

City of
Campbell
California

Adopted
Fiscal Year
2020-2021
Operating & Capital Budget

2021-2025 Five-Year
Capital Improvement Plan





City of Campbell, California



Fiscal Year 2020-2021 Operating / Capital Budget & 2021 - 2025 Five-Year Capital Improvement Plan

*Prepared by the Finance Department
Will Fuentes, Finance Director*

Under the Direction of Brian Loventhal, City Manager



TABLE OF CONTENTS

Budget Message

City Manager Transmittal Letter	1
Exhibit 1, FY 2019-20 Significant Accomplishments	17
Exhibit 2, Financial Policies	27

City & Community Information

City & Community Information	31
------------------------------------	----

Financial Summaries

List of Funds	55
Funds Descriptions	56
Revenue Definitions	58
Financial Summaries – All Funds	60
Schedule of Interfund Transfers	65
Financial Summaries – General Funds	66
All Funds Detail	70
Debt Management	85
Gann Appropriations Limit	89

Fund Balances

Fund Balances – All Funds	91
Fund Balances – By Individual Fund	93

City Services

City Council	121
City Manager	129
Recreation & Community Services	165
Finance & Non-Departmental	203



TABLE OF CONTENTS

City Services Continued

Community Development	221
Legal Services	251
Public Safety	261
Fire Protection Services	285
Public Works	291

Capital Improvement Plan

Capital Improvement Plan Introduction	347
Capital Improvement Plan Summaries	351
Capital Improvement Plan Flow Analysis	359
Capital Improvement Plan Detail – By Project	368
Unfunded Projects	422

Budget Reference Materials

Budget Resolutions	425
Permanent Authorized Budgeted Personnel Positions	428
FY 2020-21 Budget Calendar	430
Budget Awards	431
Budget Process & Budget Amendments	433
Program / Department / Fund Matrix	436
Acronyms	441
Glossary of Budget Terms	437
Index	445





July 1, 2020

Honorable Mayor and Members of the City Council:

I am pleased to present to you the Adopted Fiscal Year 2020-21 (FY 2021) Operating Budget and 2021-2025 Five-Year Capital Improvement Plan (CIP). The Operating Budget and CIP serve as a policy document, a financial plan, a communications device, and an operations guide; reflecting the policies, goals, programs and service priorities of the City Council and the community. It was developed based on direction provided by the City Council and feedback received from the Campbell community during the budget development process and recommendations made by each department that I have reviewed and approved.

The budget development process began in January 2020 with the implementation of a new budget software system and subsequent training provided to City departments. Staff then started the work of estimating revenues and expenditures for FY 2021 and developing budgetary requests necessary to support vital services to the community. A mid-year FY 2020 Financial Update was presented to Council on March 3 which noted that the General Fund was expected to end the fiscal year with a slight operating deficit of approximately \$400,000. As you are aware though, on March 9, the County of Santa Clara Public Health Department issued its first public health order in relation to the Novel Coronavirus Disease (COVID-19); with subsequent orders provided over the last three months which implemented social distancing and shelter in place guidelines and greatly restricted numerous sectors of the economy. And within my capacity as City Manager and serving as the Director of Emergency Services, I proclaimed a local emergency in the City of Campbell on March 12, ratified by City Council resolution on March 17. What once seemed like a normal budget preparation year with a strong and vibrant economy was suddenly changed. And in contrast to the Financial Crisis of 2008, which started in January 2008, came to a head in September 2008, and was followed by the Great Recession over the next several years, the fiscal impacts of COVID-19 were immediate and severe and during a time when budget preparation was already well underway.

Despite these immense challenges though, City staff quickly adjusted its approach and in partnership with the City Council, the community, and all City departments started to discuss and develop meaningful solutions to address the pressing fiscal issues at hand. And on April 21, staff provided City Council with an update on the initial fiscal and budgetary impacts due COVID-19 in FY 2020 and FY 2021. During this update, staff analyzed major revenue sources and advised the Council that the City could experience \$5.75 million in revenue losses due to COVID-19 in FY 2020; offset by \$633,000 in salary savings and associated costs for released temporary personnel in fee-based Recreation programs as well as \$150,000 in salary savings for vacant Public Works

positions that would normally charge their time to capital projects. This resulted in a potential net negative impact to the General Fund of **\$5.0 million** in FY 2020. These estimates were based on best assumptions at the time using limited data available and assumed that shelter in place orders would remain in effect for three and a half months through June 30, 2020. Staff also advised Council that the City could experience a negative impact of between **\$5.4 million** to **\$7.1 million** in FY 2021 when compared to staff's pre-COVID-19 General Fund revenue estimates; using the Great Recession as a basis for its assumptions.

On May 22, given more current financial data and after implementing citywide cost containment efforts including a limited vacancy freeze, the release of all temporary staff, reduction of ongoing supply and services expenses down to only what was critical, staff revised its potential General Fund operating deficit for FY 2020 down to **\$4.0 million**. Staff also recommended that any remaining General Fund gap in FY 2020 be covered by use of the City's Emergency, Economic Fluctuations, and/or Undesignated, Unassigned Reserves, which had a combined balance of **\$15.8 million** as of the end of the fiscal year ending June 30, 2019. Once the City's financial books are closed and all major tax revenues (i.e., Property Tax, Sales Tax, and Transient Occupancy Tax) have been received, staff will return to Council in on September 15, 2020 to provide a financial update on FY 2020 and seek approval for any necessary draws upon City reserve funds. At this time though, absent a significant cash flow issue, staff continues to not recommend the use of any available external loan programs to offset revenue losses. The City has over **\$30 million** in liquid assets in its pooled investment portfolio (which includes all funds) and this is sufficient to meeting operating requirements over the next several months. Short-term internal interfund loans may be needed for accounting purposes and to meet the legal requirements of restricted City funds and revenue sources, but external loans are not recommended at this time. External loans would need to be paid back and the City does not have a cash flow issue currently. It has a temporary loss of revenue issue. Should the use of external loan programs be necessary in the future, staff will return to Council to request their use.

In addition to the items above, staff also discussed strategic priorities and department work plans during study sessions held on April 28 and May 22. Based on feedback received and also accounting for the ongoing impacts of COVID-19, staff revised its work plans for FY 2021. Adopted work plans for FY 2021 are contained within the individual department and budget unit pages of this document. On June 9, staff introduced the initial version of the Proposed Fiscal Year 2020-21 (FY 2021) Operating Budget and 2021-2025 Five-Year Capital Improvement Plan (CIP). That version showed a \$2.9 million operating deficit within the General Fund for FY 2021. And lastly, on June 25, the Council approved the Adopted Fiscal Year 2020-21 (FY 2021) Operating Budget and 2021-2025 Five-Year Capital Improvement Plan (CIP), which reduces the deficit within the General Fund down to \$ **1.3 million** for FY 2021; before any potential savings realized from ongoing discussions with all City labor groups. Should those discussions result in further savings, staff will return to Council in July 2020 to amend the FY 2021 Operating Budget and reduce the General Fund deficit further. The following sections will detail and summarize changes made since June 9 and June 25.

The Adopted Operating Budget and Five-Year Capital Improvement Plan (CIP) reflect the priorities of the City Council and the community and feedback received over the past several months, but also accounts for the financial realities of COVID-19, while attempting to preserve vital City services where economically feasible. As more current economic data becomes available, staff will update the City Council monthly after July and may recommended downward adjustments to the Operating Budget and CIP over the course of FY 2021. Likewise, should the economy recover

sooner than expected, staff may recommend upward adjustments to the Operating Budget and CIP to restore any services reduced. Additionally, staff continues to revise and develop its 7-year financial projections and will provide Council with a summary forecast in an informational memo, with a detailed discussion as appropriate during the September 15, 2020 City Council meeting. This 7-year forecast will also factor in anticipated increases to CalPERS retirement rates since CalPERS' did not meet investment targets for the fiscal year ending June 30, 2020. CalPERS has established an expected investment return (discount rate) of 7%. For the fiscal year ending June 30, 2020, its investment pool earned annual returns of 4.7%. Since the CalPERS investment pool ended the fiscal year below the discount rate, contributing agencies will see rate increases starting in FY 2022/23. Per CalPERS policy, any rate increases due to missing investment targets will be ramped up over 5 years with 20% of the rate increase added each year until 100% is realized.

BUDGET SUMMARY

The Adopted FY 2021 Operating and Capital budgets across all City funds total **\$88.3 million**; including \$5.6 million in operating transfers out, \$9.1 million in capital transfers out, and \$1.8 million relating to Measure O funded capital projects for the Police Station and Library. Related revenue sources total **\$94.5 million**; including \$5.6 million in operating transfers in, \$9.1 million in capital transfers in, and \$10 million in anticipated Measure O bond proceeds. This results in a slight surplus of approximately \$6.2 million across all City funds. And across all City funds (including capital funds), expenditures for FY 2021 show a 16.2% increase when compared to the FY 2020 Adopted Budget. Additionally, across all City funds (including capital funds), revenues for FY 2021 show a 11.4% increase when compared to the FY 2020 Adopted Budget. These increases are largely due to Measure O capital costs (\$1.8 million) and anticipated debt issuance (\$10 million) as well as an Energy Efficiency Project (ESCO) cost (\$4.0 million) and offsetting loan proceeds (\$4.0 million).

The Adopted FY 2021 Operating and Capital budget for the General Fund totals **\$55.1 million** including \$500,000 for a new COVID-19 Response budget unit, \$575,000 in capital transfers out to support Capital Plan Improvement Reserve (CIPR) and Construction Tax funded projects and \$3.6 million in operating transfers out to support other City operational and debt service funds. General Fund operating transfers include those to the Lighting and Maintenance Fund (\$1.5 million), 2016 Lease Revenue Bond Debt Service Fund (\$769,000), Environmental Services Fund (\$1.0 million), Vehicle Maintenance Replacement Fund (\$97,000), and Information Technology Fund (\$204,000). Related General Fund revenue sources total **\$53.8 million**; including \$1.2 million in operating transfers in from other operational funds to pay for indirect overhead costs. This results in a remaining operating deficit of **\$1.3 million** and is again before any potential savings realized from ongoing labor discussions. In the General Fund, expenditures for FY 2021 show a 2.0% decrease when compared to the FY 2020 Adopted Budget. Additionally, in the General Fund, revenues for FY 2021 show a 3.6% decrease when compared to the FY 2020 Adopted Budget.

To cover the potential General Fund operating deficit in FY 2021 and absent sufficient savings from ongoing labor discussions, staff proposes that the City draw down upon its available General Fund Reserves in FY 2021. As stated previously, the City's Emergency, Economic Fluctuations, and Undesignated, Unassigned Reserves had a combined balance of **\$15.8 million** as of the end of the fiscal year ending June 30, 2019. With an anticipated draw of \$4.0 million in FY 2020, they could have a remaining balance of \$11.8 million by June 30,

2020. And with an Adopted draw of \$1.3 million in FY 2021, they could have a remaining balance of \$10.5 million by June 30, 2021; 19.1% of the Adopted FY 2021 General Fund Operating and Capital budget. This is slightly above Government Finance Officers Association (GFOA) guidance of 16.67% (or two months of expenditures) and does not factor in the City's PERS reserve of \$2.3 million, which could also be used to mitigate increases to PERS retirement rates or pay down unfunded pension liabilities. While the budget adopted by Council seeks to minimize service level reductions, staff also recognizes and supports the need to ensure the City's long-term fiscal sustainability and preserve General Fund Reserve funds when possible. Thus, should the severity of the economic impacts of COVID-19 increase, staff will immediately return to Council at a later date to implement alternate reduction measures discussed with Council on June 9 and June 25.

BUDGET ASSUMPTIONS

City wide and General Fund revenue estimates and Adopted expenditures by type are shown in the Adopted FY 2021 Operating Budget document. The following will discuss key assumptions made in its development and significant items of note.

Revenues

- **Property Tax** is the City's largest revenue source. On May 8, 2020, the County of Santa Clara Assessor's Office provided the City with its final update of expected property tax collections for FY 2020. In total, FY 2020 estimated property tax revenues for Campbell were raised to \$17.2 million and reflect growth of \$1.6 million or 10.0% over year-end actuals for FY 2019. This is positive news for the City in regard to its largest revenue source. And as discussed with Council on April 21 and May 22, staff does not expect property taxes to be negatively impacted by COVID-19 in either FY 2020 or FY 2021; even if there are delinquencies or delays in individual taxpayer payments. The City is on a Teeter Plan for property taxes in which it receives 100% of what is supposed to be collected every fiscal year by Santa Clara County. The County is able to offer this guarantee in exchange for keeping 100% of any penalty and interest charges on delinquent property tax payments that would have been owed to the City. It is again possible the State could suspend Teeter Plans in the wake of COVID-19, but staff does not expect that to occur at this time and expects Campbell to receive its full estimated share of property taxes in FY 2020. Additionally, the assessment roll for FY 2021 is nearing completion by the County, and staff does not expect that COVID-19 will have a negative impact on assessed valuations yet. As of May 8, the County Assessor's Office is projecting 4.6% property tax growth for Campbell in FY 2021. This has been factored into the Adopted FY 2021 Operating Budget. If the economic impacts of COVID-19 are prolonged, property taxes could be negatively impacted starting FY 2022. In addition, staff has reduced its estimate of Real Property Transfer Tax revenue by 60% in FY 2021 when compared to the FY 2020 Adopted Budget due to possible decreased sales activity in FY 2021. This is also factored into total Property Tax estimates. However, while this will limit the upward growth potential of property taxes, it will not decrease assessed valuation currently being finalized by the County Assessor's Office for FY 2021.

While the above information is largely positive, as was shared with Council in the May 22 study session, the County has a disagreement with the State of California as to

how Educational Revenue Augmentation Fund (ERAF) payments (a component of total property tax revenues) have been calculated by the County in FY 2020. These payments for Campbell are expected to be \$1.2 million in FY 2020 and the County has advised all cities within Santa Clara County to set aside at least 40% of that in case the State prevails and ERAF funds need to be returned back to the State in the future. That could mean a loss of approx. \$482,000 for the City of Campbell and it would be taken as a reduction in future fiscal-year property tax payments owed to the City; possibly in FY 2021 or FY 2022. Staff did not program this potential reduction into the initial version of the FY 2021 Proposed Budget since it was still very uncertain, but based upon recent actions taken by the Governor's Office and information received from the Cities Association, staff feels it prudent to decrease FY 2021 Property Tax revenue by \$482,000 to account for this likely loss; which is now reflected in the FY 2021 Adopted Budget.

- **Sales Tax** is the City's second largest revenue source. While the City has not yet received complete sales tax numbers for all of FY 2020 and won't until late August 2020, it is conservatively estimating a 7.4% decrease in FY 2021 when compared to the FY 2020 Adopted Budget. This is entirely due to current and ongoing COVID-19 shelter in place orders and the assumption that lower consumer confidence and comfort with being in public may slow retail and other spending. However, staff is cautiously projecting a "U" shaped recovery in this revenue area and that spending will start to increase by the end of FY 2021.
- **Charges for Service** is the City's third-largest revenue source, and staff also expects it to be negatively impacted by COVID-19. However, the biggest impact will be felt in FY 2020 due to Recreation camp, class, program, and event revenue for the summer months. This revenue would have normally been mostly received and recorded in the last quarter of FY 2020 and has been largely non-existent due to County public health orders limiting such programs. However, with new County orders effective as of June 5, some of these programs are allowed on a limited basis. Thus, staff expects a partial recovery of these revenues in the last month of FY 2020 and the first two months of FY 2021 followed by a likely near full recovery in the last quarter of FY 2021 to account for summer 2021 camps, classes, programs and events. As a whole in Charges for Service, staff is estimating a 19.6% decrease in FY 2021 when compared to the FY 2020 Adopted Budget. The assumption for this revenue area is also a "U" shaped recovery.
- **Transient Occupancy Tax (TOT)** is the City's fourth-largest General Fund revenue source. TOT is collected by Campbell hotels on behalf of the City and must be reported on and remitted within 30 days of the close of the month being reported. Given reduced personal and business travel due to COVID-19, which is expected to continue into FY 2021 and beyond, staff has estimated a 37.3% decrease when FY 2021 is compared to the FY 2020 Adopted Budget. However, while staff estimated that occupancy rates for all hotels would average 15% and room rates would decrease by at least 10% from April through June 2020, staff does expect that some travel activity will begin to resume once shelter in place orders are eased further in FY 2021. Some travel has already resumed. Nevertheless, this will be a slow return to normalcy and local hotels may never return to the level they were prior to COVID-19, both due to public perceptions on and ability to travel and businesses adapting their operations more and more to allow for virtual

meetings. The assumption for this revenue area is a long “L” shaped recovery.

- **License & Permits and Other Taxes** are the City's fifth-largest revenue source. With easing of restrictions by the County on construction, the Community Development Department's Building Division resumed processing building and related permits in early May 2020. And based on actual permits processed thus far as well as conversations with local developers, staff expects that most major anticipated development projects will continue in FY 2021. Only one developer indicated that they would not be pursuing their original plans. Thus, staff has projected 71.9% growth in FY 2021 when compared to the FY 2020 Adopted Budget. However, staff must point out that building permit and other development revenue varies widely from year to year based on planned projects and the City is largely built out. Thus, the City could see fluctuations in building permit revenue in future years and staff will monitor this revenue area to ensure that it meets its target. The assumption for this revenue area is a “V” shaped recovery.
- **Bond and Loans** is a new revenue category for FY 2021 and reflects an anticipated \$10 million first issuance of a Measure O bond in August 2020 to support the construction of a new Police Station and a remodeled City Library. This will be followed by a second and final bond issuance in the Spring/Summer of 2022 of approximately \$40 million. Staff had originally anticipated a first issuance of \$7.5 million, but due to project cash flow requirements and currently favorable bond market, staff is recommending a higher initial offering. However, staff will return to Council on July 21 to seek authorization for the first issuance and also set the special assessment tax rate for FY 2021 necessary to support the debt payments. At that time, the amount of the first issuance may be adjusted upwards or downwards based on further analysis and consultation with the City's financial advisor. If so, staff will recommend a budget adjustment to reflect the true amount of bond proceeds in FY 2021, the projected amount of tax revenue that will be received with the adjusted Measure O tax rate in FY 2021, and the estimated debt service payments for Measure O bonds in FY 2021. Tax revenues and debt service payments, which are both recorded in the Measure O Bond Fund (348), are not included at this time in the Adopted FY 2021 Operating, since the total amount of both is not yet known at this time. Measure O capital costs and Measure O bond proceeds are both recorded in Fund 448. The City is expected to collect \$1.01 million in Measure O tax proceeds in FY 2020 and these monies will be used towards paying future expected debt service payments. Capital and staffing costs for Measure O projects to date have been paid by existing City funds, but will be reimbursed in full once Measure O bond proceeds are received in August 2020.

