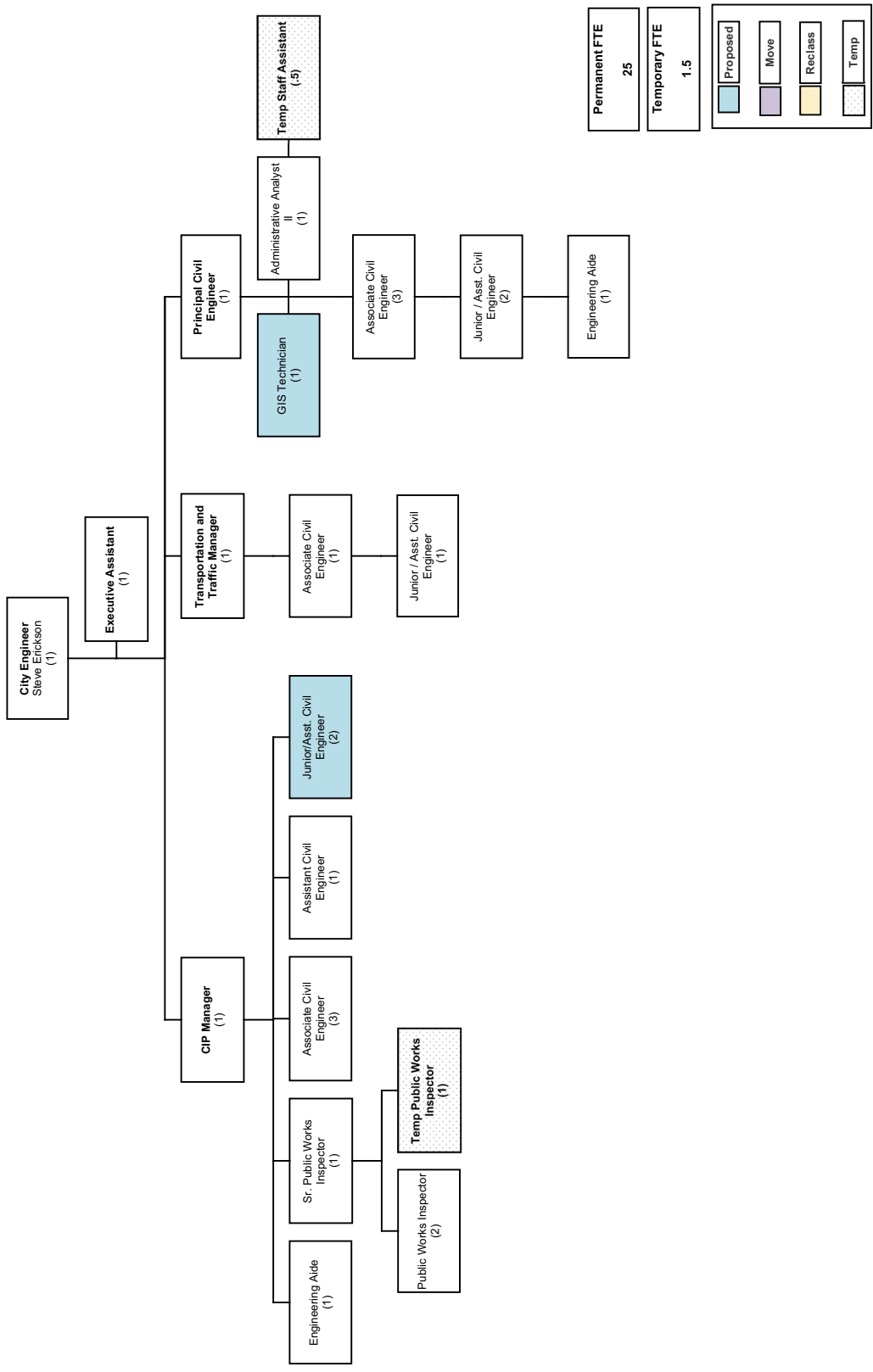
The Engineering Department provides resources to enhance and improve City infrastructure through the design, management, and construction of public improvements, including the administration of various public works programs in a safe, coordinated, timely, and cost effective manner with responsive service to the entire community.

Functions

Engineering Administration
Design & Construction
Land Development
Transportation & Traffic



Engineering Department



DEPARTMENT: Engineering

DIRECTOR OF ENGINEERING: Steven Erickson

Description: This Department provides professional engineering services for the completion of the City's annual Capital Improvement Program (CIP), performs inspection services for both capital projects and private development construction impacting streets and the public right-of-way. Department staff provide review and plan check services for private development project drawings and maps to ensure compliance with adopted city standards, and staff administers encroachment permits for construction work within the public right-of-way. Department staff participate in regional programs and coordinate with local agencies in the areas of flood control, urban runoff, transportation, solid waste, and recycling. The Engineering Department has three functions: Design & Construction, Land Development, and Transportation & Traffic.

Services

- The Engineering Director/City Engineer leads the Department, including the allocation of resources, determination of staff assignments, and oversee's the workload to ensure that infrastructure and work constructed within the City's right-of-way is completed in accordance with industry standards, City codes, state, and federal regulations to protect public health and safety.
- Design & Construction staff oversee the preparation of construction documents, administer and manage construction contracts for the completion of the city's Capital Improvement Program (CIP). Design & Construction Section staff, in conjunction with the Finance Department, create the annual 5-year Capital Improvement Program (CIP) document which funds and prioritizes the completion of capital projects for streets, water, sewer, storm drain utilities, parks, and community infrastructure. Design & Construction Inspection staff review city capital and private development projects in construction for compliance with the City standards.
- Land Development staff manage right-of-way encroachments and review private development plans and maps for conformance with City Standards, local, state and federal requirements. Staff ensures private development projects provide required public infrastructure in accordance with development Conditions of Approval. Land Development staff manage encroachment permits for construction within City streets and the public right-of-way, regulate development within the designated floodplain, maintain the City's Community Rating System (CRS) flood insurance rating, and manage the city's record drawing library of city infrastructure.
- Transportation & Traffic engineering staff provide technical review and evaluation of traffic and transportation studies related to development within the City. Staff oversees the operation and timing of traffic signals to ensure safe and efficient operation, reviews construction documents for streets and transportation projects, manages the City's pavement condition index, and manages the completion of annual pavement resurfacing projects.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-2019 Accomplishments							
1. Completed the annual street resurfacing and ADA ramp/sidewalk replacement projects.			X	X	X		X
2. Completed construction of Marylinn Drive Sanitary Sewer Rehabilitation Project.	X	X					X
3. Completed design for Sports Center Skate Park and Snack Shack/Restroom building replacement.						X	
4. Initiated design of the replacement to Fire Station No. 2.	X						X
5. Assisted the MUSD in the completion of the new Mabel Mattos Elementary School.				X	X	X	
2019-2020 Goals							
1. Initiate bidding and construction of Sports Center Skate Park and Snack Shack/Restroom building replacement.						X	
2. Complete design and proceeding to the bidding phase for the replacement of Fire Station No. 2.	X						X
3. Complete Building Assessment projects for Fire Station No. 1, Police/Public Works Buildings.	X						X
4. Complete design and bidding phases for Creighton Park and new Carlo Park rehabilitation projects.						X	
5. Complete construction of FY19/20 street resurfacing and ADA ramp/sidewalk projects within specified budget and schedule.			X	X	X		X

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
State mandated solid waste diversion goals achieved	100%	100%	100%	100%
Mandated FEMA / CRS goals achieved	100%	100%	100%	100%
State mandated storm water permit goals achieved	100%	100%	100%	100%
CIP projects completed on schedule / budget (no additional time/budget requested)	100%	100%	90% *	100%
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Value of construction contracts awarded	\$6.3M	\$29M	\$10M	\$30M
Construction contracts Awarded	5	10	9	10
CIP & Private Development Projects Completed	8	7	23	28
Professional services contracts awarded	N/A	N/A	15	11
Grant opportunities applied for	10	8	6	6
Encroachment permits reviewed and approved	136	225	152	150

* - One project not completed on schedule / budget

Permanent Personnel Allotment of 25 FTE

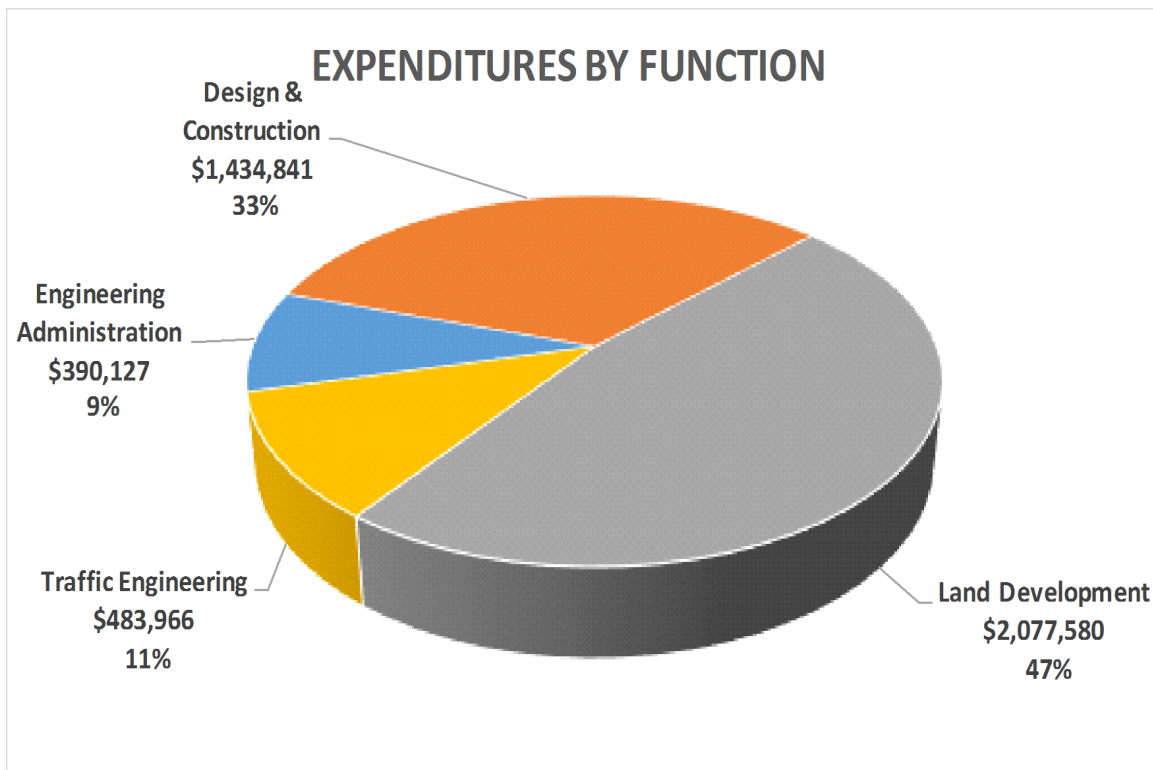
Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
Director of Engineering/City Engineer	1	0	0	1	Engineering Aide	2	0	0	2
CIP Manager	1	0	0	1	GIS Technician	0	0	1	1
Transportation and Traffic Mgr	1	0	0	1	Public Works Inspector	2	0	0	2
Principal Civil Engineer	1	0	0	1	Senior Public Works Inspector	1	0	0	1
Associate Civil Engineer	8	0	0	8	Executive Assistant	1	0	0	1
Assistant Civil Engineer	3	0	0	3	Administrative Analyst II *	2	-1	0	1
Jr/Assistant Civil Engineer	0	0	2	2					
TOTAL						23	-1	3	25

Total temporary FTE: 1.5

* One (1) moved to Public Works with the transfer of Solid Waste Services/Compliance program and storm water annual reporting.

Expenditure Analysis

Personnel Services	Increase due to negotiated union Salary and benefit increases and increases in PERS contribution rates, as well as 3 new positions listed in the table above.
Services and Supplies	Reduction of contractual services due to transfer of Solid Waste Services/Compliance program and storm water annual reporting to PW.
Capital Outlay	None



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	1,309,099	1,147,525	2,782,224	1,694,819
4112 Temporary Salaries	71,303	69,370	179,718	126,286
4113 Overtime	35,929	7,081	22,000	22,000
4124 Leave Cashout	376,285	35,045	0	0
4125 Accrued Leave	(182,132)	0	0	0
4131 PERS	399,040	391,732	1,064,713	1,227,566
4132 Group Insurance	270,873	196,306	539,423	542,970
4133 Medicare	23,352	18,153	42,388	44,487
4135 Worker's Compensation	18,053	15,285	19,215	16,845
4138 Deferred Comp-Employer	15,220	14,506	20,700	21,750
4139 PARS	835	899	1,095	324
4143 Charged to CIPs	0	0	(1,102,107)	0
4146 Short Term Disability	0	0	0	4,930
4161 Retiree Medical Reserve	154,579	115,780	140,640	150,315
sub-total	2,492,434	2,011,682	3,710,009	3,852,292
SUPPLIES AND CONTRACTUAL SERVICES				
4200 Community Promotions, Grants & Loans	150,223	123,825	100,500	0
4211 Equip Replacement Amortization	32,058	27,810	23,594	25,422
4220 Supplies	16,132	9,463	16,150	15,000
4230 Services	3,251,818	1,733,341	727,550	480,500
4501 Memberships and Dues	9,874	59	1,450	3,300
4503 Training	3,132	1,231	4,800	10,000
sub-total	3,463,237	1,895,730	874,044	534,222
CAPITAL OUTLAY				
4800 Capital Improvements	(1,076,903)	(753,639)	0	0
sub-total	(1,076,903)	(753,639)	0	0
TOTAL	4,878,768	3,153,773	4,584,053	4,386,514

Mission Statement

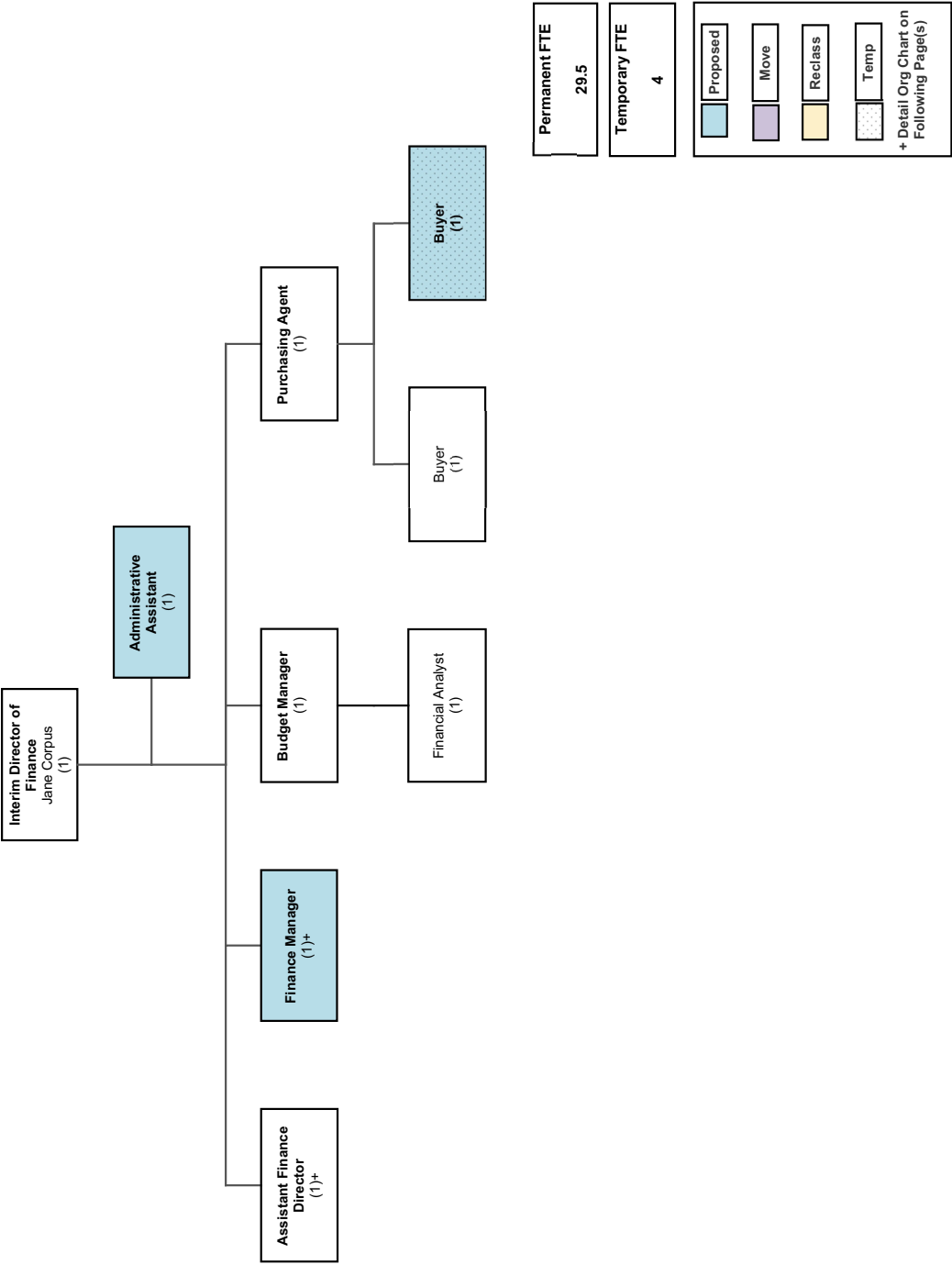
The Finance Department is dedicated to providing accurate, credible and timely financial information to support sound fiscal management and professional customer service to Milpitas residents, the business community, the City Council, and internal staff.

Divisions

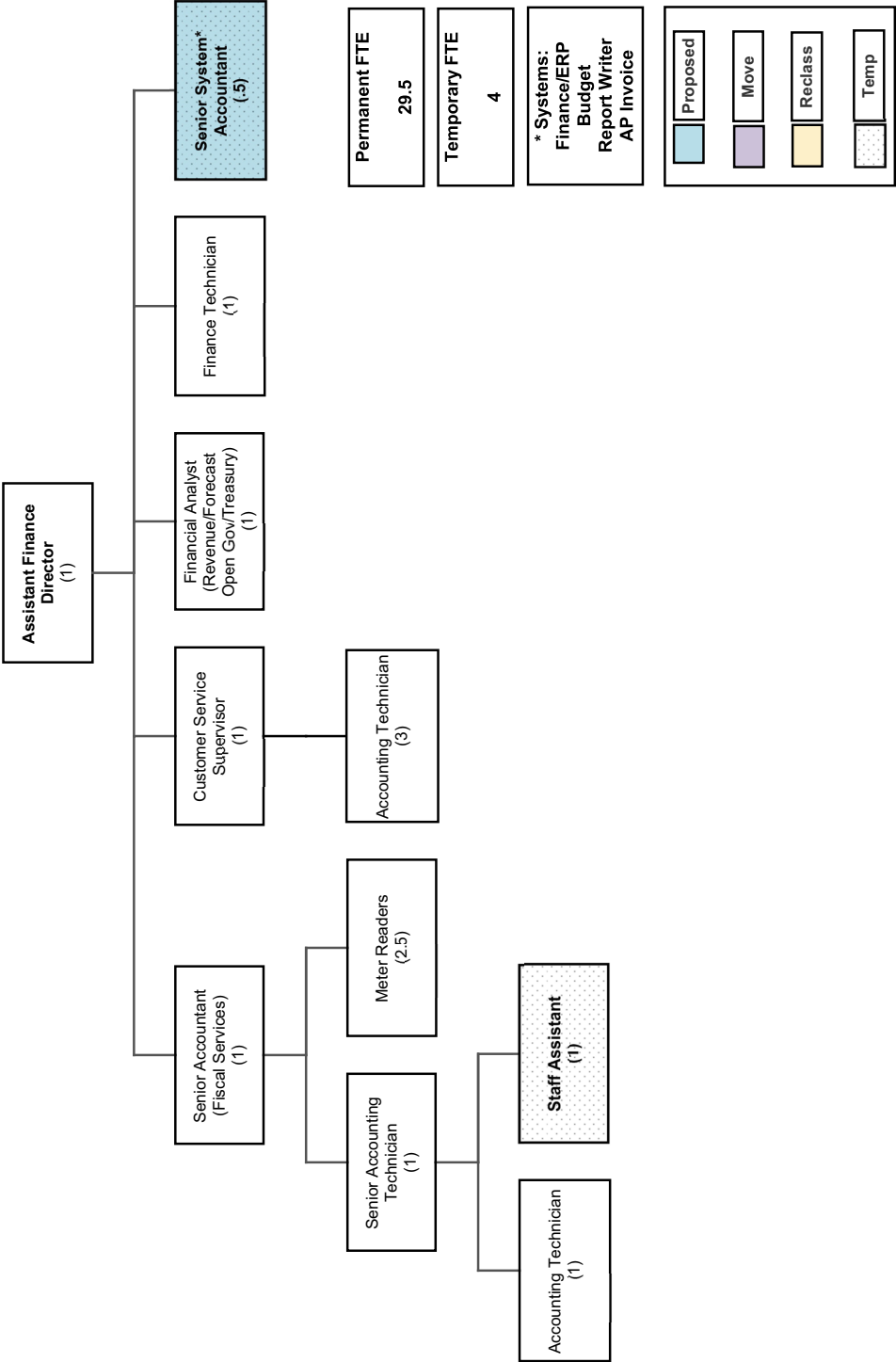
Administration
Operations



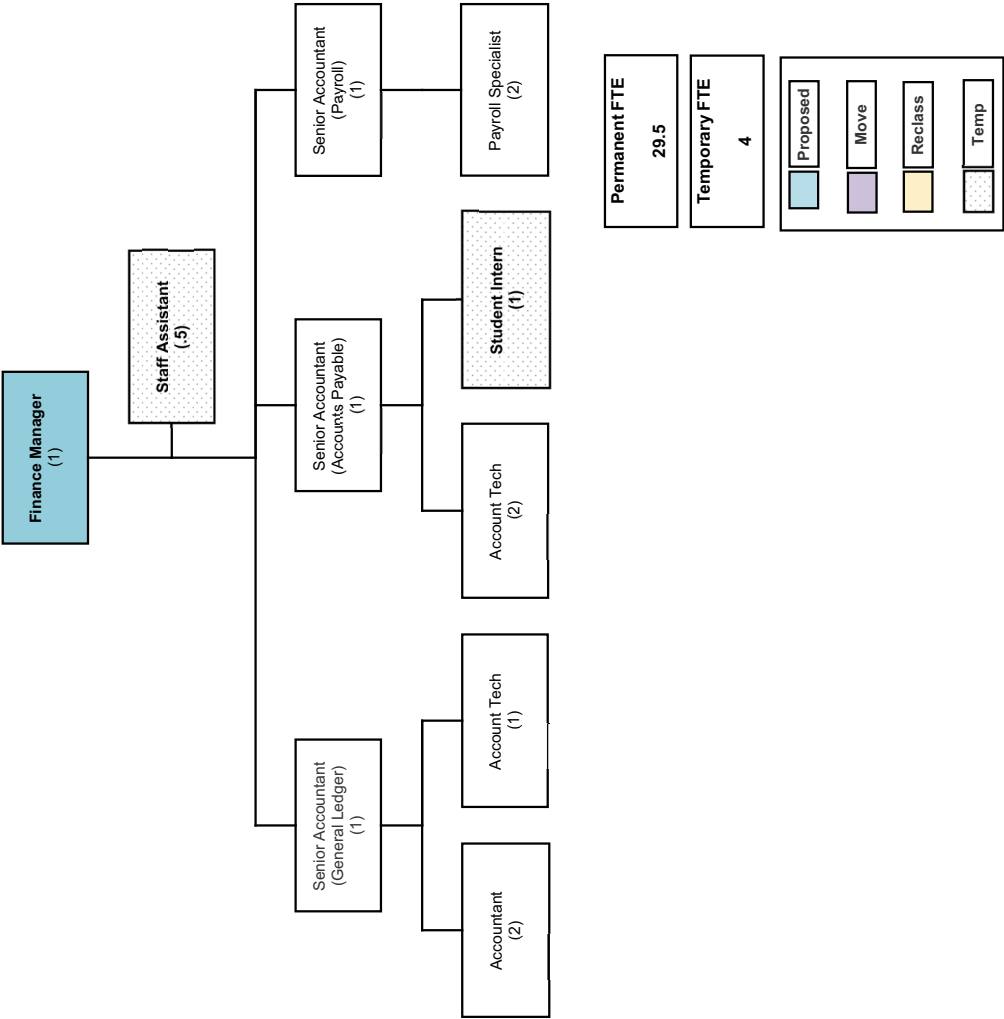
Finance Department



Finance Department



Finance Department



Description: Finance provides a key service role to all departments, the City Council, and the public and manages the City's financial operations in accordance with industry standards and established fiscal policies. Prudent fiscal stewardship, customer service, compliance, strategic planning, transparency and effective financial reporting are key elements of its mission. The department is organized into two divisions, Administration and Operations; each provides essential customer services and support to City departments, the City Council, and the public.

Services

- Acts as an adviser to the City Manager, City Council and Departments in the areas of financial planning and fiscal analysis. Provides leadership in the development and implementation of sound financial policies for the City.
- Coordinates the preparation of the Annual Operating Budget that includes projection of revenues and expenditures, organizing and publication of the adopted budget document.
- Prepares the Annual Financial Report in accordance with Generally Accepted Accounting Principles and pronouncements of the Governmental Accounting Standards Board (GASB).
- Prepares and maintains accurate financial records including grants, capital projects, enterprise funds, governmental funds, and fixed assets. Files required grant reports.
- Provides operating departments with timely and clear financial performance reports to assist them in their daily decision making. Maintaining a transparent web portal for financial reporting is also a key objective.
- Monitors all the capital projects that have external funding sources to ensure collection.
- Collects and records all City revenues including property tax, sales tax, various service fees, utility payments, business licenses, franchise fees and transient occupancy taxes, among others.
- Provides customer service to the City's utility customers, including billing, new account setups, inquiries and meter readings.
- Provides a full range of procurement services to purchase goods and services at competitive prices and to ensure compliance with Federal and State laws and City ordinances.
- Invests the City's idle cash to ensure that there is sufficient cash flow to meet operating needs while maintaining safety, liquidity and competitive returns on the investment portfolio.
- Manages the City's and Successor Agency's outstanding bonds by ensuring timely payments, performance of arbitrage calculations and filing of required continual disclosure reports.
- Manages all the tort claims against the City and represents the City in the Pooled Liability Assurance Network Joint Powers Authority (PLAN JPA).
- Processes all the payments for goods and services timely and accurately.
- Issues payroll checks and benefits payments bi-weekly. Files all the required Federal and State payroll tax withholding reports.
- Provides internal mail service by processing outgoing mail and distributing incoming mail citywide.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-2019 Accomplishments							
1. Work with City Council and stakeholders to achieve long-term fiscal sustainability.							X
2. Implement contract management software for procurement tracking, routing, and approval.	X	X	X	X	X	X	X
3. Review and update finance related SOPs (Standard Operating Procedures).							X
4. Continue Automated Water Meter replacement project to provide real time consumption amounts to consumers.							X
5. Provide accurate and timely reports within 15 days from month-end to assist departments in monitoring their budget.							X
6. Improve transparency and Citywide decision making capabilities by implementing enhanced internal and external financial reporting.	X	X	X	X	X	X	X
7. Fully implement an electronic timecard system.							X
8. Work collaboratively with all City departments to assess needs for either current or new Enterprise Resource Planning (ERP) system.							X
9. Continue and further enhance a participative budget process involving key internal and external stakeholders.							X
2019-2020 Goals							
1. Update business license tax to be comparable to nearby jurisdictions.				X			X
2. Implement new budget software.							X
3. Review and update finance related standard operating procedures (SOPs) (from 18-19 goals).							X
4. Improve transparency and Citywide decision making capabilities by implementing enhanced internal and external financial reporting (from 18-19 goals).							X
5. Implement and train staff on ProcureNow, the new contract management software for procurement and contract tracking, routing, and approval.	X	X	X	X	X	X	X
6. Update the Purchasing Card Manual.							X
7. Update the Purchasing Ordinance and develop a purchasing manual.							X

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
Consecutive years receiving award for Distinguished Budget Presentation	17	18	19	20
Consecutive years receiving award for Excellence in Financial Reporting	24	25	26	27
Tort Claims Resolved within 180 Days	96%	95%	96%	96%
Average number of days from approved invoice received to check issuance	5	5	5	5
Customers rating service as good or excellent *	N/A	N/A	N/A	70%
Activity and Workload	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Number of Contracts Processed	234	N/A	260	285
Number of Vendor Invoices Paid	78	N/A	147	225
Number of Utility Bills Issued	19,570	N/A	20,549	21,576
Number of Regulatory Reports Submitted to Appropriate Agencies	91,931	N/A	91,471	91,701
Number of Payroll Checks Paid	12,503	N/A	12,878	13,264

* - 2019 Customer Service Survey

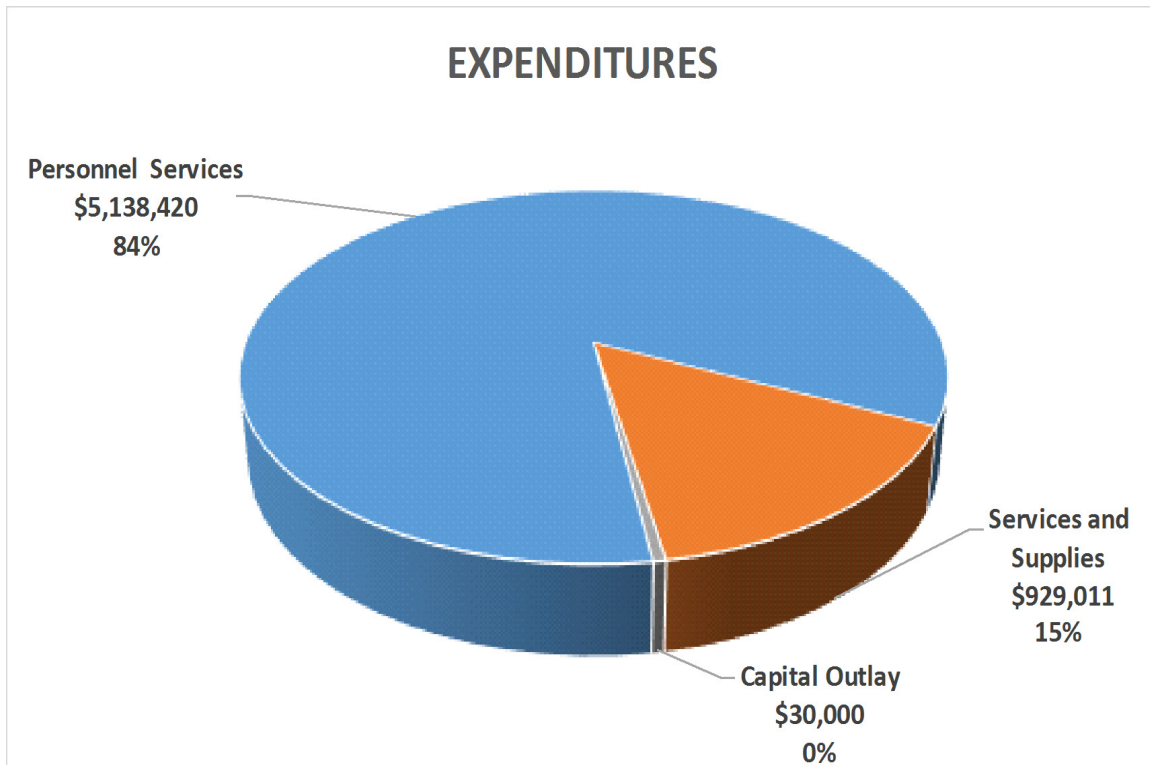
Permanent Personnel Allotment of 29.5 FTE

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
Director of Finance	1	0	0	1	Senior Accountant	4	0	0	4
Assistant Finance Director	1	0	0	1	Customer Services Supervisor	1	0	0	1
Budget Manager	1	0	0	1	Accountant	2	0	0	2
Financial Analyst I/II	2	0	0	2	Sr. Accounting Technician	1	0	0	1
Finance Technician	1	0	0	1	Payroll Specialist	2	0	0	2
Purchasing Agent	1	0	0	1	Accounting Technician I/II	7	0	0	7
Buyer	1	0	0	1	Water Meter Reader II	2.5	0	0	2.5
Finance Manager	0	0	1	1	Administrative Assistant	0	0	1	1
TOTAL						27.5	0	2	29.5

Total temporary FTE: 4

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases including PERS contribution rates.. 2 new positions (1 Finance Mgr estimated start Oct '19 & 1 Admin Asst estimated start Oct '19) \$257K, temp positions increases \$74K for Buyer and Special Projects Associate.
Services and Supplies	Increase in contractual services (update of SOP's - one-time cost, portfolio manager) \$300K.
Capital Outlay	None



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	1,793,059	2,083,816	2,675,692	2,881,277
4112 Temporary Salaries	123,689	218,534	89,600	163,144
4113 Overtime	3,955	2,948	15,000	15,000
4121 Allowances	3,000	4,173	0	0
4124 Leave Cashout	49,654	47,428	0	0
4125 Accrued Leave	(636)	3,667	0	0
4131 PERS	535,554	697,311	988,776	1,218,842
4132 Group Insurance	371,001	406,745	618,084	625,350
4133 Medicare	28,618	34,192	38,382	44,880
4135 Worker's Compensation	14,151	14,529	15,788	16,162
4138 Deferred Comp-Employer	16,798	18,348	22,500	23,850
4139 PARS	1,404	1,758	0	1,381
4146 Short Term Disability	0	0	0	6,018
4161 Retiree Medical Reserve	104,421	115,723	130,032	142,516
sub-total	3,044,668	3,649,172	4,593,854	5,138,420
SUPPLIES AND CONTRACTUAL SERVICES				
4211 Equip Replacement Amortization	3,050	23,619	15,769	19,166
4220 Supplies	71,653	77,706	122,850	121,000
4230 Services	422,275	590,663	377,110	754,080
4501 Memberships and Dues	1,497	1,859	2,150	2,230
4503 Training	7,693	14,216	26,435	32,535
sub-total	506,167	708,062	544,314	929,011
CAPITAL OUTLAY				
4870 Machinery & Equipment	0	111,032	0	0
4920 Machinery Tools & Equipment	1,668	411	0	0
4930 Hydrants & Meters	15,165	0	30,000	30,000
sub-total	16,832	111,442	30,000	30,000
TOTAL	3,567,667	4,468,676	5,168,168	6,097,431

Mission Statement

The Milpitas Fire Department is driven by the vision to provide outstanding service to the community through the core values of our mission statement. "The preservation of life, property, and the environment within the community is the reason for our existence".

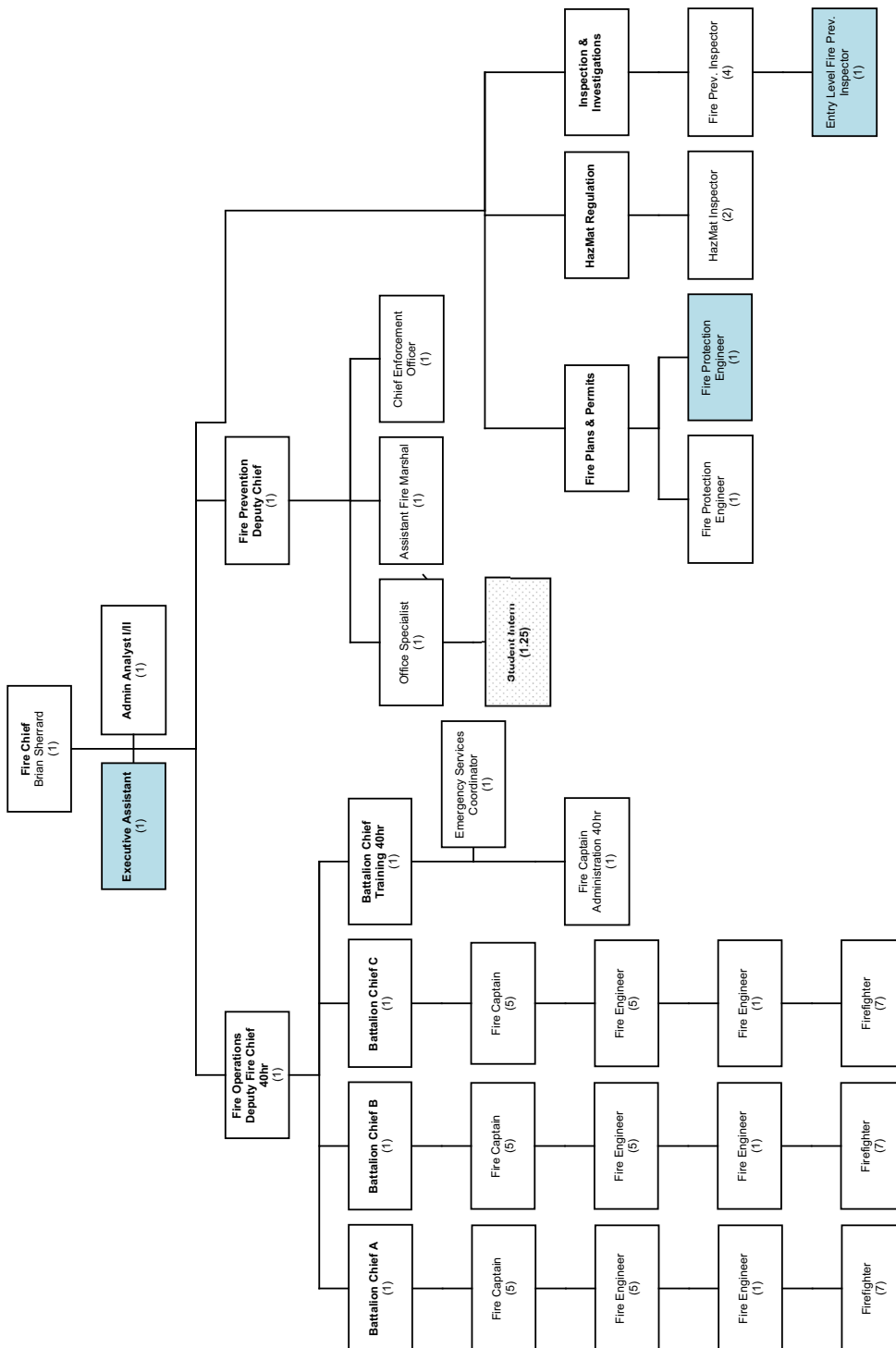
The core elements of this budget document support growth within the organization to ensure mission, succession planning for organizational stability, and the ability to be flexible with emergency response in the community.

Divisions

Administration
Operations Division
Training, Emergency Medical Services, and Office of Emergency Services (OES) Division
Fire Prevention Division



Fire Department



Permanent FTE	77
Temporary FTE	1.25

Proposed	Move	Reclass	Temp

DEPARTMENT: Fire

FIRE CHIEF: Brian Sherrard

Description: The Milpitas Fire Department is committed to providing comprehensive emergency response, fire protection, emergency medical services, disaster preparedness, community education, risk reduction, and other related services in an efficient, effective, and caring manner to the Milpitas community. The Fire Department is organized into four divisions as follows.

Services

- Fire Department Administration: Directs the department in field operations, budget and fiscal policy, administrative systems and procedures, employee training and development, and labor and management issues. Fire Administration is tasked with strategic planning for the implementation of fire service best practices and ensuring response readiness for the community.
- Fire Department Operations Division: Responds to emergency incidents involving fires, medical emergencies, vehicle accidents, specialized rescues, hazardous material releases, and other risks affecting the health and welfare of the community. Personnel staff six apparatus at four stations strategically located for quick response throughout the City. Specialized actions within the division include patient transport rescue ambulance, urban search and rescue, hazardous materials response, high density housing response, and specialized response to the transit area. The Operations Division is focused on emergency response.
- Fire Department Training, Emergency Medical Services, and Safety Division: Directs firefighter training and succession planning. Operates drill grounds and training curricula to ensure readiness for all-risk response. Oversees compliance with paramedic and emergency medical technician licenses and certifications, State and local reporting and quality assurance requirements, and cooperative contracts with the ambulance service provider. Ensures the readiness of the patient transport rescue ambulance. Provides safety programs to reduce the firefighter injury rate and risks.
- The Office of Emergency Services implements disaster preparedness and response programs, outreach and education, and regional collaboration planning. Ensures citywide disaster readiness by performing Emergency Operations Center training and maintenance, community volunteer training, and care-and-shelter cache maintenance. Provides risk reduction efforts for the community by coordinating with allied agencies and non-governmental organizations.
- Fire Prevention Division: The Fire Prevention Division plans, organizes and implements all Fire Department prevention and inspection programs, including fire and arson investigations, vegetation management, hazard abatement, code enforcement, public fire safety education, plan checking, and evaluation and development of codes and ordinances. Provides fire cause and origin investigations. Conducts inspections related to fire code compliance for new construction and high-risk occupancies.
-



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-19 Accomplishments							
1. Maintain response time of less than 5 min, 90% of the time.	X	X	X	X	X	X	
2. Maintain service delivery to meet all major project and construction schedules.	X	X	X	X	X	X	X
3. Achieve target turn around times of plan reviews/inspections at a rate of 98% or higher.	X			X	X		X
4. Develop training program for City emergency staff, and increase drill frequency.	X		X	X	X	X	
5. Respond to 100% of public education requests.	X				X	X	X
2019-2020 Goals							
1. Maintain total response time less than 7:30 min, 90% of the time.	X	X	X	X	X	X	
2. Achieve target turn around times of plan reviews/inspections at a rate of 98% or higher.	X		X	X	X		X
3. Enhance the training program for City EOC Staff and increase drill frequency.	X		X	X	X	X	
4. Develop and implement ambulance service delivery model.	X					X	X
5. Respond to 100% of public education requests.	X				X	X	X

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 19-20 Estimate	FY 19-20 Target
Total response time to emergency calls (minutes) *	7:14	7:30	7:15	7:30
State mandated fire occupancy inspections completed annually	1,024	100%	1,138	100%
Average time for assembling a complete effective response on all structure fires (minutes)	9:26	8:00	10:00	8:00
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Fire service calls	5,384	5,500	5,500	5,900
Training Hours / Certifications to serve in hiring rank	13,710 / 20	14,000 / 20	14,000 / 20	14,000 / 20
Residents engaged by Office of Emergency Services (OES) in Map Your Neighborhood	600	1,000	800	1,000
Total Engine Company Inspections	2,026	100%	2,011	100%
Total Plan Review / Inspections	1,700 / 7,577	100%	1,750 / 7,606	100%
Public Education Events	199	200	200	225

* - From time of 911 call received to arrival of first fire resources

Permanent Personnel Allotment of 77 FTE

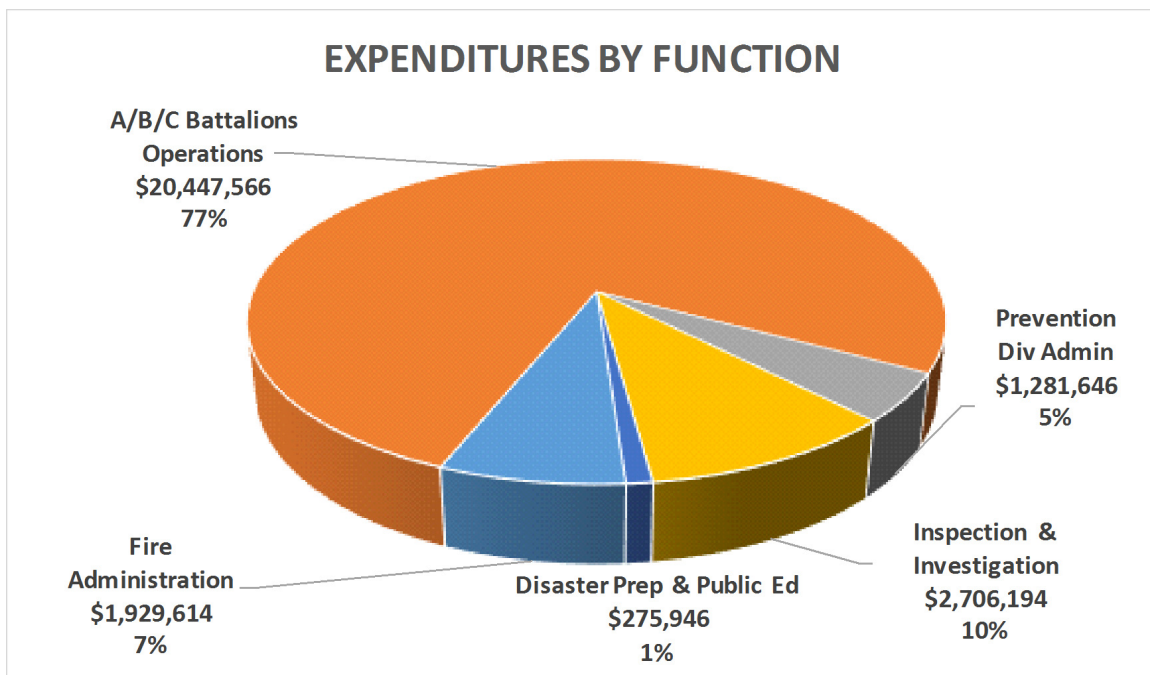
Position	FY19	FY19 Midyr Add	Proposed Add	FY20	Position	FY19	FY19 Midyr Add	Proposed Add	FY20
Fire Chief	1	0	0	1	Assistant Fire Marshall	1	0	0	1
Deputy Fire Chief	2	0	0	2	Chief Fire Enforcement Officer	1	0	0	1
Fire Battalion Chief - 40 hr	0	1	0	1	Hazardous Materials Inspector	2	0	0	2
Fire Battalion Chief	3	0	0	3	Fire Prevention Inspector	3	1	0	4
Fire Captain-40 hr	1	0	0	1	Fire Protection Engineer	1	0	1	2
Fire Captain	15	0	0	15	Entry Level Fire Prevention Inspector	0	0	1	1
Fire Engineer	4	2	0	6	Emergency Svcs Coordinator	1	0	0	1
Fire Engineer-Paramedic	11	1	0	12	Office Specialist	1	0	0	1
Firefighter	14	0	0	14	Administrative Analyst II	1	0	0	1
Firefighter/Paramedic	7	0	0	7	Executive Assistant	0	0	1	1
Total						69	5	3	77

Total temporary FTE: 1.25

* 6 new firefighter/paramedic trainees will be added depending on timing of SAFER grant approval

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases including PERS contribution rates. 7 new positions (5 during FY 18-19 midyear and 2 for FY 19-20 proposed budget (1 Executive Assistant estimated start Jul '19, 1 Entry Level Fire Inspector estimated start Oct '19) \$2,087K, 1 Fire Protection Engineer \$276K. Increase in Overtime \$630K to staff ambulance and extra truck.
Services and Supplies	Equipment replacement \$207K. Contractual services for employee medical evaluation/fire station alerting/defib & CPR devices \$155K. Department supplies \$63K, training & registration \$70K (Firefighter 1 Academy \$40K, truck operations training \$21K). Software costs (GIS, etc.) \$110K.
Capital Outlay	Softwares on Image Trend and Rescue Bridge and Interra GIS.



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	8,897,231	9,577,720	10,176,573	12,210,216
4112 Temporary Salaries	43,861	42,226	33,981	36,071
4113 Overtime	1,535,641	1,400,472	1,220,000	1,849,512
4114 Overtime Reimbursement	0	697,112	0	0
4121 Allowances	58,558	60,960	65,736	73,455
4124 Leave Cashout	286,302	646,543	0	0
4131 PERS	3,471,921	4,003,095	4,639,493	6,124,668
4132 Group Insurance	1,428,023	1,560,956	1,559,424	1,663,647
4133 Medicare	149,816	170,253	149,138	179,079
4135 Worker's Compensation	322,377	320,615	321,733	550,377
4138 Deferred Comp-Employer	38,860	42,925	44,700	50,175
4139 PARS	186	266	0	939
4146 Short Term Disability	0	0	0	15,657
4161 Retiree Medical Reserve	415,384	470,324	472,971	568,505
sub-total	16,648,158	18,993,466	18,683,749	23,322,301
SUPPLIES AND CONTRACTUAL SERVICES				
4211 Equip Replacement Amortization	1,135,608	1,341,081	1,458,989	1,660,850
4220 Supplies	461,144	461,793	698,200	776,340
4230 Services	116,539	154,313	302,900	457,800
4501 Memberships and Dues	15,235	15,568	36,025	39,975
4503 Training	55,456	49,567	200,400	273,700
sub-total	1,783,982	2,022,321	2,696,514	3,208,665
CAPITAL OUTLAY				
4850 Vehicles	0	11,835	120,082	0
4870 Machinery & Equipment	23,190	25,068	0	110,000
4920 Machinery Tools & Equipment	12,290	7	10,000	0
sub-total	35,480	36,910	130,082	110,000
TOTAL	18,467,620	21,052,696	21,510,345	26,640,966

Mission Statement**Department**

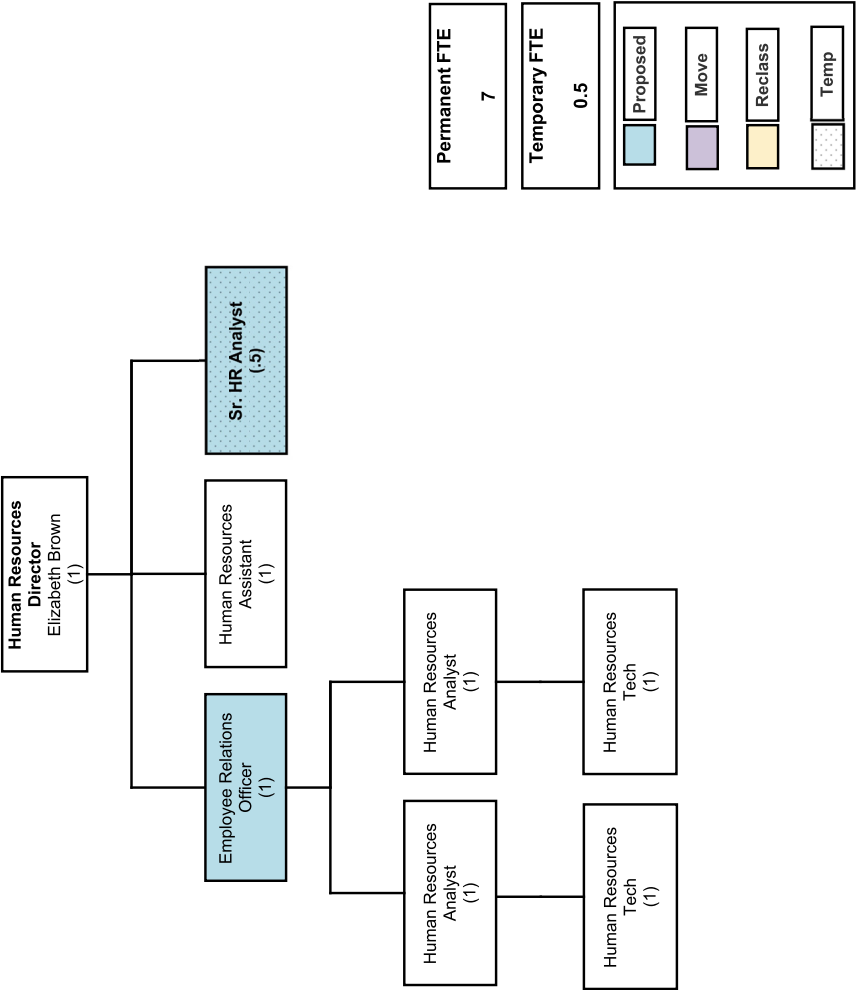
The Human Resources Department is committed to:

Human Resources

Providing excellent service to all customers; an inclusive work environment which reflects and supports the diversity of our community and our workforce; treating all individuals with fairness, dignity, and respect; continuous improvement in personal, professional, and leadership development; promoting a balance between work and family; and maintaining a friendly work environment.



Human Resources Department



DEPARTMENT: Human Resources

HR DIRECTOR: Liz Brown

Description: The Human Resources (HR) Department is a centralized full-service department that provides Citywide services related to: recruitment, benefits administration, a self-funded workers' compensation program, labor negotiations, administration of memorandum of understanding with the various employee groups, employee relations, the safety program, compliance with State and Federal employment laws, training and maintenance of personnel systems and files.

Services

- **Recruitment** - The HR Department is committed to finding high quality candidates in a timely manner. The HR Department takes an aggressive approach in identifying and recruiting the most qualified candidates for City positions.
- **Benefits Administration** - The HR Department provides benefits administration to approximately 350 active employees with an excellent benefit package that includes medical coverage through CalPERS Health. Additional benefits include Dental, Vision, Life Insurance, Long Term Disability, Short Term Disability, Deferred Compensation (457 Plan), and the Employee Assistance Program (EAP).
- **Workers' Compensation** - The City is self-insured for workers' compensation contracted through a Third Party Administrator (TPA). Staff works closely with our TPA to ensure that all injured employees receive proper care for their work-related injuries.
- **Labor Relations** - The HR Department negotiates on behalf of the City and oversees six separate bargaining units by administering, implementing and interpreting labor contracts and assisting in the resolution of grievances.
- **Employee Relations and Customer Service** - The HR Department treats all applicants, employees, retirees, and residents with dignity and respect. We strive to ensure equal employment opportunities and a workplace free of discrimination and harassment. We encourage positive employer-employee relations and maintain a high level of service to those we serve.
- **Training** - The HR Department coordinates Citywide training on topics such as customer service, employee safety, benefits, harassment prevention, ergonomics, and leadership to provide professional and personal development opportunities for employees.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-2019 Accomplishments							
1. Negotiated a Successor IAFF Memorandum of Understanding	X						X
2. Conducted 96 recruitments	X						X
3. Hired and Promoted 84 New Employees; 127 Seasonal Employees; Created 13 Job Classifications	X						X
4. Updated Unrepresented Employee Handbook							X
5. Updated Harassment Prevention and Training Standard Operating Procedures 001							X
6. Trained City employees on harassment prevention per the CA laws effective January 1, 2019							X
7. Hosted 13 employee special events							X
8. Implemented a new Employee Service Award Celebration that includes awards for years of service							X
2019-2020 Goals							
1. Update Personnel Rules and Regulations	X						X
2. Negotiate Successor MOU with Professional and Technical Group and Mid Management/Confidential Unit							X
3. Implement new Automated Applicant Tracking System; Onboarding; Performance Evaluation & Training; Position control and Electronic Forms through NeoGov							X
4. Update Human Resources related Standard Operating Procedures to bring into current compliance							X
5. Create a city wide Professional Development/Leadership and Specific Training Opportunities program							X
6. Create and implement a standardized New Hire Orientation and Welcome program							X
7. Continue to maintain and implement State and Federal mandated training's including Harassment Prevention							X
8. Continue to host City employee recognition events, offering networking opportunities for employees	X						X
9. Update the Department of Transportation Drug Testing Training and Policy in conjunction with Public Works							X

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
Average time to fill a vacancy (in days)	91.5	75	78.9	70
Percentage of recruitments completed within established timelines	43%	58%	61%	75%
Employees that would recommend that a friend of family member work for the City of Milpitas *	N/A	N/A	76%	80%
Employees feel respected by their coworkers *	N/A	N/A	87%	92%
Employees feel respected by their supervisors *	N/A	N/A	79.7%	84%
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Number of positions filled	46	75	82	85
Number of employees attended Harassment Prevention Training **	375	490	490	500
Number of workers compensation claims processed	21	27	30	25
Number of transactions processed	4,763	1,831	N/A	2,000

* - Source: City of Milpitas Employee Pulse Survey

** - Includes Full time and Part time employees

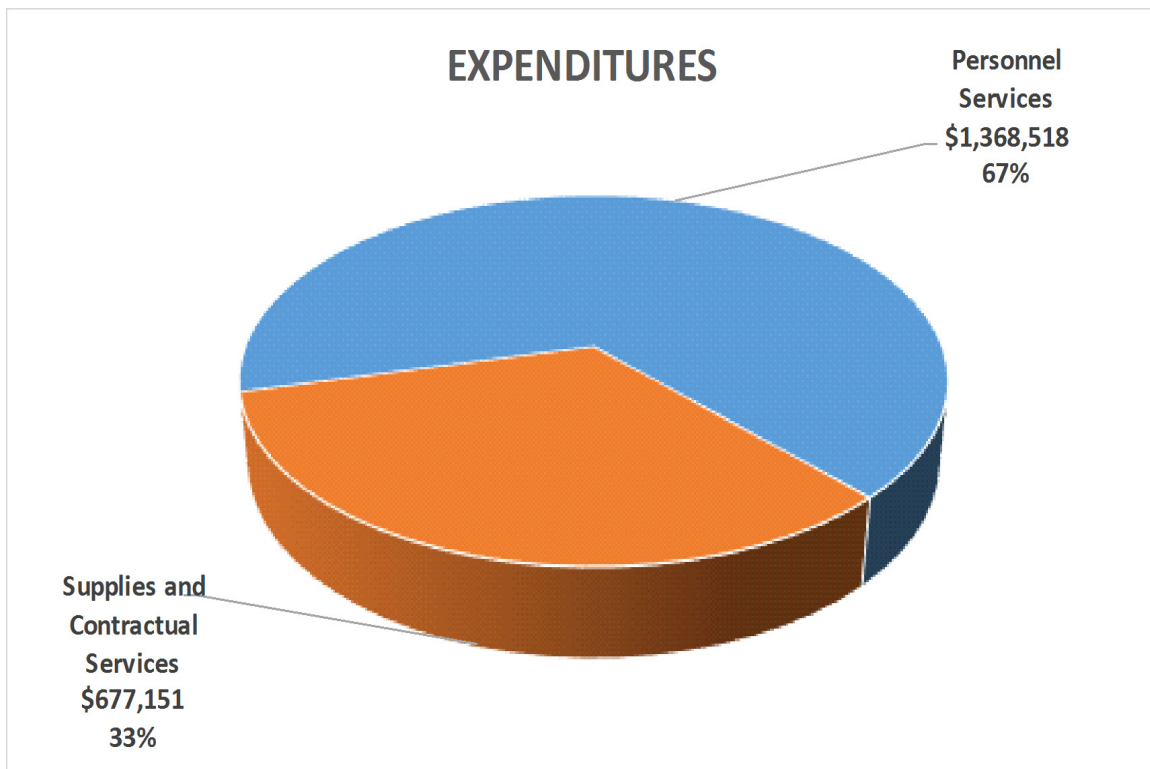
Permanent Personnel Allotment of 7 FTE

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
Human Resources Director	1	0	0	1	Human Resources Technician	1	1	0	2
Employee Relations Officer	0	0	1	1	Human Resources Assistant	1	0	0	1
Human Resource Analyst I/II	2	0	0	2					
TOTAL						5	1	1	7

Total temporary FTE: 0.5

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases in PERS contribution rates. 1 HR Tech added for FY 18-19 midyear and 1 Employee Relations Officer for FY 19-20 estimated starting in July 2019 \$348K, increase in temporary staff \$46K.
Services and Supplies	Increase in contractual services (class/comp study \$50K, WC insurance \$34K). City wide trainings/harassment \$35K.
Capital Outlay	None.



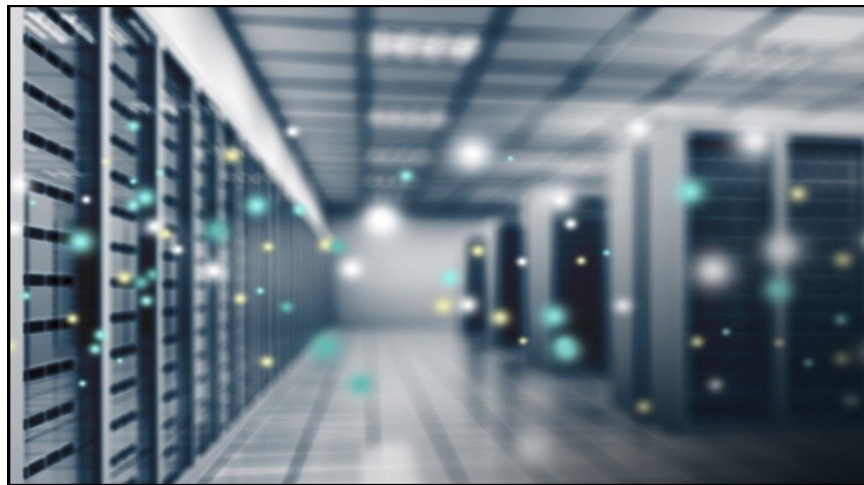
	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	366,035	474,980	542,764	778,433
4112 Temporary Salaries	25,073	85,172	10,000	55,949
4113 Overtime	0	605	1,000	1,000
4124 Leave Cashout	11,759	28,931	0	0
4131 PERS	110,626	160,519	204,394	319,165
4132 Group Insurance	54,476	69,414	112,380	150,948
4133 Medicare	5,716	8,418	7,942	12,211
4135 Worker's Compensation	2,295	2,890	2,702	4,164
4138 Deferred Comp-Employer	2,750	4,019	4,500	6,300
4139 PARS	290	143	0	0
4146 Short Term Disability	0	0	0	1,428
4161 Retiree Medical Reserve	22,908	27,756	27,144	38,920
sub-total	601,928	862,847	912,826	1,368,518
SUPPLIES AND CONTRACTUAL SERVICES				
4200 Community Promotions, Grants & Loans	5,636	4,388	8,500	8,500
4220 Supplies	1,600	4,864	5,500	7,000
4230 Services	497,738	429,959	500,450	587,464
4501 Memberships and Dues	16,350	4,746	2,475	8,187
4503 Training	20,403	21,421	31,000	66,000
sub-total	541,727	465,378	547,925	677,151
CAPITAL OUTLAY				
TOTAL	1,143,655	1,328,225	1,460,751	2,045,669

Mission Statement

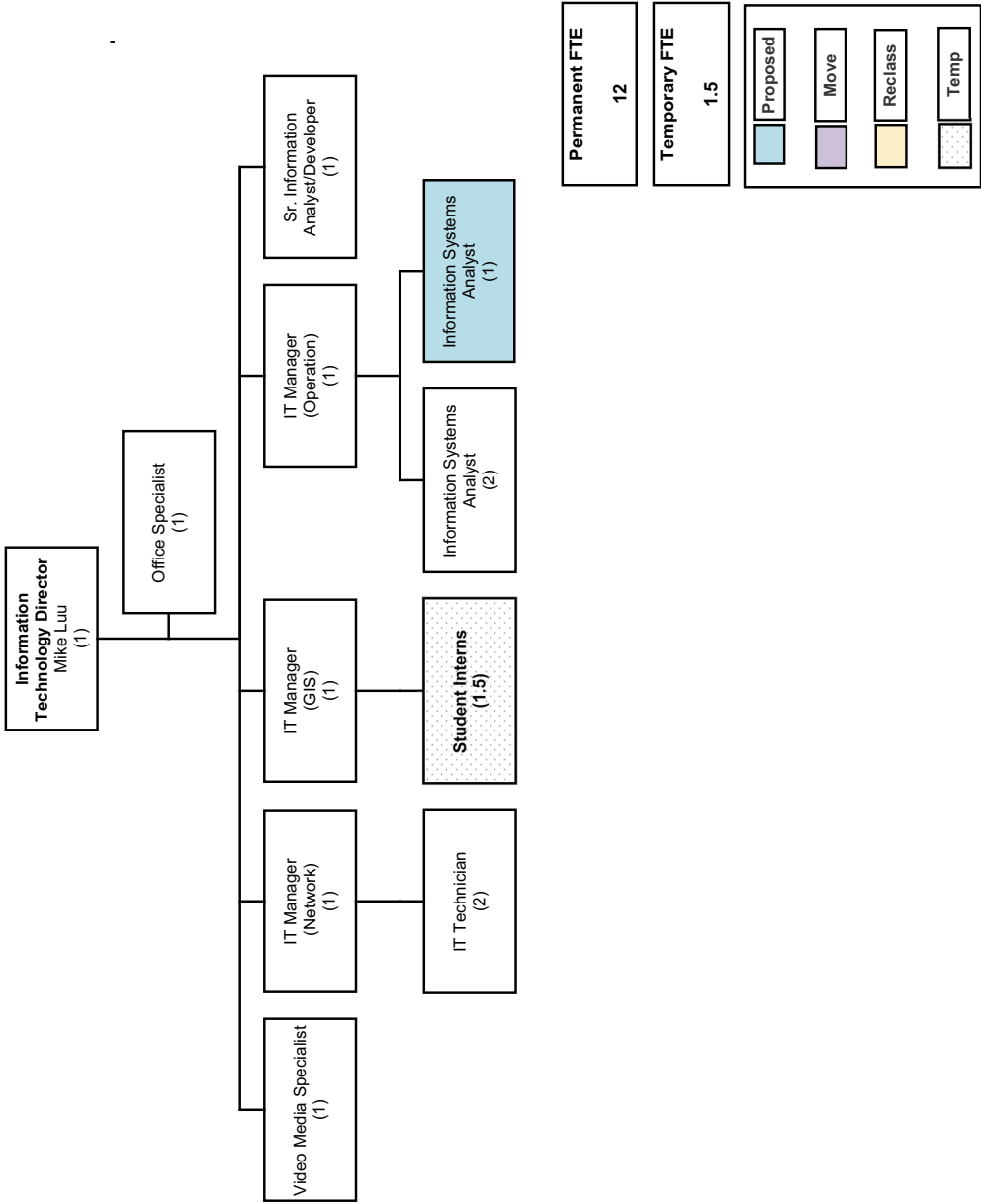
The Information Technology Department supports the operations of the City by providing high quality, reliable and cost effective services in the areas of telecommunications, data processing, desktops support, Geographic Information System (GIS) and technology projects management.

Department

Information Technology



Information Technology Department



DEPARTMENT: Information Technology

IT DIRECTOR: Mike Luu

Description: This department provides automation planning, coordination of system procurement and implementation, management of technology projects to fulfill customer-defined functional requirements, development and maintenance of the City's technical architecture and infrastructure, partnering with key product and service providers, ensuring customer satisfaction, providing automation support and training development, support of the City's web site, Cable TV channel, AM radio station and public-access TV studio, implementation and support of security access systems and all automated data systems. Additionally, Information Services is responsible for the City's public information function.

Services

- Strategic Planning – This service includes maintaining and updating the City's Telecommunications Master Plan in addition to providing the technology planning and support for each department to achieve their annual goals and objectives.
 - Project Management – One of the key services provided by the Information Services Department includes project management for both large and small technology projects. These services range from small projects to large multi-year efforts.
 - Development and support of the technical architecture and infrastructure. This service includes the maintenance and support of the City's telephone systems, mobile phone and data services, metropolitan-area fiber optic network, paging, radio, video, remote communications and the wired and wireless computer networks.
 - Development and support of the City's website, cable TV channel and AM radio system. This service serves City staff, City residents and visitors, both locally and foreign. One of the fastest and easiest ways to evaluate a city as a potential site for starting a business is by visiting that City's website. Since first impressions are lasting impressions, this service provides an invaluable opportunity to advertise the benefits of doing business within the community.
 - Implementation and operation of the City's security access and control systems. It is essential to protect City assets, especially given the times we operate and live in.
- This service is used to enhance the safety of not only City staff and residents but also the City's public buildings.
- Management and support of the complex information systems. The City supports a data network of more than 90 servers, 500 computers, 80 laptops and 120 printers. It is critical to continuously maintain and upgrade these systems to ensure highest possible availability for all business users
 - Development and support of the City's Geographic Information System. The GIS system supports the work of virtually all departments within the City. From the 911 emergency computer-aided dispatch system to the notification of residents regarding pending zoning actions, the GIS system is used widely to support all of the City's business functions.
 - Support of the Public Information function. This service includes acting as the City's liaison for information dissemination through the City's website, cable TV channel and AM radio station. It also includes the duties and responsibilities associated with performing the role of Public Information Officer during times of emergencies.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-2019 Accomplishments							
1. Completed Office 365 Deployment							X
2. Completed LAN/WAN Upgrade							X
3. Completed Migration Mailboxes to Microsoft Azure Cloud							X
4. Completed Cisco VoIP Upgrade/Replacement							X
5. Completed Telestaff (Fire Staffing) Application Upgrade	X						X
6. Assisted City Clerk's Office to implement Agenda Management System							X
2019-2020 Goals							
1. Complete Applicants Tracking Implementation	X	X	X	X	X	X	X
2. Complete Financial and Utility Billing System Upgrade				X			X
3. Complete Computer Aided Dispatch (CAD) Upgrade	X						
4. Complete IT Strategic Plan							X
5. Complete Contracts Management Deployment	X	X	X	X	X	X	X

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
City Council meetings supported	100%	100%	100%	100%
Network Availability *	99.99%	99.99%	99.8%	99.99%
Critical Server Availability *	99.99%	99.99%	99.8%	99.99%
Website Availability *	99.99%	99.99%	99.8%	99.99%
Customer surveys received with a score of 4 or better (out of 5)	96%	95%	94%	99.5%
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Help Desk tickets closed	3,367	3,000	2,790	3,000
Website visitors	1,553,357	3,000,000	4,003,192	3,500,000
Security patches / updates	N/A	106,714	N/A	N/A
GIS information edit	6,533	N/A	6,645	N/A
Physical servers converted to virtual servers	46%	60%	65%	80%

* - Scheduled down time for maintenance is excluded

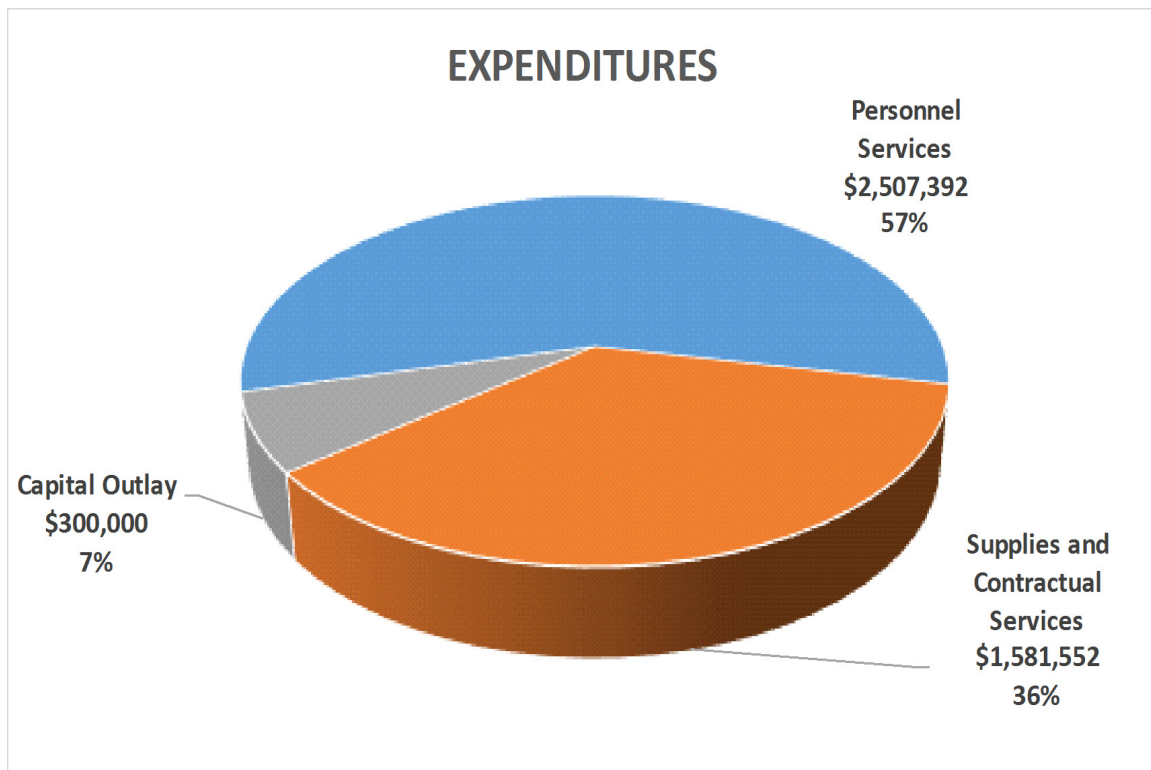
Permanent Personnel Allotment of 12 FTE

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
Information Technology Director	1	0	0	1	Information Technology Technician	2	0	0	2
Information Technology Manager	3	0	0	3	Video Media Specialist	1	0	0	1
Sr. Information Analyst/Developer	1	0	0	1	Information Systems Analyst (PS)	0	0	1	1
Information Systems Analyst	2	0	0	2	Office Specialist	1	0	0	1
TOTAL						11	0	1	12

Total temporary FTE: 1.5

Expenditure Analysis

Personnel Services	Increase due to negotiated salary, benefits, and PERS contribution rates increase and staffing changes shown in the table above.
Services and Supplies	Increase software and hardware maintenance and contractual services.
Capital Outlay	No significant changes.



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	1,067,838	1,042,719	1,348,244	1,486,498
4112 Temporary Salaries	16,998	41,740	50,000	35,000
4113 Overtime	0	221	0	0
4121 Allowances	1,500	1,500	0	0
4124 Leave Cashout	46,171	73,906	0	0
4131 PERS	316,328	348,375	507,708	609,357
4132 Group Insurance	156,717	140,259	247,236	258,768
4133 Medicare	16,457	16,866	19,686	22,272
4135 Worker's Compensation	6,115	6,489	6,730	7,594
4138 Deferred Comp-Employer	8,100	7,357	9,900	10,800
4139 PARS	259	622	0	526
4146 Short Term Disability	0	0	0	2,448
4161 Retiree Medical Reserve	57,428	61,080	67,224	74,129
sub-total	1,693,911	1,741,133	2,256,728	2,507,392
SUPPLIES AND CONTRACTUAL SERVICES				
4211 Equip Replacement Amortization	8,999	8,116	6,917	6,841
4220 Supplies	12,280	16,236	18,180	18,180
4230 Services	622,791	725,315	1,151,499	1,268,967
4410 Communications	185,323	201,146	269,036	229,364
4501 Memberships and Dues	404	160	2,200	2,200
4503 Training	8,514	5,851	11,500	56,000
sub-total	838,311	956,825	1,459,332	1,581,552
CAPITAL OUTLAY				
4870 Machinery & Equipment	0	20,812	0	0
4920 Machinery Tools & Equipment	247,328	303,631	173,250	300,000
sub-total	247,328	324,443	173,250	300,000
TOTAL	2,779,550	3,022,401	3,889,310	4,388,944

Mission Statement

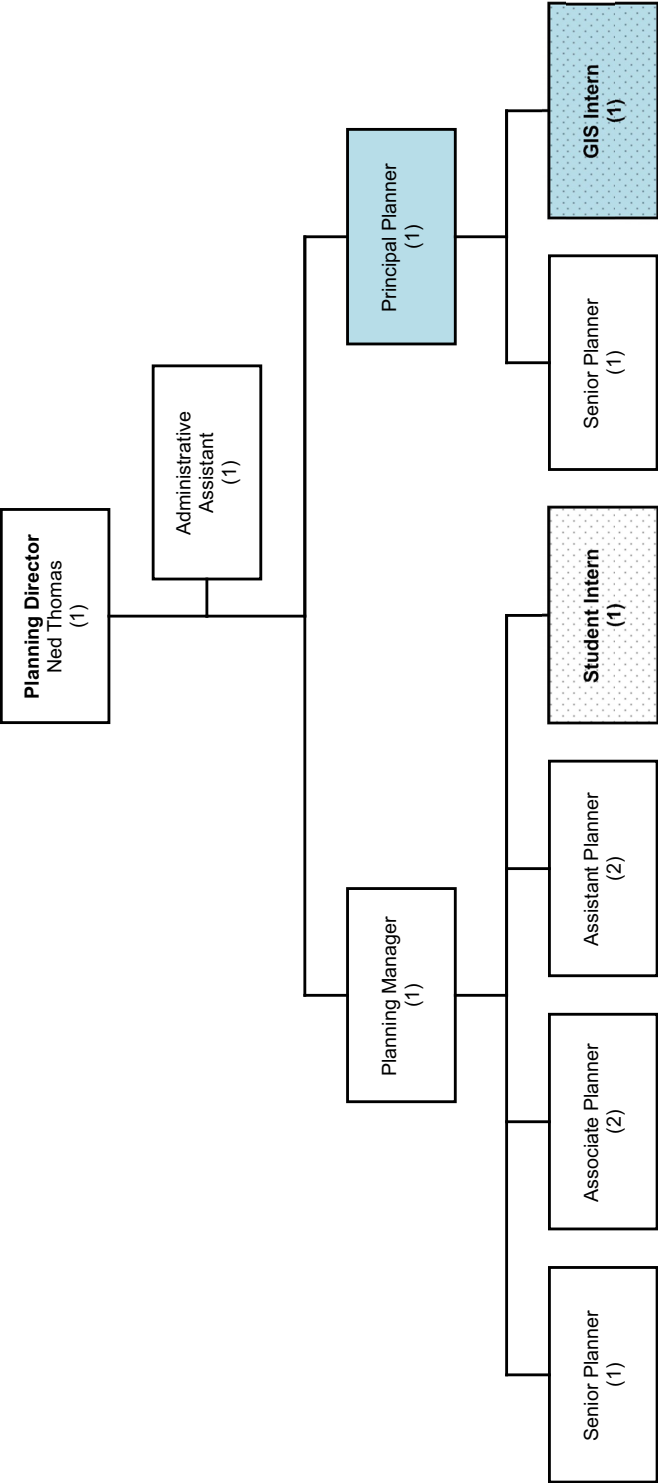
Division

The Planning Department provides exemplary customer services and engages in community partnerships to envision and promote a vibrant, balanced, and cohesive city for today and tomorrow.

Planning



Planning Department



Permanent FTE	10
Temporary FTE	2
Proposed	Move
Reclass	Temp

DEPARTMENT: Planning

PLANNING DIRECTOR: Ned Thomas

Description: The Planning Department prepares, maintains, and implements the City's General Plan, associated Specific Plans, and other planning and policy documents that guide the physical development of the community. Department staff assist residents, businesses, designers, developers, and architects to understand and follow the City's policies and regulations for development, including the General Plan, the Midtown Specific Plan, the Transit Area Specific Plan, and the Zoning Ordinance. The Department collaborates with other City departments to administer other development policies and regulations, including the California Environmental Quality Act (CEQA). The Department promotes informed decision making by facilitating community and neighborhood meetings, as needed, and providing administrative support to the Planning Commission. Department staff participate in local and regional planning groups.

Services:

- Prepares, maintains, and implements the City's General Plan and associated Specific Plans.
- Conducts research, prepares long-range planning documents, and assists other departments in preparing special-purpose long-range plans.
- Administers the City's Zoning Ordinance and collaborates with other departments to administer other development policies and regulations, including the California Environmental Quality Act (CEQA).
- Performs and coordinates review of land development applications and provides information to the public regarding land development regulations and processes.
- Assists developers in obtaining planning entitlements and coordinates the development review process from conceptual design and pre-application consultation to application submittal and formal review.
- Implements the Midtown Specific Plan and Transit Area Specific Plan and coordinates with other departments to ensure timely review of development proposals.
- Provides and updates planning permit fees, submittal requirements, checklists, design guidelines, and publications to support a streamlined permit application and development review process.
- Reviews building plans for conformance with zoning regulations and conditions of approval.
- Provides staff support to the Planning Commission and other planning-related advisory groups.
- Coordinates with the City Manager's office in working with outside agencies, regional organizations, and local businesses.
- Coordinates with outside agencies on regional planning, transportation, and environmental issues.
- Maintains City demographics and geographic-based information.
- Promotes the City of Milpitas as a vibrant community to live, work, shop, learn, and play.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-2019 Accomplishments							
1. Continued 2040 General Plan Update, including the facilitation of twelve GPAC meetings	X	X	X	X	X	X	X
2. Initiated work to update the Midtown Specific Plan			X	X	X		
3. Initiated work to update the Transit Area Specific Plan, EIR, and impact fees	X		X	X	X		
4. Facilitated adoption of the Accessory Dwelling Unit Ordinance				X	X		X
5. Collaborated with the City Manager's Office to facilitate adoption of cannabis regulations	X			X			X
6. Provided Census 2020 mapping information and ongoing Census 2020 support				X	X	X	X
7. Participated in an Organizational Assessment, Service Delivery, Fee Study (Matrix), Community Development Roundtable meetings with developers.	X			X			X
8. Partnering with Recreational Services on new Healthy Cities Initiative grant regarding secondhand smoke in multi-family housing	X			X			
9. Participating in Green Stormwater Infrastructure Plan process	X						
10. Onboarded a new Planning Director, Department Administrator, Junior Planner and Senior Planner				X			X
2019-2020 Goals							
1. Complete the 2040 General Plan, Midtown Specific Plan, and ASP/EIR/Impact Fee Updates,	X	X	X	X	X	X	X
2. Initiate Zoning Ordinance Update				X			X
3. Implement recommendations from the Organizational Assessment, Service Delivery and Fee Study				X			X
4. Support work on Short Term Rental policies with Economic Development				X	X		
5. Support implementation of the Pines Parking Permit program			X		X		
6. Support work on a Gateway/Wayfinding Program			X	X			
7. Support work on the Economic Development Strategy				X			
8. Support work on the Parking & Shuttle Study			X				
9. Support work on the Bikeway & Pedestrian Master Plan		X	X				
10. Support work on the Green Stormwater Infrastructure Plan		X					
11. Support work on Census 2020 outreach and participation				X	X	X	X
12. Continue to participate in monthly Community Development Roundtable meetings				X			X
13. Provide opportunities for staff to receive professional development and cross-training							X
14. Enhance the Department's GIS resources and services						X	X

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
Applications for new development deemed complete upon second review *	N/A	N/A	N/A	80%
Randomly selected permits found to be in compliance with adopted fees and policies **	N/A	N/A	N/A	100%
Training hours received by staff, total hours and average hours per staff member ***	N/A	N/A	N/A	35 avg x 2 mgr20 avg x 6 staff190
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Administrative (OTC) Permits Approved	283	N/A	298	300
Discretionary Permits presented to the Planning Commission	36	N/A	40	30
Building Plan Checks Completed	281	N/A	220	250
Community Meetings Facilitated	8	N/A	6	8

All Performance Measures are new to FY 19-20.

* - Source: TrakIT

** - Source: Annual 10% Audit

*** - Source: Training Calendar & Log

Source for all other data: Planning Counter Log, Department Calendar, Planning Commission Agendas

Permanent Personnel Allotment of 10 FTE

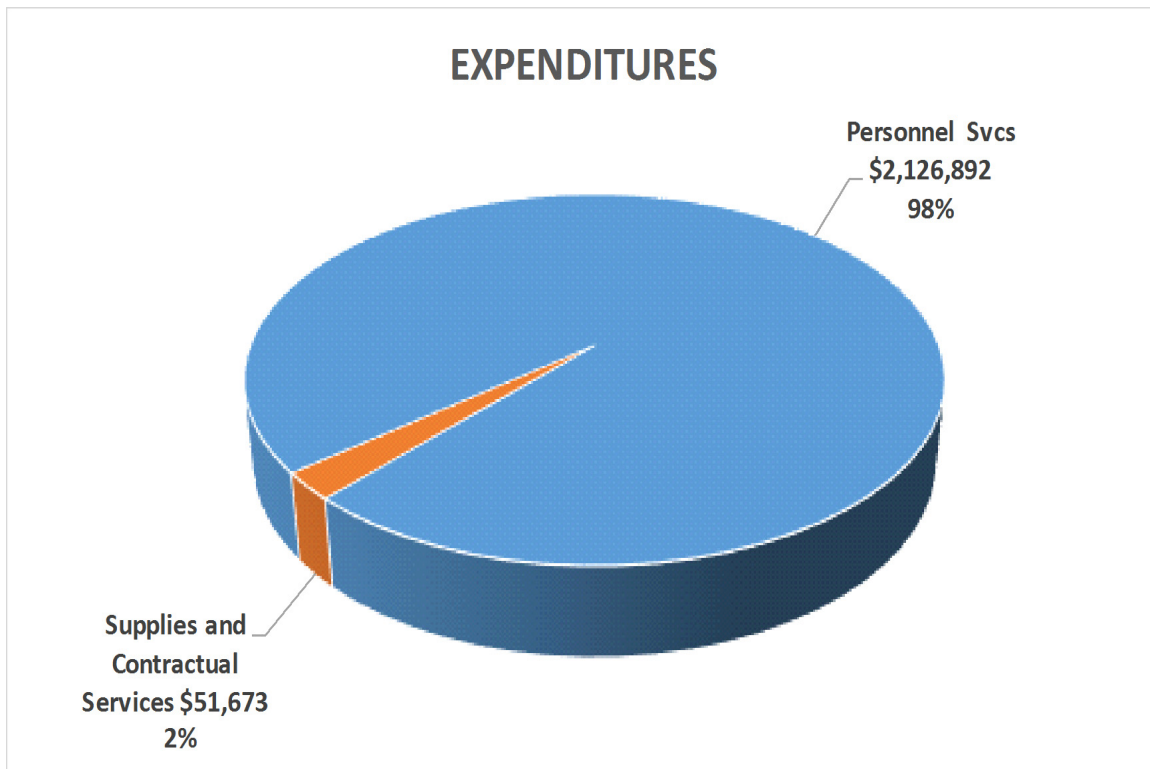
Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
Planning Director	1	0	0	1	Principal Planner	0	0	1	1
Planning Manager	1	0	0	1	Associate Planner	2	0	0	2
Senior Planner	2	0	0	2	Junior / Assistant Planner	2	0	0	2
Housing Authority Administrator *	1	-1	0	0	Senior Code Enforcement Officer *	2	-2	0	0
Housing & NP Services Manager *	1	-1	0	0	Code Enforcement Officer *	1	-1	0	0
Assistant Housing Planner *	1	-1	0	0	Administrative Assistant	1	0	0	1
TOTAL						15	-6	1	10

Total temporary FTE: 2

* Number of positions decreased due to the transfer of function 551 (Neighborhood Services / Housing) from Planning Department to Building Department.

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases including PERS contribution rates. Transfer function 551 (Neighborhood Services/Housing) to the Building and Housing Department. -\$2.035M, including transfer of 6 FTE. 1 new position (Principal Planner) \$166k.
Services and Supplies	Slight increase on memberships dues, training, and travel.
Capital Outlay	None



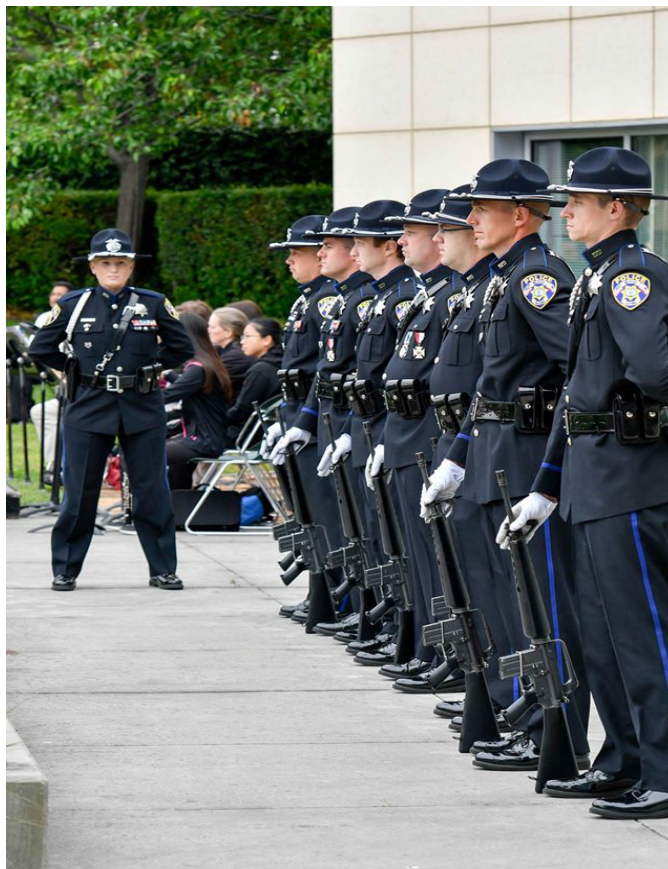
	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	622,303	898,875	1,252,031	1,277,522
4112 Temporary Salaries	19,754	1,565	17,000	38,978
4113 Overtime	615	6,659	4,000	10,000
4124 Leave Cashout	1,902	4,521	0	0
4131 PERS	187,385	272,424	438,377	489,063
4132 Group Insurance	113,882	145,150	224,760	210,249
4133 Medicare	9,336	13,148	18,282	19,241
4135 Worker's Compensation	3,790	5,696	6,242	6,573
4138 Deferred Comp-Employer	4,982	6,404	9,000	8,775
4139 PARS	307	66	0	555
4146 Short Term Disability	0	0	0	1,989
4161 Retiree Medical Reserve	34,651	56,087	62,506	63,947
sub-total	998,907	1,410,596	2,032,198	2,126,892
SUPPLIES AND CONTRACTUAL SERVICES				
4211 Equip Replacement Amortization	0	0	0	2,473
4220 Supplies	11,593	10,117	12,000	12,000
4230 Services	286,987	51,141	15,000	15,000
4501 Memberships and Dues	1,660	2,247	4,450	8,000
4503 Training	4,926	5,094	6,940	14,200
sub-total	305,166	68,598	38,390	51,673
CAPITAL OUTLAY				
TOTAL	1,304,072	1,479,194	2,070,588	2,178,565

Mission Statement

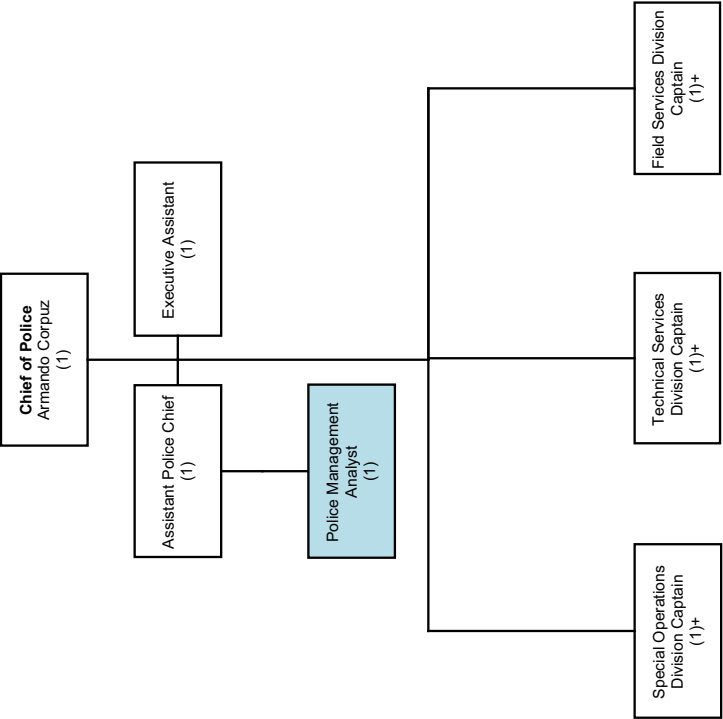
The Milpitas Police Department is committed to the protection of lives and property by working with our community and providing professional and responsive police services.

Divisions

Police Administration
Special Operations
Technical Services
Field Services



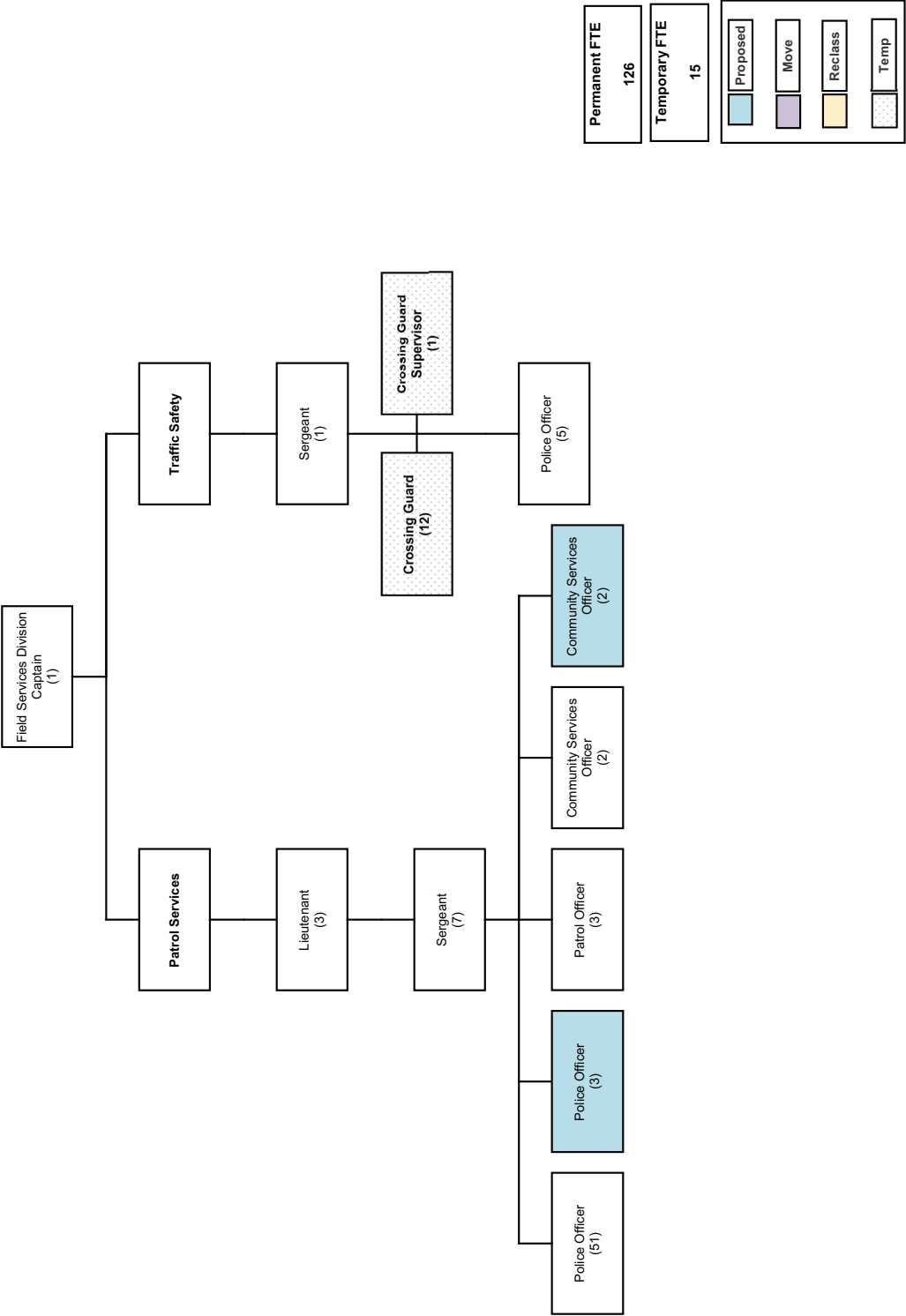
Police Department



Permanent FTE	126
Temporary FTE	15
Proposed Move Reclass Temp + Detail Org Chart on Following Page(s)	



Police Department



DEPARTMENT: Police

POLICE CHIEF: Armando Corpuz

Description: This department provides 24 hours-a-day, 365 days-a-year policing services to the City, keeps the peace, and prevents & controls crime. The Department's nine functions include: Administration, Patrol Services, Traffic Safety Unit, Crossing Guards, Police Community Relations Unit, Investigations Unit, Communications Unit, Records Unit, and Personnel & Training.