Expenditures

- **COVID-19** is a new budget unit (101.539) that has been placed under the City Manager's Office and was set up in FY 2020 to capture anything and everything that might be a COVID-19 related expense such as regular time working in the City's Emergency Operations Center (EOC), regular time devoted to COVID-19 activities, overtime due to COVID-19, authorized paid leave for those employees that are unable to perform their job duties due to COVID-19, Personnel Protective Equipment (PPE), laptop computers to allow staff in certain appropriate and necessary positions to telework during shelter in place orders, and any other items necessary to allow the City to safely serve the community during the COVID-19 pandemic. The City incurred \$981,000 of COVID-19 related expense

through April 30, 2020 and staff projects a FY 2020 year-end projection of \$2.1 million through June 30, 2020. However, most of these expenditures, including all staff regular and leave time, would have normally been captured within the City's operating departments and already have assigned budget appropriations to them. Thus, the City is not incurring any additional cost for them over what was expected in the FY 2020 Adopted Budget. As it relates to costs which the City did not budget for in FY 2020 within the City's operating departments, these include \$20,000 spent through April 30, 2020 for laptop computers to allow telework, Personal Protective Equipment (PPE), a sanitizing machine for Police vehicles, and other related COVID-19 supplies and equipment. And based on a review of anticipated COVID-19 supply and equipment needs, staff expects to spend \$88,000 in total on similar items through June 30, 2020. Additionally, \$55,000 has been spent on COVID19 related overtime through April 30, 2020 and \$152,000 is expected to be spent through June 30, 2020.

As the City recovers from both the economic impacts of COVID-19 and seeks to mitigate health concerns, Council adopted a staff proposed set aside of \$500,000 in the FY 2021 Operating Budget under budget unit 101.539. These funds could be used to support further virtualization of City services to limit face to face contact, reconfigure public counters to protect both staff and customers, purchase necessary personnel projective equipment (PPE), sanitizing machines, and thermal scanners, account for potential ongoing reimbursable staff time, and assist the local business community in economic recovery efforts. Staff realizes that while this is a significant amount, even the Adopted allocation might not be enough to meet a variety of competing needs and interests. Nevertheless, based on initial Council direction, staff felt it prudent to establish some level of funding in FY 2021.

Employee Services – As a whole across all funds, Employee Services costs are expected to decrease by 1.9% in FY 2021 when compared to the FY 2020 Adopted Budget. In the General Fund, they are expected to decrease by 3.2% when compared to the FY 2020 Adopted Budget. With the exception of one (1.0) Public Safety Dispatcher and a 0.50 FTE non-benefitted, part-time Training Coordinator in the Police Department, which will allow the City to reduce overtime costs by 50% in the Police Department, staff is not recommending any permanent staff increases in FY 2021. In fact, due to Adopted layoffs in one area, which will be effective August 1, and various vacancy freezes, which will be in effect either through December 31 or June 30, total full-time equivalent (FTE) units would decrease by 7.33 in FY 2021. And in the Recreation & Community Services Department, temporary positions will be reduced by 25.24 FTEs due to anticipated limited program activity in the first half of FY 2021. Layoffs and other personnel related budget correction strategies included in the Adopted FY 2021 Operating Budget will be discussed in more detail in a subsequent section. As a whole, Employees Services costs are decreasing, but any cost increases in Employee Services are due to contracted bargaining unit increases and normal health care and retirement rate increases. However, as previously mentioned, City leadership is discussing various savings options with labor groups citywide. The potential impacts of those options were discussed with Council in an Executive Session on May 15. Should the City realize any savings from these discussions, they will be again be factored in after the adoption of the budget and will decrease the need to draw down upon reserve funds.

Supplies, Services, and Capital Outlay - As a whole across all funds, Supplies, Services, and Capital Outlay expenses are Adopted to decrease by 1.5% in FY 2021 when compared to the FY 2020 Adopted Budget. However, this partially offset by \$500,000 for the new COVID-19 budget, \$426,000 for Fire Service contract increases, and \$202,000 for General Liability Insurance premium increases due to a tightening insurance market. In the General Fund, they are expected to decrease by 1.2% when compared to the FY 2020 Adopted Budget. This reduction is due to a concerted effort by all City departments to reduce controllable expenditures to only those items which are truly necessary in FY 2021 so as to provide services to the community. And for reference, within the General Fund, training costs have been reduced from \$332,900 in the FY 2020 Adopted Budget down to \$224,000 in the FY 2021 Adopted Budget; a reduction of \$108,900 or 33.3%. Remaining training costs include those which are required to meet professional or other standards.

Capital Projects - As a whole across all funds, Capital Projects costs equal \$20.0 million in FY 2021 when capital transfers are taken into account; a 68.5% increase when compared to the FY 2020 Adopted Budget and mainly due to Measure O and Energy Efficiency (ESCO) projects. However, it must be noted that due to a long-standing and complex past fiscal practice, revenues that support capital projects are received in various Special Revenue funds and then transferred out to the Capital Projects Fund (435) to record actual project expenditures. In FY 2021, transfers out to Capital Projects equal \$9.1 million; leaving an actual capital project expenditure of \$10.9 million in FY 2021. Staff had intended to unwind this practice for FY 2021 as it makes it very difficult to trace project expenditures to their underlying funding source. However due to required and unexpected work relating to COVID-19, it will instead be addressed during FY 2021 for inclusion in the FY 2022 CIP.

BUDGET STRAGIES CONTAINED WITHIN FY 2021 PROPOSAL

The Adopted FY 2021 Operating Budget and CIP include several cost containment strategies. Significant and notable strategies will be discussed below:

General Strategies

- **Reduction of Supplies, Services, and Capital Outlay to Essential Items Only** – As previously noted and detailed, costs in this area have been reduced to essential items only. Items such a travel and training were greatly reduced in all departments and contractual costs were closely examined to determine whether associated services were truly essential and/or could be performed by City personnel instead.
- **Modification of IT Pool Charges to Other Departments** – As an Internal Service, the Information Technology Division charges indirect overhead charges to other City departments monthly so as to support its operations and equitably distribute costs. However, the methodology and amount which departments and the General Fund have been charged has not been examined in several years and has stayed relatively fixed. This resulted in a large buildup of fund balance in Fund 647 as of the fiscal year ending June 30, 2019 (FY 2019). Thus, Council adopted a staff proposed reduction to these charges temporarily by 17.7% or \$250,000 in FY 2021 and reassess the methodology and

charges to departments and General Fund before FY 2022. The IT Fund is still expected to end FY 2021 with sufficient balances to support its operations, but this action will take it down to a more reasonable level. IT Pool Charges though may increase partially again in FY 2022 once a more exhaustive analysis is performed and methodology adjusted.

- **Scaling Back of Capital Projects Especially Those Supported by the CIPR** – Due to potential limited capacity to deliver capital projects, staff examined capital projects supported by all funds and is only proposing those necessary to preserve public safety and health or those necessary to meet the requirements of external funding sources. Additionally, since the CIPR is funded entirely by the General Fund, Council adopted staff's proposal of only \$475,000 in appropriations in FY 2021 to support new projects or add to those already in existence. This is in comparison to \$997,000 of CIPR projects appropriations included in the FY 2020 Adopted Budget. Due to this reduction of CIPR funded projects, Council adopted staff's proposal of no set additional set aside of General Fund reserve in FY 2021 to support to these projects. There is sufficient CIPR balance. However, staff proposes to resume these set asides in FY 2022 so that the CIPR can continue to support critical City infrastructure needs. And lastly, due to an examination of CIPR funded carryover projects that could be closed out or moved to other funding sources, \$753,000 will be returned to the General Fund in FY 2021; helping to reduce the operating deficit down to its current level of \$1.2 million.

Department Specific Strategies

All departments made supplies, services, and capital outlay reductions as noted above, but the following also describes other notable department specific reductions.

- **City Manager's Office** – The City Manager's Office is freezing its vacant Deputy City Manager position through June 30, 2021; thereby resulting in an estimated savings of approximately \$250,000 in FY 2021. Job functions will be distributed to other City staff until the position is filled. Services to the community are not anticipated to be negatively impacted, but such a prolonged freeze of this position could delay certain work plan items within the City Manager's Office in addition to certain administrative functions.

Additionally, since the vacant City Clerk job specification and recruitment are still being developed, staff has included six months of savings (\$95,000) within the Adopted Budget; offset by Acting Pay of \$17,000 to the Deputy City Clerk. This position is shown as a vacancy freeze through December 31, 2020, but should it be filled sooner, staff will return to Council with a budget adjustment.

- **Legal Services** – Reduced contract costs by \$37,500 which will result in a reduction of approximately 169 hours of service from what was budgeted for FY 2020.
- **Finance Department** – The Finance Department is proposed to outsource most business license functions in FY 2021 and repurpose existing staff to oversight of the outsourced contract as well other necessary analytical and special project purposes. ***Per City Council direction provided on June 25, 2020, this proposal has been removed; thereby reducing estimated business license revenue by \$112,500 and estimated contract costs by \$75,000 in the FY 2021 Adopted Budget.***

- **Community Development Department** – The Community Development Department is freezing a vacant Building Official through December 31, 2020 and will cover its duties with a Sr. Building Inspector who has the necessary certifications to operate as City Building Official. This will save the City \$127,000; offset by \$9,000 in Acting Pay to the Sr. Building Inspector. In regard to service impacts, this will mean one less Inspector to clear building permits.

Additionally, the Community Development Department is eliminating a 0.13 FTE Planning Intern (\$5,000), a Contract Code Enforcement Officer (\$60,000), a Contract Building Permit Technician (\$100,000), and a 1.0 FTE Economic Development Intern (\$30,000). This will limit staff capacity in the Building Division and permit issuance will be delayed as well as revenue intake. Code Enforcement cases will accumulate, and responses will slow. And Economic Development will have reduced capacity when there will be a need to help the City in its recovery stage. Additionally, this will result in Planning staff needing to perform their own studies and research, diverting their attention from project processing. Projects will take longer to process.

- **Recreation and Community Services Department** - The Recreation and Community Services Department is freezing the vacant Recreation and Community Service Director position through December 31, 2020 and will cover its duties with a Recreation Service Manager. This will result in a vacancy savings of \$133,000; offset by Acting Pay of \$4,000. The department also has a vacant Recreation Specialist position at a cost of approximately \$108,000 in FY 2021. This position will be frozen for all of FY 2021. This action will reduce or suspend Adult Center Clubs and Groups and suspend Senior Trips until Spring 2021. Additionally, due to ongoing public health orders which limit participant size for Recreation programs and camps, fee based income will be impacted in the first part of FY 2021. Thus, as previously mentioned, the Recreation and Community Services Department will reduce temporary positions by 25.24. With less temporary staff as well as cost reductions in other areas to offset fee losses, staff is anticipating the following service level modifications to the community in FY 2021:

- Online version of Fall Activity Guide – No printing or mailing
- Reduced class offerings for Seniors until late Fall 2020
- Elimination of financial contribution to RYDE program
- No Summer Concerts 2020
- No Bike Valet
- No Park Ambassadors to monitor picnic sites
- No Field Attendants to monitor appropriate field use and permits
- Limited rentals to comply with CDC social distancing guidelines
- No Building Attendants to assist with room set ups or break downs, this will be handled by full-time staff 7 days a week for all rentals through December 2020. Moderate staffing will resume in January 2021
- Reduced office hours to the public for main Recreation and Adult Services offices
 - Front desk staffed by permanent staff through majority of fiscal year
- Limited access to visit museum using online time allotment ticket sales
- Limited school field trips in Spring 2021 with minimal part-time staffing support
- Booking of Ainsley House will move to Campbell Community Center staff to permit

- space when requested
- Reduction of box office hours at Theatre
- Livestream of events only for first three months in Theatre with gradual approach to reopening live events based on crowd size and social distancing within venue.
- Only offering Theatre season of shows that are under contract and were postponed due to COVID-19
- Suspension of Adult Sports Leagues through Winter 2021
- Drop In Fitness and Fitness class reductions through Fall 2020
- Youth sport class reductions through Fall 2020
- Permanent staff used to offset costs to operate fitness center, fitness classes and lifeguards wherever possible
- Swim team postponed until Fall 2020
- Cancellation of Oktoberfest Fun Run 2020
- Modified lap swim usage switching to renting lanes by the hours
- Modified summer camp program for Summer 2020 utilizing 3 FTEs in ratio to operate summer programs
- Permanent staff used as camp specialists for on-site supervision in Summer 2021
- Consolidated pre-school classes
- Reduced class offerings and class sizes for youth enrichment classes through Fall 2020
- Reduced temporary personnel for fitness center and aquatics for a portion of the fiscal year to be backfilled by permanent staff or possible extended closures
- Work experience program for High School students cancelled.

Per City Council direction provided on June 25, 2020, \$24,000 has been added to the Senior Nutrition Program so as to provide 95 meals daily in the FY 2021 Adopted Budget.

- **Police Department** – The Police Department is authorized for 26.5 non-sworn FTEs in FY 2020; all of which are currently filled. The Police Department will have a reduction in force of one (1.0) non-sworn Community Services Officer permanent position in its Records Division (101.603), one (1.0) non-sworn Community Services Officer permanent position in its Field Services Division (101.605), and a 0.20 FTE non-sworn temporary position in its Records Division (101.603) and vacancy freeze of a 0.50 FTE non-sworn temporary position in its Special Enforcement Division (101.604). This will limit community and clerical services in those areas, but also reduce city expenses by approximately \$399,000 in FY 2021. Due to 20-day noticing requirements in the City’s personnel rules and procedures, any layoffs as a result of this action will not be effective until August 1, 2020. Additionally, implementation of this item is subject to a meet and confer with the designated bargaining unit representative.

Additionally, the Police Department is temporarily eliminating its Crossing Guard program in FY 2021 at a cost savings of \$107,000. Historically, the Campbell Police Department has paid for 11 (3.43 FTE) Crossing Guards. In many other jurisdictions in Santa Clara County, the costs associated with Crossing Guards are either shared with the school district or paid entirely by the district. Over the last several years, the City has been in discussions with the Campbell Union School District (CUSD) to help fund these positions and potentially contract out the services. Unfortunately, the school district has not allocated

funds to support this vital safety function. Since the upcoming school year is not yet scheduled based on the COVID-19 pandemic, the 3.43 FTE Crossing Guard positions have been removed from the FY 2021 budget. As the budget is evaluated over the coming months, staff will be coordinating with the District to understand the timing for opening schools and their ability to assist in funding the positions.

- **Public Works** – The following reductions will be made within the Public Works Department:
 - Freezing a 1.0 FTE vacant Assistant Civil Engineer position at a savings of \$177,000. This will result in less capacity complete capital projects.
 - Freezing a 1.0 FTE vacant Building Maintenance Worker position at a savings of \$143,000. This will result in less capacity to complete regular building maintenance and capital projects.
 - Freezing a 1.0 FTE vacant Parks Supervisor at a savings of \$195,000; offset by Acting Pay of \$7,000 to another employee from within the ranks. This will result in less capacity to perform regular park maintenance and provide staff oversight. However, staff also proposed revisiting at the mid-year budget review to evaluate whether the City can identify resources to restore the position at that time.

OTHER SIGNIFICANT CHANGES AND ITEMS OF NOTE SINCE JUNE 9 BUDGET INTRODUCTION

- **Modification of Exhibit B** – In order to increase transparency, staff had previously attached a proportional share of unfunded pension liability costs to each employee within Exhibit B. These costs are still contained within the budget, but have been removed from Exhibit B since they will remain with the City regardless if an employee is remains with the City. Instead, they are now shown within each budget unit at the aggregate level only and a note has been attached to every Exhibit B to state what is included in the compensation costs displayed. Total Compensation costs shown include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits.
- **Vacancy Costs Reduced** – So as to more realistically estimate the cost of vacant positions to be filled and the savings from vacant positions to remain frozen, staff reduce step levels from top step down to either first step or middle step depending on the nature of the position. This resulted in further costs savings in a number of positions.
- **Return of CIPR Carryover Projects to General Fund Balance** – As was shared with Council at the June 16 special meeting, CIPR funded projects are being closed out and remaining funds can be safely returned to the General Fund (GF) undesignated balance. Staff previously indicated that these savings could equal \$846,149, but discovered one error in its calculations and actuals savings will \$752,957.

POTENTIAL REVENUE MEASURES

While the reductions discussed previously as well as use of City reserve funds are not desirable, staff would also like to note that there are three ways to balance a budget: 1) Reduce Costs, 2) Utilize Reserve Funds, and/or 3) Increase Revenues. In regard to the latter and only if given direction by City Council staff would also explore the following revenue measures for the November 2020 ballot or any election cycles thereafter. Each measure would require significant staff time and the likely use of outside ballot measure and polling consultants, but they could also be means to balance the City's budget in FY 2021 and beyond:

- **Utility Users Tax (UUT)** – A UUT could be applied to any and all utility services at whatever rate the City and voters approved and is usually a very stable source of municipal revenue regardless of the economic climate. For example, if applied to gas, electric, telecommunications, and cable television at a 5% rate, staff projects that it could generate \$2.5 to \$3.0 million in new ongoing revenue annually.
- **Increase to Transient Occupancy Tax (TOT) Rate** - If desired, staff recommends using any increased revenue to promote local hotels, tourism, travel, retail, and restaurants citywide.
- **Business License Rate Modernization** – The City's business license rates and ordinances are rather outdated, and a modernization of tax rate structure could increase City revenue and allow more equitable rates based on business type. This item though would take the most amount of staff time to develop a ballot measure and alternate rate methodology.

FEDERAL AID

As mentioned to City Council at the May 22 study session, the HEROS Act, which is currently being debated in the US Congress, includes \$1 trillion to state, local, territorial and tribal government for fiscal relief. This is a contentious bill and if it passes there will likely be a number of modifications, but it does offer some hope that a broader base of COVID-19 related expenditures as well as COVID-19 related revenue losses may be reimbursed in the future. Per a recent letter from Congresswoman Anna Eshoo, the City of Campbell could receive \$21 million from this bill spread over two fiscal years; with \$14 million potentially provided in FY 2021 and \$7 million potentially provided in FY 2022. Staff will continue to keep Council updated on this important piece of legislation as well as related legislation.

FY 2021 MAJOR WORK PLAN ITEMS

Departmental work plan items for the upcoming budget year were presented and discussed with the City Council at study sessions on April 28 and May 22, 2020. Major work plan items, in addition to a list of the on-going responsibilities of each department, can be found within the department program sections of the budget document.

STRATEGIC PLAN AND PERFORMANCE REPORTING

In addition to allocating necessary resources for the provision of ongoing services and work plan activities, the budget serves as the financial plan for accomplishment of the Strategic Plan vision and objectives, which are summarized within the City and Community Information section of the document.

At the beginning of each program budget section, the individual program mission statement and on-going and major work plan items are listed, and the total program budget is detailed by type of expenditure and by line item. Once the major work plan items have been identified, the departments proceed with development of budgetary resources necessary to accomplish the ongoing objectives and annual work plans. Many of the major work plan items are based on meeting Strategic Plan objectives and, therefore, are the link between the Strategic Plan and the annual budget. In FY 2021 though, they also account for capacity limitations as a result of COVID-19 and also the need to adjust operations and dedicate resources elsewhere due to COVID-19.