Services

- Provides 24 hours-a-day, 365 days-a-year response to calls for police services. Safeguards the community from crime through deterrence, prevention, and arrest of offenders. Preserves the public peace, protects life & property, and appropriately enforces laws & ordinances.
- Investigates automobile thefts, hit-and-runs collisions, and traffic accidents; conducts accident reconstruction for major injury & fatal collisions; provides traffic control at major events and enforces traffic laws.
- Manages the Crossing Guard program, which staffs critical intersections within the City to ensure the safety of children walking to and from schools.
- Facilitates PAL activities & programs and conducts Neighborhood Watch, Police Explorer, Citizen Volunteer, and other crime prevention & education programs.
- Works closely with the school district and county agencies to divert first time offenders from the juvenile justice system through parent counseling and other innovative programs. The School Resource Officer in the Police Community Relations Unit serves Milpitas High School and Calaveras Hills High School.
- Provides follow-up investigation of crimes against persons, fraud, high technology crimes, missing persons, and property crimes.
- Conducts gang prevention, intervention, and investigation programs; tracks sex registrants; and conducts proactive narcotic investigations.
- Provides 24 hours-a-day, 365 days-a-year 9-1-1 emergency telephone answering and emergency dispatching for the police department, fire department, and other City Departments.
- Provides public counter service, filing of criminal complaints, and evidence management. Processes, maintains, and distributes police reports and fire reports, prepares statistical data required by law, and responds to report requests and telephone inquiries from citizens and other authorized entities.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-2019 Accomplishments							
1. Established a Recruitment Team.	X						
2. Hosted a teen citizen academy.	X						
3. Hosted the first inaugural coffee with a cop.	X						
4. Extend the body-worn camera program to the Special Investigations Unit.	X						
5. Active shooter response training completed with crossing guards, Milpitas Library, Parks and Recreation department, and corporate business.	X						
6. Robberies were reduced by 22 percent.	X						
7. Reduced residential burglaries down to 17 year low.	X						
2019-2020 Goals							
1. Ensure average response times to emergency calls remain under three (3) minutes.	X						
2. Ensure 100% registration compliance by known sex offenders.	X						
3. 95% of 911 calls answered by a dispatcher within ten (10) seconds. The state standard is 95% within fifteen (15) seconds.	X						
4. Reduce Part 1 Uniform Crime Reporting index crimes by 2%.	X						
5. Community Engagement- conduct 4 coffee with a cop events, 5 HOA community presentations, and 2 citizen academies.	X						

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
Average response time to emergency calls (minutes)	2:57	2:54	2:51	2:51
Part 1 Uniform Crime Reporting Index crimes (2% annual reduction target)	2,047	2,058	2,058	2,017
Community Events: Coffee with a cop, HOA presentations, Citizen academies	2	5	5	11
9-1-1 calls answered by a dispatcher within ten (10) seconds *	96%	96%	96%	96%
Compliance of known sex offenders	100%	100%	100%	100%
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Computer Aided Dispatch (CAD) system generated events	71,904	73,732	73,732	75,000
Arrests reported to FBI (all crimes)	2,395	2,531	2,190	2,300
Citations issued	7,180	5,895	5,394	6,000
Community Presentations	56	70	80	85

* - State standard is 95% within 15 seconds

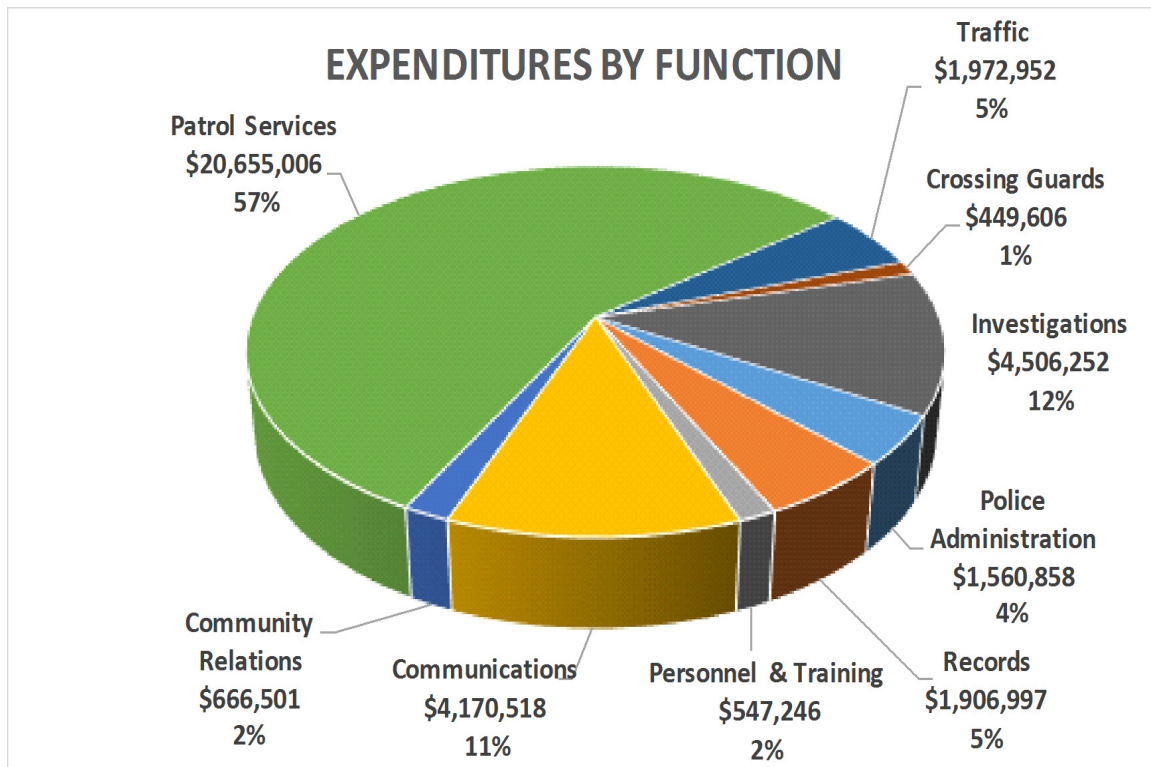
Permanent Personnel Allotment of 126 FTE

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
Chief of Police	1	0	0	1	Support Services Manager	1	0	0	1
Assistant Police Chief	1	0	0	1	Police Clerk Supervisor	1	0	0	1
Police Captain	3	0	0	3	Police Clerk II	6	0	0	6
Police Lieutenant	4	0	0	4	Communication Dispatch Spvior	3	0	0	3
Police Sergeant	13	0	0	13	Communications Dispatcher	11	0	1	12
Police Officer	65	0	3	68	Police Evidence Technician	2	0	0	2
Patrol Officer	3	0	0	3	Crime Analyst	1	0	0	1
Community Service Officers	0	2	2	4	Executive Assistant	1	0	0	1
Police Management Analyst	0	0	1	1	Office Specialist	1	0	0	1
TOTAL						117	2	7	126

Total temporary FTE: 15

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases in PERS contribution rates, 8 new positions (2 during FY 18-19 midyear and 6 for FY 19-20 proposed budget) \$1,443K (3 POs estimated start Jul '19, 2 CSOs estimated start Oct '19, 1 Police Mgmt Analyst estimated start Sept '19, 1 Dispatcher estimated start Jan '20), increase in overtime costs \$50K
Services and Supplies	Equipment replacements \$106K. Increase contractual costs (radio operation maintenance) \$33K.
Capital Outlay	4 new vehicles in patrol services and 2 new vehicles in investigations.



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	14,228,432	14,374,015	17,187,866	18,480,319
4112 Temporary Salaries	519,294	484,354	512,552	518,376
4113 Overtime	677,687	653,025	693,283	743,283
4121 Allowances	133,716	129,224	145,344	148,053
4124 Leave Cashout	824,635	496,724	0	0
4131 PERS	5,723,505	6,115,187	8,103,352	9,638,310
4132 Group Insurance	2,184,247	2,137,938	2,656,212	2,692,602
4133 Medicare	225,484	228,142	252,369	278,125
4135 Worker's Compensation	519,397	684,765	577,115	970,980
4138 Deferred Comp-Employer	4,892	4,500	8,100	14,925
4139 PARS	5,565	5,569	0	7,384
4141 Adjustments-Payroll	0	0	4,500	4,500
4146 Short Term Disability	0	0	0	25,211
4161 Retiree Medical Reserve	668,425	716,170	758,143	825,915
sub-total	25,715,280	26,029,614	30,898,836	34,347,983
SUPPLIES AND CONTRACTUAL SERVICES				
4200 Community Promotions, Grants & Loans	500	500	500	500
4211 Equip Replacement Amortization	409,852	559,018	511,449	617,268
4220 Supplies	151,394	300,824	150,115	169,010
4230 Services	649,836	789,309	882,832	1,012,340
4410 Communications	21,075	20,623	24,820	19,320
4501 Memberships and Dues	4,382	3,944	3,673	4,230
4503 Training	130,920	92,491	103,672	133,672
sub-total	1,367,958	1,766,709	1,677,061	1,956,340
CAPITAL OUTLAY				
4850 Vehicles	25,472	1,700	40,940	71,613
4870 Machinery & Equipment	24,487	43,595	0	0
4910 Office Furniture & Fixtures	0	64,554	0	0
4920 Machinery Tools & Equipment	125,542	4,337	60,000	60,000
sub-total	175,501	114,185	100,940	131,613
TOTAL	27,258,738	27,910,507	32,676,837	36,435,936

Mission Statement

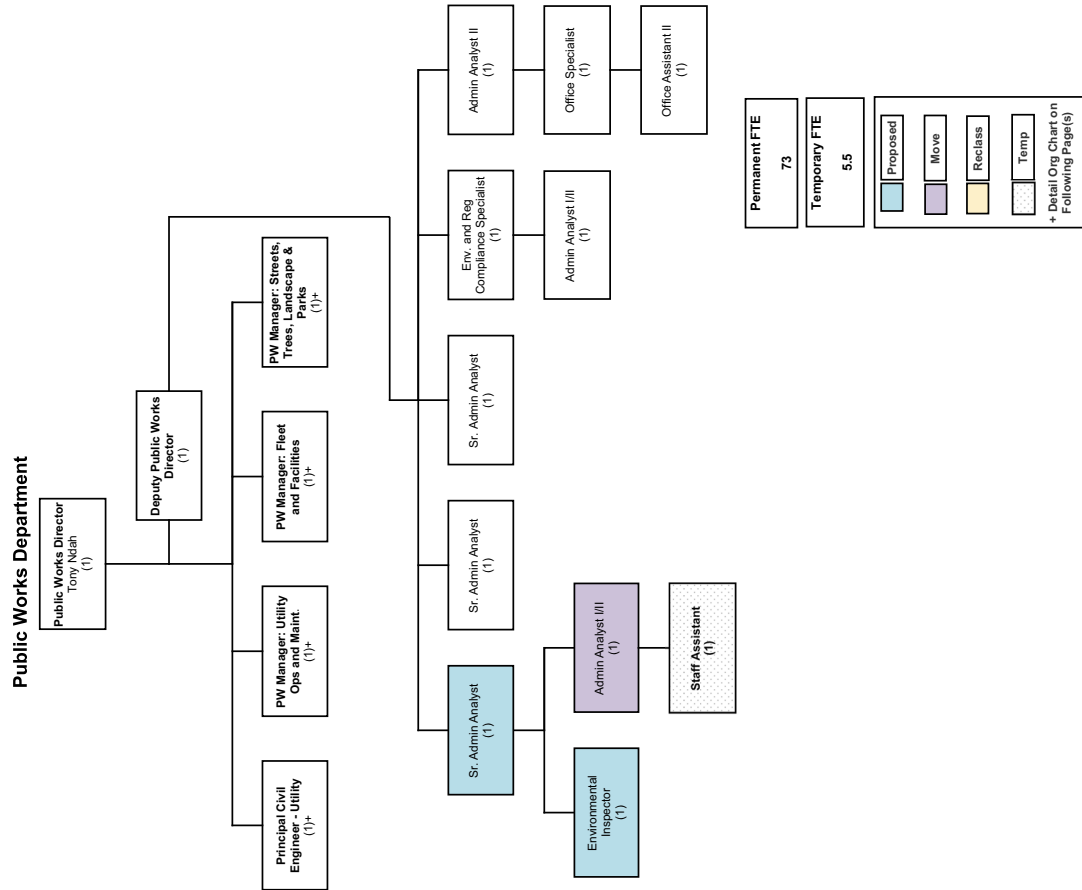
The Public Works Department is committed to enhancing the quality of life and ensuring public health and safety in the community by providing:

Quality and responsive service and resources to operate and maintain the infrastructure in a safe, timely and efficient manner.

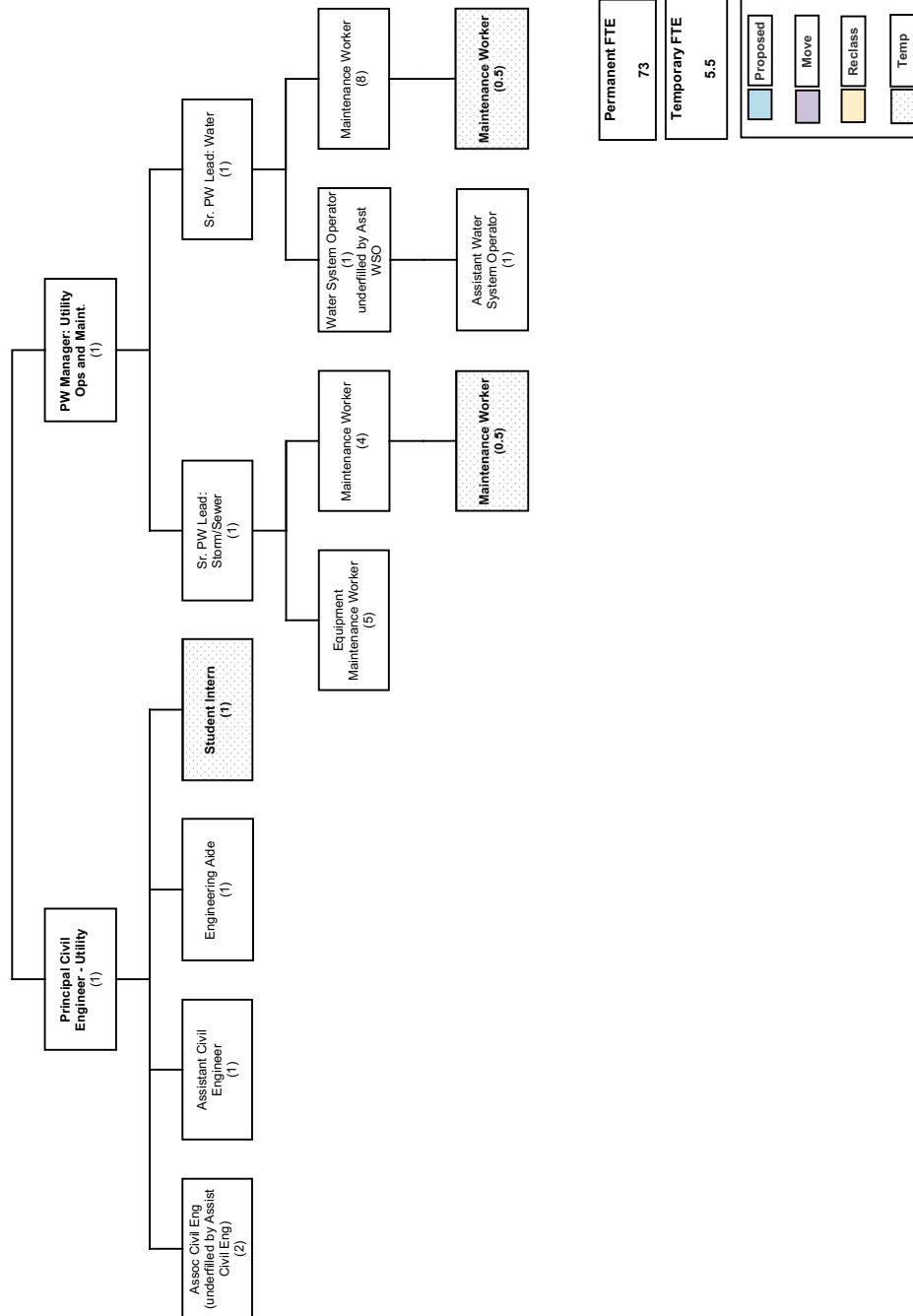
Functions

Public Works Administration
Street Maintenance
Utility Engineering
Utility Maintenance
Park Maintenance
Trees & Landscape Maintenance
Fleet Maintenance
Facilities Maintenance
Compliance
Solid Waste

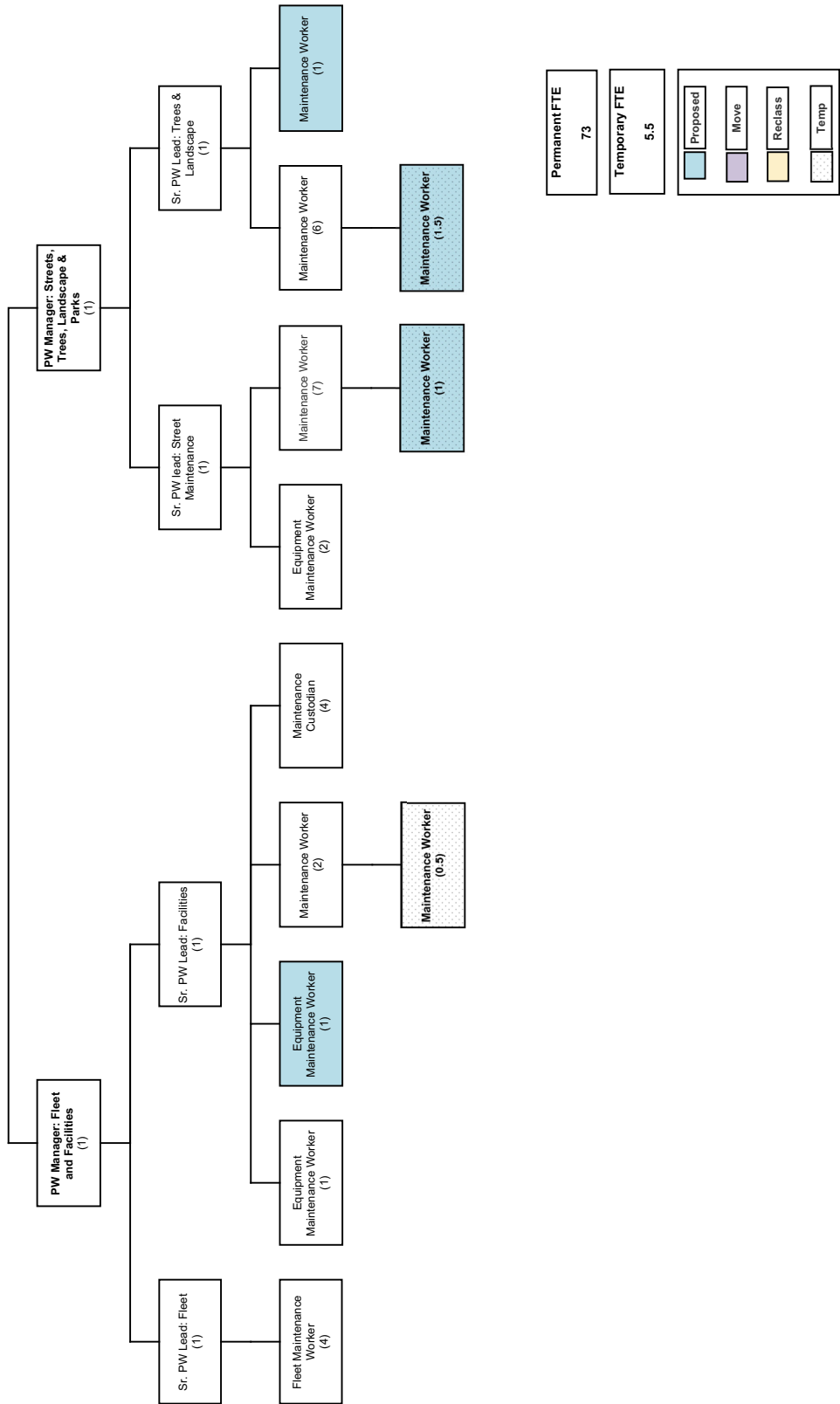




Public Works Department



Public Works Department



DEPARTMENT: Public Works

PUBLIC WORKS DIRECTOR: Tony Ndah

Description: The Public Works Department operates and maintains the City's infrastructure and facilities including public streets, utilities, parks, street landscaping, City vehicles, and City buildings. The eight functions are Administration, Streets Maintenance, Utility Engineering, Utility Operations and Maintenance, Trees and Street Landscaping, Fleet Maintenance, and Facilities Maintenance.

Services

- Provides management, direction and coordination for the operation, maintenance, cleaning, and repair of City infrastructure and equipment assets. Responds to over 13,500 customer service calls and 2,800 work order requests annually.
- Maintains the City's traffic signal system, traffic signs, street lights, paved roadways, and pavement markings in accordance with the Clean & Safe Streets program and State Code requirements.
- Provides sidewalk repair, right-of-way weed abatement, and graffiti removal.
- Operates and maintains the water distribution system, including 206 miles of water lines, 4 pumping stations, 5 storage reservoirs, and numerous pressure valves regulating 7 pressure zones, to deliver 11 million gallons per day of potable water to 19,000 accounts.
- Provides engineering support and ensures compliance with regulatory permits for the City's water, sewer, and stormwater systems.
- Operates and maintains the sewer collection system, including 175 miles of sewer lines and 2 pumping stations to discharge 8 million gallons per day to the San Jose/Santa Clara Water Pollution Control Plant.
- Operates and maintains the stormwater collection system, including 105 miles of storm pipe and 13 pump stations to transmit storm water through the levees to creeks.
- Marks out locations of City's underground utilities (water, sewer, storm, and traffic communication fiber) to protect against construction damage to these underground assets.
- Provides park maintenance for more than 170 acres of parkland, including playgrounds, picnic areas, athletic fields, pathways, landscaping, park restrooms, park trees, lagoons, and parking lots.
- Maintains more than 15,400 trees and 125 acres of median landscaping, including City tree planting and pruning, trails, and litter control.
- Maintains and repairs City vehicles and motorized equipment including police vehicles, fire apparatus, construction equipment, mowers, and communication radios.
- Maintains City buildings and grounds, including building systems (plumbing, electrical, heating, air conditioning, and ventilation; and backup power). Sets up rooms for rental groups and meetings. Manages custodial and janitorial services.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
Accomplishments 2018-19							
1. Completed Water and Sewer Rate Studies and passed new rates	X	X					X
2. Completed tree inventory and assessment portion of Urban Forest Management Plan.	X	X			X	X	X
3. Completed condition assessment for parks, playgrounds and City facilities	X	X	X				X
4. Initiated implementation of new Asset Management system.	X	X	X				X
5. Initiated a RFP for an Energy Service Company.		X		X			X
2019-2020 Goals							
1. Provide cost effective maintenance and repair services that meet or exceed industry standards or best practices.	X	X	X		X	X	X
2. Implement asset management programs to ensure the City's assets and infrastructure are updated and well maintained.	X	X	X	X	X	X	X
3. Develop, support, and retain an exceptionally qualified, well trained, and diverse work force.	X			X			X
4. Utilize technology to enhance services to the community and improve the transfer of information between the Milpitas community and Public Works staff.	X	X			X	X	X
5. Work to meet the City's sustainability goals and ensure compliance with state and federal regulatory agencies and cooperate with other agencies to safeguard natural resources for the benefit of the environment, residents, development community, overall quality of life, and more.		X		X	X	X	X
6. Community odor monitoring		X					

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
Customers surveyed that are satisfied with facility maintenance services *	N/A	N/A	N/A	90%
Up-time for City vehicles and equipment *	N/A	N/A	N/A	95%
Graffiti incidents removed in 10 days *	N/A	N/A	N/A	90%
Water samples meeting or surpassing State and Federal water quality standards	100%	100%	100%	100%
Capital projects completed on schedule and within budget *	N/A	N/A	N/A	N/A
Reduction in community-wide greenhouse gas (GHG) emissions below baseline	N/A	N/A	N/A	15% **
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Street lights repaired and replaced	450	450	500	450
Potholes repaired	107	150	200	150
City trees pruned	489	1,785	2,050	2,500
Sanitary sewer pipeline cleaned (linear feet)	492,244	317,000	436,500	317,000
Number of calls received by DPW Customer Service	13,500	13,500	14,400	13,500

* - Performance Measures new to FY 2019-20

** - Targets established as part of the updated Climate Action Plan

Permanent Personnel Allotment of 73 FTE

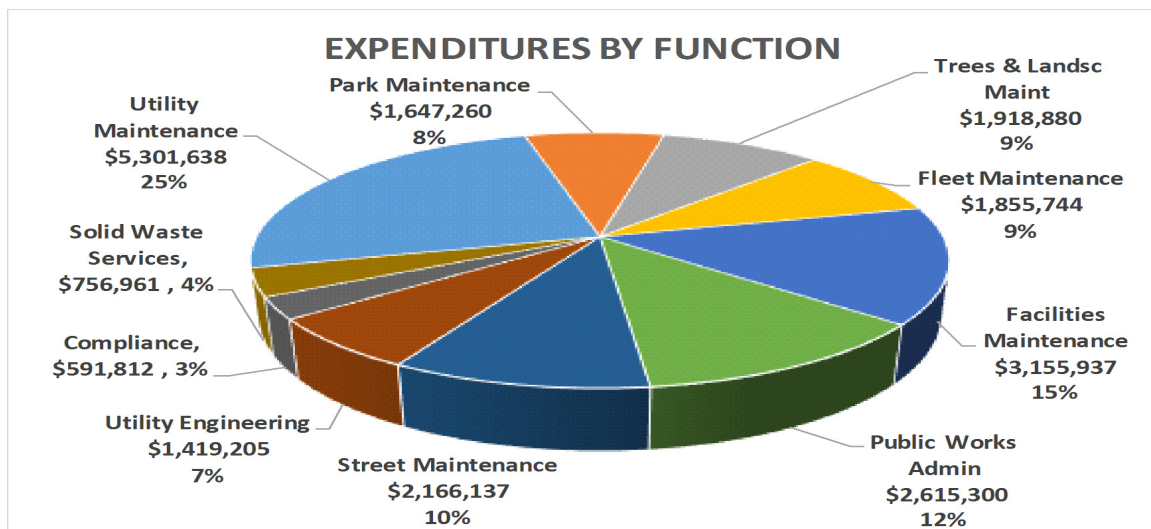
Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
PW Director	1	0	0	1	Maintenance Custodian III	1	0	0	1
Deputy Public Works Director	1	0	0	1	Water System Operator	1	0	0	1
Environmental and Regulatory Compliance Specialist	1	0	0	1	Assistant Water Operator	1	0	0	1
Public Works Manager	3	0	0	3	Principal Civil Engineer	1	0	0	1
Senior Public Works Lead	6	0	0	6	Associate Civil Engineer	2	0	0	2
Equipment Maint Worker II	3	0	1	4	Assistant Civil Engineer	1	0	0	1
Equipment Maint Worker III	5	0	0	5	Engineering Aide	1	0	0	1
Fleet Maintenance Worker II	3	0	0	3	Environmental Inspector	0	0	1	1
Fleet Maintenance Worker III	1	0	0	1	Office Specialist	1	0	0	1
Maintenance Worker I	3	0	0	3	Office Assistant II	1	0	0	1
Maintenance Worker II	16	0	0	16	Administrative Analyst I/II	2	1	0	3
Maintenance Worker III	8	0	1	9	Senior Admin Analyst	2	0	1	3
Maintenance Custodian II	3	0	0	3					
TOTAL						68	1	4	73

Total temporary FTE: 5.5

* One (1) moved from Engineering with the transfer of Solid Waste Services/Compliance program

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases including PERS contribution rates. Transfer of Solid Waste Services/Compliance programs from Engineering to Public Works (\$230K+\$247K); transferred 1 existing position, 1 temp position, and 2 new positions (1 Sr. Analyst estimated start Aug. '19, 1 Environmental Inspector estimated start Aug. '19) \$314K. Add 2 new positions for FY19-20 (1 MW3 estimated start Sept '19 \$136K and 1EMW II estimated start Nov '19 \$113K). Increase in temporary workers (seasonal MW-Streets (1)) \$111K.
Services and Supplies	Increase in repair & maintenance, contractual services costs (Parks Maintenance \$208K; Janitorial Svcs \$108K; SCVURPP (Mandated) \$142K; Maint Supplies \$87K). Shifted funding to create new On-Call Emergency Pipeline Repairs \$320K.
Capital Outlay	Fleet Maint - 3 vehicles Street Maint - 2 vehicles, 1 tractor, 2 equipments



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	3,536,524	4,771,814	6,543,644	7,301,123
4112 Temporary Salaries	255,327	152,724	201,000	311,600
4113 Overtime	254,953	200,758	297,700	297,700
4121 Allowances	80,000	5,069	140,000	140,000
4122 Standby Pay MEA	0	89,550	0	0
4124 Leave Cashout	96,081	178,489	0	0
4125 Accrued Leave	(41,712)	21,364	0	0
4126 Stipend MEA	0	414	0	0
4131 PERS	1,099,499	1,628,758	2,442,482	2,996,769
4132 Group Insurance	924,590	1,120,993	1,528,368	1,559,796
4133 Medicare	60,480	77,772	93,715	109,739
4135 Worker's Compensation	84,395	89,688	94,025	61,317
4138 Deferred Comp-Employer	7,142	11,221	12,600	16,500
4139 PARS	2,603	1,364	0	4,674
4146 Short Term Disability	0	0	0	14,756
4161 Retiree Medical Reserve	184,779	284,870	306,272	347,224
sub-total	6,544,663	8,634,848	11,659,806	13,161,198
SUPPLIES AND CONTRACTUAL SERVICES				
4200 Community Promotions, Grants & Loans	0	5,777	15,000	136,500
4211 Equip Replacement Amortization	701,976	597,038	707,507	936,273
4220 Supplies	983,591	974,434	1,203,835	1,290,546
4230 Services	3,857,061	3,381,952	4,432,410	5,383,976
4410 Communications	2,472	5,240	11,880	27,960
4420 Utilities	98,637	111,759	152,215	185,631
4501 Memberships and Dues	4,315	15,522	22,655	35,390
4503 Training	28,197	34,757	144,050	191,400
4600 Ins, Settlements & Contgcy	4,844,867	5,162,685	0	0
sub-total	10,521,116	10,289,166	6,689,552	8,187,676
CAPITAL OUTLAY				
4850 Vehicles	0	70,332	460,946	0
4930 Hydrants & Meters	100,667	83,298	130,000	80,000
sub-total	100,667	153,630	590,946	80,000
TOTAL	17,166,445	19,077,644	18,940,304	21,428,874

Mission Statement

The City of Milpitas Recreation and Community Services' mission is to enrich our community through exceptional programs and services.

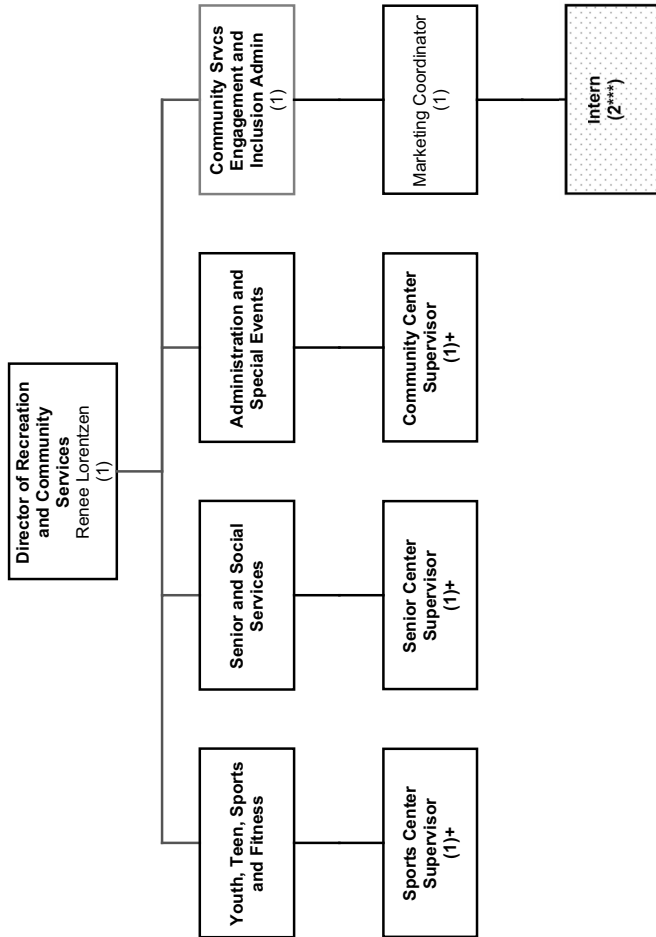
Our vision is to provide endless opportunities to our residents that strengthen community image and sense of place, support economic development, promote health and wellness, foster human development, increase cultural unity, facilitate solutions to community needs and provide recreational experience while preserving and enhancing our city resources.

Functions

Recreation Administration
 Senior Citizen Services
 Pre-K Enrichment
 Youth Programs
 Special Events
 Marketing
 Performing Arts
 General Classes
 Aquatics
 Sports & Fitness



Recreation Department



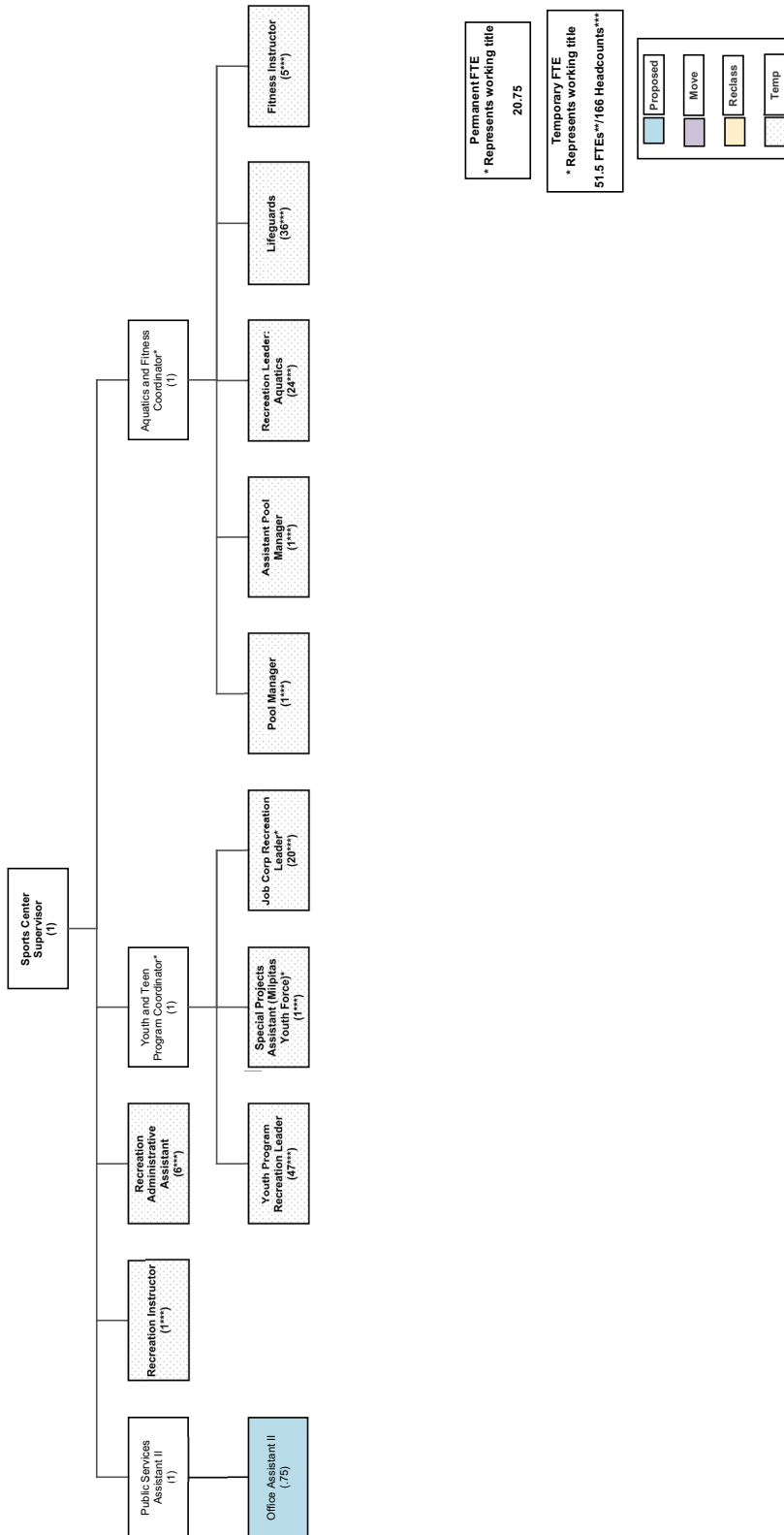
Permanent FTE
* Represents working title
20.75

Temporary FTE
* Represents working title
51.5 FTEs**/166 Headcounts***

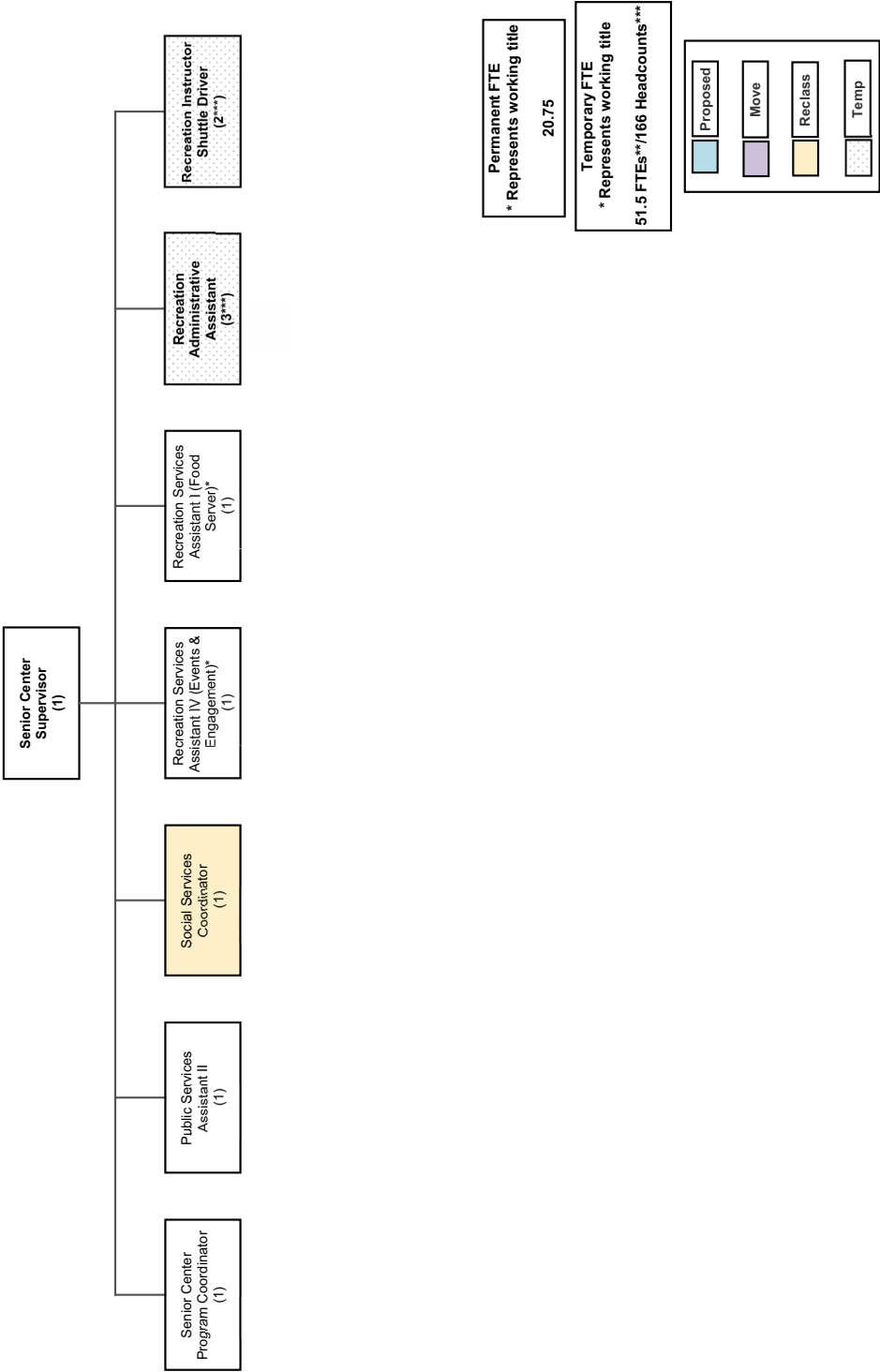
Proposed	Move	Reclass	Temp
----------	------	---------	------

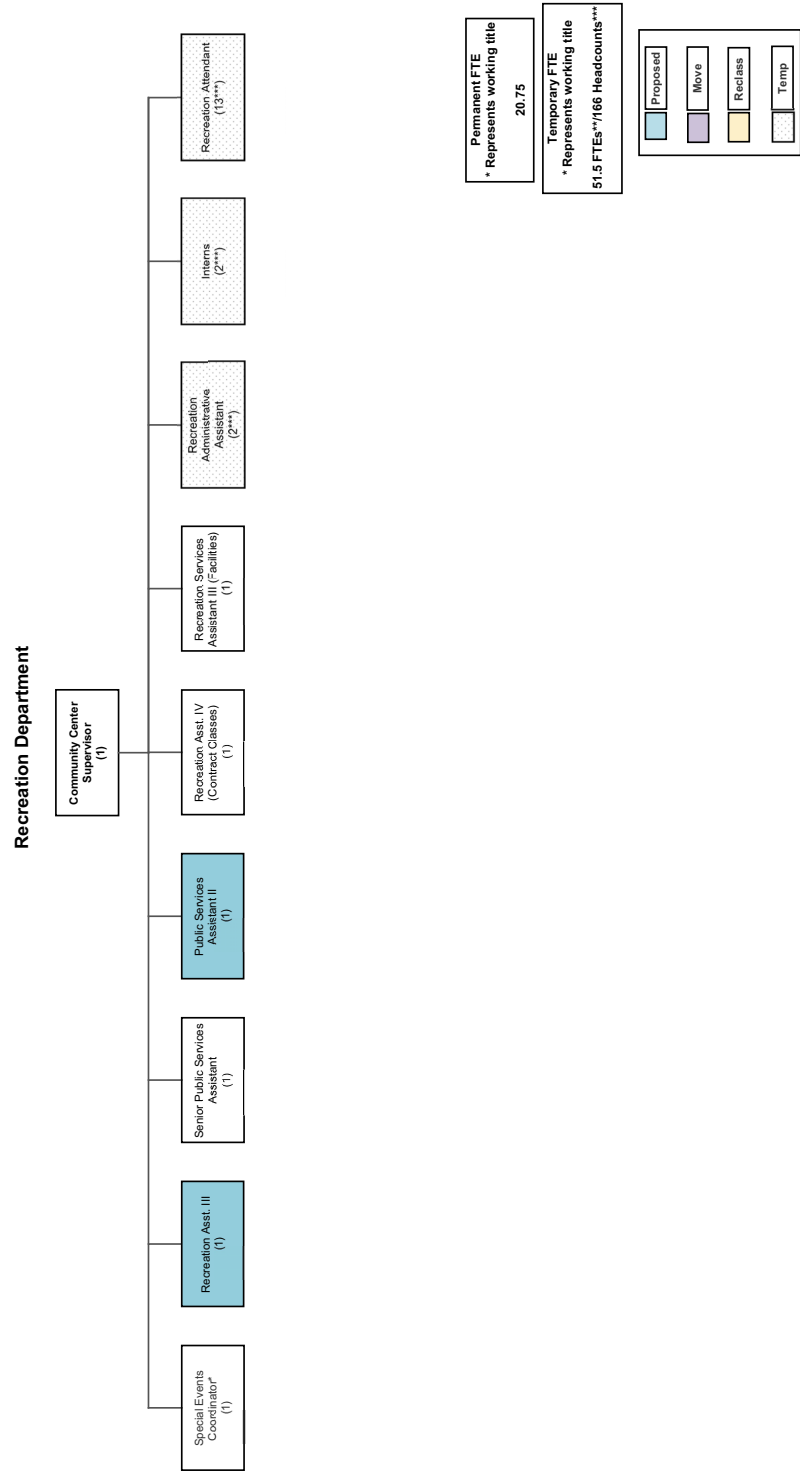
+ Detail Org Chart on Following Page(s)

Recreation Department



Recreation Department





Description: The department provides recreational opportunities and experiences, community and social services, and park and facility rentals for all residents and visitors of Milpitas. The department is committed to providing the highest standard of excellence in public service through our programs, events, and interactions with the community. The department strives to create a sense of community, support economic development, promote health and wellness, increase cultural awareness and facilitate solutions to community needs. The department monitors daily operation at three Full Service Recreation Centers and three Satellite centers. It also oversees and offers a Recreational Assistance program for low income residents.

Services

- Oversees Community Center daily operations, indoor/outdoor recreation facility rentals, sponsor and donation functions, supervises departmental operations, coordinates promotions, public relations, publishes Recreation Activity Guide, and currently staffs six City Commissions. Provides a volunteer program for individuals to help serve their community. Oversees and offers a Recreational Assistance program for low income residents. Monitors daily operations of the Senior Center that provides a daily lunch program, a wide variety of drop-in programs, trips, classes, specials events, social services and transportation shuttle. Oversees a daily after school and Saturday teen center with numerous programs and activities. Oversees the operation of the Sports Center with a Fitness Center, fitness and wellness classes, personal training, aquatic classes, lap swimming, adult and youth sports programs, manages indoor and outdoor youth sport organizations, field and snack shack usages.
- Offers Cultural Arts programs such as the Phantom Art Gallery, Center Stage Performing Arts, Milpitas Community Concert Band, and the Milpitas Art and Cultural in kind Grant Program.
- Provides a wide variety of youth, teen and adult classes and programs; Focusing on enriching experiences and emphasizing learning through active play and socialization, Pre-K Enrichment youth sports leagues and specialty camps, After the Bell after school program at seven school sites for grades 1-6, LYFE After school program at 2 middle school sites for grades 7-8, family classes, adult financial management programs and more.
- Provides over 40 city wide special events, ceremonies and concerts for the community including Juneteenth, Veterans Day Ceremony, Tree Lighting, Summer Concert Series, Pumpkins in the Park, Lunar New Year, Commissioners' Recognition Event and 4th of July Celebration.



	Public Safety	Environment	Transportation and Transit	Economic Development and Job Growth	Neighborhoods and Housing	Community Wellness and Open Space	Governance and Administration
2018-2019 Accomplishments							
1. Re-Institute Teen programs and activities, including the new Milpitas Youth Force summer job corps.	X			X		X	
2. Develop and broaden Special Needs services and events.						X	
3. Re-Instituted Senior Center Shuttle Service providing transportation to and from the Milpitas Senior Center.	X		X			X	
4. Increase Senior Life Skills presentations and workshops, with a focus on mental health and well being.	X					X	
2019-2020 Goals							
1. Increase fitness activities and workshops for families by partnering with local health organizations to focus on healthy nutrition and well being.						X	
2. Increase fee based programs for Teens and Young Adults by 10%, thus adding multiple new opportunities to enhance and diversify youth services						X	X
3. Add five (5) new classes/activities for Senior Center members, to promote the service and interaction of our diverse senior population.						X	X
4. Conduct two (2) focus groups with cultural, community and non-profit leaders on accessibility of recreation and community services programs and events.						X	
5. Initiate a Rec & Park Master Plan.						X	X
6. Complete a cost recovery analysis for all fees.							X

Performance Measures	FY 17-18 Actual	FY 18-19 Target	FY 18-19 Estimate	FY 19-20 Target
Customer Service satisfaction surveys rating Good or Excellent *	N/A	85%	89%	93%
Increase in number of residents served **	4%	5%	6%	6.5%
Number of Park Acres per 1,000 Residents ***	1.88	1.89	1.89	1.90
Activity and Workload Data	FY 17-18 Actual	FY 18-19 Forecast	FY 18-19 Estimate	FY 19-20 Forecast
Recreation Program and Class Fees Revenue **	\$2,252,234	\$2,525,704	\$2,567,546	\$2,650,000
# of Social Media Engagements ****	4,554	7,508	9,785	10,179
Facility and Park Rental Revenue **	\$238,579	\$287,000	\$251,995	\$261,995
# of Special Events Offered *****	33	35	40	45

* - Survey Monkey Survey

** - Activenet Recreation Software Management Reports

*** - 3 acres per 1,000 residents - Quimby Act Standards (above acreage does not include Ed Levin Park County Park)

**** - Facebook / ND Analytics Tools

***** - Increase of over 500% of events offered since 2012

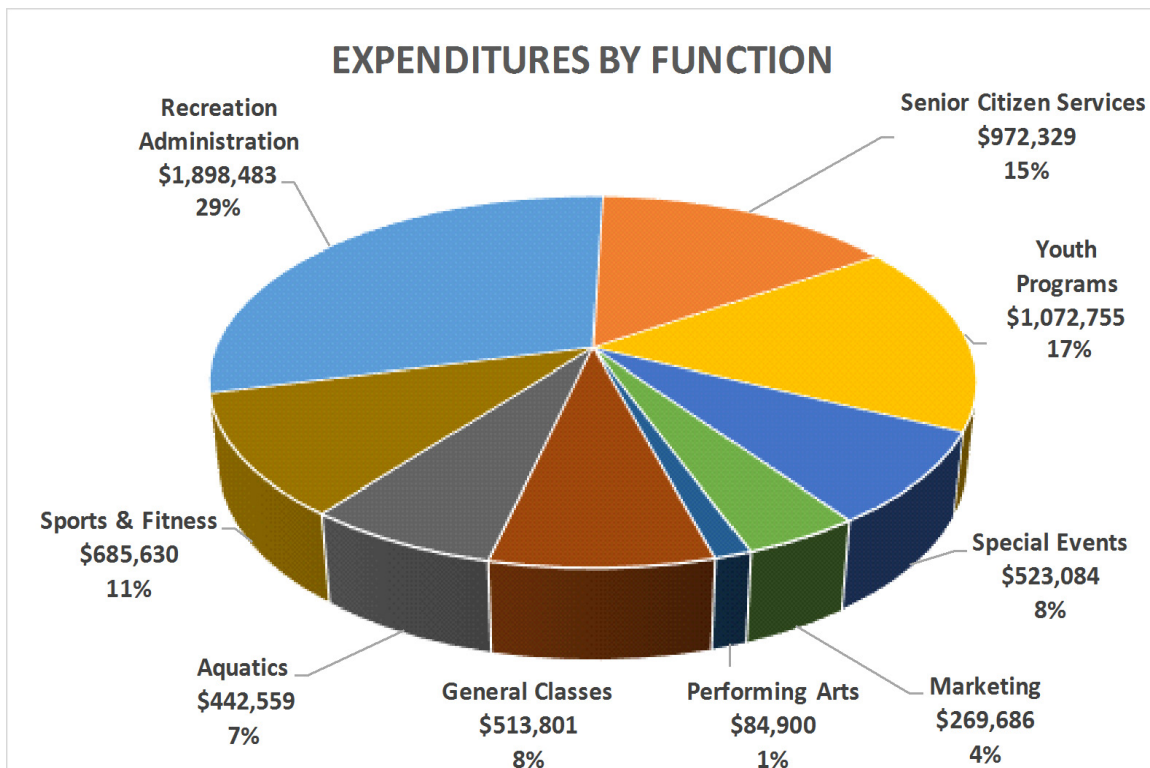
Permanent Personnel Allotment of 20.75 FTE

Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20	Position	FY 19	FY 19 Mid Yr. Add	Proposed Add	FY 20
Director of Rec & Comm Svcs	1	0	0	1	Senior Public Services Asst	1	0	0	1
Community Services Engagement & Inclusion Administrator	1	0	0	1	Public Services Assistant II	2	0	1	3
Recreation Services Supervisor	3	0	0	3	Recreation Services Asst I	1	0	0	1
Marketing Coordinator	1	0	0	1	Recreation Services Asst III	1	0	1	2
Program Coordinator	4	0	1	5	Recreation Services Asst IV	2	0	0	2
Case Manager (Rcls Soc Serv Coordinator)	1	0	-1	0	Office Assistant	0	0	0.75	0.75
TOTAL						18	0	2.75	20.75

Total temporary FTE: 51.5

Expenditure Analysis

Personnel Services	Increase in personnel services due to negotiated salary and benefit increases in PERS contribution rates. Added new positions (1 Public Services Assistant estimated start Oct '19, 1 Recreation Assistant estimated start Oct '19, 0.75 Office Assistant estimated start Oct '19) \$133K. Increase temp positions (recreation leaders/admin/attendants) \$385K.
Services and Supplies	Increase supply costs (After the Bell/Day Camps/Teen Programs/Job Corp) \$146K. Decrease in contractual services due to adds in temporary staff and permanent positions (\$269k).
Capital Outlay	1 Vehicle for Rec Admin, 1 Vehicle for Sports & Fitness



	Actual 2016-17	Actual 2017-18	Budget 2018-19	Proposed 2019-20
PERSONNEL SERVICES				
4111 Permanent Salaries	1,157,895	1,274,986	1,631,675	1,764,737
4112 Temporary Salaries	757,931	1,006,961	1,392,825	1,778,049
4113 Overtime	10,281	13,321	29,970	31,700
4124 Leave Cashout	26,629	29,139	0	0
4131 PERS	346,275	432,390	598,205	725,123
4132 Group Insurance	273,147	291,378	398,952	433,077
4133 Medicare	28,377	33,760	23,698	53,633
4135 Worker's Compensation	18,248	20,607	11,994	30,691
4138 Deferred Comp-Employer	13,414	13,433	16,200	23,344
4139 PARS	11,317	15,120	0	21,334
4146 Short Term Disability	0	0	0	4,097
4161 Retiree Medical Reserve	60,509	67,129	80,875	88,360
sub-total	2,704,022	3,198,223	4,184,394	4,954,145
SUPPLIES AND CONTRACTUAL SERVICES				
4200 Community Promotions, Grants & Loans	41,043	17,270	35,000	58,500
4211 Equip Replacement Amortization	47,605	68,924	61,754	100,314
4220 Supplies	313,052	369,736	381,101	528,072
4230 Services	754,630	811,534	1,065,014	795,802
4501 Memberships and Dues	2,072	4,507	12,500	15,450
4503 Training	11,859	5,124	6,800	7,475
4600 Ins, Settlements & Contgcy	1,800	1,560	1,980	1,980
sub-total	1,172,062	1,278,654	1,564,149	1,507,593
CAPITAL OUTLAY				
4850 Vehicles	0	0	0	1,489
4920 Machinery Tools & Equipment	0	20,000	0	0
sub-total	0	20,000	0	1,489
TOTAL	3,876,084	4,496,877	5,748,543	6,463,227

DEPARTMENT: Non-Departmental	
------------------------------	--

Description: *This category funds a variety of activities that are not specific to any one department. Personnel Services include expenditures not budgeted in the individual departments such as vacation and leave cashouts, benefit administration fees, retiree medical benefits and self-funded unemployment insurance. Supplies and Contractual Services include centralized copier costs for City Hall, utility payments and citywide tuition reimbursement. Sewer treatment plant maintenance and operation are funded in this category, as are all water purchases for the water fund. This category also funds debt service, equipment and vehicle replacement.*

Expenditure Analysis

Personnel Services: \$1.6 million will fund vacation and leave cashouts, MOU contractual obligations, retiree medical benefits and unemployment benefits, and also incorporate a 3% vacancy factor in the FY 19-20 Budget.

Services and Supplies: \$7,045,000 is for Treatment Plant fees; \$4,084,000 is for gas, electric, and water utilities; \$17,420,000 is for water purchases; \$1,440,000 is for recycled water purchase. A total of \$30,000 is reflected in this function for citywide tuition reimbursement. \$875,617 is budget based on preliminary estimate of the City's insurance premium with ABAG is PLAN JPA for the 2019-20 fiscal year. \$200,000 has also been included for Community Beautification. \$168,000 is also included for costs related to a green vehicle lease program for 28 vehicles in FY 19-20 that do not currently have replacement funding. These vehicles are all 10 years and older, and are proposed to be replaced with hybrid vehicles. \$444,000 is also included for the Citywide Rate Assistance Program for Building and Planning fees and Water and Sewer Utility bills.

Debt Service: \$640,600 is scheduled to pay the principal and interest due on the 2017 Wastewater Revenue Refunding Bonds for the sewer system and interfund loan. \$225,225 is the payment for the 2019 Water Bonds, \$392,438 is for the 2019 Sewer Bonds, and \$100,000 is estimated for Fire Station Bonds anticipated to be issued in Spring 2020.

Equipment Replacement: \$773,160 is for equipment replacement from monies that are available in the Equipment Replacement Fund and \$200,000 is for the vehicle charging stations.

	100 General Fund	109 Utilities Subsidy Fund	150 RDA Admin	211/237/238 H-H Lease CFD
PERSONNEL SERVICES				
4124 Leave Cashout	650,000	0	0	0
4131 PERS	30,000	0	0	0
4132 Group Insurance	30,000	0	0	0
4136 Unemployment	27,000	0	0	0
4137 MOU Contractual Agreements	811,800	0	0	0
4141 Adjustments-Payroll	(777,236)	0	0	0
4161 Retiree Medical Reserve	830,000	0	0	0
sub-total	1,601,564	0	0	0
SUPPLIES & CONTRACTUAL SERVICES				
4205 Miscellaneous Grants	0	0	0	0
4209 Rate Assistance Program	187,047	256,700	0	0
4212 Vehicle Lease Charges	168,000	0	0	0
4220 Supplies	13,500	0	0	0
4237 Contractual Services	96,600	0	0	10,500
4239 Audit Fees	65,000	0	6,000	0
4241 Repair & Maintenance	0	0	0	0
4242 Rents & Leases	174,091	0	0	35,000
4253 ABAG Attorney's Fees	230,000	0	0	0
4254 ABAG Settlements	75,000	0	0	0
4421 Utilities-Gas	207,000	0	0	0
4422 Utilities-Electric	1,625,000	0	0	0
4423 Utilities-Water	1,205,500	0	0	0
4424 SFWD, Wholesale Water Purchase	0	0	0	0
4425 SCVWD, Wholesale Water Purchase	0	0	0	0
4426 Utilities - Solid Waste	0	0	0	0
4427 Recycled Water Purchase	0	0	0	0
4429 Treatment Plant, M&O	0	0	0	0
4503 Training and Registration	0	0	0	0
4509 Tuition Reimbursement	24,000	0	0	0
4600 Insurance & Settlements	595,509	0	0	0
4610 Uncollectible Accounts	56,250	0	0	0
4640 Contingent Reserve	1,100,000	0	0	0
sub-total	5,822,497	256,700	6,000	45,500
DEBT SERVICE				
4701 Retirement of Principal	100,000	0	0	0
4711 Interest Expense	0	0	0	0
sub-total	100,000	0	0	0
CAPITAL OUTLAY				
4850 Vehicles	0	0	0	0
4870 Machinery & Equipment	0	0	0	0
sub-total	0	0	0	0
TOTAL	7,524,061	256,700	6,000	45,500

213-250 Public Art HCD Fund	295 Housing Authority	400/405 Water Fund	450 Sewer Fund	350/500 TASP/Eqmt Replacement	Proposed 2019-20
0	0	25,000	25,000	0	700,000
0	0	3,750	3,750	0	37,500
0	0	1,700	1,700	0	33,400
0	0	1,500	1,500	0	30,000
0	0	45,100	45,100	0	902,000
0	0	0	0	0	(777,236)
0	0	100,000	70,000	0	1,000,000
0	0	177,050	147,050	0	1,925,664
0	0	0	0	0	0
0	0	0	0	0	443,747
0	0	0	0	0	168,000
0	0	750	750	0	15,000
297,500	69,850	1,450	10,000	0	485,900
7,000	0	12,500	12,500	0	103,000
5,000	20,000	0	0	0	25,000
0	0	0	0	0	209,091
0	0	20,000	50,000	0	300,000
0	0	25,000	70,000	0	170,000
0	0	9,000	9,000	0	225,000
0	0	625,000	250,000	0	2,500,000
0	5,000	121,500	27,000	0	1,359,000
0	0	11,760,000	0	0	11,760,000
0	0	5,660,000	0	0	5,660,000
0	5,000	0	0	0	5,000
0	0	1,440,000	0	0	1,440,000
0	0	0	7,045,200	0	7,045,200
0	0	0	0	0	0
0	0	3,000	3,000	0	30,000
0	748	51,133	154,645	73,581	875,616
0	0	56,250	52,500	0	165,000
0	0	0	0	0	1,100,000
309,500	100,598	19,785,583	7,684,595	73,581	34,084,554
0	0	225,225	852,438	0	1,177,663
0	0	0	180,600	75,000	255,600
0	0	225,225	1,033,038	75,000	1,433,263
0	0	0	0	773,160	773,160
0	0	0	0	200,000	200,000
0	0	0	0	973,160	973,160
309,500	100,598	20,187,858	8,864,683	1,121,741	38,416,641

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
GRAND SUMMARY

Project Expenses	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Community Improvement	9,184,000	20,000,000	5,895,000	8,480,000	32,795,000	76,354,000
Park Improvement	8,455,000	6,425,000	7,745,000	23,750,000	21,275,000	67,650,000
Street Improvement	7,277,415	23,363,000	6,158,000	5,733,000	40,123,000	82,654,415
Water Improvement	13,844,260	16,706,500	25,200,800	22,190,850	34,980,000	112,922,410
Sewer Improvement	28,540,050	14,274,799	6,385,104	9,159,263	5,747,885	64,107,101
Storm Drain Improvement	505,000	6,170,000	13,295,000	6,020,000	0	25,990,000
Total	67,805,725	86,939,299	64,678,904	75,333,113	134,920,885	429,677,926

Funding Sources	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	5,195,000	4,060,090	3,314,515	3,020,000	3,020,000	18,609,605
General Government CIP Fund	6,275,000	3,145,000	0	0	0	9,420,000
Midtown Park Fund	1,475,000	525,000	225,000	225,000	225,000	2,675,000
Park Fund	(1,100,000)	0	0	0	0	(1,100,000)
Sewer Fund	(100,000)	0	0	0	0	(100,000)
Sewer Infrastructure Fund	2,150,000	4,674,759	5,765,589	9,159,263	0	21,749,611
Sewer Treatment Fund	1,200,000	0	750,000	0	4,547,885	6,497,885
Water Line Extension Fund	270,000	0	0	1,015,000	25,000	1,310,000
Storm Drain Fund	1,505,000	1,170,000	895,000	0	0	3,570,000
TASP Impact Fees	9,385,000	13,735,000	750,000	7,695,000	78,910,000	110,475,000
LLMD	108,000	108,000	108,000	108,000	108,000	540,000
Vehicle Registration Fee	500,000	500,000	500,000	500,000	500,000	2,500,000
Community Planning Fees	500,000	0	0	0	0	500,000
Water Capital Surcharge	324,260	2,356,500	4,258,800	7,670,850	3,655,000	18,265,410
Permit Automation Fund	1,500,000	250,000	150,000	0	0	1,900,000
Community Benefit Fund	0	250,000	0	0	0	250,000
Measure B	1,489,415	1,380,000	1,380,000	1,380,000	1,380,000	7,009,415
Sub Total	30,676,675	32,154,349	18,096,904	30,773,113	92,370,885	204,071,926

External Financing	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Grants/Reimb./Developer Fees	(411,000)	0	500,000	0	0	89,000
Sanitary Sewer Bonds	25,190,050	9,809,950	0	0	0	35,000,000
Water Bonds	12,350,000	7,650,000	0	0	0	20,000,000
Revenue Bond	0	12,800,000	200,000	0	0	13,000,000
Sub Total	37,129,050	30,259,950	700,000	0	0	68,089,000

Unidentified	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	24,525,000	45,882,000	44,560,000	42,550,000	157,517,000
Total	67,805,725	86,939,299	64,678,904	75,333,113	134,920,885	429,677,926

NOTES

- (1) FY2019-20 includes \$25,190,050 payment to SJ/SC for portion of improvements to wastewater treatment plant.
(2) FY2019-20 includes \$9,020,000 in TASP Impact Fee reimbursements to Developers for infrastructure improvements.
(3) FY2019-20 includes \$200,000 in Gas Tax payment to VTA for City share of SR237 HOV Improvements.
(4) Total value of projects to be delivered in FY2019-20 is \$33,395,675.

Community Improvement Projects

The Community Improvement category funds a total of eighteen projects, including five new projects:

Project Number-Name

Description

Operating Budget Impact

2006 - Transit Area Specific Plan Update

The Transit Area Specific Plan (TASP) was approved in 2008. There have been minor amendments to TASP focused primarily on individual properties, but no comprehensive evaluation of the plan and the effectiveness of its implementation has been made. Approximately 95% of the housing planned and cleared under CEQA for the area have been entitled or constructed. Approximately 50% of retail uses and none of the office have been developed. An evaluation of development projects proposed, entitled, or constructed; processes and regulations for development; changes to the land use diagram; and remaining development capacity should be undertaken. This project will include an update to the TASP EIR to provide environmental clearance for additional residential development.

Operating Budget Impact: None

2010 – Land/Right-of-Way Value Determination (New)

This project will provide for the annual evaluation and determination of land and right-of-way fair market values within the City for the purpose of updating development fee calculations such as the park-in-lieu fee.

Operating Budget Impact: None

2011 – Transit Area Police Substation (New)

This project provides for an available commercial space within the Transit Area Specific Plan (TASP) area including tenant improvements and equipment to construct a new police substation.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

3403 – Fire Station Improvements

This project provides various minor improvements to fire stations including renovation or replacement of electrical and mechanical systems, HVAC systems, plumbing, parking lot repairs, emergency power generator systems, interior and exterior painting, replacement of floor coverings, restroom and shower facilities, kitchen improvements, reroofing and other building and site related improvements. All work will be performed on a priority and funding availability basis.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

3406 - City Building Improvements

This project provides for repair, renovation, replacement, and improvements at City buildings including public works, police, senior center, community center, City Hall, library, parking garage, and the sports center. Work may include electrical and mechanical systems, pool equipment, motors/pumps, fountain repairs, leak repairs, emergency power, HVAC systems, painting, carpeting, code upgrades, space planning, interior remodels, replacement of City Hall desk tops, and other related improvements. Work may also include energy savings improvements, such as replacement of lighting fixtures with energy saving fixtures, and installation of a more efficient climate controls systems. Work will be completed on a priority and funding availability basis.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

3418 – City Std. Details, Guidelines, & Specs.

This project provides for the update of the City's Engineering Standard Details, Guidelines, and Specifications document. This document provides minimum requirements for new public infrastructure constructed within the City. The Engineering Guidelines describe requirements and improvements for new developments constructed within the city.

Operating Budget Impact: None

3421 - Replacement Fire Station Alert System

This project provides for installation of new dispatch systems at all four fire stations including coordination and interface with the city's 911 dispatch center. The current Fire Department emergency dispatch alert system is 17 years old with an expected life span of 20 years. The manufacturer of the Departments current system (Zetron) will no longer support the system.

Operating Budget Impact: None

3422 - City Buildings Roofing Repairs

This project provides for roof repairs and replacements at City Buildings. Typically, a roof has a 20-year life. Repairs or replacements are required to prevent damages caused by moisture infiltration.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

3427 - Technology Projects

This project provides for ongoing technology improvements and modernization to various City Departments for software and hardware specialty applications and upgrades. Project would include improvements to budget preparation software systems, citywide Geographic Information System (GIS) upgrades, network infrastructure, and the Engineering Divisions document management/record management/archival system and project tracking system.

Operating Budget Impact: None

3428 - Shuttle Study

This project funds a study to provide a citywide shuttle system. The study will explore the most effective routes, locations, times, types of partnerships, system costs, implementation schedule, budget, and funding opportunities.

Operating Budget Impact: None

3434 - Permitting Technology Improvement

This ongoing project will provide enhancements to the existing Building and Engineering Departments' permitting automation system and will provide improvement to the electronic construction drawing submittal process used by City staff for permit issuance and fee collection in accordance with codes such as the California Building Code. Improvements will be made to the submission process, review, storage, and archival of different file formats. The project will streamline the presentation and retrieval of documents to the web and will ensure that systems operate efficiently for better customer service.

Operating Budget Impact: None

3436 - City Building ADA Compliance Review

This project will provide for the review of all City Buildings constructed prior to 2000 to confirm compliance with access requirements in accordance with the Americans with Disabilities Act (ADA), and to identify any deficiencies and recommend improvements.

Operating Budget Impact: None

3438 - Annual Tree Replacement Program

This project provides for the replacement of trees in areas where existing City trees are aging significantly and require replacement. The program will enhance the City's urban forest inventory, which includes over 15,000 City owned trees.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

3447 - Fire Station #2 Replacement

This project provides for the design and construction of a new replacement Fire Station #2. Fire Station #2, located on Yosemite Drive, was constructed in the late 1960's and has exceeded it's design life. The new fire station will be designed to meet the current "Essential Services Buildings" requirements as well as current Building and Fire Codes. It will be designed to provide for an additional Fire Apparatus bay as well as providing sustainable elements, gender equality/privacy, and operational efficiencies to improve response times. Work also includes construction of a temporary fire station, building demolition, site cleanup, furnishings, fixtures, & equipment (FF&E), and new site improvements.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

3452 – ALPRs and Security Cameras (New)

This project will enable the Milpitas Police Department (PD) to install fixed video camera systems and automated license plate readers (ALPRs) to protect the community and critical infrastructure. The video camera systems and ALPRs will be placed at strategic points of ingress and egress within the City, high crime areas, and the Milpitas BART station in an effort to address criminal activity.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

3453 – Climate Action Plan Update (New)

This project provides an update to the Climate Action Plan (CAP) adopted by the City in 2013 and includes development and implementation of outreach and community engagement programs. CAP serves as the Greenhouse Gas (GHG) reduction strategy to meet the State's GHG reduction target by year 2020. Since the adoption of CAP, legislation was passed setting new mid and long-term Statewide emissions targets (40% reduction below 1990 levels by 2030; 80% reduction by 2050).

Operating Budget Impact: None

3456 - Community Center Building Assessment (New)

This project provides for the study and assessment of the Community Center building to address building safety and staff comfort and livability issues. The assessment study will review both the interior and exterior of the structure and provide recommendations for repairs and improvements to address structural problems; weather proofing; ADA access; electrical; plumbing; restroom and kitchen improvements; mechanical and HVAC upgrades; security; parking; lighting; window treatments; carpet and flooring replacement, desk, counter, furniture; fixtures; and equipment replacement.

Operating Budget Impact: None

3716 - City Parking Lot Rehabilitation Program

This project provides for the rehabilitation of City owned parking lots at City Buildings including City Hall; Public Works, Police Department; Community Center; Barbara Lee Senior Center; Fire Stations; and Utility Pump Stations.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

Capital Budget

NUMBER	PROJECT TITLE	PROPOSED
351- 2006	Transit Area Specific Plan Update	300,000
351- 2010 *	Land Right-of-Way Value Determination	20,000
351- 2011 *	Transit Area Police Substation	310,000
331- 3403	Fire Station Improvements	725,000
331- 3406	City Building Improvements	1,050,000
331- 3418	City Std. Details, Guidelines, & Specs.	200,000
331- 3421	Replacement Fire Station Alert System	30,000
331- 3422	City Buildings Roofing Repairs	200,000
331- 3427	Technology Projects	400,000
331- 3428	Shuttle Study	20,000
331- 3434	Permitting Technology Improvement	150,000
331- 3436	City Building ADA Compliance Review	50,000
331- 3438	Annual Tree Replacement Program	329,000
331- 3447	Fire Station #2 Replacement	4,300,000
331- 3452 *	ALPRs and Security Cameras	500,000
331- 3453 *	Climate Action Plan Update	200,000
331- 3456 *	Community Center Building Assessment	150,000
341- 3716	City Parking Lot Rehabilitation Program	250,000
TOTAL COST		9,184,000

AVAILABLE FINANCING SOURCE:

General Government CIP Fund	7,025,000
Permit Automation Fund	1,500,000
TASP Impact Fees	630,000
Grants/Reimb./Developer Fees	(471,000)
Community Planning Fees	500,000
TOTAL AVAILABLE	9,184,000

* New Project

Park Improvement Projects

The Park Improvement category funds a total of eight projects, including three new projects:

Project Number-Name

Description

Operating Budget Impact

2005 - Lower Penitencia Creek Pedestrian Bridge

This project provides for the design and construction of a new pedestrian bridge over Lower Penitencia Channel adjacent to the Centre Pointe residential development and will provide connection to the City's McCandless Park site.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

2012 - (Rmb) TASP Linear Trails (New)

This project provides for reimbursement to developers to complete remaining linear trail segments per the Transit Area Specific Plan (TASP).

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

2013 - (Rmb) Trade Zone/Montague Park – North (New)

This project provides for a new city linear park north of Penitencia Creek at new South Milpitas Blvd Extension. Developer will construct the park as part of their developments, and project provides reimbursement to developer for park construction. Park is currently under construction.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

3424 - Citywide Park Playground Rehabilitation

This project provides for the assessment and rehabilitation of citywide park playgrounds needing minor improvements such as additional fill material to meet fall attenuation, surface improvement, equipment modification, and signage improvement. The project also provides for improvements to park amenities such as lighting, minor pathways and other amenities including restrooms, snack shacks, etc.

Operating Budget Impact: None

5110 - Sandalwood Park Renovation

This project provides for the design and construction of improvements at Sandalwood Park. Improvements include picnic and playground area renovation, ADA access and path improvement, renovation of irrigation and landscaping, and installation of a public restroom.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

5112 - Carlo Park

This project provides design and construction of a new park on an undeveloped 5,200 square foot City-owned parcel at the south-west corner of South Main Street and Carlo Street. The parcel is an opportunity to provide for a small park with ADA pathway, landscaping, irrigation, bench(s) and interpretive displays.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

5113 - Minor Sports Courts Rehabilitation

This project provides for the analysis and implementation of various minor rehabilitation improvements for the City's tennis, basketball, and other miscellaneous courts within the City.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

5114 - Parks and Recreation Master Plan Update (New)

This project provides an update to the 2008 Parks and Recreation Master Plan to include Transit Area Specific Plan (TASP) Parks, Midtown Parks, and City recreational facilities. The update will include a strategic plan to provide high-quality accessible parks and recreation facilities, and to plan for future growth in the city.

Operating Budget Impact: None

NUMBER	PROJECT TITLE	PROPOSED
351- 2005	Lower Penitencia Creek Pedestrian Bridge	160,000
351- 2012 *	(Rmb) TASP Linear Trails	3,270,000
351- 2013 *	(Rmb) Trade Zone/Montague Park - North	3,100,000
331- 3424	Citywide Park Playground Rehabilitation	75,000
321- 5110	Sandalwood Park Renovation	150,000
321- 5112	Carlo Park	875,000
321- 5113	Minor Sports Courts Rehabilitation	225,000
321- 5114 *	Parks and Recreation Master Plan Update	600,000
TOTAL COST		8,455,000
AVAILABLE FINANCING SOURCE:		
Park Fund		(1,100,000)
Midtown Park Fund		1,475,000
TASP Impact Fees		6,770,000
General Government CIP Fund		1,250,000
Grants/Reimb./Developer Fees		60,000
TOTAL AVAILABLE		8,455,000

* New Project

Street Improvement Projects

The Street Improvement category funds a total of twenty-six projects, including thirteen new projects:

Project Number-Name

Description

Operating Budget Impact

2008 - Montague Ped. Overcrossing at Piper Dr.

This project provides for the construction of a pedestrian overcrossing (POC) over Montague Expressway at Piper Drive. The pedestrian overcrossing is part of the Transit Area Specific Plan (TASP) circulation infrastructure improvement that provides safe and convenient pedestrian circulation between the Milpitas BART station, Great Mall and surrounding residential developments.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

2015 - (Rmb) S. Milpitas Imprv - Gibraltar to UPRR (New)

The project provides surface improvements (2" grind and overlay) on South Milpitas Blvd. from Union Pacific Railroad (UPRR) tracks to Gibraltar Drive.

Operating Budget Impact: None

2016 - S. Milpitas Blvd. Veh. Bridge at Penitencia (New)

This project provides for a vehicular bridge over Penitencia Creek at the end of S. Milpitas Blvd. Extension. The vehicular bridge is part of the Transit Area Specific Plan (TASP) circulation infrastructure improvement to provide vehicular, bicycle and pedestrian connectivity between TASP developments, Milpitas BART station, and the Great Mall. The project includes the vehicular bridge, roadways connecting to the bridge at the southerly landing, and utility relocations.

Operating Budget Impact: None

2017 - TASP On-Street Parking Program (New)

This project provides for a Transit Area Specific Plan (TASP) area on-street parking program including installation of time limited parking signage within 0.5 mile of Milpitas BART station. The goal of the project is to encourage on-street parking supply turnover around Milpitas BART station so that nearby residents and the public have parking opportunities to access nearby parks and retail destinations, and discourage BART commuters from occupying on-street parking for prolonged periods of the day.

Operating Budget Impact: None

2018 - Montague Ped. Overcrossing at Penitencia

This project provides for design and construction of a pedestrian overcrossing (POC) over Montague Expressway at the east levee of Penitencia Creek. The pedestrian overcrossing is part of the Transit Area Specific Plan (TASP) circulation infrastructure improvement to provide safe and convenient pedestrian circulation between TASP residential developments, schools, and park sites.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

2021 - Costa Street Plan Line Study (New)

This project provides for the preparation of a Plan Line Study to evaluate the extension of Costa Street to connect to South Abel and South Main Street in the Transit Area Specific Plan (TASP) area. The study will evaluate right-of-way, adjacent property access, emergency vehicle access, pedestrian circulation, and streetscape opportunities.

Operating Budget Impact: None

2022 - Feasibility of POCs at VTA Light Rail Platforms (New)

The project will provide a feasibility study to determine the possibility of constructing pedestrian overcrossings (POC's) at Valley Transportation Authority (VTA) Light Rail Platforms over eastbound lanes of Great Mall Parkway near South Main Street and at E. Capital Avenue.

Operating Budget Impact: None

3402 - McCarthy Blvd. LLMD Improvement

This project provides for design and construction of landscape and irrigation system renovation on McCarthy Boulevard, between Hwy 237 and Dixon Landing Road.

Operating Budget Impact: None

3411 - Sinclair LLMD Improvements 98-1

This project provides for design and construction of landscape and irrigation system renovation of 98-1 Landscape, Lighting, and Maintenance District (LLMD), surrounding the Sinclair Horizon Development.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

3426 - Annual Sidewalk, Curb & Gutter Repair

This project provides annual funding for the replacement of damaged or raised sidewalks, curbs, gutters, and minor asphalt patching throughout the City. The scope of work includes administration, verification of locations to be repaired or replaced, completing necessary repairs, ongoing inspection of City sidewalk, curbs and gutters.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

3430 - Midtown Street Light Project

This project provides for the installation of Midtown decorative street lighting and signal improvements along South Main Street from Carlo Street to Great Mall Parkway. The project will be completed in phases. Conceptual cost estimates for the different project phases include: Carlo to Corning is \$2.2M; Curtis to Great Mall Parkway is \$2M; and Corning to Curtis is \$2.7M. The Carlo to Corning phase would be completed once the Midtown Specific Town Update is completed. The Corning to Curtis phase would be completed after PG&E Rule 20A undergrounding of overhead utilities. Estimates are conceptual and actual construction cost will be developed during design phases.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

3440 - Annual Street Light, Signal, and Signage

This project provides for the repair and replacement of damaged, destroyed, or vandalized street lights, and includes the repair or replacement of copper wiring, street lights, street light poles, signal lighting, signal poles, traffic/pedestrian safety devices, signal battery backup system replacements, and related appurtenances.

Operating Budget Impact: None

3449 - Street Landscape Irrigation Repair

This project provides for the repair and replacement of streetscape and median irrigation systems and related equipment on City streets.

Operating Budget Impact: None

3454 - Enhanced Crosswalk Striping and Beacons (New)

This project provides for installation of high visibility crosswalk striping and pedestrian actuated flashing beacons to facilitate safer pedestrian crossings at high vehicle and pedestrian volume intersections. Anticipated locations will be along school routes.

Operating Budget Impact: None

3455 - Pilot Street Sweeping Program (New)

This project provides for a Pilot Street Sweeping Program to target one neighborhood in the city to explore more effective measures for street sweeping.

Operating Budget Impact: None

3457 - Green Bike Lane Installation (New)

This project provides for installation of green bike lanes per the Manual on Uniform Traffic Control Devices (MUTCD) to enhance visibility of bicyclists in merge areas at key city intersections.

Operating Budget Impact: None

3458 - Radar Speed Feedback Signage (New)

This project provides for installation of 20 radar speed feedback signage as a traffic calming measure on various city streets to reduce vehicle speed and to improve safety for motorists, pedestrians, and cyclists.

Operating Budget Impact: None

4281 - TASP Underground Utility District

This project provides for the creation of new Underground Utility District (UUD) #7 within the City's Transit Area Specific Plan redevelopment area. The purpose of the district is to allow Pacific Gas & Electric Company (PG&E) to underground existing overhead electric, PG&E, Cable TV, and communication utilities. The new district would be administered by the City with the undergrounding design and construction to be completed by PG&E using the City's Rule 20A funds. The City has approximately \$5.2M in available PG&E Rule 20A funds for use with this project.

Operating Budget Impact: None

4283 - ADA Curb Ramp Transition Program

This mandatory program involves citywide replacement or upgrade of existing curb ramps to current standard Americans with Disabilities Act (ADA) compliant ramps. The project will also include the construction of minor segments of new sidewalk to close gaps between sidewalks on public streets in order to meet the requirements of the Title II of the ADA, and to allow the City to be eligible for future Federal transportation aid funds. An annual assessment will be conducted to determine and establish a priority list of candidate sites for replacement or upgrade based on pedestrian activity, public request, and field inspection. The target program completion date for citywide ADA public street curb ramp compliance is 2040.

Operating Budget Impact: This project is a Federal mandate to meet Title II of the ADA. However, the amount is expected to be small.

4290 - Annual Bridge Rehabilitation

The project provides for the repair and rehabilitation of City owned bridges. The city owns and maintains eighteen roadway bridges and five pedestrian/bicycle bridges. They require ongoing repair and rehabilitation including deck resurfacing, crack sealing, guard rail repairs and work identified in the bi-annual bridge inspection reports performed by the California Department of Transportation.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

4291 - Street Resurfacing Project 2018-19

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

Operating Budget Impact: None

4293 - Citywide Traffic Safety Assessment (New)

This project provides for a citywide traffic safety assessment to determine where enhanced safety measures such as traffic calming elements maybe required. Focus areas include intersections with high pedestrian traffic, bike routes, and residential areas.

Operating Budget Impact: None

4294 - SR237 HOV Lane Improvements (New)

This project provides for traffic flow improvements on State Route (SR) 237 at McCarthy Blvd. Improvements may include a high-occupancy vehicle (HOV) lane at the westbound on-ramp, HOV lane on the Calaveras Blvd. slip ramp, and/or a new traffic study.

Operating Budget Impact: None

4295 - Street Pavement Restriping (New)

This project provides for the replacement and striping of pavement legends, markers, lane lines, and cross-walk striping to enhance public safety and to maintain the City's infrastructure.

Operating Budget Impact: None

4296 - Street Resurfacing Project 2019-20

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

Operating Budget Impact: None

4297 - Citywide Traffic Modeling (New)

This project will create a citywide traffic operation model (current and 10 year horizon) to assess motor vehicle traffic level-of-service at key roadway corridors and intersections. The model will be used to evaluate potential roadway improvements to improve level-of-service in the city.

Operating Budget Impact: None

Capital Budget

NUMBER	PROJECT TITLE	PROPOSED
351- 2008	Montague Ped. Overcrossing at Piper Dr.	(2,700,000)
351- 2015 *	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR	850,000
351- 2016 *	S. Milpitas Blvd. Veh. Bridge at Penitencia	1,025,000
351- 2017 *	TASP On-Street Parking Program	330,000
351- 2018	Montague Ped. Overcrossing at Penitencia	1,010,000
351- 2021 *	Costa Street Plan Line Study	125,000
351- 2022 *	Feasability of POCs at VTA Light Rail Platform	200,000
331- 3402	McCarthy Blvd. LLMD Improvement	85,000
331- 3411	Sinclair LLMD Improvements 98-1	23,000
331- 3426	Annual Sidewalk, Curb, and Gutter Repair	350,000
331- 3430	Midtown Street Light Project	(2,350,000)
331- 3440	Annual Street Light, Signal, and Signage	150,000
331- 3449	Street Landscape Irrigation Repair	150,000
331- 3454 *	Enhanced Crosswalk Striping and Beacons	500,000
331- 3455 *	Pilot Street Sweeping Program	500,000
331- 3457 *	Green Bike Lane Installation	300,000
331- 3458 *	Radar Speed Feedback Signage	200,000
311- 4281	TASP Underground Utility District	245,000
311- 4283	ADA Curb Ramp Transition Program	300,000
311- 4290	Annual Bridge Rehabilitation	175,000
311- 4291	Street Resurfacing Project 2018-19	9,415
311- 4293 *	Citywide Traffic Safety Assessment	400,000
311- 4294 *	SR237 HOV Lane Improvements	200,000
311- 4295 *	Street Pavement Restriping	200,000
311- 4296	Street Resurfacing Project 2019-20	4,600,000
311- 4297 *	Citywide Traffic Modeling	400,000
TOTAL COST		<u>7,277,415</u>

AVAILABLE FINANCING SOURCE:

Gas Tax Fund	5,195,000
Vehical Registration Fee	500,000
TASP Impact Fees	1,085,000
LLMD	108,000
Sewer Fund	(100,000)
General Government CIP Fund	(1,000,000)
Measure B	1,489,415
TOTAL AVAILABLE	<u>7,277,415</u>

* New Project

Water Improvement Projects

The Water Improvement category funds a total of thirteen projects, including one new project:

Project Number-Name

Description

Operating Budget Impact

2019 - (Rmb) TASP Recycled Water Distribution (New)

The project will provide reimbursement to developers for the construction of extensions of recycled water lines in the Transit Area Specific Plan (TASP) area as part of the City's efforts to diversify the water supply system and offset the use of potable water with recycled water mainly for irrigation purposes. New main recycled lines are to be installed along Great Mall Parkway, East Capitol Avenue, Montague Expressway, South Milpitas Boulevard, McCandless Drive, Sango Court, Tarob Court, and the Piper/Montague subdistrict.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

2020 - SCVWD Zone 1 Pressure Red. Valve

This project will provide a Pressure Reducing Valve (PRV) within the TASP area to ensure water system operational redundancy. Two pressure reducing valves within the TASP area regulate water pressure from the SCVWD Zone 2 service area into the Zone 1 service area (Curtis PRV and Capitol PRV). The Capitol PRV reached the end of its useful life and was replaced by the BART project.

Operating Budget Impact: None

7076 - Well Upgrade Project

This project provides for well upgrades including recommendations from the Water Supply Augmentation Study. Project includes the installation of a new well and potable water treatment facility at the City's McCandless Park site to serve the Midtown and Transit Area Specific Plan (TASP) areas. Future project phases will complete well buildings, pumps, control equipment, water treatment, piping, and back-up power for Pinewood and Curtis Wells.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

7100 - Aging Water System/Seismic Improvements

This project develops a comprehensive Water System Seismic Improvements Program. Components include seismic rehabilitation to the City's "back-bone" water system as defined in the Water System Seismic Improvement Strategic Plan and purchase of water system materials and equipment for emergency response to a major disaster.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

7110 - Hydrant Replacement Program

This project involves replacement of hydrants in the Manor, Sunnyhills, and Milford neighborhoods. Other locations may include Calaveras Blvd, Park Victoria and Jacklin Road. Additional work may include replacement of the water valve for the hydrant.

Operating Budget Impact: None

7117 - Abel Street Pipeline Extension

This project installs 300 linear feet of 12-inch pipe to connect three "deadend" pipes, one on Abel Street and two on Carlo Street. This improvement will improve water pressure and water quality through improved system circulation.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

7118 - Dempsey Road Water Line Replacement

This project replaces approximately 1,000 linear feet of 12" diameter cast iron pipe along Dempsey Rd. between Los Coches Creek and Yosemite Dr. The pipe line was installed in the 1950's and has reached the end of its useful life.

Operating Budget Impact: None

7121 - Automated Meter Replacement Program

The project provides for replacement or retrofit of all City water meters with automated remote reading meters. The Citywide replacement program of existing water meters will be implemented in phases.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

7127 - Water Supervisory Control & Data Acquisition

A water system Supervisory Control and Data Acquisition System (SCADA) provides real-time data, such as water tank level, pump operational status, system pressure, and flow rates to water system operators. Operators can use this data to identify operational problems, such as high velocities and low pressures, pressure spikes, which are indicators of pipe breaks. SCADA also allows for remote monitoring and operation of pumps and valves to implement corrective actions and maintain water supply.

Operating Budget Impact: None

7129 - Recycled Water Pipeline Segment 1

This project provides for the extension of recycled water lines as part of the City's efforts to diversify the water supply system and respond to the ongoing drought emergency by offsetting the use of potable water. The project is divided into five segments. Segment 1 provides for the extension of the pipeline in Los Coches Street under Berryessa Creek, and I-680 to Dempsey Road.

Operating Budget Impact: None

7133 - Minor Water Projects

This on-going project involves the analysis and implementation of various water projects which arise during the year. This project also provides for on-going modifications and improvements to existing water system including enhancing security at various water facilities.

Operating Budget Impact: None

7135 - Water Leak Detection & Condition Assessment Program

A citywide leak detection program is required to identify where leaks are occurring in the system in order to reduce the volume of water lost. The program will include the real-time monitoring of leaks through the deployment of acoustic loggers and pressure transients, and other techniques and technologies that become available. This program will also fund the completion of pipeline condition assessments and field verification of critical segments of the water system to evaluate the remaining useful life of water pipelines.

Operating Budget Impact: None

7136 - Water Master Plan 2019

This project provides for the evaluation, study, and preparation of the City's Water Master Plan document. The water master plan is a comprehensive study that defines the City's strategy for providing a reliable and sustainable future water supplies. The document would guide the City's decisions on water infrastructure investments over the next 20 years. The document will incorporate miscellaneous general plan amendments and Transit Area Specific Plan (TASP) needs. The document also identifies deficiencies in the water system, recommends corrective actions, prioritizes improvements, and provides budgetary cost estimates.

Operating Budget Impact: None

NUMBER		PROJECT TITLE	PROPOSED
351-	2019 *	(Rmb) TASP Recycled Water Distribution	800,000
351-	2020	SCVWD Zone 1 Pressure Red. Valve	100,000
401-	7076	Well Upgrade Project	2,800,000
401-	7100	Aging Water System/Seismic Improvements	4,500,000
401-	7110	Hydrant Replacement Program	74,260
401-	7117	Abel Street Pipeline Extension	270,000
401-	7118	Dempsey Road Water Line Replacement	5,750,000
401-	7121	Automated Meter Replacement Program	2,350,000
401-	7127	Water Supervisory Control & Data Acquisition	500,000
401-	7129	Recycled Water Pipeline Segment 1	(3,750,000)
401-	7133	Minor Water Projects	100,000
401-	7135	Water Leak Detection and Condition Assessment	150,000
401-	7136	Water Master Plan 2019	200,000
TOTAL COST			13,844,260
AVAILABLE FINANCING SOURCE:			
Water Line Extension Fund			270,000
TASP Impact Fees			900,000
Water Capital Surcharge			324,260
Water Bonds			12,350,000
TOTAL AVAILABLE			13,844,260

* New Project

Sewer Improvement Projects

The Sewer Improvement category funds a total of seven projects:

Project Number-Name

Description

Operating Budget Impact

6118 - SJ/SC Regional Waste Water Facility

The City of Milpitas pumps our sewage to the San Jose/Santa Clara Regional Waste Water Facility for waste water treatment before it can be discharged into the San Francisco Bay. This project will fund Milpitas's share of the facilities rehabilitation costs. The facility was originally constructed in 1956 and is reaching the end of its useful life and is in need of a complete overhaul. The City of San Jose which operates the facility is undergoing a large rehabilitation project to completely overhaul the facility over the next 30 years. The City of Milpitas uses approximately 7% of the facility and will be responsible for 7% of the estimated \$2 billion or \$140 million in improvements that will be made over the next 30 years.

Operating Budget Impact: Per the City of San Jose, the improvements are expected to reduce operations and maintenance liabilities. The impact to the operating budget will be dependent on the technology chosen, operating approach, and the start-up schedule. Engineering estimate has not been completed, as such amount is unknown at this time.

6119 - Sanitary Sewer Condition Assessment Prgm

A citywide condition assessment program is needed to determine the condition of the City's sanitary sewer system.

Operating Budget Impact: The Impact to the operating budget will be dependent on the technology chosen, operating approach, and the start-up schedule. Engineering estimate has not been completed, as such amount is unknown at this time. Maintenance cost will Increase based on the assessment.

6124 - Sewer Pump Station Rehab. Program

This program shall provide safe discharge and flow of sewage through the City's two wastewater pump stations. This includes pump rehabilitation, major repair and/or purchase of new wastewater pumps at both Main Lift Station and Venus Lift Station. This program shall include rotational assessment of the City's six wastewater pumps, including peripheral equipment replacement such as electrical control, flow equipment (flow meters), variable frequency drives and grinders.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

6126 - Minor Sewer Projects

This project provides ongoing analysis, engineering, and implementation of various minor modifications and improvements to existing sewer systems.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

6130 - Main Lift Station Odor Emissions Control

This project will construct odor emission control at the Main Lift Station to address concerns regarding elevated levels of hydrogen sulfide and other odorous compounds at the facility.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

6131 - Sanitary Sewer Cathodic Protection Improv

This project provides for the evaluation, study, and installation of corrosion monitoring stations and equipment to protect buried City metallic pipelines, and to provide recommendations for retrofit or anode replacement. The project will provide for upgrade and improvement of system deficiencies defined in the evaluation study. Soils within the City have been found to be highly corrosive and are detrimental to metallic pipelines. Cathodic protection systems use sacrificial anodes and other means to protect the metal pipeline.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

6132 - Sewer Master Plan 2019

This project provides for the update of the City's Sewer Master Plan document to incorporate miscellaneous general plan amendments, Transit Area Specific Plan (TASP) needs, and to provide CEQA environmental clearance. The update will identify deficiencies in the collection system and recommend corrective actions.

Operating Budget Impact: None

NUMBER	PROJECT TITLE	PROPOSED
451- 6118	SJ/SC Regional Waste Water Facility	25,190,050
451- 6119	Sanitary Sewer Condition Assessment Prgm	50,000
451- 6124	Sewer Pump Station Rehab. Program	100,000
451- 6126	Minor Sewer Projects	50,000
451- 6130	Main Lift Station Odor Emissions Control	1,950,000
451- 6131	Sanitary Sewer Cathodic Protection Improv	900,000
451- 6132	Sewer Master Plan 2019	300,000
TOTAL COST		28,540,050

AVAILABLE FINANCING SOURCE:

Sewer Treatment Fund	1,200,000
Sanitary Sewer Bonds	25,190,050
Sewer Infrastructure Fund	2,150,000
TOTAL AVAILABLE	28,540,050

* New Project

Storm Drain Improvement Projects

The Storm Drain Improvement category funds a total of three projects, including one new project:

Project Number-Name

Description

Operating Budget Impact

3700 - Storm Drain System Rehabilitation

Project provides for storm drain system repairs at various locations and wetland riparian mitigation and maintenance work at Wrigley-Ford and Ford Creeks. Remaining project funding will be used for annual inspections, maintenance, and submission of monitoring reports required by State permits.

Operating Budget Impact: The improvements are expected to reduce maintenance costs. However, cost savings amount has not been determined at this time.

3709 - Dempsey Road Storm Drain Replacement

The work includes replacement of Dempsey Road storm drain pipelines and installation of two outfalls in Los Coches Creek at Dempsey Road. Project will construct a 36 inch diameter pipe within Dempsey Road between South Park Victoria and Los Coches Creek, approximately 1,100 linear feet.

Operating Budget Impact: The improvements are expected to increase maintenance costs. However, cost have not been determined at this time.

3718 - Storm Supervisory Control & Data Acquisition (New)

A Supervisory Control and Data Acquisition System (SCADA) provides real-time data, such as wet well level and pump operational status to utility systems operators. Currently operators rely on unsophisticated alarms and must drive to sites to evaluate the problem and implement corrective action, such as starting a back-up pump or generator, when the main pumps fail.

Operating Budget Impact: None

NUMBER	PROJECT TITLE	PROPOSED
341- 3700	Storm Drain System Rehabilitation	45,000
341- 3709	Dempsey Road Storm Drain Replacement	260,000
341- 3718 *	Storm Supervisory Control & Data Acquisition	200,000
	TOTAL COST	505,000

AVAILABLE FINANCING SOURCE:

Storm Drain Funds	1,505,000
General Government CIP Fund	(1,000,000)
TOTAL AVAILABLE	505,000

* New Project

MEMORANDUM

Engineering Department



DATE: May 29, 2019

TO: Mayor and Councilmembers

THROUGH: Julie Edmonds-Mares, City Manager

FROM: Steve Erickson, Engineering Director / City Engineer
Jane Corpus, Acting Finance Director

SUBJECT: June 4, 2019 Budget / CIP Adoption, Updated 2019-2024 CIP Project Sheets

Following Council direction from the May 15th 2019 Budget/Capital Improvement Program (CIP) Study Session, staff is making changes to the budget documents and anticipates bringing both the budget and CIP back to the City Council on June 4, 2019 for final approval and adoption.

As mentioned in the May 8th CIP memorandum to the Mayor and Council (attached), the CIP document issued ahead of the May 15th Study Session incorporated the following changes:

- Revised (New) Park Master Plan project to include evaluation of the necessity of a new TASP Community Facility Building within a park and incorporate recreational and facility programs
- Included a (New) Fire Department Specialized Vehicles project
- Incorporated the Council's seven new budget priorities
- Advanced the following projects forward for funding in FY 2019-20 to align with requested (2) Junior/Assistant Engineer positions requested as part of Proposed FY 2019-20 budget.
 - (New) Citywide Traffic Modeling
 - (New) Citywide Traffic Safety Assessment
 - (New) Costa Street Plan Line Study
 - (New) Feasibility of POC's at VTA Light Rail Platform

In preparation of the anticipated adoption of the 2019-2024 Capital Improvement Program on June 4th, staff wish to highlight additional changes that have been added to the CIP Document since the May 15th Study Session:

- Project No. 3447, Fire Station No. 2 Replacement, \$13M in unidentified construction funding revised to Revenue Bond. The annual debt service will be budgeted in the Operating Budget, to be funded from the General Fund.
- Project No. 2008, Montague Pedestrian Overcrossing at Piper Drive, increased funding for City share of actual construction bid pricing
- Project No. 3451, The Pines Parking Permit Program, pushed project out to FY 2020/21 to allow for additional monitoring of the parking conditions
- If the recommend addition of \$4 million from the General Fund Unassigned Reserve is approved, the funds will be used for nine additional CIP projects in FY 2019-20:
 1. Project No. 5110 Sandalwood Park Construction: \$1.25 million
 2. (New) Green Bike Lane Installation Project: \$300K
 3. (New) Installation of 20 Radar Speed Feedback Signs: \$200K
 4. (New) Installation of Enhanced Crosswalk Striping / Beacons: \$500K
 5. (New) Community Center Building Assessment: \$150K
 6. (New) Pilot Street Sweeping Program: \$500K
 7. Project No, 3403 Fire Station Improvements: \$450K
 8. Project No. 3406 City Building Improvements: \$500K
 9. Project No. 3438 Annual Tree Replacement Program: \$150K

CIP project sheets for these nine project changes totaling \$4 million are included in this Memorandum.

With these changes, the five-year total cost for the CIP has increased to \$429.7 million, and project funding proposed for FY 2019-20 is \$67.8 million, which is included in the FY 2019-20 Proposed Operating Budget.

However, the following are additional recommended revisions to the CIP that are not currently included in the FY 2019-20 Proposed Operating Budget:

1. Project No. 7100 Aging Water System: Removed Water Bond funding of \$4,500,000
2. Project No. 7117 Abel Street Water Line: Removed Water Bond funding of \$200,000, Removed Water Line Extension funding of \$70,000, added Water Capital Surcharge funding of \$500,000
3. Project No. 7118 Dempsey Road: Removed Water Bond funding of \$2,000,000
4. Project No. 7121 Automated Meter: Increase Water Bond funding from \$2,350,000 to \$2,900,000
5. Project No. 7127 Water SCADA: Increase Water Bond funding from \$500,000 to \$1,000,000
6. Project No. 7076, Well Upgrade: Increase Water Bond funding from \$2,800,000 to \$3,500,000

CIP project sheets for these six project changes totaling \$5 million are attached to this Memorandum. With these changes, the five-year total cost for the CIP has decreased to \$429.6 million, and project funding proposed for FY 2019-20 is \$62.8 million. These changes will be reflected in both the FY 2019-20 Adopted Operating Budget and the 2019-2024 Capital Improvement Program.

If the Mayor and Council would like more detailed information on existing or proposed CIP projects ahead of the June 4th Council meeting, staff is available for individual briefings.

Attachments:

Final Memo FY2019-24 CIP Updated 5-8-19
2019-2024 CIP Summary and Project Sheets

MEMORANDUM

Engineering Department



DATE: May 8, 2019

TO: Honorable Mayor and City Council

THROUGH: Julie Edmonds-Mares, City Manager 

FROM: Steve Erickson, Engineering Director/City Engineer

SUBJECT: Updated 2019-2024 Capital Improvement Program (CIP) Document, May 15, 2019 Council Study Session

Staff appreciated the opportunity to present the Proposed 2019-2024 Capital Improvement Program (CIP) document to the Mayor and City Council during the March 12, 2019 Study Session. The comments and feedback from Council were incorporated into the updated CIP Document that is being provided ahead of the May 15, 2019 Budget Study Session.

Items that needed follow-up are summarized below, along with associated actions by staff.

- **Fire Station 2 – Council directed staff to explore and bring back financing recommendations with shorter term options**
Staff and the City's financial consultant evaluated a variety of options and were scheduled to bring forward recommended project construction financing options at the May 7th Council meeting; this discussion will now occur at during the May 15th Study Session.
- **Prior Financing – Council requested information on previous debt financing for City facilities**
This information will be provided to the Council, along with the Fire Station 2 financing discussion, at the May 15th Study Session. In summary, the City has used debt financing five times since 1993. Financed amounts ranged from \$8.6 to \$198 million, and terms ranged from 10 to 30 years except for equipment, with a term of 8 years. None of the financing went to the voters for approval.
- **Climate Action Plan – Council requested a progress update**
Staff will send an Information Memo to the City Council in advance of the May 15th Budget Study Session.
- **Existing Parks Master Plan - Council requested a copy**
Staff provided the Council with a link to the electronic document on March 19th. The Proposed 2019-24 Capital Improvement Program (CIP) Document includes a new project to update the City's Parks and Recreation Master Plan.

MEMORANDUM

Engineering Department



Key Changes since March 12 Study Session

As directed by the Council during the March 12th Study Session, the updated CIP document incorporates the following changes:

- The (New) Park Master Plan project will review the necessity of a new TASP Community Facility Building and will incorporate recreational and facility programs
- The (New) Citywide Safety Assessment project was advanced to FY 2019-20

The updated document incorporates the Council's seven new budget priorities, and 4 projects were advanced forward to be funded in FY 2019-20 to align with available staffing, including the two additional Junior/Assistant Engineer positions requested in the Proposed FY 2019-20 budget. The 4 projects that have been advanced are:

- (New) Citywide Traffic Modeling
- (New) Citywide Traffic Safety Assessment
- (New) Costa Street Plan Line Study
- (New) Feasibility of POC's at VTA Light Rail Platform

The five-year total cost in the updated CIP document has increased from \$423,137,767 to \$425,077,926, and project funding proposed for FY 2019-20 is \$62,035,725 as shown on the CIP Summary pages 1-15. The \$2 million increase in the total CIP over the five years from the March 12th document is due to the following:

1. Addition of a new \$1.25 million Fire Department Specialized Vehicles project shown on page 29;
2. Revised cost estimate for a new project to widen Montague Expressway from Great Mall Parkway west; and
3. Revised funding for the McCandless Well and Dempsey Road water and storm drain projects to account for increased construction market costs.

If Council approves the staff recommendation to move an additional \$4 million from the General Fund unassigned reserve to fund additional CIP projects, a total of 4 existing and 5 newly created projects could be funded in FY 2019-20.

- Project 5110 Sandalwood Park Construction: \$1.25 million
- Project 3403 Fire Station Improvements: \$450K
- Project 3406 Building Improvements: \$500K
- Project 3438 Annual Tree Replacement Program: \$150K
- (New Project) Green Bike Lane Installation: \$300K
- (New Project) Installation of 20 Radar Speed Feedback Signs: \$200K
- (New Project) Installation of Enhanced Crosswalk Striping/Beacons: \$500K
- (New Project) Community Center Building Assessment: \$150K
- (New Project) Pilot Street Sweeping Program: \$500K

At the Budget Study Session on May 15th, the majority of the discussion will be focused on the operating budget, however, staff will highlight key changes to the CIP since the March 12 Study Session, and will discuss two recommended financing options for the construction of the Fire Station No. 2 project.

MEMORANDUM

Engineering Department



CIP Timeline

Key dates for the CIP are outlined below:

- March 12, 2019, City Council CIP Study Session
- April 24, 2019, The Planning Commission approved resolution #19-015 finding the proposed 2019-2024 CIP Document in conformance with the City's General Plan
- May 6, 2019, Parks, Recreation, and Cultural Resources Commission (PRCRC) recommended the CIP Park Project priorities to the City Council for approval
- May 15, 2019, City Council Budget Study Session
- June 4, 2019, anticipated adoption of CIP Document by Council

If the Mayor and Council would like more detailed information on existing or proposed CIP projects ahead of the May 15th Study Session, staff is available for individual briefings.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

GRAND SUMMARY

Project Expenses	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Community Improvement	9,184,000	20,000,000	5,895,000	8,480,000	32,795,000	76,354,000
Park Improvement	8,455,000	6,425,000	7,745,000	23,750,000	21,275,000	67,650,000
Street Improvement	7,277,415	23,363,000	6,158,000	5,733,000	40,123,000	82,654,415
Water Improvement	8,824,260	17,556,500	29,300,800	22,190,850	34,980,000	112,852,410
Sewer Improvement	28,540,050	14,274,799	6,385,104	9,159,263	5,747,885	64,107,101
Storm Drain Improvement	505,000	6,170,000	13,295,000	6,020,000	0	25,990,000
Total	62,785,725	87,789,299	68,778,904	75,333,113	134,920,885	429,607,926

Funding Sources	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	5,195,000	4,060,090	3,314,515	3,020,000	3,020,000	18,609,605
General Government CIP Fund	6,275,000	3,145,000	0	0	0	9,420,000
Midtown Park Fund	1,475,000	525,000	225,000	225,000	225,000	2,675,000
Park Fund	(1,100,000)	0	0	0	0	(1,100,000)
Sewer Fund	(100,000)	0	0	0	0	(100,000)
Sewer Infrastructure Fund	2,150,000	4,674,759	5,765,589	9,159,263	0	21,749,611
Sewer Treatment Fund	1,200,000	0	750,000	0	4,547,885	6,497,885
Water Line Extension Fund	200,000	0	0	1,015,000	25,000	1,240,000
Storm Drain Fund	1,505,000	1,170,000	895,000	0	0	3,570,000
TASP Impact Fees	9,385,000	13,735,000	750,000	7,695,000	78,910,000	110,475,000
LLMD	108,000	108,000	108,000	108,000	108,000	540,000
Vehicle Registration Fee	500,000	500,000	500,000	500,000	500,000	2,500,000
Community Planning Fees	500,000	0	0	0	0	500,000
Water Capital Surcharge	324,260	2,356,500	4,258,800	7,670,850	3,655,000	18,265,410
Permit Automation Fund	1,500,000	250,000	150,000	0	0	1,900,000
Community Benefit Fund	0	250,000	0	0	0	250,000
Measure B	1,489,415	1,380,000	1,380,000	1,380,000	1,380,000	7,009,415
Sub Total	30,606,675	32,154,349	18,096,904	30,773,113	92,370,885	204,001,926

External Financing	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Grants/Reimb./Developer Fees	(411,000)	0	500,000	0	0	89,000
Sanitary Sewer Bonds	25,190,050	9,809,950	0	0	0	35,000,000
Water Bonds	7,400,000	8,500,000	4,100,000	0	0	20,000,000
Revenue Bond	0	12,800,000	200,000	0	0	13,000,000
Sub Total	32,179,050	31,109,950	4,800,000	0	0	68,089,000

Unidentified	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	24,525,000	45,882,000	44,560,000	42,550,000	157,517,000
Total	62,785,725	87,789,299	68,778,904	75,333,113	134,920,885	429,607,926

NOTES

- (1) FY2019-20 includes \$25,190,050 payment to SJ/SC for portion of improvements to wastewater treatment plant.
- (2) FY2019-20 includes \$9,020,000 in TASP Impact Fee reimbursements to Developers for infrastructure improvements.
- (3) FY2019-20 includes \$200,000 in Gas Tax payment to VTA for City share of SR237 HOV Improvements.
- (4) Total value of projects to be delivered in FY2019-20 is \$28,375,675.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Green Bike Lane Installation	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for installation of green bike lanes per the Manual on Uniform Traffic Control Devices (MUTCD) to enhance visibility of bicyclists in merge areas at key city intersections.

NOTES:

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	0	30,000	0	0	0	0	30,000
Inspection	0	10,000	0	0	0	0	10,000
Improvements	0	260,000	0	0	0	0	260,000
Totals	0	300,000	0	0	0	0	300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	300,000	0	0	0	0	300,000
Totals	0	300,000	0	0	0	0	300,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Radar Speed Feedback Signage	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for installation of 20 radar speed feedback signage as a traffic calming measure on various city streets to reduce vehicle speed and to improve safety for motorists, pedestrians, and cyclists.

NOTES:

Target locations are desired at locations around schools.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	0	20,000	0	0	0	0	20,000
Improvements	0	180,000	0	0	0	0	180,000
Totals	0	200,000	0	0	0	0	200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	200,000	0	0	0	0	200,000
Totals	0	200,000	0	0	0	0	200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Enhanced Crosswalk Striping and Beacons	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for installation of high visibility crosswalk striping and pedestrian actuated flashing beacons to facilitate safer pedestrian crossings at high vehicle and pedestrian volume intersections. Anticipated locations will be along school routes.

NOTES:

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	100,000	0	0	0	0	100,000
Administration	0	10,000	0	0	0	0	10,000
Inspection	0	10,000	0	0	0	0	10,000
Improvements	0	380,000	0	0	0	0	380,000
Totals	0	500,000	0	0	0	0	500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	500,000	0	0	0	0	500,000
Totals	0	500,000	0	0	0	0	500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	Plan Community Center Building Assessment	1

CONTACT: Steve Erickson [3301]

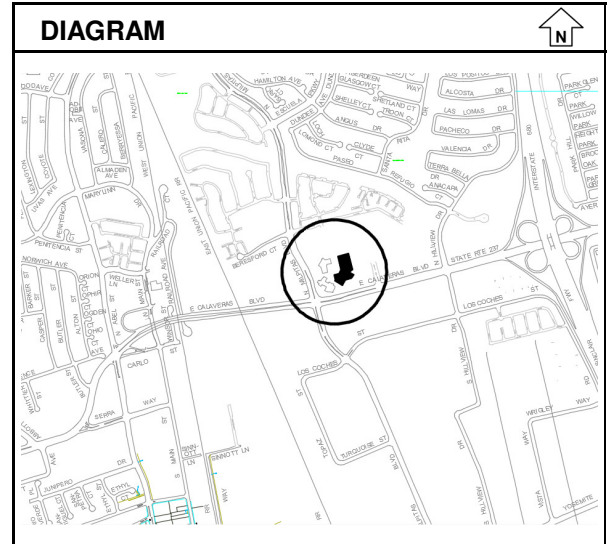
PRIORITY: Governance and Administration

DESCRIPTION

This project provides for the study and assessment of the Community Center building to address building safety and staff comfort and livability issues. The assessment study will review both the interior and exterior of the structure and provide recommendations for repairs and improvements to address structural problems; weather proofing; ADA access; electrical; plumbing; restroom and kitchen improvements; mechanical and HVAC upgrades; security; parking; lighting; window treatments; carpet and flooring replacement, desk, counter, furniture; fixtures; and equipment replacement.

NOTES:

The project will be completed in phases with phase one being the study and assessment. Future phases will be funded for the recommended repairs and improvements. Funding leftover from phase one completion will offset funds needed for repairs and improvement.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	140,000	0	0	0	0	140,000
Administration	0	10,000	0	0	0	0	10,000
Totals	0	150,000	0	0	0	0	150,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	150,000	0	0	0	0	150,000
Totals	0	150,000	0	0	0	0	150,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Pilot Street Sweeping Program	1

CONTACT: Tony Ndah [2602] / Steve Chan [3324]

PRIORITY: Environment

DESCRIPTION

This project provides for a Pilot Street Sweeping Program to target one neighborhood in the city to explore more effective measures for street sweeping.

NOTES:

The pilot program area to be determined. Sweeping operations will be completed on one street side at a time on alternating days and within a shorter duration allowing residents to move vehicles from one side to the other to minimize parking impacts. This project will provide for outreach to residents and street signage installation.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	0	50,000	0	0	0	0	50,000
Inspection	0	20,000	0	0	0	0	20,000
Improvements	0	430,000	0	0	0	0	430,000
Totals	0	500,000	0	0	0	0	500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	500,000	0	0	0	0	500,000
Totals	0	500,000	0	0	0	0	500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3403 Fire Station Improvements	1

CONTACT: Tony Ndah [2602] / James Levers [2648]

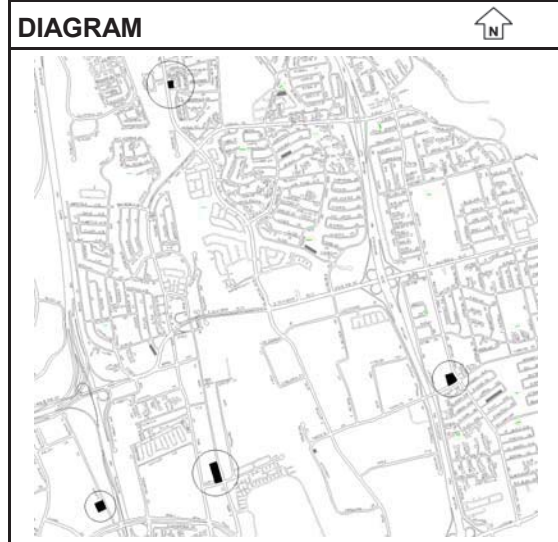
PRIORITY: Public Safety

DESCRIPTION

This project provides various minor improvements to fire stations including renovation or replacement of electrical and mechanical systems, HVAC systems, plumbing, parking lot repairs, emergency power generator systems, interior and exterior painting, replacement of floor coverings, restroom and shower facilities, kitchen improvements, re-roofing and other building and site related improvements. All work will be performed on a priority and funding availability basis.

NOTES:

Removal of carpets in Fire Stations 3 and 4 per National Fire Protection Association (NFPA) standards to reduce workplace cross contamination to start in FY2019-20. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$420,020

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	100,000	0	0	0	0	0	100,000
Administration	75,000	10,000	5,000	10,000	10,000	10,000	120,000
Inspection	75,000	10,000	5,000	10,000	10,000	10,000	120,000
Improvements	845,000	705,000	440,000	230,000	440,000	655,000	3,315,000
Totals	1,095,000	725,000	450,000	250,000	460,000	675,000	3,655,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	450,000	250,000	460,000	675,000	1,835,000
Transient Occupancy Tax (TOT)	700,000	0	0	0	0	0	700,000
General Government CIP Fund	395,000	725,000	0	0	0	0	1,120,000
Totals	1,095,000	725,000	450,000	250,000	460,000	675,000	3,655,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3406 City Building Improvements	1

CONTACT: Tony Ndah [2602] / James Levers [2648]

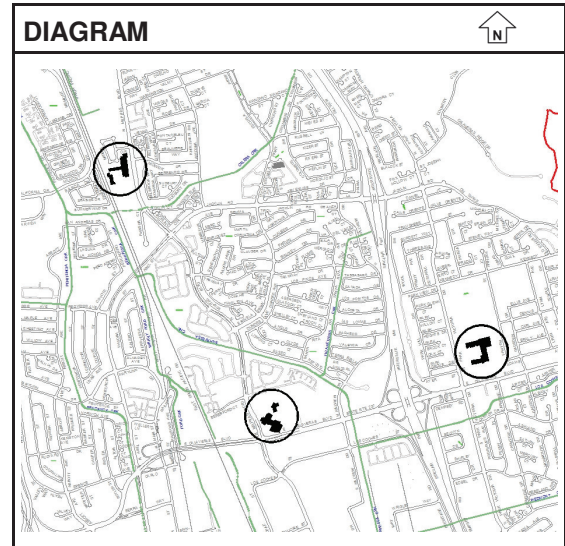
PRIORITY: Governance and Administration

DESCRIPTION

This project provides for repair, renovation, replacement, and improvements at City buildings including public works, police, senior center, community center, City Hall, library, parking garage, and the sports center. Work may include electrical and mechanical systems, pool equipment, motors/pumps, fountain repairs, leak repairs, emergency power, HVAC systems, painting, carpeting, code upgrades, space planning, interior remodels, replacement of City Hall desk tops, and other related improvements. Work may also include energy savings improvements, such as replacement of lighting fixtures with energy saving fixtures, and installation of a more efficient climate controls systems. Work will be completed on a priority and funding availability basis.

NOTES:

FY2018-19, staff conducted facility condition assessments for city buildings, replaced pump for City Hall pond, and initiated City Hall space planning. City Hall workstation upgrades, replacement of Police/Public Works buildings chiller compressors, and HVAC improvements at city facilities are planned for FY2019-20. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$427,946

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	90,000	0	0	0	0	0	90,000
Administration	45,000	50,000	0	0	0	0	95,000
Inspection	20,000	50,000	0	0	0	0	70,000
Improvements	1,920,000	950,000	500,000	500,000	500,000	500,000	4,870,000
Equipment	400,000	0	0	0	0	0	400,000
Totals	2,475,000	1,050,000	500,000	500,000	500,000	500,000	5,525,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Transient Occupancy Tax (TOT)	150,000	0	0	0	0	0	150,000
General Government CIP Fund	2,325,000	1,050,000	0	0	0	0	3,375,000
Unidentified Funding	0	0	500,000	500,000	500,000	500,000	2,000,000
Totals	2,475,000	1,050,000	500,000	500,000	500,000	500,000	5,525,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3438 Annual Tree Replacement Program	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the replacement of trees in areas where existing City trees are aging significantly and require replacement. The program will enhance the City's urban forest inventory, which includes over 15,000 City owned trees.

NOTES:

Comprehensive City trees assessment with maintenance needs was completed in 2018. Project will fund tree maintenance and may also fund required minor irrigation improvement and minor utility relocations for proper tree placement. This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$73,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	100,000	25,000	25,000	25,000	25,000	25,000	225,000
Improvements	250,000	304,000	125,000	125,000	125,000	125,000	1,054,000
Totals	350,000	329,000	150,000	150,000	150,000	150,000	1,279,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	350,000	300,000	0	0	0	0	650,000
Unidentified Funding	0	0	150,000	150,000	150,000	150,000	600,000
Grants/Reimb./Developer Fees	0	29,000	0	0	0	0	29,000
Totals	350,000	329,000	150,000	150,000	150,000	150,000	1,279,000

FINANCE NOTES

FY2019-20, \$29k reimbursement from PG&E.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Water Improvement	7100	Aging Water System/Seismic Improvements	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

PRIORITY: Public Safety

DESCRIPTION

This project develops a comprehensive Water System Seismic Improvements Program. Components include seismic rehabilitation to the City's "back-bone" water system as defined in the Water System Seismic Improvement Strategic Plan and purchase of water system materials and equipment for emergency response to a major disaster.

COMMENTS:

This project is for seismic measures for Dempsey Road Water Line Replacement (Project #7118). These seismic features provide additional reliability and redundancy as prescribed in the Seismic Improvement Strategic Plan.

Uncommitted Balance as of 3/31/2019: \$3,932,222

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	1,130,000	0	0	0	0	0	1,130,000
Administration	233,000	0	0	0	0	0	233,000
Surveying	25,000	0	0	0	0	0	25,000
Inspection	312,000	0	0	0	0	0	312,000
Improvements	3,187,951	0	0	0	0	0	3,187,951
Totals	4,887,951	0	0	0	0	0	4,887,951

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Fund	1,587,951	0	0	0	0	0	1,587,951
Water Capital Surcharge	1,100,000	0	0	0	0	0	1,100,000
Water Line Extension Fund	2,200,000	0	0	0	0	0	2,200,000
Totals	4,887,951	0	0	0	0	0	4,887,951

FINANCE NOTES

Defund \$5.4M in Water Bonds from FY16-17 due to bonds not being available.
Defund \$5.4M in Water Bonds from FY17-18 due to bonds not being available.
Defund \$4.7M in Water Bonds from FY18-19 due to bonds not being available.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7118 Dempsey Road Water Line Replacement	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

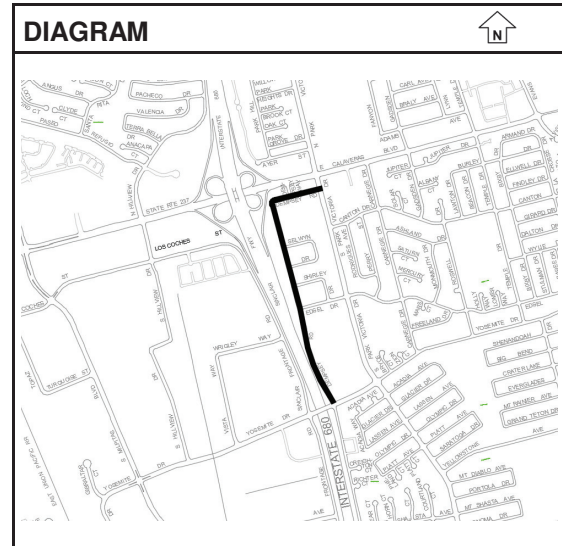
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project replaces approximately 4,000 linear feet of 12" diameter cast iron pipe along Dempsey Rd. between Los Coches Creek and Yosemite Dr. The pipe line was installed in the 1950's and has reached the end of its useful life.

NOTES:

The pipeline has experienced excessive corrosion which is causing line breaks. Replacement must occur to minimize impacts to water customers. This segment of water line is going to be constructed to the seismic back bone standard. Aging Water System/Seismic Improvement Project (#7100) will fund the seismic upgrade costs. Updated construction costs are added to FY2019-20 for improvements. Construction is anticipated to start spring 2020.



Uncommitted Balance as of 3/31/2019: \$2,791,931

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	1,407,792	0	0	0	0	0	1,407,792
Administration	250,000	0	0	0	0	0	250,000
Inspection	80,000	0	0	0	0	0	80,000
Land	0	100,000	0	0	0	0	100,000
Improvements	2,869,980	3,150,000	0	0	0	0	6,019,980
Totals	4,607,772	3,250,000	0	0	0	0	7,857,772

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Capital Surcharge	0	3,250,000	0	0	0	0	3,250,000
Water Fund	4,607,772	0	0	0	0	0	4,607,772
Totals	4,607,772	3,250,000	0	0	0	0	7,857,772

FINANCE NOTES

City Council 12/16/2014 - Budget appropriation of \$575,000 from Water Fund.
City Council 6/2/2015 - Budget Appropriation of \$49,980 from Water Fund.
City Council 6/16/2015 - Budget Appropriation of \$482,792 from Water Fund.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Water Improvement	7121	Automated Meter Replacement Program	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

PRIORITY: Governance and Administration

DESCRIPTION

The project provides for replacement or retrofit of all City water meters with automated remote reading meters. The Citywide replacement program of existing water meters will be implemented in phases.

NOTES:

The new meters will provide electronic results for the 17,000 water accounts eliminating manual meter reads. The system will continuously monitor customer water usage and provide alerts for extraordinary usage patterns or possible leaks. Data receivers for automated meters will be installed throughout the City in FY2018-19. Program to replace City meters will be developed and implemented in FY2019-20.

Uncommitted Balance as of 3/31/2019: \$1,955,035

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	5,000	15,000	15,000	15,000	15,000	0	65,000
Inspection	0	15,000	15,000	15,000	15,000	0	60,000
Improvements	2,766,700	2,870,000	2,000,000	2,000,000	2,000,000	0	11,636,700
Totals	2,771,700	2,900,000	2,030,000	2,030,000	2,030,000	0	11,761,700

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Line Extension Fund	1,045,000	0	0	0	1,015,000	0	2,060,000
Water Capital Surcharge	1,726,700	0	2,030,000	2,030,000	1,015,000	0	6,801,700
Water Bonds	0	2,900,000	0	0	0	0	2,900,000
Totals	2,771,700	2,900,000	2,030,000	2,030,000	2,030,000	0	11,761,700

FINANCE NOTES

Staff plans to seek external financing sources to offset costs.
 Reallocated Water Fund monies of \$750K to be funded by Water Bonds FY16-17.
 Defund \$2,045,000 in Water Bonds from FY16-17 due to bonds not being available.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Water Improvement	7127	Water Supervisory Control & Data Acquisition	1

CONTACT: Tony Ndah [2602] / Steve Erickson [3301]

PRIORITY: Governance and Administration

DESCRIPTION

A water system Supervisory Control and Data Acquisition System (SCADA) provides real-time data, such as water tank level, pump operational status, system pressure, and flow rates to water system operators. Operators can use this data to identify operational problems, such as high velocities and low pressures, pressure spikes, which are indicators of pipe breaks. SCADA also allows for remote monitoring and operation of pumps and valves to implement corrective actions and maintain water supply.

NOTES:

Currently, operators rely on unsophisticated alarms at limited locations and customer complaints to become aware of water system problems. Operators must drive to sites to evaluate the problem and implement corrective action, such as starting a back-up pump, when the main pumps fail. Design phase to start in FY2019-20.

Uncommitted Balance as of 3/31/2019: \$50,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	700,000	0	0	0	0	700,000
Administration	0	50,000	75,000	0	0	0	125,000
Improvements	50,000	250,000	5,425,000	0	0	0	5,725,000
Totals	50,000	1,000,000	5,500,000	0	0	0	6,550,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Bonds	0	1,000,000	5,500,000	0	0	0	6,500,000
Water Fund	50,000	0	0	0	0	0	50,000
Totals	50,000	1,000,000	5,500,000	0	0	0	6,550,000

FINANCE NOTES

City Council 6/16/2015 - project created and budget appropriation of \$50k from Water Fund.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7076 Well Upgrade Project	1

CONTACT: Steve Erickson [3301] / Maren Schram [3315]

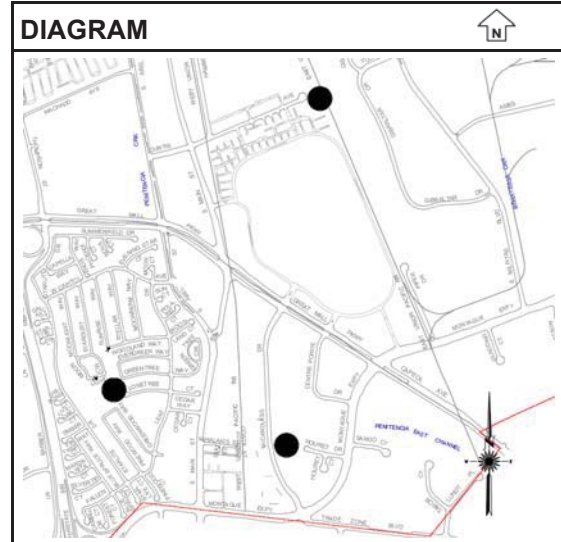
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for well upgrades including recommendations from the Water Supply Augmentation Study. Project includes the installation of a new well and potable water treatment facility at the City's McCandless Park site to serve the Midtown and Transit Area Specific Plan (TASP) areas. Future project phases will complete well buildings, pumps, control equipment, water treatment, piping, and back-up power for Pinewood and Curtis Wells.

NOTES:

This project allows groundwater from both Pinewood and Curtis Wells, and future McCandless wells to be pumped into the City's potable water distribution system. Construction for McCandless Well is anticipated to start in 2020 and completed by 2022. Coordination needed with McCandless Park (Project #5102). Needs assessment and design for improvements to Pinewood and Curtis Wells to start in FY2020-21. Curtis Well will require a full rehabilitation including new water treatment facilities.



Uncommitted Balance as of 3/31/2019: \$4,521,795

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	1,058,200	0	2,800,000	0	0	0	3,858,200
Administration	172,800	400,000	200,000	200,000	200,000	50,000	1,222,800
Surveying	3,000	0	0	0	0	0	3,000
Inspection	285,800	400,000	0	200,000	200,000	50,000	1,135,800
Improvements	7,455,200	2,700,000	0	5,600,000	4,000,000	0	19,755,200
Totals	8,975,000	3,500,000	3,000,000	6,000,000	4,400,000	100,000	25,975,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Grants/Reimb./Developer Fees	140,000	0	0	0	0	0	140,000
Water Capital Surcharge	0	0	0	1,900,000	4,400,000	100,000	6,400,000
Water Fund	935,000	0	0	0	0	0	935,000
RDA Fund	1,100,000	0	0	0	0	0	1,100,000
TASP Impact Fees	4,405,000	0	0	0	0	0	4,405,000
Water Bonds	0	3,500,000	3,000,000	4,100,000	0	0	10,600,000
Water Line Extension Fund	2,395,000	0	0	0	0	0	2,395,000
Totals	8,975,000	3,500,000	3,000,000	6,000,000	4,400,000	100,000	25,975,000

FINANCE NOTES

Reimbursement to VTA: \$140,000 for requested modifications due to BART Transit Station.

City anticipates issuing \$25.54 million in water bonds.

Reallocated Water Fund monies of \$2M to be funded by Water Bonds FY16-17.

Defund \$3M in Water Bonds from FY2016-17 due to bonds not being available.

Defund \$3.3M in Water Bonds from prior year due to bonds not being available. Reallocate to FY2019-22.

Proposed Capital Improvement Program 2019-2024

Draft Report



City of Milpitas
CALIFORNIA
(printed 5/28/2019)





2019-2024 CAPITAL IMPROVEMENT PROGRAM

Rich Tran, Mayor

Karina Dominguez, Vice-Mayor

Bob Nuñez, Councilmember

Anthony Phan, Councilmember

Carmen Montano, Councilmember

Julie Edmonds-Mares, City Manager

Prepared By: **Engineering Department**
Finance Department

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

<u>Page</u>	<u>Table of Contents</u>
TOC-1	Listing By Page Number
TOC-6	Listing By Project Name
TOC-10	Listing By Project Number

<u>Page</u>	<u>CIP Summaries</u>
Summary-1	Grand Summary

Sorted By Page Number

<u>Page</u>	<u>Community Improvement</u>
1	Summary of Costs
2	Funding sources FY 19/20
3	Funding sources FY 20/21
4	Funding sources FY 21/22
5	Funding sources FY 22/23
6	Funding sources FY 23/24
9	2006 Transit Area Specific Plan Update
10	3403 Fire Station Improvements
11	3406 City Building Improvements
12	3415 PD Communications
13	3416 City General Plan Update
14	3418 City Std. Details, Guidelines, & Specs.
15	3421 Replacement Fire Station Alert System
16	3422 City Buildings Roofing Repairs
17	3427 Technology Projects
18	3428 Shuttle Study
19	3431 City Gateway Tree Planting
20	3434 Permitting Technology Improvement
21	3435 2017-19 Finance System Upgrade
22	3436 City Building ADA Compliance Review
23	3438 Annual Tree Replacement Program
24	3445 Public Safety/DPW Disaster Plan Update
25	3447 Fire Station #2 Replacement
26	3716 City Parking Lot Rehabilitation Program
27	New ALPRs and Security Cameras
28	New Climate Action Plan Update
29	New Fire Department Specialized Vehicles
30	New Land/Right-of-Way Value Determination
31	New TASP Community Facility Building
32	New Transit Area Police Substation
33	Plan Community Center Building Assessment
34	Plan Fire Department SCBA Replacement
35	Plan Fire Station #3 Replacement
36	Plan Sports Center Baseball Field Renovation

<u>Page</u>	<u>Park Improvement</u>
37	Summary of Costs

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

38		Funding sources FY 19/20
39		Funding sources FY 20/21
40		Funding sources FY 21/22
41		Funding sources FY 22/23
42		Funding sources FY 23/24
45	2005	Lower Penitencia Creek Pedestrian Bridge
46	3424	Citywide Park Rehabilitation
47	5108	Sports Fields Turf Rehabilitation Prog.
48	5110	Sandalwood Park Renovation
49	5112	Carlo Park
50	5113	Minor Sports Courts Rehabilitation
51	New	(Rmb) TASP Linear Trails
52	New	(Rmb) Trade Zone/Montague Park - North
53	New	Parks and Recreation Master Plan Update
54	New	TASP Subdistrict Park
55	New	Trade Zone/Montague Park - Central
56	Plan	Ben Rogers Park Renovation
57	Plan	Calaveras Ridge Park
58	Plan	Dixon Landing Park Renovation
59	Plan	Foothill Park Renovation
60	Plan	Hidden Lake Park Renovation
61	Plan	Higuera Adobe Caretaker Cottage Renovation
62	Plan	Midtown Area Parks
63	Plan	Murphy Park Renovation
64	Plan	Peter D. Gill Park Renovation
65	Plan	Robert E. Browne Park Renovation
66	Plan	Sinnott Park Renovation
67	Plan	Starlite Park Renovation
68	Plan	Strickroth Park Renovation

Page	Street Improvement
69	Summary of Costs
70	Funding sources FY 19/20
71	Funding sources FY 20/21
72	Funding sources FY 21/22
73	Funding sources FY 22/23
74	Funding sources FY 23/24
77	2008 Montague Ped. Overcrossing at Piper Dr.
78	2008 Montague Ped. Overcrossing at Piper Dr.
83	3402 McCarthy Blvd. LLMD Improvement 95-1
84	3411 Sinclair LLMD Improvements 98-1
85	3425 Utility Undergrounding 2017
86	3426 Annual Sidewalk, Curb & Gutter Repair
87	3430 Midtown Street Light Project
88	3440 Annual Street Light, Signal, and Signage
89	3449 Street Landscape Irrigation Repair
90	3451 The Pines Pilot Parking Permit Program
91	4267 Soundwall and Barrier Repair and Renovation Program
92	4281 TASP Underground Utility District
93	4283 ADA Curb Ramp Transition Program

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

94	4290	Annual Bridge Rehabilitation
95	4291	Street Resurfacing Project 2018-19
96	New	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR
97	New	Citywide Traffic Modeling
98	New	Citywide Traffic Safety Assessment
99	New	Costa Street Plan Line Study
100	New	Enhanced Crosswalk Striping and Beacons
101	New	Feasibility of POCs at VTA Light Rail Platforms
102	New	Green Bike Lane Installation
103	New	Montague Expressway Widening - West
104	New	Pilot Street Sweeping Program
105	New	Radar Speed Feedback Signage
106	New	S. Milpitas Blvd. Veh. Bridge at Penitencia
107	New	SR237 HOV Lane Improvements
108	New	Street Pavement Restriping
109	New	Street Resurfacing Project 2023-24
110	New	TASP On-Street Parking Program
111	Plan	Montague Ped. Overcrossing at Penitencia
112	Plan	Street Resurfacing Project 2019-20
113	Plan	Street Resurfacing Project 2020-21
114	Plan	Street Resurfacing Project 2021-22
115	Plan	Street Resurfacing Project 2022-23
116	Plan	Traffic Management Enhancements 2021
117	Plan	Traffic Signal Installation

Page	Water Improvement
119	Summary of Costs
120	Funding sources FY 19/20
121	Funding sources FY 20/21
122	Funding sources FY 21/22
123	Funding sources FY 22/23
124	Funding sources FY 23/24
127	2002 2nd SCVWD Water Reservoir & Pump Sta.
128	2009 SCVWD Second Water Supply Turnout
129	7076 Well Upgrade Project
130	7110 Hydrant Replacement Program
131	7112 Reservoir Cleaning
132	7117 Abel Street Pipeline Extension
133	7118 Dempsey Road Water Line Replacement
134	7121 Automated Meter Replacement Program
135	7127 Water Supervisory Control & Data Acquisition
136	7129 Recycled Water Pipeline Segment 1
137	7133 Minor Water Projects
138	7134 Water O&M Database Management
139	7135 Water Leak Detection & Condition Assessment Program
140	7136 Water Master Plan 2019
141	New (Rmb) TASP Recycled Water Distribution
142	Plan Los Coches Backbone
143	Plan Lower Berryessa Creek Water Line
144	Plan Recycled Water Pipeline Segment 2

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

145	Plan	Recycled Water Pipeline Segment 3
146	Plan	Recycled Water Pipeline Segment 4
147	Plan	Recycled Water Pipeline Segment 5
148	Plan	SCVWD Zone 1 Pressure Red. Valve

Page **Sewer Improvement**

149		Summary of Costs
150		Funding sources FY 19/20
151		Funding sources FY 20/21
152		Funding sources FY 21/22
153		Funding sources FY 22/23
154		Funding sources FY 23/24
157	6118	SJ/SC Regional Waste Water Facility
158	6119	Sanitary Sewer Condition Assessment Prgm
159	6123	Sanitary Sewer Overflow Improvements
160	6124	Sewer Pump Station Rehab. Program
161	6126	Minor Sewer Projects
162	6127	Sanitary Supervisory Control & Data Acquisition
163	6130	Main Lift Station Odor Emissions Control
164	6131	Sanitary Sewer Cathodic Protection Imprv.
165	6132	Sewer Master Plan 2019
166	New	Sewer Line Replacement at E. Curtis

Page **Storm Drain Improvement**

167		Summary of Costs
168		Funding sources FY 19/20
169		Funding sources FY 20/21
170		Funding sources FY 21/22
171		Funding sources FY 22/23
172		Funding sources FY 23/24
175	3700	Storm Drain System Rehabilitation
176	3709	Dempsey Road Storm Drain Replacement
177	3714	Flap Gate Replacement
178	3715	Storm Drain System Rehab 17-19
179	3717	Minor Storm Projects
180	Plan	Channel and Lagoon Dredging
181	Plan	Jurgens Pump Station
182	Plan	Oak Creek Pump Station Upgrade
183	Plan	Penitencia Pump Station Replacement
184	Plan	Storm Supervisory Control & Data Acquisition

Page **Previously Funded Projects**

187	2001	Light Rail Median Landscaping
188	2004	S. Milpitas Boulevard Extension
189	3414	City Buildings, Exterior Painting & Repairs
190	3423	Police Records Management System
191	3432	Police Department MedEvac Vehicle
192	3437	Midtown Specific Plan Update
193	3439	Fire Apparatus Replacement Plan
194	3441	Fire Department USAR Forklift

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

195	3442	Main Fire Station No. 1 Assessment
196	3443	Police/Fire Issued Equipment Procurement
197	3444	Police/Public Works Buildings Assessment
198	3446	South Bay Arrival Noise Study
199	3448	Trails and Bikeway Master Plan Update
200	3450	LAN/WAN Network Upgrade
201	3452	Lower Berryessa Crk. Ped. Trail and Bridge
202	3711	BART Project - Storm Improvements
203	3712	Minor Storm Drain Projects 2016
204	3713	Trash Removal Devices
205	4179	Montague Expwy Widening at Great Mall Pkwy
206	4253	Dixon Landing Road Plan Line
207	4258	Calaveras Blvd Widening Project
208	4265	Bart Extension Coordination and Planning
209	4266	Street Light LED Conversion Improvements
210	4269	Traffic Management Enhancements 2013
211	4273	Street Landscape Irrigation Repair 2014
212	4274	I 880 Interchange R/W Closeout
213	4279	Minor Traffic Improvements 2016
214	4284	Street Resurfacing Project 2017
215	4287	Street Resurfacing Project 2018
216	4288	Traffic Studies & Minor Improvements
217	4289	Green Infrastructure Plan
218	4292	McCarthy Blvd./Sandisk Dr. Traffic Signal
219	5055	Alviso Adobe Renovation
220	5098	Park Irrigation System Repair & Improvement
221	5102	McCandless Park
222	5109	Creighton Park Renovation
223	5111	Sports Center Skate Park
224	5114	MSC Master Plan Update
225	6115	Sewer System Replacement 11-12
226	6116	Sewer System Replacement 12-13
227	6117	(Rmb) TASP Sewer Line Replacement
228	6121	BART Project - Sewer Improvements
229	6125	Sewer Pump Station Improvement
230	6129	Sewer System Hydraulic Modeling 17-19
231	6133	Sewer System Replacement
232	7100	Aging Water System/Seismic Improvements
233	7108	Water System Hydraulic Modeling
234	7115	Cathodic Protection Improvements
235	7125	BART Project - Water Improvements
236	7126	Water Conservation Program
237	7128	Recycled Water Pipeline Infill Project
238	7132	Annual Water Distribution Rehab. Program

Page **Appendices**

239	A	Estimate Level Descriptions
240	B	Abbreviations - Definitions

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

Sorted By Project Name

<u>Page</u>	<u>Proj#</u>	<u>Project Name</u>
96	New	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR
51	New	(Rmb) TASP Linear Trails
141	New	(Rmb) TASP Recycled Water Distribution
227	6117	(Rmb) TASP Sewer Line Replacement
52	New	(Rmb) Trade Zone/Montague Park - North
21	3435	2017-19 Finance System Upgrade
127	2002	2nd SCVWD Water Reservoir & Pump Sta.
132	7117	Abel Street Pipeline Extension
93	4283	ADA Curb Ramp Transition Program
232	7100	Aging Water System/Seismic Improvements
27	New	ALPRs and Security Cameras
219	5055	Alviso Adobe Renovation
94	4290	Annual Bridge Rehabilitation
86	3426	Annual Sidewalk, Curb & Gutter Repair
88	3440	Annual Street Light, Signal, and Signage
23	3438	Annual Tree Replacement Program
238	7132	Annual Water Distribution Rehab. Program
134	7121	Automated Meter Replacement Program
208	4265	Bart Extension Coordination and Planning
228	6121	BART Project - Sewer Improvements
202	3711	BART Project - Storm Improvements
235	7125	BART Project - Water Improvements
56	Plan	Ben Rogers Park Renovation
207	4258	Calaveras Blvd Widening Project
57	Plan	Calaveras Ridge Park
49	5112	Carlo Park
234	7115	Cathodic Protection Improvements
180	Plan	Channel and Lagoon Dredging
22	3436	City Building ADA Compliance Review
11	3406	City Building Improvements
16	3422	City Buildings Roofing Repairs
189	3414	City Buildings, Exterior Painting & Repairs
19	3431	City Gateway Tree Planting
13	3416	City General Plan Update
26	3716	City Parking Lot Rehabilitation Program
14	3418	City Std. Details, Guidelines, & Specs.
46	3424	Citywide Park Rehabilitation
97	New	Citywide Traffic Modeling
98	New	Citywide Traffic Safety Assessment
28	New	Climate Action Plan Update
33	Plan	Community Center Building Assessment
99	New	Costa Street Plan Line Study
222	5109	Creighton Park Renovation
176	3709	Dempsey Road Storm Drain Replacement
133	7118	Dempsey Road Water Line Replacement
58	Plan	Dixon Landing Park Renovation

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

206	4253	Dixon Landing Road Plan Line
100	New	Enhanced Crosswalk Striping and Beacons
101	New	Feasibility of POCs at VTA Light Rail Platforms
193	3439	Fire Apparatus Replacement Plan
34	Plan	Fire Department SCBA Replacement
29	New	Fire Department Specialized Vehicles
194	3441	Fire Department USAR Forklift
25	3447	Fire Station #2 Replacement
35	Plan	Fire Station #3 Replacement
10	3403	Fire Station Improvements
177	3714	Flap Gate Replacement
59	Plan	Foothill Park Renovation
102	New	Green Bike Lane Installation
217	4289	Green Infrastructure Plan
60	Plan	Hidden Lake Park Renovation
61	Plan	Higuera Adobe Caretaker Cottage Renovation
130	7110	Hydrant Replacement Program
212	4274	I 880 Interchange R/W Closeout
181	Plan	Jurgens Pump Station
200	3450	LAN/WAN Network Upgrade
30	New	Land/Right-of-Way Value Determination
187	2001	Light Rail Median Landscaping
142	Plan	Los Coches Backbone
143	Plan	Lower Berryessa Creek Water Line
201	3452	Lower Berryessa Crk. Ped. Trail and Bridge
45	2005	Lower Penitencia Creek Pedestrian Bridge
195	3442	Main Fire Station No. 1 Assessment
163	6130	Main Lift Station Odor Emissions Control
221	5102	McCandless Park
83	3402	McCarthy Blvd. LLMD Improvement 95-1
218	4292	McCarthy Blvd./Sandisk Dr. Traffic Signal
62	Plan	Midtown Area Parks
192	3437	Midtown Specific Plan Update
87	3430	Midtown Street Light Project
161	6126	Minor Sewer Projects
50	5113	Minor Sports Courts Rehabilitation
203	3712	Minor Storm Drain Projects 2016
179	3717	Minor Storm Projects
213	4279	Minor Traffic Improvements 2016
137	7133	Minor Water Projects
103	New	Montague Expressway Widening - West
205	4179	Montague Expwy Widening at Great Mall Pkwy
111	Plan	Montague Ped. Overcrossing at Penitencia
78	2008	Montague Ped. Overcrossing at Piper Dr.
224	5114	MSC Master Plan Update
63	Plan	Murphy Park Renovation
182	Plan	Oak Creek Pump Station Upgrade
220	5098	Park Irrigation System Repair & Improvement
53	New	Parks and Recreation Master Plan Update
12	3415	PD Communications

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

183	Plan	Penitencia Pump Station Replacement
20	3434	Permitting Technology Improvement
64	Plan	Peter D. Gill Park Renovation
104	New	Pilot Street Sweeping Program
191	3432	Police Department MedEvac Vehicle
190	3423	Police Records Management System
196	3443	Police/Fire Issued Equipment Procurement
197	3444	Police/Public Works Buildings Assessment
24	3445	Public Safety/DPW Disaster Plan Update
105	New	Radar Speed Feedback Signage
237	7128	Recycled Water Pipeline Infill Project
136	7129	Recycled Water Pipeline Segment 1
144	Plan	Recycled Water Pipeline Segment 2
145	Plan	Recycled Water Pipeline Segment 3
146	Plan	Recycled Water Pipeline Segment 4
147	Plan	Recycled Water Pipeline Segment 5
15	3421	Replacement Fire Station Alert System
131	7112	Reservoir Cleaning
65	Plan	Robert E. Browne Park Renovation
106	New	S. Milpitas Blvd. Veh. Bridge at Penitencia
188	2004	S. Milpitas Boulevard Extension
48	5110	Sandalwood Park Renovation
164	6131	Sanitary Sewer Cathodic Protection Imprv.
158	6119	Sanitary Sewer Condition Assessment Prgm
159	6123	Sanitary Sewer Overflow Improvements
162	6127	Sanitary Supervisory Control & Data Acquisition
128	2009	SCVWD Second Water Supply Turnout
148	Plan	SCVWD Zone 1 Pressure Red. Valve
166	New	Sewer Line Replacement at E. Curtis
165	6132	Sewer Master Plan 2019
229	6125	Sewer Pump Station Improvement
160	6124	Sewer Pump Station Rehab. Program
230	6129	Sewer System Hydraulic Modeling 17-19
231	6133	Sewer System Replacement
225	6115	Sewer System Replacement 11-12
226	6116	Sewer System Replacement 12-13
18	3428	Shuttle Study
84	3411	Sinclair LLMD Improvements 98-1
66	Plan	Sinnott Park Renovation
157	6118	SJ/SC Regional Waste Water Facility
91	4267	Soundwall and Barrier Repair and Renovation Program
198	3446	South Bay Arrival Noise Study
36	Plan	Sports Center Baseball Field Renovation
223	5111	Sports Center Skate Park
47	5108	Sports Fields Turf Rehabilitation Prog.
107	New	SR237 HOV Lane Improvements
67	Plan	Starlite Park Renovation
178	3715	Storm Drain System Rehab 17-19
175	3700	Storm Drain System Rehabilitation
184	Plan	Storm Supervisory Control & Data Acquisition

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

89	3449	Street Landscape Irrigation Repair
211	4273	Street Landscape Irrigation Repair 2014
209	4266	Street Light LED Conversion Improvements
108	New	Street Pavement Restriping
214	4284	Street Resurfacing Project 2017
215	4287	Street Resurfacing Project 2018
95	4291	Street Resurfacing Project 2018-19
112	Plan	Street Resurfacing Project 2019-20
113	Plan	Street Resurfacing Project 2020-21
114	Plan	Street Resurfacing Project 2021-22
115	Plan	Street Resurfacing Project 2022-23
109	New	Street Resurfacing Project 2023-24
68	Plan	Strickroth Park Renovation
31	New	TASP Community Facility Building
110	New	TASP On-Street Parking Program
54	New	TASP Subdistrict Park
92	4281	TASP Underground Utility District
17	3427	Technology Projects
90	3451	The Pines Pilot Parking Permit Program
55	New	Trade Zone/Montague Park - Central
210	4269	Traffic Management Enhancements 2013
116	Plan	Traffic Management Enhancements 2021
117	Plan	Traffic Signal Installation
216	4288	Traffic Studies & Minor Improvements
199	3448	Trails and Bikeway Master Plan Update
32	New	Transit Area Police Substation
9	2006	Transit Area Specific Plan Update
204	3713	Trash Removal Devices
85	3425	Utility Undergrounding 2017
236	7126	Water Conservation Program
139	7135	Water Leak Detection & Condition Assessment Program
140	7136	Water Master Plan 2019
138	7134	Water O&M Database Management
135	7127	Water Supervisory Control & Data Acquisition
233	7108	Water System Hydraulic Modeling
129	7076	Well Upgrade Project

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

Sorted By Project Number

<u>Page</u>	<u>Proj#</u>	<u>Project Name</u>
187	2001	Light Rail Median Landscaping
127	2002	2nd SCVWD Water Reservoir & Pump Sta.
188	2004	S. Milpitas Boulevard Extension
45	2005	Lower Penitencia Creek Pedestrian Bridge
9	2006	Transit Area Specific Plan Update
78	2008	Montague Ped. Overcrossing at Piper Dr.
128	2009	SCVWD Second Water Supply Turnout
83	3402	McCarthy Blvd. LLMD Improvement 95-1
10	3403	Fire Station Improvements
11	3406	City Building Improvements
84	3411	Sinclair LLMD Improvements 98-1
189	3414	City Buildings, Exterior Painting & Repairs
12	3415	PD Communications
13	3416	City General Plan Update
14	3418	City Std. Details, Guidelines, & Specs.
15	3421	Replacement Fire Station Alert System
16	3422	City Buildings Roofing Repairs
190	3423	Police Records Management System
46	3424	Citywide Park Rehabilitation
85	3425	Utility Undergrounding 2017
86	3426	Annual Sidewalk, Curb & Gutter Repair
17	3427	Technology Projects
18	3428	Shuttle Study
87	3430	Midtown Street Light Project
19	3431	City Gateway Tree Planting
191	3432	Police Department MedEvac Vehicle
20	3434	Permitting Technology Improvement
21	3435	2017-19 Finance System Upgrade
22	3436	City Building ADA Compliance Review
192	3437	Midtown Specific Plan Update
23	3438	Annual Tree Replacement Program
193	3439	Fire Apparatus Replacement Plan
88	3440	Annual Street Light, Signal, and Signage
194	3441	Fire Department USAR Forklift
195	3442	Main Fire Station No. 1 Assessment
196	3443	Police/Fire Issued Equipment Procurement
197	3444	Police/Public Works Buildings Assessment
24	3445	Public Safety/DPW Disaster Plan Update
198	3446	South Bay Arrival Noise Study
25	3447	Fire Station #2 Replacement

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

199	3448	Trails and Bikeway Master Plan Update
89	3449	Street Landscape Irrigation Repair
200	3450	LAN/WAN Network Upgrade
90	3451	The Pines Pilot Parking Permit Program
201	3452	Lower Berryessa Crk. Ped. Trail and Bridge
175	3700	Storm Drain System Rehabilitation
176	3709	Dempsey Road Storm Drain Replacement
202	3711	BART Project - Storm Improvements
203	3712	Minor Storm Drain Projects 2016
204	3713	Trash Removal Devices
177	3714	Flap Gate Replacement
178	3715	Storm Drain System Rehab 17-19
26	3716	City Parking Lot Rehabilitation Program
179	3717	Minor Storm Projects
205	4179	Montague Expwy Widening at Great Mall Pkwy
206	4253	Dixon Landing Road Plan Line
207	4258	Calaveras Blvd Widening Project
208	4265	Bart Extension Coordination and Planning
209	4266	Street Light LED Conversion Improvements
91	4267	Soundwall and Barrier Repair and Renovation Program
210	4269	Traffic Management Enhancements 2013
211	4273	Street Landscape Irrigation Repair 2014
212	4274	I 880 Interchange R/W Closeout
213	4279	Minor Traffic Improvements 2016
92	4281	TASP Underground Utility District
93	4283	ADA Curb Ramp Transition Program
214	4284	Street Resurfacing Project 2017
215	4287	Street Resurfacing Project 2018
216	4288	Traffic Studies & Minor Improvements
217	4289	Green Infrastructure Plan
94	4290	Annual Bridge Rehabilitation
95	4291	Street Resurfacing Project 2018-19
218	4292	McCarthy Blvd./Sandisk Dr. Traffic Signal
219	5055	Alviso Adobe Renovation
220	5098	Park Irrigation System Repair & Improvement
221	5102	McCandless Park
47	5108	Sports Fields Turf Rehabilitation Prog.
222	5109	Creighton Park Renovation
48	5110	Sandalwood Park Renovation
223	5111	Sports Center Skate Park
49	5112	Carlo Park
50	5113	Minor Sports Courts Rehabilitation
224	5114	MSC Master Plan Update

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

225	6115	Sewer System Replacement 11-12
226	6116	Sewer System Replacement 12-13
227	6117	(Rmb) TASP Sewer Line Replacement
157	6118	SJ/SC Regional Waste Water Facility
158	6119	Sanitary Sewer Condition Assessment Prgm
228	6121	BART Project - Sewer Improvements
159	6123	Sanitary Sewer Overflow Improvements
160	6124	Sewer Pump Station Rehab. Program
229	6125	Sewer Pump Station Improvement
161	6126	Minor Sewer Projects
162	6127	Sanitary Supervisory Control & Data Acquisition
230	6129	Sewer System Hydraulic Modeling 17-19
163	6130	Main Lift Station Odor Emissions Control
164	6131	Sanitary Sewer Cathodic Protection Imprv.
165	6132	Sewer Master Plan 2019
231	6133	Sewer System Replacement
129	7076	Well Upgrade Project
232	7100	Aging Water System/Seismic Improvements
233	7108	Water System Hydraulic Modeling
130	7110	Hydrant Replacement Program
131	7112	Reservoir Cleaning
234	7115	Cathodic Protection Improvements
132	7117	Abel Street Pipeline Extension
133	7118	Dempsey Road Water Line Replacement
134	7121	Automated Meter Replacement Program
235	7125	BART Project - Water Improvements
236	7126	Water Conservation Program
135	7127	Water Supervisory Control & Data Acquisition
237	7128	Recycled Water Pipeline Infill Project
136	7129	Recycled Water Pipeline Segment 1
238	7132	Annual Water Distribution Rehab. Program
137	7133	Minor Water Projects
138	7134	Water O&M Database Management
139	7135	Water Leak Detection & Condition Assessment Program
140	7136	Water Master Plan 2019
96	New	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR
51	New	(Rmb) TASP Linear Trails
141	New	(Rmb) TASP Recycled Water Distribution
52	New	(Rmb) Trade Zone/Montague Park - North
27	New	ALPRs and Security Cameras
97	New	Citywide Traffic Modeling
98	New	Citywide Traffic Safety Assessment
28	New	Climate Action Plan Update

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

99	New	Costa Street Plan Line Study
100	New	Enhanced Crosswalk Striping and Beacons
101	New	Feasibility of POCs at VTA Light Rail Platforms
29	New	Fire Department Specialized Vehicles
102	New	Green Bike Lane Installation
30	New	Land/Right-of-Way Value Determination
103	New	Montague Expressway Widening - West
53	New	Parks and Recreation Master Plan Update
104	New	Pilot Street Sweeping Program
105	New	Radar Speed Feedback Signage
106	New	S. Milpitas Blvd. Veh. Bridge at Penitencia
166	New	Sewer Line Replacement at E. Curtis
107	New	SR237 HOV Lane Improvements
108	New	Street Pavement Restriping
109	New	Street Resurfacing Project 2023-24
31	New	TASP Community Facility Building
110	New	TASP On-Street Parking Program
54	New	TASP Subdistrict Park
55	New	Trade Zone/Montague Park - Central
32	New	Transit Area Police Substation
56	Plan	Ben Rogers Park Renovation
57	Plan	Calaveras Ridge Park
180	Plan	Channel and Lagoon Dredging
33	Plan	Community Center Building Assessment
58	Plan	Dixon Landing Park Renovation
34	Plan	Fire Department SCBA Replacement
35	Plan	Fire Station #3 Replacement
59	Plan	Foothill Park Renovation
60	Plan	Hidden Lake Park Renovation
61	Plan	Higuera Adobe Caretaker Cottage Renovation
181	Plan	Jurgens Pump Station
142	Plan	Los Coches Backbone
143	Plan	Lower Berryessa Creek Water Line
62	Plan	Midtown Area Parks
111	Plan	Montague Ped. Overcrossing at Penitencia
63	Plan	Murphy Park Renovation
182	Plan	Oak Creek Pump Station Upgrade
183	Plan	Penitencia Pump Station Replacement
64	Plan	Peter D. Gill Park Renovation
144	Plan	Recycled Water Pipeline Segment 2
145	Plan	Recycled Water Pipeline Segment 3
146	Plan	Recycled Water Pipeline Segment 4
147	Plan	Recycled Water Pipeline Segment 5

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Table of Contents

65	Plan	Robert E. Browne Park Renovation
148	Plan	SCVWD Zone 1 Pressure Red. Valve
66	Plan	Sinnott Park Renovation
36	Plan	Sports Center Baseball Field Renovation
67	Plan	Starlite Park Renovation
184	Plan	Storm Supervisory Control & Data Acquisition
112	Plan	Street Resurfacing Project 2019-20
113	Plan	Street Resurfacing Project 2020-21
114	Plan	Street Resurfacing Project 2021-22
115	Plan	Street Resurfacing Project 2022-23
68	Plan	Strickroth Park Renovation
116	Plan	Traffic Management Enhancements 2021
117	Plan	Traffic Signal Installation

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

GRAND SUMMARY

Project Expenses	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Community Improvement	9,184,000	20,000,000	5,895,000	8,480,000	32,795,000	76,354,000
Park Improvement	8,455,000	6,425,000	7,745,000	23,750,000	21,275,000	67,650,000
Street Improvement	7,277,415	23,363,000	6,158,000	5,733,000	40,123,000	82,654,415
Water Improvement	8,824,260	17,556,500	29,300,800	22,190,850	34,980,000	112,852,410
Sewer Improvement	28,540,050	14,274,799	6,385,104	9,159,263	5,747,885	64,107,101
Storm Drain Improvement	505,000	6,170,000	13,295,000	6,020,000	0	25,990,000
Total	62,785,725	87,789,299	68,778,904	75,333,113	134,920,885	429,607,926

Funding Sources	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	5,195,000	4,060,090	3,314,515	3,020,000	3,020,000	18,609,605
General Government CIP Fund	6,275,000	3,145,000	0	0	0	9,420,000
Midtown Park Fund	1,475,000	525,000	225,000	225,000	225,000	2,675,000
Park Fund	(1,100,000)	0	0	0	0	(1,100,000)
Sewer Fund	(100,000)	0	0	0	0	(100,000)
Sewer Infrastructure Fund	2,150,000	4,674,759	5,765,589	9,159,263	0	21,749,611
Sewer Treatment Fund	1,200,000	0	750,000	0	4,547,885	6,497,885
Water Line Extension Fund	200,000	0	0	1,015,000	25,000	1,240,000
Storm Drain Fund	1,505,000	1,170,000	895,000	0	0	3,570,000
TASP Impact Fees	9,385,000	13,735,000	750,000	7,695,000	78,910,000	110,475,000
LLMD	108,000	108,000	108,000	108,000	108,000	540,000
Vehicle Registration Fee	500,000	500,000	500,000	500,000	500,000	2,500,000
Community Planning Fees	500,000	0	0	0	0	500,000
Water Capital Surcharge	324,260	2,356,500	4,258,800	7,670,850	3,655,000	18,265,410
Permit Automation Fund	1,500,000	250,000	150,000	0	0	1,900,000
Community Benefit Fund	0	250,000	0	0	0	250,000
Measure B	1,489,415	1,380,000	1,380,000	1,380,000	1,380,000	7,009,415
Sub Total	30,606,675	32,154,349	18,096,904	30,773,113	92,370,885	204,001,926

External Financing	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Grants/Reimb./Developer Fees	(411,000)	0	500,000	0	0	89,000
Sanitary Sewer Bonds	25,190,050	9,809,950	0	0	0	35,000,000
Water Bonds	7,400,000	8,500,000	4,100,000	0	0	20,000,000
Revenue Bond	0	12,800,000	200,000	0	0	13,000,000
Sub Total	32,179,050	31,109,950	4,800,000	0	0	68,089,000

Unidentified	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	24,525,000	45,882,000	44,560,000	42,550,000	157,517,000
Total	62,785,725	87,789,299	68,778,904	75,333,113	134,920,885	429,607,926

NOTES

- (1) FY2019-20 includes \$25,190,050 payment to SJ/SC for portion of improvements to wastewater treatment plant.
- (2) FY2019-20 includes \$9,020,000 in TASP Impact Fee reimbursements to Developers for infrastructure improvements.
- (3) FY2019-20 includes \$200,000 in Gas Tax payment to VTA for City share of SR237 HOV Improvements.
- (4) Total value of projects to be delivered in FY2019-20 is \$28,375,675.

City of Milpitas
2019–24 CAPITAL IMPROVEMENT PROGRAM
Funding Source Definition

Bond

Bond is a debt security issued to finance capital expenditures, including the construction of highways, bridges, buildings, or other Capital Improvements. Restricted use.

Gas Tax Fund

Established to account for the City's share of state gasoline taxes which are restricted for use on construction and maintenance of the street system in Milpitas. Restricted to construction and maintenance of streets.

General Government CIP

Established to account for most CIPs funded by the General Government Fund. Restricted to government related projects.

Grants/Reimbursements/Developer Fees

Fund includes miscellaneous grant funding obtained, developer fees paid, and reimbursements. Unrestricted.

LLMD

Established to account for assessments collected within the two Districts. Revenue is used for servicing and maintaining District improvements including landscaping, walls, and lighting. Restricted for use on District infrastructure.

Measure B

Santa Clara County voters approved 2016 Measure B, a 30-year, half-cent countywide sales tax to enhance transit, highways, expressways and active transportation (bicycles, pedestrians and complete streets).

Midtown Park Fund

Fees collected from developers to pay for Midtown Park related improvements. Restricted to Midtown park area.

Park Fund

Fees collected from developers to pay for Park related improvements. Restricted to park related projects.

Permit Automation Fund

The Permit Automation Fund is used to account for the automation fee charged for replacement of equipment and permitting systems used by City departments. Fund restricted to permit automated related expenditures.

SB-1

California Senate Bill 1, the Road Repair and Accountability Act of 2017, was signed into law on April 28, 2017. This legislative package invests \$54 billion over the next decade to fix roads, freeways and bridges in communities across California and puts funds toward transit and safety. Funds will be split equally between state and local investments.

City of Milpitas
2019–24 CAPITAL IMPROVEMENT PROGRAM
Funding Source Definition

Sewer Fund

Funded from revenue collected from sewer rates for sewer related improvements.

Sewer Infrastructure Fund

Monies set aside to replace aging infrastructure for sewer related projects.

Sewer Treatment Fund

Funded from fees collected from developers connecting to the Sewer System. Restricted to sewer related projects.

Storm Drain Fund

Fee collected from developers. Established to account for the construction and maintenance of storm drain projects. Restricted to storm drain related projects.

Street Improvement Fund

Established to account for the construction and maintenance of the street system. Financing may be from state and federal grants. May be restricted.

TASP Impact Fees

Established to account for traffic impact fees paid by developers. Restricted to Transit Area projects.

Unidentified Funding

No funding source has been identified.

Vehicle Registration Fee

Established to account for Vehicle Registration fees received from the County of Santa Clara. Restricted to construction and maintenance of streets.

Water Capital Surcharge

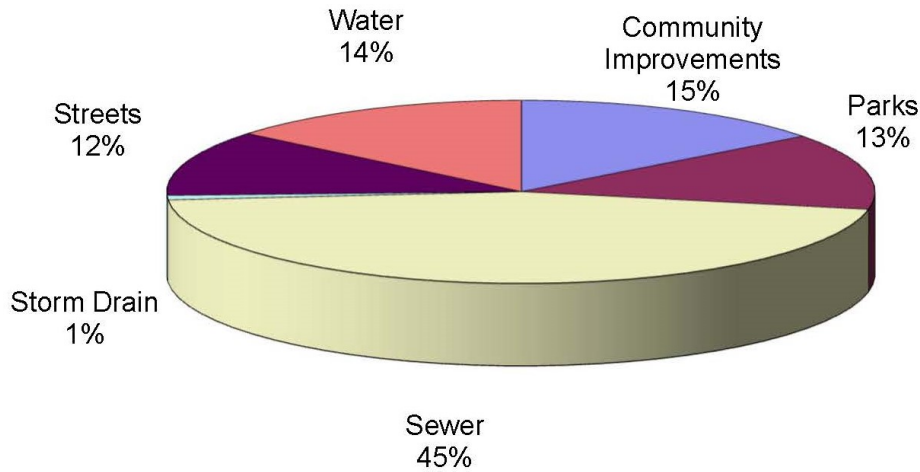
Funded from revenue is collected from water rates for use on water related projects.

Water Line Extension Fund

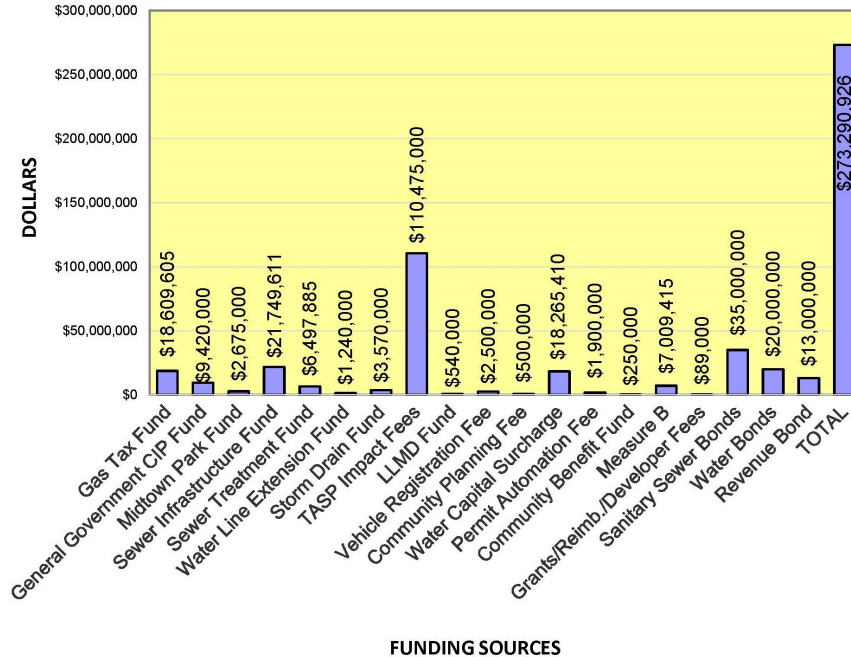
Funded from fees collected from developers connecting to the Water System. Restricted to water related projects.

City of Milpitas 2019-24 CAPITAL IMPROVEMENT PROGRAM

**FY 2019-20
Projected Spending by Project Category**



FY 2019-24 Funding Sources



**City of Milpitas
2019–24 CAPITAL IMPROVEMENT PROGRAM**

City Council Budget Priorities

1. Public Safety

Public Safety projects include those to address public health and safety. Examples include projects related to the maintenance and enhancement of Police and Fire Department operations and the elimination of imminent hazards.

2. Transportation and Transit

Transportation and Transit projects will improve transportation related infrastructure for vehicles, pedestrians, bicycle, and public transit. The improvement of traffic signals, street signage and lighting are included under this priority.

3. Economic Development and Job Growth

Projects in this priority are designed to attract and retain businesses and development opportunities. Projects include the update of the City's General and Midtown Plans, streetscape enhancements, etc.

4. Neighborhoods and Housing

This budget priority includes the City's investment and improvement in neighborhoods and affordable housing.

5. Governance and Administration

This priority includes projects to create effective and efficient governance and administration including fiscal responsibilities that reduce and/or eliminate operating and capital costs. Examples include projects to improve document control, finance system upgrades, computer networking, technology improvements, reduce waste, and updates to City' standard details and specification, etc.

6. Environment

Projects in this priority are related to environmental protection including preservation of natural resources, air and water quality, energy and water conservation, greenhouse gas reduction, reduction of carbon footprint, and green Infrastructure.

7. Community Wellness and Open Space

Projects in this priority focus on the investment and improvement of City assets and infrastructure including the creation of new open space opportunities. Project examples include sidewalk repair, utility improvement, and the improvement and creation of parks and trail opportunities.

City of Milpitas

2019-24 CAPITAL IMPROVEMENT PROGRAM

New Projects

Community Improvement

PG	Project Number & Name		2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL
27	New	ALPRs and Security Cameras	500,000	315,000	0	0	0	815,000
28	New	Climate Action Plan Update	200,000	0	0	0	0	200,000
29	New	Fire Department Specialized Vehicles	0	350,000	900,000	0	0	1,250,000
30	New	Land/Right-of-Way Value Determination	20,000	20,000	20,000	20,000	20,000	100,000
31	New	TASP Community Facility Building	0	0	0	1,050,000	15,150,000	16,200,000
32	New	Transit Area Police Substation	310,000	690,000	0	0	0	1,000,000
Totals			1,030,000	1,375,000	920,000	1,070,000	15,170,000	19,565,000

External Financing

Unidentified Funding	Totals	0	350,000	400,000	0	0	750,000
Grants & Reimbursements	Totals	0	0	500,000	0	0	500,000
Bonds	Totals	0	0	0	0	0	0
Total		0	350,000	900,000	0	0	1,250,000

Park Improvement

PG	Project Number & Name		2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL
51	New	(Rmb) TASP Linear Trails	3,270,000	0	0	0	0	3,270,000
52	New	(Rmb) Trade Zone/Montague Park - North	3,100,000	0	0	0	0	3,100,000
53	New	Parks and Recreation Master Plan Update	600,000	0	0	0	0	600,000
54	New	TASP Subdistrict Park	0	0	0	6,325,000	2,050,000	8,375,000
55	New	Trade Zone/Montague Park - Central	0	4,150,000	0	0	0	4,150,000
Totals			6,970,000	4,150,000	0	6,325,000	2,050,000	19,495,000

External Financing

Unidentified Funding	Totals	0	0	0	0	0	0
Grants & Reimbursements	Totals	0	0	0	0	0	0
Bonds	Totals	0	0	0	0	0	0
Total		0	0	0	0	0	0

Sewer Improvement

PG	Project Number & Name		2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL
166	New	Sewer Line Replacement at E. Curtis	0	0	0	0	1,200,000	1,200,000
Totals			0	0	0	0	1,200,000	1,200,000

External Financing

Unidentified Funding	Totals	0	0	0	0	0	0
Grants & Reimbursements	Totals	0	0	0	0	0	0
Bonds	Totals	0	0	0	0	0	0
Total		0	0	0	0	0	0

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

New Projects

Street Improvement

PG	Project Number & Name	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL
96	New (Rmb) S. Milpitas Imprv - Gibraltar to UPRR	850,000	0	0	0	0	850,000
97	New Citywide Traffic Modeling	400,000	0	0	0	0	400,000
98	New Citywide Traffic Safety Assessment	400,000	0	0	0	0	400,000
99	New Costa Street Plan Line Study	125,000	0	0	0	0	125,000
100	New Enhanced Crosswalk Striping and Beacons	500,000	0	0	0	0	500,000
101	New Feasibility of POCs at VTA Light Rail Platform	200,000	0	0	0	0	200,000
102	New Green Bike Lane Installation	300,000	0	0	0	0	300,000
103	New Montague Expressway Widening - West	0	0	0	0	20,200,000	20,200,000
104	New Pilot Street Sweeping Program	500,000	0	0	0	0	500,000
105	New Radar Speed Feedback Signage	200,000	0	0	0	0	200,000
106	New S. Milpitas Blvd. Veh. Bridge at Penitencia	1,025,000	8,375,000	0	0	0	9,400,000
107	New SR237 HOV Lane Improvements	200,000	0	0	0	0	200,000
108	New Street Pavement Restriping	200,000	0	200,000	0	200,000	600,000
109	New Street Resurfacing Project 2023-24	0	0	0	0	4,600,000	4,600,000
110	New TASP On-Street Parking Program	330,000	0	0	0	0	330,000
90	3451 The Pines Pilot Parking Permit Program	0	230,000	0	0	0	230,000
Totals		5,230,000	8,605,000	200,000	0	25,000,000	39,035,000

External Financing

Unidentified Funding	Totals	0	0	200,000	0	200,000	400,000
Grants & Reimbursements	Totals	0	0	0	0	0	0
Bonds	Totals	0	0	0	0	0	0
Total		0	0	200,000	0	200,000	400,000

Water Improvement

PG	Project Number & Name	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL
141	New (Rmb) TASP Recycled Water Distribution	800,000	500,000	300,000	300,000	0	1,900,000
Totals		800,000	500,000	300,000	300,000	0	1,900,000

External Financing

Unidentified Funding	Totals	0	0	0	0	0	0
Grants & Reimbursements	Totals	0	0	0	0	0	0
Bonds	Totals	0	0	0	0	0	0
Total		0	0	0	0	0	0

New Projects

Grand Total New Projects	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL
	14,030,000	14,630,000	1,420,000	7,695,000	43,420,000	81,195,000

External Funding Totals

Unidentified Funding	0	350,000	600,000	0	200,000	1,150,000
Grants & Reimbursements	0	0	500,000	0	0	500,000
Bonds	0	0	0	0	0	0

Grand Total Ext Funding Sources

0	350,000	1,100,000	0	200,000	1,650,000
----------	----------------	------------------	----------	----------------	------------------

**City of Milpitas
2019–24 CAPITAL IMPROVEMENT PROGRAM**

Previously Funded Projects to be closed as of June 30, 2019

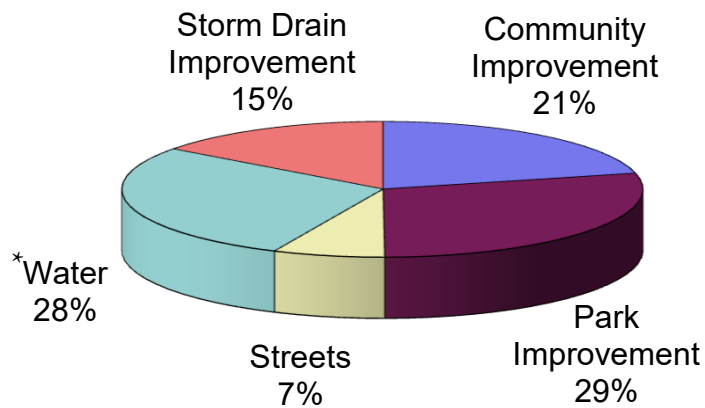
Project	Reason for Close
<u>Community Improvement Projects</u>	
N/A	
<u>Parks Projects</u>	
N/A	
<u>Street Projects</u>	
4269 Traffic Management Enhancements 2013	Completed
4279 Minor Traffic Improvement 2016	Completed
4284 Street Resurfacing Project 2017	Completed
<u>Water Projects</u>	
7108 Water System Hydraulic Modeling	Reallocated
7115 Cathodic Protection Improvements	Reallocated
7132 Annual Water Distribution Rehab. Program	Reallocated
<u>Sewer Projects</u>	
6115 Sewer System Replacement 11-12	Completed
6116 Sewer System Replacement 12-13	Completed
6129 Sewer System Hydraulic Modeling 17-19	Reallocated
<u>Storm Drain Projects</u>	
N/A	

City of Milpitas
2019 - 2024 CAPITAL IMPROVEMENT PROGRAM

FY 2019-2024
Unidentified Funding Summary

PROJECT CATEGORIES	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL
Community Improvement	0	3,375,000	5,025,000	7,410,000	17,625,000	33,435,000
Park Improvement	0	1,450,000	7,520,000	17,200,000	19,000,000	45,170,000
Streets	0	8,500,000	725,000	725,000	925,000	10,875,000
Water	0	6,200,000	20,212,000	13,205,000	5,000,000	44,617,000
Sewer Improvement	0	0	0	0	0	0
Storm Drain Improvement	0	5,000,000	12,400,000	6,020,000	0	23,420,000
TOTAL	0	24,525,000	45,882,000	44,560,000	42,550,000	157,517,000

FY 2019-24
Unidentified Funding by Project Category



*\$44.6M in Unidentified Funding shown under Water Category is for Recycled Water projects.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

COMMUNITY IMPROVEMENT PROJECTS SUMMARY

PROJECTS THAT HAVE IDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
9	2006 Transit Area Specific Plan Update	300,000					300,000
10	3403 Fire Station Improvements	725,000					725,000
11	3406 City Building Improvements	1,050,000					1,050,000
12	3415 PD Communications		100,000				100,000
14	3418 City Std. Details, Guidelines, & Specs.	200,000					200,000
15	3421 Replacement Fire Station Alert System	30,000					30,000
16	3422 City Buildings Roofing Repairs	200,000					200,000
17	3427 Technology Projects	400,000	250,000	150,000			800,000
18	3428 Shuttle Study	20,000					20,000
19	3431 City Gateway Tree Planting		250,000				250,000
20	3434 Permitting Technology Improvement	150,000					150,000
22	3436 City Building ADA Compliance Review	50,000					50,000
23	3438 Annual Tree Replacement Program	329,000					329,000
25	3447 Fire Station #2 Replacement	4,300,000	15,000,000	200,000			19,500,000
26	3716 City Parking Lot Rehabilitation Program	250,000					250,000
27	New ALPRs and Security Cameras	500,000	315,000				815,000
28	New Climate Action Plan Update	200,000					200,000
29	New Fire Department Specialized Vehicles			500,000			500,000
30	New Land/Right-of-Way Value Determination	20,000	20,000	20,000	20,000	20,000	100,000
31	New TASP Community Facility Building				1,050,000	15,150,000	16,200,000
32	New Transit Area Police Substation	310,000	690,000				1,000,000
33	Plan Community Center Building Assessment	150,000					150,000
TOTAL COST		9,184,000	16,625,000	870,000	1,070,000	15,170,000	42,919,000

PROJECTS THAT HAVE UNIDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
10	3403 Fire Station Improvements		450,000	250,000	460,000	675,000	1,835,000
11	3406 City Building Improvements		500,000	500,000	500,000	500,000	2,000,000
16	3422 City Buildings Roofing Repairs		400,000	350,000	150,000	150,000	1,050,000
19	3431 City Gateway Tree Planting			500,000	500,000	250,000	1,250,000
21	3435 2017-19 Finance System Upgrade		425,000	425,000			850,000
23	3438 Annual Tree Replacement Program		150,000	150,000	150,000	150,000	600,000
24	3445 Public Safety/DPW Disaster Plan Update		150,000				150,000
26	3716 City Parking Lot Rehabilitation Program		150,000	450,000	50,000		650,000
29	New Fire Department Specialized Vehicles		350,000	400,000			750,000
34	Plan Fire Department SCBA Replacement		800,000				800,000
35	Plan Fire Station #3 Replacement			2,000,000	5,600,000	13,900,000	21,500,000
36	Plan Sports Center Baseball Field Renovation					2,000,000	2,000,000
TOTAL COST		0	3,375,000	5,025,000	7,410,000	17,625,000	33,435,000

TOTAL COMMUNITY IMPROVEMENT NEEDS	9,184,000	20,000,000	5,895,000	8,480,000	32,795,000	76,354,000
--	------------------	-------------------	------------------	------------------	-------------------	-------------------

- (1) "New" projects listed are new to CIP
 (2) "Plan" are projects approved in prior CIP years
 (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

PARK IMPROVEMENT PROJECTS SUMMARY

PROJECTS THAT HAVE IDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
45	2005 Lower Penitencia Creek Pedestrian Bridge	160,000					160,000
46	3424 Citywide Park Rehabilitation	75,000	600,000				675,000
47	5108 Sports Fields Turf Rehabilitation Prog.			225,000	225,000	225,000	675,000
48	5110 Sandalwood Park Renovation	150,000					150,000
49	5112 Carlo Park	875,000					875,000
50	5113 Minor Sports Courts Rehabilitation	225,000	225,000				450,000
51	New (Rmb) TASP Linear Trails	3,270,000					3,270,000
52	New (Rmb) Trade Zone/Montague Park - North	3,100,000					3,100,000
53	New Parks and Recreation Master Plan Update	600,000					600,000
54	New TASP Subdistrict Park				6,325,000	2,050,000	8,375,000
55	New Trade Zone/Montague Park - Central		4,150,000				4,150,000
TOTAL COST		8,455,000	4,975,000	225,000	6,550,000	2,275,000	22,480,000

PROJECTS THAT HAVE UNIDENTIFIED FUNDING SOURCES

PG. NO.		2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
46	3424 Citywide Park Rehabilitation			150,000	50,000	50,000	250,000
50	5113 Minor Sports Courts Rehabilitation			225,000	225,000	250,000	700,000
56	Plan Ben Rogers Park Renovation			350,000	4,050,000		4,400,000
57	Plan Calaveras Ridge Park		300,000	2,325,000			2,625,000
58	Plan Dixon Landing Park Renovation				450,000	4,100,000	4,550,000
59	Plan Foothill Park Renovation			400,000	3,050,000		3,450,000
60	Plan Hidden Lake Park Renovation				400,000	2,575,000	2,975,000
61	Plan Higuera Adobe Caretaker Cottage Renovati			170,000			170,000
62	Plan Midtown Area Parks		800,000				800,000
63	Plan Murphy Park Renovation			400,000	4,100,000		4,500,000
64	Plan Peter D. Gill Park Renovation				475,000	4,075,000	4,550,000
65	Plan Robert E. Browne Park Renovation				500,000	4,100,000	4,600,000
66	Plan Sinnott Park Renovation		350,000	3,150,000			3,500,000
67	Plan Starlite Park Renovation			350,000	3,550,000		3,900,000
68	Plan Strickroth Park Renovation				350,000	3,850,000	4,200,000
TOTAL COST		0	1,450,000	7,520,000	17,200,000	19,000,000	45,170,000

TOTAL PARK IMPROVEMENT NEEDS	8,455,000	6,425,000	7,745,000	23,750,000	21,275,000	67,650,000
-------------------------------------	------------------	------------------	------------------	-------------------	-------------------	-------------------

- (1) "New" projects listed are new to CIP
(2) "Plan" are projects approved in prior CIP years
(3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
(4) "Other" are identified on detailed project sheets.