BASIS OF BUDGETING

The City adopts a budget annually for General, Special Revenue, Capital Projects and Debt Service Funds. This budget is effective July 1 for the ensuing fiscal year. From the effective date of the budget, which is adopted by the City Council and controlled by each department head, the amounts stated therein as Adopted expenditures become appropriations to the various City departments. The City Council may amend the budget by resolution during the fiscal year. The City's financial policies authorize the City Manager to administratively approve budget adjustments within the adopted budget up to \$10,000 or requiring transfers from reserves up to \$5,000 per transaction. Requests for increases in appropriations over these amounts or any adjustments to capital projects require approval by the City Council. Changes in appropriations during the year must be submitted by the City Manager to the City Council for review and approval, and must be accompanied by appropriate fiscal impact analysis. The City Manager is authorized to transfer at the fund level budgeted appropriations, including capital projects, provided no change is made to the total amount provided for any one fund. During the fiscal year, supplemental adjustments to appropriations may be adopted by City Council and will be included in future budget versus actual financial statements.

Annual budgets are adopted on a basis consistent with generally accepted accounting principles. Under encumbrance accounting, purchase orders, contracts and other commitments of the expenditures are recorded in order to reserve that portion of the applicable appropriation. Encumbrance accounting is employed as an extension of the formal budgetary process.

BUDGET AND FINANCIAL AWARDS

For the 27th consecutive year, the City's FY 2020 budget received national recognition by earning the Government Finance Officers Association (GFOA) "Distinguished Budget Award." To receive the Distinguished Budget Presentation Award, a city must publish a budget document that serves as a policy document, a financial plan, a communications device, and an operations guide. We believe the FY 2021 budget conforms to GFOA program requirements. Additionally, FY 2020 is the 22nd year an award of "Excellence in Budgeting" has been received from the California Society of Municipal Finance Officers (CSMFO). Copies of both awards appear in the Budget Reference

Materials section of this document. It also should be noted that the City's Comprehensive Annual Financial Report has also been an award-winning document for excellence in financial reporting at both the State and national levels for many years.

NEXT STEPS

- **September 15**
 - Closeout of FY 2020 Financials and Final Staff Recommendations and Request for Council Authorization to Use Available General Fund Reserves
 - Update on CIP Carryover balances
 - Any clean up budget adjustments necessary in FY 2020

- **Second Council Meeting of Every Month Starting August 18, 2020**
 - Financial Status Update Relating to COVID-19 Impacts
 - Budget adjustments if needed, but no sooner than September 15. However, should current labor discussions result in savings, staff will return to Council sooner to adjust the FY 2021 Budget further.
 - Will also revisit vacant positions and use of temporary positions at mid-year or prior should the economy recover quicker than expected.

CONCLUSION AND ACKNOWLEDGEMENTS

The development of the Adopted Fiscal Year 2020-21 (FY 2021) Operating Budget and 2021-2025 Five-Year Capital Improvement Plan (CIP) was made possible through the knowledge and contribution of the City's employees, input and support from our community, and direction of the City Council. The City has benefitted from a robust economy in recent years; however, an economic slowdown due to COVID-19 has greatly changed the landscape under which the City operates. Consequently, the City will continue to be responsive to changes on the horizon, either related to COVID-19 or otherwise, and continue to prioritize what is important for the community; allocating available resources to those programs and services deemed to be most important while seeking more efficient processes for getting our work done. Our ability to manage scarce resources is a key reason Campbell remains a vibrant and desirable place to live and work.

I wish to thank everyone who participated in the budget process this year including the City Council and members of the Executive Team. Finally, I would like to recognize the Finance Department for their dedication and hard work that went into coordinating, developing, and publishing this budget document.

Respectfully submitted,



Brian Loventhal
City Manager

2020 SIGNIFICANT ACCOMPLISHMENTS

City Manager's Department

Program 501 – City Council:

- Conducted Council Priority Setting Public Workshop
- Adopted a Resolution ratifying the Proclamation of Existence of a Local Emergency
- Adopted an extension of the Resolution continuing the Proclamation of Existence of a Local Emergency

Program 510 – Administration:

- Planned and produced the 2019 State of the City community event
- Coordinated to district-based City Council elections
- Completed analysis of pending State legislation
- Provided coordination and assistance to the Finance Department in the development of the FY 2020-21 Operating and Capital Budget
- Hired a new Police Chief
- Issued a Proclamation of Existence of a Local Emergency – COVID-19
- Activated the EOC/Emergency Operation Plan
- Awarded design contracts for Police and Library Projects
- Amended the Water Tower Lighting and Flag Policies
- Completed the Carpenters Side Letter
- Provided the Rosemary Permit Parking Program update
- Revised requirements for the Neighborhood Association Assistance Grant Program

Program 511 – City Clerk:

- Organized the 2019 Commissioner's Recognition Dinner
- Assisted with coordination for the transition to district-based City Council elections
- Coordinated the process to implement virtual public meetings due to COVID-19

Program 515 – Human Resources:

- Completed 18 permanent position recruitments in accordance with performance measurement outcomes, including Police Chief and Police Captain and began the executive level recruitment for Recreation and Community Services Director
- Started the Request for Qualifications process for City Clerk
- Assisted with completing 14 temporary recruitments including 2 internships and 3 work experience students
- Scheduled and provided CPR/AED training for all City employees

Program 515 – Human Resources Continued:

- Conducted annual open enrollment for all employees and hosted an expanded Health and Benefits Fair
- Conducted successful negotiations with CPOA establishing a new 2-year MOU
- Offered two EAP Employee Workshops
- Conducted benchmark position total compensation salary surveys for affected bargaining units, unrepresented and management employees
- Implemented new EPSL/EFMLEA law/leave, application, process, flow chart,
- Implemented new Emergency Teleworking Policy and Agreement
- Reviewed and approved all telework agreements
- Created New Emergency Responder Policy related to COVID 19
- Provided a Wellness Program event for employees
- Reviewed and processed significant amounts of unemployment claims for over 200 employees affected by COVID-19
- Re-opened contract negotiations with all bargaining groups to reach budget concessions regarding COVID-19

Program 547 – Information Technology:

- Procured and deployed new credit card processing agreement
- Consolidated GIS data and live integration with permit system
- Deployed new City, Police and Recreation website
- Developed a sustainable process for long-term website maintenance
- Procured new phone system
- Deployed internal website
- Deployed full cloud backup of data
- Procured Ransomware backup data
- Deployed new version of Laserfiche system – that provides public access to Laserfiche documents
- Setup Public Records Request system for City Clerk’s office

Recreation & Community Services Department**Program 524 – Administrative Services:**

- Worked with IT to issue an RFP for new Recreation Software and select a vendor

Program 525- Senior Nutrition:

- Collaborated with the Campbell Rotary Club to deliver meals to 40 seniors during the pandemic
- Coordinated volunteers from Campbell CERTS and the Campbell Downtown Support Network to deliver Brown Bag groceries to 30 seniors during pandemic

Program 526 – Adult Services:

- Continued to support the implementation of the Reach Your Destination Easily (RYDE) Program in its third year
- Successfully implemented the Lunar New Year Celebration and intergenerational Holiday Tea event
- Senior Services Supervisor successfully completed a stretch learning assignment as staff liaison to the Civic Improvement Commission

Program 527 – Community Center:

- Updated policies associated with short term rentals of facilities and fields
- Managed organization of rekeying all exterior doors to Community Center campus

Program 528 – Museum:

- Curated new exhibit at the Historical Museum: Connecting a Nation: “The History of the USPS”
- Completed a new visitor video at the Historical Museum on the History of Campbell
- Celebrated the 25th anniversary of holidays at the Ainsley House with a curated holiday exhibit, 10 days of holiday teas, and evening programming

Program 529 – Heritage Theatre:

- Completed preservation and enhancement project of replacing the outdoor marquee sign

Program 531- Sports, Aquatics and Fitness:

- Revised Skatepark membership program and increased program revenue
- Implemented lane reservation for lap swim, generating additional revenue and providing access to community, during the pandemic

Program 532- Preschool, Day Camps and Classes:

- Hired a new Recreation Supervisor for preschool and day camps
- Hired a new Recreation Specialist for Youth Commission and classes

Finance Department

Program 535 - Accounting Services Program:

- Completed hiring process to fill three vacancies in the Finance Department (Accountant, Accounting Clerk II and Office Assistant)
- Selected a new City auditor after a formal RFP and evaluation process
- Implemented new Budget preparation and document software programs
- Coordinated with the City Manager's Office to present two Budget Study Sessions to the City Council for the City's FY 2020-21 Operating and Capital Budget
- Submitted and received the 28th consecutive "Distinguished Budget Award" from the GFOA for the City's FY 2019-20 Operating and Capital Budget document
- Submitted and received the 34th consecutive "Certificate of Achievement for Excellence in Financial Reporting" from the Government Finance Officers Association for the City's FY 2017-18 Comprehensive Annual Financial Report
- Completed the annual audit and the City's Comprehensive Annual Financial Report for FY 2018-19
- Collaborated with the City Manager's Office, Public Work's Department, and the City's external Financial Advisor and Bond Counsel to prepare necessary materials to place Measure O tax rate on the FY 2019-20 tax roll
- Researched and analyzed the feasibility of utilizing a payroll processing service and presented results of study to City Council

Community Development Department

Program 550 – Community Development Administration Program:

- Completed the upgrade to the My Government Online permit tracking software to allow all Planning and Building permit applications to be submitted online

Program 551 – Current Planning Program:

- Prepared and presented 41 Planning Commission staff reports
- Conducted three Planning Commission Study Sessions
- Presented a Parking Analysis Report to the Planning Commission
- Processed 63 Administrative Permits
- Conducted two Planning Commission hearings to consider a Zone Text Amendment for Accessory Dwelling Unit provisions
- Conducted one Planning Commission hearing to consider a Zone Text Amendment for new land use allowances in the C-3 Zone District
- Conducted one Planning Commission hearing to consider a Zone Text Amendment to extend the amortization period for sexually oriented businesses
- Conducted one revocation hearing of a private school's failure to comply with its conditions of approval
- The Planning Commission conducted one hearing to recommend retention of a Historic Resource Inventory property
- Completed participation in the update and analysis of development impact fees
- Prepared 38 City Council staff reports

Program 551 – Current Planning Program Continued:

- Formed a Mills Act ad hoc subcommittee of Historic Preservation Board members to review existing contracts and make recommendations to improve the program

Program 552 – Policy Development Program:

- Coordinated and participated in monthly meetings with the General Plan Advisory Committee (GPAC)
- Completed the Draft General Plan and scheduled a GPAC meeting to review the draft document
- Participated in ten County-wide Planning Collaborative meetings
- Participated in seven Plan Bay Area 2050 meetings

Program 554 – Building Codes Regulation Program:

- Received and accepted 1,507 permit applications
- Issued 1,178 Building Permits
- Performed 9,462 inspections
- Issued 41 Stop Work Orders
- Migrated applications, plan checks, permits and inspections into new permitting system
- Received 366 code enforcement complaints
- Resolved 254 code enforcement complaints
- Total Administrative Citation revenue received - \$64,606

Program 556 – Economic Development Program:

- Executed installation of motorist wayfinding signs
- Negotiated new Council approved Farmers Market operating agreement
- Redesigned Economic Development webpages
- Created and published new Business Concierge brochure
- Created and distributed “Technology in Campbell” marketing information
- Designed and distributed “Open for Business” signs to merchants
- Created and distributed Business Assistance newsletters to businesses
- Provided business retention services to 17 existing businesses
- Assisted 45 businesses through the Concierge program
- Performed business attraction efforts by reaching out to 26 businesses
-

Program 557 – Low-Moderate Income Housing Program:

- Ten homebuyer orientations were held at City Hall, including four online
- One BMR resale occurred (Fierro Loop)
- 49 existing BMR rental units were recertified
- 56 BMR owner units were recertified
- 87 BMR owner units were recertified
- Five vacated rental units were filled with new tenants
- 944 application I.D.’s issued to individuals seeking BMR ownership units
- 561 application I.D.’s issued to individuals seeking BMR rental units

Legal Services Department

Program 560 – Legal Services:

Ordinance Preparations/Revisions:

- Adoption of ordinance establishing Election Districts
- Adoption of ordinance amending Sexually Oriented Business regulations
- Adoption of Camping Ordinance
- Adoption of ordinance regulating Small-Cell Telecommunications Facilities in public right-of-way
- Adoption of ordinance updating Accessory Dwelling Unit regulations
- Adoption of ordinance updating Park Fee regulations
- Completed preparation of Graffiti Ordinance

Litigation:

- Obtained Order vacating status of Campbell Express as a newspaper of general circulation

Land Use:

- Prepared procedures to implement SB 35 streamlining of residential applications
- Review Draft General Plan

COVID-19 Related Tasks:

- Reviewed Resolution Declaring Local Emergency
- Prepared Resolution relaxing enforcement on businesses selling their supplies or related services
- Prepared Resolution providing for conducting businesses outdoors

Other Significant Accomplishments:

- Prepared revisions to RFPs and contract documents for Measure O design professionals
- Assisted in preparation of documents for Measure O Bond Financing ballot measure
- Prepared impartial analysis for Measure O Bond Financing ballot measure
- Reviewed informational mailers for Measure O Bond Financing ballot measure

Public Safety Department

Program 601 – Administration:

- Completed a comprehensive “Year in Review” to highlight crime statistics and programs within the department
 - Sixth straight year of Part 1 crime reduction California POST (Peace Officer Standards and Training) completed an audit of all training and background checks. The audit revealed we were 100% in compliance with our POST training and how we conduct background checks
- Implemented new training tracking software to assist with tracking state and legislative mandates regarding officer and employee training
- Went live with online system for PD permits
- A new Chief of Police was appointed, one Captain, four Agents, and one Sergeant were promoted
- Coordinated the response to COVID-19 with PD

Program 602 – Communications and Program 603 – Records:

- Hired a new Support Services Manager to oversee the Communications and Records Divisions
- Went live with the Silicon Valley Regional Interoperability Authority radio project
- Switched over to Alert SCC for community emergency messaging
- Hired and trained two new Public Safety Dispatchers
- Switched Communications to a 12-hour shift which drastically reduced overtime
- Upgraded our communications room with an Uninterrupted Power Source (UPS) to avoid power surges
- Implemented accident report software making non-injury accident reports available online to citizens
- Hired and trained two new Police Records Specialists
- Purged old police reports and records resulting in a savings of over \$80,000 in contract work
- Hired and trained a new Property & Evidence Specialist
- Created a new secure storage area for bikes and found property

Program 604 – Special Enforcement:

- Implemented new Axon 3 body cameras
- Purchased two mobile crash barriers and five bollards with grant funds
- Drafted the Pandemic Annex to the Emergency Operations Plan
- Investigated several high-profile cases, including:
 - Two attempted homicides (one gang-related)
 - Armed robbery with stolen rifles and handguns that occurred at John D. Morgan Park
 - Amazon delivery truck armed robbery
 - Multi-jurisdiction convenience store armed robberies where Campbell PD solved the cases
 - Child sexual assault and child pornography case
 - Arson involving high dollar loses that has turned into a money-laundering investigation with the FBI
 - Arson that was used to cover up a homicide in another county
 - Serial peeping tom case involving multiple victims throughout the area
 - Assault weapon manufacturing case involving a felon
 - Dismantled and arrested all involved in a COVID-19 serial commercial burglary ring

Program 605 – Field Services:

- Staffing
 - Hired new Police Officers to fill vacancies
 - Hired one Public Safety Assistant to fill a vacancy
 - Hired one Community Services Officer to fill a vacancy
- Implemented new K-9 Program with K-9 “Lucas”
- SWAT Operations – Eight activations of our SWAT Team to apprehend armed suspects/execute search warrants. All incidents involved suspects who committed crimes with firearms or attempted murders involving suspected gang members. Three of the incidents involved suspects who were known to be armed with assault rifles
- Training
 - All sworn personnel attended a procedural justice course
 - All sworn personnel attended a reoccurring training course on mental health/de-escalation techniques instructed by Santa Clara County Behavior Health

Public Works Department

Program 701 – Administration:

- Initiated planning and implementation of SB 1383 in conjunction with West Valley Solid Waste Joint Powers Authority (JPA)
- Implemented new funding model for the West Valley Clean Water Program JPA
- Measure O project manager successfully hired
- Established a preliminary work plan, budget strategy, and schedule for Measure O projects
- Hired design consultants for the Police Building and Library projects (Measure O)
- Completed topographic survey of the Civic Center Complex
- Conducted the initial phase of the hazardous materials testing for the Library building

Program 720 – Transportation Engineering:

- Managed the Citywide Quinquennial Speed Survey Study
- Completed the design of the Railway Avenue and Kennedy Avenue Radar Sign Installations Project
- Completed the neighborhood outreach process and design of the Traffic Calming on East Campbell Avenue east of Bascom Avenue
- Completed the design of the Hamilton Avenue/Winchester Boulevard Signal Pole Replacement Project
- Completed the construction of the Citywide Integrated Traffic System Enhancement Project
- Completed the construction of the Dell Avenue Bike Lanes Project

Program 730 – Engineering:

- Awarded the construction contract and began construction for the Annual Street Maintenance - Winchester Boulevard Resurfacing project
- Completed construction of the Harriet Avenue Traffic Calming project
- Completed construction of the Eden Avenue Sidewalk project
- Completed items related to Small Cell Wireless Communications Facilities in the Public Right-of-Way: Municipal Code Text Amendment, Fee Schedule, Permitting Guidelines, Design Guidelines, and Template Master License Agreement

Program 740 – Land Development/Environmental Programs:

- Completed the City's Green Stormwater Infrastructure (GSI) Plan
- Completed the Park In-Lieu Study with updated fees adopted by the City Council
- New On-lone Permitting System (MGO) configured and implemented
- Completed RFP and consultant selection process for the E. Campbell Avenue Plan Line Project

Program 745 – Maintenance Administration:

- Managed Essential Infrastructure Maintenance operations through the COVID-19 closure and re-opening
- Assisted in the execution of an agreement for citywide ESCO Projects
- Managed emergency work contracts for Campbell PD Communications and electricity

Program 750 – Vehicle Maintenance:

- Completed the acquisition and outfitting of all approved vehicle and equipment purchases

Program 760 – Street Maintenance:

- Completed the annual maintenance improvement projects in two maintenance zones - for sidewalk and curb and gutter repair
- Completed installation of 12 full capture devices for storm drain inlets
- Completed third phase of City sign replacement program to meet Federal Regulations

Program 770 – Signals and Lighting Maintenance:

- Assisted with the installation of a new HAWK signal at Harriet and McCoy (design program, install equipment in the cabinet and inspect)
- Changed out 150 low-pressure sodium streetlight fixtures to LED
- Added 3 intersections to the ATMS system
- Installed and removed holiday decorations

Program 775 – Park Maintenance:

- Completed multiple Volunteer Projects - including the median island renovation at Harrison Avenue and Civic Center Drive
- Completed preventive maintenance - tree pruning for two maintenance zones
- Completed plan reviews for park CIP's

Program 780 – Building Maintenance:

- Completed installation of new uninterrupted power supply and surge protection upgrade for Police Department
- Completed lead abatement project at Campbell Community Center - L & M Wings
- Completed installation of new 60 mil TPO membrane roof at the Sunnyoaks Fire Station
- Completed required ADA work at Campbell Community Center stadium/track

FINANCIAL POLICIES

Revenue Policies: The development and maintenance of balanced and reliable revenue streams will be the primary revenue objective of the City. Efforts will be directed to optimize existing revenue sources while periodically reviewing potential new revenue sources. The need to promote a healthy business climate is recognized as one method to maximize existing revenue sources. Revenue estimates will be prepared on an annual basis during the preparation of the budget and major revenue categories will be projected on a five-year basis. Revenues will be estimated conservatively using accepted standards and estimates provided by the State and other governmental agencies. Alternative revenue sources will be periodically evaluated to determine their applicability to meet identified City needs.