City of Milpitas

2019-24 CAPITAL IMPROVEMENT PROGRAM

STREET IMPROVEMENT PROJECTS SUMMARY

PROJECTS THAT HAVE IDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
77	2008	Montague Ped. Overcrossing at Piper Dr.	-2,700,000				-2,700,000
78	2008	Montague Ped. Overcrossing at Piper Dr.	-2,700,000				-2,700,000
83	3402	McCarthy Blvd. LLMD Improvement 95-1	85,000	85,000	85,000	85,000	425,000
84	3411	Sinclair LLMD Improvements 98-1	23,000	23,000	23,000	23,000	115,000
86	3426	Annual Sidewalk, Curb & Gutter Repair	350,000	350,000	350,000		1,050,000
87	3430	Midtown Street Light Project	-2,350,000				-2,350,000
88	3440	Annual Street Light, Signal, and Signage	150,000	275,000			425,000
89	3449	Street Landscape Irrigation Repair	150,000				150,000
90	3451	The Pines Pilot Parking Permit Program		230,000			230,000
92	4281	TASP Underground Utility District	245,000				245,000
93	4283	ADA Curb Ramp Transition Program	300,000	300,000	300,000	300,000	1,500,000
94	4290	Annual Bridge Rehabilitation	175,000	75,000	75,000		325,000
95	4291	Street Resurfacing Project 2018-19	9,415				9,415
96	New	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR	850,000				850,000
97	New	Citywide Traffic Modeling	400,000				400,000
98	New	Citywide Traffic Safety Assessment	400,000				400,000
99	New	Costa Street Plan Line Study	125,000				125,000
100	New	Enhanced Crosswalk Striping and Beacons	500,000				500,000
101	New	Feasibility of POCs at VTA Light Rail Platforms	200,000				200,000
102	New	Green Bike Lane Installation	300,000				300,000
103	New	Montague Expressway Widening - West				20,200,000	20,200,000
104	New	Pilot Street Sweeping Program	500,000				500,000
105	New	Radar Speed Feedback Signage	200,000				200,000
106	New	S. Milpitas Blvd. Veh. Bridge at Penitencia	1,025,000	8,375,000			9,400,000
107	New	SR237 HOV Lane Improvements	200,000				200,000
108	New	Street Pavement Restriping	200,000				200,000
109	New	Street Resurfacing Project 2023-24				4,600,000	4,600,000
110	New	TASP On-Street Parking Program	330,000				330,000
111	Plan	Montague Ped. Overcrossing at Penitencia	1,010,000			13,990,000	15,000,000
112	Plan	Street Resurfacing Project 2019-20	4,600,000				4,600,000
113	Plan	Street Resurfacing Project 2020-21		4,600,000			4,600,000
114	Plan	Street Resurfacing Project 2021-22			4,600,000		4,600,000
115	Plan	Street Resurfacing Project 2022-23			4,600,000		4,600,000
116	Plan	Traffic Management Enhancements 2021		200,000			200,000
117	Plan	Traffic Signal Installation		350,000			350,000
TOTAL COST		4,577,415	14,863,000	5,433,000	5,008,000	39,198,000	69,079,415

PROJECTS THAT HAVE UNIDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
85	3425	Utility Undergrounding 2017	1,300,000				1,300,000
86	3426	Annual Sidewalk, Curb & Gutter Repair			350,000	350,000	700,000
87	3430	Midtown Street Light Project	7,000,000				7,000,000
88	3440	Annual Street Light, Signal, and Signage		275,000	275,000	275,000	825,000
89	3449	Street Landscape Irrigation Repair	200,000	200,000	50,000	50,000	500,000
91	4267	Soundwall and Barrier Repair and Renovati		50,000	50,000	50,000	150,000
108	New	Street Pavement Restriping		200,000		200,000	400,000
TOTAL COST		0	8,500,000	725,000	725,000	925,000	10,875,000

TOTAL STREET IMPROVEMENT NEEDS	4,577,415	23,363,000	6,158,000	5,733,000	40,123,000	79,954,415
---------------------------------------	------------------	-------------------	------------------	------------------	-------------------	-------------------

- (1) "New" projects listed are new to CIP
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

WATER IMPROVEMENT PROJECTS SUMMARY

PROJECTS THAT HAVE IDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
127	2002 2nd SCVWD Water Reservoir & Pump Sta.					23,300,000	23,300,000
128	2009 SCVWD Second Water Supply Turnout					3,000,000	3,000,000
129	7076 Well Upgrade Project	3,500,000	3,000,000	6,000,000	4,400,000	100,000	17,000,000
130	7110 Hydrant Replacement Program	74,260	76,500	78,800	80,850	80,000	390,410
131	7112 Reservoir Cleaning					150,000	150,000
132	7117 Abel Street Pipeline Extension	500,000					500,000
133	7118 Dempsey Road Water Line Replacement	3,250,000					3,250,000
134	7121 Automated Meter Replacement Program	2,900,000	2,030,000	2,030,000	2,030,000		8,990,000
135	7127 Water Supervisory Control & Data Acquisition	1,000,000	5,500,000				6,500,000
136	7129 Recycled Water Pipeline Segment 1	-3,750,000					-3,750,000
137	7133 Minor Water Projects	100,000	100,000	100,000	100,000	100,000	500,000
138	7134 Water O&M Database Management					50,000	50,000
139	7135 Water Leak Detection & Condition Assessment	150,000	150,000	150,000	150,000	100,000	700,000
140	7136 Water Master Plan 2019	200,000					200,000
141	New (Rmb) TASP Recycled Water Distribution	800,000	500,000	300,000	300,000		1,900,000
142	Plan Los Coches Backbone				900,000	3,100,000	4,000,000
143	Plan Lower Berryessa Creek Water Line				1,025,000		1,025,000
148	Plan SCVWD Zone 1 Pressure Red. Valve	100,000		430,000			530,000
TOTAL COST		8,824,260	11,356,500	9,088,800	8,985,850	29,980,000	68,235,410

PROJECTS THAT HAVE UNIDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
136	7129 Recycled Water Pipeline Segment 1					5,000,000	5,000,000
144	Plan Recycled Water Pipeline Segment 2				4,755,000		4,755,000
145	Plan Recycled Water Pipeline Segment 3			3,507,000	8,450,000		11,957,000
146	Plan Recycled Water Pipeline Segment 4		6,200,000	13,400,000			19,600,000
147	Plan Recycled Water Pipeline Segment 5			3,305,000			3,305,000
TOTAL COST		0	6,200,000	20,212,000	13,205,000	5,000,000	44,617,000

TOTAL WATER IMPROVEMENT NEEDS	8,824,260	17,556,500	29,300,800	22,190,850	34,980,000	112,852,410
--------------------------------------	------------------	-------------------	-------------------	-------------------	-------------------	--------------------

- (1) "New" projects listed are new to CIP
(2) "Plan" are projects approved in prior CIP years
(3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
(4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SEWER IMPROVEMENT PROJECTS SUMMARY

PROJECTS THAT HAVE IDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
157	6118 SJ/SC Regional Waste Water Facility	25,190,050	12,524,799	5,960,104	8,884,263	4,547,885	57,107,101
158	6119 Sanitary Sewer Condition Assessment Prgm	50,000	50,000	50,000	50,000		200,000
159	6123 Sanitary Sewer Overflow Improvements			225,000	75,000		300,000
160	6124 Sewer Pump Station Rehab. Program	100,000	100,000	100,000	100,000		400,000
161	6126 Minor Sewer Projects	50,000	50,000	50,000	50,000		200,000
162	6127 Sanitary Supervisory Control & Data Acquisitio		1,550,000				1,550,000
163	6130 Main Lift Station Odor Emissions Control	1,950,000					1,950,000
164	6131 Sanitary Sewer Cathodic Protection Imprv.	900,000					900,000
165	6132 Sewer Master Plan 2019	300,000					300,000
166	New Sewer Line Replacement at E. Curtis					1,200,000	1,200,000
TOTAL COST		28,540,050	14,274,799	6,385,104	9,159,263	5,747,885	64,107,101

TOTAL SEWER IMPROVEMENT NEEDS	28,540,050	14,274,799	6,385,104	9,159,263	5,747,885	64,107,101
--------------------------------------	-------------------	-------------------	------------------	------------------	------------------	-------------------

(1) "New" projects listed are new to CIP

(2) "Plan" are projects approved in prior CIP years

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

STORM DRAIN IMPROVEMENT PROJECTS SUMMARY

PROJECTS THAT HAVE IDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
175	3700 Storm Drain System Rehabilitation	45,000	45,000	45,000			135,000
176	3709 Dempsey Road Storm Drain Replacement	260,000					260,000
177	3714 Flap Gate Replacement		125,000				125,000
178	3715 Storm Drain System Rehab 17-19		900,000				900,000
179	3717 Minor Storm Projects		100,000				100,000
184	Plan Storm Supervisory Control & Data Acquisition	200,000		850,000			1,050,000
TOTAL COST		505,000	1,170,000	895,000	0	0	2,570,000

PROJECTS THAT HAVE UNIDENTIFIED FUNDING SOURCES

PG. NO.	PROJECT	2019-20	2020-21	2021-22	2022-23	2023-24	TOTAL COST
175	3700 Storm Drain System Rehabilitation				45,000		45,000
177	3714 Flap Gate Replacement			125,000	125,000		250,000
179	3717 Minor Storm Projects			100,000	100,000		200,000
180	Plan Channel and Lagoon Dredging				1,500,000		1,500,000
181	Plan Jurgens Pump Station			10,000,000			10,000,000
182	Plan Oak Creek Pump Station Upgrade			2,175,000			2,175,000
183	Plan Penitencia Pump Station Replacement		5,000,000				5,000,000
184	Plan Storm Supervisory Control & Data Acquisiti				4,250,000		4,250,000
TOTAL COST		0	5,000,000	12,400,000	6,020,000	0	23,420,000

TOTAL STORM DRAIN IMPROVEMENT NEEDS	505,000	6,170,000	13,295,000	6,020,000	0	25,990,000
--	----------------	------------------	-------------------	------------------	----------	-------------------

(1) "New" projects listed are new to CIP

(2) "Plan" are projects approved in prior CIP years

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
COMMUNITY IMPROVEMENT PROJECTS SUMMARY

SUMMARY OF COSTS

PG. NO.	PROJECT	TOTAL COST	PRIOR YEARS	2019-20	2020-21	2021-22	2022-23	2023-24
9	2006 Transit Area Specific Plan Update	750,000	450,000	300,000	0	0	0	0
10	3403 Fire Station Improvements	3,655,000	1,095,000	725,000	450,000	250,000	460,000	675,000
11	3406 City Building Improvements	5,525,000	2,475,000	1,050,000	500,000	500,000	500,000	500,000
12	3415 PD Communications	4,555,000	4,455,000	0	100,000	0	0	0
13	3416 City General Plan Update	2,100,000	2,100,000	0	0	0	0	0
14	3418 City Std. Details, Guidelines, & Specs.	300,000	100,000	200,000	0	0	0	0
15	3421 Replacement Fire Station Alert System	393,000	363,000	30,000	0	0	0	0
16	3422 City Buildings Roofing Repairs	1,950,000	700,000	200,000	400,000	350,000	150,000	150,000
17	3427 Technology Projects	1,500,000	700,000	400,000	250,000	150,000	0	0
18	3428 Shuttle Study	100,000	80,000	20,000	0	0	0	0
19	3431 City Gateway Tree Planting	1,500,000	0	0	250,000	500,000	500,000	250,000
20	3434 Permitting Technology Improvement	550,000	400,000	150,000	0	0	0	0
21	3435 2017-19 Finance System Upgrade	2,000,000	1,150,000	0	425,000	425,000	0	0
22	3436 City Building ADA Compliance Review	160,000	110,000	50,000	0	0	0	0
23	3438 Annual Tree Replacement Program	1,279,000	350,000	329,000	150,000	150,000	150,000	150,000
24	3445 Public Safety/DPW Disaster Plan Update	250,000	100,000	0	150,000	0	0	0
25	3447 Fire Station #2 Replacement	20,720,000	1,220,000	4,300,000	15,000,000	200,000	0	0
26	3716 City Parking Lot Rehabilitation Program	990,000	90,000	250,000	150,000	450,000	50,000	0
27	New ALPRs and Security Cameras	815,000	0	500,000	315,000	0	0	0
28	New Climate Action Plan Update	200,000	0	200,000	0	0	0	0
29	New Fire Department Specialized Vehicles	1,250,000	0	0	350,000	900,000	0	0
30	New Land/Right-of-Way Value Determination	100,000	0	20,000	20,000	20,000	20,000	20,000
31	New TASP Community Facility Building	16,200,000	0	0	0	0	1,050,000	15,150,000
32	New Transit Area Police Substation	1,000,000	0	310,000	690,000	0	0	0
33	Plan Community Center Building Assessment	150,000	0	150,000	0	0	0	0
34	Plan Fire Department SCBA Replacement	800,000	0	0	800,000	0	0	0
35	Plan Fire Station #3 Replacement	21,500,000	0	0	0	2,000,000	5,600,000	13,900,000
36	Plan Sports Center Baseball Field Renovation	2,000,000	0	0	0	0	0	2,000,000
Defunding Subtotal								
Funding Subtotal								
TOTAL COST		\$92,292,000	\$15,938,000	\$9,184,000	\$20,000,000	\$5,895,000	\$8,480,000	\$32,795,000

SUMMARY OF AVAILABLE FINANCING

General Government CIP Fund	7,025,000	2,615,000	0	0	0
Equipment Replacement Fund	0	0	0	0	0
Other	2,159,000	14,010,000	870,000	1,070,000	15,170,000
Unidentified Funding	0	3,375,000	5,025,000	7,410,000	17,625,000
TOTAL AVAILABLE	\$9,184,000	\$20,000,000	\$5,895,000	\$8,480,000	\$32,795,000

NOTES

- (1) "New" projects listed are new to CIP
(2) "Plan" are projects approved in prior CIP years
(3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Community Improvement

			2019-20				
			General Government CIP Fund	Equipment Replacement Fund	Other	Unidentified Funding	(n/a)
PG	PROJECT						
9	2006	Transit Area Specific Plan Update	0	0	300,000	0	
10	3403	Fire Station Improvements	725,000	0	0	0	
11	3406	City Building Improvements	1,050,000	0	0	0	
12	3415	PD Communications	0	0	0	0	
13	3416	City General Plan Update	0	0	0	0	
14	3418	City Std. Details, Guidelines, & Specs.	(100,000)	0	300,000	0	
15	3421	Replacement Fire Station Alert System	30,000	0	0	0	
16	3422	City Buildings Roofing Repairs	200,000	0	0	0	
17	3427	Technology Projects	(650,000)	0	1,050,000	0	
18	3428	Shuttle Study	20,000	0	0	0	
19	3431	City Gateway Tree Planting	0	0	0	0	
20	3434	Permitting Technology Improvement	0	0	150,000	0	
21	3435	2017-19 Finance System Upgrade	0	0	0	0	
22	3436	City Building ADA Compliance Review	50,000	0	0	0	
23	3438	Annual Tree Replacement Program	300,000	0	29,000	0	
24	3445	Public Safety/DPW Disaster Plan Update	0	0	0	0	
25	3447	Fire Station #2 Replacement	4,300,000	0	0	0	
26	3716	City Parking Lot Rehabilitation Program	250,000	0	0	0	
27	New	<i>ALPRs and Security Cameras</i>	<i>500,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	
28	New	<i>Climate Action Plan Update</i>	<i>200,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	
29	New	<i>Fire Department Specialized Vehicles</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	
30	New	<i>Land/Right-of-Way Value Determination</i>	<i>0</i>	<i>0</i>	<i>20,000</i>	<i>0</i>	
31	New	<i>TASP Community Facility Building</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	
32	New	<i>Transit Area Police Substation</i>	<i>0</i>	<i>0</i>	<i>310,000</i>	<i>0</i>	
33	Plan	Community Center Building Assessment	150,000	0	0	0	
34	Plan	Fire Department SCBA Replacement	0	0	0	0	
35	Plan	Fire Station #3 Replacement	0	0	0	0	
36	Plan	Sports Center Baseball Field Renovation	0	0	0	0	
Total Defunding by Funding Source			(750,000)	(0)	(0)	(0)	
Total Funding by Funding Source			7,775,000	0	2,159,000	0	
Subtotal by Funding Source			7,025,000	0	2,159,000	0	
Subtotal by Year			9,184,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Community Improvement

			2020-21				
			General Government CIP Fund	Equipment Replacement Fund	Other	Unidentified Funding	(n/a)
PG	PROJECT						
9	2006	Transit Area Specific Plan Update	0	0	0	0	
10	3403	Fire Station Improvements	0	0	0	450,000	
11	3406	City Building Improvements	0	0	0	500,000	
12	3415	PD Communications	100,000	0	0	0	
13	3416	City General Plan Update	0	0	0	0	
14	3418	City Std. Details, Guidelines, & Specs.	0	0	0	0	
15	3421	Replacement Fire Station Alert System	0	0	0	0	
16	3422	City Buildings Roofing Repairs	0	0	0	400,000	
17	3427	Technology Projects	0	0	250,000	0	
18	3428	Shuttle Study	0	0	0	0	
19	3431	City Gateway Tree Planting	0	0	250,000	0	
20	3434	Permitting Technology Improvement	0	0	0	0	
21	3435	2017-19 Finance System Upgrade	0	0	0	425,000	
22	3436	City Building ADA Compliance Review	0	0	0	0	
23	3438	Annual Tree Replacement Program	0	0	0	150,000	
24	3445	Public Safety/DPW Disaster Plan Update	0	0	0	150,000	
25	3447	Fire Station #2 Replacement	2,200,000	0	12,800,000	0	
26	3716	City Parking Lot Rehabilitation Program	0	0	0	150,000	
27	New	<i>ALPRs and Security Cameras</i>	<i>315,000</i>	<i>0</i>	<i>0</i>	<i>0</i>	
28	New	<i>Climate Action Plan Update</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	
29	New	<i>Fire Department Specialized Vehicles</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>350,000</i>	
30	New	<i>Land/Right-of-Way Value Determination</i>	<i>0</i>	<i>0</i>	<i>20,000</i>	<i>0</i>	
31	New	<i>TASP Community Facility Building</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	
32	New	<i>Transit Area Police Substation</i>	<i>0</i>	<i>0</i>	<i>690,000</i>	<i>0</i>	
33	Plan	Community Center Building Assessment	0	0	0	0	
34	Plan	Fire Department SCBA Replacement	0	0	0	800,000	
35	Plan	Fire Station #3 Replacement	0	0	0	0	
36	Plan	Sports Center Baseball Field Renovation	0	0	0	0	
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	
Total Funding by Funding Source			2,615,000	0	14,010,000	3,375,000	
Subtotal by Funding Source			2,615,000	0	14,010,000	3,375,000	
Subtotal by Year			20,000,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Community Improvement

PG	PROJECT	2021-22				
		General Government CIP Fund	Equipment Replacement Fund	Other	Unidentified Funding	(n/a)
9	2006 Transit Area Specific Plan Update	0	0	0	0	
10	3403 Fire Station Improvements	0	0	0	250,000	
11	3406 City Building Improvements	0	0	0	500,000	
12	3415 PD Communications	0	0	0	0	
13	3416 City General Plan Update	0	0	0	0	
14	3418 City Std. Details, Guidelines, & Specs.	0	0	0	0	
15	3421 Replacement Fire Station Alert System	0	0	0	0	
16	3422 City Buildings Roofing Repairs	0	0	0	350,000	
17	3427 Technology Projects	0	0	150,000	0	
18	3428 Shuttle Study	0	0	0	0	
19	3431 City Gateway Tree Planting	0	0	0	500,000	
20	3434 Permitting Technology Improvement	0	0	0	0	
21	3435 2017-19 Finance System Upgrade	0	0	0	425,000	
22	3436 City Building ADA Compliance Review	0	0	0	0	
23	3438 Annual Tree Replacement Program	0	0	0	150,000	
24	3445 Public Safety/DPW Disaster Plan Update	0	0	0	0	
25	3447 Fire Station #2 Replacement	0	0	200,000	0	
26	3716 City Parking Lot Rehabilitation Program	0	0	0	450,000	
27	New ALPRs and Security Cameras	0	0	0	0	
28	New Climate Action Plan Update	0	0	0	0	
29	New Fire Department Specialized Vehicles	0	0	500,000	400,000	
30	New Land/Right-of-Way Value Determination	0	0	20,000	0	
31	New TASP Community Facility Building	0	0	0	0	
32	New Transit Area Police Substation	0	0	0	0	
33	Plan Community Center Building Assessment	0	0	0	0	
34	Plan Fire Department SCBA Replacement	0	0	0	0	
35	Plan Fire Station #3 Replacement	0	0	0	2,000,000	
36	Plan Sports Center Baseball Field Renovation	0	0	0	0	
Total Defunding by Funding Source		(0)	(0)	(0)	(0)	
Total Funding by Funding Source		0	0	870,000	5,025,000	
Subtotal by Funding Source		0	0	870,000	5,025,000	
Subtotal by Year		5,895,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Community Improvement

			2022-23				
			General Government CIP Fund	Equipment Replacement Fund	Other	Unidentified Funding	(n/a)
PG	PROJECT						
9	2006	Transit Area Specific Plan Update	0	0	0	0	
10	3403	Fire Station Improvements	0	0	0	460,000	
11	3406	City Building Improvements	0	0	0	500,000	
12	3415	PD Communications	0	0	0	0	
13	3416	City General Plan Update	0	0	0	0	
14	3418	City Std. Details, Guidelines, & Specs.	0	0	0	0	
15	3421	Replacement Fire Station Alert System	0	0	0	0	
16	3422	City Buildings Roofing Repairs	0	0	0	150,000	
17	3427	Technology Projects	0	0	0	0	
18	3428	Shuttle Study	0	0	0	0	
19	3431	City Gateway Tree Planting	0	0	0	500,000	
20	3434	Permitting Technology Improvement	0	0	0	0	
21	3435	2017-19 Finance System Upgrade	0	0	0	0	
22	3436	City Building ADA Compliance Review	0	0	0	0	
23	3438	Annual Tree Replacement Program	0	0	0	150,000	
24	3445	Public Safety/DPW Disaster Plan Update	0	0	0	0	
25	3447	Fire Station #2 Replacement	0	0	0	0	
26	3716	City Parking Lot Rehabilitation Program	0	0	0	50,000	
27	New	<i>ALPRs and Security Cameras</i>	0	0	0	0	
28	New	<i>Climate Action Plan Update</i>	0	0	0	0	
29	New	<i>Fire Department Specialized Vehicles</i>	0	0	0	0	
30	New	<i>Land/Right-of-Way Value Determination</i>	0	0	20,000	0	
31	New	<i>TASP Community Facility Building</i>	0	0	1,050,000	0	
32	New	<i>Transit Area Police Substation</i>	0	0	0	0	
33	Plan	Community Center Building Assessment	0	0	0	0	
34	Plan	Fire Department SCBA Replacement	0	0	0	0	
35	Plan	Fire Station #3 Replacement	0	0	0	5,600,000	
36	Plan	Sports Center Baseball Field Renovation	0	0	0	0	
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	
Total Funding by Funding Source			0	0	1,070,000	7,410,000	
Subtotal by Funding Source			0	0	1,070,000	7,410,000	
Subtotal by Year			8,480,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Community Improvement

			2023-24				
			General Government CIP Fund	Equipment Replacement Fund	Other	Unidentified Funding	(n/a)
PG	PROJECT						
9	2006	Transit Area Specific Plan Update	0	0	0	0	
10	3403	Fire Station Improvements	0	0	0	675,000	
11	3406	City Building Improvements	0	0	0	500,000	
12	3415	PD Communications	0	0	0	0	
13	3416	City General Plan Update	0	0	0	0	
14	3418	City Std. Details, Guidelines, & Specs.	0	0	0	0	
15	3421	Replacement Fire Station Alert System	0	0	0	0	
16	3422	City Buildings Roofing Repairs	0	0	0	150,000	
17	3427	Technology Projects	0	0	0	0	
18	3428	Shuttle Study	0	0	0	0	
19	3431	City Gateway Tree Planting	0	0	0	250,000	
20	3434	Permitting Technology Improvement	0	0	0	0	
21	3435	2017-19 Finance System Upgrade	0	0	0	0	
22	3436	City Building ADA Compliance Review	0	0	0	0	
23	3438	Annual Tree Replacement Program	0	0	0	150,000	
24	3445	Public Safety/DPW Disaster Plan Update	0	0	0	0	
25	3447	Fire Station #2 Replacement	0	0	0	0	
26	3716	City Parking Lot Rehabilitation Program	0	0	0	0	
27	New	<i>ALPRs and Security Cameras</i>	0	0	0	0	
28	New	<i>Climate Action Plan Update</i>	0	0	0	0	
29	New	<i>Fire Department Specialized Vehicles</i>	0	0	0	0	
30	New	<i>Land/Right-of-Way Value Determination</i>	0	0	20,000	0	
31	New	<i>TASP Community Facility Building</i>	0	0	15,150,000	0	
32	New	<i>Transit Area Police Substation</i>	0	0	0	0	
33	Plan	Community Center Building Assessment	0	0	0	0	
34	Plan	Fire Department SCBA Replacement	0	0	0	0	
35	Plan	Fire Station #3 Replacement	0	0	0	13,900,000	
36	Plan	Sports Center Baseball Field Renovation	0	0	0	2,000,000	
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	
Total Funding by Funding Source			0	0	15,170,000	17,625,000	
Subtotal by Funding Source			0	0	15,170,000	17,625,000	
Subtotal by Year			32,795,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	2006 Transit Area Specific Plan Update	1

CONTACT: Ned Thomas [3273] / Jessica Garner [3284]

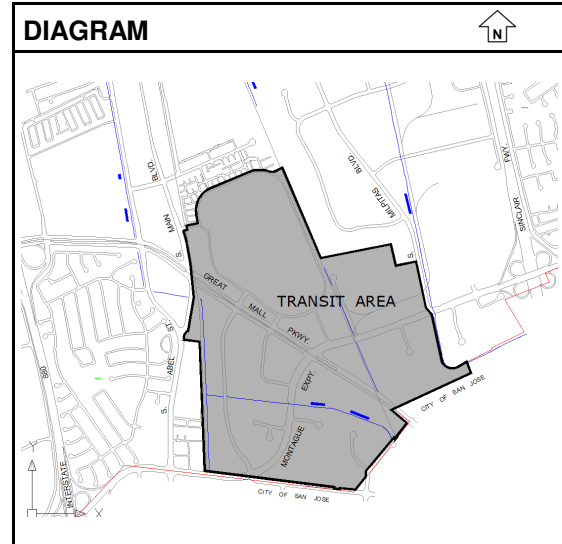
PRIORITY: Economic Development and Job Growth

DESCRIPTION

The Transit Area Specific Plan (TASP) was approved in 2008. There have been minor amendments to TASP focused primarily on individual properties, but no comprehensive evaluation of the plan and the effectiveness of its implementation has been made. Approximately 95% of the housing planned and cleared under CEQA for the area have been entitled or constructed. Approximately 50% of retail uses and none of the office have been developed. An evaluation of development projects proposed, entitled, or constructed; processes and regulations for development; changes to the land use diagram; and remaining development capacity should be undertaken. This project will include an update to the TASP EIR to provide environmental clearance for additional residential development.

NOTES:

Staff has identified a number of administrative and conflicting development regulations that create confusion in the processing of TASP. Resolving these issues will improve the City's review process. Importantly, the plan anticipates office and commercial development at a scale that has not been forthcoming, therefore staff recommends a re-evaluation of the land use designations to better achieve these expectations, or to develop new goals and expectations for the remaining undeveloped properties. Funding added to FY2019-20 for consultant services to update TASP. A related study of the TASP fee structure is underway. TASP ID: DB#44.



Uncommitted Balance as of 3/31/2019: \$390,055

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	300,000	0	0	0	0	300,000
Administration	25,000	0	0	0	0	0	25,000
Other	425,000	0	0	0	0	0	425,000
Totals	450,000	300,000	0	0	0	0	750,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	450,000	300,000	0	0	0	0	750,000
Totals	450,000	300,000	0	0	0	0	750,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3403 Fire Station Improvements	1

CONTACT: Tony Ndah [2602] / James Levers [2648]

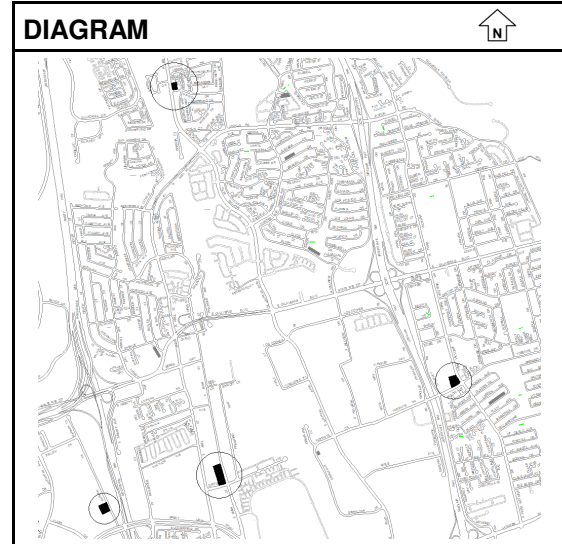
PRIORITY: Public Safety

DESCRIPTION

This project provides various minor improvements to fire stations including renovation or replacement of electrical and mechanical systems, HVAC systems, plumbing, parking lot repairs, emergency power generator systems, interior and exterior painting, replacement of floor coverings, restroom and shower facilities, kitchen improvements, re-roofing and other building and site related improvements. All work will be performed on a priority and funding availability basis.

NOTES:

Removal of carpets in Fire Stations 3 and 4 per National Fire Protection Association (NFPA) standards to reduce workplace cross contamination to start in FY2019-20. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$420,020

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	100,000	0	0	0	0	0	100,000
Administration	75,000	10,000	5,000	10,000	10,000	10,000	120,000
Inspection	75,000	10,000	5,000	10,000	10,000	10,000	120,000
Improvements	845,000	705,000	440,000	230,000	440,000	655,000	3,315,000
Totals	1,095,000	725,000	450,000	250,000	460,000	675,000	3,655,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	450,000	250,000	460,000	675,000	1,835,000
Transient Occupancy Tax (TOT)	700,000	0	0	0	0	0	700,000
General Government CIP Fund	395,000	725,000	0	0	0	0	1,120,000
Totals	1,095,000	725,000	450,000	250,000	460,000	675,000	3,655,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3406 City Building Improvements	1

CONTACT: Tony Ndah [2602] / James Levers [2648]

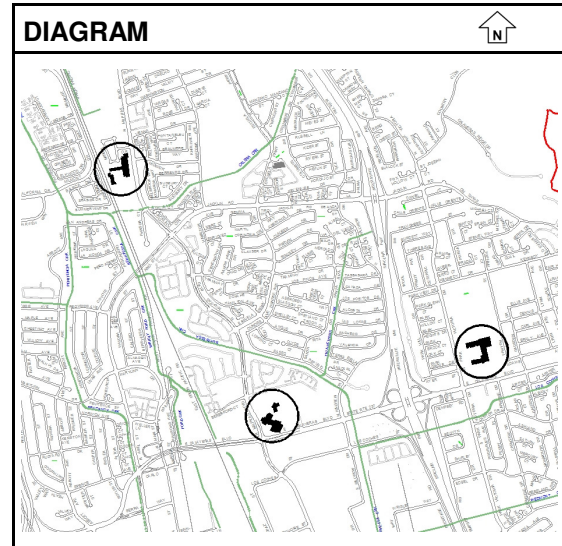
PRIORITY: Governance and Administration

DESCRIPTION

This project provides for repair, renovation, replacement, and improvements at City buildings including public works, police, senior center, community center, City Hall, library, parking garage, and the sports center. Work may include electrical and mechanical systems, pool equipment, motors/pumps, fountain repairs, leak repairs, emergency power, HVAC systems, painting, carpeting, code upgrades, space planning, interior remodels, replacement of City Hall desk tops, and other related improvements. Work may also include energy savings improvements, such as replacement of lighting fixtures with energy saving fixtures, and installation of a more efficient climate controls systems. Work will be completed on a priority and funding availability basis.

NOTES:

FY2018-19, staff conducted facility condition assessments for city buildings, replaced pump for City Hall pond, and initiated City Hall space planning. City Hall workstation upgrades, replacement of Police/Public Works buildings chiller compressors, and HVAC improvements at city facilities are planned for FY2019-20. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$427,946

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	90,000	0	0	0	0	0	90,000
Administration	45,000	50,000	0	0	0	0	95,000
Inspection	20,000	50,000	0	0	0	0	70,000
Improvements	1,920,000	950,000	500,000	500,000	500,000	500,000	4,870,000
Equipment	400,000	0	0	0	0	0	400,000
Totals	2,475,000	1,050,000	500,000	500,000	500,000	500,000	5,525,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Transient Occupancy Tax (TOT)	150,000	0	0	0	0	0	150,000
General Government CIP Fund	2,325,000	1,050,000	0	0	0	0	3,375,000
Unidentified Funding	0	0	500,000	500,000	500,000	500,000	2,000,000
Totals	2,475,000	1,050,000	500,000	500,000	500,000	500,000	5,525,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3415 PD Communications	1

CONTACT: Armando Corpuz [2534] / Richard Frawley [2824]

PRIORITY: Public Safety

DESCRIPTION

Per Federal Communications Commission (FCC) mandate, Santa Clara County and the Cities Managers Association agreed to jointly fund a countywide program for radio interoperability in 2001. The program also provides for a public safety radio and data communications network to improve emergency services. The City's financial contribution will support the completion of the communication improvements.

NOTES:

City Council approved cooperative purchase and installation of Motorola Solutions dispatch consoles equipment, APX subscriber equipment, and matching Location Systems Fire Station Alerting System in December 2018. Funding for FY2020-21 is for additional Motorola APX 8000 radios to complete the integration with the fire apparatus and mobile radios for Public Works.

Uncommitted Balance as of 3/31/2019: \$1,634,472

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	48,000	0	0	0	0	0	48,000
Improvements	1,005,000	0	0	0	0	0	1,005,000
Equipment	3,402,000	0	100,000	0	0	0	3,502,000
Totals	4,455,000	0	100,000	0	0	0	4,555,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	4,455,000	0	100,000	0	0	0	4,555,000
Totals	4,455,000	0	100,000	0	0	0	4,555,000

FINANCE NOTES

City Council 12/4/2018 - approved purchase of PD communication equipment including fire station alert system for \$2,350,591.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3416 City General Plan Update	1

CONTACT: Ned Thomas [3273] / Jessica Garner [3284]

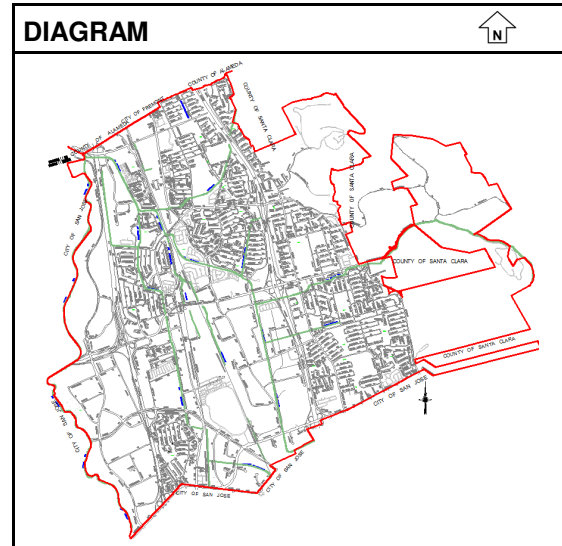
PRIORITY: Economic Development and Job Growth

DESCRIPTION

This is a comprehensive update of the City's General Plan, including community outreach and CEQA Analysis.

NOTES:

California state law requires that each city adopt and regularly update their General Plan. While it has been amended multiple times, the City's General Plan has not been comprehensively updated since it was adopted in 1994 (Housing Element update approved in 2015). The City is undergoing considerable change at an increasing pace, thus necessitating the update to assure future growth is consistent with the vision of the Community.



Uncommitted Balance as of 3/31/2019: \$884,311

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	100,000	0	0	0	0	0	100,000
Improvements	2,000,000	0	0	0	0	0	2,000,000
Totals	2,100,000	0	0	0	0	0	2,100,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Grants/Reimb./Developer Fees	1,500,000	(500,000)	0	0	0	0	1,000,000
Community Planning Fees	600,000	500,000	0	0	0	0	1,100,000
Totals	2,100,000	0	0	0	0	0	2,100,000

FINANCE NOTES

City Council 10/6/15 - project created and budget appropriation from Developer Fees.
 Developer Fee contribution for FY2015-16 are provided through Trumark/Lennar @ \$500,000, Waterstone/Lennar @ \$500,000.
 \$500k in prior year funding revised from Grants/Reimb./Developer Fees to Community Planning Fees in FY2019-20.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3418 City Std. Details, Guidelines, & Specs.	1

CONTACT: Steve Erickson [3301] / Kan Xu [3253]

PRIORITY: Governance and Administration

DESCRIPTION

This project provides for the update of the City's Engineering Standard Details, Guidelines, and Specifications document. This document provides minimum requirements for new public infrastructure constructed within the City. The Engineering Guidelines describe requirements and improvements for new developments constructed within the city.

NOTES:

Many of the existing standard details, materials specifications, and guideline requirements are over a decade old and refer to products that are no longer available and documents require updates. Additional funding for design consultant requested in FY2019-20. The update will be completed by summer 2020.

Uncommitted Balance as of 3/31/2019: \$99,599

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	70,000	180,000	0	0	0	0	250,000
Administration	10,000	20,000	0	0	0	0	30,000
Inspection	20,000	0	0	0	0	0	20,000
Totals	100,000	200,000	0	0	0	0	300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	100,000	(100,000)	0	0	0	0	0
Permit Automation Fund	0	300,000	0	0	0	0	300,000
Totals	100,000	200,000	0	0	0	0	300,000

FINANCE NOTES

\$100k in prior year funding revised from General Gov. CIP Fund to Permit Automation Fund in FY2019-20.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3421 Replacement Fire Station Alert System	1

CONTACT: Brian Sherrard [2811] / Richard Frawley [2824]

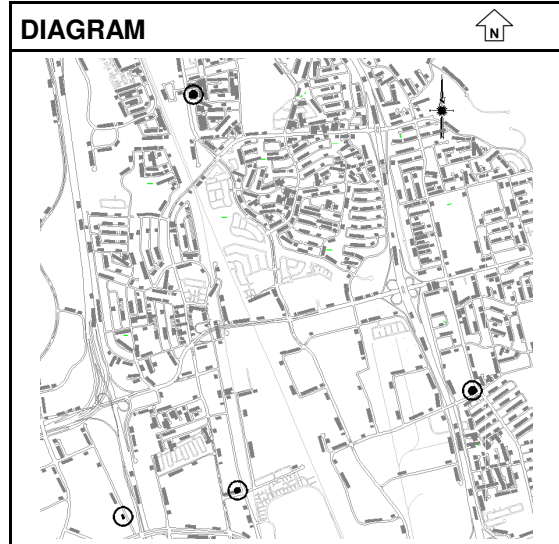
PRIORITY: Public Safety

DESCRIPTION

This project provides for installation of new dispatch systems at all four fire stations including coordination and interface with the city's 911 dispatch center. The current Fire Department emergency dispatch alert system is 17 years old with an expected life span of 20 years. The manufacturer of the Departments current system (Zetron) will no longer support the system.

NOTES:

Procurement of Motorola Fire Station Alert System (FSAS) and integration with the Silicon Valley Regional Communications System (SVRCS) was approved by City Council in December 2018. Cost for deployment is \$300k. Funding added to FY2019-20 for costs related to of FSAS integration with CAD and accessory facility items.



Uncommitted Balance as of 3/31/2019: \$52,598

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment	363,000	30,000	0	0	0	0	393,000
Totals	363,000	30,000	0	0	0	0	393,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	363,000	30,000	0	0	0	0	393,000
Totals	363,000	30,000	0	0	0	0	393,000

FINANCE NOTES

City Council 12/4/2018 - approved purchase of FSAS with PD communication equipment.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3422 City Buildings Roofing Repairs	1

CONTACT: Tony Ndah [2602] / James Levers [2648]

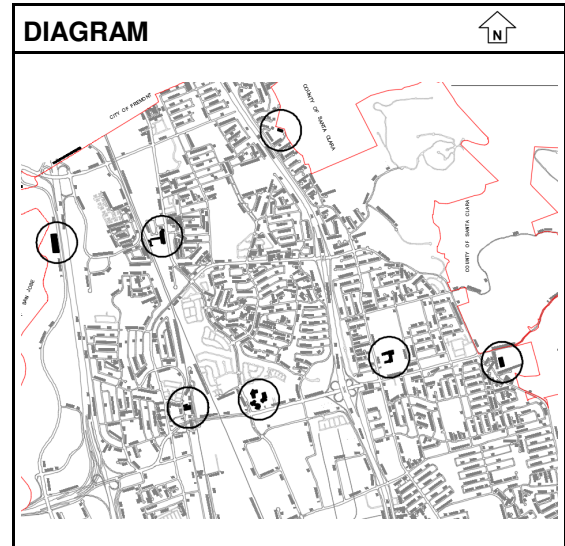
PRIORITY: Governance and Administration

DESCRIPTION

This project provides for roof repairs and replacements at City Buildings. Typically, a roof has a 20-year life. Repairs or replacements are required to prevent damages caused by moisture infiltration.

NOTES:

Roofing repairs were done at Higuera Adobe Park caretaker cottage and center building, except for clay tile roof which still needs repair. Starting FY2019-20, roof repairs are planned for Community Center, Milpitas Sports Center, and Fire Station 1. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$603,261

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	45,000	0	25,000	25,000	10,000	10,000	115,000
Inspection	45,000	0	25,000	25,000	10,000	10,000	115,000
Improvements	610,000	200,000	350,000	300,000	130,000	130,000	1,720,000
Totals	700,000	200,000	400,000	350,000	150,000	150,000	1,950,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	700,000	200,000	0	0	0	0	900,000
Unidentified Funding	0	0	400,000	350,000	150,000	150,000	1,050,000
Totals	700,000	200,000	400,000	350,000	150,000	150,000	1,950,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3427 Technology Projects	1

CONTACT: Mike Luu [2706]

PRIORITY: Governance and Administration

DESCRIPTION

This project provides for ongoing technology improvements and modernization to various City Departments for software and hardware specialty applications and upgrades. Project would include improvements to budget preparation software systems, citywide Geographic Information System (GIS) upgrades, network infrastructure, and the Engineering Divisions document management/record management/archival system and project tracking system.

NOTES:

Upgrades to security badge systems were deployed at City Hall, Senior Center, and Police/Public Works buildings. Upgrade to the Engineering Division's record management system is currently in progress to improve access and digital discovery of record drawings and archived documents. Funding requested in FY2019-2020 for development of CIP database application and improvements to GIS application for utility data (water, sewer, and storm utilities). Upgrades to utility GIS system supports Engineering, Planning, and Public Works departments to efficiently identify the location of underground utilities for new developments, plan reviews, and utility rehabilitation projects.

Uncommitted Balance as of 3/31/2019: \$274,787

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	0	250,000	100,000	0	0	0	350,000
Equipment	700,000	150,000	150,000	150,000	0	0	1,150,000
Totals	700,000	400,000	250,000	150,000	0	0	1,500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Permit Automation Fund	0	1,050,000	250,000	150,000	0	0	1,450,000
General Government CIP Fund	700,000	(650,000)	0	0	0	0	50,000
Totals	700,000	400,000	250,000	150,000	0	0	1,500,000

FINANCE NOTES

\$650k in prior year funding revised from General Gov. CIP Fund to Permit Automation Fund in FY2019-20.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3428 Shuttle Study	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

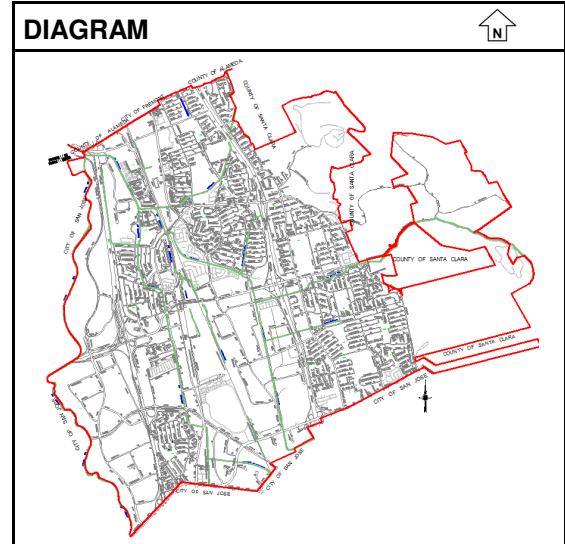
PRIORITY: Transportation and Transit

DESCRIPTION

This project funds a study to provide a citywide shuttle system. The study will explore the most effective routes, locations, times, types of partnerships, system costs, implementation schedule, budget, and funding opportunities.

NOTES:

FY2019-20 funding requested for staff to administer the Shuttle Study. Study to be completed by end of 2019.



Uncommitted Balance as of 3/31/2019: \$77,771

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	80,000	0	0	0	0	0	80,000
Administration	0	20,000	0	0	0	0	20,000
Totals	80,000	20,000	0	0	0	0	100,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	80,000	20,000	0	0	0	0	100,000
Totals	80,000	20,000	0	0	0	0	100,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3431 City Gateway Tree Planting	1

CONTACT: Ned Thomas [3273] / Steve Erickson [3301]

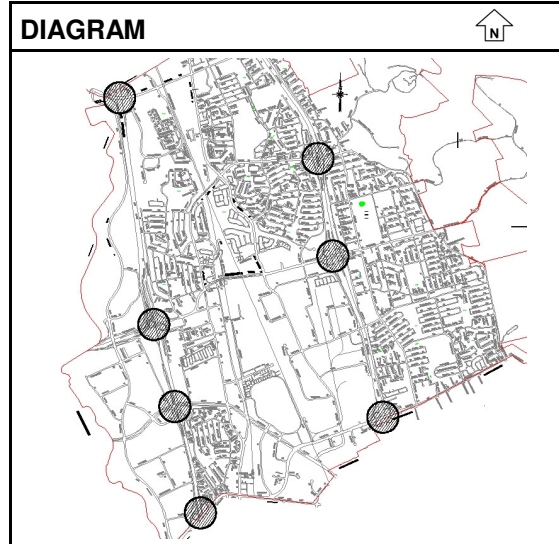
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project will provide for improvements to existing and new city gateway locations. Gateway improvements may include signage, landscape, irrigation, and trees. There are seven new gateway locations proposed around the City. The project is anticipated to be completed in phases with locations within the City right-of-way (ROW) to be completed first. Where ROW acquisitions are required, City staff will collaborate with necessary property owners and agencies with jurisdictions for the project.

NOTES:

The project is being coordinated with the City's General Plan Update. Six of the seven gateway locations are located outside City ROW. Coordination and agreement with these property owners will take additional time for implementation at these locations. The project will require time to negotiate agreements with Caltrans for landscape improvements and maintenance along State owned routes including 237, 680, and 880. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	100,000	100,000	100,000	0	300,000
Administration	0	0	15,000	15,000	15,000	0	45,000
Inspection	0	0	5,000	5,000	5,000	0	15,000
Improvements	0	0	130,000	380,000	380,000	250,000	1,140,000
Totals	0	0	250,000	500,000	500,000	250,000	1,500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	500,000	500,000	250,000	1,250,000
Community Benefit Fund	0	0	250,000	0	0	0	250,000
Totals	0	0	250,000	500,000	500,000	250,000	1,500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3434 Permitting Technology Improvement	1

CONTACT: Mike Luu [2706]

PRIORITY: Governance and Administration

DESCRIPTION

This ongoing project will provide enhancements to the existing Building and Engineering Departments' permitting automation system and will provide improvement to the electronic construction drawing submittal process used by City staff for permit issuance and fee collection in accordance with codes such as the California Building Code. Improvements will be made to the submission process, review, storage, and archival of different file formats. The project will streamline the presentation and retrieval of documents to the web and will ensure that systems operate efficiently for better customer service.

NOTES:

FY2019-20 funding to include software upgrades for engineering encroachment permit scheduling and management.

Uncommitted Balance as of 3/31/2019: \$200,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	400,000	150,000	0	0	0	0	550,000
Totals	400,000	150,000	0	0	0	0	550,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Permit Automation Fund	400,000	150,000	0	0	0	0	550,000
Totals	400,000	150,000	0	0	0	0	550,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Community Improvement	3435	2017-19 Finance System Upgrade	1

CONTACT: Jane Corpus [3125]

PRIORITY: Governance and Administration

DESCRIPTION

This project provides upgrades to keep our Financial system up to date. It is essential that the system be current in order to utilize technology efficiently and effectively. This major system includes General Ledger, Accounts Payable, Cash Collection, Payroll/Human Resources, Job Costing and Purchase Order. In addition, the Finance system also manages Budget Preparation, Business License, Investment Software and Fixed Asset systems.

NOTES:

Needs assessment for new Enterprise Resource Planning (ERP) application started in FY2018-19. Upgrades to existing Cayenta ERP planned for early 2019. Finance to investigate improvements required for operating and capital improvement program (CIP) budget applications to start FY2019-20. This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$729,465

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment	1,150,000	0	425,000	425,000	0	0	2,000,000
Totals	1,150,000	0	425,000	425,000	0	0	2,000,000
FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	1,150,000	0	0	0	0	0	1,150,000
Unidentified Funding	0	0	425,000	425,000	0	0	850,000
Totals	1,150,000	0	425,000	425,000	0	0	2,000,000

FINANCE NOTES

City Council 1/15/2019 - approval of Cayenta financial and utility billing software systems upgrades for \$419,892.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3436 City Building ADA Compliance Review	1

CONTACT: Steve Erickson [3301] / WooJae Kim [3355]

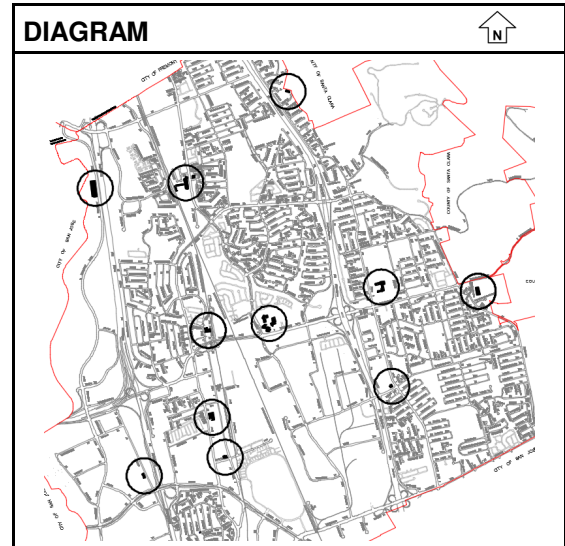
PRIORITY: Governance and Administration

DESCRIPTION

This project will provide for the review of all City Buildings constructed prior to 2000 to confirm compliance with access requirements in accordance with the Americans with Disabilities Act (ADA), and to identify any deficiencies and recommend improvements.

NOTES:

FY2019-20 funding requested to hire Certified Accessibility Specialist (CASP) to identify deficiencies and recommend improvements. Compliance review to be completed by spring 2020.



Uncommitted Balance as of 3/31/2019: \$108,230

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	100,000	50,000	0	0	0	0	150,000
Administration	10,000	0	0	0	0	0	10,000
Totals	110,000	50,000	0	0	0	0	160,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	110,000	50,000	0	0	0	0	160,000
Totals	110,000	50,000	0	0	0	0	160,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3438 Annual Tree Replacement Program	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the replacement of trees in areas where existing City trees are aging significantly and require replacement. The program will enhance the City's urban forest inventory, which includes over 15,000 City owned trees.

NOTES:

Comprehensive City trees assessment with maintenance needs was completed in 2018. Project will fund tree maintenance and may also fund required minor irrigation improvement and minor utility relocations for proper tree placement. This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$73,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	100,000	25,000	25,000	25,000	25,000	25,000	225,000
Improvements	250,000	304,000	125,000	125,000	125,000	125,000	1,054,000
Totals	350,000	329,000	150,000	150,000	150,000	150,000	1,279,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	350,000	300,000	0	0	0	0	650,000
Unidentified Funding	0	0	150,000	150,000	150,000	150,000	600,000
Grants/Reimb./Developer Fees	0	29,000	0	0	0	0	29,000
Totals	350,000	329,000	150,000	150,000	150,000	150,000	1,279,000

FINANCE NOTES

FY2019-20, \$29k reimbursement from PG&E.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3445 Public Safety/DPW Disaster Plan Update	1

CONTACT: Brian Sherrard [2811] / Toni-Lynn Charlop [2801]

PRIORITY: Public Safety

DESCRIPTION

This project provides for the update of the City's Emergency Action Plan used by the Police, Fire, and Public Works Departments to manage large scale emergencies including natural disasters. The project will update the existing plan and provide an assessment of available resources, equipment, and asset needed. The study would catalogue and inventory existing equipment, identify staff training needs, host training, and enhance the City's disaster cost recovery plan. The project will be completed in phases. Phase two will include the purchase of equipment and resources as identified in Phase 1.

NOTES:

Joint project with Fire and Finance Departments. Funding requested in FY2020-21 for emergency management training and equipment.

Uncommitted Balance as of 3/31/2019: \$100,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	75,000	0	100,000	0	0	0	175,000
Administration	25,000	0	0	0	0	0	25,000
Equipment	0	0	50,000	0	0	0	50,000
Totals	100,000	0	150,000	0	0	0	250,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	100,000	0	0	0	0	0	100,000
Unidentified Funding	0	0	150,000	0	0	0	150,000
Totals	100,000	0	150,000	0	0	0	250,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3447 Fire Station #2 Replacement	2

CONTACT: Steve Erickson [3301] / WooJae Kim [3355]

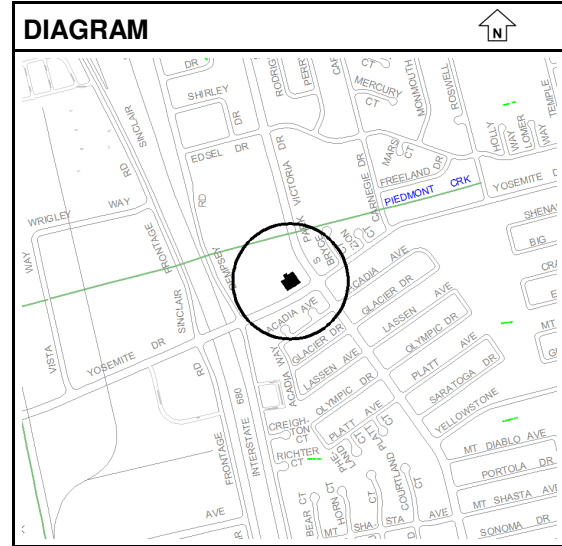
PRIORITY: Public Safety

DESCRIPTION

This project provides for the design and construction of a new replacement Fire Station #2. Fire Station #2, located on Yosemite Drive, was constructed in the late 1960's and has exceeded it's design life. The new fire station will be designed to meet the current "Essential Services Buildings" requirements as well as current Building and Fire Codes. It will be designed to provide for an additional Fire Apparatus bay as well as providing sustainable elements, gender equality/privacy, and operational efficiencies to improve response times. Work also includes construction of a temporary fire station, building demolition, site cleanup, furnishings, fixtures, & equipment (FF&E), and new site improvements.

NOTES:

Design for the project started in January 2019 and is anticipated to be completed by 2020. The heated construction market in the Milpitas area continues to present cost rise challenges. A construction management firm with fire station expertise is required during both design and construction phases to support staff for the project.



Uncommitted Balance as of 3/31/2019:

\$288,498

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	920,000	200,000	0	100,000	0	0	1,220,000
Administration	300,000	1,400,000	100,000	50,000	0	0	1,850,000
Inspection	0	100,000	300,000	50,000	0	0	450,000
Improvements	0	2,600,000	14,600,000	0	0	0	17,200,000
Totals	1,220,000	4,300,000	15,000,000	200,000	0	0	20,720,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	1,220,000	4,300,000	2,200,000	0	0	0	7,720,000
Revenue Bond	0	0	12,800,000	200,000	0	0	13,000,000
Totals	1,220,000	4,300,000	15,000,000	200,000	0	0	20,720,000

FINANCE NOTES

City Council 12/4/2018 - Mid-year Budget Appropriation of \$320k from General Gov. CIP Fund for design services.

City Council 2/26/2019 - Mid-year Budget Appropriation of \$250k from General Gov. CIP Fund for construction management services.

City Council 5/15/2019 - approved up to 20-year revenue bond financing for \$13M.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Community Improvement	3716	City Parking Lot Rehabilitation Program	1

CONTACT: Tony Ndah [2602] / James Levers [2648]

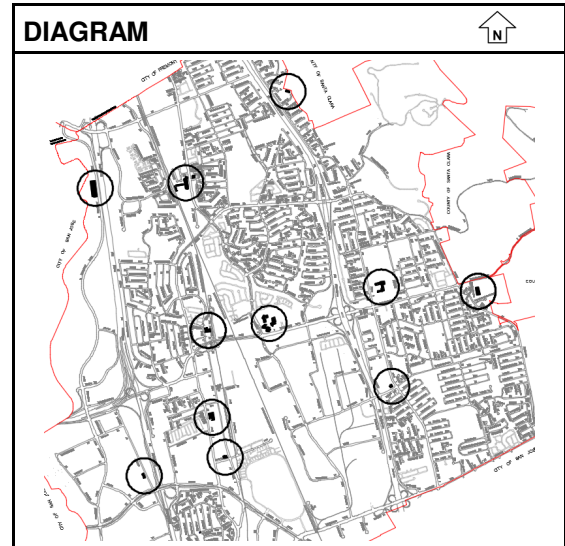
PRIORITY: Governance and Administration

DESCRIPTION

This project provides for the rehabilitation of City owned parking lots at City Buildings including City Hall, Public Works, Police Department, Community Center, Barbara Lee Senior Center, fire stations, and utility pump stations.

NOTES:

Public works to start work on parking lots at Fire Station #1, Milpitas Sports Center, and City Hall starting FY2019-20. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$71,170

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	10,000	25,000	10,000	20,000	0	0	65,000
Improvements	80,000	225,000	140,000	430,000	50,000	0	925,000
Totals	90,000	250,000	150,000	450,000	50,000	0	990,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	250,000	0	0	0	0	250,000
Sewer Fund	15,000	0	0	0	0	0	15,000
Storm Drain Fund	75,000	0	0	0	0	0	75,000
Unidentified Funding	0	0	150,000	450,000	50,000	0	650,000
Totals	90,000	250,000	150,000	450,000	50,000	0	990,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	New ALPRs and Security Cameras	1

CONTACT: Armando Corpuz [2534] / Kevin Moscuzza [2412]

PRIORITY: Public Safety

DESCRIPTION

This project will enable the Milpitas Police Department (PD) to install fixed video camera systems and automated license plate readers (ALPRs) to protect the community and critical infrastructure. The video camera systems and ALPRs will be placed at strategic points of ingress and egress within the City, high crime areas, and the Milpitas BART station in an effort to address criminal activity.

NOTES:

Project includes location assessment, installation, hardware, software, and on-site or cloud based data storage.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	0	0	15,000	0	0	0	15,000
Equipment	0	500,000	300,000	0	0	0	800,000
Totals	0	500,000	315,000	0	0	0	815,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	500,000	315,000	0	0	0	815,000
Totals	0	500,000	315,000	0	0	0	815,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	New Climate Action Plan Update	1

CONTACT: Tony Ndah [2602] / Elaine Marshall [2603]

PRIORITY: Environment

DESCRIPTION

This project provides an update to the Climate Action Plan (CAP) adopted by the City in 2013 and includes development and implementation of outreach and community engagement programs. CAP serves as the Greenhouse Gas (GHG) reduction strategy to meet the State's GHG reduction target by year 2020. Since the adoption of CAP, legislation was passed setting new mid and long-term Statewide emissions targets (40% reduction below 1990 levels by 2030; 80% reduction by 2050).

NOTES:

CAP update is needed to meet 2030 and 2050 reduction targets. Resources needed to support CAP programs shall be identified as part of the project.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	190,000	0	0	0	0	190,000
Administration	0	10,000	0	0	0	0	10,000
Totals	0	200,000	0	0	0	0	200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	200,000	0	0	0	0	200,000
Totals	0	200,000	0	0	0	0	200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	New Fire Department Specialized Vehicles	1

CONTACT: Brian Sherrard [2811] / Richard Frawley [2824]

PRIORITY: Public Safety

DESCRIPTION

This project provides for the replacement of one Fire Department wildland fire engine and one Urban Search and Rescue Vehicle.

NOTES:

The current wildland fire apparatus has reached the end of its service life and replacement is recommended in FY2020-21 at a cost of \$350,000. The Urban Search and Rescue Vehicle (USAR) has also reached the end of its service life and is recommended to be replaced with Heavy Rescue Vehicle in FY2021-22 at a cost of \$900,000. The project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment	0	0	350,000	900,000	0	0	1,250,000
Totals	0	0	350,000	900,000	0	0	1,250,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	350,000	400,000	0	0	750,000
Grants/Reimb./Developer Fees	0	0	0	500,000	0	0	500,000
Totals	0	0	350,000	900,000	0	0	1,250,000

FINANCE NOTES

Developer Fee: \$500,000 - Lyons Development (anticipating \$250k in FY2019-20 prior to hotel building permit issuance and \$250k in FY2020-21 prior to building occupancy).

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	New Land/Right-of-Way Value Determination	1

CONTACT: Steve Erickson [3301] / Kan Xu [3253]

PRIORITY: Economic Development and Job Growth

DESCRIPTION

This project will provide for the annual evaluation and determination of land and right-of-way fair market values within the City for the purpose of updating development fee calculations such as the park-in-lieu fee.

NOTES:

Land fair market values will be evaluated annually as recommended in the 2014 Transit Area Development Impact Fee Update Section 1.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	15,000	15,000	15,000	15,000	15,000	75,000
Administration	0	5,000	5,000	5,000	5,000	5,000	25,000
Totals	0	20,000	20,000	20,000	20,000	20,000	100,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	20,000	20,000	20,000	20,000	20,000	100,000
Totals	0	20,000	20,000	20,000	20,000	20,000	100,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	New TASP Community Facility Building	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

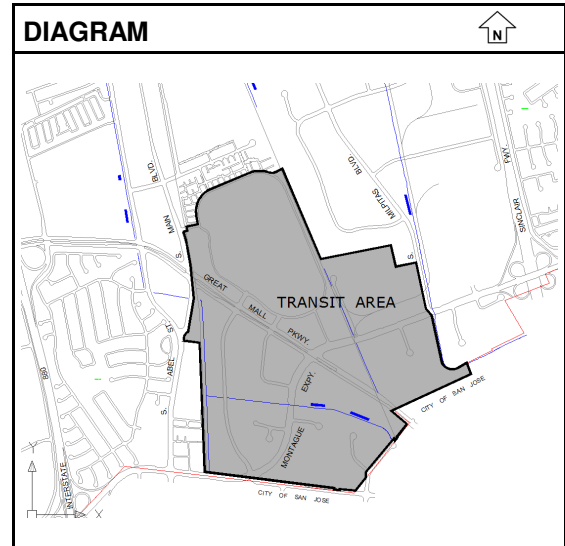
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for a new satellite community center/recreation facility within the Transit Area Specific Plan (TASP) area. The park location to be determined.

NOTES:

Location of TASP Community Facility Building not established. Current assumption is to build within an existing TASP City park. TASP ID: DB# 43.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	1,000,000	0	1,000,000
Administration	0	0	0	0	50,000	50,000	100,000
Inspection	0	0	0	0	0	100,000	100,000
Improvements	0	0	0	0	0	15,000,000	15,000,000
Totals	0	0	0	0	1,050,000	15,150,000	16,200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	0	0	0	1,050,000	15,150,000	16,200,000
Totals	0	0	0	0	1,050,000	15,150,000	16,200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	New Transit Area Police Substation	1

CONTACT: Armando Corpuz [2534] / Raj Maharaj [2416]

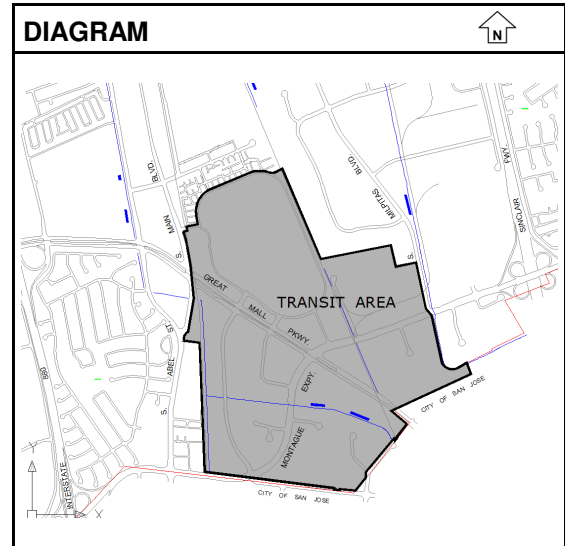
PRIORITY: Public Safety

DESCRIPTION

This project provides for an available commercial space within the Transit Area Specific Plan (TASP) area including tenant improvements and equipment to construct a new police substation.

NOTES:

A substation within TASP area will reduce response time and increase police presence. Design to start once space for substation is obtained. Improvement estimate is based on approximately 1,500 sq.ft. of tenant improvements.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	300,000	0	0	0	0	300,000
Administration	0	10,000	5,000	0	0	0	15,000
Inspection	0	0	10,000	0	0	0	10,000
Improvements	0	0	675,000	0	0	0	675,000
Totals	0	310,000	690,000	0	0	0	1,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	310,000	690,000	0	0	0	1,000,000
Totals	0	310,000	690,000	0	0	0	1,000,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	Plan Community Center Building Assessment	1

CONTACT: Steve Erickson [3301] / Renee Lorentzen [3409]

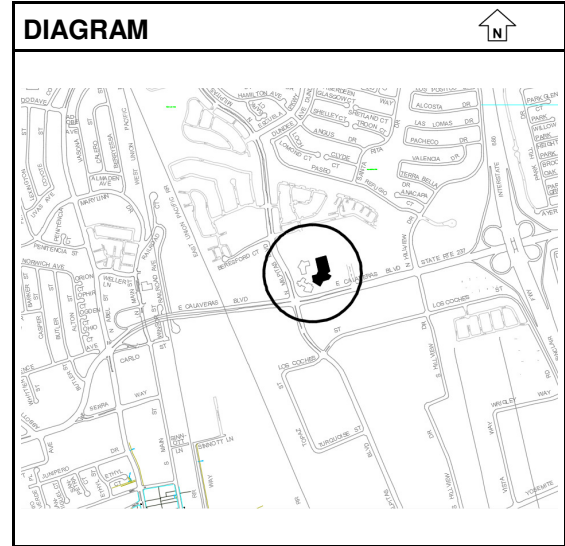
PRIORITY: Governance and Administration

DESCRIPTION

This project provides for the study and assessment of the Community Center building to address building safety and staff comfort and livability issues. The assessment study will review both the interior and exterior of the structure and provide recommendations for repairs and improvements to address structural problems; weather proofing; ADA access; electrical; plumbing; restroom and kitchen improvements; mechanical and HVAC upgrades; security; parking; lighting; window treatments; carpet and flooring replacement, desk, counter, furniture; fixtures; and equipment replacement.

NOTES:

The project will be completed in phases with phase one being the study and assessment. Future phases will be funded for the recommended repairs and improvements. Funding leftover from phase one completion will offset funds needed for repairs and improvement.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	140,000	0	0	0	0	140,000
Administration	0	10,000	0	0	0	0	10,000
Totals	0	150,000	0	0	0	0	150,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	150,000	0	0	0	0	150,000
Totals	0	150,000	0	0	0	0	150,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	Plan Fire Department SCBA Replacement	1

CONTACT: Brian Sherrard [2811] / Richard Frawley [2824]

PRIORITY: Public Safety

DESCRIPTION

This project will provide for the replacement of Fire Department Self Contained Breathing Apparatus (SCBA) equipment that has reached the end of its service life. SCBA pressurized air cylinders have a service life of 12 years per OSHA and NFPA requirements. The Fire Department has a total of 60 SCBA units to be replaced and the project will provide for an additional 120 spare air cylinders.

NOTES:

The project does not have an identified funding source and is not funded at this time. Fire Department applied for a grant requiring 20% matching fund. Grant approval to be announced summer 2019.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment	0	0	800,000	0	0	0	800,000
Totals	0	0	800,000	0	0	0	800,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	800,000	0	0	0	800,000
Totals	0	0	800,000	0	0	0	800,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	Plan Fire Station #3 Replacement	1

CONTACT: Steve Erickson [3301] / WooJae Kim [3355]

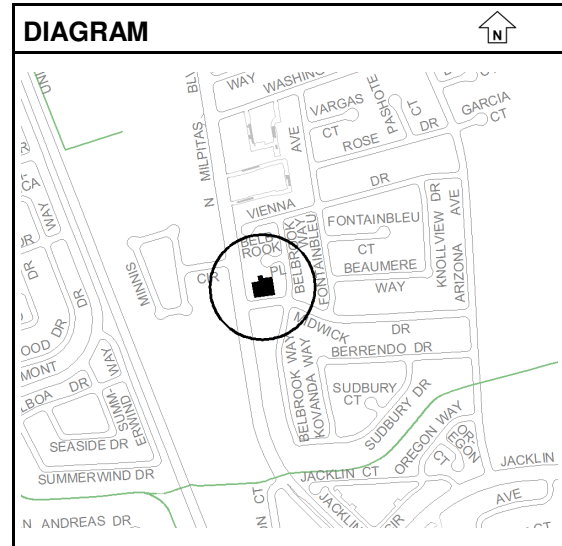
PRIORITY: Public Safety

DESCRIPTION

This project Provides for the design and construction for the replacement of Fire Station #3. Fire Station #3, located on Midwick Drive, was constructed in the late 1960's and has exceeded it's design life. The new fire station will be designed to meet the current "Essential Services Buildings" requirements as well as current Building and Fire Codes. It will be designed to provide for an additional Fire Apparatus bay as well as providing sustainable elements, gender equality/privacy, and operational efficiencies to improve response times. Work also includes construction of a temporary fire station, building demolition, site cleanup, furnishings, fixtures, & equipment (FF&E), and new site improvements.

NOTES:

Assessment report of Fire Station #3 was completed in December 2014. Findings warranted significant rebuild or replacement of the fire station. Project costs are based on estimates from Fire Station #2 Replacement project currently in design. A construction management firm with fire station expertise is required during both design and construction phases to support staff for the project. This project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	1,000,000	100,000	0	1,100,000
Administration	0	0	0	1,000,000	400,000	100,000	1,500,000
Inspection	0	0	0	0	100,000	300,000	400,000
Improvements	0	0	0	0	5,000,000	13,500,000	18,500,000
Totals	0	0	0	2,000,000	5,600,000	13,900,000	21,500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	2,000,000	5,600,000	13,900,000	21,500,000
Totals	0	0	0	2,000,000	5,600,000	13,900,000	21,500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	Plan Sports Center Baseball Field Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

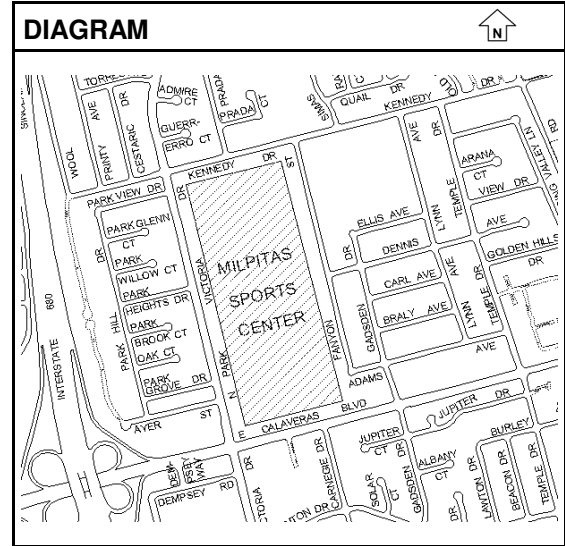
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction to renovate the Sports Center baseball fields. Field improvements include ADA access, turf lawn restoration, irrigation repairs, and drainage improvement and miscellaneous repairs.

NOTES:

The funding needed in FY2023-24 is for design and administration costs. The cost to renovate the two baseball fields in FY2024-25 is estimated at \$17M. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	0	1,900,000	1,900,000
Administration	0	0	0	0	0	100,000	100,000
Totals	0	0	0	0	0	2,000,000	2,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	0	2,000,000	2,000,000
Totals	0	0	0	0	0	2,000,000	2,000,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
PARK IMPROVEMENT PROJECTS SUMMARY

SUMMARY OF COSTS

PG. NO.	PROJECT	TOTAL COST	PRIOR YEARS	2019-20	2020-21	2021-22	2022-23	2023-24
45	2005 Lower Penitencia Creek Pedestrian Bridge	1,825,000	1,665,000	160,000	0	0	0	0
46	3424 Citywide Park Rehabilitation	1,700,000	775,000	75,000	600,000	150,000	50,000	50,000
47	5108 Sports Fields Turf Rehabilitation Prog.	1,125,000	450,000	0	0	225,000	225,000	225,000
48	5110 Sandalwood Park Renovation	2,325,000	2,175,000	150,000	0	0	0	0
49	5112 Carlo Park	1,100,000	225,000	875,000	0	0	0	0
50	5113 Minor Sports Courts Rehabilitation	1,375,000	225,000	225,000	225,000	225,000	225,000	250,000
51	New (Rmb) TASP Linear Trails	3,270,000	0	3,270,000	0	0	0	0
52	New (Rmb) Trade Zone/Montague Park - North	3,100,000	0	3,100,000	0	0	0	0
53	New Parks and Recreation Master Plan Update	600,000	0	600,000	0	0	0	0
54	New TASP Subdistrict Park	8,375,000	0	0	0	0	6,325,000	2,050,000
55	New Trade Zone/Montague Park - Central	4,150,000	0	0	4,150,000	0	0	0
56	Plan Ben Rogers Park Renovation	4,400,000	0	0	0	350,000	4,050,000	0
57	Plan Calaveras Ridge Park	2,625,000	0	0	300,000	2,325,000	0	0
58	Plan Dixon Landing Park Renovation	4,550,000	0	0	0	0	450,000	4,100,000
59	Plan Foothill Park Renovation	3,450,000	0	0	0	400,000	3,050,000	0
60	Plan Hidden Lake Park Renovation	2,975,000	0	0	0	0	400,000	2,575,000
61	Plan Higuera Adobe Caretaker Cottage Renovation	170,000	0	0	0	170,000	0	0
62	Plan Midtown Area Parks	800,000	0	0	800,000	0	0	0
63	Plan Murphy Park Renovation	4,500,000	0	0	0	400,000	4,100,000	0
64	Plan Peter D. Gill Park Renovation	4,550,000	0	0	0	0	475,000	4,075,000
65	Plan Robert E. Browne Park Renovation	4,600,000	0	0	0	0	500,000	4,100,000
66	Plan Sinnott Park Renovation	3,500,000	0	0	350,000	3,150,000	0	0
67	Plan Starlite Park Renovation	3,900,000	0	0	0	350,000	3,550,000	0
68	Plan Strickroth Park Renovation	4,200,000	0	0	0	0	350,000	3,850,000

Defunding Subtotal

Funding Subtotal

TOTAL COST

\$73,165,000 \$5,515,000 \$8,455,000 \$6,425,000 \$7,745,000 \$23,750,000 \$21,275,000

SUMMARY OF AVAILABLE FINANCING

Park Fund	(1,100,000)	0	0	0	0
Midtown Park Fund	1,475,000	525,000	225,000	225,000	225,000
General Government CIP Fund	1,250,000	300,000	0	0	0
Other	6,830,000	4,150,000	0	6,325,000	2,050,000
Unidentified Funding	0	1,450,000	7,520,000	17,200,000	19,000,000
TOTAL AVAILABLE	\$8,455,000	\$6,425,000	\$7,745,000	\$23,750,000	\$21,275,000

NOTES

- (1) "New" projects listed are new to CIP
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Park Improvement

			2019-20				
			Park Fund	Midtown Park Fund	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
45	2005	Lower Penitencia Creek Pedestrian Bridge	0	0	0	160,000	0
46	3424	Citywide Park Rehabilitation	0	75,000	0	0	0
47	5108	Sports Fields Turf Rehabilitation Prog.	0	0	0	0	0
48	5110	Sandalwood Park Renovation	(1,100,000)	0	1,250,000	0	0
49	5112	Carlo Park	0	875,000	0	0	0
50	5113	Minor Sports Courts Rehabilitation	0	225,000	0	0	0
51	New	<i>(Rmb) TASP Linear Trails</i>	0	0	0	3,270,000	0
52	New	<i>(Rmb) Trade Zone/Montague Park - North</i>	0	0	0	3,100,000	0
53	New	<i>Parks and Recreation Master Plan Update</i>	0	300,000	0	300,000	0
54	New	<i>TASP Subdistrict Park</i>	0	0	0	0	0
55	New	<i>Trade Zone/Montague Park - Central</i>	0	0	0	0	0
56	Plan	Ben Rogers Park Renovation	0	0	0	0	0
57	Plan	Calaveras Ridge Park	0	0	0	0	0
58	Plan	Dixon Landing Park Renovation	0	0	0	0	0
59	Plan	Foothill Park Renovation	0	0	0	0	0
60	Plan	Hidden Lake Park Renovation	0	0	0	0	0
61	Plan	Higuera Adobe Caretaker Cottage Renovation	0	0	0	0	0
62	Plan	Midtown Area Parks	0	0	0	0	0
63	Plan	Murphy Park Renovation	0	0	0	0	0
64	Plan	Peter D. Gill Park Renovation	0	0	0	0	0
65	Plan	Robert E. Browne Park Renovation	0	0	0	0	0
66	Plan	Sinnott Park Renovation	0	0	0	0	0
67	Plan	Starlite Park Renovation	0	0	0	0	0
68	Plan	Strickroth Park Renovation	0	0	0	0	0
Total Defunding by Funding Source			(1,100,000)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	1,475,000	1,250,000	6,830,000	0
Subtotal by Funding Source			(1,100,000)	1,475,000	1,250,000	6,830,000	0
Subtotal by Year			8,455,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Park Improvement

			2020-21				
			Park Fund	Midtown Park Fund	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
45	2005	Lower Penitencia Creek Pedestrian Bridge	0	0	0	0	0
46	3424	Citywide Park Rehabilitation	0	300,000	300,000	0	0
47	5108	Sports Fields Turf Rehabilitation Prog.	0	0	0	0	0
48	5110	Sandalwood Park Renovation	0	0	0	0	0
49	5112	Carlo Park	0	0	0	0	0
50	5113	Minor Sports Courts Rehabilitation	0	225,000	0	0	0
51	New	<i>(Rmb) TASP Linear Trails</i>	0	0	0	0	0
52	New	<i>(Rmb) Trade Zone/Montague Park - North</i>	0	0	0	0	0
53	New	<i>Parks and Recreation Master Plan Update</i>	0	0	0	0	0
54	New	<i>TASP Subdistrict Park</i>	0	0	0	0	0
55	New	<i>Trade Zone/Montague Park - Central</i>	0	0	0	4,150,000	0
56	Plan	Ben Rogers Park Renovation	0	0	0	0	0
57	Plan	Calaveras Ridge Park	0	0	0	0	300,000
58	Plan	Dixon Landing Park Renovation	0	0	0	0	0
59	Plan	Foothill Park Renovation	0	0	0	0	0
60	Plan	Hidden Lake Park Renovation	0	0	0	0	0
61	Plan	Higuera Adobe Caretaker Cottage Renovation	0	0	0	0	0
62	Plan	Midtown Area Parks	0	0	0	0	800,000
63	Plan	Murphy Park Renovation	0	0	0	0	0
64	Plan	Peter D. Gill Park Renovation	0	0	0	0	0
65	Plan	Robert E. Browne Park Renovation	0	0	0	0	0
66	Plan	Sinnott Park Renovation	0	0	0	0	350,000
67	Plan	Starlite Park Renovation	0	0	0	0	0
68	Plan	Strickroth Park Renovation	0	0	0	0	0
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	525,000	300,000	4,150,000	0
Subtotal by Funding Source			0	525,000	300,000	4,150,000	1,450,000
Subtotal by Year			6,425,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Park Improvement

			2021-22				
			Park Fund	Midtown Park Fund	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
45	2005	Lower Penitencia Creek Pedestrian Bridge	0	0	0	0	0
46	3424	Citywide Park Rehabilitation	0	0	0	0	150,000
47	5108	Sports Fields Turf Rehabilitation Prog.	0	225,000	0	0	0
48	5110	Sandalwood Park Renovation	0	0	0	0	0
49	5112	Carlo Park	0	0	0	0	0
50	5113	Minor Sports Courts Rehabilitation	0	0	0	0	225,000
51	New	<i>(Rmb) TASP Linear Trails</i>	0	0	0	0	0
52	New	<i>(Rmb) Trade Zone/Montague Park - North</i>	0	0	0	0	0
53	New	<i>Parks and Recreation Master Plan Update</i>	0	0	0	0	0
54	New	<i>TASP Subdistrict Park</i>	0	0	0	0	0
55	New	<i>Trade Zone/Montague Park - Central</i>	0	0	0	0	0
56	Plan	Ben Rogers Park Renovation	0	0	0	0	350,000
57	Plan	Calaveras Ridge Park	0	0	0	0	2,325,000
58	Plan	Dixon Landing Park Renovation	0	0	0	0	0
59	Plan	Foothill Park Renovation	0	0	0	0	400,000
60	Plan	Hidden Lake Park Renovation	0	0	0	0	0
61	Plan	Higuera Adobe Caretaker Cottage Renovation	0	0	0	0	170,000
62	Plan	Midtown Area Parks	0	0	0	0	0
63	Plan	Murphy Park Renovation	0	0	0	0	400,000
64	Plan	Peter D. Gill Park Renovation	0	0	0	0	0
65	Plan	Robert E. Browne Park Renovation	0	0	0	0	0
66	Plan	Sinnott Park Renovation	0	0	0	0	3,150,000
67	Plan	Starlite Park Renovation	0	0	0	0	350,000
68	Plan	Strickroth Park Renovation	0	0	0	0	0
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	225,000	0	0	0
Subtotal by Funding Source			0	225,000	0	0	7,520,000
Subtotal by Year			7,745,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Park Improvement

			2022-23				
			Park Fund	Midtown Park Fund	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
45	2005	Lower Penitencia Creek Pedestrian Bridge	0	0	0	0	0
46	3424	Citywide Park Rehabilitation	0	0	0	0	50,000
47	5108	Sports Fields Turf Rehabilitation Prog.	0	225,000	0	0	0
48	5110	Sandalwood Park Renovation	0	0	0	0	0
49	5112	Carlo Park	0	0	0	0	0
50	5113	Minor Sports Courts Rehabilitation	0	0	0	0	225,000
51	New	<i>(Rmb) TASP Linear Trails</i>	0	0	0	0	0
52	New	<i>(Rmb) Trade Zone/Montague Park - North</i>	0	0	0	0	0
53	New	<i>Parks and Recreation Master Plan Update</i>	0	0	0	0	0
54	New	<i>TASP Subdistrict Park</i>	0	0	0	6,325,000	0
55	New	<i>Trade Zone/Montague Park - Central</i>	0	0	0	0	0
56	Plan	Ben Rogers Park Renovation	0	0	0	0	4,050,000
57	Plan	Calaveras Ridge Park	0	0	0	0	0
58	Plan	Dixon Landing Park Renovation	0	0	0	0	450,000
59	Plan	Foothill Park Renovation	0	0	0	0	3,050,000
60	Plan	Hidden Lake Park Renovation	0	0	0	0	400,000
61	Plan	Higuera Adobe Caretaker Cottage Renovation	0	0	0	0	0
62	Plan	Midtown Area Parks	0	0	0	0	0
63	Plan	Murphy Park Renovation	0	0	0	0	4,100,000
64	Plan	Peter D. Gill Park Renovation	0	0	0	0	475,000
65	Plan	Robert E. Browne Park Renovation	0	0	0	0	500,000
66	Plan	Sinnott Park Renovation	0	0	0	0	0
67	Plan	Starlite Park Renovation	0	0	0	0	3,550,000
68	Plan	Strickroth Park Renovation	0	0	0	0	350,000
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	225,000	0	6,325,000	0
Subtotal by Funding Source			0	225,000	0	6,325,000	17,200,000
Subtotal by Year			23,750,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Park Improvement

			2023-24				
			Park Fund	Midtown Park Fund	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
45	2005	Lower Penitencia Creek Pedestrian Bridge	0	0	0	0	0
46	3424	Citywide Park Rehabilitation	0	0	0	0	50,000
47	5108	Sports Fields Turf Rehabilitation Prog.	0	225,000	0	0	0
48	5110	Sandalwood Park Renovation	0	0	0	0	0
49	5112	Carlo Park	0	0	0	0	0
50	5113	Minor Sports Courts Rehabilitation	0	0	0	0	250,000
51	New	<i>(Rmb) TASP Linear Trails</i>	0	0	0	0	0
52	New	<i>(Rmb) Trade Zone/Montague Park - North</i>	0	0	0	0	0
53	New	<i>Parks and Recreation Master Plan Update</i>	0	0	0	0	0
54	New	<i>TASP Subdistrict Park</i>	0	0	0	2,050,000	0
55	New	<i>Trade Zone/Montague Park - Central</i>	0	0	0	0	0
56	Plan	Ben Rogers Park Renovation	0	0	0	0	0
57	Plan	Calaveras Ridge Park	0	0	0	0	0
58	Plan	Dixon Landing Park Renovation	0	0	0	0	4,100,000
59	Plan	Foothill Park Renovation	0	0	0	0	0
60	Plan	Hidden Lake Park Renovation	0	0	0	0	2,575,000
61	Plan	Higuera Adobe Caretaker Cottage Renovation	0	0	0	0	0
62	Plan	Midtown Area Parks	0	0	0	0	0
63	Plan	Murphy Park Renovation	0	0	0	0	0
64	Plan	Peter D. Gill Park Renovation	0	0	0	0	4,075,000
65	Plan	Robert E. Browne Park Renovation	0	0	0	0	4,100,000
66	Plan	Sinnott Park Renovation	0	0	0	0	0
67	Plan	Starlite Park Renovation	0	0	0	0	0
68	Plan	Strickroth Park Renovation	0	0	0	0	3,850,000
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	225,000	0	2,050,000	0
Subtotal by Funding Source			0	225,000	0	2,050,000	19,000,000
Subtotal by Year			21,275,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	2005 Lower Penitencia Creek Pedestrian Bridge	1

CONTACT: Steve Erickson [3301] / Maren Schram [3315]

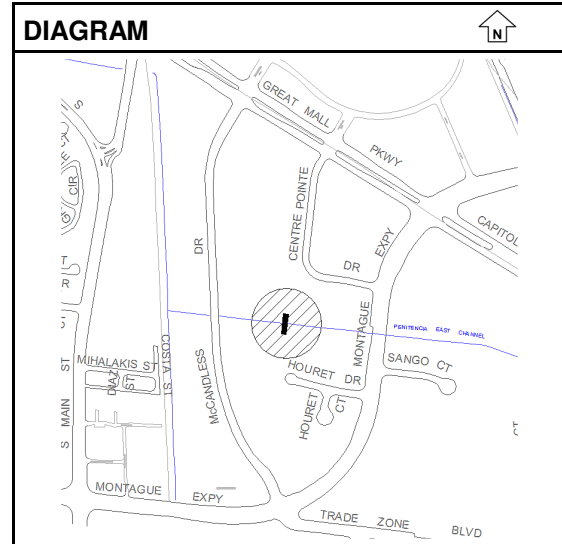
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of a new pedestrian bridge over Lower Penitencia Channel adjacent to the Centre Pointe residential development and will provide connection to the City's McCandless Park site.

NOTES:

Pedestrian bridge will connect Santa Clara Valley Water District's (SCVWD's) multi-use trail along Centre Pointe residential development north of Lower Penitencia Channel, SCVWD's maintenance trail, and future McCandless Park south of the creek. ROW agreement is needed with SCVWD. Construction is anticipated to start summer 2020 as part of the McCandless Park Project (#5102). Funding requested in FY2019-20 for design and ROW coordination with SCVWD and for construction.



Uncommitted Balance as of 3/31/2019: \$1,243,572

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	240,000	50,000	0	0	0	0	290,000
Administration	175,000	50,000	0	0	0	0	225,000
Inspection	150,000	0	0	0	0	0	150,000
Improvements	1,100,000	60,000	0	0	0	0	1,160,000
Totals	1,665,000	160,000	0	0	0	0	1,825,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Grants/Reimb./Developer Fees	782,842	60,000	0	0	0	0	842,842
TASP Impact Fees	882,158	100,000	0	0	0	0	982,158
Totals	1,665,000	160,000	0	0	0	0	1,825,000

FINANCE NOTES

Developer Fees: \$250,000 - Harmony, \$250,000 - Taylor Morrison/District 2.
City Council 3/17/15 - project created.
Developer Fees: \$169,718 - D.R. Horton/CentrePointe, \$80,282 - Hourset.
\$150K in TASP funding defunded in FY2016-17 will be replaced with Developer Fees
Developer Fees: DR Horton Reimbursement for trail \$32,842.
City Council 2/5/19 - Approved SCVWD D3 Grant application and acceptance once approved.
4/23/2019, SCVWD Board approved \$60,000 of D3 Grant for the project. Appropriate grant funding for FY2019-20.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	3424 Citywide Park Rehabilitation	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the assessment and rehabilitation of citywide park playgrounds needing minor improvements such as additional fill material to meet fall attenuation, surface improvement, equipment modification, and signage improvement. The project also provides for improvements to park amenities such as lighting, minor pathways and other amenities including restrooms, snack shacks, etc.

NOTES:

Playground equipment at Cardoza Park to be replaced in FY2019-20. Project to provide funding for new snack shack amenities (approximately \$75k) for the Sports Center Skate Park Project (#5111). This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$678,465

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	60,000	0	0	0	0	0	60,000
Inspection	30,000	0	0	0	0	0	30,000
Improvements	645,000	75,000	600,000	150,000	50,000	50,000	1,570,000
Equipment	40,000	0	0	0	0	0	40,000
Totals	775,000	75,000	600,000	150,000	50,000	50,000	1,700,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	150,000	50,000	50,000	250,000
Midtown Park Fund	75,000	75,000	300,000	0	0	0	450,000
General Government CIP Fund	700,000	0	300,000	0	0	0	1,000,000
Totals	775,000	75,000	600,000	150,000	50,000	50,000	1,700,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Park Improvement	5108	Sports Fields Turf Rehabilitation Prog.	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the rehabilitation of turf at City sports fields to address deferred maintenance, trip hazards and over compaction which impacts the health and growth of the turf. The project may include re-sodding, re-seeding, irrigation repairs and minor rehabilitations.

NOTES:

Public Works to rehabilitate turf at Hall Park and Murphy Park starting FY2019-20.

Uncommitted Balance as of 3/31/2019: \$404,050

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	50,000	0	0	25,000	25,000	25,000	125,000
Improvements	400,000	0	0	200,000	200,000	200,000	1,000,000
Totals	450,000	0	0	225,000	225,000	225,000	1,125,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	250,000	0	0	0	0	0	250,000
Park Fund	100,000	0	0	0	0	0	100,000
Midtown Park Fund	100,000	0	0	225,000	225,000	225,000	775,000
Totals	450,000	0	0	225,000	225,000	225,000	1,125,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	5110 Sandalwood Park Renovation	1

CONTACT: Steve Erickson [3301] / Lyhak Eam [3349]

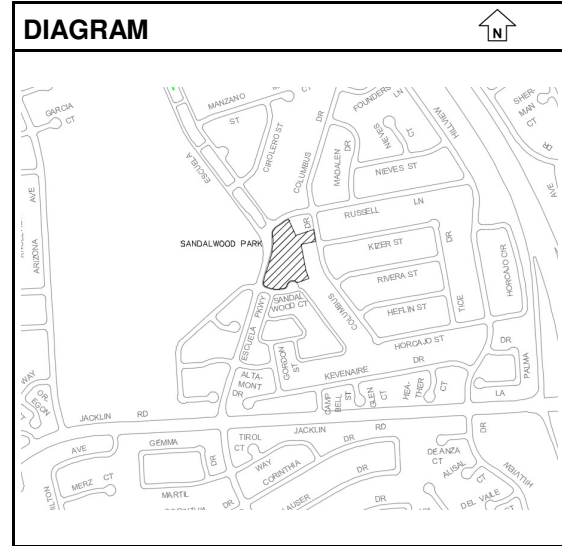
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Sandalwood Park. Improvements include picnic and playground area renovation, ADA access and path improvement, renovation of irrigation and landscaping, and installation of a public restroom.

NOTES:

Sandalwood Park is approximately 3.9 acres and was originally constructed in 1978, then expanded in 1988. Play structures were replaced in the 1990's. The San Francisco Public Utilities Commission (SFPUC) owns an 80' wide waterline parcel in the middle of the park.



Uncommitted Balance as of 3/31/2019: \$1,931,829

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	175,000	20,000	0	0	0	0	195,000
Administration	150,000	15,000	0	0	0	0	165,000
Inspection	50,000	15,000	0	0	0	0	65,000
Improvements	1,800,000	100,000	0	0	0	0	1,900,000
Totals	2,175,000	150,000	0	0	0	0	2,325,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Park Fund	2,175,000	(1,100,000)	0	0	0	0	1,075,000
General Government CIP Fund	0	1,250,000	0	0	0	0	1,250,000
Totals	2,175,000	150,000	0	0	0	0	2,325,000

FINANCE NOTES

\$1.1M in prior year Park Fund changed to FY2019-20 General Fund Reserves.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	5112 Carlo Park	1

CONTACT: Steve Erickson [3301] / Lyhak Eam [3349]

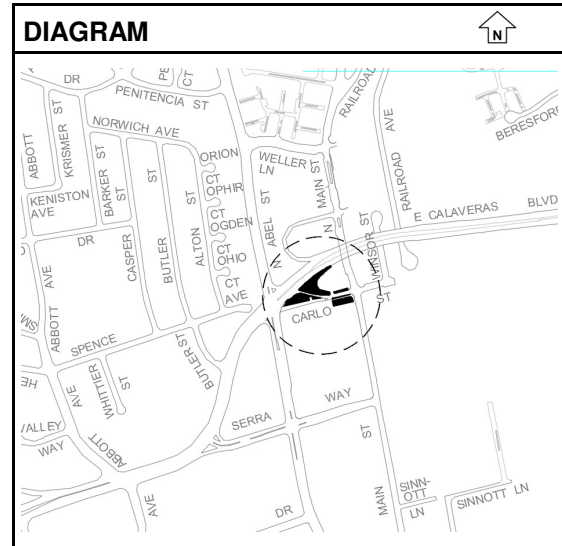
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides design and construction of a new park on an undeveloped 5,200 square foot City-owned parcel at the south-west corner of South Main Street and Carlo Street. The parcel is an opportunity to provide for a small park with ADA pathway, landscaping, irrigation, bench(s) and interpretive displays.

NOTES:

Project site is along a gateway route to Midtown Area. Project to be coordinated with Midtown Specific Plan Update (Project #3437) currently underway. Improvements to landscaping on both sides of Carlo Street and adjacent to Calaveras Blvd included in the project. Funding in FY2019-20 for construction anticipated to start spring 2020 and completed by end of 2020.



Uncommitted Balance as of 3/31/2019: \$11,540

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	200,000	0	0	0	0	0	200,000
Administration	25,000	70,000	0	0	0	0	95,000
Inspection	0	30,000	0	0	0	0	30,000
Improvements	0	775,000	0	0	0	0	775,000
Totals	225,000	875,000	0	0	0	0	1,100,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Midtown Park Fund	0	875,000	0	0	0	0	875,000
General Government CIP Fund	225,000	0	0	0	0	0	225,000
Totals	225,000	875,000	0	0	0	0	1,100,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Park Improvement	5113	Minor Sports Courts Rehabilitation	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the analysis and implementation of various minor rehabilitation improvements for the City's tennis, basketball, and sports courts.

NOTES:

Public Works to prioritize and rehabilitate one to two sports courts per year pending funds available. This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$221,549

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Improvements	200,000	200,000	200,000	200,000	200,000	225,000	1,225,000
Totals	225,000	225,000	225,000	225,000	225,000	250,000	1,375,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	225,000	225,000	250,000	700,000
Park Fund	112,500	0	0	0	0	0	112,500
Midtown Park Fund	112,500	225,000	225,000	0	0	0	562,500
Totals	225,000	225,000	225,000	225,000	225,000	250,000	1,375,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	New (Rmb) TASP Linear Trails	1

CONTACT: Steve Erickson [3301] / WooJae Kim [3355]

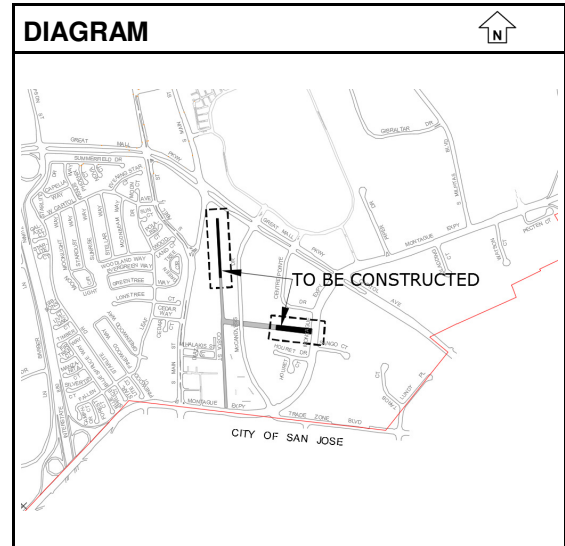
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for reimbursement to developers to complete remaining linear trail segments per the Transit Area Specific Plan (TASP)

NOTES:

Most linear trail segments have been completed. The remaining segments are permitted for construction by developers. This project provides for reimbursements to developers for construction. Trail segments south of Great Mall Parkway are to be constructed by developer - Lyon Living (\$2.36M). Trail segments west of Montague Expressway are to be constructed by developer - D.R. Horton (\$910K). TASP ID: DB#41/42.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	0	3,270,000	0	0	0	0	3,270,000
Totals	0	3,270,000	0	0	0	0	3,270,000
FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	3,270,000	0	0	0	0	3,270,000
Totals	0	3,270,000	0	0	0	0	3,270,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	New (Rmb) Trade Zone/Montague Park - North	1

CONTACT: Steve Erickson [3301] / WooJae Kim [3355]

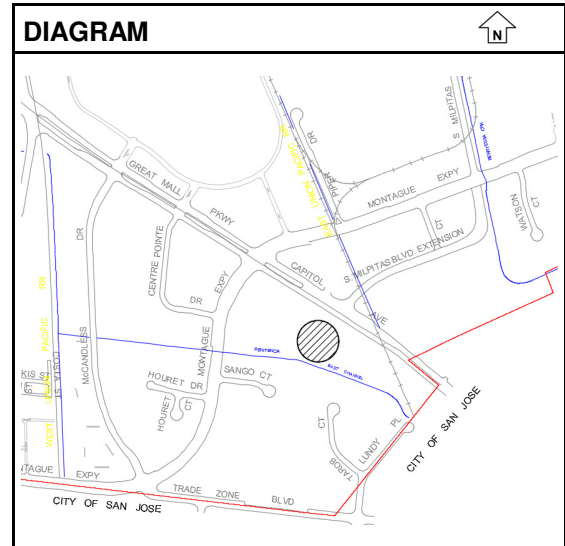
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for a new city linear park north of Penitencia Creek at new South. Milpitas Blvd Extension. Developer will construct the park as part of their developments, and project provides reimbursement to developer for park construction. Park is currently under construction.