Sources of revenue will be evaluated and modified as necessary to assure a diversified and growing revenue base that improves the City's ability to handle fluctuations in individual sources. Revenues from "one-time" or limited duration revenue sources will not be used for ongoing operating expenses. Fees and charges for services will be evaluated and, if necessary, adjusted annually to assure that they generate sufficient revenues to meet service delivery costs. The City will establish user charges at a level generally related to the full cost (operating, direct, indirect, and capital costs) of providing the service, unless Council determines that a subsidy from the General Fund is in the public interest. The City will also consider market rates and charges levied by other municipalities of similar size for like services in establishing rates, fees, and charges. Enterprise and Internal Service Funds will be self-supporting.

Expenditure and Budget Policies: Major expenditure categories will be projected on a five-year basis. The "Proposition 4" expenditure limit will be calculated on an annual basis prior to the adoption of the budget and will be projected for an additional two years. The City will operate on a current funding basis. Expenditures will be budgeted and controlled so as not to exceed current revenues plus the planned use of any accumulated fund balances. The City will take corrective action at mid-year when expenditure and revenue projections are such that an operating deficit is projected at fiscal year-end. Corrective action may include the use of contingency reserves. The City will establish a purchasing policy that specifies the thresholds and scope of purchasing authorizations required.

Annual budgeted operating expenditures shall not exceed annual operating revenues, including budgeted use of reserves. At least one budget study session will be held annually prior to the introduction of the budget to the City Council. The City Manager shall prepare and submit to the City Council annually a proposed operating and capital budget by June 1st of each year, and the budget will be adopted by June 30th of each year. A mid-year budget status report will be presented to the City Council no later than February of each year. Budget adjustments within the adopted budget of less than \$10,000, or requiring a transfer from reserves of less than \$5,000, may be approved by the City Manager; otherwise, City Council approval is required. The City Manager is authorized to transfer at the fund level budgeted appropriations, including capital projects, provided no change is made to the total amount provided for any one fund.

FINANCIAL POLICIES

Budget status reports are prepared monthly and distributed to all departments. Because the budget is based on estimates, from time to time, it is necessary to make adjustments to fine-tune the line-items within it. Various levels of administrative control are utilized to maintain the budget's integrity. Program managers are accountable for the line-item level of control of their individual program budgets. Department heads are accountable for the fund level of control for funds within their departments. Finance oversees the general level of accountability related to budgetary integrity through systems checks and balances and various internal controls.

Reserve Policies: The City's financial policies mandate the levels at which reserves shall be maintained. The **General Fund Emergency Reserve** shall be maintained at a level of 10% of General Fund revenues and used only in case of dire need as a result of physical or financial emergencies as determined by the City Council.

The **General Fund Operating Reserve** shall be maintained at a level of \$1 million. This reserve may be used to meet necessary, but unbudgeted, expenditures during the fiscal year, including mid-year budget adjustments, and/or to cover minor unanticipated revenue shortfalls. Funds drawn from this reserve during the year shall be replenished with the adoption of the ensuing fiscal year budget.

An **Economic Fluctuations Reserve** shall be maintained, with a target of two months (16.67%) of General Fund operating expenditures, to provide budget stabilization during an economic downturn that could otherwise result in significant reductions in service levels and/or organizational staffing. This reserve shall not be less than \$2 million. However, if the reserve balance falls below \$4 million, or the City's five-year financial projections indicate the reserve will fall below this minimum requirement at any time during this period, City staff shall present to Council, by the following year's budget adoption, a plan to return to the target amount within five years.

A Capital Improvement Program Reserve shall be maintained at a level to cover unbudgeted capital improvement costs, to fund future capital and infrastructure improvements, and to fund anticipated one-time expenditures in the operating budget. This reserve shall be targeted at \$5 million, including an annual funding target of \$1.5 million specifically for infrastructure needs. Any unappropriated General Fund surplus, not needed to fund other reserves at fiscal year-end, shall be applied to this reserve.

A reserve shall be maintained sufficient to cover 50% of **outstanding compensated absences**.

Reserves for the replacement of **Motor Pool and Information Technology Pool** assets shall be evaluated annually and maintained at sufficient levels to provide for the replacement of approximately 50% of the equipment based on accumulated depreciation and estimated replacement costs. The **Workers' Compensation Self-Insurance Reserve** will be maintained at a level deemed adequate to meet projected liabilities as determined by an actuarial evaluation to be conducted at least once every two years.

The **General Liability Insurance Reserve** will be maintained at a level deemed adequate to meet projected liabilities. This level may be determined by an actuarial evaluation or derived from estimates provided by the City's third party risk pool provider, subject to a minimum level

FINANCIAL POLICIES

equal to 100% of the self-insured retention (SIR). Other reserves required by law, contractual obligation or Generally Accepted Accounting Principles (GAAP) shall be provided for. Lastly, the City Manager may, at his/her discretion, establish additional reserves and/or recommend annual reserve fund replenishments, deemed necessary and prudent to ensure the fiscal health of the City, subject to City Council approval.

Capital Improvement Policies: A five-year Capital Improvement Plan shall be approved on an annual basis with first year projects adopted in conjunction with the operating budget. Sufficient financial commitment will be made to preserving the City's investment in its public facilities (buildings, streets, parks, equipment, etc.) to assure preservation of these assets. The ongoing maintenance and operating costs of any proposed capital improvements will be evaluated prior to the approval of any capital improvement project. Equipment replacement and maintenance shall be projected and funded throughout its useful life. The annual capital improvement budget shall only include those projects which funding source is reasonably assured and can be started within the fiscal year indicated.

The capitalization threshold used in determining if a given piece of equipment qualifies for capitalization is \$5,000 per item with a useful life of greater than two years. Groups of items with individual values of less than \$5,000 each will not be capitalized unless the items are purchased by an internal service fund and are anticipated to be replaced in the aggregate. Adequate insurance will be maintained on all capital assets. A periodic replacement cost evaluation will be performed to ensure that coverage limits are reasonable. The capitalization threshold used in determining if an improvement, building or other asset acquisition for infrastructure qualifies for capitalization is \$100,000 with a useful life of greater than two years.

Cash Management Policies: The City's administrative procedure governing investments shall be updated and approved by the City Council annually. Investments will be made in accordance with the separately adopted investment policy. A complete report on the City's investment portfolio shall be presented to the City Council monthly. A cash flow analysis for all funds shall be prepared monthly. The City shall periodically conduct a bid process for the provision of banking services. The City will invest all funds based on the following criteria: 1) safety of invested funds; 2) maintenance of sufficient liquidity to meet cash flow needs; and, 3) attainment of the maximum yield possible consistent with the above priorities.

The City will seek local, state and federal grant funding opportunities to secure funding for both operating and capital projects. Any grants provided to other agencies/organizations by the City will contain sufficient control elements to ensure their consistent use within specified guidelines and requirements. Management is responsible for the detection and prevention of fraud, misappropriations, and other inappropriate conduct. The City will establish a fraud policy that will aid in the detection and prevention of fraud as it applies to cash management as well as any impropriety in the handling of other financial transactions.

FINANCIAL POLICIES

Accounting Policies: The City's financial records will be audited annually by a reputable independent certified public accounting firm. An annual financial report shall be prepared each year within six (6) months of the close of the previous fiscal year and reviewed with the City Council Finance Committee and the City Council consistent with the requirements of Statement on Auditing Standards 114 and 115.

Operating budget revenue and expenditure status reports will be prepared monthly and distributed to all department directors so that they may effectively and continuously evaluate their financial performance in a timely manner.

The auditor's annual Written Communication on Internal Control Structure will be reviewed with the City Council Finance Committee by the audit firm for a recommendation to the City Council consistent with the requirements of Statement on Auditing Standards 115. Financial records and reporting will be maintained in accordance with Generally Accepted Accounting Principles (GAAP) and the requirements of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (G.F.O.A.). Full and continuing disclosure will be provided in annual financial statements and in bond representations. The City shall attempt to keep accounting records in such a manner to receive an unqualified audit opinion and to qualify for a Certificate of Achievement for Excellence in Financial Reporting from G.F.O.A.

The City will solicit an RFP for audit services no less frequently than every five (5) years. Additionally, an audit firm may be retained for a maximum of two (2) consecutive five-year terms. The Council Finance Committee, City Manager, and Finance Director will review the qualifications of prospective firms and make a recommendation to the City Council.

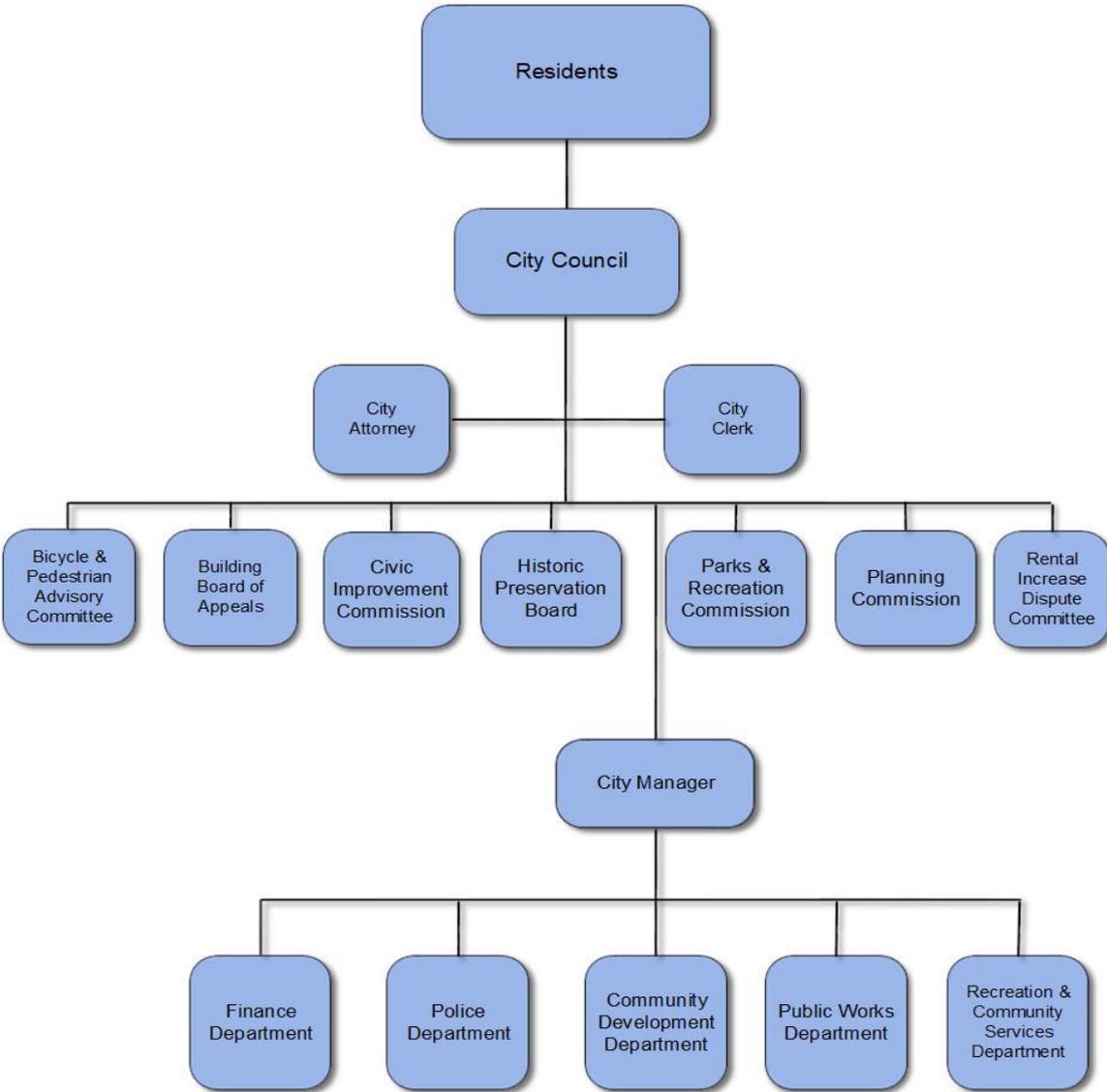
Debt Management Policies: Debt management can be of particular interest to readers of budget documents. A numerical presentation related to the City's debt service obligations consisting of special assessment debt, certificates of participation and tax allocation bonds may be found in the financial summaries section of the budget.

The City will restrict long-term borrowing to the funding of capital improvement projects and equipment. The term of debt shall not exceed the expected useful life of the capital improvement project or equipment. General obligation debt will not exceed 3.75% of the City's assessed value in accordance with State law. Where possible, the City will use special assessment, revenue, or other self-funding debt instead of general obligation bonds.

The City will maintain good communications with bond rating agencies about its financial condition. The City will use refunding techniques where appropriate to allow for the restructuring of its current outstanding debt to remove or change restrictive covenants, and/or to reduce annual debt service in an amount sufficient to justify the costs of refunding/re-issuance. The City may use short-term debt to cover temporary or emergency cash flow shortages. All such short-term borrowing will be subject to Council approval.

The City may issue inter-fund loans in lieu of outside debt instruments to meet short-term cash flow needs. Loans will be permitted only if excess funds are available. The prevailing interest rate on such loans will be established by the Finance Director. All terms of such loan including, but not limited to, the principal amount, interest rate and duration will be subject to Council approval and must be documented by Memorandum.

General Organization 2020 - 2021



CITY OFFICIALS

City Council

Mayor – Susan M. Landry

Vice Mayor – Liz Gibbons

Councilmember – Rich Waterman

Councilmember – Paul Resnikoff

Councilmember – Anne Bybee

Note: Mayor serves an annual term from December to December. Names and positions are as of July 1, 2020

City Administrative Staff

City Manager – Brian Loventhal

Deputy City Manager – Vacant

Acting City Clerk – Andrea Sanders

City Attorney – William Seligmann

Community Development Director – Paul Kermoyan

Finance Director – Will Fuentes

Human Resources Manager – Jill Lopez

Information Technology Manager – Cecil Lawson

Police Chief – Gary Berg

Public Works Director – Todd Capurso

Acting Recreation & Community Services Director – Natasha Bissell

Community Vision

Campbell will remain a friendly community and develop a stronger sense of identity, characterized by the active involvement of its citizens and businesses in all aspects of community life.

It will be a safer, more well-balanced small town with connected neighborhoods set in an attractive and comfortable environment.

Campbell City government will be increasingly fiscally self-reliant, provide more effective basic municipal services and foster regional cooperation and local partnerships.

Community Goals

To have a safe, clean, comfortable and healthy environment.

To be a physically connected and involved community with a strong sense of identity.

To have attractive residential neighborhoods and business districts.

To retain a friendly, small-town atmosphere.

To maintain a fiscally self-reliant City government with effective basic municipal services.

Mission Statement

The City of Campbell's mission is to maintain a safe and pleasant environment by providing effective governance and the efficient delivery of public services.

In the process of providing representative local government, the City identifies and anticipates concerns, problems and opportunities, and takes actions to address them. The City government also provides a catalyst for the involvement of residents, businesses and organizations in the development and maintenance of the community.

The City's role is to delivery critical public services in an efficient, professional and timely manner.

The City is responsible for the preservation of the community's physical and aesthetic assets, and for the efficient management and equitable allocation of community fiscal resources.

Essential to accomplishing the objectives outlines above is the active involvement of citizens serving as elected Councilmembers, advisory commissioners, and on citizen committees and task forces. In addition, the selection, training, motivation and retention of highly qualified employees is critical to the City's success.

CAMPBELL STATEMENT OF VALUES

Preamble:

To promote and foster the highest degree of public trust, the Campbell City Council has adopted a Statement of Values reflecting the core beliefs of the community. These key values are deeply held beliefs that influence a person's attitude, actions and decisions. Values, in turn, form the basis for ethical decisions. Ethics are standards or principles for how we treat one another.

The Campbell Statement of Values expresses the standards for the highest integrity and ethical conduct expected for elected officials, appointed commissioners and board members, executive staff and candidates for local office. These individuals have the responsibility to assure that they understand and follow, in every respect, the ethical standards so that the public can continue to have full confidence in its officials, candidates, and the democratic process. Ethical behavior requires a commitment to live by the values expressed below.

This Statement of Values is expected to be a "living" document and reviewed or updated periodically; initially in February 2007 and in February of odd-numbered years thereafter.

Community

As I serve Campbell:

- I value the importance of building and preserving community in Campbell
- I am a steward for the community's economy, environment, culture and safety
- I am engaged and responsive when serving the community; the needs and concerns of all residents are important to me
- I take into consideration the long-term financial needs of the City while also balancing Campbell's identity as a small town with connected neighborhoods

Honesty

As I serve Campbell:

- My words and deeds will be based on truthfulness
- I will conduct myself with the highest degree of sincerity
- I will not knowingly use inaccurate information nor omit relevant information to support my positions or views
- I take responsibility for my actions and do not leave false impressions

Civility

As I serve Campbell:

- I treat everyone the way I want to be treated, with respect and dignity
- I practice patience, courtesy, and civility in all interactions
- I understand differences of opinion and policy disagreements are part of the democratic process; I respect the opinions of those with whom I differ
- I support effective two-way communication by listening carefully, asking questions and determining an appropriate response

Equality

As I serve Campbell:

- I value everyone's opinion and listen to all sides
- I encourage public input as well as equal access and treatment for all
- I am impartial and make decisions based on the merits of the issue

Teamwork

As I serve Campbell:

- I will actively participate in a positive and constructive manner
- I encourage and support collaboration and strive for consensus building
- I value diversity and seek divergent viewpoints from people of all backgrounds
- I am approachable and open-minded
- I understand that my position may not always prevail but that I support the democratic process and the decisions resulting from it

Accountability

As I serve Campbell:

- I hold myself accountable to the highest ethical standards
- I take responsibility for my conduct and am willing to explain my actions and decisions
- I recognize that the responsibility for making decisions about the use of public resources is a public trust

As a representative of, or candidate for an office in, the City of Campbell, I agree to uphold the Campbell Statement of Values adopted by the City Council. I affirm that I have read, understood and will conduct myself in accordance with the City of Campbell's Statement of Values.

Adopted by the Campbell City Council on March 21, 2006

Updated February 17, 2009, Resolution #10998

Council reviewed / reaffirmed in February 2011, 2013, 2015, 2017 & 2019

CAMPBELL STRATEGIC PLAN ELEMENTS & OBJECTIVES

1.0 Land Use

- 1.1. A Balanced small town.
- 1.2. Land-Use patterns that minimize conflicts.
- 1.3. Availability of a range of housing types.
- 1.4. Identifiable City boundaries.
- 1.5. An attractive community with an enhanced image.
- 1.6. Interconnected neighborhoods and community resources.
- 1.7. An economically diverse and viable community.
- 1.8. A vibrant downtown that serves as the focal point of the community.

2.0 Financial Health

- 2.1. Up-to-date, effective financial management.
- 2.2. A diversified and reliable revenue base.
- 2.3. Effective City services at appropriate service levels, using resources in the most cost efficient manner.

3.0 Transportation

- 3.1. Safe residential neighborhoods.
- 3.2. Economically viable shopping areas.
- 3.3. Streets that safely and comfortably accommodate pedestrians and bicycles.
- 3.4. Streets that are safe, clean and well maintained.
- 3.5. Regional improvements that meet the transportation needs of Campbell residents and businesses.
- 3.6. Streets that serve the needs of adjacent land uses.
- 3.7. Streets that operate efficiently and effectively.
- 3.8. Local serving streets that reflect a "small-town" atmosphere.

4.0 Public Safety

- 4.1. An improved feeling of safety within the community.
- 4.2. Reduced crime and calls for service.
- 4.3. An effective working relationship with other governmental and social agencies that enables the City to attack the causes of crime.
- 4.4. A reduced number of traffic accidents and associated injuries.
- 4.5. An effective emergency preparedness program.

5.0 Community Services / Recreation

- 5.1. Leisure services that enhance community health and opportunities for interaction.
- 5.2. Enhanced recreational opportunities for Campbell residents.
- 5.3. Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.
- 5.4. Information and referral services that locate programs and services not directly provided by the City.
- 5.5. Effective working relationships with local schools and service organizations that enable us to address the needs of at-risk youth.
- 5.6. Increased financial self-reliance of the City's Recreation and Community Services Department to support programs and services.
- 5.7. Enhanced community spirit, pride, activities and interaction among Campbell citizens and partnerships with local community groups, service organizations, agencies and private parties to assume co-sponsorship of community spirit events and activities.

CAMPBELL STRATEGIC PLAN ELEMENTS & OBJECTIVES

6.0 Open Space/Cultural/Historical

- 6.1. Sufficient open space to meet the needs of the community and partnerships with schools and other special districts for public use of open space lands.
- 6.2. Additional open space in each of the areas identified as deficient in the open space element of the City's General Plan.
- 6.3. A balance of active and passive uses for the City's open space areas.
- 6.4. Sufficient locally originated historic and cultural activities/opportunities in the community.

7.0 Environmental Programs

- 7.1. Extend life of landfill space through increased recycling and conservation efforts.
- 7.2. Programs to prevent illegal disposal of hazardous waste materials.
- 7.3. Participation in water quality protection programs and water conservation efforts.
- 7.4. Participation in local and regional efforts to improve air quality through traffic congestion management.

8.0 Community Participation

- 8.1. A community where residents and business are well informed about community issues and programs.
- 8.2. Clear and effective communication between the City organization and the Campbell Community.
- 8.3. Participation of residents and businesses in City government activities.



Adopted 11/94
Updated 3/99

COMMISSION, COMMITTEES, AND ADVISORY BOARDS

Planning Commission

Michael Krey, Chairperson
Maggie Ostrowski, Vice Chairperson
Adam Buchbinder
Stuart Ching
Nicholas Colvill
Terrence Hines
Andrew Rivilin

Parks and Recreation Commission

Traci Mitchell, Chairperson
Robert Fidrych Jr., Vice Chairperson
Sherrie Doherty
Liraz Abraham
Allen Ishibashi
Frank Beitz
Sharon Teeter

Civic Improvement Commission

Carol Hoffman, Chairperson
William Kaufman, Vice Chairperson
Amy Carpenter
Davis Fields
Viral Khajuria
Anne Souza
Maryanne Yoshikawa

Building Board of Appeal

Bruno Marcelic
Jim Morelan
Jay Perrine
Kevin Salazar
Todd Zeman

Historical Preservation Board

D. Michael Foulkes, Chairperson
Yvonne Kendall, Vice Chairperson
Laura Taylor Moore
Todd Walter
Susan Blake

Rental Fact Finding Committee

Jennifer Dooley
William Pierce

Bicycle/Pedestrian Committee

Carmen Lynaugh, Chairperson
Davis Sausjord, Vice Chairperson
Paul Tuttle
Laura Smith
Barton Smith

Note: Names and Positions as of July 1, 2020

COUNCIL COMMITTEE RESPONSIBILITIES

MAYOR LANDRY:

City Atty. Performance/Comp. Subcommittee
City Clerk Performance/Comp. Subcommittee
City Mgr. Performance/Comp. Subcommittee
Economic Development Subcommittee
Recycling and Waste Reduction Commission of SCC *
Santa Clara Valley Water District: County Water Commission
West Valley Mayors and Managers

Cities Association of Santa Clara County Representative, (Alt.)
Cities Association Selection Committee & Legislative Action Committee (Alt.)
Friends of the Heritage Theater Liaison (Alt.)
SCC CDBG Program Committee** (Alt.)
Silicon Valley Clean Energy JPA (Alt.)
Valley Transportation Authority Policy Advisory Committee (Alt.)
West Valley Clean Water JPA (Alt.)
West Valley Sanitation District Board (Alt.)
West Valley Solid Waste Authority JPA (Alt.)

VICE MAYOR GIBBONS:

Association of Bay Area Governments
Association of Bay Area Governments Executive Committee**
Campbell Historical Museum & Ainsley House Foundation Liaison
Cities Association Selection Committee & Legislative Action Committee
Comprehensive County Expressway Planning Study Policy Advisory Board**
Education Subcommittee
Legislative Subcommittee
Silicon Valley Clean Energy JPA (SVCEC)
SVCEC Executive Committee**
SVCEC Finance and Audit Subcommittee**
SCC CDBG Program Committee**

County Library District JPA Board of Directors (Alt.)
SCC Emergency Operations Commission (Alt.)**
West Valley Mayors and Managers (Alt.)

COUNCIL COMMITTEE RESPONSIBILITIES

COUNCILMEMBER BYBEE:

City Atty. Performance/Comp. Subcommittee
City Clerk Performance/Comp. Subcommittee
City Mgr. Performance/Comp. Subcommittee
Downtown Subcommittee
Finance Subcommittee
Friends of the Heritage Theater Liaison
Legislative Subcommittee
Valley Transportation Authority Policy Advisory Committee

Association of Bay Area Governments (Alt.)
Campbell Historical Museum & Ainsley House Foundation Liaison (Alt.)
Comprehensive County Expressway Planning Study Policy Advisory Board**(Alt.)
Santa Clara Valley Water District: County Water Commission (Alt.)
State Route (SR) 85 Corridor Policy Advisory (Alt.)

COUNCILMEMBER RESNIKOFF:

Advisory Commissioner Appointment Interview Subcommittee
Cities Association of Santa Clara County Representative,
Education Subcommittee
West Valley Clean Water JPA
West Valley Sanitation District
West Valley Solid Waste Authority JPA

Downtown Subcommittee (Alt.)
Recycling and Waste Reduction Commission of SCC** (Alt.)
Silicon Valley Animal Control Authority Board (SVACA)(Alt.)

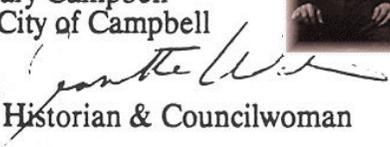
COUNCILMEMBER WATERMAN:

Advisory Commissioner Appointment Interview Subcommittee
County Library District JPA Board of Directors
Economic Development Subcommittee
Finance Subcommittee
Silicon Valley Animal Control Authority Board (SVACA)

**appointed by other agencies



TO: Benjamin and Mary Campbell
Founders of the City of Campbell

FROM: Jeanette Watson 
Unofficial Town Historian & Councilwoman



SUBJECT: ***CAMPBELL'S HERITAGE FROM 1846 TO TODAY***

Although we never met, I feel as though I know so much about you. Mr. Campbell, I know that your ancestors came from Scotland and were quite frugal. I want you to know that we who lead the City today are thrifty, too, as the enclosed budget document will show. We can't do all that we should for our citizens. The State and Feds empty our pockets from time to time. I guess you must have felt frustrated when you were having your troubles trying to establish a clear title to your property in the 1850's and 60's. Everybody wanted your money -- and your land -- from squatters to the government. I'm glad you finally got title to it in May, 1870.

Mr. Campbell, I know that in the pioneering days of 1846, you walked most of the way from Missouri to what would become the State of California. You were not the oldest son so you didn't get to do some of the fun things your older brother did; but, you had a great time, and when you saw our valley, you knew it would be your home forever. Things haven't changed much. We aren't the biggest city or even close. We are the best, however, and those of us who have learned how great Campbell is haven't left. Our valley still has its peaceful hills that seem blue in the early morning. Ocean breezes still bring their cooling fog. Sunlight dances in our hair on most days.

Mr. and Mrs. Campbell, you learned that the soil here is exactly right for fruit trees, so orchards flourished everywhere. The orchards are gone now, but because of the wonderful climate and job opportunities, there are 38,000 people who live here. When our City officially incorporated in March, 1952, the City fathers used the motto "Campbell, the Orchard City" on the City seal. Our heritage of orchards and canneries which provided work for so many people lives in our hearts and minds.

I have to admit one thing that we failed to do, however. You established your town in 1888 according to your beliefs: that of a prohibitionist. Well, I'm sorry to say your town has various establishments that carry you - know - what; but, we have a wonderful program for our kids called DARE which is encouraging them to resist the temptation of drugs and alcohol.

You'd be happy to know that we've had women on our City Council since 1985. It took thirty-three years to accomplish that feat. I'm sure that surprises you because there were three

women on the first "town-council" which was established in 1892 at an Old Settler's Day celebration. However, the town wasn't incorporated so it didn't count. In 1888, when you recorded your first subdivision, you hoped it would be an incorporated city someday, but the earliest attempt in 1906 failed. However, your celebration continues and is the second oldest public celebration in the State; and, we're a city besides!

When you helped establish the first water company, the bank, and the Board of Trade, I wonder if you ever realized how your town would grow and develop. This note is just to thank you for giving us a good example to follow. In your town, you knew everyone. I don't know everyone, but as Will Rogers said, "I never met a stranger."

Your faithful servant, JMW

Note:

Ms. Jeanette Watson retired from the City Council in December 2006 after serving the City for more than twenty years.



Major Employers

(100 or More Employees - Listed Alphabetically)

<u>Company Name</u>	<u>Industry</u>	<u>Number of Employees</u>
Adorno Construction, Inc.	Construction	130
Andro's Rostilj LLC.	Restaurant	210
Barracuda Networks, Inc.	Manufacturing	315
Bioreference Laboratories, Inc.	Medical Lab	170
Chargepoint, Inc.	Service	1,029
Children's Recovery Center	Hospital	140
City of Campbell	Government	174
Dialog Semiconductor Inc	Technology	123
Family Matters In-Home Care	Services	210
Friend Finder Networks, Inc.	Service	200
Groupware Technology	Services	131
Internal Drive	Technology	131
James Nicholson Enterprises	Services	127
Home Depot	Retail	230
Kohl's	Retail	112
Luna Mexican Kitchen	Restaurant	110
Merrill Gardens at Campbell	Hospitality	147
Moss Adams	Service	120
Net Polarity, Inc.	Service	149
Pacific Netsoft, Inc.	Service	219
Saama Technologies	Manufacturing	180
Safeway (Two Locations)	Retail / Grocery / Service Station	233
Sage	Veterinarian Facility	143
TACPRO	Research and Development	148
The Right Stuff Health Club	Fitness	120
Trader Joe's	Retail / Grocery	113
Whole Foods	Retail / Grocery	150

Principal Property Taxpayers

(Listed Alphabetically)

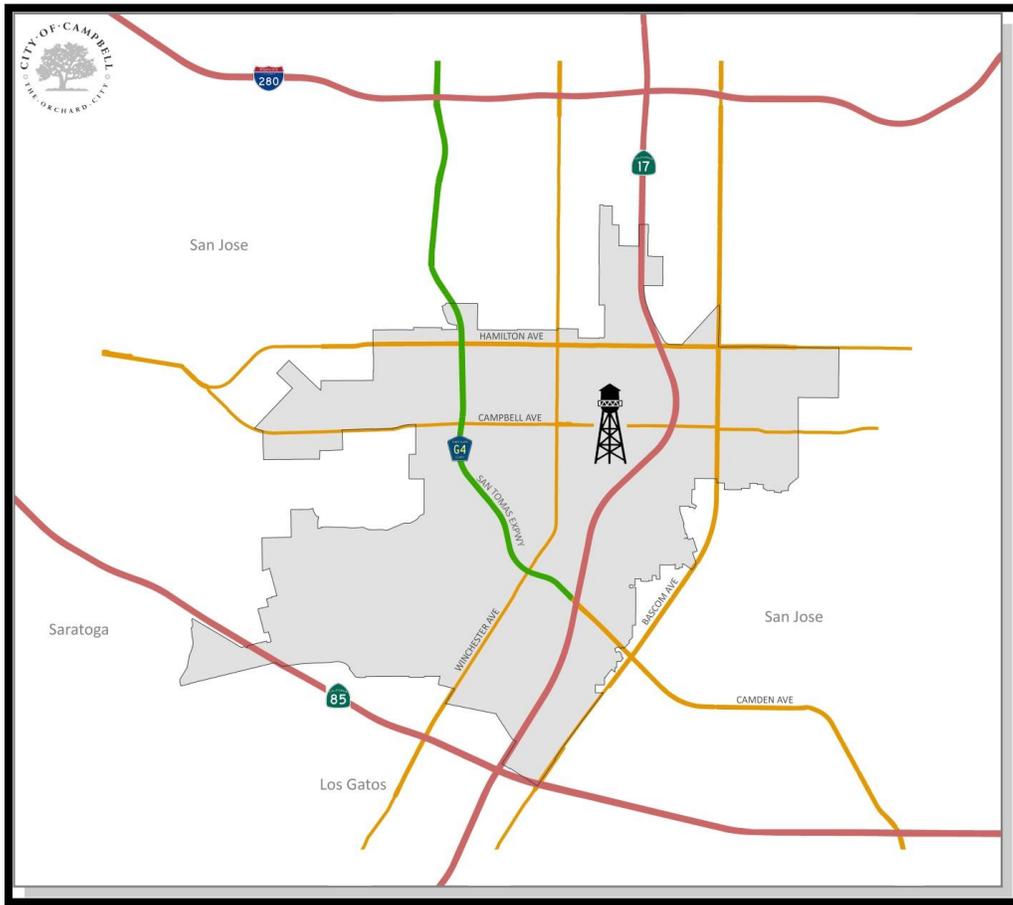
675 Creekside Owner LLC
AG-SW Hamilton Plaza Owner LP
Parc Residences LLC
Pruneyard Office Investors LLC
Pruneyard Regency LLC
Railway Campbell LLC
Raintree Campbell LLC
Revres LLC
SHI-III Campbell LP

Top 25 Sales Tax Producers

(Listed Alphabetically)

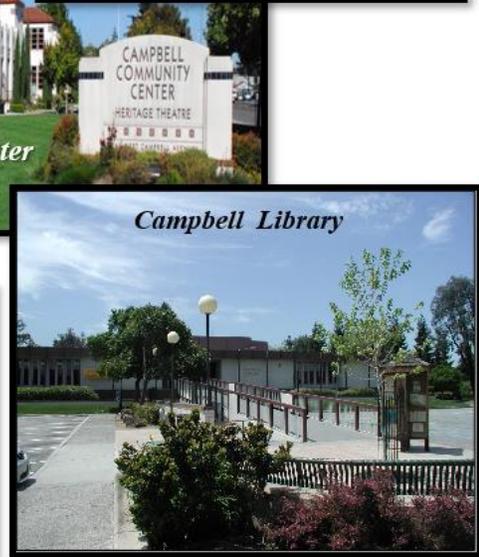
Company Name	Industry
America's Tire Company	Automotive
Andro's Rostilj	Restaurants
Chargepoint	Technology
Chevron Station	Service Stations
C V S / Pharmacy	Retail Drug Store
Dasher Technologies	Retail Office Equipment
Economy Lumber	Retail Building Materials
Fry's Electronics	Retail Appliance Store
Gardenland Center	Garden Equipment
Groupware Technology Company	Services
Home Depot	Retail Building Materials
Joe Escobar Diamonds	Retail Jewelry Store
Kohl's Department Store	Retail Department Store
Marshall's Department Store	Department Store
Orchard City Kitchen	Restaurants
Ross Dress for Less	Department Store
Rotten Robbie Service Stations	Service Station
Safeway Service Stations	Service Station
Safeway Stores	Retail Grocery Store
Shell Service Stations	Service Station
Sierra Pacific Turf Supply	Retail Nursey
Sports Basement	Recreation Products
Swimoutlet.com	Online Store
Valero Service Stations	Service Station
Whole Foods Market	Grocery Store

Campbell Community Profile – Demographic Statistics (General)



- 50 Miles South of San Francisco
- Surrounded on Three Sides by San Jose
- 6.7 Square Miles
- Incorporated – March, 1952
- General Law City
- Council/Manager Form of Government
- Population–42,288
(As of 1/1/20- CA Department of Finance)
- 22,947 Registered Voters
- 17,063 (74.36%) Votes Cast in Last General Election
- Public Safety – 72 Police FTE's (46 Sworn)
- Public Safety – Two Fire Stations
- Public Safety – Fire Services Contracted with the County of Santa Clara
- Total Permanent Budgeted Positions–174 FTE's

Campbell Community Profile – Demographic Statistics (Infrastructure)



Category	2020	2019	2018	2017	2016
Miles of Streets (Major/Secondary)	14.6 / 89.0	14.6 / 89.0	14.6 / 89.0	14.6 / 89.0	14.6 / 89.0
Miles of Sewers (Storm/Sanitary) ⁽¹⁾	52.00 /591.0	52.00 /591.0	52.00 /591.0	52.00 /591.0	52.00 /591.0
Miles of Sidewalks	78.5	78.5	78.5	78.5	78.5
Street Lights	2,500	2,500	2,500	2,500	2,500
Parks-Number of Acres	108.25	108.25	108.25	108.25	108.25

⁽¹⁾ West Valley Sanitation District

Campbell Community Profile – Demographic Statistics (Housing)



Apartments

Single Family Homes

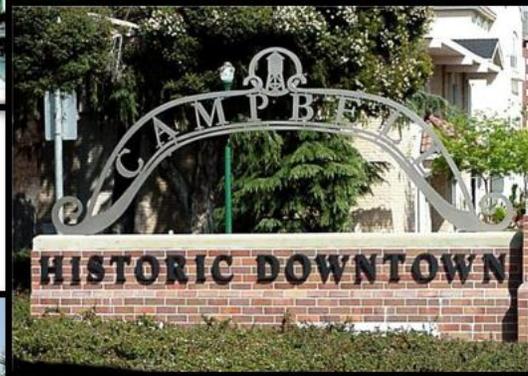


Condominiums

Category	2020	2019	2018	2017	2016
Average Household Size ⁽¹⁾	2.6	2.5	2.5	2.52	2.54
Number of Households ⁽¹⁾	16,510	18,095	18,050	17,793	18,820
Median Age ⁽¹⁾	40.00	40.00	39.00	38.90	37.80
Average Single Family Home ⁽²⁾	\$1,482,331	\$1,527,233	\$1,608,605	\$1,308,980	\$1,172,023
% of Households with Income of \$75,000 or Greater ⁽¹⁾	N/A	64.80%	56.29%	46.30%	57.00%