NOTES:

TASP ID: DB#30/31.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	0	3,100,000	0	0	0	0	3,100,000
Totals	0	3,100,000	0	0	0	0	3,100,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	3,100,000	0	0	0	0	3,100,000
Totals	0	3,100,000	0	0	0	0	3,100,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	New Parks and Recreation Master Plan Update	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides an update to the 2008 Parks and Recreation Master Plan to include Transit Area Specific Plan (TASP) Parks, Midtown Parks, and City recreational facilities. The update will include a strategic plan to provide high-quality accessible parks and recreation facilities, and to plan for future growth in the city.

NOTES:

Master plan update will start fall 2019 and will take one year to complete.

Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	525,000	0	0	0	0	525,000
Administration	0	75,000	0	0	0	0	75,000
Totals	0	600,000	0	0	0	0	600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	300,000	0	0	0	0	300,000
Midtown Park Fund	0	300,000	0	0	0	0	300,000
Totals	0	600,000	0	0	0	0	600,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	New TASP Subdistrict Park	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for a new 1.6-acre city park within the Transit Area Specific Plan (TASP) area adjacent to Berryessa Creek.

NOTES:

Per TASP, a new city park/plaza may include benches, trees, public art, etc. Land acquisition required. TASP ID: DB#36/37.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	300,000	0	300,000
Administration	0	0	0	0	25,000	25,000	50,000
Inspection	0	0	0	0	0	25,000	25,000
Land	0	0	0	0	6,000,000	0	6,000,000
Improvements	0	0	0	0	0	2,000,000	2,000,000
Totals	0	0	0	0	6,325,000	2,050,000	8,375,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	0	0	0	6,325,000	2,050,000	8,375,000
Totals	0	0	0	0	6,325,000	2,050,000	8,375,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Ben Rogers Park Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

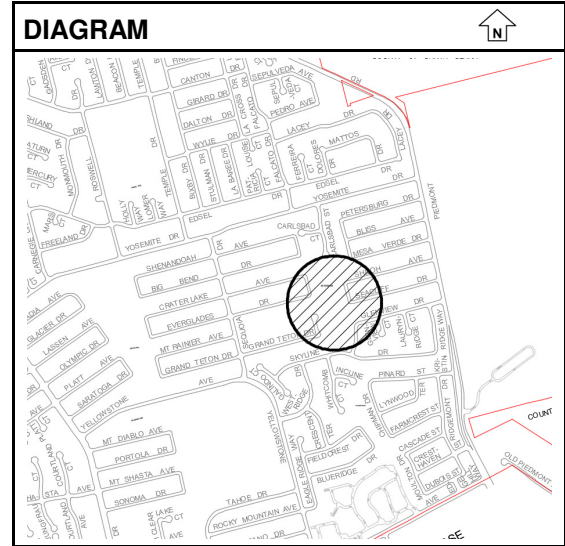
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Ben Rogers Park. Improvements include picnic and playground (2) area renovation, ADA access and path improvement, restroom installation, and renovation of lighting, irrigation, and landscaping.

NOTES:

Ben Rogers Park is 8.66 acres and is near Grand Teton Drive and Sequoia Drive. Project includes renovation of the exercise area and addition of shade structures at picnic areas. An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	300,000	0	0	300,000
Administration	0	0	0	50,000	0	0	50,000
Inspection	0	0	0	0	50,000	0	50,000
Improvements	0	0	0	0	4,000,000	0	4,000,000
Totals	0	0	0	350,000	4,050,000	0	4,400,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	350,000	4,050,000	0	4,400,000
Totals	0	0	0	350,000	4,050,000	0	4,400,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Calaveras Ridge Park	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

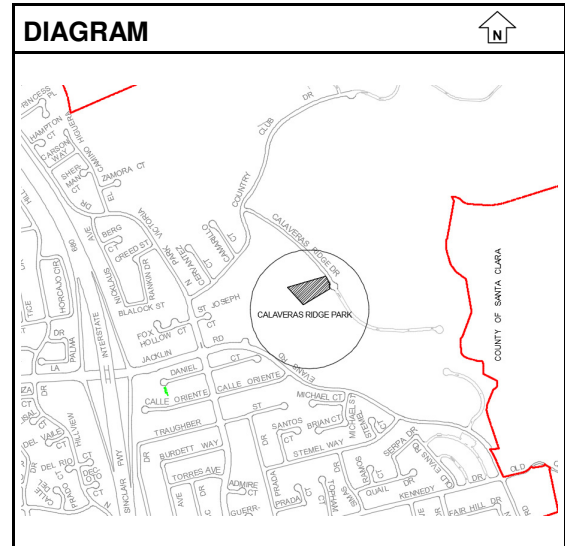
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of new open space park on a City owned parcel on Calaveras Ridge Drive. The park could include ADA pathways, landscaping, irrigation, picnic areas and interpretive displays.

NOTES:

An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	250,000	0	0	0	250,000
Administration	0	0	50,000	0	0	0	50,000
Inspection	0	0	0	25,000	0	0	25,000
Improvements	0	0	0	2,300,000	0	0	2,300,000
Totals	0	0	300,000	2,325,000	0	0	2,625,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	300,000	2,325,000	0	0	2,625,000
Totals	0	0	300,000	2,325,000	0	0	2,625,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Dixon Landing Park Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

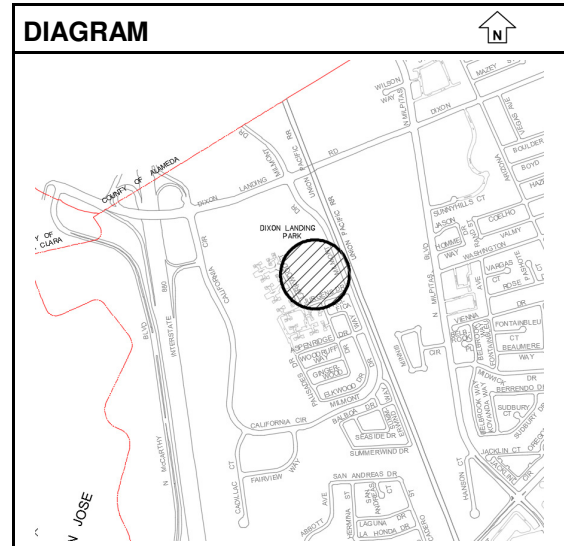
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Dixon Landing Park. Improvements include the renovation of picnic areas, play structures, restroom facilities, field lighting, parking, and renovation of the sports fields, tennis courts, landscaping, and irrigation.

NOTES:

Dixon Landing Park is 11.4 acres and located adjacent to Milmont Drive and Jurgens Drive. An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	350,000	0	350,000
Administration	0	0	0	0	100,000	0	100,000
Inspection	0	0	0	0	0	100,000	100,000
Improvements	0	0	0	0	0	4,000,000	4,000,000
Totals	0	0	0	0	450,000	4,100,000	4,550,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	450,000	4,100,000	4,550,000
Totals	0	0	0	0	450,000	4,100,000	4,550,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Foothill Park Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

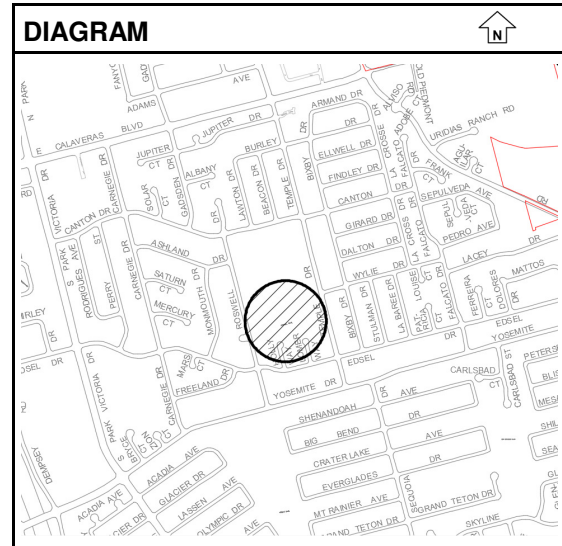
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Foothill Park. Improvements include picnic and playground area renovation (3 playground areas), ADA access and path improvement, and renovation of lighting, irrigation, and landscaping.

NOTES:

Foothill Park is 3.98 acres and is near Roswell Drive and Roswell Court. Project includes a restroom structure and additional site furnishings. An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	300,000	0	0	300,000
Administration	0	0	0	100,000	0	0	100,000
Inspection	0	0	0	0	50,000	0	50,000
Improvements	0	0	0	0	3,000,000	0	3,000,000
Totals	0	0	0	400,000	3,050,000	0	3,450,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	400,000	3,050,000	0	3,450,000
Totals	0	0	0	400,000	3,050,000	0	3,450,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Hidden Lake Park Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

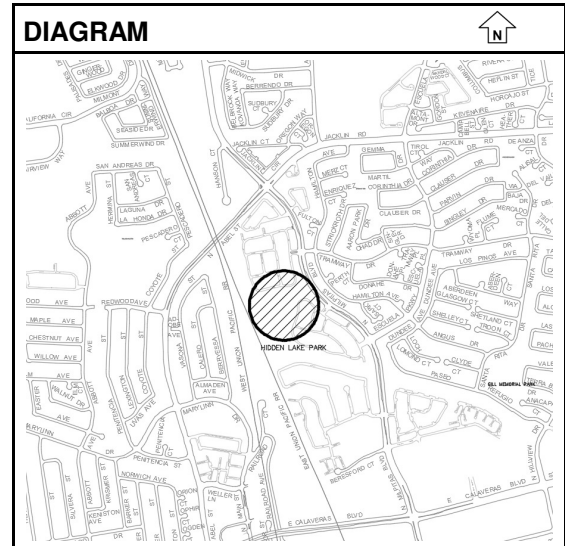
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Hidden Lake Park. Improvements include picnic area renovation, ADA, parking, access, path and lighting improvements, irrigation, landscaping and shade tree installation.

NOTES:

Hidden Lake Park is 6.57 acres and near N. Milpitas Blvd. near Escuela Parkway. Project includes renovation of the fishing pier and addition of shade structures at the picnic area and exercise equipment (PAR Course). An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	300,000	0	300,000
Administration	0	0	0	0	100,000	0	100,000
Inspection	0	0	0	0	0	75,000	75,000
Improvements	0	0	0	0	0	2,500,000	2,500,000
Totals	0	0	0	0	400,000	2,575,000	2,975,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	400,000	2,575,000	2,975,000
Totals	0	0	0	0	400,000	2,575,000	2,975,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Higuera Adobe Caretaker Cottage Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

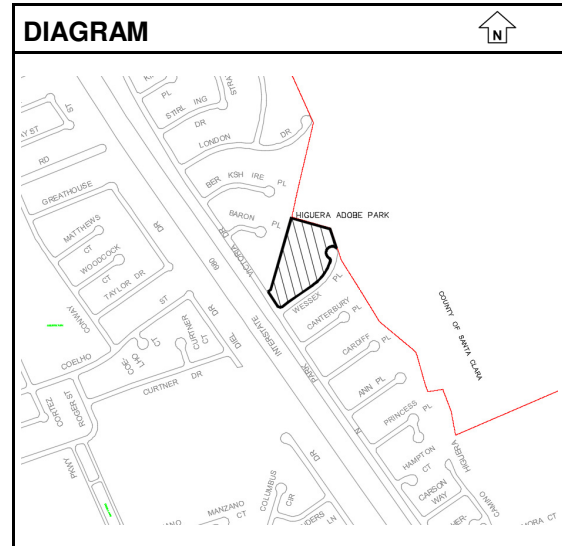
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project will be completed in phases and provides for the interior and exterior restoration of the Higuera Adobe Park caretaker cottage. Project phases would develop a plan for the desired future use of the renovated structure; assist staff in determining the extent of required improvements and restoration; determine state and federal requirements for renovation of historic structures; and determine required permitting and code compliance. Design and construction cost estimates and schedule will also be developed in future project phases.

NOTES:

Roof replacement was completed in FY2016-17. Project will provide an assessment of building repairs required and determine historic and code related improvements needed based on the desired use of the structure. This assessment will develop estimated construction costs and schedule for the design and construction of improvements. Anticipated funding will be through grants such as the Santa Clara County Open Space Authority. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	100,000	0	0	100,000
Administration	0	0	0	70,000	0	0	70,000
Totals	0	0	0	170,000	0	0	170,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	170,000	0	0	170,000
Totals	0	0	0	170,000	0	0	170,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Peter D. Gill Park Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

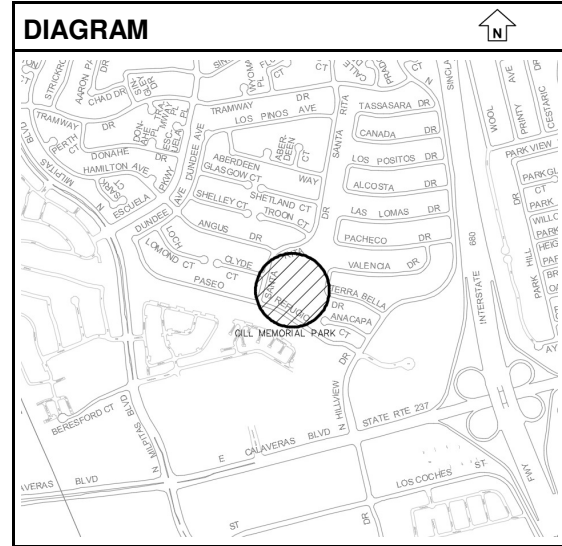
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Peter D. Gill Memorial Park. Improvements include the installation of additional picnic tables, renovate the playground area, install additional concrete pathways, add field lighting, and renovate the landscaping and irrigation.

NOTES:

Peter D. Gill Memorial Park is 8.16 acres is adjacent to Olympic Drive. Project to remove the handball court, relocate the basketball court, add a dog park, renovate restrooms, and add a pathway to Santa Rita Drive. An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	350,000	0	350,000
Administration	0	0	0	0	125,000	0	125,000
Inspection	0	0	0	0	0	75,000	75,000
Improvements	0	0	0	0	0	4,000,000	4,000,000
Totals	0	0	0	0	475,000	4,075,000	4,550,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	475,000	4,075,000	4,550,000
Totals	0	0	0	0	475,000	4,075,000	4,550,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Robert E. Browne Park Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

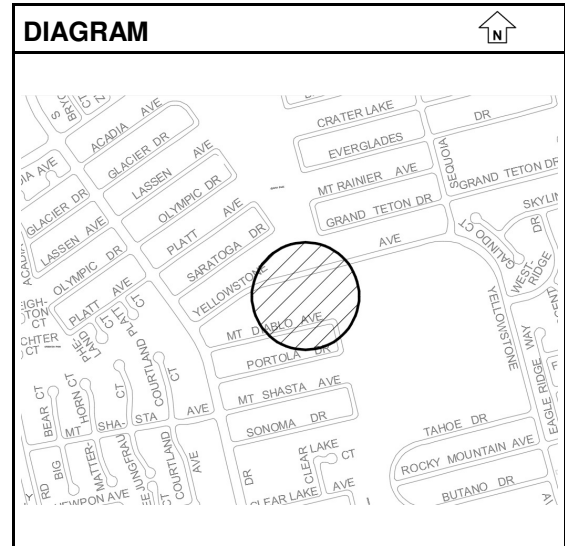
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Robert E. Browne Park. Improvements include picnic area, ADA, parking, access, path and lighting, addition of basketball courts, bleacher installation at tennis courts, exercise station renovation, restroom facility addition, irrigation and landscaping improvements.

NOTES:

Robert E. Browne Park is 4.93 acres and is adjacent to Yellowstone Avenue. Project to include addition of two tennis courts and shade structures. An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	350,000	0	350,000
Administration	0	0	0	0	150,000	0	150,000
Inspection	0	0	0	0	0	75,000	75,000
Improvements	0	0	0	0	0	4,025,000	4,025,000
Totals	0	0	0	0	500,000	4,100,000	4,600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	500,000	4,100,000	4,600,000
Totals	0	0	0	0	500,000	4,100,000	4,600,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Sinnott Park Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

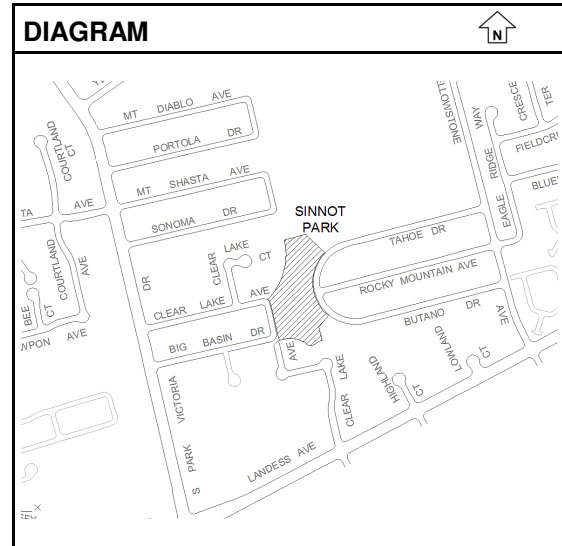
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Sinnott Park. Improvements include picnic and playground area renovation, ADA access and path improvement, and renovation of lighting, irrigation, and landscaping.

NOTES:

Sinnott Park is approximately 4.7 acres and a well utilized neighborhood park. The park was originally constructed in 1970, and the play structures were replaced in 1991. Project will be coordinated with future Recycled Water Pipeline Segment projects. Project includes renovation the restroom structure and addition of shade structures at picnic areas. An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	250,000	0	0	0	250,000
Administration	0	0	100,000	0	0	0	100,000
Inspection	0	0	0	50,000	0	0	50,000
Improvements	0	0	0	3,100,000	0	0	3,100,000
Totals	0	0	350,000	3,150,000	0	0	3,500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	350,000	3,150,000	0	0	3,500,000
Totals	0	0	350,000	3,150,000	0	0	3,500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Starlite Park Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

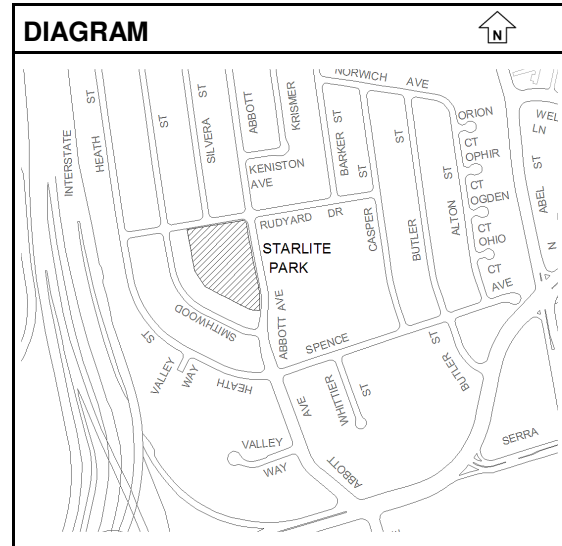
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Starlite Park. Improvements include picnic and playground area renovation, ADA access and path improvement, and renovation of lighting, irrigation, and landscaping.

NOTES:

Starlite Park is approximately 3.4 acres, and it is heavily used, and is adjacent to the Midtown area. The park was originally constructed in 1967. The play structures were replaced in 1991. Project includes renovation of the restroom structure, and the addition of a basketball court and shade structures at picnic areas. An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	250,000	0	0	250,000
Administration	0	0	0	100,000	0	0	100,000
Inspection	0	0	0	0	50,000	0	50,000
Improvements	0	0	0	0	3,500,000	0	3,500,000
Totals	0	0	0	350,000	3,550,000	0	3,900,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	350,000	3,550,000	0	3,900,000
Totals	0	0	0	350,000	3,550,000	0	3,900,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	Plan Strickroth Park Renovation	1

CONTACT: Renee Lorentzen [3409] / WooJae Kim [3355]

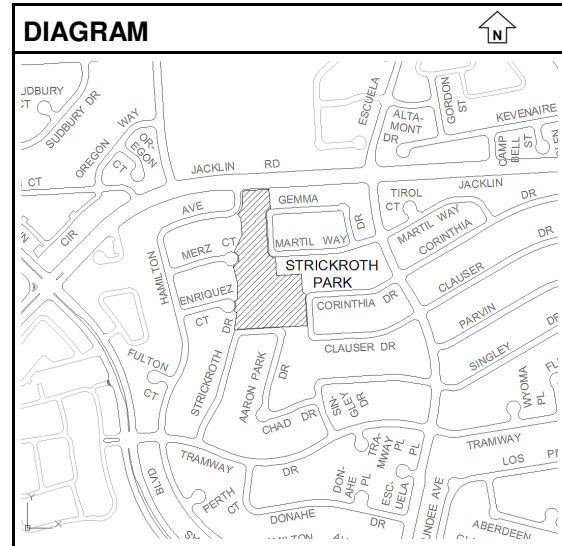
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Strickroth Park. Improvements include picnic and playground (3) area renovation, ADA access and path improvement, and renovation of lighting, irrigation, and landscaping.

NOTES:

Strickroth Park is approximately 4.9 acres, and it is heavily used. The park was originally constructed in 1979. Play structures were replaced pre 1992. Project includes renovation of the restroom structure and the fields and to provide ADA improvements. An update to the Park Master Plan will be completed prior to starting this project. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	250,000	0	250,000
Administration	0	0	0	0	100,000	0	100,000
Inspection	0	0	0	0	0	50,000	50,000
Improvements	0	0	0	0	0	3,800,000	3,800,000
Totals	0	0	0	0	350,000	3,850,000	4,200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	350,000	3,850,000	4,200,000
Totals	0	0	0	0	350,000	3,850,000	4,200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
STREET IMPROVEMENT PROJECTS SUMMARY

SUMMARY OF COSTS

PG. NO.	PROJECT	TOTAL COST	PRIOR YEARS	2019-20	2020-21	2021-22	2022-23	2023-24
78	2008 Montague Ped. Overcrossing at Piper Dr.	8,000,000	10,700,000	(2,700,000)	0	0	0	0
83	3402 McCarthy Blvd. LLMD Improvement 95-1	1,287,256	862,256	85,000	85,000	85,000	85,000	85,000
84	3411 Sinclair LLMD Improvements 98-1	209,000	94,000	23,000	23,000	23,000	23,000	23,000
85	3425 Utility Undergrounding 2017	1,550,000	250,000	0	1,300,000	0	0	0
86	3426 Annual Sidewalk, Curb & Gutter Repair	2,956,840	1,206,840	350,000	350,000	350,000	350,000	350,000
87	3430 Midtown Street Light Project	7,300,000	2,650,000	(2,350,000)	7,000,000	0	0	0
88	3440 Annual Street Light, Signal, and Signage	1,500,000	250,000	150,000	275,000	275,000	275,000	275,000
89	3449 Street Landscape Irrigation Repair	800,000	150,000	150,000	200,000	200,000	50,000	50,000
90	3451 The Pines Pilot Parking Permit Program	230,000	0	0	230,000	0	0	0
91	4267 Soundwall and Barrier Repair and Renovation	1,128,466	978,466	0	0	50,000	50,000	50,000
92	4281 TASP Underground Utility District	425,000	180,000	245,000	0	0	0	0
93	4283 ADA Curb Ramp Transition Program	2,400,000	900,000	300,000	300,000	300,000	300,000	300,000
94	4290 Annual Bridge Rehabilitation	400,000	75,000	175,000	75,000	75,000	0	0
95	4291 Street Resurfacing Project 2018-19	4,609,415	4,600,000	9,415	0	0	0	0
96	New (Rmb) S. Milpitas Imprv - Gibraltar to UPRR	850,000	0	850,000	0	0	0	0
97	New Citywide Traffic Modeling	400,000	0	400,000	0	0	0	0
98	New Citywide Traffic Safety Assessment	400,000	0	400,000	0	0	0	0
99	New Costa Street Plan Line Study	125,000	0	125,000	0	0	0	0
100	New Enhanced Crosswalk Striping and Beacon	500,000	0	500,000	0	0	0	0
101	New Feasibility of POCs at VTA Light Rail Platfo	200,000	0	200,000	0	0	0	0
102	New Green Bike Lane Installation	300,000	0	300,000	0	0	0	0
103	New Montague Expressway Widening - West	20,200,000	0	0	0	0	0	20,200,000
104	New Pilot Street Sweeping Program	500,000	0	500,000	0	0	0	0
105	New Radar Speed Feedback Signage	200,000	0	200,000	0	0	0	0
106	New S. Milpitas Blvd. Veh. Bridge at Penitencia	9,400,000	0	1,025,000	8,375,000	0	0	0
107	New SR237 HOV Lane Improvements	200,000	0	200,000	0	0	0	0
108	New Street Pavement Restriping	600,000	0	200,000	0	200,000	0	200,000
109	New Street Resurfacing Project 2023-24	4,600,000	0	0	0	0	0	4,600,000
110	New TASP On-Street Parking Program	330,000	0	330,000	0	0	0	0
111	Plan Montague Ped. Overcrossing at Penitencia	15,000,000	0	1,010,000	0	0	0	13,990,000
112	Plan Street Resurfacing Project 2019-20	4,600,000	0	4,600,000	0	0	0	0
113	Plan Street Resurfacing Project 2020-21	4,600,000	0	0	4,600,000	0	0	0
114	Plan Street Resurfacing Project 2021-22	4,600,000	0	0	0	4,600,000	0	0
115	Plan Street Resurfacing Project 2022-23	4,600,000	0	0	0	0	4,600,000	0
116	Plan Traffic Management Enhancements 2021	200,000	0	0	200,000	0	0	0
117	Plan Traffic Signal Installation	350,000	0	0	350,000	0	0	0
Defunding Subtotal				(5,050,000)				
Funding Subtotal				12,727,415				
TOTAL COST		\$105,550,977	\$22,896,562	\$7,277,415	\$23,363,000	\$6,158,000	\$5,733,000	\$40,123,000

SUMMARY OF AVAILABLE FINANCING

Gas Tax Fund	5,195,000	4,060,090	3,314,515	3,020,000	3,020,000
Vehicle Registration Fee	500,000	500,000	500,000	500,000	500,000
General Government CIP Fund	(1,000,000)	230,000	0	0	0
Other	2,582,415	10,072,910	1,618,485	1,488,000	35,678,000
Unidentified Funding	0	8,500,000	725,000	725,000	925,000
TOTAL AVAILABLE	\$7,277,415	\$23,363,000	\$6,158,000	\$5,733,000	\$40,123,000

NOTES

- (1) "New" projects listed are new to CIP
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Street Improvement

			2019-20				
			Gas Tax Fund	Vehicle Registration Fee	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
78	2008	Montague Ped. Overcrossing at Piper Dr.	0	0	0	(2,700,000)	0
83	3402	McCarthy Blvd. LLMD Improvement 95-1	0	0	0	85,000	0
84	3411	Sinclair LLMD Improvements 98-1	0	0	0	23,000	0
85	3425	Utility Undergrounding 2017	0	0	0	0	0
86	3426	Annual Sidewalk, Curb & Gutter Repair	650,000	0	(300,000)	0	0
87	3430	Midtown Street Light Project	0	0	(2,350,000)	0	0
88	3440	Annual Street Light, Signal, and Signage	150,000	0	0	0	0
89	3449	Street Landscape Irrigation Repair	0	0	150,000	0	0
90	3451	The Pines Pilot Parking Permit Program	0	0	0	0	0
91	4267	Soundwall and Barrier Repair and Renovation Program	0	0	0	0	0
92	4281	TASP Underground Utility District	0	0	0	245,000	0
93	4283	ADA Curb Ramp Transition Program	300,000	0	0	0	0
94	4290	Annual Bridge Rehabilitation	175,000	0	0	0	0
95	4291	Street Resurfacing Project 2018-19	0	0	0	9,415	0
96	New	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR	0	0	0	850,000	0
97	New	Citywide Traffic Modeling	400,000	0	0	0	0
98	New	Citywide Traffic Safety Assessment	400,000	0	0	0	0
99	New	Costa Street Plan Line Study	0	0	0	125,000	0
100	New	Enhanced Crosswalk Striping and Beacons	0	0	500,000	0	0
101	New	Feasibility of POCs at VTA Light Rail Platforms	0	0	0	200,000	0
102	New	Green Bike Lane Installation	0	0	300,000	0	0
103	New	Montague Expressway Widening - West	0	0	0	0	0
104	New	Pilot Street Sweeping Program	0	0	500,000	0	0
105	New	Radar Speed Feedback Signage	0	0	200,000	0	0
106	New	S. Milpitas Blvd. Veh. Bridge at Penitencia	0	0	0	1,025,000	0
107	New	SR237 HOV Lane Improvements	200,000	0	0	0	0
108	New	Street Pavement Restriping	200,000	0	0	0	0
109	New	Street Resurfacing Project 2023-24	0	0	0	0	0
110	New	TASP On-Street Parking Program	0	0	0	330,000	0
111	Plan	Montague Ped. Overcrossing at Penitencia	0	0	0	1,010,000	0
112	Plan	Street Resurfacing Project 2019-20	2,720,000	500,000	0	1,380,000	0
113	Plan	Street Resurfacing Project 2020-21	0	0	0	0	0
114	Plan	Street Resurfacing Project 2021-22	0	0	0	0	0
115	Plan	Street Resurfacing Project 2022-23	0	0	0	0	0
116	Plan	Traffic Management Enhancements 2021	0	0	0	0	0
117	Plan	Traffic Signal Installation	0	0	0	0	0

City of Milpitas

2019-24 CAPITAL IMPROVEMENT PROGRAM

Total Defunding by Funding Source	(0)	(0)	(2,650,000)	(2,700,000)	(0)
Total Funding by Funding Source	5,195,000	500,000	1,650,000	5,282,415	0
Subtotal by Funding Source	5,195,000	500,000	(1,000,000)	2,582,415	0
Subtotal by Year	7,277,415				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Street Improvement

			2020-21				
			Gas Tax Fund	Vehicle Registration Fee	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
78	2008	Montague Ped. Overcrossing at Piper Dr.	0	0	0	0	0
83	3402	McCarthy Blvd. LLMD Improvement 95-1	0	0	0	85,000	0
84	3411	Sinclair LLMD Improvements 98-1	0	0	0	23,000	0
85	3425	Utility Undergrounding 2017	0	0	0	0	1,300,000
86	3426	Annual Sidewalk, Curb & Gutter Repair	140,090	0	0	209,910	0
87	3430	Midtown Street Light Project	0	0	0	0	7,000,000
88	3440	Annual Street Light, Signal, and Signage	275,000	0	0	0	0
89	3449	Street Landscape Irrigation Repair	0	0	0	0	200,000
90	3451	The Pines Pilot Parking Permit Program	0	0	230,000	0	0
91	4267	Soundwall and Barrier Repair and Renovation Program	0	0	0	0	0
92	4281	TASP Underground Utility District	0	0	0	0	0
93	4283	ADA Curb Ramp Transition Program	300,000	0	0	0	0
94	4290	Annual Bridge Rehabilitation	75,000	0	0	0	0
95	4291	Street Resurfacing Project 2018-19	0	0	0	0	0
96	New	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR	0	0	0	0	0
97	New	Citywide Traffic Modeling	0	0	0	0	0
98	New	Citywide Traffic Safety Assessment	0	0	0	0	0
99	New	Costa Street Plan Line Study	0	0	0	0	0
100	New	Enhanced Crosswalk Striping and Beacons	0	0	0	0	0
101	New	Feasibility of POCs at VTA Light Rail Platforms	0	0	0	0	0
102	New	Green Bike Lane Installation	0	0	0	0	0
103	New	Montague Expressway Widening - West	0	0	0	0	0
104	New	Pilot Street Sweeping Program	0	0	0	0	0
105	New	Radar Speed Feedback Signage	0	0	0	0	0
106	New	S. Milpitas Blvd. Veh. Bridge at Penitencia	0	0	0	8,375,000	0
107	New	SR237 HOV Lane Improvements	0	0	0	0	0
108	New	Street Pavement Restriping	0	0	0	0	0
109	New	Street Resurfacing Project 2023-24	0	0	0	0	0
110	New	TASP On-Street Parking Program	0	0	0	0	0
111	Plan	Montague Ped. Overcrossing at Penitencia	0	0	0	0	0
112	Plan	Street Resurfacing Project 2019-20	0	0	0	0	0
113	Plan	Street Resurfacing Project 2020-21	2,720,000	500,000	0	1,380,000	0
114	Plan	Street Resurfacing Project 2021-22	0	0	0	0	0
115	Plan	Street Resurfacing Project 2022-23	0	0	0	0	0
116	Plan	Traffic Management Enhancements 2021	200,000	0	0	0	0
117	Plan	Traffic Signal Installation	350,000	0	0	0	0

City of Milpitas

2019-24 CAPITAL IMPROVEMENT PROGRAM

Total Defunding by Funding Source	(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source	4,060,090	500,000	230,000	10,072,910	0
Subtotal by Funding Source	4,060,090	500,000	230,000	10,072,910	8,500,000
Subtotal by Year	23,363,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Street Improvement

			2021-22				
			Gas Tax Fund	Vehicle Registration Fee	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
78	2008	Montague Ped. Overcrossing at Piper Dr.	0	0	0	0	0
83	3402	McCarthy Blvd. LLMD Improvement 95-1	0	0	0	85,000	0
84	3411	Sinclair LLMD Improvements 98-1	0	0	0	23,000	0
85	3425	Utility Undergrounding 2017	0	0	0	0	0
86	3426	Annual Sidewalk, Curb & Gutter Repair	219,515	0	0	130,485	0
87	3430	Midtown Street Light Project	0	0	0	0	0
88	3440	Annual Street Light, Signal, and Signage	0	0	0	0	275,000
89	3449	Street Landscape Irrigation Repair	0	0	0	0	200,000
90	3451	The Pines Pilot Parking Permit Program	0	0	0	0	0
91	4267	Soundwall and Barrier Repair and Renovation Program	0	0	0	0	50,000
92	4281	TASP Underground Utility District	0	0	0	0	0
93	4283	ADA Curb Ramp Transition Program	300,000	0	0	0	0
94	4290	Annual Bridge Rehabilitation	75,000	0	0	0	0
95	4291	Street Resurfacing Project 2018-19	0	0	0	0	0
96	New	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR	0	0	0	0	0
97	New	Citywide Traffic Modeling	0	0	0	0	0
98	New	Citywide Traffic Safety Assessment	0	0	0	0	0
99	New	Costa Street Plan Line Study	0	0	0	0	0
100	New	Enhanced Crosswalk Striping and Beacons	0	0	0	0	0
101	New	Feasibility of POCs at VTA Light Rail Platforms	0	0	0	0	0
102	New	Green Bike Lane Installation	0	0	0	0	0
103	New	Montague Expressway Widening - West	0	0	0	0	0
104	New	Pilot Street Sweeping Program	0	0	0	0	0
105	New	Radar Speed Feedback Signage	0	0	0	0	0
106	New	S. Milpitas Blvd. Veh. Bridge at Penitencia	0	0	0	0	0
107	New	SR237 HOV Lane Improvements	0	0	0	0	0
108	New	Street Pavement Restriping	0	0	0	0	200,000
109	New	Street Resurfacing Project 2023-24	0	0	0	0	0
110	New	TASP On-Street Parking Program	0	0	0	0	0
111	Plan	Montague Ped. Overcrossing at Penitencia	0	0	0	0	0
112	Plan	Street Resurfacing Project 2019-20	0	0	0	0	0
113	Plan	Street Resurfacing Project 2020-21	0	0	0	0	0
114	Plan	Street Resurfacing Project 2021-22	2,720,000	500,000	0	1,380,000	0
115	Plan	Street Resurfacing Project 2022-23	0	0	0	0	0
116	Plan	Traffic Management Enhancements 2021	0	0	0	0	0
117	Plan	Traffic Signal Installation	0	0	0	0	0

City of Milpitas

2019-24 CAPITAL IMPROVEMENT PROGRAM

Total Defunding by Funding Source	(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source	3,314,515	500,000	0	1,618,485	0
Subtotal by Funding Source	3,314,515	500,000	0	1,618,485	725,000
Subtotal by Year	6,158,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Street Improvement

			2022-23				
			Gas Tax Fund	Vehicle Registration Fee	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
78	2008	Montague Ped. Overcrossing at Piper Dr.	0	0	0	0	0
83	3402	McCarthy Blvd. LLMD Improvement 95-1	0	0	0	85,000	0
84	3411	Sinclair LLMD Improvements 98-1	0	0	0	23,000	0
85	3425	Utility Undergrounding 2017	0	0	0	0	0
86	3426	Annual Sidewalk, Curb & Gutter Repair	0	0	0	0	350,000
87	3430	Midtown Street Light Project	0	0	0	0	0
88	3440	Annual Street Light, Signal, and Signage	0	0	0	0	275,000
89	3449	Street Landscape Irrigation Repair	0	0	0	0	50,000
90	3451	The Pines Pilot Parking Permit Program	0	0	0	0	0
91	4267	Soundwall and Barrier Repair and Renovation Program	0	0	0	0	50,000
92	4281	TASP Underground Utility District	0	0	0	0	0
93	4283	ADA Curb Ramp Transition Program	300,000	0	0	0	0
94	4290	Annual Bridge Rehabilitation	0	0	0	0	0
95	4291	Street Resurfacing Project 2018-19	0	0	0	0	0
96	New	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR	0	0	0	0	0
97	New	Citywide Traffic Modeling	0	0	0	0	0
98	New	Citywide Traffic Safety Assessment	0	0	0	0	0
99	New	Costa Street Plan Line Study	0	0	0	0	0
100	New	Enhanced Crosswalk Striping and Beacons	0	0	0	0	0
101	New	Feasibility of POCs at VTA Light Rail Platforms	0	0	0	0	0
102	New	Green Bike Lane Installation	0	0	0	0	0
103	New	Montague Expressway Widening - West	0	0	0	0	0
104	New	Pilot Street Sweeping Program	0	0	0	0	0
105	New	Radar Speed Feedback Signage	0	0	0	0	0
106	New	S. Milpitas Blvd. Veh. Bridge at Penitencia	0	0	0	0	0
107	New	SR237 HOV Lane Improvements	0	0	0	0	0
108	New	Street Pavement Restriping	0	0	0	0	0
109	New	Street Resurfacing Project 2023-24	0	0	0	0	0
110	New	TASP On-Street Parking Program	0	0	0	0	0
111	Plan	Montague Ped. Overcrossing at Penitencia	0	0	0	0	0
112	Plan	Street Resurfacing Project 2019-20	0	0	0	0	0
113	Plan	Street Resurfacing Project 2020-21	0	0	0	0	0
114	Plan	Street Resurfacing Project 2021-22	0	0	0	0	0
115	Plan	Street Resurfacing Project 2022-23	2,720,000	500,000	0	1,380,000	0
116	Plan	Traffic Management Enhancements 2021	0	0	0	0	0
117	Plan	Traffic Signal Installation	0	0	0	0	0

City of Milpitas

2019-24 CAPITAL IMPROVEMENT PROGRAM

Total Defunding by Funding Source	(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source	3,020,000	500,000	0	1,488,000	0
Subtotal by Funding Source	3,020,000	500,000	0	1,488,000	725,000
Subtotal by Year	5,733,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Street Improvement

			2023-24				
			Gas Tax Fund	Vehicle Registration Fee	General Government CIP Fund	Other	Unidentified Funding
PG	PROJECT						
78	2008	Montague Ped. Overcrossing at Piper Dr.	0	0	0	0	0
83	3402	McCarthy Blvd. LLMD Improvement 95-1	0	0	0	85,000	0
84	3411	Sinclair LLMD Improvements 98-1	0	0	0	23,000	0
85	3425	Utility Undergrounding 2017	0	0	0	0	0
86	3426	Annual Sidewalk, Curb & Gutter Repair	0	0	0	0	350,000
87	3430	Midtown Street Light Project	0	0	0	0	0
88	3440	Annual Street Light, Signal, and Signage	0	0	0	0	275,000
89	3449	Street Landscape Irrigation Repair	0	0	0	0	50,000
90	3451	The Pines Pilot Parking Permit Program	0	0	0	0	0
91	4267	Soundwall and Barrier Repair and Renovation Program	0	0	0	0	50,000
92	4281	TASP Underground Utility District	0	0	0	0	0
93	4283	ADA Curb Ramp Transition Program	300,000	0	0	0	0
94	4290	Annual Bridge Rehabilitation	0	0	0	0	0
95	4291	Street Resurfacing Project 2018-19	0	0	0	0	0
96	New	(Rmb) S. Milpitas Imprv - Gibraltar to UPRR	0	0	0	0	0
97	New	Citywide Traffic Modeling	0	0	0	0	0
98	New	Citywide Traffic Safety Assessment	0	0	0	0	0
99	New	Costa Street Plan Line Study	0	0	0	0	0
100	New	Enhanced Crosswalk Striping and Beacons	0	0	0	0	0
101	New	Feasibility of POCs at VTA Light Rail Platforms	0	0	0	0	0
102	New	Green Bike Lane Installation	0	0	0	0	0
103	New	Montague Expressway Widening - West	0	0	0	20,200,000	0
104	New	Pilot Street Sweeping Program	0	0	0	0	0
105	New	Radar Speed Feedback Signage	0	0	0	0	0
106	New	S. Milpitas Blvd. Veh. Bridge at Penitencia	0	0	0	0	0
107	New	SR237 HOV Lane Improvements	0	0	0	0	0
108	New	Street Pavement Restriping	0	0	0	0	200,000
109	New	Street Resurfacing Project 2023-24	2,720,000	500,000	0	1,380,000	0
110	New	TASP On-Street Parking Program	0	0	0	0	0
111	Plan	Montague Ped. Overcrossing at Penitencia	0	0	0	13,990,000	0
112	Plan	Street Resurfacing Project 2019-20	0	0	0	0	0
113	Plan	Street Resurfacing Project 2020-21	0	0	0	0	0
114	Plan	Street Resurfacing Project 2021-22	0	0	0	0	0
115	Plan	Street Resurfacing Project 2022-23	0	0	0	0	0
116	Plan	Traffic Management Enhancements 2021	0	0	0	0	0
117	Plan	Traffic Signal Installation	0	0	0	0	0

City of Milpitas

2019-24 CAPITAL IMPROVEMENT PROGRAM

Total Defunding by Funding Source	(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source	3,020,000	500,000	0	35,678,000	0
Subtotal by Funding Source	3,020,000	500,000	0	35,678,000	925,000
Subtotal by Year	40,123,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	2008 Montague Ped. Overcrossing at Piper Dr.	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

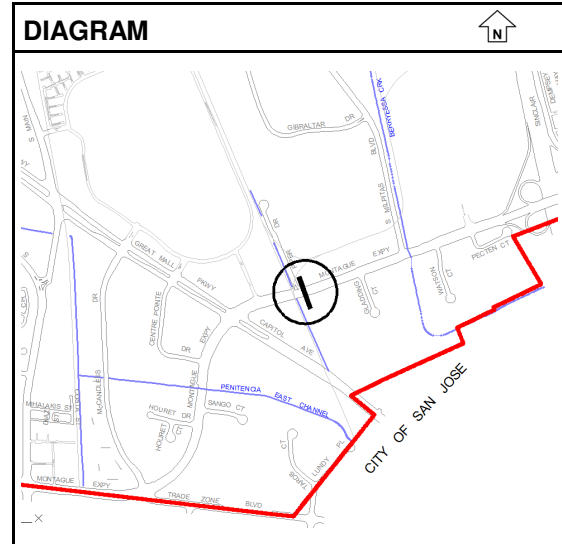
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the construction of a pedestrian overcrossing (POC) over Montague Expressway at Piper Drive. The pedestrian overcrossing is part of the Transit Area Specific Plan (TASP) circulation infrastructure improvement that provides safe and convenient pedestrian circulation between the Milpitas BART station, Great Mall and surrounding residential developments.

NOTES:

VTA is administering the project and securing necessary funding. Construction of the POC anticipated to start in summer 2019 and take two years to complete. The City's local share match is estimated at \$8M to include aesthetic enhancements and construction contingency. TASP ID: DB#7.



Uncommitted Balance as of 3/31/2019: \$6,433,521

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	1,500,000	0	0	0	0	0	1,500,000
Administration	900,000	0	0	0	0	0	900,000
Inspection	500,000	0	0	0	0	0	500,000
Improvements	7,800,000	(2,700,000)	0	0	0	0	5,100,000
Totals	10,700,000	(2,700,000)	0	0	0	0	8,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	10,700,000	(2,700,000)	0	0	0	0	8,000,000
Totals	10,700,000	(2,700,000)	0	0	0	0	8,000,000

FINANCE NOTES

Transit Performance Initiative (TPI) Grant \$2.7M.
 One Bay Area (OBAG) Cycle 2 Grant \$7.0M (Available 8/2018).
 TASP ID DB#7.
 City Council 4/04/2017 - approved \$1,500,000 Midyear Appropriation.
 VTA and the City entered into an agreement for VTA to administer the project under the VTA/Milpitas Master Agreement Amendment 10. \$2.7M in prior year funding defunded in FY2019-20 to match the City's local funding share to VTA for project construction.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	3402	McCarthy Blvd. LLMD Improvement 95-1	1

CONTACT: Steve Erickson [3301] / Tony Ndah [2602]

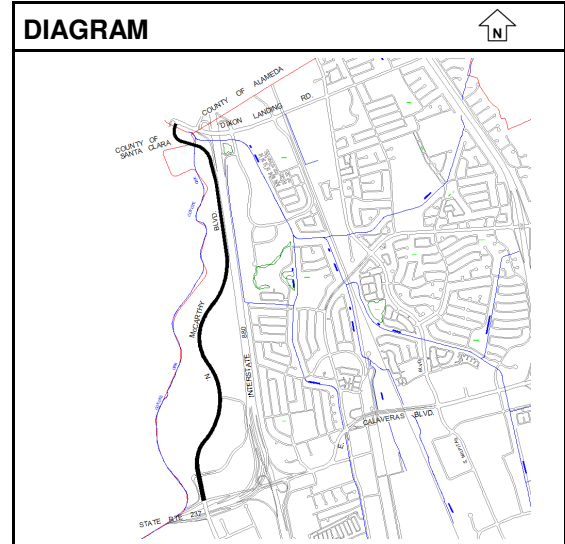
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for design and construction of landscape and irrigation system renovation on McCarthy Boulevard, between Hwy 237 and Dixon Landing Road.

NOTES:

Phase 1 of the segment (third of the southerly segment) completed. Remainder of McCarthy Boulevard to be completed within FY2019-21 once sufficient LLMD funds have been accumulated.



Uncommitted Balance as of 3/31/2019: \$388,886

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	85,000	0	0	0	0	0	85,000
Administration	70,000	0	0	0	0	0	70,000
Inspection	38,000	0	0	0	0	0	38,000
Improvements	669,256	85,000	85,000	85,000	85,000	85,000	1,094,256
Totals	862,256	85,000	85,000	85,000	85,000	85,000	1,287,256

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
LLMD	862,256	85,000	85,000	85,000	85,000	85,000	1,287,256
Totals	862,256	85,000	85,000	85,000	85,000	85,000	1,287,256

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	3425 Utility Undergrounding 2017	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

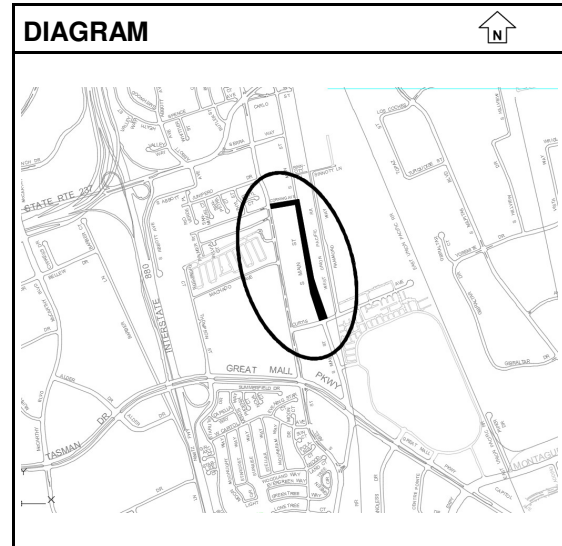
PRIORITY: Economic Development and Job Growth

DESCRIPTION

This project provides preliminary engineering and City administration for the undergrounding of existing overhead electric and communication utilities by Pacific Gas & Electric Company (PG&E) at various locations Citywide. The project is partially funded through the PG&E Rule 20A Program. Once a new Underground Utility District (UUD) is created by City Council Resolution, PG&E will complete the engineering and construction within 5 to 7 years.

NOTES:

The City has approximately \$5.2M funding/work credits available for use in the PG&E Rule 20A Program. Underground Utility District #6 was approved by the City Council on January 3, 2016, along portions of South Main Street from Corning Avenue to Curtis Avenue including utilities on Corning Avenue. Initially, the total project cost was estimated at \$3.5M, with the City's share for improvements (not eligible for Rule 20A funding) estimated at \$600,000 for electrical panel conversions and disposal of contaminated soil. During design development, it was discovered that right-of-way (ROW) acquisition is required for utilities. Conceptual estimate for ROW and City's share for improvements are included in FY2020-21. Costs associated with the underground infrastructure for new street lights will be covered through the Midtown Street Light Project # 3430. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$69,660

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	200,000	0	150,000	0	0	0	350,000
Administration	50,000	0	100,000	0	0	0	150,000
Inspection	0	0	50,000	0	0	0	50,000
Land	0	0	400,000	0	0	0	400,000
Improvements	0	0	600,000	0	0	0	600,000
Totals	250,000	0	1,300,000	0	0	0	1,550,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	250,000	0	0	0	0	0	250,000
Unidentified Funding	0	0	1,300,000	0	0	0	1,300,000
Totals	250,000	0	1,300,000	0	0	0	1,550,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	3426 Annual Sidewalk, Curb & Gutter Repair	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

NOTES:

Demand for replacement work continues to grow largely due to sidewalk, curb, and gutter damage from growing tree roots. This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$325,821

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	75,184	10,000	10,000	10,000	10,000	10,000	125,184
Improvements	1,131,656	340,000	340,000	340,000	340,000	340,000	2,831,656
Totals	1,206,840	350,000	350,000	350,000	350,000	350,000	2,956,840

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	903,640	(300,000)	0	0	0	0	603,640
Sewer Fund	203,200	0	0	0	0	0	203,200
Water Fund	100,000	0	0	0	0	0	100,000
Gas Tax Fund	0	650,000	140,090	219,515	0	0	1,009,605
Unidentified Funding	0	0	0	0	350,000	350,000	700,000
Sewer Infrastructure Fund	0	0	209,910	130,485	0	0	340,395
Totals	1,206,840	350,000	350,000	350,000	350,000	350,000	2,956,840

FINANCE NOTES

\$300k in prior year funding revised from General Gov. CIP Fund to Gas Tax Fund in FY2019-20.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	3430 Midtown Street Light Project	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

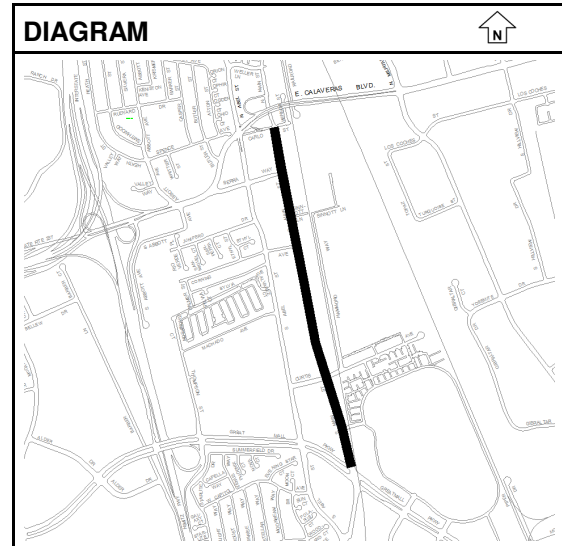
PRIORITY: Economic Development and Job Growth

DESCRIPTION

This project provides for the installation of Midtown decorative street lighting and signal improvements along South Main Street from Carlo Street to Great Mall Parkway. The project will be completed in phases. Conceptual cost estimates for the different project phases include: Carlo to Corning is \$2.2M; Curtis to Great Mall Parkway is \$2M; and Corning to Curtis is \$2.7M. The Carlo to Corning phase would be completed once the Midtown Specific Town Update is completed. The Corning to Curtis phase would be completed after PG&E Rule 20A undergrounding of overhead utilities. Estimates are conceptual and actual construction cost will be developed during design phases.

NOTES:

PG&E Rule 20A undergrounding of overhead utilities between Corning and Curtis will be completed through Project #3425 - Utility Undergrounding 2017. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$2,380,371

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	175,000	0	0	0	0	0	175,000
Administration	100,000	0	50,000	0	0	0	150,000
Inspection	25,000	0	50,000	0	0	0	75,000
Improvements	2,350,000	(2,350,000)	6,900,000	0	0	0	6,900,000
Totals	2,650,000	(2,350,000)	7,000,000	0	0	0	7,300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	2,650,000	(2,350,000)	0	0	0	0	300,000
Unidentified Funding	0	0	7,000,000	0	0	0	7,000,000
Totals	2,650,000	(2,350,000)	7,000,000	0	0	0	7,300,000

FINANCE NOTES

\$2.35M in prior year funding revised from General Gov. CIP Fund to Unidentified Fund in FY2020-21.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	3440	Annual Street Light, Signal, and Signage	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the repair and replacement of damaged, destroyed, or vandalized street lights, and includes the repair or replacement of copper wiring, street lights, street light poles, signal lighting, signal poles, traffic/pedestrian safety devices, signal battery backup system replacements, and related appurtenances.

NOTES:

This project also provides for upgrades to street signs on City streets to be consistent with current standards. This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$143,168

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	20,000	10,000	10,000	10,000	10,000	10,000	70,000
Improvements	0	140,000	265,000	265,000	265,000	265,000	1,200,000
Equipment	230,000	0	0	0	0	0	230,000
Totals	250,000	150,000	275,000	275,000	275,000	275,000	1,500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	250,000	0	0	0	0	0	250,000
Gas Tax Fund	0	150,000	275,000	0	0	0	425,000
Unidentified Funding	0	0	0	275,000	275,000	275,000	825,000
Totals	250,000	150,000	275,000	275,000	275,000	275,000	1,500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	3449	Street Landscape Irrigation Repair	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the repair and replacement of streetscape and median irrigation systems and related equipment on City streets.

NOTES:

The City has many miles of landscaped street medians and curb planter areas in the City. The older irrigation systems are inefficient, leaking, not well documented, and do not provide suitable irrigation to support healthy landscape. The project would also provide for restoration of existing landscaping within medians and curb planters. This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$146,754

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	25,000	25,000	25,000	25,000	0	0	100,000
Administration	15,000	15,000	15,000	15,000	10,000	10,000	80,000
Inspection	10,000	10,000	10,000	10,000	0	0	40,000
Improvements	100,000	100,000	150,000	150,000	40,000	40,000	580,000
Totals	150,000	150,000	200,000	200,000	50,000	50,000	800,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	200,000	200,000	50,000	50,000	500,000
General Government CIP Fund	150,000	150,000	0	0	0	0	300,000
Totals	150,000	150,000	200,000	200,000	50,000	50,000	800,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	3451	The Pines Pilot Parking Permit Program	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

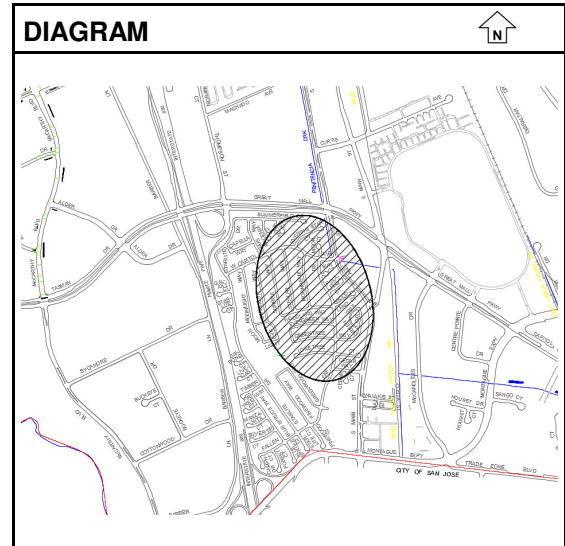
PRIORITY: Transportation and Transit

DESCRIPTION

This is a six-month pilot parking permit program for the northeast area of The Pines neighborhood. The trial program is designed to provide residents with a better opportunity for on-street parking.

NOTES:

Six-month pilot program anticipated to start FY2020-21.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	0	0	10,000	0	0	0	10,000
Improvements	0	0	220,000	0	0	0	220,000
Totals	0	0	230,000	0	0	0	230,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	0	230,000	0	0	0	230,000
Totals	0	0	230,000	0	0	0	230,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	4267	Soundwall and Barrier Repair and Renovation Program	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

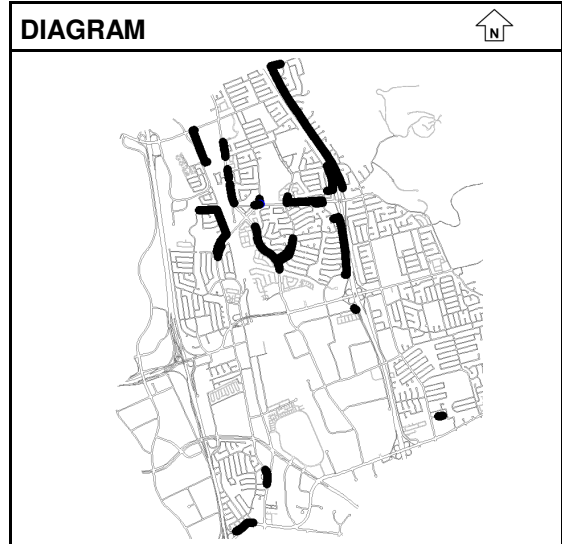
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project repairs and renovates the City owned soundwalls, fenced and barriers within parks, and along N. Milpitas Boulevard, Escuela Parkway, Jacklin Road at Horcajo, La Palma, Hillview Drive at Tularcitos Creek, Nicklaus at N. Park Victoria and other locations. Portions of the walls have deteriorated and will need to be structurally repaired or completely replaced. In some locations, the ground elevation on the residence side is much higher than on the public street side. The soundwalls were not designed as retaining walls, so they require structural retrofit work or replacement.

NOTES:

This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$320,340

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	120,000	0	0	0	0	0	120,000
Administration	85,000	0	0	0	0	0	85,000
Inspection	80,000	0	0	0	0	0	80,000
Improvements	693,466	0	0	50,000	50,000	50,000	843,466
Totals	978,466	0	0	50,000	50,000	50,000	1,128,466

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	500,000	0	0	0	0	0	500,000
Street Improvement Fund	478,466	0	0	0	0	0	478,466
Unidentified Funding	0	0	0	50,000	50,000	50,000	150,000
Totals	978,466	0	0	50,000	50,000	50,000	1,128,466

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4281 TASP Underground Utility District	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

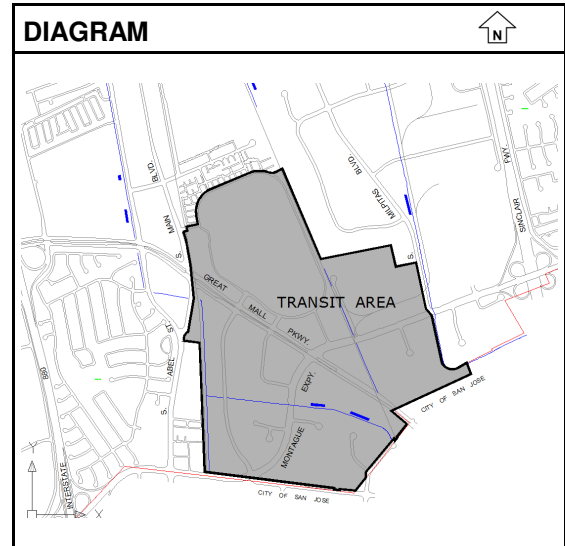
PRIORITY: Economic Development and Job Growth

DESCRIPTION

This project provides for the creation of new Underground Utility District (UUD) #7 within the City's Transit Area Specific Plan redevelopment area. The purpose of the district is to allow Pacific Gas & Electric Company (PG&E) to underground existing overhead electric, PG&E, Cable TV, and communication utilities. The new district would be administered by the City with the undergrounding design and construction to be completed by PG&E using the City's Rule 20A funds. The City has approximately \$5.2M in available PG&E Rule 20A funds for use with this project.

NOTES:

UUD #7 was created by the City Council by resolution on January 3, 2017. UUD #7 will underground approximately 990 linear feet of overhead PG&E electric line along South Milpitas Blvd. from the existing UPRR rail crossing to Montague Expressway and along Montague Expressway from South Milpitas Blvd. to Watson Court. The Valley Transportation Authority (VTA) will install the new undergrounding substructure as part of the BART project at their cost. The Santa Clara County Roads and Airports will provide their available Rule 20A funds for work within the County right-of-way. The total project cost is estimated at \$1.3M with a majority of the funding coming from Rule 20A funds.



Uncommitted Balance as of 3/31/2019: \$142,322

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	60,000	20,000	0	0	0	0	80,000
Inspection	45,000	0	0	0	0	0	45,000
Improvements	75,000	225,000	0	0	0	0	300,000
Totals	180,000	245,000	0	0	0	0	425,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	180,000	245,000	0	0	0	0	425,000
Totals	180,000	245,000	0	0	0	0	425,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4283 ADA Curb Ramp Transition Program	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This mandatory program involves citywide replacement or upgrade of existing curb ramps to current standard Americans with Disabilities Act (ADA) compliant ramps. The project will also include the construction of minor segments of new sidewalk to close gaps between sidewalks on public streets in order to meet the requirements of the Title II of the ADA, and to allow the City to be eligible for future Federal transportation aid funds. An annual assessment will be conducted to determine and establish a priority list of candidate sites for replacement or upgrade based on pedestrian activity, public request, and field inspection. The target program completion date for citywide ADA public street curb ramp compliance is 2040.

NOTES:

Federal regulation mandates state and local governments to comply with the American Disable Act (ADA) by making reasonable accommodation to the disabled. The ADA curb ramp transition plan is a program to comply with the Federal ADA regulation on public streets, and the program allows the city to be eligible to future transportation Federal aid funds. In 2018, 48 curb ramps were upgraded citywide for ADA compliance. In 2019, 60 curb ramps are planned to be upgraded in conjunction with Street Resurfacing Project 2018-19 (#4291).

Uncommitted Balance as of 3/31/2019: \$345,032

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	30,000	10,000	10,000	10,000	10,000	10,000	80,000
Administration	30,000	10,000	10,000	10,000	10,000	10,000	80,000
Inspection	90,000	30,000	30,000	30,000	30,000	30,000	240,000
Improvements	750,000	250,000	250,000	250,000	250,000	250,000	2,000,000
Totals	900,000	300,000	300,000	300,000	300,000	300,000	2,400,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	900,000	300,000	300,000	300,000	300,000	300,000	2,400,000
Totals	900,000	300,000	300,000	300,000	300,000	300,000	2,400,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	4290	Annual Bridge Rehabilitation	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

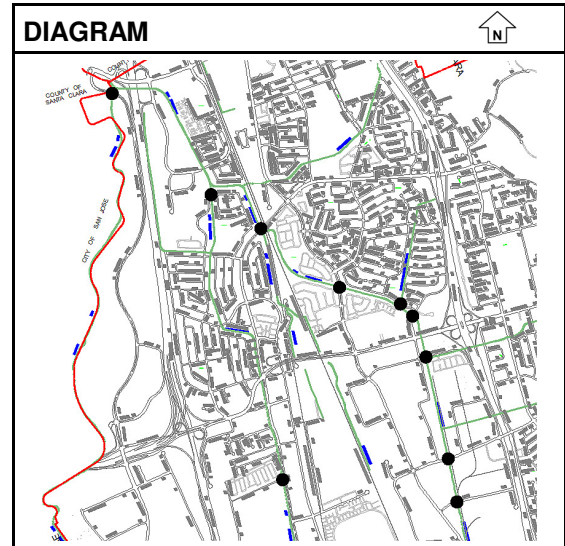
PRIORITY: Transportation and Transit

DESCRIPTION

The project provides for the repair and rehabilitation of City owned bridges. The city owns and maintains eighteen roadway bridges and five pedestrian/bicycle bridges. They require ongoing repair and rehabilitation including deck resurfacing, crack sealing, guard rail repairs and work identified in the bi-annual bridge inspection reports performed by the California Department of Transportation.

NOTES:

Funding added to FY2019-20 for rehab work needed at California Circle and North Abbott.



Uncommitted Balance as of 3/31/2019: \$75,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	20,000	0	0	0	0	20,000
Administration	0	15,000	0	0	0	0	15,000
Improvements	75,000	140,000	75,000	75,000	0	0	365,000
Totals	75,000	175,000	75,000	75,000	0	0	400,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	75,000	175,000	75,000	75,000	0	0	400,000
Totals	75,000	175,000	75,000	75,000	0	0	400,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4291 Street Resurfacing Project 2018-19	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

NOTES:

There are currently over 129 center lane miles of streets that are owned by the City. The project will also include replacement and upgrade of curb, gutter, driveway, sidewalk, installation of ADA ramps, implementation of Class II bike lanes, and Class III bike route facilities as described in the City's 2009 Bikeway Master Plan Update. Funding to be utilized for improvements in FY2018-19 and design services for subsequent year of resurfacing projects.

Uncommitted Balance as of 3/31/2019: \$2,732,954

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	100,000	0	0	0	0	0	100,000
Administration	50,000	0	0	0	0	0	50,000
Inspection	50,000	0	0	0	0	0	50,000
Improvements	4,400,000	9,415	0	0	0	0	4,409,415
Totals	4,600,000	9,415	0	0	0	0	4,609,415

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	1,300,000	0	0	0	0	0	1,300,000
Street Improvement Fund	1,100,000	0	0	0	0	0	1,100,000
Vehicle Registration Fee	500,000	0	0	0	0	0	500,000
Measure B	1,600,000	109,415	0	0	0	0	1,709,415
Sewer Fund	100,000	(100,000)	0	0	0	0	0
Totals	4,600,000	9,415	0	0	0	0	4,609,415

FINANCE NOTES

Measure B Funding: \$1,709,415 will be available for this project in FY2018-19.
City Council 2/26/2019 - \$1.6M in prior year Transient Occupancy Tax (TOT) funding changed to Measure B.
\$100k in prior year Sewer Fund revised to Measure B in FY2019-20.
SB-1 Funding: \$441,869 is approved for this project under Gas Tax Fund distribution.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New (Rmb) S. Milpitas Imprv - Gibraltar to UPRR	1

CONTACT: Steve Erickson [3301] / Kan Xu [3253]

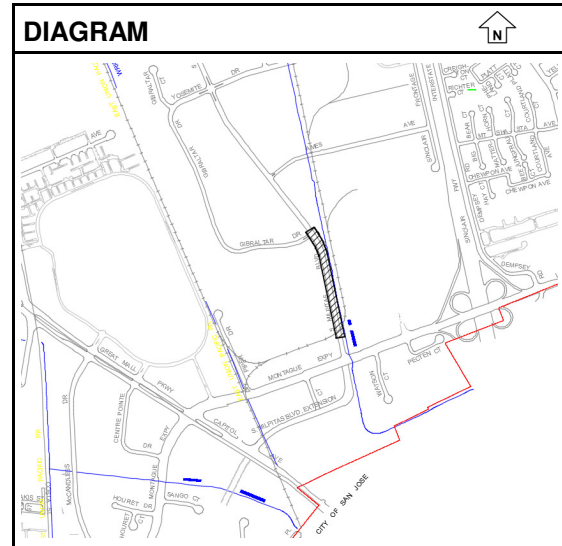
PRIORITY: Transportation and Transit

DESCRIPTION

The project provides surface improvements (2" grind and overlay) on South Milpitas Blvd. from Union Pacific Railroad (UPRR) tracks to Gibraltar Drive.

NOTES:

Utility relocation and undergrounding from UPRR to PG&E Substation was completed. Roadway surface improvements and utility relocation by the developer (Pulte) to be reimbursed by the City. Reimbursement anticipated by summer 2020. TASP ID: DB#10.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	0	850,000	0	0	0	0	850,000
Totals	0	850,000	0	0	0	0	850,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	850,000	0	0	0	0	850,000
Totals	0	850,000	0	0	0	0	850,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Citywide Traffic Modeling	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project will create a citywide traffic operation model (current and 10 year horizon) to assess motor vehicle traffic level-of-service at key roadway corridors and intersections. The model will be used to evaluate potential roadway improvements to improve level-of-service in the city.

NOTES:

Traffic modeling to start spring 2020 after the opening of Milpitas BART Station and once new traffic patterns have been stabilized.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	390,000	0	0	0	0	390,000
Administration	0	10,000	0	0	0	0	10,000
Totals	0	400,000	0	0	0	0	400,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	0	400,000	0	0	0	0	400,000
Totals	0	400,000	0	0	0	0	400,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Citywide Traffic Safety Assessment	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for a citywide traffic safety assessment to determine where enhanced safety measures such as traffic calming elements maybe required. Focus areas include intersections with high pedestrian traffic, bike routes, and residential areas.

NOTES:

Assessment to be completed by fall 2020.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	390,000	0	0	0	0	390,000
Administration	0	10,000	0	0	0	0	10,000
Totals	0	400,000	0	0	0	0	400,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	0	400,000	0	0	0	0	400,000
Totals	0	400,000	0	0	0	0	400,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Costa Street Plan Line Study	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

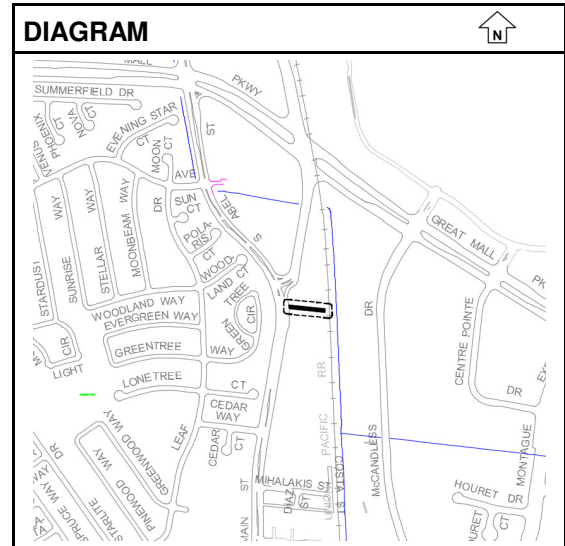
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the preparation of a Plan Line Study to evaluate the extension of Costa Street to connect to South Abel and South Main Street in the Transit Area Specific Plan (TASP) area. The study will evaluate right-of-way, adjacent property access, emergency vehicle access, pedestrian circulation, and streetscape opportunities.

NOTES:

Plan line study to be completed by fall 2020.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	100,000	0	0	0	0	100,000
Administration	0	25,000	0	0	0	0	25,000
Totals	0	125,000	0	0	0	0	125,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	125,000	0	0	0	0	125,000
Totals	0	125,000	0	0	0	0	125,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Enhanced Crosswalk Striping and Beacons	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for installation of high visibility crosswalk striping and pedestrian actuated flashing beacons to facilitate safer pedestrian crossings at high vehicle and pedestrian volume intersections. Anticipated locations will be along school routes.

NOTES:

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	100,000	0	0	0	0	100,000
Administration	0	10,000	0	0	0	0	10,000
Inspection	0	10,000	0	0	0	0	10,000
Improvements	0	380,000	0	0	0	0	380,000
Totals	0	500,000	0	0	0	0	500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	500,000	0	0	0	0	500,000
Totals	0	500,000	0	0	0	0	500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Feasibility of POCs at VTA Light Rail Platforms	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

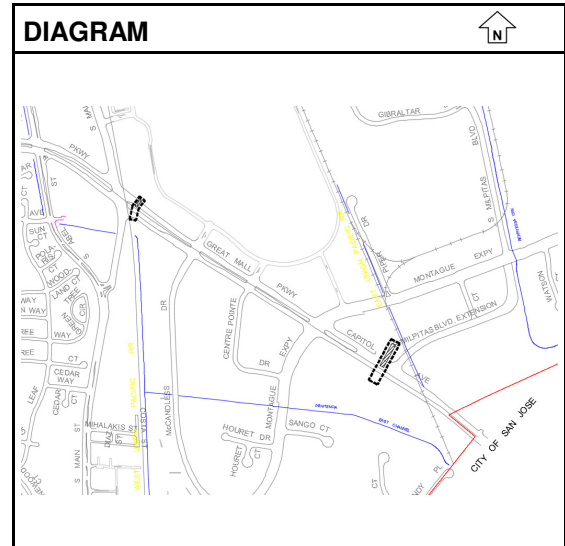
PRIORITY: Transportation and Transit

DESCRIPTION

The project will provide a feasibility study to determine the possibility of constructing pedestrian overcrossings (POC's) at Valley Transportation Authority (VTA) Light Rail Platforms over eastbound lanes of Great Mall Parkway near South Main Street and at E. Capital Avenue.

NOTES:

VTA Light Rail Platforms are located within medians on Great Mall Parkway and E. Capital Avenue. Current POC's for platforms only extend over westbound lanes.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	180,000	0	0	0	0	180,000
Administration	0	20,000	0	0	0	0	20,000
Totals	0	200,000	0	0	0	0	200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	200,000	0	0	0	0	200,000
Totals	0	200,000	0	0	0	0	200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	New	Green Bike Lane Installation	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for installation of green bike lanes per the Manual on Uniform Traffic Control Devices (MUTCD) to enhance visibility of bicyclists in merge areas at key city intersections.

NOTES:

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	0	30,000	0	0	0	0	30,000
Inspection	0	10,000	0	0	0	0	10,000
Improvements	0	260,000	0	0	0	0	260,000
Totals	0	300,000	0	0	0	0	300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	300,000	0	0	0	0	300,000
Totals	0	300,000	0	0	0	0	300,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Montague Expressway Widening - West	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

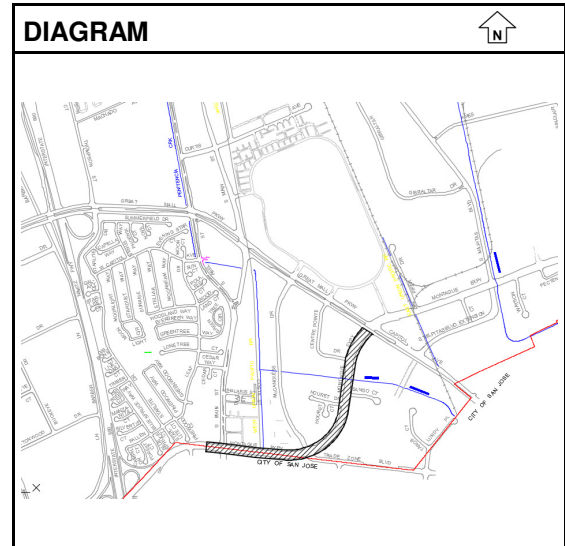
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the fair share contribution to widen Montague Expressway to four lanes in each direction and provide streetscape improvements from Great Mall Parkway to South Main Street. Montague Expressway is owned and operated by the Santa Clara County (County). It is anticipated that the County will administer the design and construction of the project.

NOTES:

FY2023-24 costs include widening and streetscape improvements. Streetscape improvement is estimated to cost \$12.3M (TASP ID: DB#6), and TASP fair share of the widening improvements is \$7.9M (TASP ID: DB#2).



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	0	275,000	275,000
Administration	0	0	0	0	0	25,000	25,000
Improvements	0	0	0	0	0	19,900,000	19,900,000
Totals	0	0	0	0	0	20,200,000	20,200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	0	0	0	0	20,200,000	20,200,000
Totals	0	0	0	0	0	20,200,000	20,200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Pilot Street Sweeping Program	1

CONTACT: Tony Ndah [2602] / Steve Chan [3324]

PRIORITY: Environment

DESCRIPTION

This project provides for a Pilot Street Sweeping Program to target one neighborhood in the city to explore more effective measures for street sweeping.

NOTES:

The pilot program area to be determined. Sweeping operations will be completed on one street side at a time on alternating days and within a shorter duration allowing residents to move vehicles from one side to the other to minimize parking impacts. This project will provide for outreach to residents and street signage installation.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	0	50,000	0	0	0	0	50,000
Inspection	0	20,000	0	0	0	0	20,000
Improvements	0	430,000	0	0	0	0	430,000
Totals	0	500,000	0	0	0	0	500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	500,000	0	0	0	0	500,000
Totals	0	500,000	0	0	0	0	500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Radar Speed Feedback Signage	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for installation of 20 radar speed feedback signage as a traffic calming measure on various city streets to reduce vehicle speed and to improve safety for motorists, pedestrians, and cyclists.

NOTES:

Target locations are desired at locations around schools.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	0	20,000	0	0	0	0	20,000
Improvements	0	180,000	0	0	0	0	180,000
Totals	0	200,000	0	0	0	0	200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	0	200,000	0	0	0	0	200,000
Totals	0	200,000	0	0	0	0	200,000

FINANCE NOTES

2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New SR237 HOV Lane Improvements	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

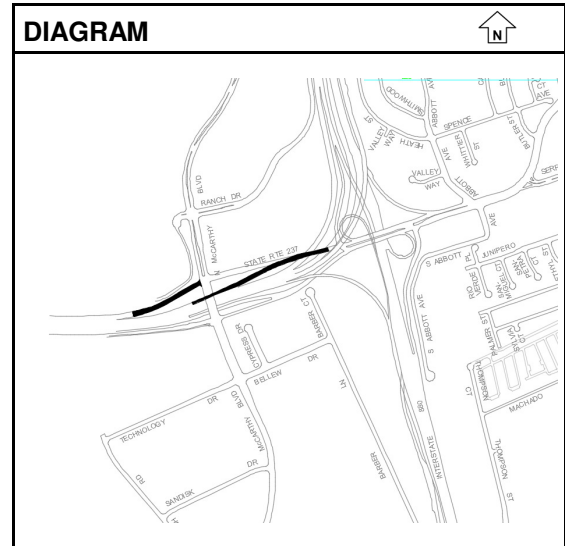
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for traffic flow improvements on State Route (SR) 237 at McCarthy Blvd. Improvements may include a high-occupancy vehicle (HOV) lane at the westbound on-ramp, HOV lane on the Calaveras Blvd. slip ramp, and/or a new traffic study.

NOTES:

Santa Clara Valley Transportation Authority (VTA) has FY2018-19 Measure B funding allocated for SR237 improvement projects. VTA will administrate the project and the City will provide 10% local match.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	0	200,000	0	0	0	0	200,000
Totals	0	200,000	0	0	0	0	200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	0	200,000	0	0	0	0	200,000
Totals	0	200,000	0	0	0	0	200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Street Pavement Restriping	1

CONTACT: Tony Ndah [2602] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the replacement and striping of pavement legends, markers, lane lines, and cross-walk striping to enhance public safety and to maintain the City's infrastructure.

NOTES:

This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	0	20,000	0	20,000	0	20,000	60,000
Improvements	0	180,000	0	180,000	0	180,000	540,000
Totals	0	200,000	0	200,000	0	200,000	600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	200,000	0	200,000	400,000
Gas Tax Fund	0	200,000	0	0	0	0	200,000
Totals	0	200,000	0	200,000	0	200,000	600,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New Street Resurfacing Project 2023-24	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

NOTES:

There are currently over 129 center lane miles of streets that are owned by the City. The project will also include replacement and upgrade of curb, gutter, driveway, sidewalk, installation of ADA ramps, implementation of Class II bike lanes, and Class III bike route facilities as described in the City's 2009 Bikeway Master Plan Update.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	0	100,000	100,000
Administration	0	0	0	0	0	50,000	50,000
Inspection	0	0	0	0	0	50,000	50,000
Improvements	0	0	0	0	0	4,400,000	4,400,000
Totals	0	0	0	0	0	4,600,000	4,600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Vehicle Registration Fee	0	0	0	0	0	500,000	500,000
Gas Tax Fund	0	0	0	0	0	2,720,000	2,720,000
Measure B	0	0	0	0	0	1,380,000	1,380,000
Totals	0	0	0	0	0	4,600,000	4,600,000

FINANCE NOTES

SB-1 Funding: Estimated \$1.23M will be provided for this project. City Council to adopted a resolution to designating SB-1 funding to 2023-24 Street Resurfacing Project. SB-1 Funds is under Gas Tax Fund distribution.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	New TASP On-Street Parking Program	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

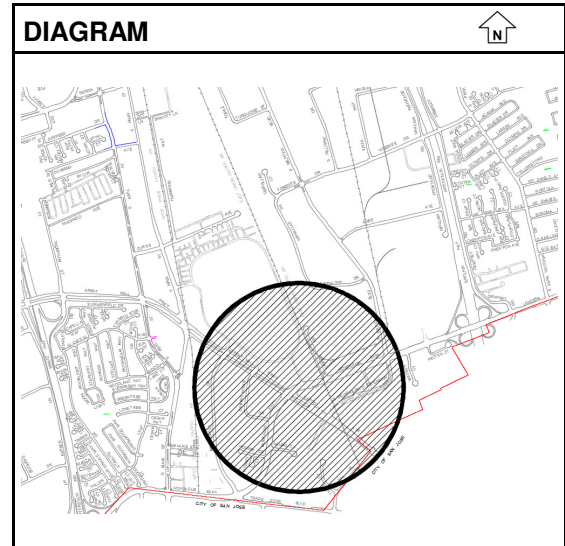
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for a Transit Area Specific Plan (TASP) area on-street parking program including installation of time limited parking signage within 0.5 mile of Milpitas BART station. The goal of the project is to encourage on-street parking supply turnover around Milpitas BART station so that nearby residents and the public have parking opportunities to access nearby parks and retail destinations, and discourage BART commuters from occupying on-street parking for prolong periods of the day.

NOTES:

Program to be implemented before the opening of Milpitas BART Station anticipated for end of 2019.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	30,000	0	0	0	0	30,000
Administration	0	20,000	0	0	0	0	20,000
Inspection	0	30,000	0	0	0	0	30,000
Improvements	0	250,000	0	0	0	0	250,000
Totals	0	330,000	0	0	0	0	330,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	330,000	0	0	0	0	330,000
Totals	0	330,000	0	0	0	0	330,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	Plan Montague Ped. Overcrossing at Penitencia	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

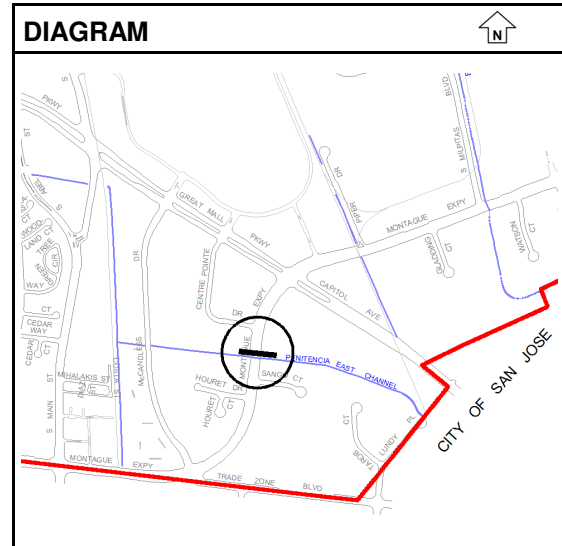
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for design and construction of a pedestrian overcrossing (POC) over Montague Expressway at the east levee of Penitencia Creek. The pedestrian overcrossing is part of the Transit Area Specific Plan (TASP) circulation infrastructure improvement to provide safe and convenient pedestrian circulation between TASP residential developments, schools, and park sites.

NOTES:

TASP developer (Lennar) to provide 100% design documents for POC as part of a reimbursement agreement. City to administer construction of POC once TASP Impact Fees funding is available. TASP ID: DB#7.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	1,000,000	0	0	0	500,000	1,500,000
Administration	0	10,000	0	0	0	75,000	85,000
Inspection	0	0	0	0	0	75,000	75,000
Improvements	0	0	0	0	0	13,340,000	13,340,000
Totals	0	1,010,000	0	0	0	13,990,000	15,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	1,010,000	0	0	0	13,990,000	15,000,000
Totals	0	1,010,000	0	0	0	13,990,000	15,000,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	Plan Street Resurfacing Project 2019-20	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

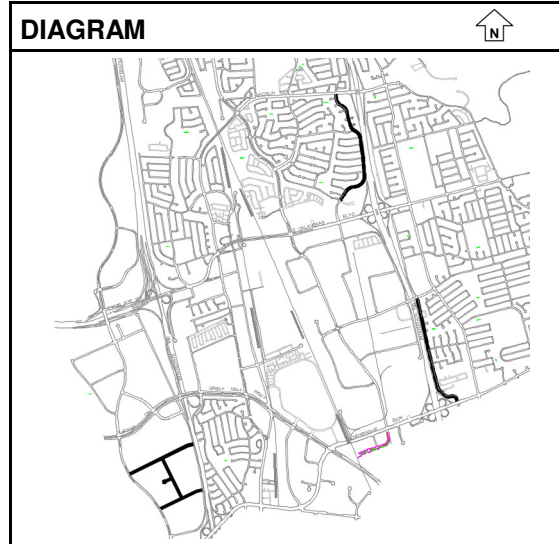
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

NOTES:

There are currently over 129 center lane miles of streets that are owned by the City. The project will also include replacement and upgrade of curb, gutter, driveway, sidewalk, installation of ADA ramps, implementation of Class II bike lanes, and Class III bike route facilities as described in the City's 2009 Bikeway Master Plan Update.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	100,000	0	0	0	0	100,000
Administration	0	50,000	0	0	0	0	50,000
Inspection	0	50,000	0	0	0	0	50,000
Improvements	0	4,400,000	0	0	0	0	4,400,000
Totals	0	4,600,000	0	0	0	0	4,600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	0	2,720,000	0	0	0	0	2,720,000
Vehicle Registration Fee	0	500,000	0	0	0	0	500,000
Measure B	0	1,380,000	0	0	0	0	1,380,000
Totals	0	4,600,000	0	0	0	0	4,600,000

FINANCE NOTES

City Council 3/19/2019 - approved estimated \$1,239,138 of SB-1 Funding for this project in FY2019-20. SB-1 Funds are under Gas Tax Fund distribution.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	Plan Street Resurfacing Project 2020-21	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

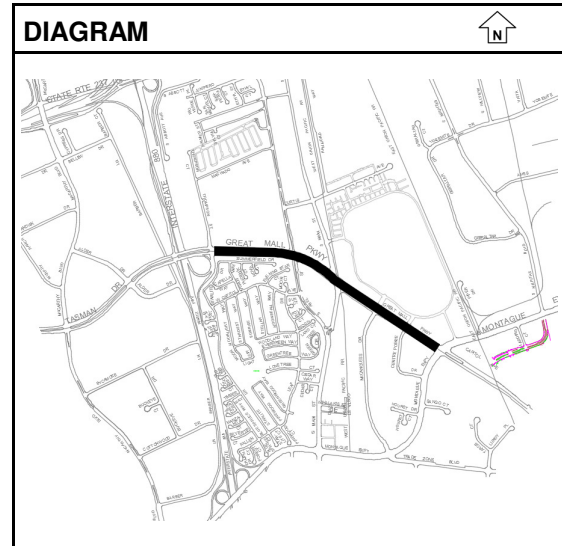
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

NOTES:

There are currently over 129 center lane miles of streets that are owned by the City. The project will also include replacement and upgrade of curb, gutter, driveway, sidewalk, installation of ADA ramps, implementation of Class II bike lanes, and Class III bike route facilities as described in the City's 2009 Bikeway Master Plan Update.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	100,000	0	0	0	100,000
Administration	0	0	50,000	0	0	0	50,000
Inspection	0	0	50,000	0	0	0	50,000
Improvements	0	0	4,400,000	0	0	0	4,400,000
Totals	0	0	4,600,000	0	0	0	4,600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Measure B	0	0	1,380,000	0	0	0	1,380,000
Gas Tax Fund	0	0	2,720,000	0	0	0	2,720,000
Vehicle Registration Fee	0	0	500,000	0	0	0	500,000
Totals	0	0	4,600,000	0	0	0	4,600,000

FINANCE NOTES

SB-1 Funding: Estimated \$1.23M will be provided for this project. City Council to adopted a resolution to designating SB-1 funding to 2020-21 Street Resurfacing Project. SB-1 Funds is under Gas Tax Fund distribution.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	Plan Street Resurfacing Project 2021-22	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

NOTES:

There are currently over 129 center lane miles of streets that are owned by the City. The project will also include replacement and upgrade of curb, gutter, driveway, sidewalk, installation of ADA ramps, implementation of Class II bike lanes, and Class III bike route facilities as described in the City's 2009 Bikeway Master Plan Update.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	100,000	0	0	100,000
Administration	0	0	0	50,000	0	0	50,000
Inspection	0	0	0	50,000	0	0	50,000
Improvements	0	0	0	4,400,000	0	0	4,400,000
Totals	0	0	0	4,600,000	0	0	4,600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	0	0	0	2,720,000	0	0	2,720,000
Vehicle Registration Fee	0	0	0	500,000	0	0	500,000
Measure B	0	0	0	1,380,000	0	0	1,380,000
Totals	0	0	0	4,600,000	0	0	4,600,000

FINANCE NOTES

SB-1 Funding: Estimated \$1.23M will be provided for this project. City Council to adopted a resolution to designating SB-1 funding to 2021-22 Street Resurfacing Project. SB-1 Funds is under Gas Tax Fund distribution.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	Plan Street Resurfacing Project 2022-23	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

NOTES:

There are currently over 129 center lane miles of streets that are owned by the City. The project will also include replacement and upgrade of curb, gutter, driveway, sidewalk, installation of ADA ramps, implementation of Class II bike lanes, and Class III bike route facilities as described in the City's 2009 Bikeway Master Plan Update.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	100,000	0	100,000
Administration	0	0	0	0	50,000	0	50,000
Inspection	0	0	0	0	50,000	0	50,000
Improvements	0	0	0	0	4,400,000	0	4,400,000
Totals	0	0	0	0	4,600,000	0	4,600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Measure B	0	0	0	0	1,380,000	0	1,380,000
Gas Tax Fund	0	0	0	0	2,720,000	0	2,720,000
Vehicle Registration Fee	0	0	0	0	500,000	0	500,000
Totals	0	0	0	0	4,600,000	0	4,600,000

FINANCE NOTES

SB-1 Funding: Estimated \$1.23M will be provided for this project. City Council to adopted a resolution to designating SB-1 funding to 2022-23 Street Resurfacing Project. SB-1 Funds is under Gas Tax Fund distribution.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	Plan Traffic Management Enhancements 2021	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the upgrade and deployment of traffic management equipment and software used to monitor and control the City's roadway network. Typical improvements include the deployment of traffic signal control equipment and upgrades to the traffic operations center's video monitoring equipment.

NOTES:

Project to add enhancements to remote monitoring of traffic signal operation and collection of traffic data.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	25,000	0	0	0	25,000
Administration	0	0	25,000	0	0	0	25,000
Improvements	0	0	150,000	0	0	0	150,000
Totals	0	0	200,000	0	0	0	200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	0	0	200,000	0	0	0	200,000
Totals	0	0	200,000	0	0	0	200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	Plan Traffic Signal Installation	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the design and construction of a traffic signal system. The following three intersections are being monitored for traffic signal warrants: Milpitas Blvd & Tramway Dr., and S. Park Victoria Dr. & Mt. Shasta Ave.

NOTES:

State traffic signal warrant criteria is used to justify the need for signaling an intersection.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	75,000	0	0	0	75,000
Administration	0	0	25,000	0	0	0	25,000
Surveying	0	0	10,000	0	0	0	10,000
Inspection	0	0	40,000	0	0	0	40,000
Improvements	0	0	200,000	0	0	0	200,000
Totals	0	0	350,000	0	0	0	350,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	0	0	350,000	0	0	0	350,000
Totals	0	0	350,000	0	0	0	350,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
WATER IMPROVEMENT PROJECTS SUMMARY

SUMMARY OF COSTS

PG. NO.	PROJECT	TOTAL COST	PRIOR YEARS	2019-20	2020-21	2021-22	2022-23	2023-24
127	2002 2nd SCVWD Water Reservoir & Pump Sta.	23,500,000	200,000	0	0	0	0	23,300,000
128	2009 SCVWD Second Water Supply Turnout	3,100,000	100,000	0	0	0	0	3,000,000
129	7076 Well Upgrade Project	25,975,000	8,975,000	3,500,000	3,000,000	6,000,000	4,400,000	100,000
130	7110 Hydrant Replacement Program	702,510	312,100	74,260	76,500	78,800	80,850	80,000
131	7112 Reservoir Cleaning	450,000	300,000	0	0	0	0	150,000
132	7117 Abel Street Pipeline Extension	940,000	440,000	500,000	0	0	0	0
133	7118 Dempsey Road Water Line Replacement	7,857,772	4,607,772	3,250,000	0	0	0	0
134	7121 Automated Meter Replacement Program	11,761,700	2,771,700	2,900,000	2,030,000	2,030,000	2,030,000	0
135	7127 Water Supervisory Control & Data Acquisition	6,550,000	50,000	1,000,000	5,500,000	0	0	0
136	7129 Recycled Water Pipeline Segment 1	5,000,000	3,750,000	(3,750,000)	0	0	0	5,000,000
137	7133 Minor Water Projects	700,000	200,000	100,000	100,000	100,000	100,000	100,000
138	7134 Water O&M Database Management	200,000	150,000	0	0	0	0	50,000
139	7135 Water Leak Detection & Condition Assessme	850,000	150,000	150,000	150,000	150,000	150,000	100,000
140	7136 Water Master Plan 2019	600,000	400,000	200,000	0	0	0	0
141	New (Rmb) TASP Recycled Water Distribution	1,900,000	0	800,000	500,000	300,000	300,000	0
142	Plan Los Coches Backbone	4,000,000	0	0	0	0	900,000	3,100,000
143	Plan Lower Berryessa Creek Water Line	1,025,000	0	0	0	0	1,025,000	0
144	Plan Recycled Water Pipeline Segment 2	4,755,000	0	0	0	0	4,755,000	0
145	Plan Recycled Water Pipeline Segment 3	11,957,000	0	0	0	3,507,000	8,450,000	0
146	Plan Recycled Water Pipeline Segment 4	19,600,000	0	0	6,200,000	13,400,000	0	0
147	Plan Recycled Water Pipeline Segment 5	3,305,000	0	0	0	3,305,000	0	0
148	Plan SCVWD Zone 1 Pressure Red. Valve	530,000	0	100,000	0	430,000	0	0

Defunding Subtotal

(3,750,000)

Funding Subtotal

12,574,260

TOTAL COST

\$135,258,982

\$22,406,572

\$8,824,260

\$17,556,500

\$29,300,800

\$22,190,850

\$34,980,000

SUMMARY OF AVAILABLE FINANCING

Water Fund	0	0	0	0	0
Water Line Extension Fund	200,000	0	0	1,015,000	25,000
Water Bonds	7,400,000	8,500,000	4,100,000	0	0
Water Capital Surcharge	324,260	2,356,500	4,258,800	7,670,850	3,655,000
Other	900,000	6,700,000	20,942,000	13,505,000	31,300,000
TOTAL AVAILABLE	\$8,824,260	\$17,556,500	\$29,300,800	\$22,190,850	\$34,980,000

NOTES

- (1) "New" projects listed are new to CIP
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Water Improvement

PG	PROJECT	2019-20				
		Water Fund	Water Line Extension Fund	Water Bonds	Water Capital Surcharge	Other
127	2002 2nd SCVWD Water Reservoir & Pump Sta.	0	0	0	0	0
128	2009 SCVWD Second Water Supply Turnout	0	0	0	0	0
129	7076 Well Upgrade Project	0	0	3,500,000	0	0
130	7110 Hydrant Replacement Program	0	0	0	74,260	0
131	7112 Reservoir Cleaning	0	0	0	0	0
132	7117 Abel Street Pipeline Extension	0	0	0	500,000	0
133	7118 Dempsey Road Water Line Replacement	0	0	0	3,250,000	0
134	7121 Automated Meter Replacement Program	0	0	2,900,000	0	0
135	7127 Water Supervisory Control & Data Acquisition	0	0	1,000,000	0	0
136	7129 Recycled Water Pipeline Segment 1	0	0	0	(3,750,000)	0
137	7133 Minor Water Projects	0	0	0	100,000	0
138	7134 Water O&M Database Management	0	0	0	0	0
139	7135 Water Leak Detection & Condition Assessment Program	0	0	0	150,000	0
140	7136 Water Master Plan 2019	0	200,000	0	0	0
141	New (Rmb) TASP Recycled Water Distribution	0	0	0	0	800,000
142	Plan Los Coches Backbone	0	0	0	0	0
143	Plan Lower Berryessa Creek Water Line	0	0	0	0	0
144	Plan Recycled Water Pipeline Segment 2	0	0	0	0	0
145	Plan Recycled Water Pipeline Segment 3	0	0	0	0	0
146	Plan Recycled Water Pipeline Segment 4	0	0	0	0	0
147	Plan Recycled Water Pipeline Segment 5	0	0	0	0	0
148	Plan SCVWD Zone 1 Pressure Red. Valve	0	0	0	0	100,000
Total Defunding by Funding Source		(0)	(0)	(0)	(3,750,000)	(0)
Total Funding by Funding Source		0	200,000	7,400,000	4,074,260	900,000
Subtotal by Funding Source		0	200,000	7,400,000	324,260	900,000
Subtotal by Year		8,824,260				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Water Improvement

PG	PROJECT	2020-21				
		Water Fund	Water Line Extension Fund	Water Bonds	Water Capital Surcharge	Other
127	2002 2nd SCVWD Water Reservoir & Pump Sta.	0	0	0	0	0
128	2009 SCVWD Second Water Supply Turnout	0	0	0	0	0
129	7076 Well Upgrade Project	0	0	3,000,000	0	0
130	7110 Hydrant Replacement Program	0	0	0	76,500	0
131	7112 Reservoir Cleaning	0	0	0	0	0
132	7117 Abel Street Pipeline Extension	0	0	0	0	0
133	7118 Dempsey Road Water Line Replacement	0	0	0	0	0
134	7121 Automated Meter Replacement Program	0	0	0	2,030,000	0
135	7127 Water Supervisory Control & Data Acquisition	0	0	5,500,000	0	0
136	7129 Recycled Water Pipeline Segment 1	0	0	0	0	0
137	7133 Minor Water Projects	0	0	0	100,000	0
138	7134 Water O&M Database Management	0	0	0	0	0
139	7135 Water Leak Detection & Condition Assessment Program	0	0	0	150,000	0
140	7136 Water Master Plan 2019	0	0	0	0	0
141	<i>New (Rmb) TASP Recycled Water Distribution</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>500,000</i>
142	Plan Los Coches Backbone	0	0	0	0	0
143	Plan Lower Berryessa Creek Water Line	0	0	0	0	0
144	Plan Recycled Water Pipeline Segment 2	0	0	0	0	0
145	Plan Recycled Water Pipeline Segment 3	0	0	0	0	0
146	Plan Recycled Water Pipeline Segment 4	0	0	0	0	6,200,000
147	Plan Recycled Water Pipeline Segment 5	0	0	0	0	0
148	Plan SCVWD Zone 1 Pressure Red. Valve	0	0	0	0	0
Total Defunding by Funding Source		(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source		0	0	8,500,000	2,356,500	0
Subtotal by Funding Source		0	0	8,500,000	2,356,500	6,700,000
Subtotal by Year		17,556,500				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Water Improvement

PG	PROJECT	2021-22				
		Water Fund	Water Line Extension Fund	Water Bonds	Water Capital Surcharge	Other
127	2002 2nd SCVWD Water Reservoir & Pump Sta.	0	0	0	0	0
128	2009 SCVWD Second Water Supply Turnout	0	0	0	0	0
129	7076 Well Upgrade Project	0	0	4,100,000	1,900,000	0
130	7110 Hydrant Replacement Program	0	0	0	78,800	0
131	7112 Reservoir Cleaning	0	0	0	0	0
132	7117 Abel Street Pipeline Extension	0	0	0	0	0
133	7118 Dempsey Road Water Line Replacement	0	0	0	0	0
134	7121 Automated Meter Replacement Program	0	0	0	2,030,000	0
135	7127 Water Supervisory Control & Data Acquisition	0	0	0	0	0
136	7129 Recycled Water Pipeline Segment 1	0	0	0	0	0
137	7133 Minor Water Projects	0	0	0	100,000	0
138	7134 Water O&M Database Management	0	0	0	0	0
139	7135 Water Leak Detection & Condition Assessment Program	0	0	0	150,000	0
140	7136 Water Master Plan 2019	0	0	0	0	0
141	<i>New (Rmb) TASP Recycled Water Distribution</i>	0	0	0	0	300,000
142	Plan Los Coches Backbone	0	0	0	0	0
143	Plan Lower Berryessa Creek Water Line	0	0	0	0	0
144	Plan Recycled Water Pipeline Segment 2	0	0	0	0	0
145	Plan Recycled Water Pipeline Segment 3	0	0	0	0	3,507,000
146	Plan Recycled Water Pipeline Segment 4	0	0	0	0	13,400,000
147	Plan Recycled Water Pipeline Segment 5	0	0	0	0	3,305,000
148	Plan SCVWD Zone 1 Pressure Red. Valve	0	0	0	0	430,000
Total Defunding by Funding Source		(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source		0	0	4,100,000	4,258,800	0
Subtotal by Funding Source		0	0	4,100,000	4,258,800	20,942,000
Subtotal by Year		29,300,800				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Water Improvement

PG	PROJECT	2022-23				
		Water Fund	Water Line Extension Fund	Water Bonds	Water Capital Surcharge	Other
127	2002 2nd SCVWD Water Reservoir & Pump Sta.	0	0	0	0	0
128	2009 SCVWD Second Water Supply Turnout	0	0	0	0	0
129	7076 Well Upgrade Project	0	0	0	4,400,000	0
130	7110 Hydrant Replacement Program	0	0	0	80,850	0
131	7112 Reservoir Cleaning	0	0	0	0	0
132	7117 Abel Street Pipeline Extension	0	0	0	0	0
133	7118 Dempsey Road Water Line Replacement	0	0	0	0	0
134	7121 Automated Meter Replacement Program	0	1,015,000	0	1,015,000	0
135	7127 Water Supervisory Control & Data Acquisition	0	0	0	0	0
136	7129 Recycled Water Pipeline Segment 1	0	0	0	0	0
137	7133 Minor Water Projects	0	0	0	100,000	0
138	7134 Water O&M Database Management	0	0	0	0	0
139	7135 Water Leak Detection & Condition Assessment Program	0	0	0	150,000	0
140	7136 Water Master Plan 2019	0	0	0	0	0
141	<i>New (Rmb) TASP Recycled Water Distribution</i>	0	0	0	0	300,000
142	Plan Los Coches Backbone	0	0	0	900,000	0
143	Plan Lower Berryessa Creek Water Line	0	0	0	1,025,000	0
144	Plan Recycled Water Pipeline Segment 2	0	0	0	0	4,755,000
145	Plan Recycled Water Pipeline Segment 3	0	0	0	0	8,450,000
146	Plan Recycled Water Pipeline Segment 4	0	0	0	0	0
147	Plan Recycled Water Pipeline Segment 5	0	0	0	0	0
148	Plan SCVWD Zone 1 Pressure Red. Valve	0	0	0	0	0
Total Defunding by Funding Source		(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source		0	1,015,000	0	7,670,850	0
Subtotal by Funding Source		0	1,015,000	0	7,670,850	13,505,000
Subtotal by Year		22,190,850				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Water Improvement

			2023-24				
			Water Fund	Water Line Extension Fund	Water Bonds	Water Capital Surcharge	Other
PG	PROJECT						
127	2002	2nd SCVWD Water Reservoir & Pump Sta.	0	0	0	0	23,300,000
128	2009	SCVWD Second Water Supply Turnout	0	0	0	0	3,000,000
129	7076	Well Upgrade Project	0	0	0	100,000	0
130	7110	Hydrant Replacement Program	0	0	0	80,000	0
131	7112	Reservoir Cleaning	0	0	0	150,000	0
132	7117	Abel Street Pipeline Extension	0	0	0	0	0
133	7118	Dempsey Road Water Line Replacement	0	0	0	0	0
134	7121	Automated Meter Replacement Program	0	0	0	0	0
135	7127	Water Supervisory Control & Data Acquisition	0	0	0	0	0
136	7129	Recycled Water Pipeline Segment 1	0	0	0	0	5,000,000
137	7133	Minor Water Projects	0	0	0	100,000	0
138	7134	Water O&M Database Management	0	25,000	0	25,000	0
139	7135	Water Leak Detection & Condition Assessment Program	0	0	0	100,000	0
140	7136	Water Master Plan 2019	0	0	0	0	0
141	New	<i>(Rmb) TASP Recycled Water Distribution</i>	0	0	0	0	0
142	Plan	Los Coches Backbone	0	0	0	3,100,000	0
143	Plan	Lower Berryessa Creek Water Line	0	0	0	0	0
144	Plan	Recycled Water Pipeline Segment 2	0	0	0	0	0
145	Plan	Recycled Water Pipeline Segment 3	0	0	0	0	0
146	Plan	Recycled Water Pipeline Segment 4	0	0	0	0	0
147	Plan	Recycled Water Pipeline Segment 5	0	0	0	0	0
148	Plan	SCVWD Zone 1 Pressure Red. Valve	0	0	0	0	0
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	25,000	0	3,655,000	0
Subtotal by Funding Source			0	25,000	0	3,655,000	31,300,000
Subtotal by Year			34,980,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "(Rmb)" - Reimbursements to developers for Transit Area Specific Plan (TASP) public infrastructure improvements.
- (4) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	2002 2nd SCVWD Water Reservoir & Pump Sta.	1

CONTACT: Tony Ndah [2602] / Harris Siddiqui [3358]

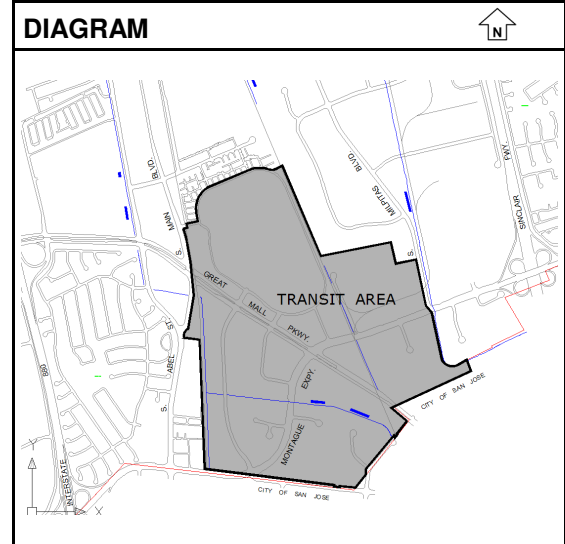
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project will provide a potable water reservoir (6.6 million gallons) and a pump station to serve the SCVWD water service area, as recommended in the Milpitas 2009 Water Master Plan Update. This facility is necessary to serve future developments at Midtown and Transit Area Specific Plan (TASP) areas. The scope includes design and construction of a reservoir, pump station, and related improvements. The new facility will require approximately 3 acres of land within the Transit Area.

NOTES:

Project is identified in the Water Supply Augmentation Study. Public Works will start a feasibility study in 2019 to determine a location for the reservoir and pump station. A potential site for the reservoir and pump station is the Trade Zone/Montague Park - Central between Sango Court and Tarob Court. Design and construction will be programmed for FY2023-24 at a cost of \$23.3 Million. TASP ID: DB#19/20.



Uncommitted Balance as of 3/31/2019:

\$199,175

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	150,000	0	0	0	0	2,000,000	2,150,000
Administration	50,000	0	0	0	0	200,000	250,000
Inspection	0	0	0	0	0	100,000	100,000
Improvements	0	0	0	0	0	21,000,000	21,000,000
Totals	200,000	0	0	0	0	23,300,000	23,500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	200,000	0	0	0	0	23,300,000	23,500,000
Totals	200,000	0	0	0	0	23,300,000	23,500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7076 Well Upgrade Project	1

CONTACT: Steve Erickson [3301] / Maren Schram [3315]

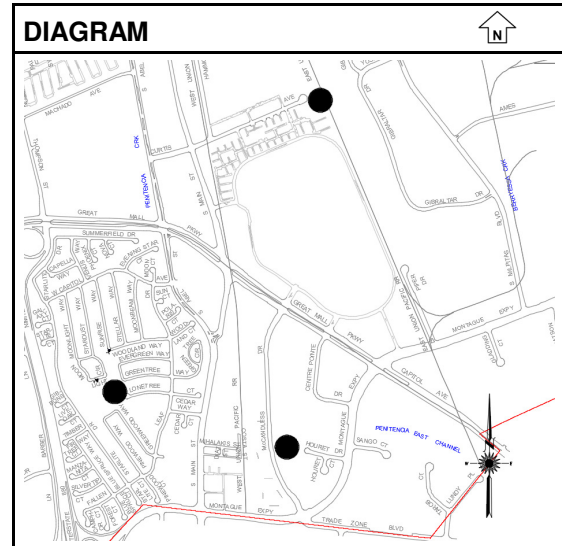
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for well upgrades including recommendations from the Water Supply Augmentation Study. Project includes the installation of a new well and potable water treatment facility at the City's McCandless Park site to serve the Midtown and Transit Area Specific Plan (TASP) areas. Future project phases will complete well buildings, pumps, control equipment, water treatment, piping, and back-up power for Pinewood and Curtis Wells.

NOTES:

This project allows groundwater from both Pinewood and Curtis Wells, and future McCandless wells to be pumped into the City's potable water distribution system. Construction for McCandless Well is anticipated to start in 2020 and completed by 2022. Coordination needed with McCandless Park (Project #5102). Needs assessment and design for improvements to Pinewood and Curtis Wells to start in FY2020-21. Curtis Well will require a full rehabilitation including new water treatment facilities.



Uncommitted Balance as of 3/31/2019: \$4,521,795

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	1,058,200	0	2,800,000	0	0	0	3,858,200
Administration	172,800	400,000	200,000	200,000	200,000	50,000	1,222,800
Surveying	3,000	0	0	0	0	0	3,000
Inspection	285,800	400,000	0	200,000	200,000	50,000	1,135,800
Improvements	7,455,200	2,700,000	0	5,600,000	4,000,000	0	19,755,200
Totals	8,975,000	3,500,000	3,000,000	6,000,000	4,400,000	100,000	25,975,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Grants/Reimb./Developer Fees	140,000	0	0	0	0	0	140,000
Water Capital Surcharge	0	0	0	1,900,000	4,400,000	100,000	6,400,000
Water Fund	935,000	0	0	0	0	0	935,000
RDA Fund	1,100,000	0	0	0	0	0	1,100,000
TASP Impact Fees	4,405,000	0	0	0	0	0	4,405,000
Water Bonds	0	3,500,000	3,000,000	4,100,000	0	0	10,600,000
Water Line Extension Fund	2,395,000	0	0	0	0	0	2,395,000
Totals	8,975,000	3,500,000	3,000,000	6,000,000	4,400,000	100,000	25,975,000

FINANCE NOTES

Reimbursement to VTA: \$140,000 for requested modifications due to BART Transit Station.
City anticipates issuing \$25.54 million in water bonds.
Reallocated Water Fund monies of \$2M to be funded by Water Bonds FY16-17.
Defund \$3M in Water Bonds from FY2016-17 due to bonds not being available.
Defund \$3.3M in Water Bonds from prior year due to bonds not being available. Reallocate to FY2019-22.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7110 Hydrant Replacement Program	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project involves replacement of hydrants in the Manor, Sunnyhills, and Milford neighborhoods. Other locations may include Calaveras Blvd, Park Victoria and Jacklin Road. Additional work may include replacement of the water valve for the hydrant.

NOTES:

Project is identified in the Water Supply Augmentation Study. The City maintains approximately 2,200 fire hydrants and they have a 30-year service life. Program to replace at minimum 25 hydrants each year.

Uncommitted Balance as of 3/31/2019: \$144,613

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	10,000	0	0	0	0	0	10,000
Administration	5,000	0	0	0	0	0	5,000
Inspection	10,000	0	0	0	0	0	10,000
Improvements	287,100	74,260	76,500	78,800	80,850	80,000	677,510
Totals	312,100	74,260	76,500	78,800	80,850	80,000	702,510

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Line Extension Fund	312,100	0	0	0	0	0	312,100
Water Capital Surcharge	0	74,260	76,500	78,800	80,850	80,000	390,410
Totals	312,100	74,260	76,500	78,800	80,850	80,000	702,510

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7112 Reservoir Cleaning	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the periodic interior cleaning of City's potable water reservoirs.

NOTES:

Hillside Reservoirs were last cleaned in 2002 and Valley Floor Reservoirs were cleaned in 2004-05. Reservoirs should be cleaned every five to eight years. Cleaning and inspections to start in 2019.

Uncommitted Balance as of 3/31/2019: \$237,592

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment	300,000	0	0	0	0	150,000	450,000
Totals	300,000	0	0	0	0	150,000	450,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Fund	150,000	0	0	0	0	0	150,000
Water Capital Surcharge	150,000	0	0	0	0	150,000	300,000
Totals	300,000	0	0	0	0	150,000	450,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7118 Dempsey Road Water Line Replacement	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

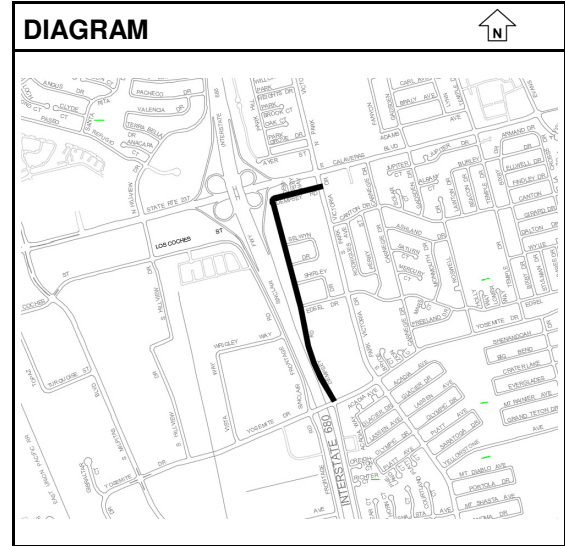
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project replaces approximately 4,000 linear feet of 12" diameter cast iron pipe along Dempsey Rd. between Los Coches Creek and Yosemite Dr. The pipe line was installed in the 1950's and has reached the end of its useful life.

NOTES:

The pipeline has experienced excessive corrosion which is causing line breaks. Replacement must occur to minimize impacts to water customers. This segment of water line is going to be constructed to the seismic back bone standard. Aging Water System/Seismic Improvement Project (#7100) will fund the seismic upgrade costs. Updated construction costs are added to FY2019-20 for improvements. Construction is anticipated to start spring 2020.



Uncommitted Balance as of 3/31/2019: \$2,791,931

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	1,407,792	0	0	0	0	0	1,407,792
Administration	250,000	0	0	0	0	0	250,000
Inspection	80,000	0	0	0	0	0	80,000
Land	0	100,000	0	0	0	0	100,000
Improvements	2,869,980	3,150,000	0	0	0	0	6,019,980
Totals	4,607,772	3,250,000	0	0	0	0	7,857,772

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Capital Surcharge	0	3,250,000	0	0	0	0	3,250,000
Water Fund	4,607,772	0	0	0	0	0	4,607,772
Totals	4,607,772	3,250,000	0	0	0	0	7,857,772

FINANCE NOTES

City Council 12/16/2014 - Budget appropriation of \$575,000 from Water Fund.
City Council 6/2/2015 - Budget Appropriation of \$49,980 from Water Fund.
City Council 6/16/2015 - Budget Appropriation of \$482,792 from Water Fund.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Water Improvement	7121	Automated Meter Replacement Program	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

PRIORITY: Governance and Administration

DESCRIPTION

The project provides for replacement or retrofit of all City water meters with automated remote reading meters. The Citywide replacement program of existing water meters will be implemented in phases.

NOTES:

The new meters will provide electronic results for the 17,000 water accounts eliminating manual meter reads. The system will continuously monitor customer water usage and provide alerts for extraordinary usage patterns or possible leaks. Data receivers for automated meters will be installed throughout the City in FY2018-19. Program to replace City meters will be developed and implemented in FY2019-20.

Uncommitted Balance as of 3/31/2019: \$1,955,035

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	5,000	15,000	15,000	15,000	15,000	0	65,000
Inspection	0	15,000	15,000	15,000	15,000	0	60,000
Improvements	2,766,700	2,870,000	2,000,000	2,000,000	2,000,000	0	11,636,700
Totals	2,771,700	2,900,000	2,030,000	2,030,000	2,030,000	0	11,761,700

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Line Extension Fund	1,045,000	0	0	0	1,015,000	0	2,060,000
Water Capital Surcharge	1,726,700	0	2,030,000	2,030,000	1,015,000	0	6,801,700
Water Bonds	0	2,900,000	0	0	0	0	2,900,000
Totals	2,771,700	2,900,000	2,030,000	2,030,000	2,030,000	0	11,761,700

FINANCE NOTES

Staff plans to seek external financing sources to offset costs.
 Reallocated Water Fund monies of \$750K to be funded by Water Bonds FY16-17.
 Defund \$2,045,000 in Water Bonds from FY16-17 due to bonds not being available.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Water Improvement	7127	Water Supervisory Control & Data Acquisition	1

CONTACT: Tony Ndah [2602] / Steve Erickson [3301]

PRIORITY: Governance and Administration

DESCRIPTION

A water system Supervisory Control and Data Acquisition System (SCADA) provides real-time data, such as water tank level, pump operational status, system pressure, and flow rates to water system operators. Operators can use this data to identify operational problems, such as high velocities and low pressures, pressure spikes, which are indicators of pipe breaks. SCADA also allows for remote monitoring and operation of pumps and valves to implement corrective actions and maintain water supply.

NOTES:

Currently, operators rely on unsophisticated alarms at limited locations and customer complaints to become aware of water system problems. Operators must drive to sites to evaluate the problem and implement corrective action, such as starting a back-up pump, when the main pumps fail. Design phase to start in FY2019-20.

Uncommitted Balance as of 3/31/2019: \$50,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	700,000	0	0	0	0	700,000
Administration	0	50,000	75,000	0	0	0	125,000
Improvements	50,000	250,000	5,425,000	0	0	0	5,725,000
Totals	50,000	1,000,000	5,500,000	0	0	0	6,550,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Bonds	0	1,000,000	5,500,000	0	0	0	6,500,000
Water Fund	50,000	0	0	0	0	0	50,000
Totals	50,000	1,000,000	5,500,000	0	0	0	6,550,000

FINANCE NOTES

City Council 6/16/2015 - project created and budget appropriation of \$50k from Water Fund.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7129 Recycled Water Pipeline Segment 1	1

CONTACT: Steve Erickson [3301] / WooJae Kim [3355]

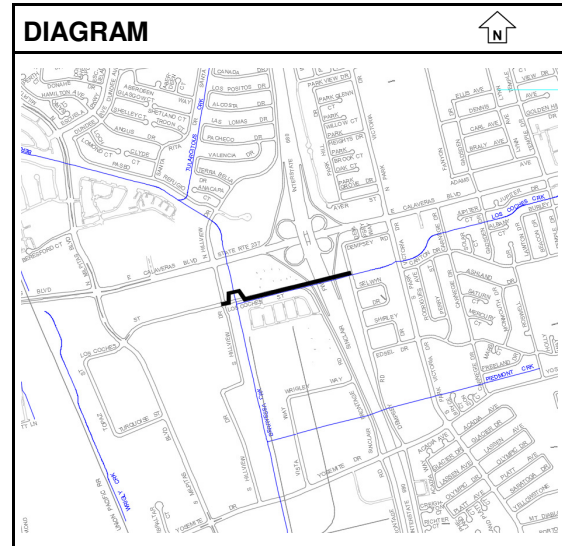
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the extension of recycled water lines as part of the City's efforts to diversify the water supply system and respond to the ongoing drought emergency by offsetting the use of potable water. The project is divided into five segments. Segment 1 provides for the extension of the pipeline in Los Coches Street under Berryessa Creek, and I-680 to Dempsey Road.

NOTES:

The design for Segment 1 pipeline extension is included in the Dempsey Road Utility Improvement (Project #7118). Construction documents will be finalized in FY2023-24 when funding becomes available for improvements. This project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$3,749,615

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	0	300,000	300,000
Administration	0	0	0	0	0	100,000	100,000
Inspection	0	0	0	0	0	100,000	100,000
Improvements	3,750,000	(3,750,000)	0	0	0	4,500,000	4,500,000
Totals	3,750,000	(3,750,000)	0	0	0	5,000,000	5,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	0	5,000,000	5,000,000
Water Capital Surcharge	3,750,000	(3,750,000)	0	0	0	0	0
Totals	3,750,000	(3,750,000)	0	0	0	5,000,000	5,000,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7133 Minor Water Projects	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This on-going project involves the analysis and implementation of various water projects which arise during the year. This project also provides for on-going modifications and improvements to existing water system including enhancing security at various water facilities.

NOTES:

This project also installs sump pumps in water system vaults, such as pressure reducing valve vaults. Identified projects in the Water Supply Augmentation Study have priority. Water quality monitoring is anticipated to start in 2020.

Uncommitted Balance as of 3/31/2019: \$179,682

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	5,000	0	0	0	0	0	5,000
Administration	5,000	5,000	5,000	5,000	5,000	5,000	30,000
Improvements	190,000	95,000	95,000	95,000	95,000	95,000	665,000
Totals	200,000	100,000	100,000	100,000	100,000	100,000	700,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Capital Surcharge	150,000	100,000	100,000	100,000	100,000	100,000	650,000
Water Line Extension Fund	50,000	0	0	0	0	0	50,000
Totals	200,000	100,000	100,000	100,000	100,000	100,000	700,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Water Improvement	7134	Water O&M Database Management	1

CONTACT: Tony Ndah [2602]

PRIORITY: Governance and Administration

DESCRIPTION

This project would integrate and expand the CMMS (Computerized Maintenance Management System) GIS database(s) to include water system facility data, such as age of pipe, year of installation, type of pipe, age of valves, maintenance history, and frequency and type of breaks.

NOTES:

Some of the City's water system infrastructure is now 50 years old and reaching the end of its useful life. This database would enable staff to maintain repair records, identify and record the status of infrastructure, and provide timely recommendations for replacement.

Uncommitted Balance as of 3/31/2019: \$50,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	130,000	0	0	0	0	40,000	170,000
Administration	20,000	0	0	0	0	10,000	30,000
Totals	150,000	0	0	0	0	50,000	200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Capital Surcharge	25,000	0	0	0	0	25,000	50,000
Water Line Extension Fund	125,000	0	0	0	0	25,000	150,000
Totals	150,000	0	0	0	0	50,000	200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Water Improvement	7135	Water Leak Detection & Condition Assessment Program	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Governance and Administration

DESCRIPTION

A citywide leak detection program is required to identify where leaks are occurring in the system in order to reduce the volume of water lost. The program will include the real-time monitoring of leaks through the deployment of acoustic loggers and pressure transients, and other techniques and technologies that become available. This program will also fund the completion of pipeline condition assessments and field verification of critical segments of the water system to evaluate the remaining useful life of water pipelines.

NOTES:

Water audit completed in 2017. Water main pipe assessment and leak detection program to be conducted through 2019.

Uncommitted Balance as of 3/31/2019: \$29,510

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	150,000	150,000	150,000	150,000	150,000	100,000	850,000
Totals	150,000	150,000	150,000	150,000	150,000	100,000	850,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Capital Surcharge	150,000	150,000	150,000	150,000	150,000	100,000	850,000
Totals	150,000	150,000	150,000	150,000	150,000	100,000	850,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7136 Water Master Plan 2019	1

CONTACT: Tony Ndah [2602] / Harris Siddiqui [3358]

PRIORITY: Governance and Administration

DESCRIPTION

This project provides for the evaluation, study, and preparation of the City's Water Master Plan document. The water master plan is a comprehensive study that defines the City's strategy for providing a reliable and sustainable future water supplies. The document would guide the City's decisions on water infrastructure investments over the next 20 years. The document will incorporate miscellaneous general plan amendments and Transit Area Specific Plan (TASP) needs. The document also identifies deficiencies in the water system, recommends corrective actions, prioritizes improvements, and provides budgetary cost estimates.

NOTES:

Funding is added to FY2019-20 to include assessment of City's water main pipes as part of the master plan study. Recommended improvements will be added to future projects.

Uncommitted Balance as of 3/31/2019: \$399,426

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	350,000	170,000	0	0	0	0	520,000
Administration	50,000	30,000	0	0	0	0	80,000
Totals	400,000	200,000	0	0	0	0	600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Capital Surcharge	400,000	0	0	0	0	0	400,000
Water Line Extension Fund	0	200,000	0	0	0	0	200,000
Totals	400,000	200,000	0	0	0	0	600,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	New (Rmb) TASP Recycled Water Distribution	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

The project will provide reimbursement to developers for the construction of extensions of recycled water lines in the Transit Area Specific Plan (TASP) area as part of the City's efforts to diversify the water supply system and offset the use of potable water with recycled water mainly for irrigation purposes. New main recycled lines are to be installed along Great Mall Parkway, East Capitol Avenue, Montague Expressway, South Milpitas Boulevard, McCandless Drive, Sango Court, Tarob Court, and the Piper/Montague subdistrict.

NOTES:

Need to reimburse developers for 1,480 LF of 8" recycled water line on Great Mall Parkway (FY2019-20); 1,000 LF on Montague Expressway between Houret Drive and McCandless Drive (FY2021-23); 700 LF at Sango Ct cul-de-sac to stub out at Montague (FY2020-21); and 700 LF at Tarob Court cul-de-sac (FY2020-21). TASP ID: DB#21.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	0	800,000	500,000	300,000	300,000	0	1,900,000
Totals	0	800,000	500,000	300,000	300,000	0	1,900,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	800,000	500,000	300,000	300,000	0	1,900,000
Totals	0	800,000	500,000	300,000	300,000	0	1,900,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	Plan Los Coches Backbone	1

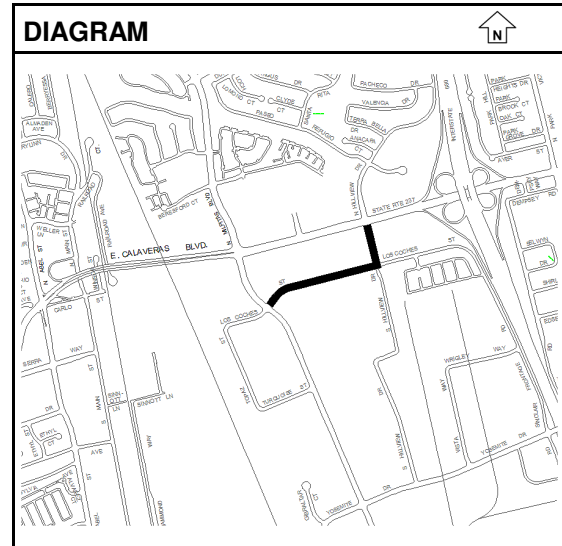
CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

The Los Coches Transmission Main will be constructed between S. Milpitas Boulevard, Los Coches, and Calaveras Blvd. The main will tie the existing dead end Zone 2 San Francisco PUC main pipeline at S. Milpitas and Los Coches. The project also involves the construction of a new water turnout on Los Coches Street adjacent to E. Calaveras Boulevard near Hillview Drive. The new turnout will improve the overall City water system reliability and convert a few parcels of Zone 2 Santa Clara Valley Water District service area to Zone 2 San Francisco PUC.

NOTES:



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	450,000	0	450,000
Administration	0	0	0	0	100,000	200,000	300,000
Inspection	0	0	0	0	0	150,000	150,000
Improvements	0	0	0	0	350,000	2,750,000	3,100,000
Totals	0	0	0	0	900,000	3,100,000	4,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Capital Surcharge	0	0	0	0	900,000	3,100,000	4,000,000
Totals	0	0	0	0	900,000	3,100,000	4,000,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	Plan Lower Berryessa Creek Water Line	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

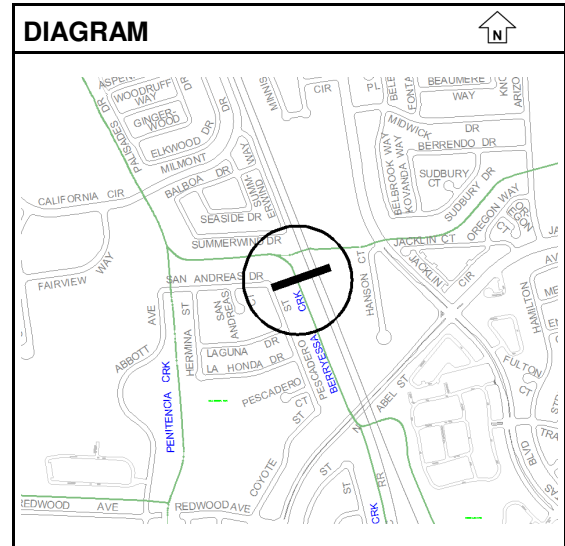
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the relocation and replacement of an existing 14-inch diameter water line beneath Lower Berryessa Creek to accommodate future improvements within the existing creek corridor.

NOTES:

This pipeline was damaged and repaired by the Santa Clara Valley District during construction of the Berryessa Creek Levee Improvement work in 2015, and it should be replaced.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	150,000	0	150,000
Administration	0	0	0	0	75,000	0	75,000
Surveying	0	0	0	0	25,000	0	25,000
Improvements	0	0	0	0	775,000	0	775,000
Totals	0	0	0	0	1,025,000	0	1,025,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Capital Surcharge	0	0	0	0	1,025,000	0	1,025,000
Totals	0	0	0	0	1,025,000	0	1,025,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	Plan Recycled Water Pipeline Segment 2	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

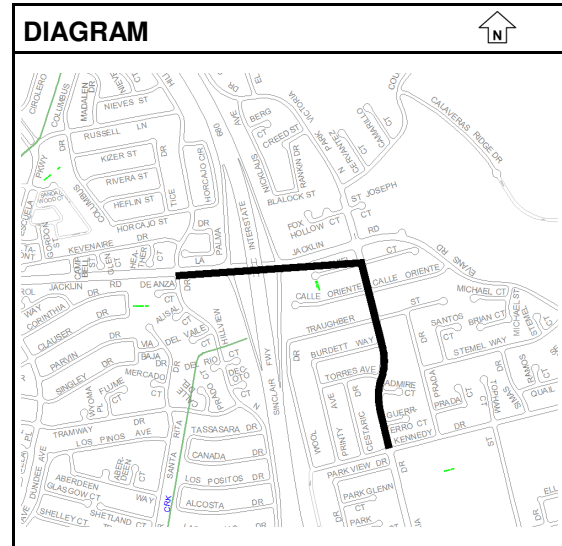
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the extension of recycled water lines as part of the City's efforts to diversify the water supply system and respond to the ongoing drought emergency by offsetting the use of potable water. The project is divided into five segments. Segment 2 provides for the design and construction of a northern pipeline extension along North Park Victoria Drive across I-680 to loop with an existing recycled water system in Jacklin Road at North Hillview Drive. The total cost for Segment 2 is estimated at \$4.75M.

NOTES:

Alignments shown are conceptual. Currently, the recycled water program does not have the capacity to supply recycled water to serve this project expansion. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	575,000	0	575,000
Administration	0	0	0	0	825,000	0	825,000
Surveying	0	0	0	0	25,000	0	25,000
Inspection	0	0	0	0	130,000	0	130,000
Improvements	0	0	0	0	3,200,000	0	3,200,000
Totals	0	0	0	0	4,755,000	0	4,755,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	4,755,000	0	4,755,000
Totals	0	0	0	0	4,755,000	0	4,755,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	Plan Recycled Water Pipeline Segment 3	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

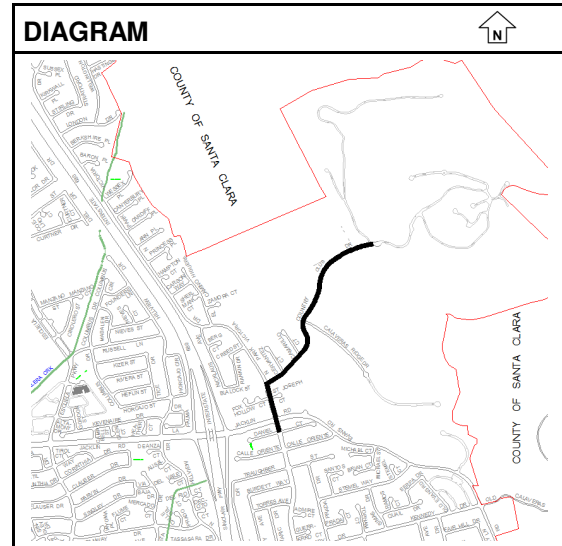
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the extension of recycled water lines as part of the City's efforts to diversify the water supply system and respond to the ongoing drought emergency by offsetting the use of potable water. The project is divided into five segments. Segment 3 provides for the design and construction of pipeline extensions into the foothills to serve high-use irrigation customers including Summitpointe Golf Club, Spring Valley Golf Course, CalFire, and Ed Levin County Park. Segment 3 includes a booster pumping station. The total cost for Segment 3 is estimated at \$12M.

NOTES:

Alignments shown are conceptual. Currently, the recycled water program does not have the capacity to supply recycled water to serve this project expansion. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	1,900,000	0	0	1,900,000
Administration	0	0	0	1,530,000	0	0	1,530,000
Surveying	0	0	0	77,000	0	0	77,000
Inspection	0	0	0	0	150,000	0	150,000
Improvements	0	0	0	0	8,300,000	0	8,300,000
Totals	0	0	0	3,507,000	8,450,000	0	11,957,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	3,507,000	8,450,000	0	11,957,000
Totals	0	0	0	3,507,000	8,450,000	0	11,957,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	Plan Recycled Water Pipeline Segment 4	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

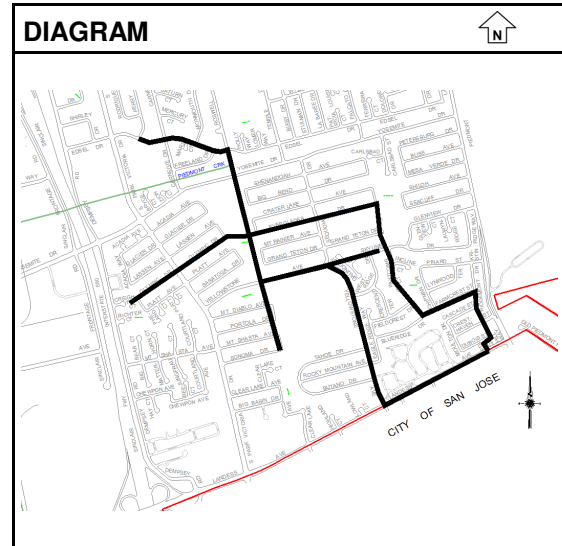
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the extension of recycled water lines as part of the City's efforts to diversify the water supply system and respond to the ongoing drought emergency by offsetting the use of potable water. The project is divided into five segments. Segment 4 provides for the design and construction of an extension from Edsel Drive south to Landess Avenue near the City's boundary to serve schools and parks along the alignment. Segment 4 will include an in-line booster pump station. The total cost for Segment 4 is estimated at \$19.6M.

NOTES:

Alignments shown are conceptual. Currently, the recycled water program does not have the capacity to supply recycled water to serve this project expansion. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	3,000,000	0	0	0	3,000,000
Administration	0	0	3,050,000	0	0	0	3,050,000
Surveying	0	0	150,000	0	0	0	150,000
Inspection	0	0	0	600,000	0	0	600,000
Improvements	0	0	0	12,800,000	0	0	12,800,000
Totals	0	0	6,200,000	13,400,000	0	0	19,600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	6,200,000	13,400,000	0	0	19,600,000
Totals	0	0	6,200,000	13,400,000	0	0	19,600,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	Plan Recycled Water Pipeline Segment 5	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

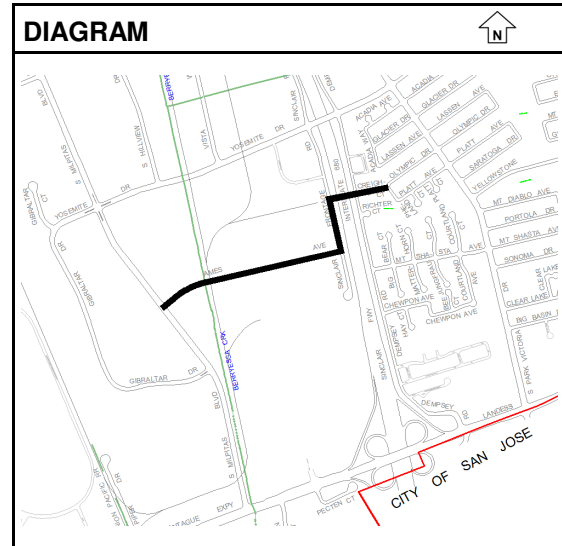
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the extension of recycled water lines as part of the City's efforts to diversify the water supply system and respond to the ongoing drought emergency by offsetting the use of potable water. The project is divided into five segments. Segment 5 provides for the design and construction of an extension near the southern boundary of the City near Ames Avenue to loop with the existing recycled water system in South Milpitas Boulevard. Segment 5 work includes a crossing of I-680. The total cost for Segment 5 is estimated at \$3.3M.

NOTES:

Alignments shown are conceptual. Currently, the recycled water program does not have the capacity to supply recycled water to serve this project expansion. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	555,000	0	0	555,000
Administration	0	0	0	350,000	0	0	350,000
Surveying	0	0	0	50,000	0	0	50,000
Inspection	0	0	0	100,000	0	0	100,000
Improvements	0	0	0	2,250,000	0	0	2,250,000
Totals	0	0	0	3,305,000	0	0	3,305,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	3,305,000	0	0	3,305,000
Totals	0	0	0	3,305,000	0	0	3,305,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	Plan SCVWD Zone 1 Pressure Red. Valve	1

CONTACT: Tony Ndah [2602] / Steve Erickson [3301]

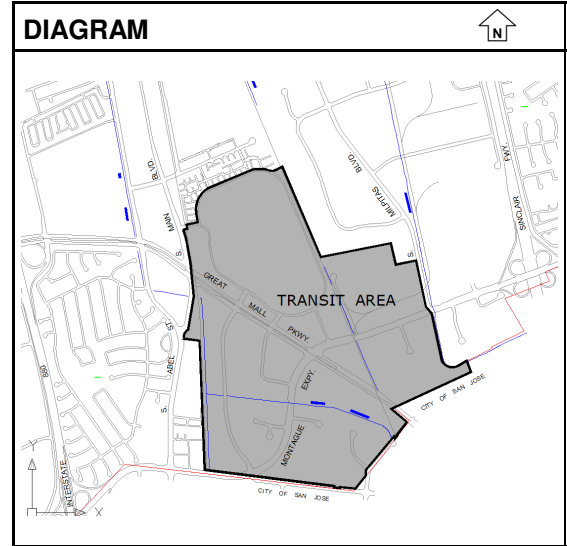
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project will provide a Pressure Reducing Valve (PRV) within the TASP area to ensure water system operational redundancy. Two pressure reducing valves within the TASP area regulate water pressure from the SCVWD Zone 2 service area into the Zone 1 service area (Curtis PRV and Capitol PRV). The Capitol PRV reached the end of its useful life and was replaced by the BART project.

NOTES:

Public Works will start a feasibility study in FY2019-20 to determine a location for the additional SCVWD PRV to be coordinated with the 2nd SCVWD Water Reservoir & Pump Station (Project #2002), and SCVWD Second Water Supply Turnout (Project #2009).



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	80,000	0	70,000	0	0	150,000
Administration	0	20,000	0	20,000	0	0	40,000
Inspection	0	0	0	20,000	0	0	20,000
Improvements	0	0	0	320,000	0	0	320,000
Totals	0	100,000	0	430,000	0	0	530,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	100,000	0	430,000	0	0	530,000
Totals	0	100,000	0	430,000	0	0	530,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
SEWER IMPROVEMENT PROJECTS SUMMARY

SUMMARY OF COSTS

PG. NO. PROJECT		TOTAL COST	PRIOR YEARS	2019-20	2020-21	2021-22	2022-23	2023-24
157 6118	SJ/SC Regional Waste Water Facility	94,122,101	37,015,000	25,190,050	12,524,799	5,960,104	8,884,263	4,547,885
158 6119	Sanitary Sewer Condition Assessment Prgm	895,000	695,000	50,000	50,000	50,000	50,000	0
159 6123	Sanitary Sewer Overflow Improvements	505,745	205,745	0	0	225,000	75,000	0
160 6124	Sewer Pump Station Rehab. Program	700,000	300,000	100,000	100,000	100,000	100,000	0
161 6126	Minor Sewer Projects	300,000	100,000	50,000	50,000	50,000	50,000	0
162 6127	Sanitary Supervisory Control & Data Acquisiti	2,000,000	450,000	0	1,550,000	0	0	0
163 6130	Main Lift Station Odor Emissions Control	2,250,000	300,000	1,950,000	0	0	0	0
164 6131	Sanitary Sewer Cathodic Protection Imprv.	1,525,000	625,000	900,000	0	0	0	0
165 6132	Sewer Master Plan 2019	750,000	450,000	300,000	0	0	0	0
166 New	<i>Sewer Line Replacement at E. Curtis</i>	1,200,000	0	0	0	0	0	1,200,000
Defunding Subtotal								
Funding Subtotal								
TOTAL COST		\$104,247,846	\$40,140,745	\$28,540,050	\$14,274,799	\$6,385,104	\$9,159,263	\$5,747,885

SUMMARY OF AVAILABLE FINANCING

Sewer Fund	0	0	0	0	0
Sewer Treatment Fund	1,200,000	0	750,000	0	4,547,885
Sanitary Sewer Bonds	25,190,050	9,809,950	0	0	0
Sewer Infrastructure Fund	2,150,000	4,464,849	5,635,104	9,159,263	0
Other	0	0	0	0	1,200,000
TOTAL AVAILABLE	\$28,540,050	\$14,274,799	\$6,385,104	\$9,159,263	\$5,747,885

NOTES

- (1) "New" projects listed are new to CIP
(2) "Plan" are projects approved in prior CIP years

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Sewer Improvement

			2019-20				
			Sewer Fund	Sewer Treatment Fund	Sanitary Sewer Bonds	Sewer Infrastructure Fund	Other
PG	PROJECT						
157	6118	SJ/SC Regional Waste Water Facility	0	0	25,190,050	0	0
158	6119	Sanitary Sewer Condition Assessment Prgm	0	0	0	50,000	0
159	6123	Sanitary Sewer Overflow Improvements	0	0	0	0	0
160	6124	Sewer Pump Station Rehab. Program	0	0	0	100,000	0
161	6126	Minor Sewer Projects	0	0	0	50,000	0
162	6127	Sanitary Supervisory Control & Data Acquisition	0	0	0	0	0
163	6130	Main Lift Station Odor Emissions Control	0	1,200,000	0	750,000	0
164	6131	Sanitary Sewer Cathodic Protection Imprv.	0	0	0	900,000	0
165	6132	Sewer Master Plan 2019	0	0	0	300,000	0
166	<i>New</i>	<i>Sewer Line Replacement at E. Curtis</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	1,200,000	25,190,050	2,150,000	0
Subtotal by Funding Source			0	1,200,000	25,190,050	2,150,000	0
Subtotal by Year			28,540,050				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Sewer Improvement

			2020-21				
			Sewer Fund	Sewer Treatment Fund	Sanitary Sewer Bonds	Sewer Infrastructure Fund	Other
PG	PROJECT						
157	6118	SJ/SC Regional Waste Water Facility	0	0	9,809,950	2,714,849	0
158	6119	Sanitary Sewer Condition Assessment Prgm	0	0	0	50,000	0
159	6123	Sanitary Sewer Overflow Improvements	0	0	0	0	0
160	6124	Sewer Pump Station Rehab. Program	0	0	0	100,000	0
161	6126	Minor Sewer Projects	0	0	0	50,000	0
162	6127	Sanitary Supervisory Control & Data Acquisition	0	0	0	1,550,000	0
163	6130	Main Lift Station Odor Emissions Control	0	0	0	0	0
164	6131	Sanitary Sewer Cathodic Protection Imprv.	0	0	0	0	0
165	6132	Sewer Master Plan 2019	0	0	0	0	0
166	<i>New</i>	<i>Sewer Line Replacement at E. Curtis</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	0	9,809,950	4,464,849	0
Subtotal by Funding Source			0	0	9,809,950	4,464,849	0
Subtotal by Year			14,274,799				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Sewer Improvement

			2021-22				
			Sewer Fund	Sewer Treatment Fund	Sanitary Sewer Bonds	Sewer Infrastructure Fund	Other
PG	PROJECT						
157	6118	SJ/SC Regional Waste Water Facility	0	750,000	0	5,210,104	0
158	6119	Sanitary Sewer Condition Assessment Prgm	0	0	0	50,000	0
159	6123	Sanitary Sewer Overflow Improvements	0	0	0	225,000	0
160	6124	Sewer Pump Station Rehab. Program	0	0	0	100,000	0
161	6126	Minor Sewer Projects	0	0	0	50,000	0
162	6127	Sanitary Supervisory Control & Data Acquisition	0	0	0	0	0
163	6130	Main Lift Station Odor Emissions Control	0	0	0	0	0
164	6131	Sanitary Sewer Cathodic Protection Imprv.	0	0	0	0	0
165	6132	Sewer Master Plan 2019	0	0	0	0	0
166	<i>New</i>	<i>Sewer Line Replacement at E. Curtis</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	750,000	0	5,635,104	0
Subtotal by Funding Source			0	750,000	0	5,635,104	0
Subtotal by Year			6,385,104				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Sewer Improvement

			2022-23				
			Sewer Fund	Sewer Treatment Fund	Sanitary Sewer Bonds	Sewer Infrastructure Fund	Other
PG	PROJECT						
157	6118	SJ/SC Regional Waste Water Facility	0	0	0	8,884,263	0
158	6119	Sanitary Sewer Condition Assessment Prgm	0	0	0	50,000	0
159	6123	Sanitary Sewer Overflow Improvements	0	0	0	75,000	0
160	6124	Sewer Pump Station Rehab. Program	0	0	0	100,000	0
161	6126	Minor Sewer Projects	0	0	0	50,000	0
162	6127	Sanitary Supervisory Control & Data Acquisition	0	0	0	0	0
163	6130	Main Lift Station Odor Emissions Control	0	0	0	0	0
164	6131	Sanitary Sewer Cathodic Protection Imprv.	0	0	0	0	0
165	6132	Sewer Master Plan 2019	0	0	0	0	0
166	<i>New</i>	<i>Sewer Line Replacement at E. Curtis</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	0	0	9,159,263	0
Subtotal by Funding Source			0	0	0	9,159,263	0
Subtotal by Year			9,159,263				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Sewer Improvement

			2023-24				
			Sewer Fund	Sewer Treatment Fund	Sanitary Sewer Bonds	Sewer Infrastructure Fund	Other
PG	PROJECT						
157	6118	SJ/SC Regional Waste Water Facility	0	4,547,885	0	0	0
158	6119	Sanitary Sewer Condition Assessment Prgm	0	0	0	0	0
159	6123	Sanitary Sewer Overflow Improvements	0	0	0	0	0
160	6124	Sewer Pump Station Rehab. Program	0	0	0	0	0
161	6126	Minor Sewer Projects	0	0	0	0	0
162	6127	Sanitary Supervisory Control & Data Acquisition	0	0	0	0	0
163	6130	Main Lift Station Odor Emissions Control	0	0	0	0	0
164	6131	Sanitary Sewer Cathodic Protection Imprv.	0	0	0	0	0
165	6132	Sewer Master Plan 2019	0	0	0	0	0
166	<i>New</i>	<i>Sewer Line Replacement at E. Curtis</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	1,200,000
Total Defunding by Funding Source			(0)	(0)	(0)	(0)	(0)
Total Funding by Funding Source			0	4,547,885	0	0	0
Subtotal by Funding Source			0	4,547,885	0	0	1,200,000
Subtotal by Year			5,747,885				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
- (2) "Plan" are projects approved in prior CIP years
- (3) "Other" are identified on detailed project sheets.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6118 SJ/SC Regional Waste Water Facility	1

CONTACT: Tony Ndah [2602]

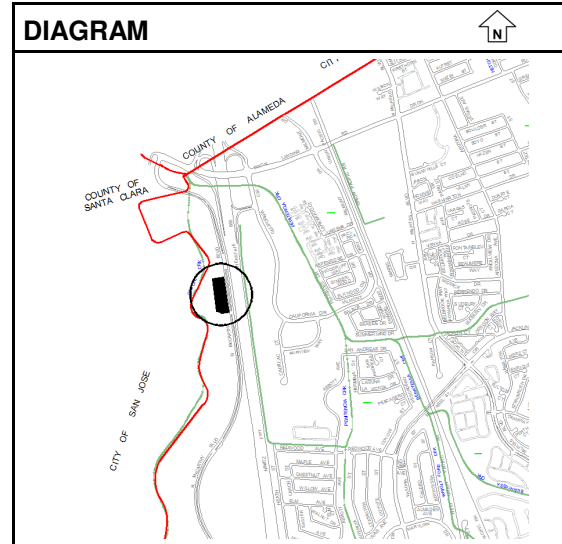
PRIORITY: Governance and Administration

DESCRIPTION

The City of Milpitas pumps our sewage to the San Jose/Santa Clara Regional Waste Water Facility for waste water treatment before it can be discharged into the San Francisco Bay. This project will fund Milpitas's share of the facilities rehabilitation costs. The facility was originally constructed in 1956 and is reaching the end of its useful life and is in need of a complete overhaul. The City of San Jose which operates the facility is undergoing a large rehabilitation project to completely overhaul the facility over the next 30 years. The City of Milpitas uses approximately 7% of the facility and will be responsible for 7% of the estimated \$2 billion or \$140 million in improvements that will be made over the next 30 years.

NOTES:

The project costs were increased from anticipated debt service payments to "pay-as-go" total costs. Staff pursuing long term financing with other tributary agencies.



Uncommitted Balance as of 3/31/2019: \$815,745

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	37,015,000	25,190,050	12,524,799	5,960,104	8,884,263	4,547,885	94,122,101
Totals	37,015,000	25,190,050	12,524,799	5,960,104	8,884,263	4,547,885	94,122,101

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sanitary Sewer Bonds	0	25,190,050	9,809,950	0	0	0	35,000,000
Sewer Fund	21,765,000	0	0	0	0	0	21,765,000
Sewer Treatment Fund	12,750,000	0	0	750,000	0	4,547,885	18,047,885
Sewer Infrastructure Fund	2,500,000	0	2,714,849	5,210,104	8,884,263	0	19,309,216
Totals	37,015,000	25,190,050	12,524,799	5,960,104	8,884,263	4,547,885	94,122,101

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6119 Sanitary Sewer Condition Assessment Prgm	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Governance and Administration

DESCRIPTION

A citywide condition assessment program is needed to determine the condition of the City's sanitary sewer system.

NOTES:

A CCTV program is used to measure the structural integrity and flow conditions of the underground pipes. During the initial construction, the pipes are constructed to grade and are structurally sound. However over time, pipes may develop "sags" and cracks that may cause pipe failures. CCTV programs will identify conditions in the pipe before pipe failure and reduce the amount of pipe replacement that the City will need to perform. A later phase may include review of pipe materials. In FY2018-19, CCTV equipment was purchased and assessment program started.

Uncommitted Balance as of 3/31/2019: \$335,449

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	15,000	0	0	0	0	0	15,000
Inspection	30,000	0	0	0	0	0	30,000
Improvements	650,000	50,000	50,000	50,000	50,000	0	850,000
Totals	695,000	50,000	50,000	50,000	50,000	0	895,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	695,000	0	0	0	0	0	695,000
Sewer Infrastructure Fund	0	50,000	50,000	50,000	50,000	0	200,000
Totals	695,000	50,000	50,000	50,000	50,000	0	895,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Sewer Improvement	6123	Sanitary Sewer Overflow Improvements	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Governance and Administration

DESCRIPTION

This project includes multiple measures to reduce sewer system overflows. A program for "smart" manhole covers will be implemented to help prevent overflows. These manhole covers contain a sewer manhole flow level sensor that would transmit alarms prior to overflows. In addition, sewer backflow devices would be installed at selected sites and upgrades would be made to the emergency response sanitary sewer overflow trailer.

NOTES:

State regulations require sewer system agencies to reduce sewer system overflows. In FY2018-19, 30 smart manhole covers were purchased to be installed. They will be monitored for effectiveness and more are planned to be installed by FY2021-23.

Uncommitted Balance as of 3/31/2019: \$6,106

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	10,000	0	0	0	0	0	10,000
Improvements	195,745	0	0	225,000	75,000	0	495,745
Totals	205,745	0	0	225,000	75,000	0	505,745

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	175,000	0	0	0	0	0	175,000
Grants/Reimb./Developer Fees	30,745	0	0	0	0	0	30,745
Sewer Infrastructure Fund	0	0	0	225,000	75,000	0	300,000
Totals	205,745	0	0	225,000	75,000	0	505,745

FINANCE NOTES

City Council 6/19/2018 - approved \$30,745 SCVWD grant appropriation.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6124 Sewer Pump Station Rehab. Program	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

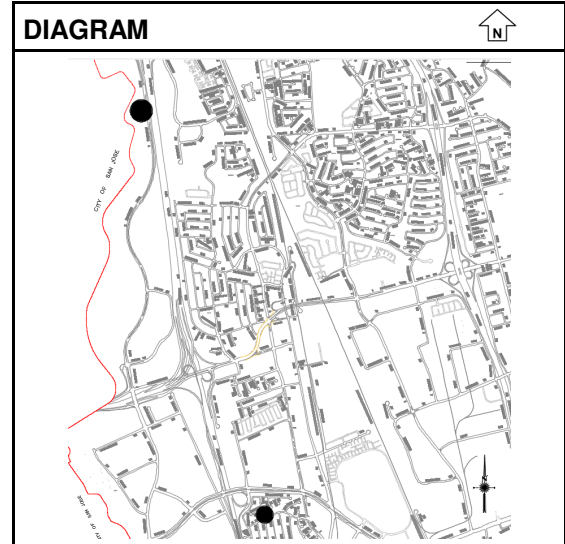
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This program shall provide safe discharge and flow of sewage through the City's two wastewater pump stations. This includes pump rehabilitation, major repair and/or purchase of new wastewater pumps at both Main Lift Station and Venus Lift Station. This program shall include rotational assessment of the City's six wastewater pumps, including peripheral equipment replacement such as electrical control, flow equipment (flow meters), variable frequency drives and grinders.

NOTES:

In FY2018-19 and FY2019-20, project will fund replacement of pumps at the Main Lift Station. Pump 3 is due for replacement. Pumps 4 & 5 will be assessed.



Uncommitted Balance as of 3/31/2019: \$148,926

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	40,000	20,000	20,000	20,000	20,000	0	120,000
Improvements	160,000	80,000	80,000	80,000	80,000	0	480,000
Equipment	100,000	0	0	0	0	0	100,000
Totals	300,000	100,000	100,000	100,000	100,000	0	700,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Infrastructure Fund	300,000	100,000	100,000	100,000	100,000	0	700,000
Totals	300,000	100,000	100,000	100,000	100,000	0	700,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6126 Minor Sewer Projects	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides ongoing analysis, engineering, and implementation of various minor modifications and improvements to existing sewer systems.

NOTES:

In FY208-19, replaced Pump 2 at Main Lift Station and one at Venus Station.

Uncommitted Balance as of 3/31/2019: \$64,510

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	50,000	0	0	0	0	0	50,000
Improvements	50,000	50,000	50,000	50,000	50,000	0	250,000
Totals	100,000	50,000	50,000	50,000	50,000	0	300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	100,000	0	0	0	0	0	100,000
Sewer Infrastructure Fund	0	50,000	50,000	50,000	50,000	0	200,000
Totals	100,000	50,000	50,000	50,000	50,000	0	300,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Sewer Improvement	6127	Sanitary Supervisory Control & Data Acquisition	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Governance and Administration

DESCRIPTION

A sanitary sewer system Supervisory Control and Data Acquisition (SCADA) system provides real-time data, such as wet well level, and pump operational status to sewer system operators. Operators can use this data to identify operational problems. SCADA allows for remote monitoring and operation of pumps to implement corrective actions and maintain wastewater discharge to the regional wastewater treatment plant.

NOTES:

Currently operators rely on unsophisticated alarms and must drive to sites to evaluate the problem and implement corrective action. Additional funding has been included for construction. Design efforts to start in FY2019-20.

Uncommitted Balance as of 3/31/2019: \$450,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	375,000	0	0	0	0	0	375,000
Administration	75,000	0	0	0	0	0	75,000
Inspection	0	0	100,000	0	0	0	100,000
Improvements	0	0	1,450,000	0	0	0	1,450,000
Totals	450,000	0	1,550,000	0	0	0	2,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	450,000	0	0	0	0	0	450,000
Sewer Infrastructure Fund	0	0	1,550,000	0	0	0	1,550,000
Totals	450,000	0	1,550,000	0	0	0	2,000,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Sewer Improvement	6130	Main Lift Station Odor Emissions Control	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

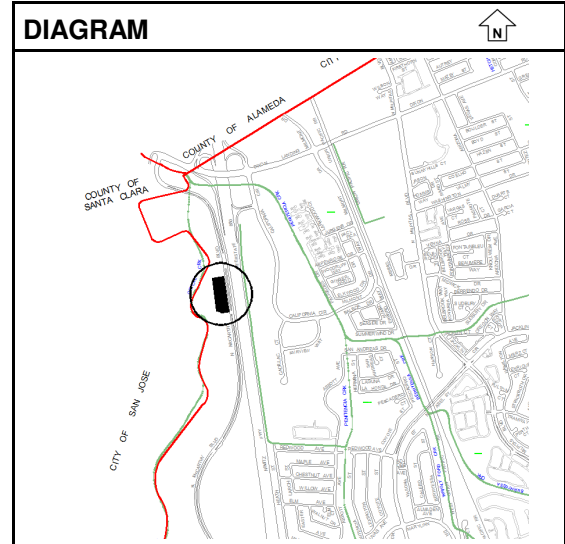
PRIORITY: Governance and Administration

DESCRIPTION

This project will construct odor emission control at the Main Lift Station to address concerns regarding elevated levels of hydrogen sulfide and other odorous compounds at the facility.

NOTES:

Design started in FY2018-19 and construction is anticipated for spring 2020.



Uncommitted Balance as of 3/31/2019: \$202,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	225,000	0	0	0	0	0	225,000
Administration	75,000	0	0	0	0	0	75,000
Improvements	0	1,950,000	0	0	0	0	1,950,000
Totals	300,000	1,950,000	0	0	0	0	2,250,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Treatment Fund	0	1,200,000	0	0	0	0	1,200,000
Sewer Infrastructure Fund	300,000	750,000	0	0	0	0	1,050,000
Totals	300,000	1,950,000	0	0	0	0	2,250,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6131 Sanitary Sewer Cathodic Protection Imprv.	1

CONTACT: Steve Erickson [3301] / Lyhak Eam [3349]

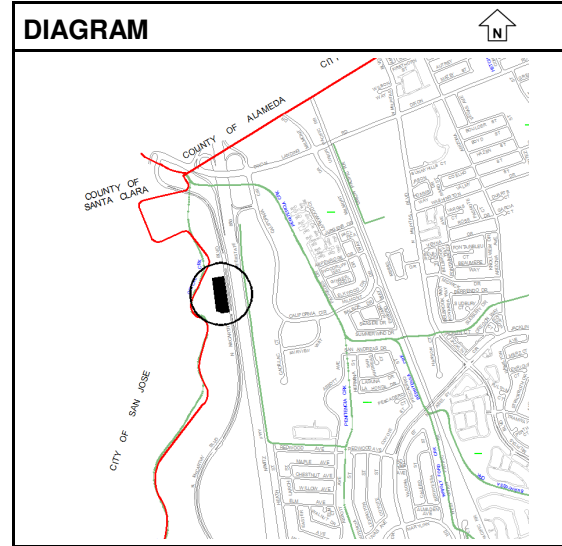
PRIORITY: Governance and Administration

DESCRIPTION

This project provides for the evaluation, study, and installation of corrosion monitoring stations and equipment to protect buried City metallic pipelines, and to provide recommendations for retrofit or anode replacement. The project will provide for upgrade and improvement of system deficiencies defined in the evaluation study. Soils within the City have been found to be highly corrosive and are detrimental to metallic pipelines. Cathodic protection systems use sacrificial anodes and other means to protect the metal pipeline.

NOTES:

Design to address missing pipeline cathodic test stations on Zanker Road for the City's main sewer pump station to start in FY2019-20. The condition of the existing metal force main pipeline to SJ Regional Wastewater Treatment Plant to be evaluated before removing the corroded diverter valve and its concrete vault within the Coyote Creek floodplain to improve continuous cathodic protection. Two magnetic flow meters at the main sewer pump station will to be replaced and isolated from cathodic protection to prevent reading interference.



Uncommitted Balance as of 3/31/2019: \$593,947

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	150,000	350,000	0	0	0	0	500,000
Administration	25,000	100,000	0	0	0	0	125,000
Inspection	50,000	50,000	0	0	0	0	100,000
Improvements	400,000	400,000	0	0	0	0	800,000
Totals	625,000	900,000	0	0	0	0	1,525,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	625,000	0	0	0	0	0	625,000
Sewer Infrastructure Fund	0	900,000	0	0	0	0	900,000
Totals	625,000	900,000	0	0	0	0	1,525,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6132 Sewer Master Plan 2019	1

CONTACT: Tony Ndah [2602] / Harris Siddiqui [3358]

PRIORITY: Governance and Administration

DESCRIPTION

This project provides for the update of the City's Sewer Master Plan document to incorporate miscellaneous general plan amendments, Transit Area Specific Plan (TASP) needs, and to provide CEQA environmental clearance. The update will identify deficiencies in the collection system and recommend corrective actions.

NOTES:

Funding is added to FY2019-20 to include assessment of City's main sewer pipes as part of the master plan study. Recommended improvements will be added to future projects.

Uncommitted Balance as of 3/31/2019: \$449,371

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	370,000	270,000	0	0	0	0	640,000
Administration	80,000	30,000	0	0	0	0	110,000
Totals	450,000	300,000	0	0	0	0	750,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	450,000	0	0	0	0	0	450,000
Sewer Infrastructure Fund	0	300,000	0	0	0	0	300,000
Totals	450,000	300,000	0	0	0	0	750,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	New Sewer Line Replacement at E. Curtis	1

CONTACT: Steve Erickson [3301] / WooJae Kim [3355]

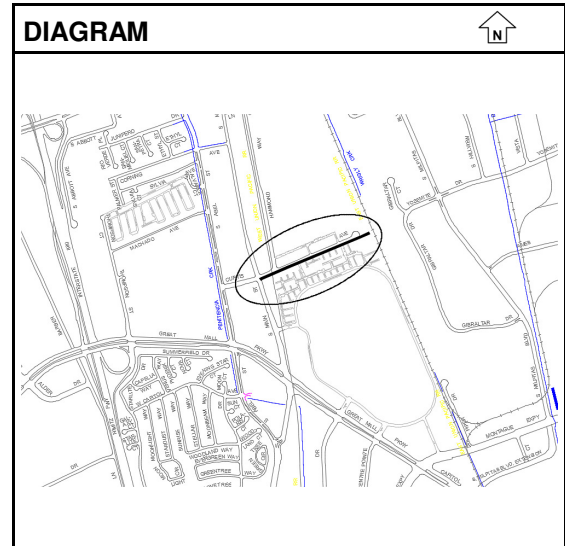
PRIORITY: Community Wellness and Open Space

DESCRIPTION

Design and construction of sanitary sewer main replacement/upgrade on E. Curtis Avenue from S. Main Street to the E. Curtis cul-de-sac (TASP ID #11E) as described in the 2009 Sewer Master Plan.

NOTES:

The City's sewer collection system is at full capacity within the Transit Area Specific Plan (TASP) area. The project will increase the size and capacity of the sanitary sewer main along E. Curtis Avenue.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	0	100,000	100,000
Administration	0	0	0	0	0	50,000	50,000
Inspection	0	0	0	0	0	50,000	50,000
Improvements	0	0	0	0	0	1,000,000	1,000,000
Totals	0	0	0	0	0	1,200,000	1,200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	0	0	0	0	0	1,200,000	1,200,000
Totals	0	0	0	0	0	1,200,000	1,200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
STORM DRAIN IMPROVEMENT PROJECTS SUMMARY

SUMMARY OF COSTS

PG. NO. PROJECT		TOTAL COST	PRIOR YEARS	2019-20	2020-21	2021-22	2022-23	2023-24
175	3700 Storm Drain System Rehabilitation	1,325,000	1,145,000	45,000	45,000	45,000	45,000	0
176	3709 Dempsey Road Storm Drain Replacement	3,090,000	2,830,000	260,000	0	0	0	0
177	3714 Flap Gate Replacement	550,000	175,000	0	125,000	125,000	125,000	0
178	3715 Storm Drain System Rehab 17-19	2,300,000	1,400,000	0	900,000	0	0	0
179	3717 Minor Storm Projects	400,000	100,000	0	100,000	100,000	100,000	0
180	Plan Channel and Lagoon Dredging	1,500,000	0	0	0	0	1,500,000	0
181	Plan Jurgens Pump Station	10,000,000	0	0	0	10,000,000	0	0
182	Plan Oak Creek Pump Station Upgrade	2,175,000	0	0	0	2,175,000	0	0
183	Plan Penitencia Pump Station Replacement	5,000,000	0	0	5,000,000	0	0	0
184	Plan Storm Supervisory Control & Data Acquisition	5,300,000	0	200,000	0	850,000	4,250,000	0
Defunding Subtotal								
Funding Subtotal								
TOTAL COST		\$31,640,000	\$5,650,000	\$505,000	\$6,170,000	\$13,295,000	\$6,020,000	0

SUMMARY OF AVAILABLE FINANCING

Storm Drain Fund	1,505,000	1,170,000	895,000	0	0
General Government CIP Fund	(1,000,000)	0	0	0	0
Unidentified Funding	0	5,000,000	12,400,000	6,020,000	0
TOTAL AVAILABLE	\$505,000	\$6,170,000	\$13,295,000	\$6,020,000	0

NOTES

- (1) "New" projects listed are new to CIP
(2) "Plan" are projects approved in prior CIP years

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Storm Drain Improvement

			2019-20				
			Storm Drain Fund	General Government CIP Fund	Unidentified Funding	(n/a)	(n/a)
PG	PROJECT						
175	3700	Storm Drain System Rehabilitation	45,000	0	0		
176	3709	Dempsey Road Storm Drain Replacement	860,000	(600,000)	0		
177	3714	Flap Gate Replacement	0	0	0		
178	3715	Storm Drain System Rehab 17-19	400,000	(400,000)	0		
179	3717	Minor Storm Projects	0	0	0		
180	Plan	Channel and Lagoon Dredging	0	0	0		
181	Plan	Jurgens Pump Station	0	0	0		
182	Plan	Oak Creek Pump Station Upgrade	0	0	0		
183	Plan	Penitencia Pump Station Replacement	0	0	0		
184	Plan	Storm Supervisory Control & Data Acquisition	200,000	0	0		
Total Defunding by Funding Source			(0)	(1,000,000)	(0)		
Total Funding by Funding Source			1,505,000	0	0		
Subtotal by Funding Source			1,505,000	(1,000,000)	0		
Subtotal by Year			505,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
(2) "Plan" are projects approved in prior CIP years

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Storm Drain Improvement

			2020-21				
			Storm Drain Fund	General Government CIP Fund	Unidentified Funding	(n/a)	(n/a)
PG	PROJECT						
175	3700	Storm Drain System Rehabilitation	45,000	0	0		
176	3709	Dempsey Road Storm Drain Replacement	0	0	0		
177	3714	Flap Gate Replacement	125,000	0	0		
178	3715	Storm Drain System Rehab 17-19	900,000	0	0		
179	3717	Minor Storm Projects	100,000	0	0		
180	Plan	Channel and Lagoon Dredging	0	0	0		
181	Plan	Jurgens Pump Station	0	0	0		
182	Plan	Oak Creek Pump Station Upgrade	0	0	0		
183	Plan	Penitencia Pump Station Replacement	0	0	5,000,000		
184	Plan	Storm Supervisory Control & Data Acquisition	0	0	0		
Total Defunding by Funding Source			(0)	(0)	(0)		
Total Funding by Funding Source			1,170,000	0	5,000,000		
Subtotal by Funding Source			1,170,000	0	5,000,000		
Subtotal by Year			6,170,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
 (2) "Plan" are projects approved in prior CIP years

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Storm Drain Improvement

			2021-22				
			Storm Drain Fund	General Government CIP Fund	Unidentified Funding	(n/a)	(n/a)
PG	PROJECT						
175	3700	Storm Drain System Rehabilitation	45,000	0	0		
176	3709	Dempsey Road Storm Drain Replacement	0	0	0		
177	3714	Flap Gate Replacement	0	0	125,000		
178	3715	Storm Drain System Rehab 17-19	0	0	0		
179	3717	Minor Storm Projects	0	0	100,000		
180	Plan	Channel and Lagoon Dredging	0	0	0		
181	Plan	Jurgens Pump Station	0	0	10,000,000		
182	Plan	Oak Creek Pump Station Upgrade	0	0	2,175,000		
183	Plan	Penitencia Pump Station Replacement	0	0	0		
184	Plan	Storm Supervisory Control & Data Acquisition	850,000	0	0		
Total Defunding by Funding Source			(0)	(0)	(0)		
Total Funding by Funding Source			895,000	0	12,400,000		
Subtotal by Funding Source			895,000	0	12,400,000		
Subtotal by Year			13,295,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
(2) "Plan" are projects approved in prior CIP years

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Storm Drain Improvement

			2022-23				
			Storm Drain Fund	General Government CIP Fund	Unidentified Funding	(n/a)	(n/a)
PG	PROJECT						
175	3700	Storm Drain System Rehabilitation	0	0	45,000		
176	3709	Dempsey Road Storm Drain Replacement	0	0	0		
177	3714	Flap Gate Replacement	0	0	125,000		
178	3715	Storm Drain System Rehab 17-19	0	0	0		
179	3717	Minor Storm Projects	0	0	100,000		
180	Plan	Channel and Lagoon Dredging	0	0	1,500,000		
181	Plan	Jurgens Pump Station	0	0	0		
182	Plan	Oak Creek Pump Station Upgrade	0	0	0		
183	Plan	Penitencia Pump Station Replacement	0	0	0		
184	Plan	Storm Supervisory Control & Data Acquisition	0	0	4,250,000		
Total Defunding by Funding Source			(0)	(0)	(0)		
Total Funding by Funding Source			0	0	6,020,000		
Subtotal by Funding Source			0	0	6,020,000		
Subtotal by Year			6,020,000				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
 (2) "Plan" are projects approved in prior CIP years

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

SUMMARY OF PROJECT FUNDING SOURCES

Storm Drain Improvement

			2023-24				
			Storm Drain Fund	General Government CIP Fund	Unidentified Funding	(n/a)	(n/a)
PG	PROJECT						
175	3700	Storm Drain System Rehabilitation	0	0	0		
176	3709	Dempsey Road Storm Drain Replacement	0	0	0		
177	3714	Flap Gate Replacement	0	0	0		
178	3715	Storm Drain System Rehab 17-19	0	0	0		
179	3717	Minor Storm Projects	0	0	0		
180	Plan	Channel and Lagoon Dredging	0	0	0		
181	Plan	Jurgens Pump Station	0	0	0		
182	Plan	Oak Creek Pump Station Upgrade	0	0	0		
183	Plan	Penitencia Pump Station Replacement	0	0	0		
184	Plan	Storm Supervisory Control & Data Acquisition	0	0	0		
Total Defunding by Funding Source			(0)	(0)	(0)		
Total Funding by Funding Source			0	0	0		
Subtotal by Funding Source			0	0	0		
Subtotal by Year			0				

NOTES

- (1) "New" projects listed in Bold Italics are new to CIP.
(2) "Plan" are projects approved in prior CIP years

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	3700 Storm Drain System Rehabilitation	1

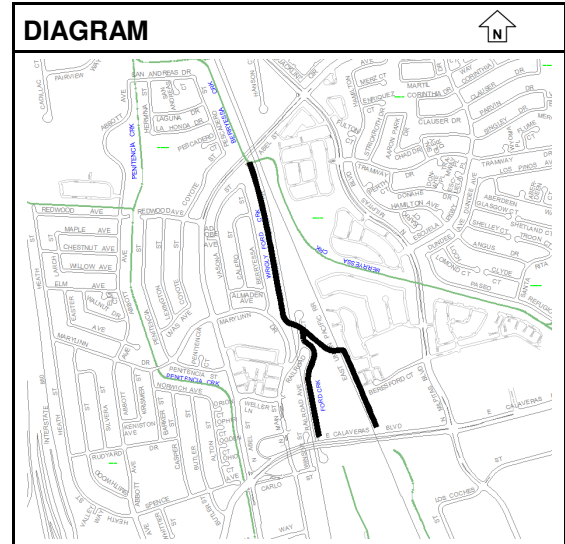
CONTACT: Steve Erickson [3301] / Julie Waldron [3314]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

Project provides for storm drain system repairs at various locations and wetland riparian mitigation and maintenance work at Wrigley-Ford and Ford Creeks. Remaining project funding will be used for annual inspections, maintenance, and submission of monitoring reports required by State permits.

NOTES:



Uncommitted Balance as of 3/31/2019: \$269,252

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	200,000	0	0	0	0	0	200,000
Administration	70,000	5,000	5,000	5,000	5,000	0	90,000
Inspection	95,000	5,000	5,000	5,000	5,000	0	115,000
Improvements	780,000	35,000	35,000	35,000	35,000	0	920,000
Totals	1,145,000	45,000	45,000	45,000	45,000	0	1,325,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	45,000	0	45,000
Storm Drain Fund	1,145,000	45,000	45,000	45,000	0	0	1,280,000
Totals	1,145,000	45,000	45,000	45,000	45,000	0	1,325,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Storm Drain Improvement	3709	Dempsey Road Storm Drain Replacement	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

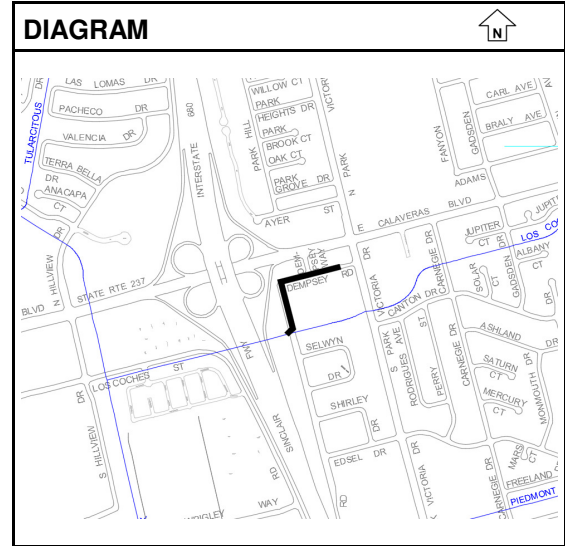
PRIORITY: Community Wellness and Open Space

DESCRIPTION

The work includes replacement of Dempsey Road storm drain pipelines and installation of two outfalls in Los Coches Creek at Dempsey Road. Project will construct a 36 inch diameter pipe within Dempsey Road between South Park Victoria and Los Coches Creek, approximately 1,100 linear feet.

NOTES:

This work is identified as high priority project #6 on Table 8-1 in the 2013 Storm Drain Master Plan. Funding added to FY2019-20 to account for escalation.



Uncommitted Balance as of 3/31/2019: \$2,528,071

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	300,000	30,000	0	0	0	0	330,000
Administration	150,000	0	0	0	0	0	150,000
Inspection	100,000	0	0	0	0	0	100,000
Improvements	2,280,000	230,000	0	0	0	0	2,510,000
Totals	2,830,000	260,000	0	0	0	0	3,090,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Storm Drain Fund	800,000	860,000	0	0	0	0	1,660,000
General Government CIP Fund	2,030,000	(600,000)	0	0	0	0	1,430,000
Totals	2,830,000	260,000	0	0	0	0	3,090,000

FINANCE NOTES

\$600k of prior year funding revised from General Government CIP Fund to Storm Drain Fund Fees in FY2019-20.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	3714 Flap Gate Replacement	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

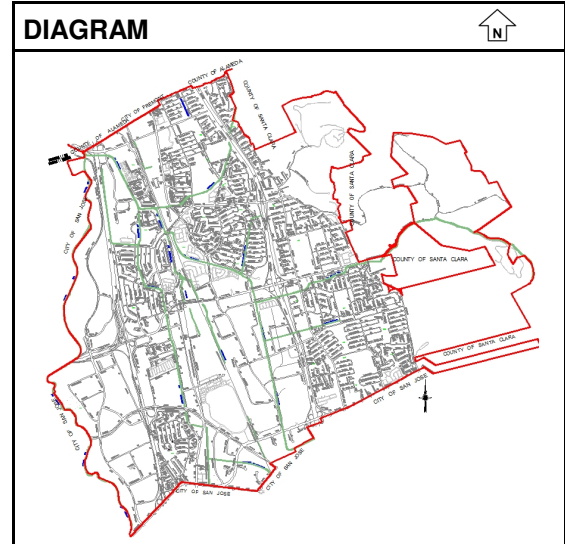
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides assessment and replaces and/or installs check valve assemblies at creek outfalls. The work also includes replacing deteriorated outfall piping and flap gates.

NOTES:

Public Works to purchase 30 flap gates to be installed in FY2018-19. Next 30 flap gates are to be installed in FY2020-21.



Uncommitted Balance as of 3/31/2019: \$175,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	45,000	0	45,000	45,000	45,000	0	180,000
Administration	60,000	0	10,000	10,000	10,000	0	90,000
Improvements	70,000	0	70,000	70,000	70,000	0	280,000
Totals	175,000	0	125,000	125,000	125,000	0	550,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Storm Drain Fund	175,000	0	125,000	0	0	0	300,000
Unidentified Funding	0	0	0	125,000	125,000	0	250,000
Totals	175,000	0	125,000	125,000	125,000	0	550,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Storm Drain Improvement	3715	Storm Drain System Rehab 17-19	1

CONTACT: Tony Ndah [2602]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design, construction, and repair of storm drain systems at various locations due to insufficient capacity and aging infrastructure. Work scope includes pump station rehabilitation work to correct electrical and mechanical systems. Additional projects and work scope will be programmed based on the new Storm Drain Master Plan and urban runoff program requirements.

NOTES:

FY2019-20, Public Works to replace controls at Oak Creek, Murphy, and McCarthy Pump Stations, and pumps at Jockey Pump Station.

FY2020-21, wet well sediment removals and concrete lining of drainage ditch behind Friendly Village Mobile home park.

Uncommitted Balance as of 3/31/2019: \$1,399,741

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	50,000	0	50,000	0	0	0	100,000
Administration	25,000	0	25,000	0	0	0	50,000
Inspection	25,000	0	25,000	0	0	0	50,000
Improvements	1,300,000	0	800,000	0	0	0	2,100,000
Totals	1,400,000	0	900,000	0	0	0	2,300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	400,000	(400,000)	0	0	0	0	0
Storm Drain Fund	1,000,000	400,000	900,000	0	0	0	2,300,000
Totals	1,400,000	0	900,000	0	0	0	2,300,000

FINANCE NOTES

\$400k of prior year funding revised from General Government CIP Fund to Storm Drain Fund in FY2019-20.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	3717 Minor Storm Projects	1

CONTACT: Tony Ndah [2602]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the ongoing analysis and implementation of various minor modifications and improvements to existing storm drain systems.

NOTES:

New storm water pump to be installed at Milpitas Materials Pump Station by summer 2019.

Uncommitted Balance as of 3/31/2019: \$21,650

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	40,000	0	40,000	40,000	40,000	0	160,000
Administration	10,000	0	10,000	10,000	10,000	0	40,000
Improvements	50,000	0	50,000	50,000	50,000	0	200,000
Totals	100,000	0	100,000	100,000	100,000	0	400,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Storm Drain Fund	100,000	0	100,000	0	0	0	200,000
Unidentified Funding	0	0	0	100,000	100,000	0	200,000
Totals	100,000	0	100,000	100,000	100,000	0	400,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	Plan Channel and Lagoon Dredging	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

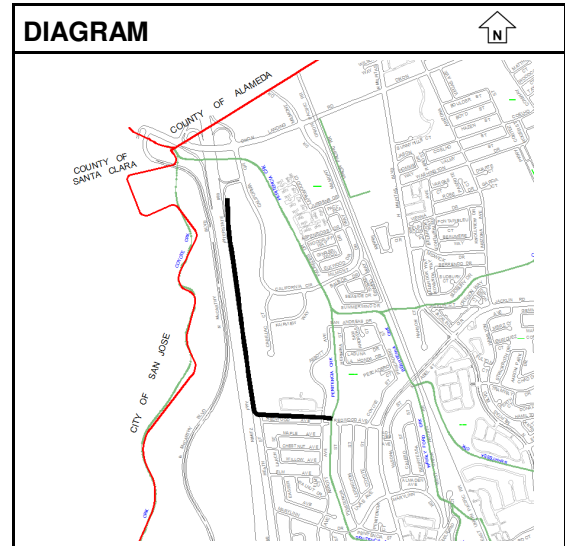
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project removes debris and deposited soil from channel and lagoon bottoms to improve flow. Dixon Landing/Hwy 880 channel is parallel to I-880 and runs approximately 4,800 linear feet (from Redwood Avenue to California Circle). The lagoons include Hidden Lake, Hall and California Circle.

NOTES:

Wrigley-Ford Creek was dredged as part of Project #3700. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	0	100,000	0	100,000
Administration	0	0	0	0	80,000	0	80,000
Inspection	0	0	0	0	70,000	0	70,000
Improvements	0	0	0	0	1,250,000	0	1,250,000
Totals	0	0	0	0	1,500,000	0	1,500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	1,500,000	0	1,500,000
Totals	0	0	0	0	1,500,000	0	1,500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	Plan Jurgens Pump Station	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

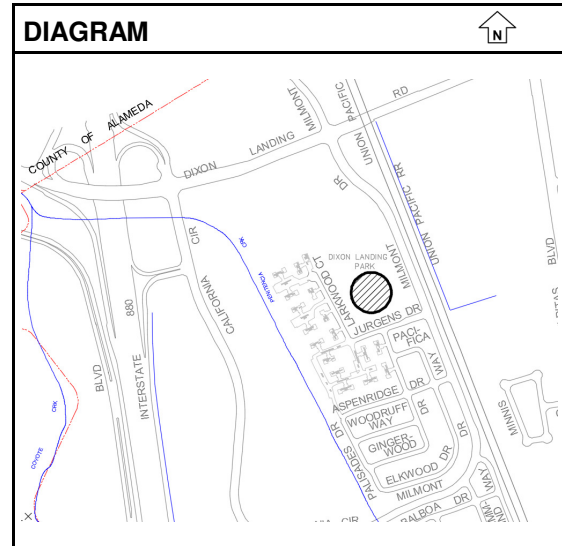
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for replacement of pumps station pumps, engines, and related controls that have reached the end of their service life. Work includes the conversion from diesel engines to electric motors. Work also would include elevating the new pump station to be above the FEMA Special Flood Hazard Area water surface elevation.

NOTES:

In 2018, Public Works staff assessed the equipment in Jurgens Pump Station. The station is in good condition. Equipment replacement/upgrade work to be reprioritized for FY2021-22. This project is only partially funded as a portion of the funding is unidentified.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	500,000	0	0	500,000
Administration	0	0	0	100,000	0	0	100,000
Inspection	0	0	0	100,000	0	0	100,000
Improvements	0	0	0	9,300,000	0	0	9,300,000
Totals	0	0	0	10,000,000	0	0	10,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	10,000,000	0	0	10,000,000
Totals	0	0	0	10,000,000	0	0	10,000,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	Plan Oak Creek Pump Station Upgrade	1

CONTACT: Tony Ndah [2602] / WooJae Kim [3355]

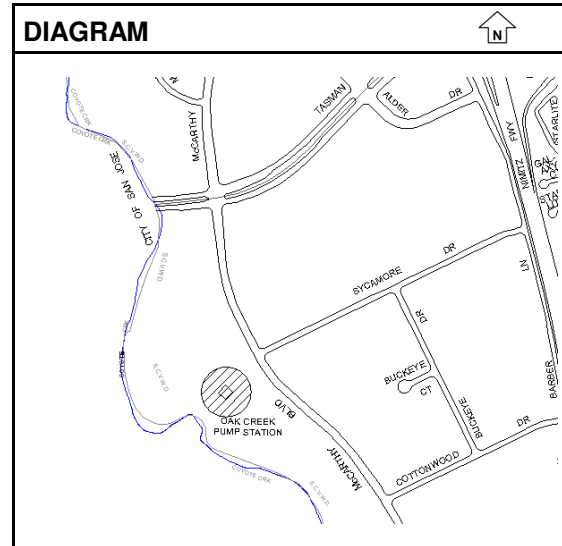
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the replacement of the diesel engines with electric motors. The work also includes wet well modifications and other minor work. The pump station is located near Sycamore Drive and McCarthy Boulevard.

NOTES:

This project is described in the 2013 Storm Drain Master Plan. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	0	200,000	0	0	200,000
Administration	0	0	0	150,000	0	0	150,000
Inspection	0	0	0	75,000	0	0	75,000
Improvements	0	0	0	1,750,000	0	0	1,750,000
Totals	0	0	0	2,175,000	0	0	2,175,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	2,175,000	0	0	2,175,000
Totals	0	0	0	2,175,000	0	0	2,175,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	Plan Penitencia Pump Station Replacement	1

CONTACT: Tony Ndah [2602] / Steve Erickson [3301]

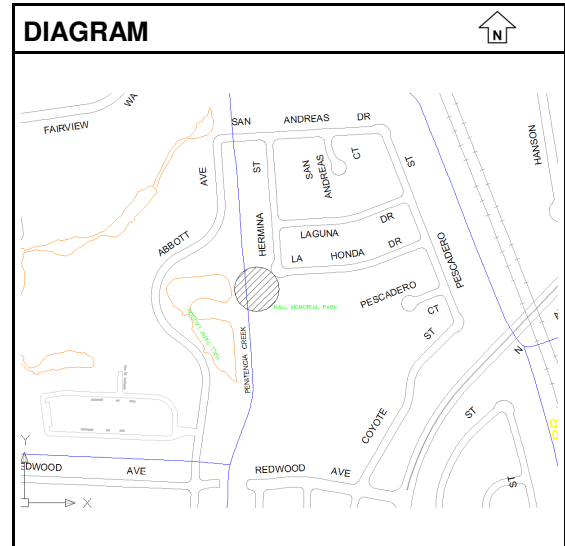
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the reconstruction of the entire pump station and wet well, and will replace the three diesel engines with electric motors to comply with Bay Area Air Quality Management District BAAQMD requirements.

NOTES:

This is the City's oldest storm pump station and was built in 1955. The station is located in Hall Park. The Bay Area Air Quality Management District (BAAQMD) will no longer permit diesel engines to be replaced in-kind. They will have to be replaced with electric motors with emergency power supplied by a backup generator. Estimated replacement cost is \$5M. 40-year Fiat diesel engines, pumps, impellers, and drives were rebuilt in January 2016. The project does not have an identified funding source and is not funded at this time.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	0	50,000	0	0	0	50,000
Administration	0	0	50,000	0	0	0	50,000
Improvements	0	0	4,900,000	0	0	0	4,900,000
Totals	0	0	5,000,000	0	0	0	5,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	5,000,000	0	0	0	5,000,000
Totals	0	0	5,000,000	0	0	0	5,000,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	Plan Storm Supervisory Control & Data Acquisition	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Governance and Administration

DESCRIPTION

A Supervisory Control and Data Acquisition System (SCADA) provides real-time data, such as wet well level and pump operational status to utility systems operators. Currently operators rely on unsophisticated alarms and must drive to sites to evaluate the problem and implement corrective action, such as starting a back-up pump or generator, when the main pumps fail.