⁽¹⁾ US Census Bureau
⁽²⁾ SCC Association of Realtors - date

Campbell Community Profile – Demographic Statistics (Employment & Education)

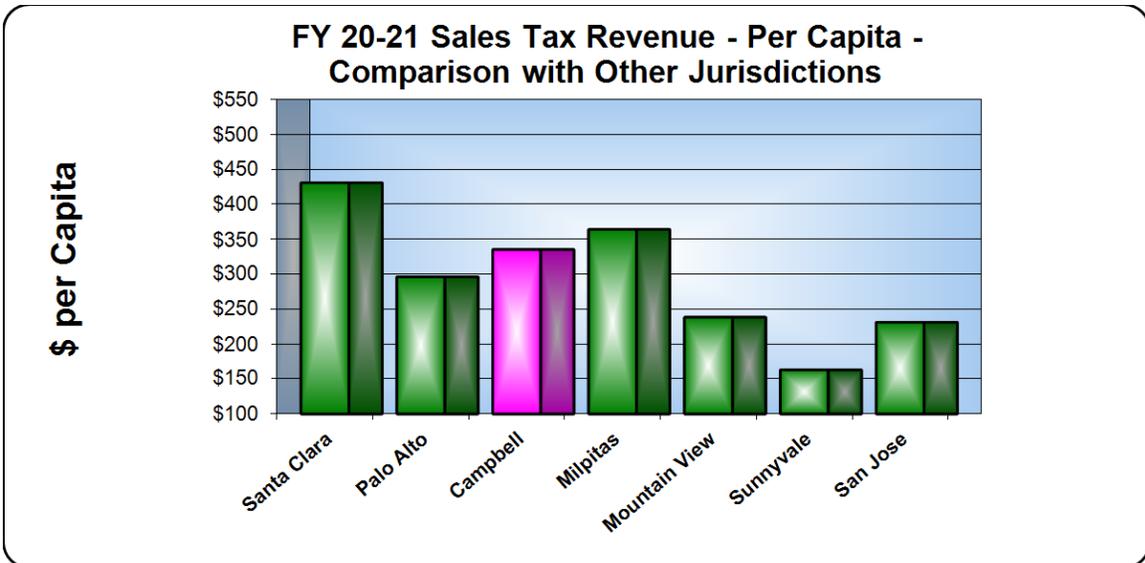


Category	2020	2019	2018	2017	2016
Per Capita Income	\$58,493	\$53,767	\$50,540	\$47,982	\$44,769
Employment Status ⁽¹⁾	29,965	37,870	33,387	33,390	37,468
Average Family Income ⁽¹⁾	\$119,366	\$155,502	\$150,826	\$137,318	\$125,888
% of Adults over 25 with Bachelor's Degree or Higher ⁽¹⁾					
	54.0%	50.9%	52.4%	50.8%	47.2%

¹ US Census Bureau

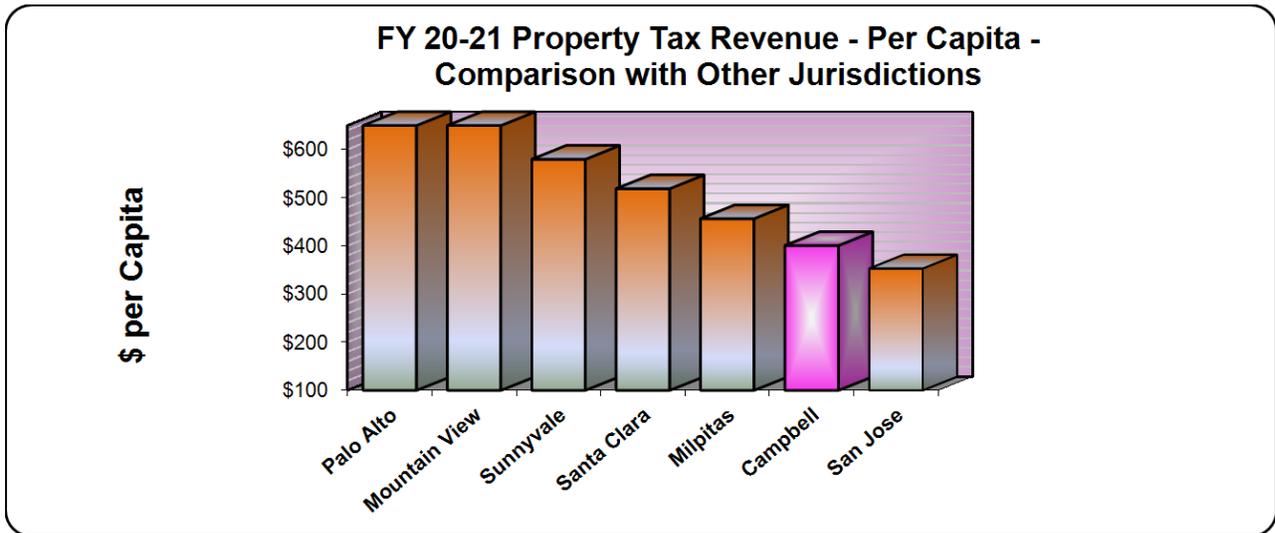
**Sales Tax Revenue
Comparison With Other Jurisdictions
FY 16-17 through FY 20-21**

City	Actual 2016-17	Actual 2017-18	Actual 2018-19	Budgeted 2019-20	Budgeted 2020-21
Campbell	\$14,297,751	\$14,859,014	\$15,684,222	\$15,299,100	\$14,172,118
% of General Fund	29%	29%	29%	27%	26%
Per Capita	339.52	352.59	374.63	362.81	335.13
Milpitas	\$26,213,910	\$27,854,331	\$28,889,784	\$27,200,042	\$28,371,951
% of General Fund	25%	26%	26%	23%	25%
Per Capita	350.61	371.78	384.77	356.90	363.92
Mountain View	\$21,828,516	\$20,713,381	\$24,389,890	\$21,432,550	\$19,604,000
% of General Fund	17%	15%	17%	14%	14%
Per Capita	273.52	257.41	302.53	262.53	238.28
Palo Alto	\$29,922,926	\$31,091,000	\$36,507,728	\$34,346,441	\$20,500,000
% of General Fund	17%	16%	18%	16%	12%
Per Capita	434.50	448.81	527.64	496.99	296.13
San Jose	\$207,695,03	\$226,336,94	\$263,530,32	\$258,300,00	\$242,500,00
% of General Fund	19%	17%	19%	22%	21%
Per Capita	200.10	216.58	251.25	246.50	231.13
Santa Clara	\$62,528,632	\$55,881,563	\$68,797,353	\$58,200,400	\$55,600,000
% of General Fund	29%	23%	24%	23%	22%
Per Capita	503.84	450.18	538.81	456.83	430.66
Sunnyvale	\$29,408,259	\$31,314,096	\$32,219,912	\$26,006,336	\$25,491,316
% of General Fund	17%	15%	15%	13%	13%
Per Capita	197.44	207.93	209.30	166.96	162.88



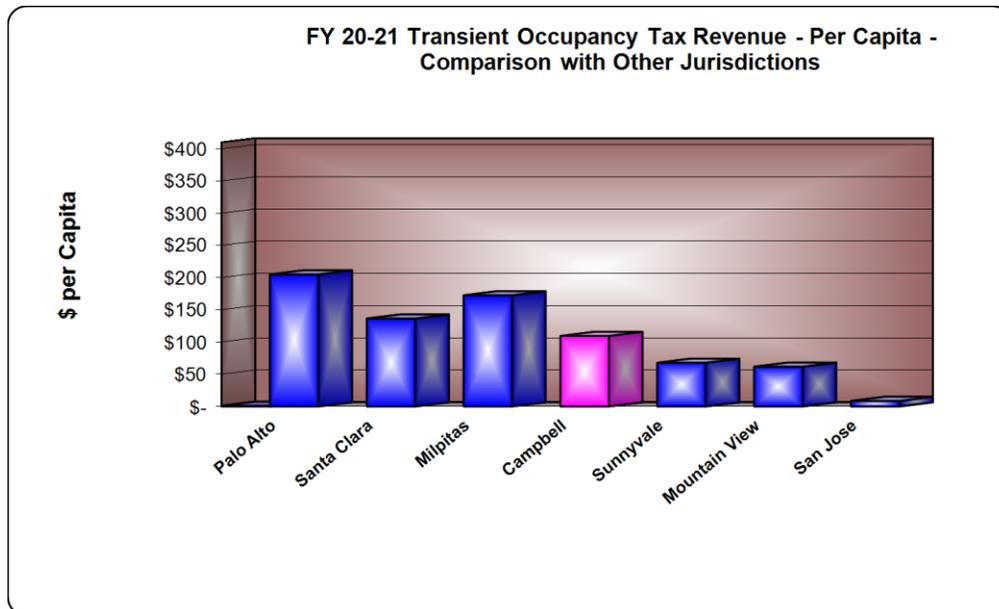
**Property Tax Revenue
Comparison with Other Jurisdictions
FY 16-17 through FY 20-21**

City	Actual 2016-17	Actual 2017-18	Actual 2018-19	Budgeted 2019-20	Budgeted 2020-21
Campbell	\$13,032,100	\$14,004,162	\$15,646,864	\$16,967,000	\$17,522,700
% of General Fund	26%	28%	31%	33%	31%
Per Capita	306.03	330.51	365.86	392.30	400.75
Milpitas	\$30,261,513	\$32,009,724	\$33,924,593	\$37,924,700	\$36,872,241
% of General Fund	29%	30%	30%	29%	33%
Per Capita	404.75	427.24	429.09	418.85	456.60
Mountain View	\$43,773,612	\$49,418,921	\$51,450,527	\$57,091,200	\$57,206,600
% of General Fund	35%	36%	35%	38%	40%
Per Capita	548.51	614.14	638.19	699.31	695.33
Palo Alto	\$39,381,477	\$42,839,000	\$47,327,394	\$48,634,000	\$52,000,000
% of General Fund	22%	22%	23%	23%	30%
Per Capita	571.85	618.40	684.01	703.73	751.16
San Jose	\$276,388,433	\$306,222,332	\$330,199,269	\$354,000,000	\$370,500,000
% of General Fund	25%	24%	24%	30%	32%
Per Capita	266.28	293.02	314.81	337.83	353.13
Santa Clara	\$14,821,000	\$17,228,401	\$16,369,266	\$29,432,789	\$24,164,651
% of General Fund	24%	23%	21%	26%	27%
Per Capita	410.30	443.15	459.06	505.79	518.82
Sunnyvale	\$66,608,795	\$74,349,897	\$84,827,810	\$91,838,996	\$90,750,445
% of General Fund	39%	36%	40%	45%	47%
Per Capita	447.19	493.69	551.03	589.60	579.86



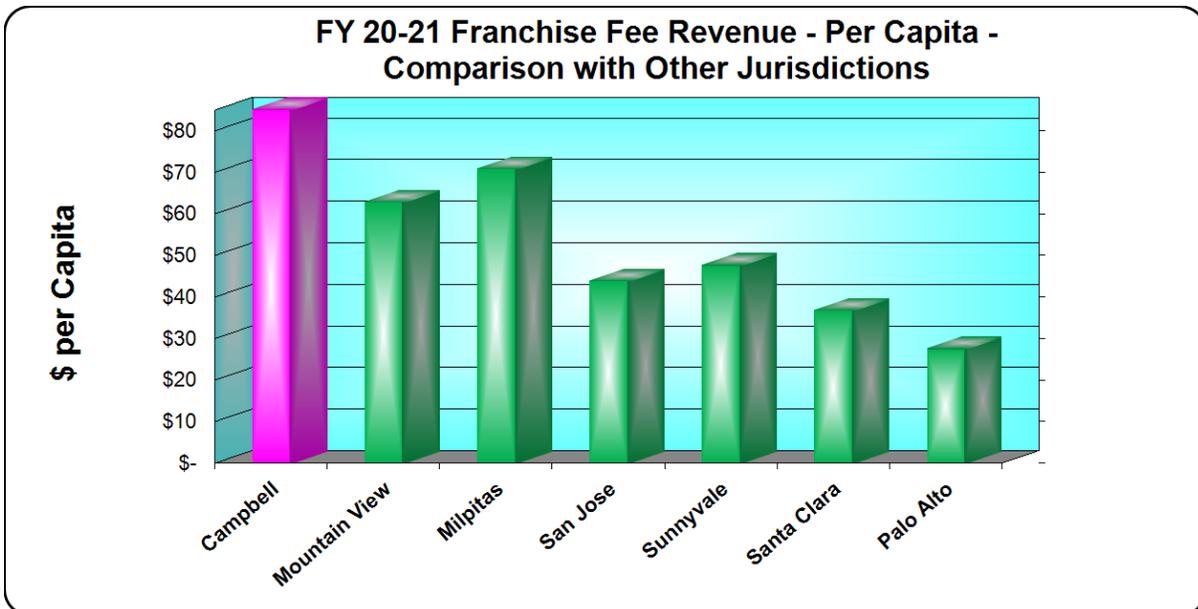
**Transient Occupancy Tax Revenue
Comparison with Other Jurisdictions
FY 16-17 through FY 20-21**

City	Actual 2016-17	Actual 2017-18	Actual 2018-19	Budgeted 2019-20	Budgeted 2020-21
Campbell	\$4,439,668	\$4,420,208	\$4,554,949	\$4,768,864	\$3,002,060
% of General Fund	9%	9%	9%	9%	6%
Per Capita	104.26	104.96	108.09	106.51	109.44
Milpitas	\$9,401,800	\$12,527,864	\$12,121,516	\$14,502,737	\$13,452,683
% of General Fund	12%	12%	12%	13%	12%
Per Capita	126.81	167.56	161.79	193.16	172.56
Mountain View	\$6,590,636	\$7,042,794	\$7,057,226	\$7,050,530	\$5,075,400
% of General Fund	6%	6%	5%	5%	4%
Per Capita	84.59	88.25	87.70	87.45	61.69
Palo Alto	\$22,366,000	\$23,477,173	\$24,937,000	\$25,648,696	\$14,190,000
% of General Fund	12%	13%	13%	12%	8%
Per Capita	338.73	340.91	359.98	370.69	204.98
San Jose	\$16,564,848	\$18,274,899	\$19,530,772	\$20,536,084	\$9,000,000
% of General Fund	2%	2%	2%	1%	1%
Per Capita	16.08	17.61	18.69	19.58	8.58
Santa Clara	\$20,034,096	\$20,069,227	\$21,419,237	\$26,558,027	\$17,625,000
% of General Fund	24%	23%	24%	25%	7%
Per Capita	411.47	439.48	468.21	500.62	136.52
Sunnyvale	\$16,295,589	\$16,589,743	\$17,741,915	\$21,248,918	\$10,617,327
% of General Fund	9%	10%	9%	10%	5%
Per Capita	110.08	111.81	117.81	138.03	67.84



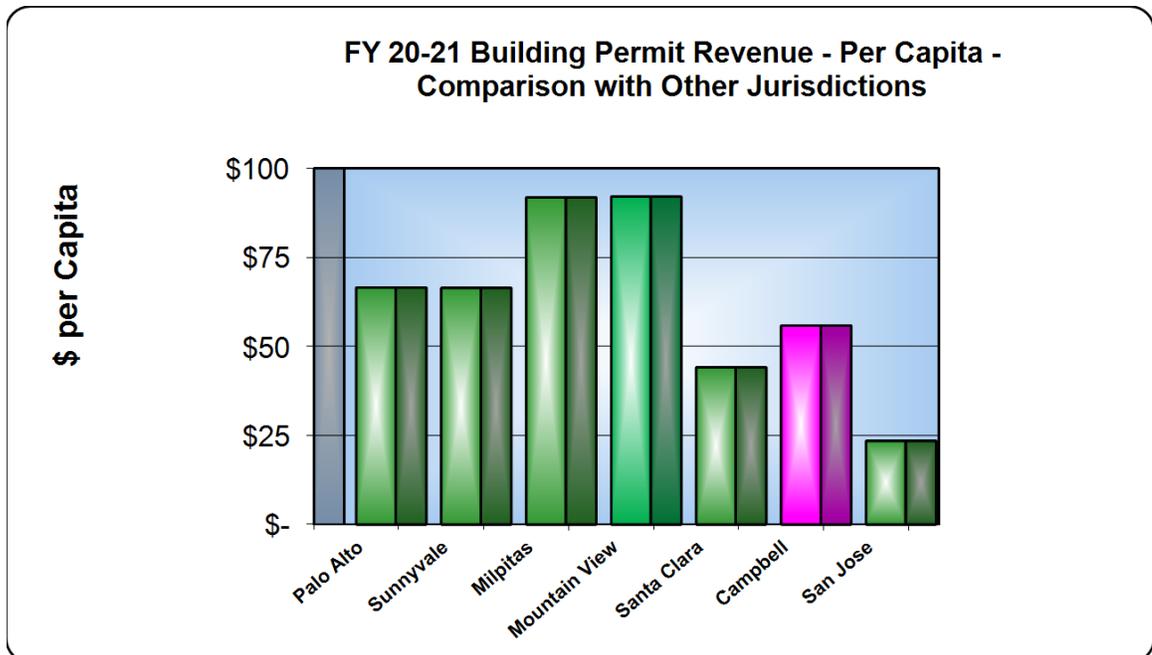
**Franchise Fee Revenue
Comparison with Other Jurisdictions
FY 16-17 through FY 20-21**

City	Actual 2016-17	Actual 2017-18	Actual 2018-19	Budget 2019-20	Budgeted 2020-21
Campbell	\$3,478,915	\$3,586,297	\$3,515,547	\$3,736,800	\$3,852,219
% of General Fund	7%	7%	6%	7%	7%
Per Capita	82.61	85.10	83.97	88.62	91.09
Milpitas	\$3,871,202	\$4,677,808	\$5,127,311	\$4,937,000	\$5,514,787
% of General Fund	4%	4%	5%	4%	5%
Per Capita	51.78	62.44	68.29	64.78	70.74
Mountain View	\$4,741,035	\$5,092,778	\$5,293,472	\$5,256,450	\$5,162,800
% of General Fund	4%	4%	4%	4%	4%
Per Capita	59.41	63.29	65.66	64.39	62.75
Palo Alto	\$1,900,079	\$1,829,000	\$1,732,528	\$1,900,000	\$1,900,000
% of General Fund	1%	1%	1%	1%	1%
Per Capita	27.59	26.40	25.04	27.49	27.45
San Jose	\$49,641,551	\$51,179,782	\$48,397,444	\$48,641,000	\$45,921,096
% of General Fund	4%	4%	3%	4%	4%
Per Capita	47.83	48.97	46.14	46.42	43.77
Santa Clara	\$4,017,605	\$4,204,380	\$5,335,853	\$4,408,151	\$4,738,000
% of General Fund	2%	2%	2%	2%	2%
Per Capita	32.46	33.87	41.79	34.60	36.70
Sunnyvale	\$7,117,732	\$7,160,176	\$6,976,089	\$7,317,101	\$7,442,089
% of General Fund	4%	3%	3%	4%	4%
Per Capita	47.79	47.54	45.32	46.97	47.55