NOTES:

This project is only partially funded as a portion of the funding is unidentified.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	0	200,000	0	750,000	0	0	950,000
Administration	0	0	0	100,000	100,000	0	200,000
Improvements	0	0	0	0	4,150,000	0	4,150,000
Totals	0	200,000	0	850,000	4,250,000	0	5,300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Unidentified Funding	0	0	0	0	4,250,000	0	4,250,000
Storm Drain Fund	0	200,000	0	850,000	0	0	1,050,000
Totals	0	200,000	0	850,000	4,250,000	0	5,300,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM
Previously Funded Projects

			As Of 3/31/2019	
Page	Proj #	Project Name	Uncommitted Balance	Total Cost
187	2001	Light Rail Median Landscaping	1,978,187	6,005,000
188	2004	S. Milpitas Boulevard Extension	0	17,000,000
189	3414	City Buildings, Exterior Painting & Repairs	899,565	900,000
190	3423	Police Records Management System	165,312	700,000
191	3432	Police Department MedEvac Vehicle	20,702	406,465
192	3437	Midtown Specific Plan Update	359,487	510,000
193	3439	Fire Apparatus Replacement Plan	0	4,336,576
194	3441	Fire Department USAR Forklift	40,000	40,000
195	3442	Main Fire Station No. 1 Assessment	41,870	150,000
196	3443	Police/Fire Issued Equipment Procurement	196,596	250,000
197	3444	Police/Public Works Buildings Assessment	122,342	300,000
198	3446	South Bay Arrival Noise Study	57,111	60,000
199	3448	Trails and Bikeway Master Plan Update	206,401	210,000
200	3450	LAN/WAN Network Upgrade	0	952,245
201	3452	Lower Berryessa Crk. Ped. Trail and Bridge	1,500,000	1,500,000
202	3711	BART Project - Storm Improvements	33,000	33,000
203	3712	Minor Storm Drain Projects 2016	100,000	100,000
204	3713	Trash Removal Devices	427,702	600,000
205	4179	Montague Expwy Widening at Great Mall Pkwy	632,170	8,647,450
206	4253	Dixon Landing Road Plan Line	163,536	277,423
207	4258	Calaveras Blvd Widening Project	173,319	173,969
208	4265	Bart Extension Coordination and Planning	126,509	2,480,956
209	4266	Street Light LED Conversion Improvements	141,650	675,000
210	4269	Traffic Management Enhancements 2013	6,000	60,000
211	4273	Street Landscape Irrigation Repair 2014	164,411	500,000
212	4274	I 880 Interchange R/W Closeout	223,185	727,181
213	4279	Minor Traffic Improvements 2016	106,717	300,000
214	4284	Street Resurfacing Project 2017	118,015	4,600,000
215	4287	Street Resurfacing Project 2018	580,652	4,600,000
216	4288	Traffic Studies & Minor Improvements	196,132	200,000
217	4289	Green Infrastructure Plan	8,071	100,000
218	4292	McCarthy Blvd./Sandisk Dr. Traffic Signal	738,956	75,000
219	5055	Alviso Adobe Renovation	1,894,210	8,159,272
220	5098	Park Irrigation System Repair & Improvement	151,696	400,000
221	5102	McCandless Park	9,150,817	12,154,820
222	5109	Creighton Park Renovation	2,996,225	3,300,000
223	5111	Sports Center Skate Park	4,813,090	5,525,000
224	5114	MSC Master Plan Update	39,156	150,000
225	6115	Sewer System Replacement 11-12	190,645	1,450,000
226	6116	Sewer System Replacement 12-13	346,140	1,250,000
227	6117	(Rmb) TASP Sewer Line Replacement	2,499,871	2,500,000
228	6121	BART Project - Sewer Improvements	13,593	243,323
229	6125	Sewer Pump Station Improvement	208,573	550,000

Page	Proj #	Project Name	As Of	
			3/31/2019	
			Uncommitted Balance	Total Cost
230	6129	Sewer System Hydraulic Modeling 17-19	150,000	150,000
231	6133	Sewer System Replacement	498,887	500,000
232	7100	Aging Water System/Seismic Improvements	3,932,222	4,887,951
233	7108	Water System Hydraulic Modeling	77,746	200,000
234	7115	Cathodic Protection Improvements	123,182	850,000
235	7125	BART Project - Water Improvements	683,677	2,503,920
236	7126	Water Conservation Program	518,026	1,400,000
237	7128	Recycled Water Pipeline Infill Project	228,786	300,000
238	7132	Annual Water Distribution Rehab. Program	952,764	1,200,000
Totals			38,996,904	105,144,551

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	2001 Light Rail Median Landscaping	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

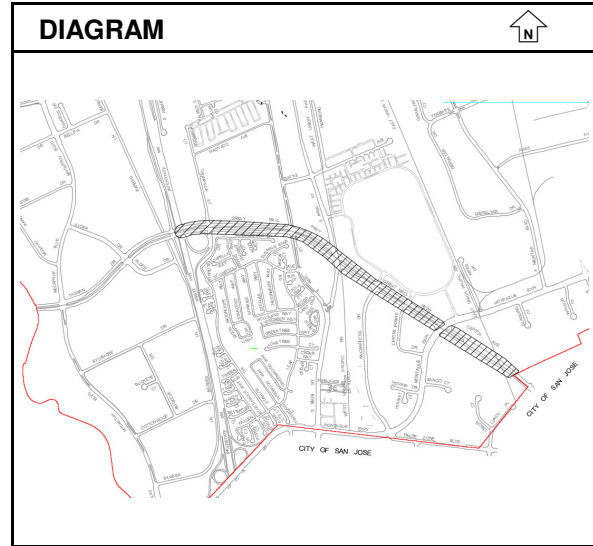
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project involves design and construction of median landscape improvements on Great Mall Parkway from I-880 to the southern City limits at Capitol Expressway. There are eight separate median islands under the LRT viaduct structure which will be landscaped. The scope also includes construction of a recycled water main line for this project and future Transit Area Specific Plan development project. All landscaping will be irrigated with recycled water. This work is included in the cooperative agreement with the Santa Clara Valley Transportation Authority.

COMMENTS:

Six out of eight medians north of Montague Expressway were completed in spring 2018. Remaining two medians on E. Capital Avenue south of Montague Expressway are within the BART/VTa improvement area. Landscaping and irrigation improvements for remaining two medians anticipated to start fall 2021 and completed by summer 2022. TASP ID: DB#5.



Uncommitted Balance as of 3/31/2019: \$1,978,187

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	150,000	0	0	0	0	0	150,000
Administration	100,000	0	0	0	0	0	100,000
Inspection	75,000	0	0	0	0	0	75,000
Improvements	5,680,000	0	0	0	0	0	5,680,000
Totals	6,005,000	0	0	0	0	0	6,005,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Street Improvement Fund	5,000	0	0	0	0	0	5,000
Recycled Water Fund	1,300,000	0	0	0	0	0	1,300,000
Grants/Reimb./Developer Fees	1,809,000	0	0	0	0	0	1,809,000
RDA Fund	341,000	0	0	0	0	0	341,000
TASP Impact Fees	2,550,000	0	0	0	0	0	2,550,000
Totals	6,005,000	0	0	0	0	0	6,005,000

FINANCE NOTES

Grant is from VTA (\$1,809,000) local funding. Previously this was STIP grant funding earmarked for 237/I-880 interchange landscaping. City Council 11/15/11 - Budget appropriation of \$5,000 from Street Fund.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	2004	S. Milpitas Boulevard Extension	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

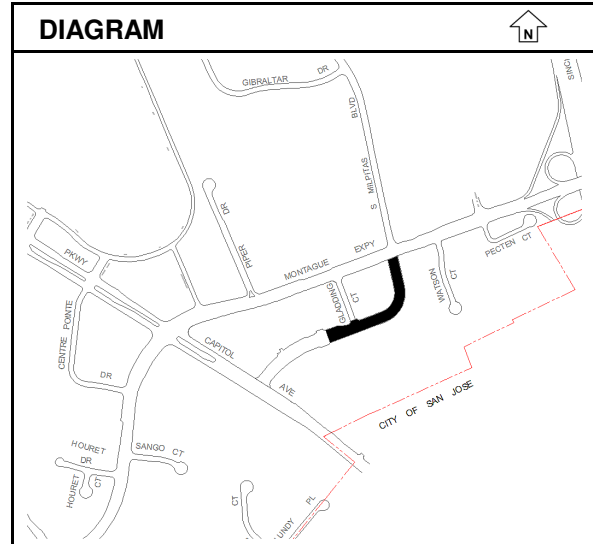
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the acquisition of land, design, construction, and administration for extension of S. Milpitas Boulevard including utilities from Montague Expressway to the edge of BART Station frontage. The City entered in to an agreement on August 3, 2010 with the Valley Transportation Agency (VTA) to construct the project for the City in conjunction with the BART project. The BART project will also be responsible for the construction of the remaining portion of the road from the BART Station to Capital Avenue.

COMMENTS:

VTA is completing construction of the extension and will invoice the City for improvements. City to work with VTA to acquire ROW and for the initial acceptance of the project, which is anticipated by end of 2019. TASP ID: DB#1.



Uncommitted Balance as of 3/31/2019:

\$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Other	17,000,000	0	0	0	0	0	17,000,000
Totals	17,000,000	0	0	0	0	0	17,000,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
TASP Impact Fees	17,000,000	0	0	0	0	0	17,000,000
Totals	17,000,000	0	0	0	0	0	17,000,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3414 City Buildings, Exterior Painting & Repairs	1

CONTACT: Tony Ndah [2602] / James Levers [2648]

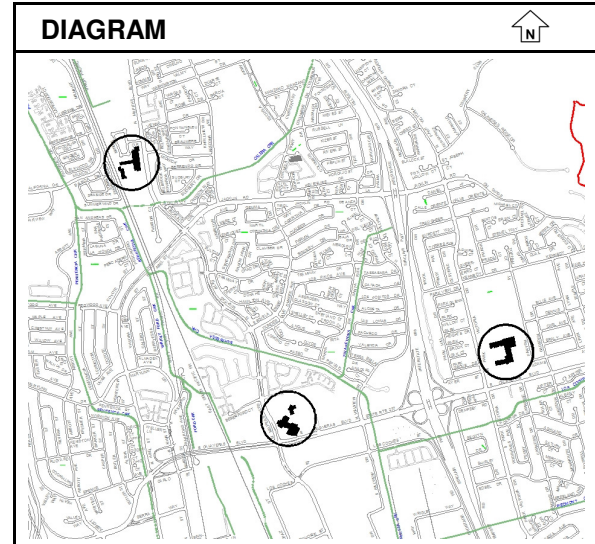
PRIORITY: Governance and Administration

DESCRIPTION

This project provides for exterior repairs, patching and painting of City buildings. The exterior of buildings should be painted and sealed approximately every ten years to maintain the building appearance and to prevent damage caused by moisture infiltration.

COMMENTS:

Exterior painting and replacement of rotted wood at Police/Public Works Buildings and Sports Center are priorities due to observed damages. Community Center is planned to be painted in FY2019-20, and City Hall exterior marble will be sealed and caulked in FY2020-21 to maintain weather resistance. City Hall exterior marble work is anticipated to cost around \$200k.



Uncommitted Balance as of 3/31/2019: \$899,565

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	50,000	0	0	0	0	0	50,000
Administration	50,000	0	0	0	0	0	50,000
Improvements	800,000	0	0	0	0	0	800,000
Totals	900,000	0	0	0	0	0	900,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	900,000	0	0	0	0	0	900,000
Totals	900,000	0	0	0	0	0	900,000

FINANCE NOTES

2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3423 Police Records Management System	1

CONTACT: Armando Corpuz [2534] / Henry Kwong [2419]

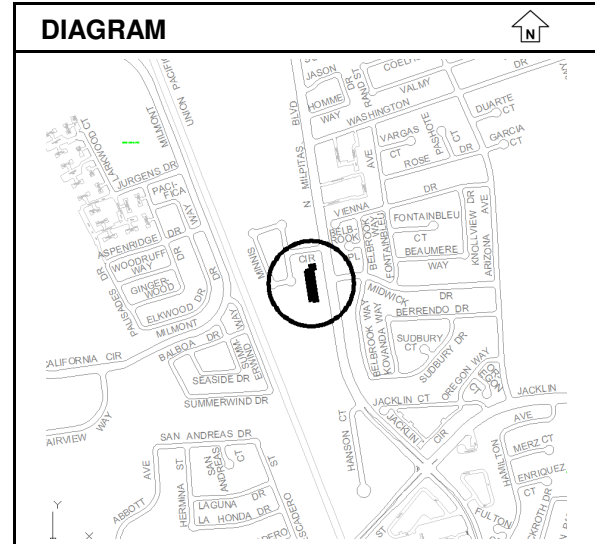
PRIORITY: Public Safety

DESCRIPTION

This project provides upgrades to the Police Department's Records Management System (RMS). It is imperative that the Police Department maintain a reliable RMS to input and store data to respond to public requests, respond to public information requests, the processing of data for criminal cases and to meet the California Government Code requirements of preserving information.

COMMENTS:

Proposed funding is to upgrade or replace existing software and hardware. The vendor (Tiburon) for the City's current existing RMS will not support the current version after 2017. RMS system will need to be upgraded or replaced. Police Department encountered problems with one new vendor being considered for RMS. New viable RMS application is being investigated to be in place by FY2019-20.



Uncommitted Balance as of 3/31/2019: \$165,312

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment	700,000	0	0	0	0	0	700,000
Totals	700,000	0	0	0	0	0	700,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	700,000	0	0	0	0	0	700,000
Totals	700,000	0	0	0	0	0	700,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Community Improvement	3432	Police Department MedEvac Vehicle	1

CONTACT: Armando Corpuz [2534] / Jared Hernandez [2406]

PRIORITY: Public Safety

DESCRIPTION

Project provides funding for the purchase of a tactical MedEvac vehicle/ambulance. The vehicle is hardened to protect passengers from high caliber ballistic projectiles allowing the City SWAT Team and trained medical professionals into safely travel into dangerous areas during an emergency. The project also includes \$25,000 for a storage enclosure for the vehicle.

COMMENTS:

MedEvac was delivered to the City in October 2018. Policies related to use and operation of MedEvac vehicle were finalized with feedback from the community. Optional equipment for MedEvac and vehicle storage to be finalized by FY2019-20.

Uncommitted Balance as of 3/31/2019: \$20,702

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment	406,465	0	0	0	0	0	406,465
Totals	406,465	0	0	0	0	0	406,465

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	406,465	0	0	0	0	0	406,465
Totals	406,465	0	0	0	0	0	406,465

FINANCE NOTES

City Council 5/2/2017 - project and funding appropriation approved.
City Council 8/15/2017 - approved purchase of MedEvac vehicle.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3437 Midtown Specific Plan Update	1

CONTACT: Ned Thomas [3273] / Jessica Garner [3284]

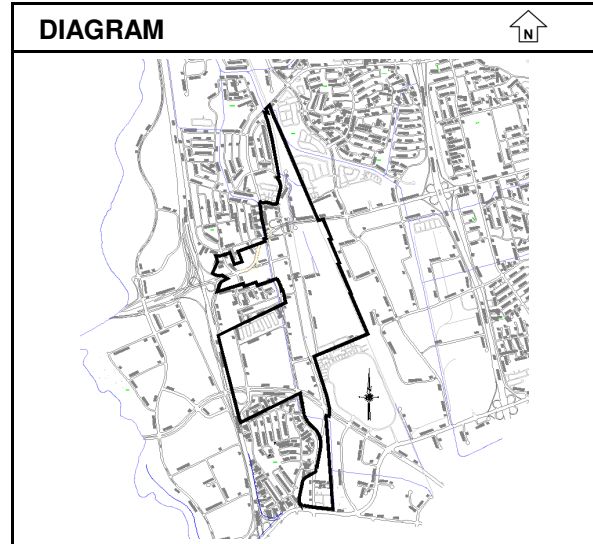
PRIORITY: Economic Development and Job Growth

DESCRIPTION

The Midtown Specific Plan was developed with the assumption that the Redevelopment Agency would be a major contributor to the area's development. Without this funding and development source, the plan is reliant solely on private investment. Consequently, the plan must be updated to reflect this situation. The Plan also needs to account for changing dynamics in residential, retail, and office development as well as new transportation and circulation needs relative to nearby public transits.

COMMENTS:

Updating this Midtown Specific Plan will: 1) update and clarify the goals and values of Milpitas Main Street and adjacent sub-areas in relation to the overall development of the City; 2) provide policy guidance and support for private investment in new development within the Specific Plan area; and 3) provide an effective tool for economic development within the historic heart of the City.



Uncommitted Balance as of 3/31/2019: \$359,487

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	10,000	0	0	0	0	0	10,000
Other	500,000	0	0	0	0	0	500,000
Totals	510,000	0	0	0	0	0	510,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	260,000	0	0	0	0	0	260,000
Community Planning Fees	250,000	0	0	0	0	0	250,000
Totals	510,000	0	0	0	0	0	510,000

FINANCE NOTES

City Council 2/26/2019 - Mid-year Budget Appropriation of \$250k from Community Planning Fund.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3439 Fire Apparatus Replacement Plan	1

CONTACT: Brian Sherrard [2811] / Richard Frawley [2824]

PRIORITY: Public Safety

DESCRIPTION

This project will replace aging fire engines, tiller truck, and would provide one new ambulance. The purchase of two \$700K fire engines and one \$660K ambulance is funded in FY17/18.

COMMENTS:

City Council approved the purchase of a velocity pump fire engine on 12/18/2018. Delivery is anticipated October 2019.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment	4,336,576	0	0	0	0	0	4,336,576
Totals	4,336,576	0	0	0	0	0	4,336,576

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment Replacement Fund	2,260,000	0	0	0	0	0	2,260,000
General Government CIP Fund	2,076,576	0	0	0	0	0	2,076,576
Totals	4,336,576	0	0	0	0	0	4,336,576

FINANCE NOTES

10/7/17, City Council approved the purchase of one Tiller Truck @ \$1.5M, and one Fire Truck @ \$700K. Equipment Replacement Fund breakdown:

FAS#	Equip #	Amount
31630	E-86	\$424,077
31629	E-186	\$335,219
31628	E-88	\$264,329
30538	E-187	\$449,090
31608	033F	\$355,784
31626	047F-1	\$363,346
31728		\$68,155
	Total	\$2,260,000

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3441 Fire Department USAR Forklift	1

CONTACT: Brian Sherrard [2811] / Richard Frawley [2824]

PRIORITY: Public Safety

DESCRIPTION

This project will provide for the purchase of one high capacity forklift for use in deploying Urban Search and Rescue (USAR) resources. The vehicle would be used for placement of rescue equipment, and development of training simulations.

COMMENTS:

Fire Department researching options.

Uncommitted Balance as of 3/31/2019: \$40,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment	40,000	0	0	0	0	0	40,000
Totals	40,000	0	0	0	0	0	40,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	40,000	0	0	0	0	0	40,000
Totals	40,000	0	0	0	0	0	40,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3443 Police/Fire Issued Equipment Procurement	1

CONTACT: Armando Corpuz [2534] / Richard Frawley [2824]

PRIORITY: Public Safety

DESCRIPTION

This project provides for the study, assessment, and procurement of equipment and assets used by the Police and Fire Departments for use as issued equipment to support the job duties of each department. The equipment to be acquired would support crime reduction, investigation, fire suppression, and to protect life and the environment. The project will be completed in phases with phase one to assess and determine equipment needs required for staff to complete their jobs safely and efficiently. Phase two will be for the procurement of equipment identified in phase one.

COMMENTS:

Police and Fire Departments are currently assessing equipment needs. Fire Department is investigating portable hazardous materials detectors for purchase in FY2019-20.

Uncommitted Balance as of 3/31/2019: \$196,596

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	240,000	0	0	0	0	0	240,000
Administration	10,000	0	0	0	0	0	10,000
Totals	250,000	0	0	0	0	0	250,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	250,000	0	0	0	0	0	250,000
Totals	250,000	0	0	0	0	0	250,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3444 Police/Public Works Buildings Assessment	1

CONTACT: Armando Corpuz [2534] / WooJae Kim [3355]

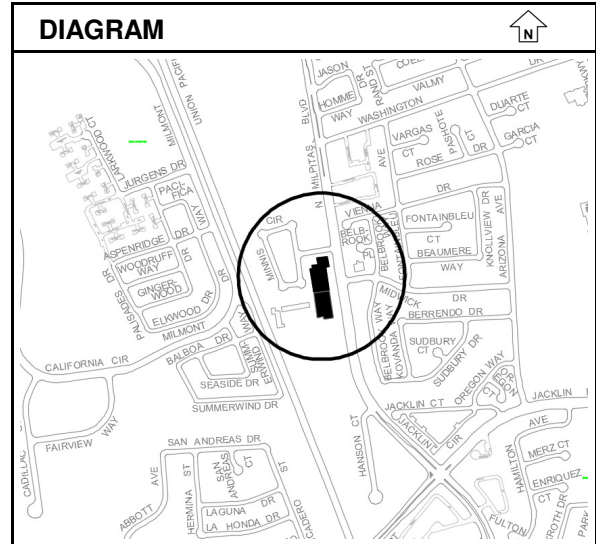
PRIORITY: Governance and Administration

DESCRIPTION

This project provides for the study and assessment of the Police Department and Public Works Buildings located at 1265 & 1275 North Milpitas Boulevard to address building safety and staff comfort and livability issues. The assessment study will review both the interior and exterior of the structures and provide recommendations for repairs and improvements to address structural problems; weather proofing; ADA access; electrical; plumbing; restroom and locker room improvements; mechanical and HVAC upgrades; security; parking; lighting; window treatments; furniture; fixtures; and equipment replacement; carpet replacement, desk and partition replacement.

COMMENTS:

The project will be completed in phases with phase one being the study and assessment. Future phases will be funded for the recommended repairs and improvements. Funding left over from phase one completion will offset needed funds for the repairs and improvement. Assessment started January 2019 and to be completed by fall 2019.



Uncommitted Balance as of 3/31/2019:

\$122,342

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	270,000	0	0	0	0	0	270,000
Administration	30,000	0	0	0	0	0	30,000
Totals	300,000	0	0	0	0	0	300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	300,000	0	0	0	0	0	300,000
Totals	300,000	0	0	0	0	0	300,000

FINANCE NOTES

City Council 12/4/2018 - Mid-year Budget Appropriation of \$50k from General Gov. CIP Fund for design services.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3446 South Bay Arrival Noise Study	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the monitoring and documentation of jet noise related to South Bay arrival flights to the Mineta San Jose International Airport that pass over the City of Milpitas.

COMMENTS:

Study to start spring 2019 and completed by end of 2019.

Uncommitted Balance as of 3/31/2019: \$57,111

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	50,000	0	0	0	0	0	50,000
Administration	10,000	0	0	0	0	0	10,000
Totals	60,000	0	0	0	0	0	60,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	60,000	0	0	0	0	0	60,000
Totals	60,000	0	0	0	0	0	60,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	3448 Trails and Bikeway Master Plan Update	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project will provide an update to the City's trails master plan and City's bikeway master plan. An update of the trails master plan aims to improve connectivity to local destinations, such as BART. The plan will identify gaps in the trail system, and provide recommendations to increase safety and accessibility for all trail users, support economic development, and enhance the quality of life for area residents. An update of bikeway master plan would identify ways to enhance and expand the existing bikeway network. Improvements would be construction in phases and could include the installation of new green bike lanes; buffered/separated bike lanes; bike trail opportunities to address the needs for commuter and recreational bicyclists to access transit hubs; work; recreational; and retail destinations. The project will also evaluate bicycle/scooter share programs and recommend/establish related policies. The plan update will also identify needs and challenging areas in order to upgrade or construct new, safe, and efficient bicycle facilities, and to encourage and increase bicycle ridership.

COMMENTS:

Santa Clara Valley Water District (SCVWD) is a willing partner in the City's plan to expand its recreational levee trail system. A Trail Master Plan will help the City and SCVWD plan their respective improvement projects to incorporate City trail expansion and connectivity projects. The project to be coordinated with the Shuttle Study (Project #3428) and completed by spring 2020.

Uncommitted Balance as of 3/31/2019: \$206,401

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	200,000	0	0	0	0	0	200,000
Administration	10,000	0	0	0	0	0	10,000
Totals	210,000	0	0	0	0	0	210,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	210,000	0	0	0	0	0	210,000
Totals	210,000	0	0	0	0	0	210,000

FINANCE NOTES

City Council 2/26/2019 - Mid-year Budget Appropriation of \$110k from General Gov. CIP Fund.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Community Improvement	3450 LAN/WAN Network Upgrade	1

CONTACT: Mike Luu [2706]

PRIORITY: Governance and Administration

DESCRIPTION

The project provides for local area network/wide area network (LAN/WAN) upgrades at major City facilities which includes the telecommunication network and telephone system hardware. The City's existing Cisco Systems telecommunications network was installed 2009. The network has now been in operation for over 9 years while the planned life of this type of equipment is generally 5 years. The equipment is prone to failure while systems are no longer supported by the manufacturer.

COMMENTS:

Network upgrade is anticipated to start in spring 2019. Network shutdowns to be coordinated after regular business hours.

Uncommitted Balance as of 3/31/2019: \$0

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	952,245	0	0	0	0	0	952,245
Totals	952,245	0	0	0	0	0	952,245

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Equipment Replacement Fund	98,000	0	0	0	0	0	98,000
General Government CIP Fund	854,245	0	0	0	0	0	854,245
Totals	952,245	0	0	0	0	0	952,245

FINANCE NOTES

City Council 12/4/2018 - Mid-year Budget Appropriation of \$854,245 from General Government CIP Fund and \$98k transfer from Fund 505.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Community Improvement	3452	Lower Berryessa Crk. Ped. Trail and Bridge	1

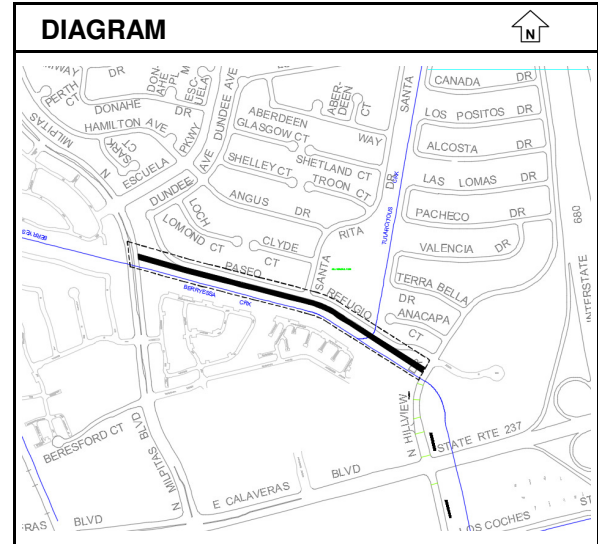
CONTACT: Steve Erickson [3301]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the reimbursement to the Santa Clara Valley Water District (SCVWD) for levee pedestrian trail improvements constructed on behalf of the City along portions of the Districts Lower Berryessa Creek levee between North Milpitas Boulevard and North Hillview Drive.

COMMENTS:



Uncommitted Balance as of 3/31/2019: \$1,500,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	1,500,000	0	0	0	0	0	1,500,000
Totals	1,500,000	0	0	0	0	0	1,500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	1,500,000	0	0	0	0	0	1,500,000
Totals	1,500,000	0	0	0	0	0	1,500,000

FINANCE NOTES

City Council 2/26/2019 - Mid-year Budget Appropriation of \$1.5M from General Gov. CIP Fund.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	3711 BART Project - Storm Improvements	

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

The project will provide for the relocation of existing storm drain utilities along the BART corridor at BART's own expense. The City has identified additional storm drain improvements which should be completed as part of the BART utility relocation effort which the City needs to fund. These include rerouting storm drain lines on Capitol Avenue to eliminate localized annual flooding and other enhancements.

COMMENTS:

UTA's contractor has completed the construction work associated with this project and will submit invoices to the City for payment.

Uncommitted Balance as of 3/31/2019: \$33,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	33,000	0	0	0	0	0	33,000
Totals	33,000	0	0	0	0	0	33,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Storm Drain Fund	33,000	0	0	0	0	0	33,000
Totals	33,000	0	0	0	0	0	33,000

FINANCE NOTES

Construction is complete and City reimbursement cost are not anticipated to exceed \$33,000 for Storm Drain improvements.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Storm Drain Improvement	3712	Minor Storm Drain Projects 2016	1

CONTACT: Tony Ndah [2602]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project involves the ongoing analysis and implementation of various minor modifications and improvements to the existing storm drain systems.

COMMENTS:

Repair storm water pump at Oak Creek Pump Station by summer 2019.

Uncommitted Balance as of 3/31/2019: \$100,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	40,000	0	0	0	0	0	40,000
Administration	10,000	0	0	0	0	0	10,000
Improvements	50,000	0	0	0	0	0	50,000
Totals	100,000	0	0	0	0	0	100,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Storm Drain Fund	100,000	0	0	0	0	0	100,000
Totals	100,000	0	0	0	0	0	100,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Storm Drain Improvement	3713 Trash Removal Devices	1

CONTACT: Steve Erickson [3301] / Julie Waldron [3314]

PRIORITY: Environment

DESCRIPTION

This project evaluates locations for trash removal devices within the City's storm water collection system. Proposed work includes design and installation of two devices.

COMMENTS:

The State Regional Water Quality Control Board included trash removal requirements from storm water collection systems in the Municipal Regional Permit (MRP) issued to Bay Area cities, including Milpitas. Installation of trash removal device is one way to meet the implementation requirements of the MRP. Installation to be completed by summer 2019.

Uncommitted Balance as of 3/31/2019: \$427,702

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	100,000	0	0	0	0	0	100,000
Administration	50,000	0	0	0	0	0	50,000
Surveying	20,000	0	0	0	0	0	20,000
Inspection	30,000	0	0	0	0	0	30,000
Improvements	400,000	0	0	0	0	0	400,000
Totals	600,000	0	0	0	0	0	600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Storm Drain Fund	350,000	0	0	0	0	0	350,000
General Government CIP Fund	250,000	0	0	0	0	0	250,000
Totals	600,000	0	0	0	0	0	600,000

FINANCE NOTES

City Council 12/4/2018 - Mid-year Budget Appropriation of \$250K from General Government CIP Funds.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4179 Montague Expwy Widening at Great Mall Pkwy	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

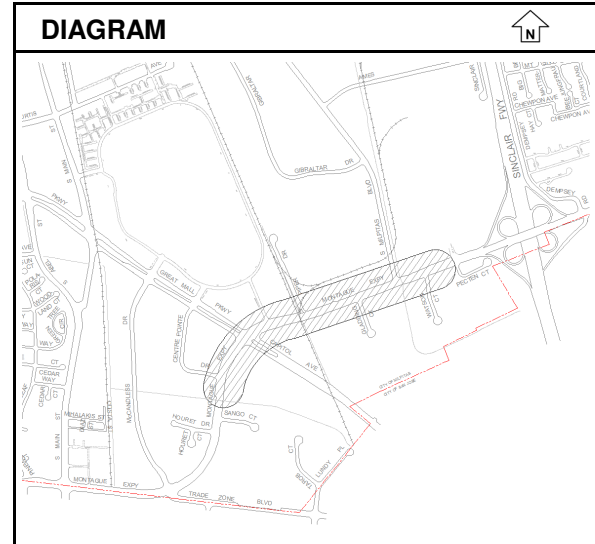
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides a fourth through lane in each direction on Montague Expressway at Great Mall Parkway. It also includes adding one westbound lane on Montague Expressway from Pecton Court to UPRR rails.

COMMENTS:

Construction of the widening project was completed by VTA as part of the BART Extension project. Construction is completed and initial acceptance is anticipated by fall 2019. TASP ID: DB#2.



Uncommitted Balance as of 3/31/2019: \$632,170

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	560,500	0	0	0	0	0	560,500
Administration	145,000	0	0	0	0	0	145,000
Surveying	30,000	0	0	0	0	0	30,000
Inspection	270,000	0	0	0	0	0	270,000
Land	1,020,000	0	0	0	0	0	1,020,000
Improvements	6,621,950	0	0	0	0	0	6,621,950
Totals	8,647,450	0	0	0	0	0	8,647,450

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Traffic Impact Fees	1,261,839	0	0	0	0	0	1,261,839
TASP Impact Fees	1,300,000	0	0	0	0	0	1,300,000
RDA Fund	3,300,000	0	0	0	0	0	3,300,000
Street Improvement Fund	30,500	0	0	0	0	0	30,500
Grants/Reimb./Developer Fees	2,755,111	0	0	0	0	0	2,755,111
Totals	8,647,450	0	0	0	0	0	8,647,450

FINANCE NOTES

Developer Contributions: Cisco - \$1,125,000+\$62,111 (FY05 Year End Adjustment) + City of San Jose (3Com): \$1,568,000 = \$2,755,111
 Prior Year Other Sources: \$585,000+\$58,596+\$329,713 = \$973,309.
 City Council - FY 11 Midyear appropriation \$288,530 from Traffic Impact Fee Prior Year.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4253 Dixon Landing Road Plan Line	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

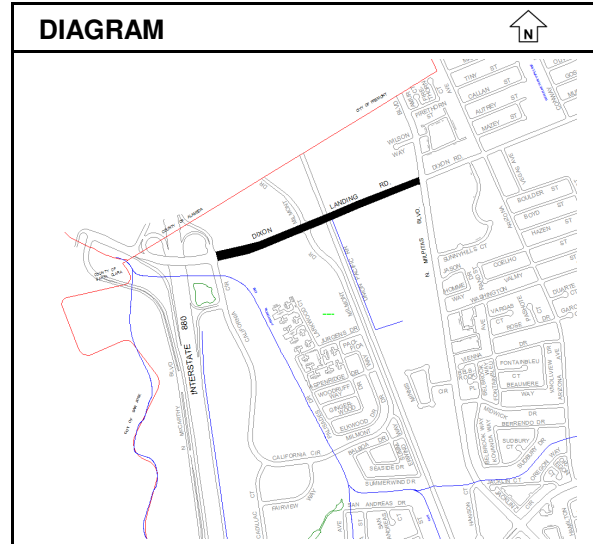
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the preparation of a Plan Line Study to evaluate the widening of Dixon Landing Road from N. Milpitas Boulevard to I-880 from 2 lanes to 3 lanes in each direction. The study will evaluate the right-of-way needed and feasibility of relocating sidewalks, street lighting, adding bicycle lanes and streetscape in medians and planter strips. This project will also include 35% level design in order to develop an Engineer's Estimate for design and construction of improvements.

COMMENTS:

Plan Line Study will also be coordinated with the BART roadway/bridge improvements, where BART crosses Dixon Landing Road. Plan Line Study is anticipated to be completed by fall 2019.



Uncommitted Balance as of 3/31/2019: \$163,536

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	152,152	0	0	0	0	0	152,152
Administration	30,000	0	0	0	0	0	30,000
Surveying	40,000	0	0	0	0	0	40,000
Improvements	55,271	0	0	0	0	0	55,271
Totals	277,423	0	0	0	0	0	277,423

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Traffic Impact Fees	252,423	0	0	0	0	0	252,423
Street Improvement Fund	25,000	0	0	0	0	0	25,000
Totals	277,423	0	0	0	0	0	277,423

FINANCE NOTES

City Council 3/16/2010 - approval to apply for Grant: \$150,000, Caltrans Community Base Transportation Planning (CBTP)

Traffic Impact Fees: \$50,000 Walmart and Jose McCarthy Development.

City Council - Midyear appropriation \$105,271 from Traffic Impact Fees.

3/11:Defund \$150,000 since Caltrans Community Base Transportation Planning (CBTP) was not received.

City did not receive \$150K grant in 2010-11.

City Council 2/7/12 - Midyear Budget Appropriation of \$115,192 from Traffic Impact Fee interest.

Traffic Impact Fee: \$31,960 - Walmart.

\$50,000 in prior year Traffic Impact Fees defunded in FY2017-18 due to fees not being available in FY 16/17 (Walmart-Joe McCarthy Development).

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4258 Calaveras Blvd Widening Project	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

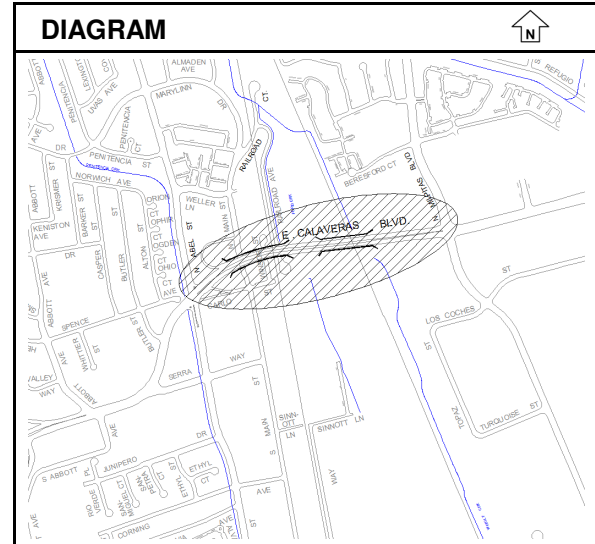
PRIORITY: Transportation and Transit

DESCRIPTION

This project will replace the existing roadway bridges between Milpitas Boulevard and Abel Street. These bridge structures were constructed over 40 years ago are reaching their design life. In addition these structures do not have adequate bicycle and pedestrian facilities. The replacement bridge structures will be wider to include 3-lanes, 10 foot sidewalks and 6 foot bike lanes in each direction.

COMMENTS:

Calaveras Boulevard is a State Route. City to collaborate with Caltrans who will administer the project. City would be the local sponsor of this project and provide a local funding match generated through Traffic and TASP Impact Fees. The total cost estimate of the project to be implemented in FY2024-25 is \$80 Million. City to accumulate minimum local match of 11.47% of the project, which is approximately \$9.2M. Out of \$9.2M, a fair share goal from TASP Impact Fee is \$6.8M. TASP ID: DB#2 (\$6.8M).



Uncommitted Balance as of 3/31/2019: \$173,319

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	173,969	0	0	0	0	0	173,969
Totals	173,969	0	0	0	0	0	173,969

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Grants/Reimb./Developer Fees	877	0	0	0	0	0	877
Traffic Impact Fees	173,092	0	0	0	0	0	173,092
Totals	173,969	0	0	0	0	0	173,969

FINANCE NOTES

City Council 2/1/2011 - Midyear Budget Appropriation \$173,092 from TIF.
City Council 2/7/2012 - Midyear Budget Appropriation of \$877 from Developer Contribution "D.R. Horton".

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	4265	Bart Extension Coordination and Planning	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

The Bart extension from Fremont to San Jose will pass through Milpitas and include a BART station in Milpitas. This project includes the coordination and engineering analysis of utilities, Right of Way and other BART design impacts on the City's infrastructure.

COMMENTS:

Coordination with VTA for design of future Bart Extension will require substantial resources from the City. Most of the work involves review of proposals, plans, identifying infrastructure improvements and engineering analysis and development of alternatives to BART proposed improvements.

Uncommitted Balance as of 3/31/2019: \$126,509

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	50,000	0	0	0	0	0	50,000
Administration	2,430,956	0	0	0	0	0	2,430,956
Totals	2,480,956	0	0	0	0	0	2,480,956

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	8,591	0	0	0	0	0	8,591
Street Improvement Fund	8,702	0	0	0	0	0	8,702
Water Fund	8,702	0	0	0	0	0	8,702
Grants/Reimb./Developer Fees	2,401,896	0	0	0	0	0	2,401,896
RDA Fund	53,065	0	0	0	0	0	53,065
Totals	2,480,956	0	0	0	0	0	2,480,956

FINANCE NOTES

City Council 2/7/2012 - Midyear Budget Appropriation of \$50,000 from the VTA reimbursement agreement.
City Council 2/21/2012 - Midyear Budget Appropriation of \$233,296 from the VTA reimbursement agreement.
City Council 9/18/2012 - Budget appropriation of \$393,600 from the VTA reimbursement agreement.
City Council 10/15/2013 - Budget appropriation of \$500,000 from the VTA reimbursement agreement.
City Council 6/17/2014 - Budget appropriation of \$650,000 from the VTA reimbursement agreement.
City Council 9/15/2015 - Budget appropriation of \$300,000 from the VTA reimbursement agreement.
City Council 12/6/2016 - Budget appropriation of \$150,000 from VTA reimbursement agreement.
City Council 8/17/2017 - Budget appropriation of \$125,000 from VTA reimbursement agreement.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	4266	Street Light LED Conversion Improvements	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Environment

DESCRIPTION

This project will provide for the conversion of City street lights to energy efficient Light Emitting Diode (LED) including related wiring and control systems.

COMMENTS:

The City owns approximately 4,600 street light fixtures of various types including standard cobra head, Midtown and TASP standard decorative fixtures. LED fixture installation is being completed in phases. Phase 1 completed in FY 15/16 installed 1,000 LED fixtures. For Phase 2, additional 1,500 LED fixtures are anticipated to be installed by summer 2019. Additional funding will be programed for future phases of the conversion work.

Uncommitted Balance as of 3/31/2019: \$141,650

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	50,000	0	0	0	0	0	50,000
Administration	40,000	0	0	0	0	0	40,000
Inspection	30,000	0	0	0	0	0	30,000
Improvements	555,000	0	0	0	0	0	555,000
Totals	675,000	0	0	0	0	0	675,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	600,000	0	0	0	0	0	600,000
Street Improvement Fund	75,000	0	0	0	0	0	75,000
Totals	675,000	0	0	0	0	0	675,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4269 Traffic Management Enhancements 2013	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the software upgrade and deployment of traffic management equipment used to monitor and control the City's roadway network. Typical improvements include the deployment of traffic signal control equipment and upgrades to the traffic operations center's video monitoring equipment.

COMMENTS:

This project also provides resources to pursue grant funding to augment traffic management projects.

Uncommitted Balance as of 3/31/2019: \$6,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	10,000	0	0	0	0	0	10,000
Improvements	50,000	0	0	0	0	0	50,000
Totals	60,000	0	0	0	0	0	60,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Street Improvement Fund	60,000	0	0	0	0	0	60,000
Totals	60,000	0	0	0	0	0	60,000

FINANCE NOTES

Close at the end of fiscal year, June 30, 2019.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	4273	Street Landscape Irrigation Repair 2014	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the repair and replacement of streetscape, median irrigation systems, and related equipment on City streets.

COMMENTS:

The City has many miles of landscaped street medians and curb planter areas in the City. The older irrigation systems are inefficient, leaking, not well documented, and do not provide suitable irrigation to support healthy landscape. The project would also provide for restoration of existing landscaping within medians and curb planters.

Uncommitted Balance as of 3/31/2019: \$164,411

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	45,000	0	0	0	0	0	45,000
Administration	25,000	0	0	0	0	0	25,000
Inspection	15,000	0	0	0	0	0	15,000
Improvements	415,000	0	0	0	0	0	415,000
Totals	500,000	0	0	0	0	0	500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	150,000	0	0	0	0	0	150,000
Street Improvement Fund	150,000	0	0	0	0	0	150,000
General Government CIP Fund	200,000	0	0	0	0	0	200,000
Totals	500,000	0	0	0	0	0	500,000

FINANCE NOTES

City Council 5/2/2017 - Midyear Appropriation of \$200,000 from General Government CIP funding for FY2016/17.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	4274	I 880 Interchange R/W Closeout	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

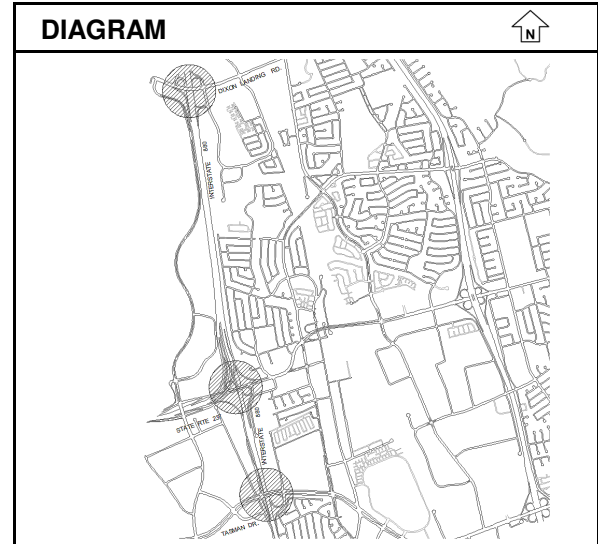
PRIORITY: Transportation and Transit

DESCRIPTION

This project will provide final closeout documentation and Right of Way transfer for the three interchanges constructed along I-880 and Dixon Landing Road, State Route 237, and Tasman Drive.

COMMENTS:

The interchanges were constructed under three separate CIP projects. The City is working with Caltrans and VTA through a cooperative cost share agreement to closeout these projects and ultimately transfer R/W and ownership to Caltrans.



Uncommitted Balance as of 3/31/2019: \$223,185

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	727,181	0	0	0	0	0	727,181
Totals	727,181	0	0	0	0	0	727,181

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Developer Contributions	148,119	0	0	0	0	0	148,119
Street Improvement Fund	579,062	0	0	0	0	0	579,062
Totals	727,181	0	0	0	0	0	727,181

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4279 Minor Traffic Improvements 2016	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for traffic studies, speed surveys, and traffic counts. This project also includes minor traffic improvements that result from community service requests. Typical improvements include roadway markings/signage improvements and the installation of roadway undulators.

COMMENTS:

Uncommitted Balance as of 3/31/2019: \$106,717

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	90,000	0	0	0	0	0	90,000
Administration	20,000	0	0	0	0	0	20,000
Improvements	190,000	0	0	0	0	0	190,000
Totals	300,000	0	0	0	0	0	300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	300,000	0	0	0	0	0	300,000
Totals	300,000	0	0	0	0	0	300,000

FINANCE NOTES

Close at the end of fiscal year, June 30, 2019.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4284 Street Resurfacing Project 2017	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

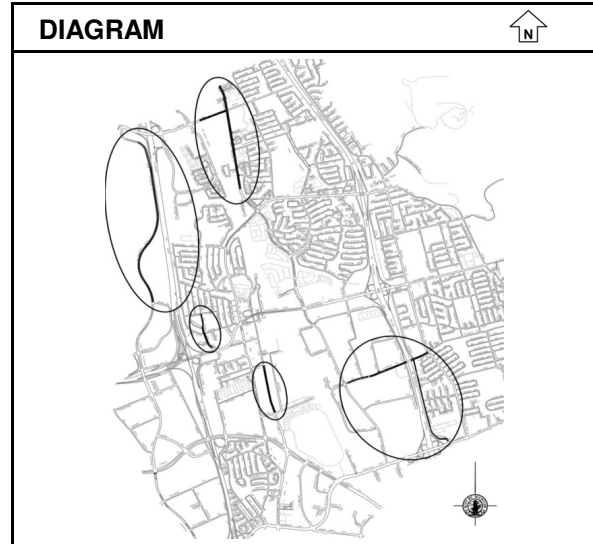
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

COMMENTS:

There are currently over 129 center lane miles of streets that are owned by the City. The project will also include replacement and upgrade of curb, gutter, driveway, sidewalk, installation of ADA ramps, implementation of Class II bike lanes, and Class III bike route facilities as described in the City's 2009 Bikeway Master Plan Update.



Uncommitted Balance as of 3/31/2019: \$118,015

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	100,000	0	0	0	0	0	100,000
Administration	50,000	0	0	0	0	0	50,000
Inspection	50,000	0	0	0	0	0	50,000
Improvements	4,400,000	0	0	0	0	0	4,400,000
Totals	4,600,000	0	0	0	0	0	4,600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Fund	250,000	0	0	0	0	0	250,000
Vehicle Registration Fee	450,000	0	0	0	0	0	450,000
Transient Occupancy Tax (TOT)	2,150,000	0	0	0	0	0	2,150,000
Gas Tax Fund	1,500,000	0	0	0	0	0	1,500,000
Sewer Fund	250,000	0	0	0	0	0	250,000
Totals	4,600,000	0	0	0	0	0	4,600,000

FINANCE NOTES

Close at the end of fiscal year, June 30, 2019.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4287 Street Resurfacing Project 2018	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for roadway pavement repair including overlay and reconstruction. Streets are selected for improvement based on the City's Pavement Management System to optimize the pavement condition rating and use of funding.

COMMENTS:

There are currently over 129 center lane miles of streets that are owned by the City. The project will also include replacement and upgrade of curb, gutter, driveway, sidewalk, installation of ADA ramps, implementation of Class II bike lanes, and Class III bike route facilities as described in the City's 2009 Bikeway Master Plan Update. In 2018, street resurfacing started in July and two phases of street resurfacing were completed and accepted by the end of the year. Design and construction documents were prepared by staff. Funding for this project also provides for design services for the Street Resurfacing Project 2018-19.

Uncommitted Balance as of 3/31/2019: \$580,652

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	100,000	0	0	0	0	0	100,000
Administration	50,000	0	0	0	0	0	50,000
Inspection	50,000	0	0	0	0	0	50,000
Improvements	4,400,000	0	0	0	0	0	4,400,000
Totals	4,600,000	0	0	0	0	0	4,600,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	1,300,000	0	0	0	0	0	1,300,000
Grants/Reimb./Developer Fees	108,083	0	0	0	0	0	108,083
General Government CIP Fund	991,917	0	0	0	0	0	991,917
Vehicle Registration Fee	500,000	0	0	0	0	0	500,000
Sewer Fund	100,000	0	0	0	0	0	100,000
Transient Occupancy Tax (TOT)	1,600,000	0	0	0	0	0	1,600,000
Totals	4,600,000	0	0	0	0	0	4,600,000

FINANCE NOTES

3/17/2017, City received \$108,083 in MTC (TDA) funds allocated to the City.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Street Improvement	4288	Traffic Studies & Minor Improvements	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for traffic studies, speed surveys, and traffic counts. This project also includes minor traffic improvements that result from community service requests. Typical improvements include roadway markings/signage improvements and the installation of roadway undulators.

COMMENTS:

Uncommitted Balance as of 3/31/2019: \$196,132

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	40,000	0	0	0	0	0	40,000
Administration	20,000	0	0	0	0	0	20,000
Improvements	140,000	0	0	0	0	0	140,000
Totals	200,000	0	0	0	0	0	200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Gas Tax Fund	200,000	0	0	0	0	0	200,000
Totals	200,000	0	0	0	0	0	200,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4289 Green Infrastructure Plan	1

CONTACT: Tony Ndah [2602] / Kan Xu [3253]

PRIORITY: Environment

DESCRIPTION

This project will fulfill the planning requirements for the National Pollution Discharge Elimination System (NPDES) Municipal Regional Stormwater Permit Section C.3.j (Green Infrastructure Planning and Implementation). The funding will be used to develop and implement a long-term Green Infrastructure Plan for use on City CIP projects for Streets, Buildings, and Park projects. The Plan would be utilized to assist in the design of low impact drainage infrastructure for City projects including bio-swales, detention systems, and other drainage improvements meeting the States C3 requirements.

COMMENTS:

Plan to be completed by fall 2019.

Uncommitted Balance as of 3/31/2019: \$8,071

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	80,000	0	0	0	0	0	80,000
Administration	20,000	0	0	0	0	0	20,000
Totals	100,000	0	0	0	0	0	100,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Street Improvement Fund	50,000	0	0	0	0	0	50,000
Midtown Park Fund	50,000	0	0	0	0	0	50,000
Totals	100,000	0	0	0	0	0	100,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Street Improvement	4292 McCarthy Blvd./Sandisk Dr. Traffic Signal	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

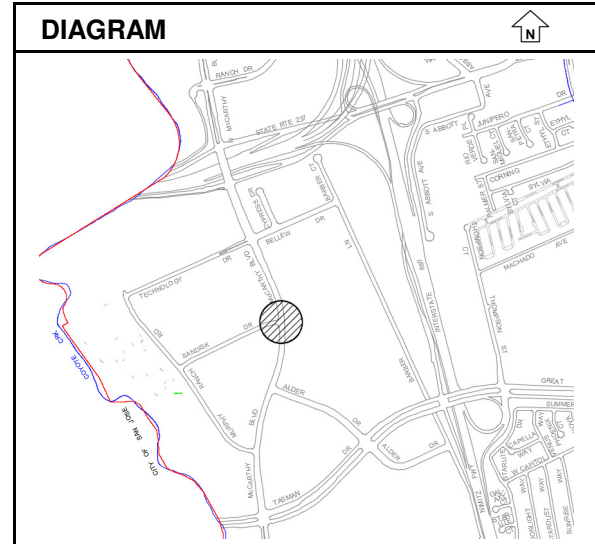
PRIORITY: Transportation and Transit

DESCRIPTION

This project provides for the installation of a new traffic signal at McCarthy Blvd/Sandisk Drive to facilitate safe and orderly movement of traffic to address increased vehicular and pedestrian crossing activities at the intersection. The scope includes installation of poles, conduits, boxes, cabinets, intersection safety lighting, communication equipment, signage, detection equipment, and related traffic signal equipment.

COMMENTS:

Design for the traffic signal has been completed. This project provides for the construction anticipated to be completed by spring 2020.



Uncommitted Balance as of 3/31/2019: \$738,956

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	75,000	0	0	0	0	0	75,000
Inspection	0	0	0	0	0	0	0
Improvements	0	0	0	0	0	0	0
Totals	75,000	0	0	0	0	0	75,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Grants/Reimb./Developer Fees	750,000	0	0	0	0	0	750,000
Totals	750,000	0	0	0	0	0	750,000

FINANCE NOTES

City Council 2/19/2019 - project created and budget appropriation of \$750k from McCarthy Business Park Traffic Impact Fee.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	5055 Alviso Adobe Renovation	1

CONTACT: Steve Erickson [3301] / Julie Waldron [3314]

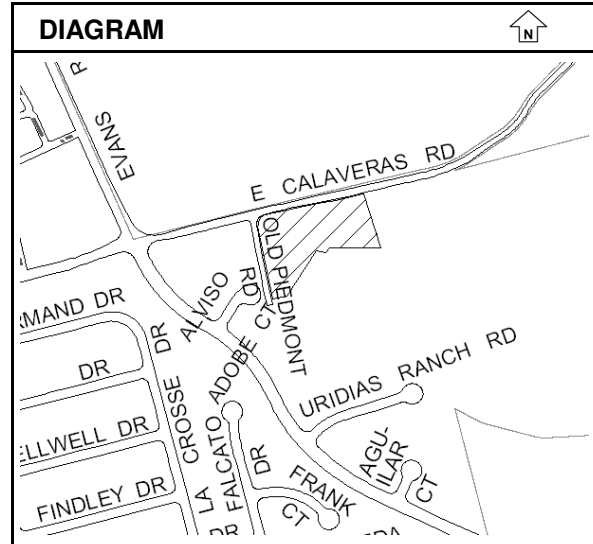
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project is being completed in phases and provides for new park improvements and restoration of the historic Alviso Adobe building. Phases 1 thru 4 completed exterior restoration of the building and park improvements, ADA access improvements, and seismic and exterior renovation of the historic adobe building. The final Phase 5 provides for the interior restoration of the 1st floor including period furnishing, decorations and exhibits.

COMMENTS:

Historic preservation architect was retained to complete the final assessment, design, and construction drawings for Phase 5. Construction for the interior restoration is anticipated to start fall 2019. Interior restoration and historical exhibits will take approximately 18 months to complete.



Uncommitted Balance as of 3/31/2019: \$1,894,210

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	494,000	0	0	0	0	0	494,000
Administration	295,000	0	0	0	0	0	295,000
Inspection	336,000	0	0	0	0	0	336,000
Improvements	6,977,972	0	0	0	0	0	6,977,972
Other	56,300	0	0	0	0	0	56,300
Totals	8,159,272	0	0	0	0	0	8,159,272

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Park Fund	5,688,362	0	0	0	0	0	5,688,362
Grants/Reimb./Developer Fees	848,868	0	0	0	0	0	848,868
General Government CIP Fund	1,360,000	0	0	0	0	0	1,360,000
Midtown Park Fund	262,042	0	0	0	0	0	262,042
Totals	8,159,272	0	0	0	0	0	8,159,272

FINANCE NOTES

Grants/Reimbursement/Developer Fees/Others: Received on 5/08 - SCC Historical Heritage \$60,138 + \$59,000 + \$54,000.
 SCC Open Space Authority Grant \$356,837. FY09-10 SCC Open Space Authority Grant: \$170,000. Piedmont 237 Limited Liability Corporation (LLC) development fees \$3,935
 Received 08/08 - \$13,607 Milpitas Historical Society; \$83,393 remains to be reimbursed, not included in budget yet.
 FY 10-11 Park Fund \$2,500,000.
 FY 11-12 SCC Historical & Heritage Grant \$85,000
 City Council 2/7/12 - Midyear Budget Appropriation of \$70,000 from SCVWD Open Space "Trails& Open Spaces Grant"
 City Council 2/7/12 - Midyear Budget Appropriation of \$83,393 from Milpitas Historical Society
 The City was unable to obtain the \$170,000 grant from the SCC Open Space Authority and \$170,000 will be removed from the project.
 Staff will pursue grants to fund the proposed interior improvements to the adobe building for final phase 5.
 Santa Clara County Historical Heritage Grant: \$62,958 to be awarded April 2017.
 City Council 12/4/18 - Mid-year Budget Appropriation of \$300K from General Government CIP Funds.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Park Improvement	5098	Park Irrigation System Repair & Improvement	1

CONTACT: Tony Ndah [2602] / Daniel Lopez [2647]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the repair and replacement of park irrigation systems and related equipment in City parks.

COMMENTS:

The City has over 25 parks, and many of these have irrigation systems that are over 40 years old. These older systems are not well documented, and are problematic to locate for repair. The systems are inefficient and leak, and some are no longer operational. Irrigation systems that do operate require a significant amount of maintenance. The project would also provide for restoration of existing landscaping within the park.

Uncommitted Balance as of 3/31/2019: \$151,696

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	50,000	0	0	0	0	0	50,000
Administration	40,000	0	0	0	0	0	40,000
Inspection	20,000	0	0	0	0	0	20,000
Improvements	290,000	0	0	0	0	0	290,000
Totals	400,000	0	0	0	0	0	400,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Park Fund	400,000	0	0	0	0	0	400,000
Totals	400,000	0	0	0	0	0	400,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	5109 Creighton Park Renovation	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

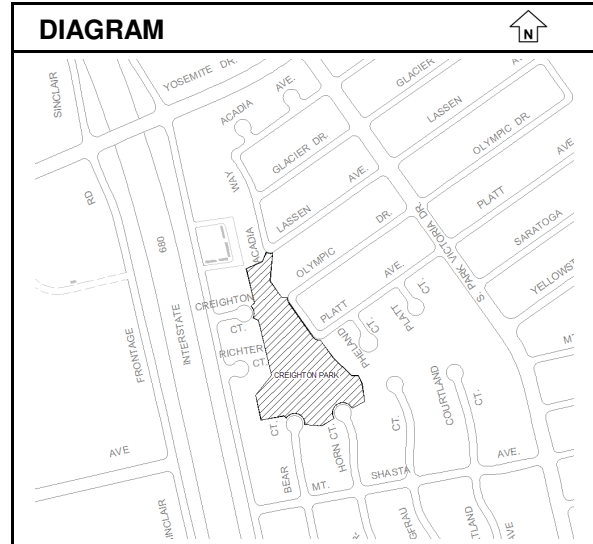
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of improvements at Creighton Park. Improvements include picnic and playground area renovation, ADA access and path improvement, and renovation of lighting, irrigation, and landscaping.

COMMENTS:

Creighton Park is a 5 acres neighborhood park. It was constructed in 1968 and last renovated in 1981. Play structures were installed in 1991. Construction for the renovation to start summer 2019 and take one year to complete.



Uncommitted Balance as of 3/31/2019: \$2,996,225

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	200,000	0	0	0	0	0	200,000
Administration	150,000	0	0	0	0	0	150,000
Inspection	50,000	0	0	0	0	0	50,000
Improvements	2,900,000	0	0	0	0	0	2,900,000
Totals	3,300,000	0	0	0	0	0	3,300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	400,000	0	0	0	0	0	400,000
Park Fund	2,900,000	0	0	0	0	0	2,900,000
Totals	3,300,000	0	0	0	0	0	3,300,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	5111 Sports Center Skate Park	1

CONTACT: Steve Erickson [3301] / Julie Waldron [3314]

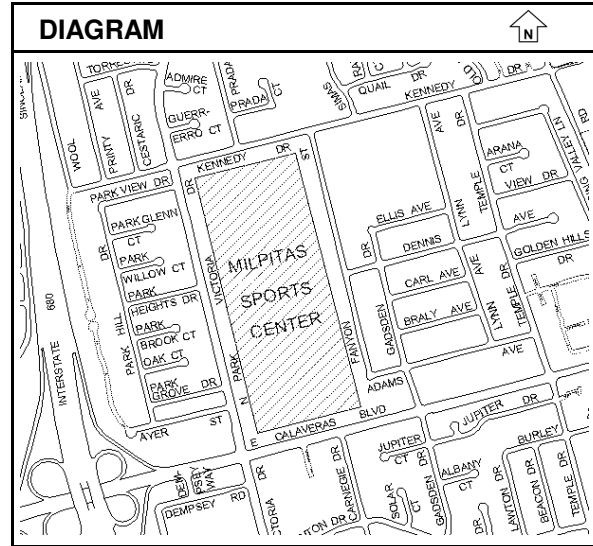
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the design and construction of a new skate park to be located at the Milpitas Sports Complex between the parking lot and the newly renovated fields. The 20,000 sq.ft. skate park will include hardscape skate structures, lighting, irrigation, landscaping, drainage, and amenities. The project will also replace the outdated snack shack/restroom building including new kitchen equipment for the food concession, ADA accessibility improvements, and necessary utility upgrades. A permit from the County Health Department is required for the food facility.

COMMENTS:

Old damaged sanitary sewer and storm drainage pipelines in the project site need rehabilitation as part of the skate park and snack shack/restroom improvements. Improvement funding has been increased to account for the utility relocation. Construction to start summer 2019 and completed by end of 2020.



Uncommitted Balance as of 3/31/2019: \$4,813,090

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	600,000	0	0	0	0	0	600,000
Administration	190,000	0	0	0	0	0	190,000
Inspection	75,000	0	0	0	0	0	75,000
Improvements	4,660,000	0	0	0	0	0	4,660,000
Totals	5,525,000	0	0	0	0	0	5,525,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Government CIP Fund	3,375,000	0	0	0	0	0	3,375,000
Midtown Park Fund	900,000	0	0	0	0	0	900,000
Park Fund	750,000	0	0	0	0	0	750,000
Sewer Fund	500,000	0	0	0	0	0	500,000
Totals	5,525,000	0	0	0	0	0	5,525,000

FINANCE NOTES

City Council 12/4/2018 - Mid-year Budget Appropriation of \$1.5M from General Government CIP Funds.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Park Improvement	5114 MSC Master Plan Update	1

CONTACT: Steve Erickson [3301] / Lyhak Eam [3349]

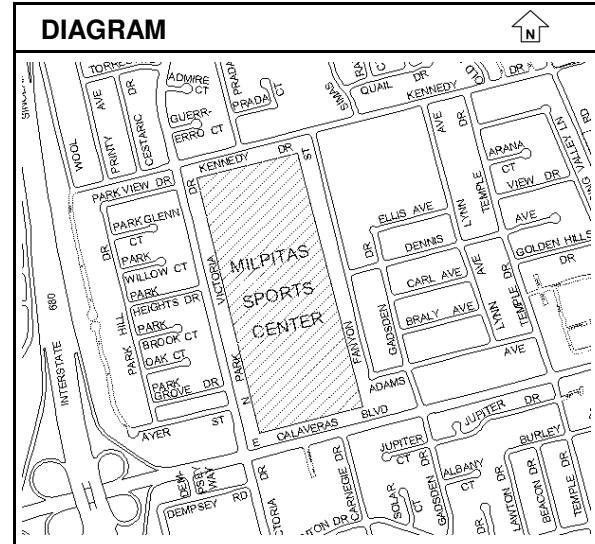
PRIORITY: Community Wellness and Open Space

DESCRIPTION

The Milpitas Sports Center (MSC) Master Plan Update will focus on revising several elements of the existing Plan, due to several physical changes due to currently added and planned amenities implemented since the completion of the current Plan, including vehicular, bicycle and pedestrian circulation. The Master Plan Update will also look at the current Sports Center Baseball Fields and asses needed improvements including ADA access improvements, drainage, irrigation, as well as the existing snack shack and restroom building located adjacent to the fields, as this structure has reached the end of its service life and requires restoration or replacement.

COMMENTS:

MSC Master Plan Update anticipated to be completed by fall 2019.



Uncommitted Balance as of 3/31/2019: \$39,156

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	140,000	0	0	0	0	0	140,000
Administration	10,000	0	0	0	0	0	10,000
Totals	150,000	0	0	0	0	0	150,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Park Fund	150,000	0	0	0	0	0	150,000
Totals	150,000	0	0	0	0	0	150,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6115 Sewer System Replacement 11-12	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

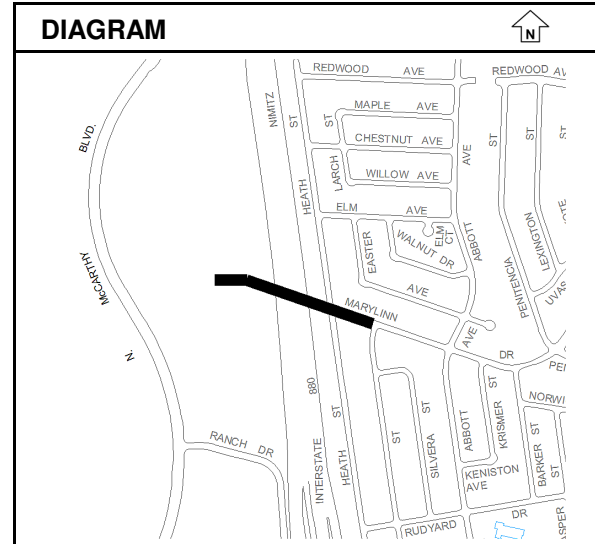
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the replacement of the highest priority facilities, including upgrades to the Sewer Pump Stations, force main, and seismic retrofit work. The replacement prioritization is based on factors including age, type of pipe material, soil conditions and the physical evaluation based on video camera observations.

COMMENTS:

This project is in combination with Project #6116. Rehabilitation of existing 27" sewer main that extends along Marylinn Drive and under I-880 was completed in 2018.



Uncommitted Balance as of 3/31/2019: \$190,645

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	260,000	0	0	0	0	0	260,000
Administration	95,000	0	0	0	0	0	95,000
Surveying	20,000	0	0	0	0	0	20,000
Inspection	40,000	0	0	0	0	0	40,000
Improvements	1,035,000	0	0	0	0	0	1,035,000
Totals	1,450,000	0	0	0	0	0	1,450,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	1,450,000	0	0	0	0	0	1,450,000
Totals	1,450,000	0	0	0	0	0	1,450,000

FINANCE NOTES

Close at the end of fiscal year, June 30, 2019.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6116 Sewer System Replacement 12-13	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

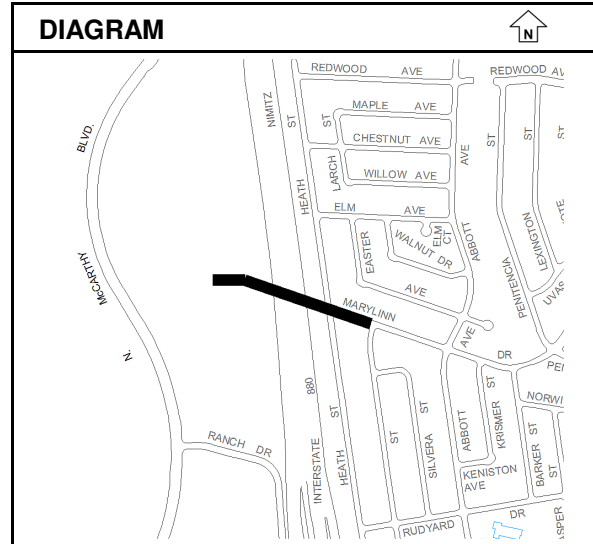
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the replacement of the highest priority facilities, including upgrades to the Sewer Pump Stations, force mains and seismic retrofit work. The replacement prioritization is based on factors including age, type of pipe material, soil conditions, and physical evaluation based on video camera observations.

COMMENTS:

This project is in combination with Project #6115. Rehabilitation of existing 27" sewer main that extends along Marylinn Drive and under I-880 was completed in 2018.



Uncommitted Balance as of 3/31/2019: \$346,140

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	260,000	0	0	0	0	0	260,000
Administration	95,000	0	0	0	0	0	95,000
Surveying	20,000	0	0	0	0	0	20,000
Inspection	40,000	0	0	0	0	0	40,000
Improvements	835,000	0	0	0	0	0	835,000
Totals	1,250,000	0	0	0	0	0	1,250,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	1,250,000	0	0	0	0	0	1,250,000
Totals	1,250,000	0	0	0	0	0	1,250,000

FINANCE NOTES

Close at the end of fiscal year, June 30, 2019.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6117 (Rmb) TASP Sewer Line Replacement	1

CONTACT: Steve Erickson [3301] / Kan Xu [3253]

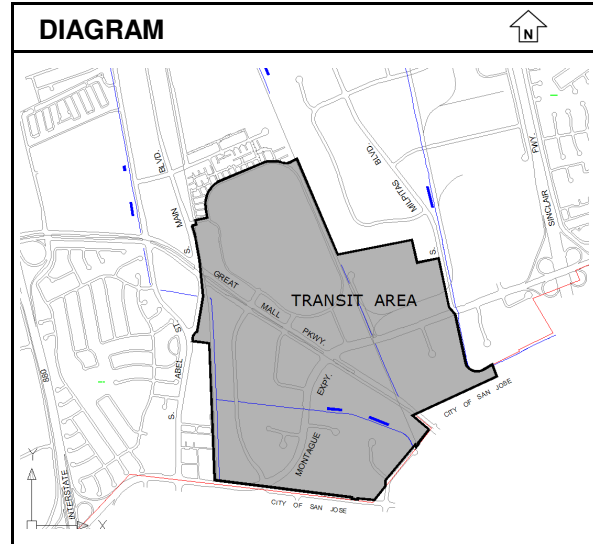
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project constructs sewer pipeline upgrade projects 11A-D as described in the 2009 Sewer Master Plan: Project 11A - South Main, North of Great Mall Parkway; Project 11B - Great Mall Parkway between South Main and Montague Expressway; Project 11C - Montague Expressway; and Project 11D - South Main Street, South of Great Mall Parkway. The City's sewer collection system is at full capacity within the Transit Area Specific Plan (TASP) area. Construction of these sewer pipeline upgrades provide sufficient capacity for planned development.

COMMENTS:

Most of 11A to 11D sewer pipeline segments are completed except for a segment in 11D for Senior Lifestyles project anticipated to be completed by end of 2019. TASP ID: DB#11-14.



Uncommitted Balance as of 3/31/2019: \$2,499,871

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	500,000	0	0	0	0	0	500,000
Administration	25,000	0	0	0	0	0	25,000
Inspection	25,000	0	0	0	0	0	25,000
Improvements	1,950,000	0	0	0	0	0	1,950,000
Totals	2,500,000	0	0	0	0	0	2,500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	2,500,000	0	0	0	0	0	2,500,000
Totals	2,500,000	0	0	0	0	0	2,500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Sewer Improvement	6121	BART Project - Sewer Improvements	

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

The BART project will cause the relocation of existing sewer pipelines and utilities along the BART corridor at its own expense. The City has identified sewer pipeline improvements which should be completed as part of the BART utility relocation effort. These include rerouting and upsizing based on the City's Sewer Master Plan. These additional sewer system improvements are outside of the BART project scope and are to be paid for by the City.

COMMENTS:

UTA's contractor has completed the construction work associated with this project and will submit invoices to the City for payment. Reimbursement to UTA per the master agreement to occur once the project is accepted by the City, which is anticipated in 2019.

Uncommitted Balance as of 3/31/2019: \$13,593

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	243,323	0	0	0	0	0	243,323
Totals	243,323	0	0	0	0	0	243,323

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	243,323	0	0	0	0	0	243,323
Totals	243,323	0	0	0	0	0	243,323

FINANCE NOTES

Construction is complete and City reimbursement cost are not anticipated to exceed \$13,850 for Sewer improvements.

**City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM**

Category	Project		Estimate Level
Sewer Improvement	6125	Sewer Pump Station Improvement	1

CONTACT: Tony Ndah [2602]

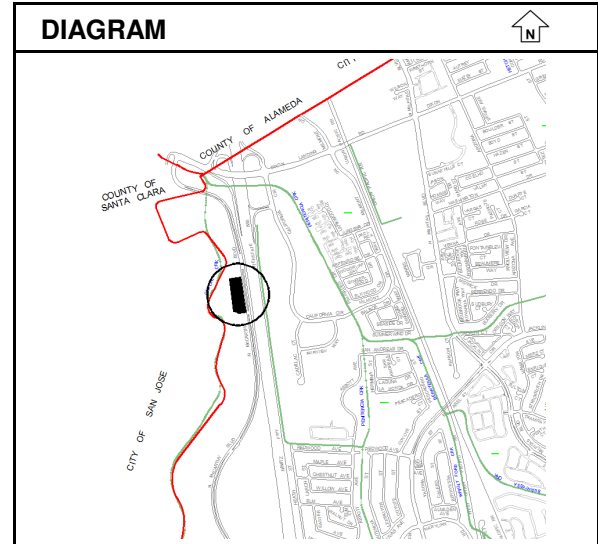
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project will provide for the modernization of equipment at the City's Main Sewer Pump Station. The updated equipment will allow for continued safe discharge of effluent from the Main Sewer Pump Station to the San Jose/Santa Clara Regional Waste Water Facility for treatment..

COMMENTS:

Grinders #2 & #3 at the Main Sewer Pump Station to be replaced summer 2019.



Uncommitted Balance as of 3/31/2019: \$208,573

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Administration	40,000	0	0	0	0	0	40,000
Improvements	200,000	0	0	0	0	0	200,000
Equipment	310,000	0	0	0	0	0	310,000
Totals	550,000	0	0	0	0	0	550,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	550,000	0	0	0	0	0	550,000
Totals	550,000	0	0	0	0	0	550,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Sewer Improvement	6129	Sewer System Hydraulic Modeling 17-19	1

CONTACT: Tony Ndah [2602] / Harris Siddiqui [3358]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for ongoing hydraulic modeling of the sanitary sewer system as needed for Public Works operations and capacity impacts from new development.

COMMENTS:

Modeling allows verification of existing and future pipe capacity and capacity reduction due to pipe settlements. Modeling analysis is reimbursed by developers when analysis is performed to determine new project impacts to sewer collection system.

Uncommitted Balance as of 3/31/2019: \$150,000

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	150,000	0	0	0	0	0	150,000
Totals	150,000	0	0	0	0	0	150,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	150,000	0	0	0	0	0	150,000
Totals	150,000	0	0	0	0	0	150,000

FINANCE NOTES

Close at the end of fiscal year, June 30, 2019.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Sewer Improvement	6133 Sewer System Replacement	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the replacement of the highest priority facilities, including upgrades to the Sewer Pump Stations, force main, and seismic retrofit work. The replacement prioritization is based on several factors including age, type of pipe material, soil conditions and physical evaluation based on video camera observations.

COMMENTS:

Project to provide funding for damaged sewer service line repair (350-feet) at the Milpitas Sports Center as part of the Sports Center Skate Park Project (#5111).

Uncommitted Balance as of 3/31/2019: \$498,887

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	500,000	0	0	0	0	0	500,000
Totals	500,000	0	0	0	0	0	500,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Sewer Fund	500,000	0	0	0	0	0	500,000
Totals	500,000	0	0	0	0	0	500,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7100 Aging Water System/Seismic Improvements	1

CONTACT: Steve Erickson [3301] / Michael Silveira [3303]

PRIORITY: Public Safety

DESCRIPTION

This project develops a comprehensive Water System Seismic Improvements Program. Components include seismic rehabilitation to the City's 'back-bone' water system as defined in the Water System Seismic Improvement Strategic Plan and purchase of water system materials and equipment for emergency response to a major disaster.

COMMENTS:

This project is for seismic measures for Dempsey Road Water Line Replacement (Project #7118). These seismic features provide additional reliability and redundancy as prescribed in the Seismic Improvement Strategic Plan.

Uncommitted Balance as of 3/31/2019: \$3,932,222

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	1,130,000	0	0	0	0	0	1,130,000
Administration	233,000	0	0	0	0	0	233,000
Surveying	25,000	0	0	0	0	0	25,000
Inspection	312,000	0	0	0	0	0	312,000
Improvements	3,187,951	0	0	0	0	0	3,187,951
Totals	4,887,951	0	0	0	0	0	4,887,951

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Fund	1,587,951	0	0	0	0	0	1,587,951
Water Capital Surcharge	1,100,000	0	0	0	0	0	1,100,000
Water Line Extension Fund	2,200,000	0	0	0	0	0	2,200,000
Totals	4,887,951	0	0	0	0	0	4,887,951

FINANCE NOTES

Defund \$5.4M in Water Bonds from FY16-17 due to bonds not being available.
Defund \$5.4M in Water Bonds from FY17-18 due to bonds not being available.
Defund \$4.7M in Water Bonds from FY18-19 due to bonds not being available.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Water Improvement	7108	Water System Hydraulic Modeling	1

CONTACT: Tony Ndah [2602]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for miscellaneous hydraulic modeling of the water system, including impacts from new developments. The project also creates the City's first hydraulic model for the recycled water system. This computer model can be used in order to handle and direct field water system operations during an emergency.

COMMENTS:

Modeling is also necessary to verify pipe capacity, system pressure analysis, and in analyzing fire flow pressure with planned water line shut offs. Hydraulic modeling to be requested through developers.

Uncommitted Balance as of 3/31/2019: \$77,746

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	200,000	0	0	0	0	0	200,000
Totals	200,000	0	0	0	0	0	200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Recycled Water Fund	100,000	0	0	0	0	0	100,000
Water Fund	100,000	0	0	0	0	0	100,000
Totals	200,000	0	0	0	0	0	200,000

FINANCE NOTES

Close at the end of fiscal year, June 30, 2019.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7115 Cathodic Protection Improvements	1

CONTACT: Steve Erickson [3301] / Maren Schram [3315]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the evaluation, study, and installation of corrosion monitoring stations and equipment to protect buried City metallic pipelines, and to provide recommendations for retrofit or anode replacement. The project will provide for upgrade and improvement of system deficiencies defined in the evaluation study.

COMMENTS:

Soils within the City have been found to be highly corrosive and are detrimental to metallic pipelines. Cathodic protection systems use sacrificial anodes and other means to protect the metal pipeline. Additional funding provides for repair work at the City's main sewage pump station to address missing pipeline cathodic test stations on Zanker Road and to remove a vault and diverter valve that are within the Coyote Creek floodplain.

Uncommitted Balance as of 3/31/2019: \$123,182

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	125,000	0	0	0	0	0	125,000
Administration	60,000	0	0	0	0	0	60,000
Inspection	60,000	0	0	0	0	0	60,000
Improvements	605,000	0	0	0	0	0	605,000
Totals	850,000	0	0	0	0	0	850,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Fund	725,000	0	0	0	0	0	725,000
Sewer Fund	125,000	0	0	0	0	0	125,000
Totals	850,000	0	0	0	0	0	850,000

FINANCE NOTES

Close at the end of fiscal year, June 30, 2019.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7125 BART Project - Water Improvements	1

CONTACT: Steve Erickson [3301] / Steve Chan [3324]

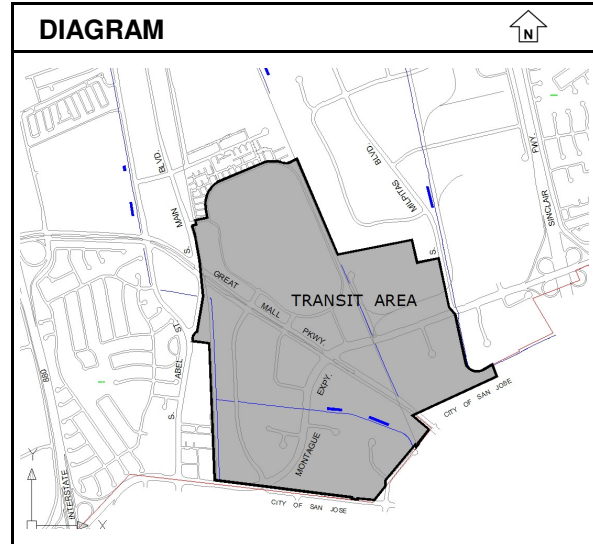
PRIORITY: Community Wellness and Open Space

DESCRIPTION

The BART project will cause the relocation of existing utilities along the BART corridor at its own expense. In addition, there are other related water system improvements which have been identified by the City, to be completed as part of the BART utility relocation effort. The City is required to cost share for these enhancements. Water projects include: the upsize of existing water crossing at Montague and Capitol, installation of 2 new water crossings south of Montague, and possible upsizing of pipelines in the area of Piper Drive. This work also includes water system upgrades and new recycled water pipelines to be completed as part of the adjacent Montague Widening Project.

COMMENTS:

VTa's contractor has completed the construction work associated with this project and will submit invoices to the City for payment. Full reimbursement to VTA per the master agreement to occur once the project is accepted by the City, which is anticipated in 2019.



Uncommitted Balance as of 3/31/2019:

\$683,677

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	2,503,920	0	0	0	0	0	2,503,920
Totals	2,503,920	0	0	0	0	0	2,503,920

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Fund	1,600,000	0	0	0	0	0	1,600,000
Grants/Reimb./Developer Fees	184,563	0	0	0	0	0	184,563
TASP Impact Fees	719,357	0	0	0	0	0	719,357
Totals	2,503,920	0	0	0	0	0	2,503,920

FINANCE NOTES

City Council 12/6/2016 - Midyear Budget Appropriation of \$2,984,563 (\$1,200,000 from TADIF, \$184,563 from Developers, and \$1,600,000 from Water Fund).

Construction is complete and City reimbursement cost are not anticipated to exceed \$684,000 for Water System improvements.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7126 Water Conservation Program	1

CONTACT: Tony Ndah [2602] / Elaine Marshall [2603]

PRIORITY: Environment

DESCRIPTION

This project provides for a Water Conservation Program including development, implementation, and management of a new City wide water rationing and conservation plan including community outreach and education. The program includes staff response to water waste complaints and the implementation of new State mandated water conservation programs. This project will begin the conversion of City and private owned irrigation facilities from potable to recycled water where they are adjacent to recycled water pipelines.

COMMENTS:

The State Water Resources Control Board has extended water retailer conservation enforcement and reporting due to ongoing drought. Public Works is managing and researching water conservation programs including rebates and public outreach/education.

Uncommitted Balance as of 3/31/2019: \$518,026

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	360,000	0	0	0	0	0	360,000
Administration	830,000	0	0	0	0	0	830,000
Inspection	50,000	0	0	0	0	0	50,000
Improvements	160,000	0	0	0	0	0	160,000
Totals	1,400,000	0	0	0	0	0	1,400,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Park Fund	400,000	0	0	0	0	0	400,000
Water Fund	1,000,000	0	0	0	0	0	1,000,000
Totals	1,400,000	0	0	0	0	0	1,400,000

FINANCE NOTES

City Council 6/16/2015 - project created with budget appropriation.

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project	Estimate Level
Water Improvement	7128 Recycled Water Pipeline Infill Project	1

CONTACT: Tony Ndah [2602] / Harris Siddiqui [3358]

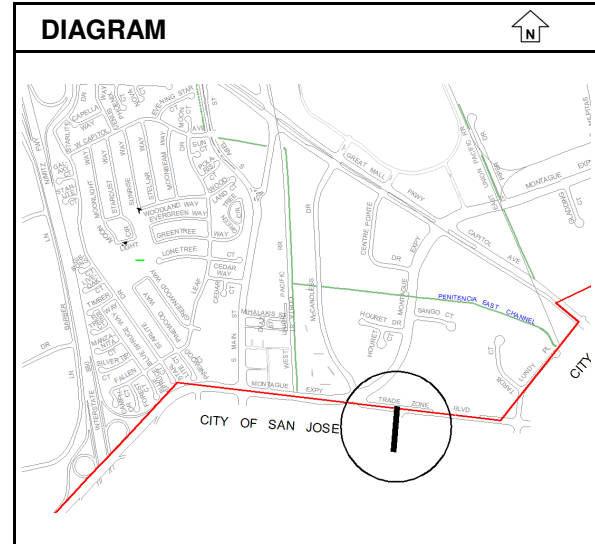
PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides miscellaneous recycled water line extensions to sites that currently use potable water for non-domestic uses and three potential interties with San Jose Water Company. This project would allow the use of recycled water and replace the use of potable water.

COMMENTS:

The cost to design and construct the recycled water intertie is shared with San Jose Water Company (SJWC) per the agreement of September 1, 2016. The City's share of the project is \$300,000. Design has been completed. Coordinating the construction schedule with SJWC.



Uncommitted Balance as of 3/31/2019: \$228,786

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Design	25,000	0	0	0	0	0	25,000
Administration	25,000	0	0	0	0	0	25,000
Improvements	250,000	0	0	0	0	0	250,000
Totals	300,000	0	0	0	0	0	300,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Line Extension Fund	300,000	0	0	0	0	0	300,000
Totals	300,000	0	0	0	0	0	300,000

FINANCE NOTES

City of Milpitas
2019-24 CAPITAL IMPROVEMENT PROGRAM

Category	Project		Estimate Level
Water Improvement	7132	Annual Water Distribution Rehab. Program	1

CONTACT: Tony Ndah [2602] / Glen Campi [2643]

PRIORITY: Community Wellness and Open Space

DESCRIPTION

This project provides for the replacement of water mains, valves, and other appurtenances on the water system. Annual ongoing main replacements and repairs including valve replacement are an important element of the improvement of an aging infrastructure, and allows the system to be isolated during emergency or planned work on the water system.

COMMENTS:

New water pumps to be installed at Tularcito and Country Club pump stations by end of 2019.

Uncommitted Balance as of 3/31/2019: \$952,764

ESTIMATED COST	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Improvements	1,200,000	0	0	0	0	0	1,200,000
Totals	1,200,000	0	0	0	0	0	1,200,000

FINANCING	Prior Year	2019-20	2020-21	2021-22	2022-23	2023-24	Total
Water Line Extension Fund	600,000	0	0	0	0	0	600,000
Water Capital Surcharge	600,000	0	0	0	0	0	600,000
Totals	1,200,000	0	0	0	0	0	1,200,000

FINANCE NOTES

Close at the end of fiscal year, June 30, 2019.

APPENDIX A

ESTIMATE LEVEL DESCRIPTIONS

The following are detailed descriptions for each of the three estimate levels used in this document:

Estimate Level 1 – Conceptual Estimate

This level of estimating is at the conceptual program or plan stage without refined scope of work and details. Level 1 estimates are most common when establishing the initial project budget with assumptions and forecasts. Projects requiring right-of-way or land acquisition are estimated at Level 1 due to unknown market factors, unless current appraisals are available. Level 1 estimates often need to be adjusted with escalation factors annually.

Estimate Level 2 – Refined Estimate

This level of estimating is based on developed or refined design or conceptual plans with some level of assurance that planned items are acceptable to the approving agency. Examples of this category are most street projects where City staff has prepared estimates based on typical street structural and geometric details and past bid prices. Other examples are water or sanitary sewer pipeline rehabilitation projects that have been assessed and identified with specific improvements needed.

Estimate Level 3 – Design Estimate

This is the highest level of estimating and is based on a completed set of design drawings and specifications ready for bidding. This level is what could be referred to as the bid or engineer's estimate.

APPENDIX B

ABBREVIATIONS - DEFINITIONS

ABAG	Association of Bay Area Governments
AC	Asphalt Concrete
ADA	Americans with Disabilities Act.
ALPRs	Automated License Plate Readers
BART	Bay Area Rapid Transit
BID	Business Improvement District
CAD	Computer Aided Dispatch
CADD	Computer Aided Design and Drafting
CAP	Climate Action Plan
CCTV	Closed-Circuit Television
CDBG	Community Development Block Grant
CEQA	California Environmental Quality Act
CIP	Capital Improvement Program
CMMS	Computerized Maintenance Management System
CRK	Creek
DB	Database
DG	Decomposed Granite
DGS	California Department of General Services
DOHS	Department of Health Service
DSA	Division of the State Architect
EOC	Emergency Operating Center
ERP	Enterprise Resource Planning
FCC	Federal Communications Commission
FEMA	Federal Emergency Management Agency
FSAS	Fire Station Alert System
FY	Fiscal Year
GHG	Greenhouse Gas
GIS	Geographic Information System
HVAC	Heating, Ventilation, and Air Conditioning
K	Thousand
LLMD	Lighting and Landscaping Maintenance District
LRT	Light Rail Transit
M	Million
MSC	Milpitas Sports Center
MUSD	Milpitas Unified School District
NFPA	National Fire Protection Association
O&M	Operations and Maintenance
PD	Police Department
PED	Pedestrian
PG&E	Pacific Gas and Electric
PMS	Pavement Management System
POC	Pedestrian Overcrossing
PRV	Pressure reducing valve
PW	Public Works Department
RMS	Records Management System
ROW	Right-of-Way
RWQCB	Regional Water Quality Control Board
SCADA	Supervisory Control and Data Acquisition
SCBA	Self-Contained Breathing Apparatus
SCVWD	Santa Clara Valley Water District
SF	Square Foot
TASP	Transit Area Specific Plan
UPRR	Union Pacific Railroad
UUD	Underground Utility District
VTA	Santa Clara Valley Transportation Authority
UPS	Uninterrupted Power Supply

City Council and City Manager Travel Form
FY19-20 (tentative)

<u>Dept/Div</u>	<u>Employee</u>	<u>Location</u>	<u>Purpose</u>	<u>Cost</u>
<u>City Council.</u>	<u>City Council</u>	<u>Washington D.C.</u> <u>Date tbd</u>	<u>Silicon Valley Leadership Group (SVLG)</u> <u>Washington D.C.</u> <u>Advocacy Trip</u>	<u>\$4,000</u>
<u>City Council</u>	<u>City Council</u>	<u>Nashville, TN</u> <u>9/3/2019 to</u> <u>9/6/2019</u>	<u>Silicon Valley Organization 2019</u> <u>Mission Study</u>	<u>\$6,000</u>
<u>City Council</u>	<u>City Council</u>	<u>Long Beach, CA</u> <u>10/16/2019 to</u> <u>10/18/2019</u>	<u>League of CA Cities 2019</u> <u>Annual Conference and Expo</u>	<u>\$4,000</u>
<u>City Manager</u>	<u>City Manager</u>	<u>Nashville, TN</u> <u>10/20/2019 to</u> <u>10/23/2019</u>	<u>105th Annual ICMA</u> <u>Conference</u>	<u>4,000</u>
<u>City Council</u>	<u>Mayor</u>	<u>Washington, DC</u> <u>1/22/2020 to</u> <u>1/24/2020</u>	<u>United States Conference of Mayors 88th Winter Meeting</u>	<u>\$4,000</u>
<u>City Manager</u>	<u>City Manager</u>	<u>Napa, CA</u> <u>2/5/2020 to</u> <u>2/7/2020</u>	<u>League of CA Cities City Managers Conference</u>	<u>\$4,000</u>
<u>City Council.</u>	<u>Councilmember</u>	<u>Orlando, FL</u> <u>06/14/2020 to</u> <u>06/17/2020</u>	<u>American Water Works Association Annual Conference & Exposition</u>	<u>\$4,000</u>

MEMORANDUM

Office of the City Manager



DATE: May 29, 2019

TO: Mayor and Councilmembers

FROM: Julie Edmonds-Mares, City Manager

SUBJECT: Follow-up from May 15, 2019 Council Budget Study Session

On May 15, 2019, the City Council held a Special Session related to the Annual Budget. Staff presented the proposed Fiscal Year 2019-20 Operating Budget, funding options for the replacement of Fire Station No. 2 (Project No. 3447), and the Citywide Master Fee Schedule. This memo is in response to Council feedback and direction from the meeting, the changes will be incorporated into the Proposed Operating Budget and Five Year CIP to be heard at the June 4, 2019 Public Hearing for adoption of the Annual Budget.

Master Fee Schedule

The Council took action to approve the proposed Citywide Master Fee Schedule and the new rates have been incorporated into the Revised Proposed Budget. The result is an anticipated additional \$2.3 million in revenue for the General Fund.

The Council also conceptually approved a Rate Assistance Program, with an estimated annual impact of \$470,900 to the General Fund. Council directed staff to bring back a Resolution to adopt the Rate Assistance Program. Staff will be presenting a Resolution for formal adoption of the program on June 18, which includes the outlined four program levels, program eligibility and assistance type. Once the program is formally adopted, an outreach and education campaign will be initiated to ensure the community is aware of financial assistance opportunities.

Fire Station No. 2 (Project No. 3447)

The Council took action to approve the Fire Station Schematic Design/Conceptual Plan for the construction of the replacement of Fire Station No. 2 (Project No. 3447). The Council also approved tax exempt bond financing for up to 20 years for the gap funding of \$13 million. The debt service for this project has been included in the Revised Proposed Budget with \$100,000 in debt service payments for Fiscal year 2019-20, and \$1.0 million annually thereafter.

Key Changes to the Proposed Operating FY 2019-20 Budget

1. Based on Council feedback, an additional Police Officer and a Fire Protection Engineer have been proposed, bringing the total requested positions to 25.75 full-time equivalents (FTEs). Investment in these positions will allow support of the Council Priority Areas and, more specifically, to close significant organizational gaps, which will allow for programming and services to support a high service delivery model, efficiencies through the use of technology and streamlined processes and professional development for employees.

Per Council direction, staff has prepared position summaries for all proposed new classifications, re-classifications, and limited-term personnel (attached). Each summary includes a position description, which Council Priority Area the position directly supports, salary range, total budgeted annual cost, funding source, cost offsets (if any), justification for the position, potential impacts if the position is not approved and objectives for the first six months once the position is filled and adequately trained.

MEMORANDUM

Office of the City Manager



In addition, below outlines the recommended position changes contained in the Matrix Consulting Report, along with a status update:

Department	Recommended Position	Status
Building	Implement a Development Services Technician position (cross-trained Building Permit Technician)	For FY19-20, assigned to existing staff in Building. Per Matrix recommendation, will re-evaluate in the next -2 years.
Building	TRACKiT System Administrator (new position)	Reclassification from Plan Check Engineer to Senior Permit Center Analyst (Senior Administrative Analyst) included in Proposed FY19-20 Budget
Engineering	Transition the temporary Public Works Inspector positions to permanent positions	Due to variability in workload, staff recommends keeping this position as temporary for flexibility and cost effectiveness.
Fire	Fire Protection Engineer	Fire Protection Engineer included in Proposed FY19-20 Budget
Planning	Principal Planner for long-range planning activities	Principal Planner (Long-range Planning included in Proposed FY19-20 Budget
Planning	Permit Navigator	For FY19-20, assigned to existing staff in Building. Based on volume of development activity in the future, staff will monitor service level throughout the year and evaluate if position should be added in the future.

MEMORANDUM

Office of the City Manager



It is important to note that new positions were added in the last two years to support development services, in recognition of the high level of development in the City. With the proposed four new positions in Fiscal Year 2019-20, that amounts to a total of 22 new positions to directly support development services:

Department	Number of Additional Positions FY 17-18	Number of Additional Positions FY 18-19	Proposed Number of Additional Positions FY 19-20	Total Additional Positions
City Manager's Office	1			1
Planning	1		1	2
Building and Housing	1	9		10
Engineering	2	2	1	5
Fire Prevention		2	2	4

2. \$14,000 in funding for the Food Pantry will come from the General Fund, not the Housing Authority Fund
3. \$50,000 in funding added for a potential AmeriCorps program to coordinate homeless services. \$75,000 already included in the budget for a dedicated non-profit case manager will allow the City to immediately move forward with these services while staff explores establishing an AmeriCorps program

All non-personnel expenditures conceptually approved by Council for each City Service Area (CSA), have been incorporated into the Revised Proposed Budget.

MEMORANDUM

Office of the City Manager



CITY SERVICE AREA PUBLIC SAFETY

Position Title: Police Officer (3 Positions)		Department: Police
Position Description		
This is a sworn peace officer position and the position responsibilities are, generally, the following: complete criminal investigations, arrest criminal offenders, traffic enforcement, parking enforcement, evidence collection, work closely with other law enforcement agencies, complete detailed reports, respond to medical emergencies, work closely with community members in providing responsive police services, and being responsive to quality of life concerns. A Milpitas Police Officer works towards the preservation of life and property.		
Council Priority Area(s)		
Public Safety		
Salary Range		Total Budgeted Annual Cost
\$225,772-\$274,430		\$230,500
Funding Source(s)		Cost Offsets (If Any)
General Fund		n/a
Justification		
The City of Milpitas resident population is rapidly growing, businesses are expanding, the Milpitas BART station will open later this year, and traffic congestion has worsened. The Police Department's sworn staffing levels remain below the 2001 staffing levels, which has required the Police Department to reduce some services. In order to effectively and efficiently deliver police services, the Police Department is in need of increasing its staffing levels. This will contribute to maintaining low response times, responsive investigations, increasing community engagement, and increasing traffic enforcement.		
Potential Impacts if Position is Not Approved		
As our staffing increases, positions will be added to our Traffic Unit, Investigations Unit, Crime Reduction Team, and Police-Community Relations Unit. If these positions are not approved, it will limit the expansion of responsive services to necessary police department functions.		
Objectives (First Six Months Once Position is Filled/Trained)		
If this position is filled and the officer has completed training, the Police Department Command Staff will evaluate service needs, based on current staffing levels, and fill positions in assignments that services directly to the public.		

Position Title: Community Service Officer (2 positions)		Department: Police
Position Description		
The Community Service Officers (CSOs) will be assigned to Patrol Services and the Police-Community Relations Unit. The CSOs will report to a Sergeant, which is a front line supervisory position. The CSOs are non-sworn positions and will be assigned non-hazardous duties that will improve the Police Department's efficiency and service delivery to our community. The CSO assigned to the Public Community Relations department will be responsible for community presentations like Run. Hide, Fight presentations, and robbery presentations to business owners, burglary presentations to residents and Neighborhood Watch. The CSO will coordinate community engagement events like Coffee with a Cop, Citizen's academy, and National Night Out. The CSOs assigned to Patrol Services will perform vehicle abatement, property crime investigations, complete necessary police reports, traffic control, non-injury vehicle collisions, field evidence collection, municipal code enforcement, parking enforcement, radar trailer and sign-board deployment, massage parlor permits, bingo permits, and participate in community projects that impact quality of life concerns. Property crime investigation include, but are not limited to, burglary investigations, theft, vandalism, and identity theft.		
Council Priority Area(s)		
Public Safety		
Salary Range	Total Budgeted Annual Cost	
\$152,205-\$185,006	\$158,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	n/a	
Justification		
The Police Department's workload is changing with the development of the Transit Area Specific Plan, Mid-town Plan, and the Bay Area Rapid Transit Station (BART) opening at the end of this year. These changes will create an increase in population, as well as an influx of various calls for service. The CSOs will help offset the costs hiring of additional police officers, allow sworn staff to focus on crime fighting strategies, and improve the police department's service delivery. The Police Department's recent assessment completed by Center for Public Safety Management recommended four Community Service Officers. The police department is requesting two CSOs, in addition to the two CSOs approved in FY 18-19, for a total of four Community Service Officers.		
Potential Impacts if Position is Not Approved		
If this position is not approved, most of these job duties would be absorbed by sworn staff and reduce officers time focused on crime fighting strategies.		
Objectives (First Six Months Once Position is Filled/Trained)		
The Community Service Officers will be assigned to Police-Community Relations Unit and Patrol Services to handle the previously mentioned job functions.		

Position Title: Police Management Analyst		Department: Police
Position Description		
The Police Management Analyst will perform a variety of professional level administrative and analytical work involving the Department's budget, research, analysis and development of efficient systems, project management, contract management, equipment procurement, grant applications, and grant management grant management. The Police Department's sworn personnel are responsible for several administrative ancillary duties while, simultaneously, managing their primary duties. These duties include the responsibilities proposed for the Police Management Analyst. The Police Department does not have the staffing capacity for ongoing grant research or application. The Center for Public Safety Management (CPSM) evaluated police operations and staffing. CPSM staff concluded that the police department is heavily understaffed with support staff and staff is bogged down in administrative work.		
Council Priority Area(s)		
Public Safety		
Salary Range	Total Budgeted Annual Cost	
\$105,060-\$146,260	\$198,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	n/a	
Justification		
This position will reduce liability, enhance police operations, and offer an option at a cost less than a sworn officer position. First, the administrative ancillary assignments given to Police Department sworn staff removes them from front line services, front line supervision, and reduces time committed to overall police operations management. Approximately one-third (32%) of Police Department sworn staff has less than five years of experience. Twenty percent (20%) of sworn staff has five to nine years of experience and, almost, 50% of our front line field supervisors have less than 18 months experience as supervisors. This level of inexperience requires an increased level of supervision, training, and mentorship. Approving the Police Management Analyst will transfer responsibilities to a support staff member, provide a larger return on the cost of sworn staff, and will provide sworn staff the time needed to better fulfill their primary public safety obligations. Lastly, the position will afford us opportunities to better evaluate and apply for relevant grant funding. This will have a positive impact on the operations budget.		
Potential Impacts if Position is Not Approved		
If this position is not approved, all duties will remain with sworn staff. This option will continue to stretch our staffing resources. This inefficient manner in managing police operations will affect front line services, supervision, and operational management. It will, therefore, potentially increase our liability when dealing with fast paced critical decisions.		
Objectives (First Six Months Once Position is Filled/Trained)		
Absorb the responsibilities described above, work with purchasing on equipment procurement, and apply for relevant grant funding. The grant applications include searching for funding for new projects that will enhance service delivery and community safety.		

Position Title: Communications Dispatcher		Department: Police
Position Description		
The Communications Dispatcher staffs the Police Department's Public Safety Answering Point (PSAP). The Communications Center, also known as PSAP, is staffed every hour of the day and every day of the year. The Dispatcher answers 9-1-1 calls and non-emergency phone calls. In addition, the dispatcher dispatches calls for the police department, fire department, and public works department outside normal business hours. This position is critical to ensuring public safety resources are responding to emergencies and non-emergencies with the appropriate resources. The dispatcher is a critical component to maintain fast response times for both Police and Fire.		
Council Priority Area(s)		
Public Safety		
Salary Range		Total Budgeted Annual Cost
\$96,554-\$117,360		\$181,000
Funding Source(s)		Cost Offsets (If Any)
General Fund		n/a
Justification		
Over the past ten years, 9-1-1 calls have increased 37% but the Communications Center staffing has not grown with the increased workload. Low staffing levels have, during some hours of the day, reduced Communication Center staffing levels to two on-duty dispatchers. The low staffing levels can cause delays in answering emergency calls and dispatching emergency personnel. The delayed responses will increase risk to public safety. The increased staffing will provide sufficient staffing at peak demand times.		
Potential Impacts if Position is Not Approved		
If this position is not approved, Communication Center workload will continue to increase without the sufficient resources to meet the demand. This will negatively affect public safety responses and could have a negative impact on emergency personnel safety. The Police Department staff will evaluate the need to backfill some peak demands with mandatory overtime.		
Objectives (First Six Months Once Position is Filled/Trained)		
The Communications Dispatcher is an existing position and the added staff member will staff workload peak times.		

Position Title: Executive Assistant		Department: Fire
Position Description		
The Executive Assistant reports to the Fire Chief and is the regular point of contact with government officials, the public, and representatives of business and the community. This person will take notes, prepare reports, make travel arrangements, schedule appointments, and provide general administrative office support to Fire.		
Council Priority Area(s)		
Public Safety Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$83,148 – 101,067	\$154,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	(26,500) for Net Cost \$127,500	
Justification		
An Office Specialist previously existed in Fire Admin, but was cut some time ago during the economic downturn. Fire Admin work has been experiencing a steady increase supporting both Fire Suppression personnel as well as citizens of Milpitas at Fire Station 1 reception (phones/deliveries/drop ins). Headquarters Staff Capacity assessment recently conducted by Citygate Associates in 2019 for Milpitas Fire recommended assistance be added in the Office Specialist capacity as there is insufficient Office Specialist capacity and administrative duties are being pushed down to the line personnel. Additionally, Citygate recommended adding support staff including Office Specialist and Analyst positions to relieve workload capacity gaps, provide redundant capacity for critical business services, and conduct critical data analysis and project coordination. According to <i>Milpitas Staff Benchmarking Observations</i> dated January 24, 2019 by Management Partners, the Milpitas Fire Department ranks seventh of eight in terms of overall staffing, at 9.35 FTEs per 10,000 residents, or 22.66% lower than the average of 12.08 FTEs. The only peer with fewer fire department staff is Pleasanton, with only 7.47 FTEs per 10,000. While positioned at the lower end of the peer rankings for Public Safety FTEs overall, Milpitas is the second-fastest growing city in California, and the value of new structures in the City has quadrupled since 2011. This growth has placed additional strain on understaffed Police and Fire Departments. While it is the sworn firefighters that can perform fire suppression duties, having robust non-sworn support gives firefighters greater capacity to carry out those duties. Milpitas' administrative capacity is relatively low. Peer organizations employ an average of 2.24 administrative FTEs per 100 fire department staff members. At 1.43 administrative FTEs per 100 fire FTEs, Milpitas ranks sixth of eight within this group of cities. Add one (1) Executive Assistant in Fire Admin to address the increasing work load. Fire processes over 868 invoices annually, 65 timesheets weekly, Fire Admin 2800 phone number rings no less than 20 times per day with actions that need to be communicated with suppression, prevention, dispatch, Police, and/or Public Works. Travel orders associated with required training requires coordination.		
Potential Impacts if Position is Not Approved		

Negative impacts to service levels by not filling this position will impact reception, personnel actions, business functions (invoicing/timely payments to vendors), administrative processing internally, addressing of information requests, and other administrative duties. Critical administrative duties will then fall on line personnel or not be completed in a timely manner.

“In Citygate’s opinion, the workload capacity gaps and potential single points of failure identified pursuant to this assessment could be significantly narrowed or resolved with the addition of one to two additional FTE non-sworn clerical-level positions and one additional Analyst or non-shift-based Captain or chief officer as summarized in the following table.”

Weaknesses/Concerns

- Insufficient clerical-level support for the Administration, Suppression, and Training/EMS/OES Divisions
- Heavy administrative workload for the suppression Battalion Chiefs
- Ongoing fire station reconstruction/replacement project coordination assigned to a shift-based suppression Battalion Chief, along with support from the Deputy Fire Chief-Suppression, so both positions’ regular duties are impacted by the project
- Significant ongoing administrative workload capacity gaps

Threats

- Multiple potential single points of failure
- Suppression Chief Officer burnout due to heavy administrative workload
- Significant ongoing administrative workload capacity gaps

Objectives (First Six Months Once Position is Filled/Trained)

Gain an understanding of general fire administration duties as assigned.

MEMORANDUM

Office of the City Manager



CITY SERVICE AREA COMMUNITY DEVELOPMENT

Position Title: Principal Planner (Long-range Planning)		Department: Planning
Position Description		
The Principal Planner position is the primary coordinator for long-range planning, sustainable growth, and neighborhood preservation policies and implementing ordinances of the City Council. Such policies include and often are combined with other city departments, addressing such items as: transportation; market rate and affordable housing; open space/parks and trails; health and wellness; and both environmental and fiscal/land use sustainability. As noted in the Matrix Consulting Organizational Study, most Bay Area jurisdiction Planning Departments are responsible for both Long Range Planning and Current Planning with most long-range planning divisions employing 1 - 2 full-time planners. Retrospectively, this position would have been dedicated to managing the Cannabis and massage ordinance work of the City Council and prospectively, this position would manage development and implementation of the General Plan and ensuring that zoning codes, ordinances such as scooter and each code energy efficiency, specific plans, and other specialized master plans (e.g. Bike and Trails Master Plan, Parks and Recreation Master Plan, etc.) are internally consistent and focused on community priorities and policies established by the City Council. Long-range planning activities also include significant regional collaboration on a variety of issues such transportation, GHG reduction strategies, sustainability, community health, census and demographics, affordable housing, and homelessness. The Principal Planner will report to the Planning Director and will supervise one Senior Planner. The position will provide support to the City's departments in their duties related to project management, and facilitation of Planning Commission. Overall, the position will streamline Planning Department operations and provide a long needed high quality level of advanced planning expertise to the City's planned growth and development.		
Council Priority Area(s)		
Environment Transportation and Transit Economic Development and Job Growth Neighborhoods and Housing Community Wellness and Open Space Governance and Administration.		
Salary Range		Total Budgeted Annual Cost
\$127,983 to 155,568 per year		\$222,000
Funding Source(s)		Cost Offsets (If Any)
Comm. Planning Fund (85%), General Fund (15%)		N/A
Justification		
Long-range planning involves collaboration with many different stakeholders, including City residents, other City departments, the City Council, developers, consultants, and business owners. These duties require fact, strategic thinking, independent judgment, creative thinking, and significant communication skills. The Principal Planner will have the experience and expertise to manage updates to zoning codes, ordinances, specific plans, area plans and other related policy documents or direction of the City Council. Past practice has required the Planning Director or Planning Manager to manage updates to the City's General Plan, Specific Plans, zoning ordinances, and other policy documents of the City Council. However, the day-to-day work of current planning development review and permitting activities consistently competes with long range planning activities. Because development review and permitting activities involve shorter timelines, developer project schedules, and various matters of urgency, needed		

long-range planning efforts in the city are inevitably and understandably suffers by being pushed aside or postponed until such crisis is resolved. The Principal Planner position fills the need of receiving and acting on City Council land use and planning-related policy development.

Potential Impacts if Position is Not Approved

If this position is not approved, the Planning Department will remain focused on current planning activities such as review of private development projects and permitting. Long-range planning initiatives such as development of a new General Plan, updates to Specific Plans, amendments to the Zoning Ordinance such as upcoming scooters and energy efficiency Reach Codes will either be delayed or worked on at the expense of shifting less experienced current planning staff to these items, causing further development review delays within current planning permit processing.

In addition, input from professional planning staff on the City's master plans (e.g., Parks and Recreation Master Plan, Bicycle and Pedestrian Master Plan, Economic Development Strategy, etc.) will be minimal, and the City will continue to lag other jurisdictions in proactive and strategic planning initiatives. The Planning Department will continue to rearrange priorities, and the Planning Manager and Planning Director will be less able to focus time and attention to providing quality management for their team and best-in-class service to residents and stakeholders. The City will continue the practice of hiring limited-term contract planners as a stop-gap measure in completing large, complex projects or long-range planning activities. As documented in the Matrix Consulting Organizational Study, past over reliance on this practice of in-house consultant assistance has led to inefficient and disconnected processes, poor accountability, inferior work product, and included unusually high staff turn-over and poor job satisfaction.

Objectives (First Six Months Once Position is Filled/Trained)

In the first six months, the Principal Planner will become familiar with City Council priorities and direction and will recommend policy solutions and implementation strategies to achieve City Council objectives. The Principal Planner will support the Planning Director in providing skilled long-range planning management and supervision to staff and projects. The Principal Planner will also lead the General Plan, Specific Plans, and updates to the Zoning Ordinance and will recommend and prepare required supporting analysis and documentation. The Principal Planner will also collaborate with other jurisdictional agencies on issues of local and regional significance.

Position Title: Senior Building Inspector (reclassify from Electrical/Building Inspector)		Department: Building & Housing
Position Description		
The Electrical/Building Inspector position is a single classification in the Building Inspection function of the Building and Housing Department. The size of jurisdiction and type of projects in Milpitas necessitate inspectors who are proficient in all disciplines rather than specialty inspectors. Usually large jurisdictions have more specialty inspectors as they have specialized projects requiring more in-depth experience in a specific discipline. This reclassification will broaden the responsibilities and elevate the position to a Senior Building Inspector, providing much more capacity and flexibility for the Department. Inspection services will be more efficient with inspectors that are able to conduct different types of inspections, which will in turn improve service delivery for the development community. This position will work in the building safety division, reporting to the Building Inspection Manager and overseeing Building Inspectors. This reclassification will also help provide a career path in the Building Inspection Program and enhance professional development and succession planning in the Building and Housing Department.		
Council Priority Area(s)		
Economic Development and Job Growth Neighborhoods and Housing Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$104,447 - \$126,957	\$17,121 (Cost offset)	
Funding Source(s)	Cost Offsets (If Any)	
Permit Fees	Cost offset from reclassification	
Justification		
This position will enable the City to provide inspection services more efficiently and effectively for the development community. It will also add capacity and flexibility to the building inspection team of the Department. The position is aligned with the Council Priority Areas as noted above.		
Potential Impacts if Position is Not Approved		
If the reclassification is not approved, the Electrical/Building Inspector will be the single classification specialty inspector in the Department. This will continue to limit the broader range of services that the Department would like to provide to the development community. Internally, this will also continue to limit the team’s capacity and flexibility, as well as professional development and success planning opportunities.		
Objectives (First Six Months Once Position is Filled/Trained)		
The Senior Building Inspector will conduct complex inspections and initiate staff development and coordination with other supervisors to review and streamline inspection policies and procedures to increase efficiency and improve customer service.		

Position Title: Sr. Permit Center Analyst (Sr. Admin Analyst) (reclassify from Plan Check Engineer)		Department: Building & Housing
Position Description		
This proposed reclassification of a vacant Plan Check Engineer position to a Senior Administrative Analyst position (with the working title of a Senior Permit Center Analyst) would allow a dedication position to serve as the TRAKiT permit system administrator. The Building and Housing Department administers the permit system and electronic plan review system and provides training to other departments on these systems in coordination with Information Services, and yet lacks any analytical and technical position that performs information technology and GIS-related work. There is significant database administration and database management performed by plan check staff for many years. Integration between the permit system and the new electronic plan review software has been performed by plan check staff as well. This position will work in the building safety division, reporting to the Plan Review Manager. The position will provide a career path in the permit administration area.		
Council Priority Area(s)		
Economic Development and Job Growth Neighborhoods and Housing Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$101,600 - \$133,741	-\$5,259 (Cost savings)	
Funding Source(s)	Cost Offsets (If Any)	
Permit Automation Fund	Offset and cost savings from reclassification	
Justification		
Having data research and analysis performed by plan check and management staff is not an effective staffing model or service delivery. This reclassification will provide for a Sr. Administrative Analyst to conduct database work rather than plan check staff. This reclassified position will also support the integration of the permit system with GIS and the Building Permit process coordination with the Permit Navigator to allow for better information communication for development services. This will also result in a more cost-effective staffing model and service delivery. The reclassification results in cost savings. This position will enable the City to fully implement the use of system functionality and improve integration with other systems to develop analytical tools and performance metrics reports for the development community.		
Potential Impacts if Position is Not Approved		
If the reclassification is not approved, plan check staff will continue to perform permit database administration and report creation. Plan check and management staff will continue to perform data research to prepare reports of finding and data analyses to enable decision-making. If the reclassification is not approved, the inefficiencies of this approach will continue.		
Objectives (First Six Months Once Position is Filled/Trained)		
The Senior Permit Center Analyst (Senior Administrative Analyst) will be fully involved in the administration of the permit system and electronic plan review system, and will explore system integration with GIS. The position will also understand and coordinate the Building Permit process with the Permit Navigator. The position will explore system functionality to develop tools and metrics for internal and external stakeholders of the development community.		

Position Title: Entry level Fire Inspector		Department: Fire Prevention
Position Description		
The Entry Level Fire Inspector reports to the Assistant Fire Marshal with duties and responsibilities that include fire inspection, plan knowledge, code compliance, fire systems review, and general fire prevention customer service. This position conducts annual and minor construction inspections, and will receive training and mentorship to prepare the individual to become competitive for higher level inspector positions within the Fire Prevention Division. This position is needed for succession planning within the Fire Prevention Bureau and creates an opportunity for other fire department personnel to work within Fire Prevention.		
Council Priority Area(s)		
Public Safety Economic Development and Growth		
Salary Range	Total Budgeted Annual Cost	
\$84,644 – 95,709	\$167,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	Not Applicable	
Justification		
Due to the anticipated heavy workload relative to the State Fire Marshal Regulated Annual Inspections, R2 Multi-Residential & E-Schools Annual Inspections pursuant to SB1205, and an abundance of major development construction projects above and beyond that is currently experienced in FY18-19, additional fire inspection resources are necessary to augment the above workload. Furthermore, the recently completed Development Services studies completed by Matrix Consulting Group indicated that the Fire Prevention Division was only realizing an 84% recovery rate with an approximate deficit of \$395,497. With the recent adoption of the Master Fee Schedule on 5/15/19, which incorporated the findings of the studies, additional revenue based on a 100% cost recovery is available to fully fund this position.		
Potential Impacts if Position is Not Approved		
The State Fire Marshal Regulated Inspections and R2 Multi-Residential & E-Schools Annual Inspections pursuant to SB1205 are mandated to be annually inspected by the Office of the State Fire Marshal. These prevention maintenance inspections are necessary to ensure compliance with both the California State Fire and Building Codes. If this position is not funded it will be difficult to complete all of the required inspections and will require the reassignment of work to other positions within the department which causes a backlog of work in their primary assigned functions. Additionally, it would limit the Fire Prevention Division from being able to explore other needed life safety inspections which pose a threat to our constituents and limit the ability to maximize all potential revenue sources.		
Objectives (First Six Months Once Position is Filled/Trained)		

Extensive training and mentorship to prepare the individual for assignments, to increase their technical knowledge base, and to become proficient relative to both annual and construction inspections within the Fire Prevention Division.

Position Title: Fire Protection Engineer		Department: Fire Prevention
Position Description		
The Fire Protection Engineer reports to and receives direction from both the Assistant Fire Marshal and Prevention Deputy Fire Chief. The Fire Protection Engineer reviews construction plans to ensure compliance with technical codes, applicable laws, state regulations, and City ordinances.		
Council Priority Area(s)		
Public Safety Economic Development and Growth		
Salary Range	Total Budgeted Annual Cost	
\$129,763 – 157,034	\$271,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	Fire Prevention Revenues	
Justification		
Due to the anticipated heavy plan review and inspection workload relative to the State Fire Marshal Regulated Annual Inspections and the major development construction projects, additional resources are needed to meet the workload demand. Furthermore, with the recent adoption of the Master Fee Schedule, fees based on 100% cost recovery are adequate to fully fund two new positions in this division of the department. Prior to the adoption of the new fees, Fire Prevention was only recovering approximately 84% of the costs of providing services, thus resulting in an approximate deficit of \$395,497 on an annual basis. A new Entry Level Fire Inspector was initially proposed for FY 2019-2020 and on further evaluation, a new Fire Protection Engineer position is also being requested. With the recent promotion of the Assistant Fire Marshal, the existing Fire Protection Engineer is vacant. Thus, although the recent Organizational Report by Matrix Consulting Group had recommended an additional Fire Protection Engineer position, staff wanted to first fill the vacant Engineer position and the new Inspector position before requesting an additional Fire Protection Engineer position. However, upon re-evaluating the workload and the anticipated fees staff is recommending the new Engineer position.		
Potential Impacts if Position is Not Approved		
By not filling the additional Fire Protection Engineer position, service delivery and turn-around times to issue all applicable fire and building permits will not meet the demands and expectations of the applicants and developers. Additionally, the Assistant Fire Marshal will be required to continue to assist in the plan review process, which will impact his/her ability to supervise personnel, work on high level programs, and assist the Fire Marshal in the development of the team as a key component of succession planning for the future leadership in the department.		
Objectives (First Six Months Once Position is Filled/Trained)		
Review and evaluate plans to insure compliance with code, law, and state/city regulations as well as timely fire sprinkler, alarm and other fire protection and detection systems plans with the Building, Fire, and Mechanical Codes.		

MEMORANDUM

Office of the City Manager



CITY SERVICE AREA

COMMUNITY SERVICES AND SUSTAINABLE INFRASTRUCTURE

Position Title: Public Services Assistant I/II		Department: Recreation and Community Services
Position Description		
The requested Public Services Assistant I/II will be located at the Milpitas Community Center and report to the Community Center Supervisor. The Community Center is the administrative “hub” site for the department and this position will deliver customer service to the community directly in person and on the phone at the front counter. This position will provide support to the community on all recreation class and program registration, facility room rentals, and park rentals. It will also manage the public interface with class changes, cancellations, and waitlist outreach. This position will also perform a variety of clerical duties and program assistance such as: daily cash/check/credit card deposits, employee timecard entry, manage records retention and destruction, general management of registration forms, rental forms, commission reports and other administrative documentation associated with the Community Center. It will also be a key position for our software setup, which is conducted for each program season, and includes, activity guide class and program data entry and proofing (average of 125 classes each season), cross-reference and proof the Activity Guide to ensure class registration numbers are correct and ready for public release, activity and program dates and room assignments. This position also provides internal customer service for the department and would be assigned as the Recording Secretary for the Parks, Recreation, and Cultural, Resources Commission, and provide administrative support to the site’s Supervisor, two (2) program coordinators, one (1) Senior Public Services Assistant, and three (3) Recreation Specialists.		
Council Priority Area(s)		
Community Wellness and Open Space Governance and Administration Other Priority Areas: Customer Service/Community Connections and Recreation, Senior-Oriented and Youth Oriented Programs.		
Salary Range		Total Budgeted Annual Cost
\$57,687 - \$70,119		\$122,000
Funding Source(s)		Cost Offsets (If Any)
General Fund		\$35,000 – temporary staff reduction \$55,498 – additional revenue
Justification		
Currently the Community Center is staffed with a Senior Public Services Assistant, which is a higher-level administrative position in the department who is responsible for: supporting the department management team with high-level projects and report requests; provides direct assistance to the department Budget Liaison for financial service reports, compiles statistics and prepares monthly reports, and assists the Director in varying commission, subcommittee, and project meetings. This position is also currently handling all the above-mentioned PSA I/II tasks. The Recreation and Community Services Department will be taking over the intake, processing, approvals, and tracking of all the new Citywide Assistance programs, to which the Senior Public Services Assistant will be providing administrative assistance and support. With the addition of this citywide program, and the increasing needs of the department management and program teams in response to our growing community, the addition of a Public Services Assistant I/II position would enable the department to both provide appropriate levels of customer service to the public as well as provide important internal customer service and support.		
Potential Impacts if Position is Not Approved		
If this position is not approved, an effective level of administrative support to the public, and the staff that are managing programs directly benefitting residents, would be under resourced. This will potentially delay response times and service delivery at the public counter, with internal and external customer service requests and inquiries, and for City Assistance Program processing and approval notifications		

Objectives (First Six Months Once Position is Filled/Trained)
Increase level of internal and external customer service, Summer 2020 Class Entry, Summer 2020 Walk-In Registration organization, Update and Management of Allergy/Special Accommodations Report, 2020-2021 Special Event Facility Date reservations, Document Retention Review, Work/Attend required special events

Position Title: Recreation Assistant II (Special Events)		Department: Recreation and Community Services
Position Description		
The Recreation Assistant II will be located at the Community Center in the Special Events work group, and report to the Community Center Supervisor. This position will plan the smaller scale events, such as, but not limited to Flag Raisings, Veterans Day and Memorial Day Ceremonies, Family Bike Event, and Movies in the Park. This position would also work with vendors and arrange for entertainment for all events, create and maintain vendor lists, help with preparing contracts, and ordering supplies and materials. The Recreation Assistant II will also help oversee approximately 150 event volunteers that are used throughout the year, as well as lead the new Alviso Adobe Field Trip and Tour program, along with the new Docent Program.		
Council Priority Area(s)		
Community Wellness and Open Space Governance and Administration Other Priority Areas: Customer Service/Community Connections and Recreation, Senior-Oriented and Youth Oriented Programs		
Salary Range		Total Budgeted Annual Cost
\$38,716 - \$47,062		\$89,000
Funding Source(s)		Cost Offsets (If Any)
General Fund		\$5,000 – overtime budget elimination \$22,149 – temporary staff reduction \$18,569 – additional revenue
Justification		
Since 2012, the Recreation and Community Services department has increased Special Events by over 500% going from six (6) events and concerts offered annually, to over 40 events and concerts currently offered. With this exponential increase of community events, there has been no increase in staff working in the Special Events work group, except for two temporary/seasonal interns. There is currently one (1) Program Coordinator who plans and executes close to 45 overlapping events, ceremonies and concerts with an overall audience reach of over 31,000 people per year. Due to the high workload in this area, the department Director and Supervisors help plan and manage events, underutilizing time that should be spent on strategic planning and higher-level projects. This position's workweek would be Tuesday – Saturday, with Saturdays being a common event day. Having regular staff hours on event weekends help alleviate some of the current over-time and comp-time requests. The addition of the Recreation Assistant II begins allows the City to offer the number and level of quality events our residents have come to expect.		
Potential Impacts if Position is Not Approved		
Should this position not be approved, an assessment and reduction of currently offered special events would need to be conducted. The upcoming Alviso Adobe Field Trip, Tour and Docent program may need to be postponed until adequate staffing resources are identified.		
Objectives (First Six Months Once Position is Filled/Trained)		
Assist in planning Lunar New Year, Commissioners' Lunch, Fully plan Black History Month, César Chavez Day, Brunch with the Bunny, Vietnamese Heritage Flag Raising, begin program outline for the Alviso Adobe Field Trip, Tour and Docent program, and develop updated Vendor and Supplier contact lists.		

Position Title: Office Assistant I/II .75 (Sports Center)		Department: Recreation and Community Services
Position Description		
The requested Office Assistant I/II position will be located at the Milpitas Sports Center and report to the Sports Center Supervisor. This position will deliver customer service to the community directly in person and on the phone at the front counter. This position will provide support to the community related to Sport Center site program and class inquiries such as; membership, rental and registration processing, and administrative organization functions such as filing and equipment maintenance logs; part-time employee timecard entry; site program and services calendar entry and maintenance; and help oversee projects assigned to temporary/seasonal front desk staff. This position will also provide department-wide support through recreation class and program registration, facility room rentals, and park rentals. It will also assist the site's existing Public Services Assistant II with the public interface with class changes, cancellations, and waitlist outreach for sports classes, swim lesson, camps, After the Bell, and general class waitlist, transfers and refund processing. This position will provide administrative support to the site's Supervisor, two (2) program coordinators, and one (1) Public Services Assistant II.		
Council Priority Area(s)		
Community Wellness and Open Space Governance and Administration Other Priority Areas: Customer Service/Community Connections and Recreation, Senior-Oriented and Youth Oriented Programs		
Salary Range	Total Budgeted Annual Cost	
\$41,384 - \$50,301	\$92,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	\$63,100 – temporary staff reduction \$28,900 – additional revenue	
Justification		
The Milpitas Sports Center offers a high amount of active public open hours, which are Monday – Thursday: 6a.m. – 9p.m. Friday: 6a.m. – 5p.m., and Saturday: 8a.m. – 1p.m., with over 80,000 visits a year. Currently we are supplementing front desk customer service shifts with temporary/seasonal employees. If approved this position would work a mid-day shift offering consistent, higher-level customer service and administrative support to customers, as well as internal support to the Sports Center staff. The addition of this position will replace the need for multiple temporary/seasonal employee shifts, which are often hard to fill. The Recreation and Community Services Department plans to launch, as part of the new approved Fee Schedule, Tournament rental options for City fields and tennis courts, to which the Office Assistant I/II will be providing administrative support and assistance. With the addition of this and general increase of programs, events and services in the department, additional full time administrative support is needed to assist in the effective administrative functions of the Sports Center as well as provide appropriate and consistent levels of customer service to the public.		
Potential Impacts if Position is Not Approved		
If this position is not approved, an effective level of administrative support to the public, and the staff that are managing programs directly benefitting residents, would be under resourced. This will potentially delay response times and service delivery at the public counter, with internal and external customer service requests and inquiries, and for new revenue generating programs.		
Objectives (First Six Months Once Position is Filled/Trained)		
Increase level of internal and external customer service, assist in 2020 membership renewals, provide field and court rental calendar input for youth sport organization use and tournament dates, revamp process to track equipment maintenance.		

Reclassification Position Title: Program Coordinator (Social Services) (reclassify from Case Manager)		Department: Recreation and Community Services
Position Description		
The proposed Program Coordinator (Social Services) position would be based out of the Senior Center and report to the Community Engagement and Inclusion Administrator. This position would assist the greater community with Medicare, Medi-Cal, Supplemental Security Income, Social Security, Disability, Immigration and Naturalization Services, food vouchers/programs, In-Home Supportive Services, transportation needs, and manage the intake, review and approval of residents for the new City Assistance Program. The proposed Program Coordinator would lead the City's newly formed Suicide Prevention Task Force and oversee critical mental health services access and education to our high school-age population at the Teen Center. Additionally, the Social Services Program Coordinator would serve as the City's primary liaison to local service agencies such as NAMI, Health Trust, Catholic Charities, Milpitas Food Pantry, and other similar-type service providers.		
Council Priority Area(s)		
Community Wellness and Open Space Governance and Administration Other Priority Areas: Customer Service/Community Connections and Recreation, Senior-Oriented and Youth Oriented Programs.		
Salary Range		Total Budgeted Annual Cost
\$67,136 - \$88,371		\$153,604
Funding Source(s)		Cost Offsets (If Any)
General Fund		\$135,684 (current Case Manager position budget amount)
Justification		
The demand for social services in the Recreation and Community Services Department has evolved with the changing, diverse needs of the Milpitas community. The broadening of social service assistance appointments, programs, community workshops and seminars would both reflect excellent service to our growing senior adult population, while also leveraging those same case management and social service skills to advance other parallel-type services and resources to meet the growing needs of Milpitas families at large. The broadening of services provided and adding the City's new Assistance Program to this position's responsibilities, results in the management of multiple programs, therefore inciting a reclassification of the current Case Manager position to a Program Coordinator position. This reclassification results in an annual staff budget difference of \$18,000.		
Potential Impacts if Position is Not Approved		
If this position were not approved, social services provided will remain status quo for senior center members. The additionally planned expansion of centralized social services to the residents of Milpitas and having one point of contact for the new City Assistance Program would be postponed until adequate staffing resources are identified.		
Objectives (First Six Months Once Position is Filled/Trained)		
Organize and launch new City Assistance Program, conduct assessment of social service and education offerings at the Teen Center, ongoing service appointments with the community.		

Position Title: Maintenance Worker III (Tree Maintenance)		Department: Public Works
Position Description		
This position serves as a Lead Worker within the Trees and Landscape Division and will be responsible for the City's tree maintenance program. This position will perform a variety of semiskilled and skilled tasks in the construction, maintenance and repair of public assets in the area of parks, trees, and/or street landscape. This position will perform the more complex and responsible tasks within the work Division including the training of less experienced staff. This position will receive general supervision from the Senior Public Works Lead (Trees and Landscape) and/or the Public Works Manager. This position will exercise indirect supervision over Maintenance Worker I/II personnel assigned to the crew. As part of the core duties, this position will be responsible for the assessment, prioritization, and resolution of all tree work request that come in from residents to the Public Works Department, which will allow DPW staff to respond more quickly to tree service requests and tree hazards.		
Council Priority Area(s)		
Public Safety Environment Community Wellness and Open Space Other Priority Area: Infrastructure and Community Facilities Maintenance		
Salary Range	Total Budgeted Annual Cost	
\$74,255 - \$90,264	\$164,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund (55%) Other Funds: 95-1 LLMD, 98-1 LLMD, 05 CFD (45%)	N/A	
Justification		
Public Works manages an urban forest of more than 15,000 trees. The City receives requests from residents who have a variety of needs, including tree pruning, tree removal, and questions regarding tree species and diseases, and more. The City currently does not have a formal tree crew, and staff are pulled from various sections as tree needs arise. This results in a lack of staffing for items such as weed abatement, debris removal, pothole repairs, and other work assignments in the Trees and Landscape divisions.		
Potential Impacts if Position is Not Approved		
Failure to place this position will result in Public Works continuing to pull staff from streets, blight management, landscaping, and weed abatement projects to address requests for tree inspections (12-15 man hours/ week for more than 600 inspections per year), pruning (average 3 hours per tree for average 440 in-house pruning's per year), down branch removal, and other concerns. This position will also be responsible for assisting Public Works Manager in implementing recommendations in the Urban Forest Management Plan, including block pruning, tree removals and major replanting projects, so failure to place this position will result in significant delays to implementing the recommended projects.		
Objectives (First Six Months Once Position is Filled/Trained)		
This position will help to ensure that all priority 1 and 2 trees tagged for removal are removed; ensure that customer service requests for tree inspections are processed within 10 business days; assist with field management of tree maintenance contractor; and assist with planning and implementation of Urban Forest Management Plan major recommendations, including replanting of trees removed due to drought/age.		

Position Title: Sr. Admin Analyst (Program Manager)		Department: Public Works
Position Description		
This position will be responsible for professional administrative work in the solid waste and stormwater programs, to ensure that the City stays in compliance with state and regional mandates. This position will coordinate and oversee assigned programs including the development and implementation of program policies and procedures, the development and administration of program budgets, and the negotiation and administration of contracts. This position will receive general supervision from the Deputy Public Works Director and/or the Public Works Director. This position will exercise indirect supervision over an Administrative Analyst I/II and Environmental Compliance Inspector. As part of the core duties, this position will provide the resources needed to manage the existing solid waste programs and contract, as well as to develop new zero waste and solid waste compliance programs that will meet the State's mandates for organics diversion.		
Council Priority Area(s)		
Environment Public Safety Governance & Administration		
Salary Range	Total Budgeted Annual Cost	
\$101,600 - \$133,741	\$191,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	NA	
Justification		
There are multiple State mandates requiring increased recycling diversion and reporting including AB 939, the Annual Electronic Annual Report; AB 341 Mandatory Commercial Recycling; AB 1826 Mandatory Commercial Organic Waste Recycling and SB 1383 which sets goals for short-lived climate pollutant reductions including a 75% reduction in the level of statewide disposal of organic waste from 2014 levels by 2025. These mandates require additional funding and staff to develop, implement, and report on new zero waste policies and programs. In addition to the community outreach and education provided by the garbage hauler, MSI, City staff will also need to develop additional outreach programs to reduce contamination. In year 4 of the MSI contract, MSI is allowed to true up costs so it is in the City's best interest to reduce contamination through robust community engagement.		
Potential Impacts if Position is Not Approved		
Failure to approve this position would put the City at risk of failure to comply with stormwater and solid waste State and regional mandates. Potential failure to comply with stormwater permit and the solid waste mandates may result in enforcement action by state agencies, including financial penalties of up to \$25,000 per day.		
Objectives (First Six Months Once Position is Filled/Trained)		
Develop solid waste inspection program and protocols, including types of facilities to be inspected, areas of concerns to be inspected, enforce response plans; develop outreach program and supporting educational materials for Milpitas residents and businesses to minimize contamination; begin to develop zero waste program for the City; complete annual stormwater report; and coordinate implementation of stormwater provisions including commercial inspections, trash reduction, PCB controls, creek and trash hotspot cleanups, and outreach and education.		

Position Title: Environmental Inspector		Department: Public Works
Position Description		
This position provides full range of inspection, sampling, monitoring and enforcement activities under the solid waste program. This position will interpret regulations and initiate enforcement action, as needed, to ensure compliance with local, state, or federal requirements for solid waste. As part of the core duties, this position will provide environmental compliance oversight of commercial and industrial businesses for designated provisions of the Municipal Stormwater Permit and Solid Waste Management Ordinance. This position will also perform investigations of discharges into the City's stormwater conveyance system and waterways. This position will receive general supervision from the Senior Administrative Analyst (Solid Waste) and/or the Deputy Public Works Director. This position may exercise indirect supervision over temporary staff within the Solid Waste Division.		
Council Priority Area(s)		
Public Safety Environment Community Wellness and Open Space Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$97,802 - \$118,878	\$152,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	NA	
Justification		
Currently the Land Development Engineering Section oversees the State NPDES Municipal Regional Stormwater Permit Sections, compiles the annual State report; administers the Solid Waste Disposal and Recycling Diversion Programs. These programs are proposed to move to Public Works, to better align with the other utility work in Public Works. With regard to the Solid Waste and Recycling Programs, there are several State mandates requiring recycling diversion and reporting, including AB 939, the Annual Electronic Annual Report; AB 341 Mandatory Commercial Recycling; AB 1826 Mandatory Commercial Organic Waste Recycling; and SB 1383 which sets goals for short-lived climate pollutant reductions including a 75% reduction in the level of statewide disposal of organic waste from 2014 levels by 2025. These mandates require additional program funding and staff to complete mandated program and reporting requirements such as a zero waste policy and source reduction program.		
Potential Impacts if Position is Not Approved		
This position is critical for the tracking and enforcement of state- and regionally-mandated environmental regulations. The position mitigates risk of non-compliance by public and private contractors by ensuring that regulations to prevent stormwater and solid waste pollution are enforced. Failure to place this position will result in having to hire temporary staff or contractors to perform environmental inspection services, and would also result in increased work load for Senior Admin Analyst and Administrative Analyst I/II in recordkeeping for the solid waste and stormwater enforcement programs.		
Objectives (First Six Months Once Position is Filled/Trained)		
Work with the Sr. Admin Analyst and Admin Analyst I/II to establish inspection timeline and recordkeeping protocol.		

Position Title: Equipment Maintenance Worker I/II (Facilities)

Department: Public Works

Position Description

This position performs a variety of maintenance tasks within the City's equipment maintenance program on the City's facilities, including the repair of pumps, motors, lighting, HVAC, electrical systems, and performs routine and preventive maintenance on other equipment.

This position receives indirect supervision from the Equipment Maintenance Worker III and will receive general supervision the Senior Public Works Lead (Facilities) and/or the Public Works Manager. This position may exercise technical supervision over less experienced staff.

As part of the core duties, this position will be responsible for addressing emergency repair needs on the City's HVAC, electrical, mechanical, and plumbing systems, which will allow the City to limit its use of emergency on-call contract services.

Council Priority Area(s)

Community Facilities Maintenance
Governance and Administration

Salary Range

\$79,406 - \$96,544

Total Budgeted Annual Cost

\$169,000

Funding Source(s)

General Fund

Cost Offsets (If Any)

Offsets the use of on-call contractual services

Justification

The Equipment Maintenance Worker II in Facilities will support the Equipment Maintenance Worker III in the maintenance of the City's HVAC, Electrical, Plumbing, and Mechanical systems. Facilities needs the Equipment Maintenance Worker I/II to minimize HVAC and electrical repairs and provide improved response to outages and minimize costly contract services.

The Facilities division is responsible for ensuring that all City facilities meet their repair and maintenance needs. As the infrastructure ages, there has been an increase in the number of HVAC and electrical issues at City facilities. While Public Works has an annual contract for preventive maintenance with an HVAC contractor, on-call services can pose a significant cost. An Equipment Maintenance II will provide additional in-house skilled worker capacity. This will allow PW to minimize costly HVAC and electrical repairs and provide improved response to outages.

Potential Impacts if Position is Not Approved

Failure to place this position will result in continued reliance on the sole Facilities EMWIII and more costly contract services to address emergency repairs of the City facilities HVAC, electrical, mechanical, and plumbing systems.

Objectives (First Six Months Once Position is Filled/Trained)

Work with staff to select and schedule targeted projects as defined in the Facilities Condition Assessment and provide on-call service for Facilities MEP emergencies.

Position Title: GIS TECH 1		Department: Engineering
Position Description		
This position is required to address a decade's worth of backlog in the City's GIS System, which is used for the essential connection of City asset data with online, interactive databanks and mapping for real-time visualization and analytics. More specifically, this position will create and maintain asset inventories and document management. This work will lend itself to enhanced productivity, transparency and cost-efficiencies in the management of all Capital Improvement Projects and the review and permitting of Private Development. Because of the specialized training and certification required for the complexity of GIS tools, this work requires a trained and experienced GIS professional. Once the backlog has been addressed, staff will evaluate where this position should be housed on an ongoing basis, such as moving to Public Works or Information Services/Technology.		
Council Priority Area(s)		
Neighborhoods and Housing Environment Economic Development and Growth Community Wellness and Open Space Governance and Administration		
Salary Range		Total Budgeted Annual Cost
\$95,973 - \$116,648		\$175,000
Funding Source(s)		Cost Offsets (If Any)
20% General Fund, 40% Private Development Job Account (PJ Account), 40% Capital Improvement Program		N/A
Justification		
The Engineering Department, Land Development Section is responsible for the inventory, tracking of Project Record Documents including the management of City improvement plans, land survey data, maps, property deeds, and infrastructure records which document assets constructed within the City public right-of-way. Historically, these records consisted of paper drawings that were stored at City Hall in large files and books of maps. These records are used by the Engineering and Public Works Departments for the maintenance and upkeep of City assets. For instance, the City has many miles of installed underground utility pipelines, and knowledge of the exact horizontal location and accurate depth is crucial to cost effective maintenance programs and to allow for this infrastructure to be easily located during future construction work. Currently, there is a 10-15 year backlog in updating the City's GIS infrastructure. These documents reflect improvements such as underground utilities that were installed as part of private development projects where the information has not been loaded into GIS. The backlog is a result of the layoff's and staff reductions that occurred around 2010. Record and asset management technology has changed and most of these files and records are now electronic and can be integrated with each other to show all records of improvements for a particular location selected. As with all technology, there is a continuous need to create new records, update, correct, and manage the City's data system so that it remains relevant and current. Because of the complexity of this specialized skill, this work requires a trained and experienced GIS technician professional. The ideal GIS Technician is competent with the ESRI suite of mapping tools and variables in a given geographic location.		

Potential Impacts if Position is Not Approved
If a GIS technician position is not approved, the backlog will continue to grow due to the number of developments underway within the City. Lack of accurate information about underground utilities and above ground improvements puts the City at risk of damage or financial loss during any construction projects and also impedes efficient emergency response if information about the built environment in the City is inaccurate.
Objectives (First Six Months Once Position is Filled/Trained)
The objectives in the first 6-months include gaining an understanding of the City's GIS system and learning where its faults and inaccuracies in order to correct. The new technician would work alongside a temporary consultant and work with other City departments to reduce the backlog and update the GIS system with new improvement assets information as projects are completed.

Position Title: Junior/Assistant Civil Engineer (2 positions)		Department: Engineering
Position Description		
To facilitate the completion of projects in the 2018-2023 Capital Improvement Project (CIP), the Junior/Assistant Engineer (2 positions requested) will perform professional and technical engineering work to support design & construction of all funded projects. Responsibilities include preparation of construction documents; project/contract administration; and construction claim resolution; investigation and resolution of construction problems; and assistance in the preparation of engineering reports and studies. The 2 requested positions will be within the Design & Construction section, which is managed by the CIP Manager. Currently, the section has three Associate Civil Engineers; one Junior/Assistant position, one Engineering Aide; one Sr. Construction Inspector; two Construction Inspector positions, and one Temporary Construction Inspector. All existing positions are filled but the section is still unable to handle the volume of funded CIP projects.		
Council Priority Area(s)		
Governance and Administration Community Wellness and Open Space		
Salary Range	Total Budgeted Annual Cost	
\$95,937- \$116,657	\$173,500	
Funding Source(s)	Cost Offsets (If Any)	
Funding is estimated at 80% through the CIP Projects, and 20% General Fund	None at this time.	
Justification		
The Design and Construction Engineering Section (D&C) serves the community by completing City Council approved and funded Capital Improvement Program (CIP) projects identified in the annual 5-year CIP document. Projects include repair and improvement of City streets, repair and replacement of underground utilities, rehabilitation of parks, and other community improvements. In FY 2018/19, D&C Section has an estimated \$19.4 million in projects in various stages of completion. The proposed 2019-2020 CIP document includes an estimated \$27.6 million in projects to be delivered by City staff. Current staffing levels allow for the completion for approximately half of the annual approved and funded projects. The addition of two engineers to complete CIP projects will help increase the number of projects delivered annually, and will help reduce the CIP backlog.		
Potential Impacts if Position is Not Approved		
Maintaining the existing staffing levels will ensure that only a portion of the annual CIP project load is completed, and the backlog of projects will continue to grow as the City's infrastructure ages. If the delivery of the projects is delayed, the costs will likely increase due to escalation, thus resulting in fewer projects being delivered for the same amount of funding.		
Objectives (First Six Months Once Position is Filled/Trained)		
The new engineers would assist in the completion of the annual street resurfacing project. Additionally, they would assist with four high priority CIP projects that have been identified in the later years of the proposed 2019-2024 CIP document but, if approved, would be able to advance to FY 2020/21. The value of these projects totals \$1.125 million.		

MEMORANDUM

Office of the City Manager



CITY SERVICE AREA

LEADERSHIP AND SUPPORT SERVICES

Position Title: Administrative Assistant		Department: Finance
Position Description		
The Administrative Assistant will provide general administrative support including filing, copying, scheduling, purchasing, personnel activities, and special projects and requests for the Finance Department.		
Council Priority Area(s)		
Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$75,601 - \$91,894	\$143,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	(\$9,800) in temporary salary costs that will be eliminated	
Justification		
The Finance Department currently has approximately 30 full time positions. Additionally, the department provides several critical services to all City departments. The department has seen a significant increase in activity the past year, with over 80 active projects (such as agreements, Request for Bids (RFPs), Invitation for Bids (IFBs), etc.), with activity not expected to decrease in the near future. The Department has no full time administrative staff, thus the Finance Director, Assistant Director, Budget Manager, and Purchasing Officer are required to perform many clerical and general administrative tasks that should be assigned to administrative support positions. The proposed Administrative Assistant will assist in filing, copying, routine purchasing, departmental budget monitoring, scheduling and general organization. This will allow executive staff to concentrate on Council and department priorities and more strategic issues.		
Potential Impacts if Position is Not Approved		
Administrative tasks will continue to be performed by higher classification staff at higher cost, and more essential work will be delayed due to the time spent on this. Existing staff will continue to be stretched and not able to meet growing needs of the City's departments. This may include delayed purchases, implementation of the various systems, and financial, budget, and payroll support. New initiatives involving debt financing, financial system testing, TASP fee changes implementation, and policy and procedure updates may also be hindered as the finance management staff continue to schedule their own meetings, etc. that take away time that can be spent for strategy. One example of this was the recent creation of the documents for the Master Fee Schedule which took many hours to compile, and was done by senior managers who should have been focused on the evaluation and validation of the fees.		
Objectives (First Six Months Once Position is Filled/Trained)		
Provide general administrative support including routine purchasing, filing, copying, scheduling, personnel processing activities, and special projects and requests for the Finance Department's staff of approximately 30 employees.		

Position Title: Finance Manager		Department: Finance
Position Description		
The Finance Manager will supervise and manage the routine, day-to-day operations of the Finance Department, including Accounting, Accounts Payable, and Payroll. The Finance Manager will report to the Assistant Director of Finance and oversee the General Ledger, Accounts Payable, and Payroll Divisions. It will directly supervise 3 Senior Accountants, and 12 full time equivalent positions.		
Council Priority Area(s)		
Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$114,452-\$160,233	\$201,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	n/a	
Justification		
The Finance Department currently has approximately 30 full time positions, including 4.5 temporary employees that help out in the Fiscal Services, Accounts Payable, and Payroll divisions. Currently, the Assistant Finance Director supervises and manages daily operations in Finance, including Accounting, Accounts Payable, Payroll, and Fiscal Services including Utility Billing, Business License Tax Collection, and Misc. Receivables. The Assistant Director also attends internal and public meetings as necessary, acts as the Finance Director in his/her absence, and provides day-to-day management of both the annual budget process and the year-end close and annual financial report preparation. While such a structure was appropriate for a smaller organization, it is not sustainable over the long-term as the Department supports a growing demand for financial and information services from operating departments. As the City of Milpitas rapidly grows, with the City Operating Budget increasing 54% in the last five years, and City staffing levels increasing 20% over the same time period, the support services provided by the Finance department are changing and the needs and expectation to provide accurate and timely financial information are increasing and vital. By approving this position, the Assistant Director be able to better serve the City by focusing on several critical financial system implementations, debt financing, impact fees, and other high level planning efforts.		
Potential Impacts if Position is Not Approved		
The Assistant Finance Director will continue to be stretched thin across several responsibilities, and not be able to fully support the development of the strategic direction of the department and focus on several new upcoming initiatives involving debt financing, Transit Area Specific Plan (TASP) implementation, policy updates, purchasing process improvements, and technology implementation. This could cause delays in system implementation and purchasing improvements, negatively impacting City departments. In addition, there is a large gap in the skills required and responsibilities between the Assistant Finance Director level and the next level reporting to the Assistant Director, the Sr. Accountant level. There is no position in between and this makes succession planning, staff development, retention, and promotion from within the organization very difficult.		
Objectives (First Six Months Once Position is Filled/Trained)		
Supervise and manage daily operations in Accounting (including external and internal financial reporting and audit), Accounts Payable, and Payroll. Successfully implement the new Contracts module for departments, assist in the implementation of a new budget system, and test the upgraded/new module(s) in the financial system in order to take full advantage of system improvements.		

Position Title: Administrative Assistant		Department: Council/City Manager's Office
Position Description		
This position would directly support the City Council by performing varied, responsible, and confidential administrative duties. This position would provide support to each member of the Council, as required. If this position is approved, the City Manager will work with Council to clarify additional duties prior to filling the position. In addition to any other duties that may be specified, this position will do the following: coordinate with other staff and regional partners to ensure that each Councilmember receives briefing materials in advance of meetings; staff Subcommittee meetings, including the preparation of the agenda and meeting minutes; coordinate scheduling and attendance at regional board or committee meetings, special Council meetings, Council subcommittees, and weekly/bi-weekly Councilmember briefings; coordinate Mayor and Council attendance at community events and prepare certificates and commendations to be presented to community members and organizations; and coordinate travel and expense reports for the Mayor and Council. This position would report to the Executive Assistant in the City Manager's Office.		
Council Priority Area(s)		
Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$75,600-\$91,891	\$145,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	None	
Justification		
This position will advance the Council Priority area of Governance and Administration, with a particular focus on directly supporting the City Council through high-level administrative support, exercising confidentiality, and political astuteness. The incumbent must have the ability to develop and maintain working relationships with key stakeholders, regional partners and community members and will provide needs of the City Council in order to advance Council initiatives and best represent the City of Milpitas.		
Potential Impacts if Position is Not Approved		
If this position is not approved, the Executive Assistant and Office Specialist in the City Manager's Office would need to continue to split their time supporting the City Council, as well as the rest of the City Manager's Office executive team; defer certain work; or have executive staff complete the work.		
Objectives (First Six Months Once Position is Filled/Trained)		
Work with members of the City Council to coordinate day-to-day functions and other support functions, as well as familiarize themselves with staff and regional stakeholders to support initiatives relative to the Council Priority Areas, appointments to Boards/Committees/Commissions and Council Subcommittees.		

Position Title: Sr. Executive Assistant (reclassify from Executive Assistant)		Department: City Manager's Office
Position Description		
The Executive Assistant position supports the City Council and City Manager's Office and this reclassification would more accurately reflect the level of work and responsibilities of the position, including analytical and executive support; handling confidential materials, complex resident inquiries and employee relations; coordinating citywide contract approvals; and acting as the point of contact for the Council, City Manager and other executive staff in the City Manager's Office.		
Council Priority Area(s)		
Governance and Administration		
Salary Range		Total Budgeted Annual Cost
\$84,965.66 to \$111,834.32		\$201,000
Funding Source(s)		Cost Offsets (If Any)
General Fund		Offset and cost savings from reclassification
Justification		
Over the past year, the duties and responsibilities of the Executive Assistant have increased significantly. The position supports a total of four (4) senior and executive staff in the City Manager's Office, in addition to supporting the full Council. The position also supervises an Office Specialist, which was added in Fiscal Year 2018-19. Due to the time sensitive nature of many of the items handled by this position, the incumbent monitors correspondence outside of regular work hours and often works in excess of 40 hours. In accordance with the bargaining unit Memorandum of Understanding, the incumbent is currently receiving special pay for work being performed at a level above the current classification. Special pay for ongoing work is not appropriate and thus, a reclassification of this position to a Senior Executive Assistant is recommended, to reflect the supervisory role, the additional responsibilities supporting senior and executive level positions, the confidential and complex nature of the job, and the need for work outside of the regular 40 hour work week. The proposed reclassification will convert this position to a management position and will provide compensation and benefits that are more in alignment with the level of responsibility and workload.		
Potential Impacts if Position is Not Approved		
If the reclassification is not approved, the incumbent will continue to receive special pay and will be paid overtime for the additional hours required to complete the work. This is not cost effective and is also not in alignment with best practices for this type of an Executive level support position.		
Objectives (First Six Months Once Position is Filled/Trained)		
The Senior Executive Assistant will continue to provide support to the Council and City Manager's Office but will be able to do so in a classification that appropriately reflects the duties and workload.		

Position Title: Information Systems Analyst		Department: Information Technology
Position Description		
This position is required to address essential technological needs within the Police and Fire Departments, directly supporting necessary system and application upgrades; supporting the 911 system; providing 24/7 support services; and integrating artificial intelligence, body-worn cameras and usage of GPS to provide faster and more accurate response times to public safety calls. This position request is a direct result of the recommendation of the Center for Public Safety Management (CPSM), whom conducted the Police Operations and Data Analysis, the results of which were presented to Council on March 19, 2019. The position will be dedicated to supporting Police and Fire and will be housed in the Police Department; however will be overseen by the Information Technology department.		
Council Priority Area(s)		
Public Safety Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$100,355-\$132,095	\$188,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	n/a	
Justification		
Technology is continuing to change the work of law enforcement, and staying ahead of it will mean not just adopting the latest tools, but ensuring that professionals are available to service the new technology. Along with a reliance on technology, there comes an expectation that there will be IT professionals available immediately to deal with issues that are tied to life safety. CPSM recommended the addition of this position to remedy the delay in upgrading and servicing technology needs vital to providing safe service to the community. This new position will be valuable in addressing resources to continue timely system and application upgrades and will be dedicated to keeping systems and policies current to meet strict compliance requirements by the Department of Justice (DOJ). Technology is continuing to change the work of law enforcement, and staying ahead of it will mean not just adopting the latest tools, but ensuring that professionals are available to service the new technology. Along with a reliance on technology, there comes an expectation that there will be IT professionals available immediately to deal with issues that are tied to life safety. CPSM recommended the addition of this position to remedy the delay in upgrading and servicing technology needs vital to providing safe service to the community. This new position will be valuable in addressing resources to continue timely system and application upgrades and will be dedicated to keeping systems and policies current to meet strict compliance requirements by the Department of Justice (DOJ).		
Potential Impacts if Position is Not Approved		
If this position is not approved, Information Technology Department staff will continue to support Police and Fire but due to limited resources, staff will not be able to provide dedicated support for lower priority issues and new projects requested by Police and Fire. Examples of necessary new projects include: implementation of Intterra (Incident Management), deployment of cameras, and enhancing the use of Geographic Information System (GIS) for accurate and timely deployment. All of these projects require dedicated support and project management resources for successful implementation.		
Objectives (First Six Months Once Position is Filled/Trained)		
Provide dedicated support for public safety applications. Provide back end support and provide applications support, update policies to meet compliance from the technology side while working closely with Police and Fire to meet compliance on the operational side.		

Position Title: Employee Relations Officer		Department: Human Resources
Position Description		
The Employee Relations Officer (ERO) will assist the Human Resources (HR) Director in staff development and training, labor relations, maintaining policies and procedures, developing hiring, disciplinary and termination recommendations, reviewing and processing grievances, assisting in conducting research and analysis regarding job descriptions, salary and benefits, and participating in setting up safety programs to prevent workplace injuries. In addition, this employee will assist the HR Director in resolving sensitive personnel matters and significant and controversial issues. The ERO will report to the HR Director and oversee two HR Analysts. The HR Director will continue to lead the department, provide guidance to the ERO, and oversee complex personnel matters that require City Manager, legal and City Council involvement. As the only other manager in the department, the ERO will act on behalf of the Director in his/her absence.		
Council Priority Area(s)		
Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$119,4804 to \$167,271	\$218,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	No existing cost offsets but potential future offsets for contractual services	
Justification		
This position will enable HR to effectively perform as a business partner in promoting best business practices for day to day personnel services and to invest in all employees. Currently the HR Department provides transactional services and additional employee services, such as staff development and training but due to a lack of resources, the department has been limited in the amount and maintenance of training, as most time is spent processing payroll and benefit related actions. Additionally, there has been an inability to address critical areas such as updating personnel policies and procedures and administrative/standard operating procedures to stay in compliance with Federal and State Laws and Regulations. As such adding one additional Manager to the HR Department will promotes opportunities to reduce risk and liability to the City.		
Potential Impacts if Position is Not Approved		
If this position is not approved, the HR Department will need to continue to rely on consultant services and defer policy updates and citywide training and mentoring programs. Even with the use of consultants, without the appropriate and timely guidance from City staff, rules may not be updated or training provided in a timely manner. This creates risk and liability to the City as Employment Law continues to evolve.		
Objectives (First Six Months Once Position is Filled/Trained)		
Update Personnel Rules and Regulations and Standard Operating Procedures and initiate staff development and citywide training and mentoring programs.		

Position Title: Jr. Accountant (reclass from Accounting Tech II)		Department: Finance
Position Description		
The Jr. Accountant will be a new position classification that will serve the need to have an entry level accountant position in the Department of Finance. It will receive lead guidance from the Accountant position and Sr. Accountant, and will report to the Sr. Accountant position. This position will perform more routine professional accounting work, including recording and reporting of financial transactions, and budgetary control, for assigned area of responsibility. It will also participate in the posting, balancing and reconciliation of subsidiary accounts.		
Council Priority Area(s)		
Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$63,455-\$84,843	\$10,000 (reclass from Accounting Technician II)	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	n/a	
Justification		
The City is proposing to add a Jr. Accountant position to handle more routine accounting duties, provide more of a career path within Finance, and address succession planning. This position will replace the need for temporary staff that are hired and which need to be retrained due to turnover as temporary staff leave to find entry level positions elsewhere. Currently, there is no job classification that allows for new college graduates to start a career in Accounting with the Finance Department and potential applicants are required to have some level of professional experience, or for Accounting Technicians to progress to an entry level Accountant position. This would create an entry level position immediately below the Accountant position, but above an Accounting Technician position. It would receive some lead guidance from the Accountant position and report to the Sr. Accountant position, which would further enhance staff development and succession planning within the Finance Department.		
Potential Impacts if Position is Not Approved		
With growth in the City, and an increasing need for more types of information, the support services provided by the Finance department are changing and the needs and expectation to provide accurate and timely Financial information are increasing and vital. Without this position, the Finance Department will not be able to recruit new college graduates that may be interested in public sector accounting and provide a better career path for existing Accounting Technicians. Additionally, with the increased workload that has been experienced due to a rapidly growing City, the department is also relying on temporary staff to assist in the day to day accounting functions that a Jr. Accountant would be able to perform. However, because they are temporary staff and an entry level position for them to fill once trained, it hinders succession planning and staff is constantly having to re-train new temporary employees as they leave to find a full time entry level opportunity elsewhere.		
Objectives (First Six Months Once Position is Filled/Trained)		
This position will perform professional accounting work at an entry level and provide more consistency in the areas of responsibility for the Finance Operations division. This includes recording and reporting of financial transactions for their assigned area of responsibility, assist in the preparation of financial report statements and analyses, and maintain accurate records. It will also participate in the posting, balancing and reconciliation of subsidiary accounts.		

Position Title: Administrative Analyst (Grant Writer)		Department: City Manager's Office
Position Description		
The Grant Writer position will be housed in the City Manager's Office but will work directly with all departments on grant applications and administration. The position will track federal, state, regional, and other grant opportunities and will be a resource for all departments on the grant applications. If the City is successful in receiving grants, the position will also coordinate and streamline process for grants administration. The position is a 2 year limited term position and although it is currently proposed to be funded through the General Fund, the objective is for the position to pay for itself through future grant funding. Staff is proposing a limited term position in order to first evaluate the effectiveness of the position in obtaining additional grant funds. The position will report to the Assistant City Manager.		
Council Priority Area(s)		
This position will support all seven Council Priority Areas		
Salary Range		Total Budgeted Annual Cost
\$101,600-\$133,741		\$162,000
Funding Source(s)		Cost Offsets (If Any)
General Fund		Potential future offsets through grant funding
Justification		
There are many federal, state, and regional grant opportunities available that the City is not currently pursuing due to limited staff capacity. Grant applications and grants administration are both time consuming and with existing staff primarily focused on delivering services and projects, the City is not able to take advantage of opportunities that could help advance many of the Council Priority areas. For example, the state has a large number of grant programs for development of affordable housing and infrastructure and creation of homeownership opportunities. There are also grants for policy creation to preserve existing affordable housing. To be successful, the City will likely need to partner with other agencies but currently Housing staff does not have the time to vet potential opportunities or explore partnerships. There are also grants for policy creation to preserve existing affordable housing. Similar to Housing, the Engineering department could use help with grant writing for Transportation, Parks, and Utility related grants to help fund projects approved within the CIP. Currently the Traffic Section applies annually for Measure B, One Bay Area (OBAG), and the State Transportation Program (STP) transportation related grants. However, there are many other State and Federal grants available. Recreation and Community Services does not have a dedicated person to search for and apply for grants. Although the department has been successful in getting grants in the past two years, the programs have been primarily through the County of Santa Clara. To explore additional grant opportunities for programs and services meant for specific target demographics, the department would need assistance and the expertise of an experienced grant administrator.		

Potential Impacts if Position is Not Approved
Not funding this position will not directly impact existing services however, it will impair the City's ability to maximize on potential funding opportunities to advance Council priority areas such as transportation, housing, environmental sustainability, social services, and inclusive programming for recreation services.
Objectives (First Six Months Once Position is Filled/Trained)
Meet with departments to understand Council Priority projects and programs, use prior experience and network to identify grant opportunities, and work with departments to apply for grants. The target is to pursue a minimum of an additional \$500,000 in grants in the first year.

Position Title: Management Fellow (2 Year Limited Term)		Department: City Manager's Office
Position Description		
The Regional Management Fellowship Program, through Next Gen Silicon Valley, offers recent Masters graduates a unique opportunity to work for a public agency in Santa Clara or San Mateo County as a Management Fellow for up to two to three years. The goal of the program is to develop a pipeline of talent for the next wave of leaders in Public Service. The proposed Management Fellow position in the FY 2019-20 budget is a two year limited term position, housed in the City Manager's Office, and working on a variety of citywide projects. This position will report to the City Manager and support the City Manager and other department heads on research for policies and special projects, legislative tracking, contracts management, and the updating of administrative policies.		
Council Priority Area(s)		
Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$70,000-\$90,000	\$114,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	No existing cost offsets but potential future offsets for contractual services	
Justification		
The City Manager's Office is committed to improving efficiencies and processes in the organization to streamline work while maintaining a good balance of internal controls. In order to accomplish this, a substantial amount of upfront work is needed, such as setting up a contracts management system, updating several administrative policies, and conducting research on high priority programs and policies, as identified by the City Council. This position will advance the Council Priority area of Governance and Administration, with a particular focus on improving processes, systems, and efficiencies, and providing high quality and thorough analysis of new or modified policies and programs. This position is proposed to be filled through a unique program, which allows the City to benefit from having a qualified individual perform high-level analytical work, at a relatively lower cost.		
Potential Impacts if Position is Not Approved		
If this position is not approved, the City will need to use contractual services, defer certain work, or have high-level executive staff complete the work. These approaches are not recommended as they are either inefficient or they place the organization at a higher risk by not having the appropriate internal controls and administrative processes and policies in place.		
Objectives (First Six Months Once Position is Filled/Trained)		
Work with Finance to establish a contracts management system, work with CMO executives and department heads to update up to 3 administrative policies. Assist the City Manager's Office in supporting Council Committees.		

Position Title: Special Projects Associate (temporary position)		Department: Human Resources
Position Description		
The Special Projects Associate in Human Resources will continue to assist with recruitments and testing. This position is currently staffed with a retired annuitant and as such is limited to 960 hours per fiscal year. Having an experienced recruiter on staff to help Human Resources with recruitments and testing has been a tremendous benefit to the City in expediting the filling of vacant positions, mostly in Public Works and Engineering. It is much less expensive to hire a part time temporary Special Projects associate as we do not have to pay an overhead for the services through a temporary agency or CalPERS benefits.		
Council Priority Area(s)		
Governance and Administration.		
Salary Range	Total Budgeted Annual Cost	
Up to \$30,000	\$43,000	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	No existing cost offsets but potential future offsets for contractual services	
Justification		
Human Resources has an 11% average turnover rate in the City. Turnover occurs from employees retiring or resigning to take positions elsewhere. Currently the FTE count is at 406.5 with 45 vacant positions. By having an experienced recruiter on board Human Resources will be able to fill more positions at a faster pace. By having a retired annuitant on board instead of hiring a consultant, the City will pay less in overhead costs and will not need to pay any employer contributions towards CalPERS.		
Potential Impacts if Position is Not Approved		
With growth in the City, and an increasing need to fill staff quickly, not having this additional resource would cause a slower turnaround to all departments in staffing and as a result providing timely City services.		
Objectives (First Six Months Once Position is Filled/Trained)		
This position will continue to recruit, test and fill positions effective July 1, 2019.		

Position Title: Special Projects Associate (temporary position)		Department: Finance
Position Description		
The Special Projects Associate in Finance will help in the implementation and upgrade of several systems, including the financial system, budget system, and contract management software. This position will also support select CIP projects throughout the City and costs will be directly charged to these projects where applicable. It is essential that all these systems are up to date so that technology is being utilized efficiently and effectively. This is a temporary position that will work to help Finance provide accurate and timely financial information to support sound fiscal management by departments and customer service.		
Council Priority Area(s)		
The Finance Department supports all Council Priority Areas, but primarily Governance and Administration.		
Salary Range		Total Budgeted Annual Cost
\$41,600-\$104,000		\$72,000
Funding Source(s)		Cost Offsets (If Any)
CIP (36%)/General Fund (64%)		36% is estimated to be charged to CIPs
Justification		
Many of Finance's system are in need of an upgrade and/or replacement. The budget system is a legacy system that is no longer supported by the vendor. This often results in the inability to easily provide reports in accessible and clear and complete formats for review of the City's budget by City staff. Additionally, the system is not user friendly and requires staff to perform manual tasks for processes that newer systems have in place processes that are more efficient. This temporary position will assist in implementing several new financial modules and systems. A contract management software is needed for several reasons. First, the Finance Department has seen a significant increase in activity over the past year, with over 80 active projects (such as agreements, Request for Bids (RFPs), Invitation for Bids (IFBs), etc.), and no decrease is expected in the near future. The City currently files all contracts in hard copy form, making them difficult to search for. In addition, there is no efficient means currently of tracking where a contract is in the routing and approval process. Second, upgrades to the financial systems are available from our vendors, but must be tested, installed, and successfully rolled out for department use. These modules support essential citywide financial needs in the general ledger, accounts payable, cash collection, payroll/human resources, job costing, and purchase order modules. All these systems are fundamental in helping Finance provide accurate, complete, and timely financial information to support sound fiscal management and customer service to Milpitas residents, the business community, the City Council, and all City departments.		
Potential Impacts if Position is Not Approved		
With growth in the City, and an increasing need for more types of information, the support services provided by the Finance department are changing and the needs and expectation to provide accurate and timely Financial information are increasing and vital. Technology serves as the backbone of providing that information and should provide staff the support they need to obtain and analyze financial information. As processes are streamlined and made more efficient with technology, this will enable staff to provide enhanced support to departments as they will be able to spend more value-added time in monitoring budgets and financial performance and in analyzing information.		

Objectives (First Six Months Once Position is Filled/Trained)
This position will help in the issuance of a RFP for a new budget system in the first six months, support the major upgrade of the financial system, as well as help implement and train staff on the new contract management software for procurement and contract tracking, routing, and approval.

Position Title: Buyer (temporary position)		Department: Finance
Position Description		
The Purchasing Division within the Finance Department has seen a significant increase in activity the past several years, with over 80 active projects (such as agreements, Request for Bids (RFPs), Invitation for Bids (IFBs), etc.) and this activity is not expected to decrease in the near future. The Purchasing Division also has the need to implement a new contracts management database system and needs staffing resources to support this effort and others.		
Council Priority Area(s)		
Purchasing supports all Council Priority Areas, but most directly Governance and Administration		
Salary Range	Total Budgeted Annual Cost	
\$76,238-\$100,352	\$70,000 (estimated 1,020 hours)	
Funding Source(s)	Cost Offsets (If Any)	
General Fund	n/a	
Justification		
Existing staff continues to be stretched and not able to meet growing purchasing needs of the City's departments. Citywide purchases are slowed down and projects such as contracts database system are delayed further. There are too many needs in Purchasing right now and not the bandwidth and depth of staffing resources to meet them all.		
Potential Impacts if Position is Not Approved		
With citywide growth over the past several years, the Finance department has seen a significant increase in purchasing activity by other departments in the last several years. Purchases will continue to be slowed down and crucial deadlines for important contracts may not be met in a timely fashion.		
Objectives (First Six Months Once Position is Filled/Trained)		
This position will help alleviate the heavy workload currently in the Purchasing division, which will help the timelier processing of contracts to help meet crucial deadlines for City departments, as they work on Council priorities. It will also help support the implementation of a new contracts management database system.		

Item Attachment Documents:

13. Approve staff recommendation of Clear Channel Outdoor for Digital Billboard in response to Request for Proposals and Authorize the City Manager or her designee to negotiate a Lease Agreement

Alex Andrade, 408-586-3046, Ned Thomas, 408-586-3273

Recommendations:

1. Approve staff recommendation of Clear Channel Outdoor as the most qualified vendor for a digital billboard project located at the northern terminus of Barber Court;
2. Authorize the City Manager or her designee to negotiate a Lease Agreement with Clear Channel Outdoor for design, construction and management services of a digital billboard on Barber Court.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Approve staff recommendation of Clear Channel Outdoor for Digital Billboard in response to Request for Proposals and Authorize the City Manager or her designee to negotiate a Lease Agreement
Category:	Community Development
Meeting Date:	6/4/2019
Staff Contacts:	Alex Andrade, 408-586-3046, Ned Thomas, 408-586-3273
Recommendations:	1. Approve staff recommendation of Clear Channel Outdoor as the most qualified vendor for a digital billboard project located at the northern terminus of Barber Court; 2. Authorize the City Manager or her designee to negotiate a Lease Agreement with Clear Channel Outdoor for design, construction and management services of a digital billboard on Barber Court.

Background:

Billboards have historically been one of the most popular forms of communicating and advertising to large audiences. Digital billboards are changing traditional forms of advertising from static to dynamic and the industry continues to grow with technological advances. The City's purpose for allowing digital billboards is to promote economic development, expand communication of community services, and provide a sustainable source of revenue for the City of Milpitas.

Currently, Milpitas is home to three digital billboards, all of which are located along Interstate 880. In August 2010, Milpitas Auto Properties, LLC, in partnership with CBS Outdoor (now Outfront Media), entered into a Development Agreement with the City resulting in one digital billboard being developed adjacent to Piercey Toyota dealership located at 950 Thompson Street. Fully operational since 2015, the digital billboard is 70 feet in height and Outfront Media operates the billboard. And, in July 2013, Milpitas Sign Company, LLC and McCarthy Ranch entered into a Development Agreement with the City, resulting in two digital billboards located at 1301 California Circle (60 feet in height) and 1545-1547 California Circle (50 feet in height), respectively. The digital billboards have been in operation since 2014 (1301 California Circle) and 2016 (1545-1547 California Circle). The digital billboards at these two locations are managed by Clear Channel Outdoor.

In July 2018, Outfront Allvision, LLC, a joint venture between Allvision and Outfront Media, submitted a pre-application for development of a digital billboard slated for a City-owned right-of-way at the northern terminus of Barber Court adjacent to State Route 237. Since the proposed digital billboard would be located on City-owned right-of-way, authorization from the City Council would be required to allow the City Manager to sign the application on behalf of the City. This item was scheduled for consideration by Council on October 2, 2018, but was continued to the next meeting date on October 16, 2018. Due to time constraints, the item was continued again from the October 16, 2018 meeting, to the November 20, 2018 Council meeting.

On October 25, 2018, Councilmembers Nuñez and Phan issued a Memorandum ("City Digital Billboard Guidance Study") expressing concern about the proposed Outfront Allvision, LLC digital billboard application and requested the preparation of a study of potential electronic off-site advertising displays on both public and private properties located adjacent to interstate highways and state routes within the Milpitas jurisdiction.

On November 20, 2018, Council directed the City Manager to conduct a study of potential locations and regulations for digital billboards across the City and re-evaluate the current Outfront Allvision, LLC billboard

application at the conclusion of the study. However, at the January 15, 2019 Council meeting, Council recommended that staff bring back the item for a Council update and due diligence.

On February 5, 2019, Council voted to rescind previous action from November 20, 2019 and adopted a new direction, which was to proceed and issue a Request for Proposals (RFP) to solicit bids for a digital billboard on City-owned property located at the northern terminus of Barber Court. The RFP process would be used to ensure the City's fair and impartial consideration of proposals from various vendors that specialize in outdoor advertising. Council direction included returning to Council for recommendation and consideration of a vendor by June 18, 2019, or earlier.

As in previous years, the City is once again interested in considering another digital billboard as an economic development tool that results in a new source of revenue, enhanced communications and promotion of local businesses.

Analysis:

On March 6, 2019, the Purchasing Division released the RFP for Digital Billboard Design, Construction and Management on ProcureNow.com, the City's new eProcurement and contract management site, in coordination with the Office of Economic Development and Planning Department. The RFP's scope of work focused primarily on revenue generation, rent, lease term, branding and advertising, vendor experience, permits and design review, visual and glare analysis, operations and maintenance, and indemnification and risk management.

The RFP was publicly noticed in accordance with the City's Municipal Code, advertised on the City's website, and email notifications sent to companies that had expressed interest in similar past projects. Three firms submitted proposals in response to the RFP by the 2:00 p.m. submittal deadline on April 6, 2019. The evaluation committee reviewed proposals based on the merits of the cover letter, company profile, execution plan, references and revenue sharing plan. After an initial evaluation by the four City staff members who comprised the evaluation committee, all three firms met with an interview panel comprised of City staff to clarify various parts of the proposals prior to a final scoring. Interviews were held on April 29, 2019, and scoring was finalized on May 2, 2019. The table below shows the final evaluation scores with Clear Channel Outdoor, Inc. as the recommended firm.

Digital Billboard Design, Construction and Management RFP No. 2310	Clear Channel Outdoor, Inc.	Outfront Allvision LLC	Foster Interstate Media, Inc.
Evaluation Score	88.5	77.0	74.88

Staff recommends the City Council approve Clear Chanel Outdoor as the most qualified vendor and direct staff to commence negotiations, in conjunction with the City Attorney, for the necessary agreements for the digital billboard design, construction and management services. Clear Channel Outdoor received the highest evaluation committee ranking based on their proposed team, experience, billboard specifications, branding, visual and glare analysis and timeline under the execution plan and the proposed compensation. Pending approval of the evaluation committee's recommendation, staff expects to negotiate the necessary agreements and return to City Council for consideration by the end of the calendar year.

The development and location of the proposed off-site advertising display will be consistent with the goals of the City of Milpitas General Plan in that the sign will provide the following:

- Policy 2.a-I-3 – Encourage economic pursuits which will strengthen and promote development through stability and balance.

- Policy 2.a-I-4 – Publicize the position of Milpitas as a place to carry on compatible industrial and commercial activities with special emphasis directed toward the advantages of the City’s location to both industrial and commercial use.
- Policy 2.a-I-7 – Provide opportunities to expand employment, participate in partnerships with local business to facilitate communication and promote business retention.

The proposed billboard will be a new and state of-the-art, double-sided digital billboard. Consistent with City Council’s priority of Economic Development and Growth, a Lease Agreement with the recommended vendor, Clear Channel Outdoor, will result in the City generating revenue that provides for economic benefit, outdoor advertising, and public safety communication.

If Council approves the recommendation, staff will proceed with negotiations while the vendor concurrently proceeds through the entitlement process in coordination with the Planning Department. Pursuant to Milpitas Municipal Code Section XI-10-24.02, development of a digital billboard adjacent to interstate highways and state routes require approval of a Site Development Permit and CEQA clearance by the City. A digital billboard requiring a Site Development Permit also requires a public hearing with the Planning Commission and City Council. Staff anticipates returning to Council for approval of the negotiated terms and conditions of the Lease Agreement by the end of the calendar year.

Policy Alternatives:

Alternative 1: Select a different vendor.

Pros: The City’s purpose for allowing digital billboards to promote economic development, expand communication of community services, and provide a reliable and ongoing revenue source would still be achieved through the selection of a different vendor.

Cons: The City may lose the opportunity of partnering with Clear Channel Outdoor as the most qualified vendor for the digital billboard project as determined by the evaluation committee.

Reason not recommended: As stated above, selecting a different vendor may result in pursuing a contract with an organization that is not recommended by the evaluation committee, which based its vendor recommendation on merits of RFP proposals and interviews.

Alternative 2: Do not approve a vendor at this time.

Pros: The City may take a comprehensive view of digital billboards and conduct a study of potential electronic off-site advertising displays on both public and private properties located adjacent to interstate highways and state routes within the Milpitas jurisdiction.

Cons: A consultant may be required for a more comprehensive review resulting in a new funding request and the City may lose potential revenues during the time of the study, which may take a considerable time to complete.

Reason not recommended: The City Council directed staff to issue an RFP for design, construction and management services of a digital billboard. Not pursuing the recommended vendor, or any other vendor, would result in the loss of economic development promotions, expanding community services communication, and a long-term source of revenue for the City.

Fiscal Impact:

City Council selection of a vendor for the design, construction, and management services of a new double-sided digital billboard on Barber Court will result in no fiscal impacts to the City. A subsequent Lease Agreement between the City of Milpitas and Council approved vendor will be presented to City Council for

consideration at a future Council meeting where staff will provide an assessment of the positive and significant fiscal impacts.

California Environmental Quality Act:

The City Council's approval of Clear Channel Outdoor as the most qualified vendor for a potential digital billboard project and the City Council's authorization of the City Manager or her designee to negotiate a Lease Agreement with Clear Channel Outdoor for design, construction, and management services of a potential digital billboard on Barber Court (collectively, the "proposed City Council Action") does not constitute a "project" subject to CEQA. In particular, the proposed City Council Action would not grant any vested development entitlements to Clear Channel Outdoor. Moreover, the proposed City Council Action would not approve any Lease Agreement; rather, the proposed City Council Action would authorize the City Manager or her designee to begin negotiating an agreement. The proposed City Council Action would not bind the City Council to actually approve Lease Agreement, would not restrict the City Council from rejecting the Lease Agreement ultimately negotiated by the City Manager, or her designee, and would not permit Clear Channel Outdoor to proceed with a potential digital billboard project before compliance with CEQA. Any environmental review necessary under CEQA will be completed before future action, if any, taken by the City Council that actually commits the City to Clear Channel Outdoor's potential digital billboard project.

Recommendations:

1. Approve staff recommendation of Clear Channel Outdoor as the most qualified vendor for a digital billboard project located at the northern terminus of Barber Court.
2. Authorize the City Manager or her designee to negotiate a Lease Agreement with Clear Channel Outdoor for design, construction and management services of a digital billboard on Barber Court, subject to City Council approval.

Attachments:

- a) Map - Location of Proposed Digital Billboard
- b) Digital Billboard Site Simulation Photos

Digital Billboard Request for Proposals 2301

Attachment A



07/06/2015 10:17:17 AM
(\\nas01\GIS\GIS\Comp\GIS\Aerial\Map\New.MXD)

This document is a graphic representation only of best available sources.
City of Milpitas assumes no responsibility for any errors.

Digital Billboard Request for Proposals 2301 Attachment B

Version Date: March 31, 2019

Photosimulation of the view looking east from the onramp from McCarthy Blvd to W Calaveras Blvd.

Milpitas Digital Billboard

215 Barber Ct
Milpitas, CA

Clear Channel Outdoor

1



© Copyright 2019 Previsualists Inc. • www.photosim.com • Any modification is strictly prohibited. Printing letter size or larger is permissible. This photosimulation is based upon information provided by the project applicant.

Digital Billboard Request for Proposals 2301 Attachment B

Version Date: March 31, 2019

Photosim of the view looking southwest from the flyover from southbound 880 to westbound 237.

Milpitas Digital Billboard

215 Barber Ct
Milpitas, CA

Clear Channel Outdoor

3



Proposed

© Copyright 2019 Previsualists Inc. • www.photosim.com • Any modification is strictly prohibited. Printing letter size or larger is permissible. This photosimulation is based upon information provided by the project applicant.

Digital Billboard Request for Proposals 2301 Attachment B

Version Date: March 31, 2019

Photosimulation of the view looking north from Barber Court.

Milpitas Digital Billboard

215 Barber Ct
Milpitas, CA

Clear Channel Outdoor



© Copyright 2019 Previsualists Inc. • www.photosim.com • Any modification is strictly prohibited. Printing letter size or larger is permissible. This photosimulation is based upon information provided by the project applicant.

Item Attachment Documents:

14. Receive an Update on the City Council Rules Subcommittee and Provide Direction on Potential Items for the Subcommittee's Consideration (Staff Contact: Ashwini Kantak, 408-586-3053)

Recommendation: Receive update on the City Council Rules Subcommittee and provide direction on potential Items for the Subcommittee's consideration.



CITY OF MILPITAS AGENDA REPORT (AR)

Item Title:	Receive an Update on the Rules Subcommittee and Provide Direction on Potential Items for the Subcommittee's Consideration
Category:	Leadership and Support Services
Meeting Date:	6/4/2019
Staff Contact:	Ashwini Kantak, Assistant City Manager, (408) 586-3053
Recommendation:	Receive an Update on the Rules Subcommittee and Provide Direction on Potential Items for the Subcommittee's Consideration

This item was scheduled for Council discussion on May 7, 2019 but was not heard and has been rescheduled to be discussed on June 4, 2019. The Agenda Report has been revised to include updates about the first Rules Subcommittee meeting on May 10.

Background:

On April 16, 2019, the City Council approved the establishment of a new Rules Subcommittee, comprised of the Mayor and Vice Mayor. There was a robust discussion of the Subcommittee's intended role. The direction from Council was to have the new Subcommittee meet to finalize role, scope, and meeting format and frequency, and bring back recommendations to Council before the end of the fiscal year, with a goal to have the Subcommittee hold its first formal meeting as a Rules Subcommittee at the start of the new Fiscal Year 2019-20.

Analysis:

In accordance with Council direction, the first preliminary Subcommittee meeting was held on May 10, 2019. At this meeting, staff presented some ideas for the Subcommittee's consideration in terms of its role, scope and meeting format and frequency.

The Subcommittee provided the following preliminary direction on the Subcommittee's role and scope of work:

1. Review agendas for one month, i.e. a final agenda for the upcoming meeting and a draft agenda for the subsequent meeting; ensure that recommendation language aligns with Council direction
2. Review a rolling six month calendar of major policy and program items
3. Ensure that ideas brought forward, that cannot be immediately agendized, are tracked and prioritized for placement on future agendas
4. Review and move forward for consideration by the full Council, items that members of the Council may want to place on the agenda. The Subcommittee asked staff to explore options that would enable specific information about the item to be included for Council consideration, including an analysis of staff time.

The Subcommittee requested two additional meetings to be set in advance of bringing back recommendations to the full Council on June 18, 2019. The meetings have been scheduled for May 30 and June 7. The Subcommittee directed staff to bring back a draft document outlining guidelines related to the Subcommittee role and meetings, to the May 30 meeting.

In advance of the June 7 Rules Subcommittee meeting, staff is soliciting feedback on any additional items that the Council may want the Subcommittee to incorporate into their discussion about the role and scope of the Subcommittee.

Furthermore, in response to recent questions from members of the Council, staff wanted to provide some clarification on items that the Council may want to discuss and provide feedback for the Rules Subcommittee to consider.

Proclamations and Commendations

The existing City Council handbook (page 23) includes protocols for the issuance of Proclamations and Commendations as described below

Proclamations

Proclamations are issued by the Mayor without formal action by the City Council. Proclamations are public announcements directing attention to a person, organization or event, such as Citizen of the Year, Girl Scout Week, or International Year of the Child. Proclamations may be requested by the Mayor or any Councilmember.

Commendations

Commendations are acknowledgments of the activities of a person or organization, issued by the Mayor or by all Councilmembers without formal action being taken. Commendations typically acknowledge exceptional endeavors or are given to retiring employees and departing board and commission members and are presented at an appropriate function or council meeting.

Invocations

The established City Council policy on Invocations is SOP No. 01.2 adopted on September 20, 2005. It was created to allow each City Councilmember to be assigned a month (2 regular meetings) to invite an appropriate person to provide a brief invocation (non-denominational prayer) to start each regular Council meeting. The City Clerk maintains the schedule of assigned months and sends a letter prescribed by the City Attorney to those invited to give the invocation. The Invocation policy is attached.

The City Clerk is available to coordinate with any person that Councilmembers invite to lead the invocation at a Council meeting.

Fiscal Impact

None

Recommendation:

Receive an Update on the Rules Subcommittee and Provide Direction on Potential Items for the Subcommittee's Consideration.

Attachment

Invocation SOP

CITY OF MILPITAS, CALIFORNIA
STANDARD OPERATING PROCEDURE

SUBJECT: INVOCATIONS AT CITY COUNCIL MEETINGS

1. Purpose

All regular meetings of the Milpitas City Council shall be scheduled to begin with a short, non-denominational invocation, to be delivered by a clergy member or any other suitable person.

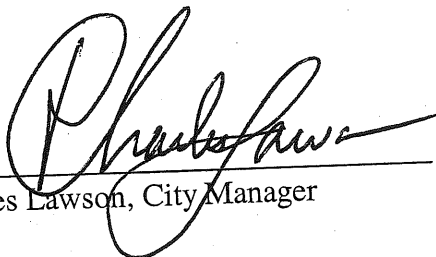
2. Responsible Party

Mayor and City Councilmembers

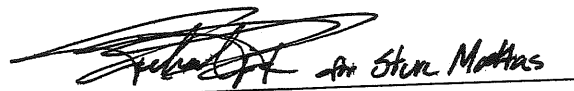
3. Policy and Procedure

- a. Each City Councilmember shall be assigned a month to be responsible for securing an appropriate person or persons to lead a non-denominational invocation. Sitting members of the City Council shall be assigned a month according to the following seniority: Mayor; Vice Mayor; remaining Councilmembers in descending order of seniority of tenure in office.
- b. A City Councilmember may elect to not participate. In the event that a City Councilmember elects to not participate, the responsibility for securing an appropriate person to deliver the invocation shall be on the next City Councilmember according to the seniority guide described in (a).
- c. Invocations shall be non-sectarian in nature.
- d. Invocations shall not proselytize, advance or disparage any religious belief or faith.
- e. Invocations shall be crafted so as to avoid references to specific deities or tenets associated with any particular religious faith or denomination.

Executed: September 30, 2005


Charles Lawson, City Manager

Approved as to Form:


Steve Mattas, City Attorney

Item Attachment Documents:

- 15. Receive Preview List for the Next Regular City Council meeting on June 18, 2019 (Staff Contact: Mary Lavelle, 408-586-3001)**

PREVIEW CITY COUNCIL AGENDA MILPITAS CITY COUNCIL REGULAR MEETING

TUESDAY, JUNE 18, 2019

CONSENT CALENDAR

- 1) Accept City Council calendars for June and July 2019
- 2) Approve City Council meeting minutes of June 4, 2019
- 3) Adopt a Resolution regarding Department of Justice database for Milpitas Police Dept. (Henry Kwong)
- 4) Adopt a Resolution Certifying Election Results and Adding Tract No. 10470 into CFD 2005-1 (Annexation No. 20)
Approve Final Map Tract No. 10470; & Approve/Authorize City Manager to Execute SIA for Mixed Use Development at 808 South Main Street (Kan Xu)
- 5) Approve Project Plans & Specifications; Approve Budget Appropriation, and Adopt a Resolution to Award a Construction Contract to and Authorize the City Manager to Execute the Contract to the Lowest Responsible Bidder Submitting a Responsive Bid, Suarez and Munoz Construction, Inc. for Skate Park, CIP No. 5111 (Steve Erickson)
- 6) Award Contract following RFP for Economic Development Strategy (Alex Andrade)
- 7) Authorize Assignment and Assumption of Hudson Campus Center Development Agreement to Embarcadero Capital Partners and Bridge (Alex Andrade)
- 8) Approve a Professional Service Agreement with ADS Environmental Services for Flow Monitoring Consulting (Tony Ndah)
- 9) Approve Amendment No. 1 to Agreement with West Yost Assoc. for Design Services for Main Lift Odorous Emissions Control Facility (Tony Ndah)
- 10) Award bid and approve contract for Wet Well Cleaning Maintenance (Tony Ndah)
- 11) Award bid for purchase of and approve contract for Purchase of New Mobile Performing Stage (Renee Lorentzen)
- 12) Approve award of contract for Creighton Park, CIP No. 5109 (Steve Erickson)
- 13) Approve the Conceptual Design for Carlo Park, Project No. 5112 (Steve Erickson)
- 14) Authorize City Manager to execute Stormwater Management Facilities Operation & Maintenance Agreement for Waterstone Community Assoc residential at 1494-1600 California Circle (Kan Xu)
- 15) Authorize City Manager to Execute a Design Services Agreement with BKF Engineers in the amount of \$350,920 for design services of the Street Resurfacing Project 2019, Project No. 4291 (Steve Erickson)
- 16) Approve and Authorize City Manager to Execute an Agreement with Psomas for City GIS Project Record Drawing Update (Kan Xu)
- 17) Authorize City Manager to Execute Amendment No. 3 to Consulting Services Agreement with HMH for Midtown Street Light and Utility Underground 2017, Projects No. 3430 and No. 3425 (Steve Erickson)
- 18) Approve Updated Investment Policy (Jane Corpus)
- 19) Approve Amendment with York Insurance for Workers Comp Third Party Administrator Services (Liz Brown)

PUBLIC HEARING

- 20) First reading/Introduce Ordinance No. 38.834 for Administrative Hearing Process for zoning matters (Ned Thomas)

COMMUNITY DEVELOPMENT

- 21) Discussion and Amendment of Planning Commission By-laws (Ned Thomas)

PUBLIC SAFETY

- 22) First Reading/Intro Ordinance No. 172.6 to Update Regulations for Massage Businesses (City Attorney)

LEADERSHIP

- 23) Report from Council Rules Subcommittee and vote on Proposed Guidelines including method for Councilmembers to add items to City Council Agendas (Ashwini Kantak)

PREVIEW NEXT REGULAR AGENDA

- 24) Preview list of items for August 6, 2019

JULY = REGULAR CITY COUNCIL MEETINGS CANCELED