**Building Permit Revenue
Comparison with Other Jurisdictions
FY 16-17 through FY 20-21**

City	Actual 2016-17	Actual 2017-18	Actual 2018-19	Budgeted 2019-20	Budgeted 2020-21
Campbell	\$1,965,323	\$1,727,591	\$1,391,341	\$1,300,000	\$2,362,000
% of General Fund	5%	4%	3%	2%	4%
Per Capita	58.43	46.67	40.99	30.83	55.86
Milpitas	\$7,545,221	\$9,923,609	\$9,451,604	\$11,552,176	\$7,163,800
% of General Fund	8%	5%	5%	4%	0%
Per Capita	78.50	62.94	63.09	64.76	6.53
Mountain View	\$7,080,287	\$11,304,730	\$8,483,810	\$9,773,000	\$7,580,100
% of General Fund	6%	8%	6%	7%	5%
Per Capita	88.72	140.49	105.23	119.71	92.13
Palo Alto	\$4,404,910	\$5,239,000	\$4,666,891	\$5,807,804	\$4,609,399
% of General Fund	2%	3%	2%	3%	3%
Per Capita	63.96	75.63	67.45	84.04	66.58
San Jose	\$32,113,377	\$33,546,256	\$36,727,607	\$33,800,000	\$24,606,400
% of General Fund	3%	3%	3%	3%	2%
Per Capita	47.90	32.10	35.02	32.26	23.45
Santa Clara	\$5,876,550	\$4,209,512	\$8,270,925	\$4,657,500	\$5,700,000
% of General Fund	3%	2%	3%	2%	2%
Per Capita	47.35	33.91	64.78	36.56	44.15
Sunnyvale	\$13,306,587	\$207,403,434	\$15,939,900	\$155,567	\$10,399,818
% of General Fund	8%	7%	8%	12,993,816	5%
Per Capita	89.34	97.58	103.54	0.06	66.45





List of Funds

101	General Fund *
202	Special Revenue Fund (Vehicle Impact)
204	Gas Tax
205	Asset Forfeiture Fund
207	Lighting & Landscape District
208	Housing & Community Development
209	Environmental Services
210	Supplemental Law Enforcement
212	State & Other Grants (State & Local)
216	TDA Grant
218	Federal Grants
233	Housing Assistance
236	Community Facilities District #1
237	Community Facilities District #2
295	Parkland Dedication
333	Successor Agency
348	Debt Service - Measure O
367	Debt Service - LID #30
370	Debt Service - 2016 Refunding Lease Revenue Bond
435	Capital Projects Fund *
448	Measure O CIP Fund
641	Motor Vehicle Pool
647	Information Technology Pool
690	Workers' Compensation
794	Parks and Museum
795	Recreation - Private Grants
797	Adult Center
798	West Valley Solid Waste JPA

* Indicates Individual Major Fund

FUND DESCRIPTIONS

The basic accounting and reporting entity for the City is a fund. A fund is "an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created." Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Funds used in government are classified into three broad categories: governmental, proprietary and fiduciary. Governmental funds include activities usually associated with a typical state or local government's operations (public safety, general government activities, etc.). Proprietary funds are used to account for activities often found in the private sector (utilities, stadiums and golf courses are prime examples). Trust and Agency funds are utilized in situations where the government is acting in a fiduciary capacity as a trustee or agent. The various funds are grouped in fund types and categories as follows:

GOVERNMENTAL FUNDS - include activities usually associated with the governmental entities' operation (police, fire, and general governmental functions).

General Fund - The General Fund is used as the accounting entity for resources traditionally associated with governments such as administration, engineering and public safety, which are not required to be accounted for in another fund.

Special Revenue Funds - are those which have been created in accordance with the requirements of State and Federal statutes or which requires that the funds be used only for designated functions.

Gas Tax Fund - budgets and accounts for revenues and expenditures pertaining to the maintenance and repair of City streets.

Environmental Services Fund - budgets and accounts for environmental services such as administration of solid waste programs, recycling, storm water and storm drain management, etc.

Lighting and Landscaping District Fund - budgets and accounts for revenues and expenditures providing for City-wide street lighting and landscaping.

Parkland Dedication Fund - budgets and accounts for Quimby Act monies received from developers and records expenditures related to development of designated areas.

Other Grant Funds - budgets and accounts for funds which are provided for specific purposes.

Asset Seizure Fund - budgets and accounts for revenues received through asset seizure from any drug related convictions.

Other Special Revenues Fund (Miscellaneous) - budgets and accounts for donations restricted to specific uses within the City.

FUND DESCRIPTIONS

DEBT SERVICE FUNDS - established to account for the accumulation of resources for, and the payment of, long-term debt principal and interest.

2016 Refunding Lease Revenue Bond - budgets and accounts for City debt service for refunding Lease Revenue bonds.

Measure O Bond - budgets and accounts for City debt service for \$50 million bond to construct and/or renovate City facilities to house Police and Library services.

CAPITAL PROJECTS FUNDS:

City Capital Projects Fund - budgets and accounts for the expenditures and financing of the City's capital improvement projects.

Measure O Capital Project Fund - budgets and accounts for revenues and expenditures related to the approval of Measure O by City of Campbell voters on November 6, 2018. Measure O allows the City to issue up to \$50 million in general obligation bonds to construct and/or renovate City facilities to house Police and Library services.

INTERNAL SERVICE FUNDS - budgets and accounts for the financing of goods and services provided by one department to other departments on a cost reimbursement basis.

Motor Vehicle Pool Fund - budgets and accounts for the cost of operating, maintaining and replacing automotive and related equipment used by other City departments. Rental rates charged to the user departments include operating and asset replacement costs.

Information Technologies Fund - budgets and accounts for the costs of operating, maintaining and replacing computer hardware, software and photocopy/fax equipment. Rental rate charges to the user departments include operating and asset replacement costs.

Workers' Compensation Self-Insurance Fund - budgets and accounts for revenues derived from charges made to operating departments at rates based on the State Compensation Fund, annually adjusted to ensure an adequate reserve for future claims. This fund is charged for administrative costs of settling claims as well as material and other costs of job related illness or injury.

REVENUE DEFINITIONS

The City of Campbell provides many services to its residents such as Police, Fire, Parks, Recreation, etc. These services are not without a cost to the taxpayer. It is the task of City Officials to produce the necessary revenue to satisfy the ever-growing demand for local services.

The City of Campbell receives revenue from many sources to offset the costs of its operations. Revenue is received from sales taxes, property taxes, and many other sources. For each fiscal year, the City's revenues are estimated conservatively and, therefore, actual revenues received often exceed the estimated projections. This section will describe the major revenue sources available to the City. The budget summaries will provide a more detailed breakdown of all revenues. The major revenue sources are as follows:

BUILDING PERMITS - The City requires that building permits be obtained to ensure that structures meet specific standards as identified in the Municipal Code. The City requires various construction permits for activities such as the installation of electrical and plumbing, etc. The City charges a fee for issuing these permits in order to recover the costs incurred.

FRANCHISE FEES - The Franchise Fee is imposed on various utilities and organizations which permits them to use and operate those facilities within the City.

INVESTMENT INCOME - Interest income is earned as the City invests its idle funds in various investment instruments. The goal of the City regarding investments is to ensure the safety of each investment and maintain liquidity while achieving a fair rate of return - in that particular order.

MOTOR VEHICLE LICENSE FEES - The Motor Vehicle License Fee is collected by the State of California as a component of vehicle registration and is apportioned to cities based on population.

OTHER - The City of Campbell also collects revenues from services such as Plan Checks and Recreational programs. A number of Federal, State and County grants are received to help fund specific City services. Other revenue sources include Internal Services Funds, Interfund Transfers, and miscellaneous revenues.

PROPERTY TAX - Property tax is imposed on real property (land and permanently attached improvements, such as buildings) and tangible personal property located within the City. The assessed value of real property appraised by the County Assessor is the 1975-76 assessment role value adjusted after 1975 by a two percent inflation factor per year. When property changes hands or new construction occurs, it is reassessed at its current market value.

REVENUE DEFINITIONS

SALES AND USE TAX - Sales and use tax is imposed on retailers for the privilege of selling, at retail, within the City limits. This tax is based on the sales price of any taxable transaction of tangible personal property. The Bradley-Burns Uniform Local Sales and Use Tax Law, adopted in 1955, extends the authority to impose local sales tax to counties. One percentage point of the sales tax collected by the State Board of Equalization is allocated back to the City for general purposes. This revenue is placed in the General Fund for unrestricted uses.

STATE GAS TAX - The State Gas Tax is derived from State of California taxes on gasoline purchases and is allocated, on a share basis, to cities. The Gas Tax revenues are broken down into Sections 2106, 2107, and 2107.5. Sections 2106 and 2107 funds are restricted to the construction, improvements, and maintenance of public streets. Section 2107.5 funds are restricted to engineering costs and administrative expenses with respect to City streets.

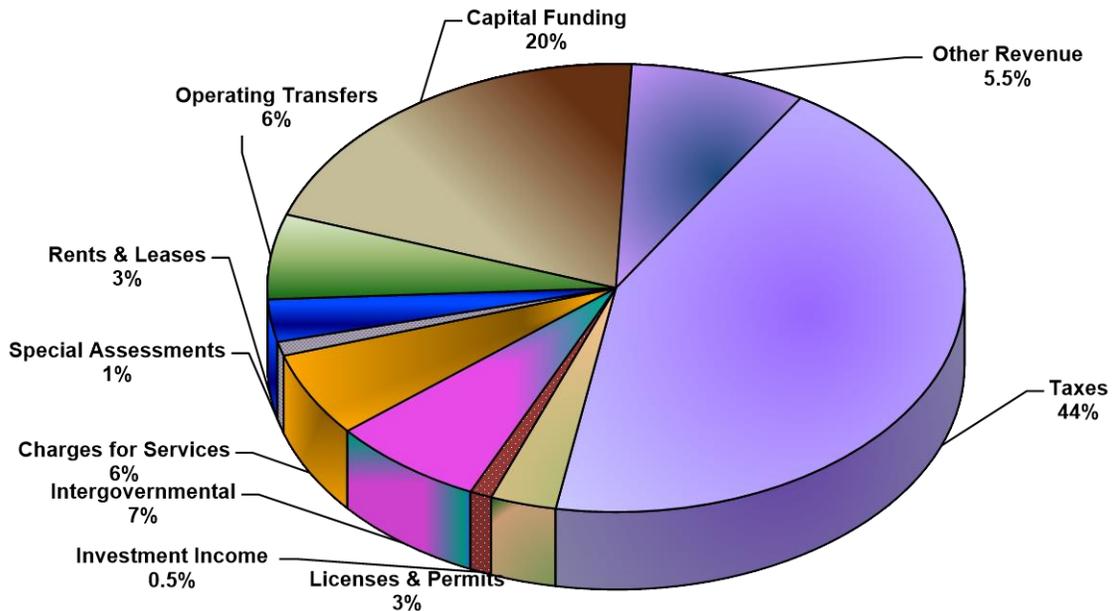
TRANSACTIONS AND USE TAX – In November 2008, voters passed Measure O a ¼ cent Transactions and Use Tax “add on” to the sales tax. This tax is also imposed based on the sales price of tangible goods similar to Sales and Use Tax. However, this tax also applies to goods that are delivered into the City, such as for a sale or Lease of a vehicle or vessel, furniture or appliances. This revenue is placed in the General Fund for unrestricted uses.

TRANSIENT OCCUPANCY TAX - The Transient Occupancy Tax in Campbell is a twelve percent (12%) surcharge on the rental price of a hotel room and imposed on "transients" who occupy a room or rooms in a hotel, inn, motel, tourist home, or other lodging facility within the City's limits, for up to a period of 30 consecutive days.

Total City Revenue Summary

<u>Revenue Source</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>% Chg. ↔</u>	<u>FY 2021 Adopted</u>
Taxes:						
Property	\$15,251,541	\$16,921,872	\$19,717,165	\$18,110,000	3.1%	\$18,665,700
Sales	14,859,014	15,684,222	14,433,090	15,299,100	-7.4%	14,172,118
Other Taxes	9,698,920	9,539,163	8,443,240	10,155,700	-20.1%	8,117,414
Total Taxes	39,809,475	42,145,257	42,593,495	43,564,800	-6.0%	40,955,232
Licenses & Permits	2,411,868	2,062,086	2,090,252	1,899,500	71.9%	3,265,000
Fines & Forfeitures	303,382	274,478	149,600	362,300	-51.7%	175,000
Investment Income	273,661	1,452,270	833,459	582,577	-14.2%	500,027
Other	5,621,499	4,604,372	6,253,405	4,912,209	28.1%	6,293,370
Total Intergovernmental Revenue	5,621,499	4,604,372	6,253,405	4,912,209	28.1%	6,293,370
Charges for Services	6,485,235	6,677,225	5,212,390	7,166,745	-19.6%	5,762,990
Rentals/Leases	2,813,008	2,913,689	2,503,467	2,915,599	-3.0%	2,828,400
Other Revenue	1,712,686	1,769,713	1,849,726	787,906	511.3%	4,816,599
Special Assessments	1,377,069	1,469,308	1,390,250	1,390,250	0.1%	1,391,600
Charges to Operating Departments	3,510,439	3,465,921	3,103,139	3,346,400	-7.5%	3,096,392
Oper. Fund Reserves (Beg. Fund Balance)	-	-	1,966,198	-	>100.0%	752,957
Interfund Operating Transfers	5,016,682	5,031,165	4,617,933	4,960,601	11.9%	5,551,849
Total Operating Revenue	69,335,004	71,865,484	72,563,315	71,888,887	4.9%	75,389,416
Bonds and Loans	-	20	-	-	>100.0%	10,000,000
Interfund Capital Transfers	5,662,286	1,932,846	14,680,928	5,745,450	58.5%	9,104,049
Total Revenue	\$74,997,290	\$73,798,350	\$87,244,243	\$77,634,337	21.7%	\$94,493,465

Total City Revenue Summary - \$94,493,465



Total City Revenue by Fund

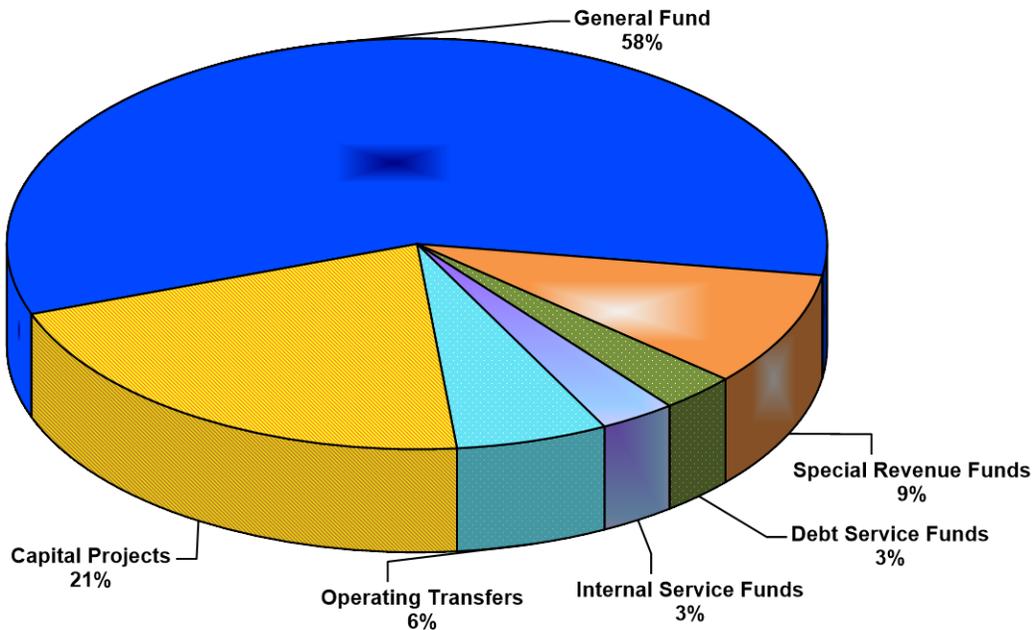
(Includes Capital Project Revenue & Transfers-In)

Fund	Fund Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
101	General Fund	\$51,149,304	\$54,364,113	\$53,298,209	\$55,863,156	-3.6%	\$53,827,394
202	Vehicle Impact Fees	692,962	667,778	808,106	777,250	0.0%	777,250
204	Gas Tax Fund	1,671,009	2,219,550	2,385,227	2,472,089	-2.3%	2,414,067
205	Asset Forfeiture Fund	8,037	23,422	249,117	14,000	-64.3%	5,000
207	Lighting District Fund	4,003,519	4,079,134	4,240,348	3,893,220	1.2%	3,939,598
209	Environmental Svcs Fund	1,444,282	1,521,500	1,082,397	1,467,420	16.6%	1,710,320
210	Supplemental Law Enforce.	140,016	286,529	151,469	-	0.0%	-
211	Federal Aid Urban Fund	-	1	-	-	0.0%	-
212	Other State Grants Fund	2,213,532	512,897	1,752,524	2,187,450	177.4%	6,066,965
216	TDA Grant Fund	63,478	2,078	20,000	20,000	0.0%	20,000
218	Other Federal Grants Fund	106,221	650	145,150	5,000	-100.0%	-
233	Housing Assistance	49,616	83,472	129,639	68,000	0.0%	68,000
236	Comm Facilities Dist #1	143,800	145,397	145,284	145,000	1.3%	146,900
237	Comm Facilities Dist #2	34,922	50,727	37,532	35,250	0.0%	35,250
295	Parkland Dedication Fund	383,643	788,782	484,037	485,827	0.0%	485,827
333	Successor Agency To RDA	1,693,676	1,595,837	1,624,103	-	>100.0%	1,624,128
348	Measure 0 Bond Fund	-	-	1,092,175	-	0.0%	-
367	Debt Service Fund-Lid #30	-	-	537	-	0.0%	-
370	2016 Refunding Lease Rev	854,224	850,097	763,638	762,825	0.9%	769,325
435	Capital Project Fund	5,794,716	2,083,773	14,695,189	5,805,450	57.9%	9,164,049
448	Measure 0 Capital Fund	-	-	-	-	>100.0%	10,000,000
641	Motor Vehicle Pool Fund	1,443,587	1,415,827	1,520,024	1,399,400	3.4%	1,446,400
647	MIS Pool Fund	1,634,585	1,641,153	1,293,771	1,628,000	-14.7%	1,387,992
690	Workers Compensation Fund	892,080	819,825	789,395	605,000	0.0%	605,000
794	Parks And Museum Fund	1,835	6,896	4,033	-	0.0%	-
795	Recreation Grants-Private	27	192	100	-	0.0%	-
797	Senior Center Fund	37	271	267	-	0.0%	-
798	West Valley JPA Fund	578,182	638,448	531,973	-	0.0%	-
Total Revenue & Transfers-In		\$74,997,290	\$73,798,350	\$87,244,243	\$77,634,337	21.7%	\$94,493,465

Total City Expenditure Summary

<u>Fund</u>	<u>Fund Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>% Chg.</u> ↔	<u>FY 2021 Adopted</u>
101	General Fund	<u>\$47,526,036</u>	<u>\$49,476,970</u>	<u>\$51,201,087</u>	<u>\$52,236,146</u>	-2.5%	<u>\$50,952,225</u>
	Special Revenue Funds						
204	Gas Tax	1,732,532	1,790,084	1,760,660	1,852,076	7.5%	1,990,180
207	Lighting District	4,062,076	3,926,364	3,920,235	3,781,920	0.3%	3,794,683
	Housing & Community						
208/233	Development	168,938	266,341	183,178	243,650	9.0%	265,679
Misc.	Grants & Other Special Revenue	133,395	108,142	227,184	24,000	10.4%	26,500
448	Measure O	-	-	289,000	331,603	441.2%	1,794,695
	Total Special Revenue Funds	<u>6,096,940</u>	<u>6,090,931</u>	<u>6,380,258</u>	<u>6,233,249</u>	<u>26.3%</u>	<u>7,871,737</u>
Misc.	Debt Service Funds	<u>2,403,405</u>	<u>7,409,639</u>	<u>1,188,606</u>	<u>762,825</u>	<u>212.4%</u>	<u>2,383,428</u>
	Internal Service Funds						
641	Motor Vehicle Pool	1,463,382	1,317,764	1,031,108	1,028,380	6.7%	1,097,788
647	Information Technology Pool	1,362,646	1,473,215	1,798,149	1,477,926	-9.5%	1,337,295
690	Worker's Compensation	478,537	1,256,163	545,801	481,550	-8.6%	440,050
	Total Internal Service Funds	<u>3,304,565</u>	<u>4,047,142</u>	<u>3,375,058</u>	<u>2,987,856</u>	<u>-3.8%</u>	<u>2,875,133</u>
Misc.	Agency Funds	<u>556,990</u>	<u>592,132</u>	<u>657,912</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>
Misc.	Interfund Operating Transfers	<u>5,016,682</u>	<u>5,031,165</u>	<u>4,617,933</u>	<u>4,960,601</u>	<u>14.7%</u>	<u>5,687,519</u>
	Total Operating Expenditures	<u>64,904,619</u>	<u>72,647,978</u>	<u>67,420,854</u>	<u>67,180,677</u>	<u>3.9%</u>	<u>69,770,042</u>
	Capital Projects & Capital						
Misc.	Transfers	<u>11,823,714</u>	<u>4,335,307</u>	<u>31,158,536</u>	<u>12,157,900</u>	<u>52.8%</u>	<u>18,577,708</u>
	Total Expenditures	<u>\$76,728,333</u>	<u>\$76,983,285</u>	<u>\$98,579,390</u>	<u>\$79,338,577</u>	<u>11.4%</u>	<u>\$88,347,750</u>

Total City Expenditures Summary - \$88,347,750



Total City Expense by Fund

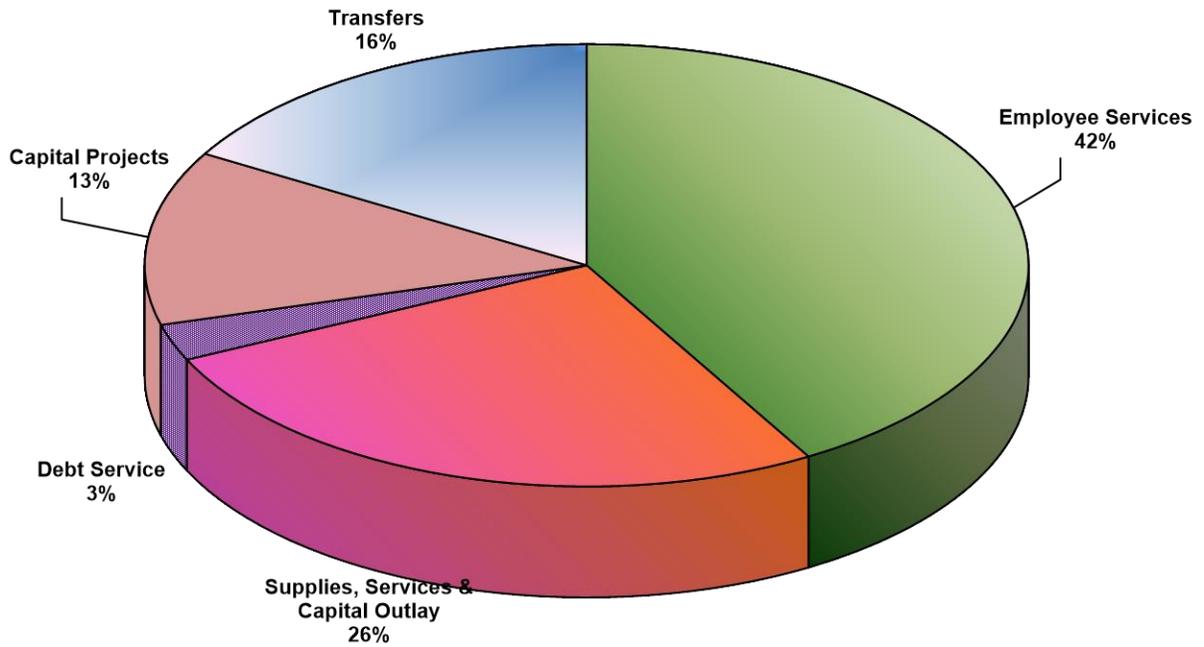
(Includes Capital Project Expenses & Transfers-Out)

Fund	Fund Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
101	General Fund	\$53,592,651	\$53,817,057	\$57,330,924	56,242,691	-2.0%	55,134,232
202	Vehicle Impact Fees	1,211,409	-	2,038,825	777,000	0.0%	777,000
204	Gas Tax Fund	2,060,942	1,871,084	3,248,290	2,639,706	3.4%	2,730,180
205	Asset Forfeiture Fund	-	11,100	119,567	19,000	-76.3%	4,500
207	Lighting District Fund	4,346,641	4,037,664	4,031,535	3,893,220	0.3%	3,905,983
208	Housing & Comm Dev Fund	583	432	-	-	0.0%	-
209	Environmental Svcs Fund	1,465,459	1,472,897	1,563,312	1,574,526	8.6%	1,710,196
210	Supplemental Law Enforce.	126,592	148,068	409,436	145,000	-100.0%	-
212	Other State Grants Fund	282,200	287,378	4,530,200	2,187,450	177.4%	6,066,965
216	TDA Grant Fund	15,000	-	557,732	20,000	0.0%	20,000
218	Other Federal Grants Fund	7,919	9,676	1,210,324	5,000	-100.0%	-
233	Housing Assistance	168,355	265,908	183,178	243,650	9.0%	265,679
236	Comm Facilities Dist #1	143,311	143,511	145,000	145,000	1.0%	146,500
237	Comm Facilities Dist #2	7,491	6,631	21,641	23,000	52.2%	35,000
295	Parkland Dedication Fund	774,671	490,077	1,378,199	829,000	11.6%	925,000
333	Successor Agency To RDA	1,549,205	6,560,364	315,351	-	>100.0%	1,614,128
348	Measure 0 Bond Fund	-	-	1,530	-	0.0%	-
370	2016 Refunding Lease Rev	854,200	849,275	871,725	762,825	0.8%	769,300
435	Capital Project Fund	5,804,874	2,116,073	15,594,049	5,805,450	56.8%	9,104,049
448	Measure 0 Capital Fund	-	-	289,000	331,603	456.3%	1,844,695
641	Motor Vehicle Pool Fund	1,536,829	1,488,167	1,621,108	1,618,380	-10.5%	1,448,788
647	MIS Pool Fund	1,744,472	1,559,628	1,914,749	1,594,526	-11.9%	1,405,505
690	Workers Compensation Fund	478,537	1,256,163	545,801	481,550	-8.6%	440,050
798	West Valley JPA Fund	556,990	592,132	657,912	-	0.0%	-
	Total Expenditures & Transfers-Out	\$76,728,333	\$76,983,285	\$98,579,390	\$79,338,577	11.4%	\$88,347,750

Total City Expenditures by Type

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>% Chg. ←→</u>	<u>FY 2021 Adopted</u>
Employee Services	\$33,713,906	\$36,266,188	\$37,218,094	\$37,500,781	-1.9%	\$36,779,935
Supplies, Services & Capital Outlay	24,851,898	30,074,104	24,110,950	23,624,867	-1.5%	23,281,525
Debt Service	1,322,133	1,276,520	1,184,876	762,825	209.6%	2,362,038
Capital Projects	6,161,428	2,353,238	16,766,608	6,744,053	67.1%	11,268,354
Transfers Out (Operating & Capital)	10,678,968	7,013,234	19,298,861	10,706,051	36.9%	14,655,898
Total Expenditures	\$76,728,333	\$76,983,285	\$98,579,390	\$79,338,577	11.4%	\$88,347,750

Total City Expenditures by Type - \$88,347,750



Schedule of Interfund Transfers (Operating & Capital)

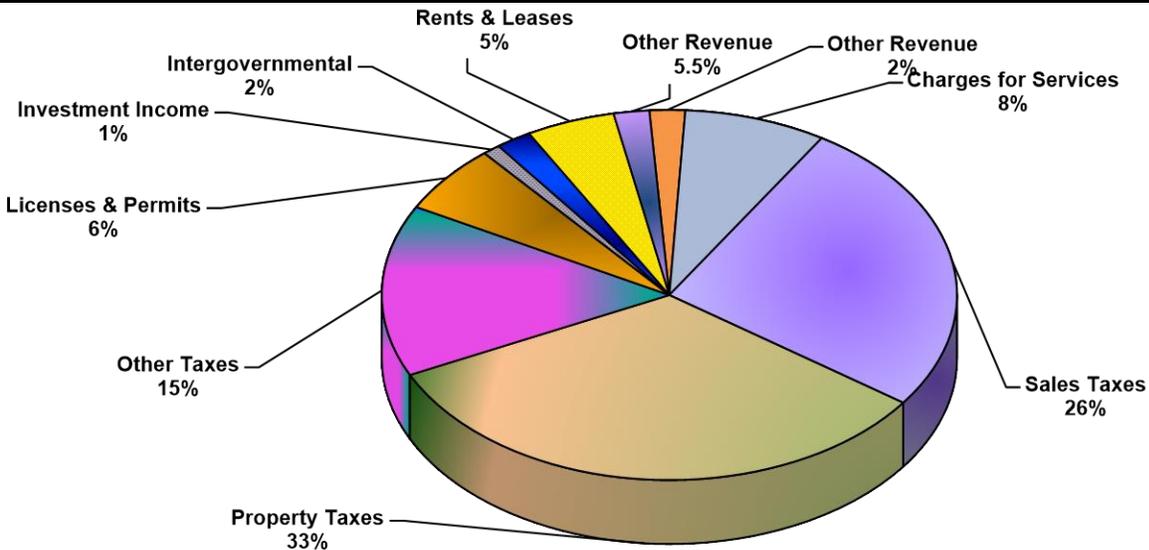
Fiscal Year 2020 & 2021

Fund	Fund Description	Estimated Actual		Adopted	
		FY2020 Transfers-In	FY2020 Transfers-Out	FY2021 Transfers-In	FY2021 Transfers-Out
101	General Fund	\$1,006,088	\$6,084,478	\$1,248,626	\$4,182,007
Special Revenue Funds					
202	Vehicle Impact Fees	-	2,038,825	-	777,000
204	Gas Tax	645,300	1,487,630	645,300	740,000
205	Asset Forfeiture (Drug Enforcement)	-	50,260	-	4,500
207	Lighting District	1,512,720	111,300	1,559,098	111,300
208	Housing & Community Development	-	-	-	-
209	Environmental Services	437,000	1,563,312	1,029,000	1,574,526
210	Supplemental Law Enforcement	-	145,000	-	-
212	State/County Grants	-	4,530,200	-	6,066,965
216	TDA Grant	-	557,732	-	20,000
218	Federal Grants	-	1,108,324	-	-
233	Housing Assistance	-	-	-	-
236	Community Facilities District #1	-	140,000	-	143,000
237	Community Facilities District #2	-	4,000	-	12,000
295	Parkland Dedication	-	1,378,199	-	925,000
Debt Service Funds					
366	Debt Service 2002 COP	-	-	-	-
368	Debt Service 1997 COP	-	-	-	-
370	2016 Refunding Lease Revenue Bond	762,825	-	768,825	-
435	Capital Projects Fund	14,680,928	-	9,104,049	-
448	Measure O	-	-	-	-
641	Motor Vehicle Pool	50,000	50,000	97,000	50,000
647	Information Technology Pool	204,000	49,600	204,000	49,600
690	Workers' Compensation Insurance	-	-	-	-
Fiduciary Funds					
794	Museum Donations	-	-	-	-
795	Recreation Grants	-	-	-	-
797	Senior Center Donations	-	-	-	-
Total Transfers		\$19,298,861	\$19,298,861	\$14,655,898	\$14,655,898

General Fund Revenue Summary

Revenue Source	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Taxes:						
Property	\$14,037,856	\$15,646,864	\$17,213,100	\$16,967,000	3.3%	\$17,522,700
Sales	14,859,014	15,684,222	14,433,090	15,299,100	-7.4%	14,172,118
Other Taxes	9,698,920	9,539,163	8,443,240	10,155,700	-20.1%	8,117,414
Total Taxes	38,595,790	40,870,249	40,089,430	42,421,800	-6.2%	39,812,232
Licenses & Permits	2,411,868	2,062,086	2,090,252	1,899,500	71.9%	3,265,000
Fines & Forfeitures	303,382	274,478	149,600	362,300	-51.7%	175,000
Investment Income	180,905	998,446	478,000	478,000	-19.6%	384,400
Other	241,485	721,568	842,770	852,970	0.6%	858,475
Total Intergovernmental Revenue	241,485	721,568	842,770	852,970	0.6%	858,475
Charges for Services	4,927,321	5,037,369	3,826,005	5,387,181	-19.6%	4,332,526
Rentals/Leases	2,813,008	2,913,689	2,503,467	2,915,599	-3.0%	2,828,400
Other Revenue	213,057	191,982	346,399	197,050	-13.8%	169,778
Oper. Fund Reserves (Beg. Fund Balance)	-	-	1,966,198	-	>100.0%	752,957
Interfund Operating Transfers	1,462,489	1,294,226	1,006,088	1,348,756	-7.4%	1,248,626
Total Operating Revenue	51,149,304	54,364,093	53,298,209	55,863,156	-3.6%	53,827,394
Bonds and Loans	-	20	-	-	0.0%	-
Total Revenue	\$51,149,304	\$54,364,113	\$53,298,209	\$55,863,156	-3.6%	\$53,827,394

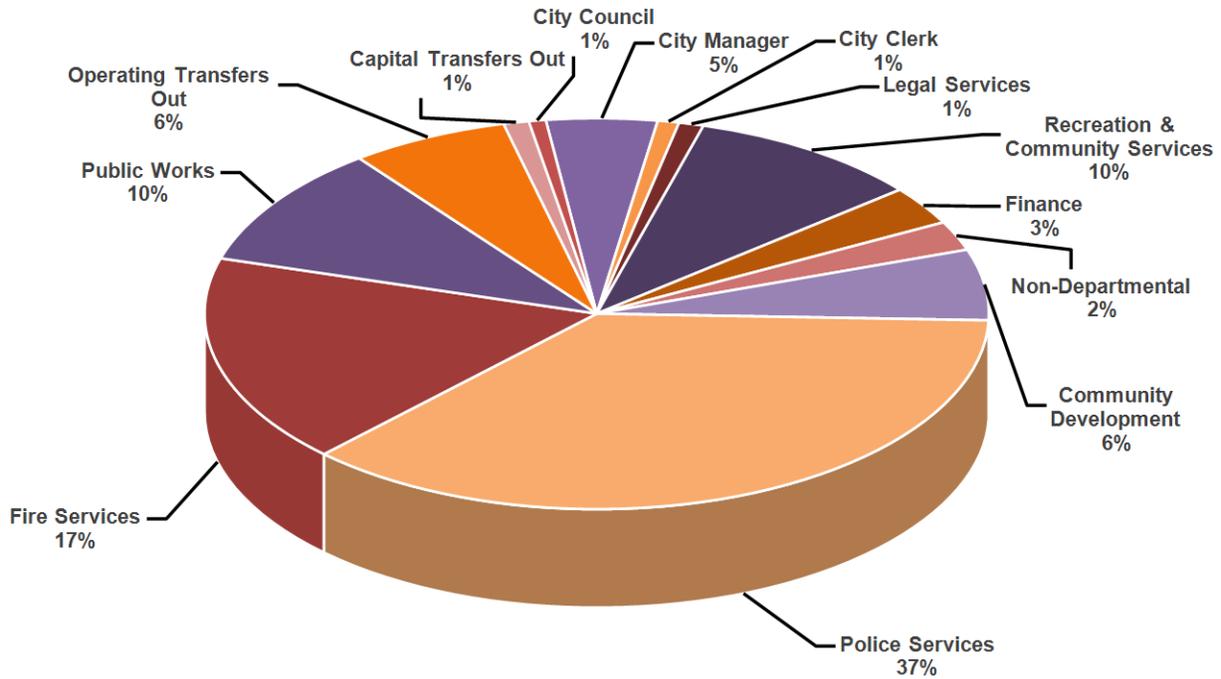
General Fund Revenue Summary - \$53,827,394



General Fund Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ↔	FY 2021 Adopted
City Council	\$366,227	\$366,716	\$330,012	\$335,772	14.7%	\$384,977
City Manager	1,809,928	2,051,666	3,954,040	2,208,452	14.1%	2,519,173
City Clerk	406,286	537,475	542,128	498,831	-2.7%	485,335
City Attorney	555,351	858,368	564,382	586,749	-4.1%	562,800
Recreation & Community Services	6,235,448	6,663,663	5,711,738	7,061,916	-24.4%	5,336,467
Finance	1,524,631	2,056,701	1,717,554	1,699,769	3.7%	1,762,023
Non-Departmental	2,168,180	1,374,556	1,538,350	1,384,824	-3.5%	1,335,751
Community Development	2,991,055	3,114,633	3,135,408	3,623,865	-10.9%	3,230,286
Police	17,584,240	18,683,062	19,414,292	19,557,252	3.4%	20,229,929
Fire	8,126,844	8,591,974	9,126,693	9,126,693	4.7%	9,552,487
Public Works	5,856,824	5,212,037	5,211,849	6,152,023	-9.7%	5,552,996
Interfund Operating Transfers	2,971,131	3,096,268	2,909,545	2,909,545	24.0%	3,606,923
Total Operating Expenditures	50,596,145	52,607,119	54,155,991	55,145,691	-1.1%	54,559,148
Interfund Capital Transfers	2,996,506	1,209,938	3,174,933	1,097,000	-47.6%	575,084
Total Expenditures	\$53,592,651	\$53,817,057	\$57,330,924	\$56,242,691	-2.0%	\$55,134,232

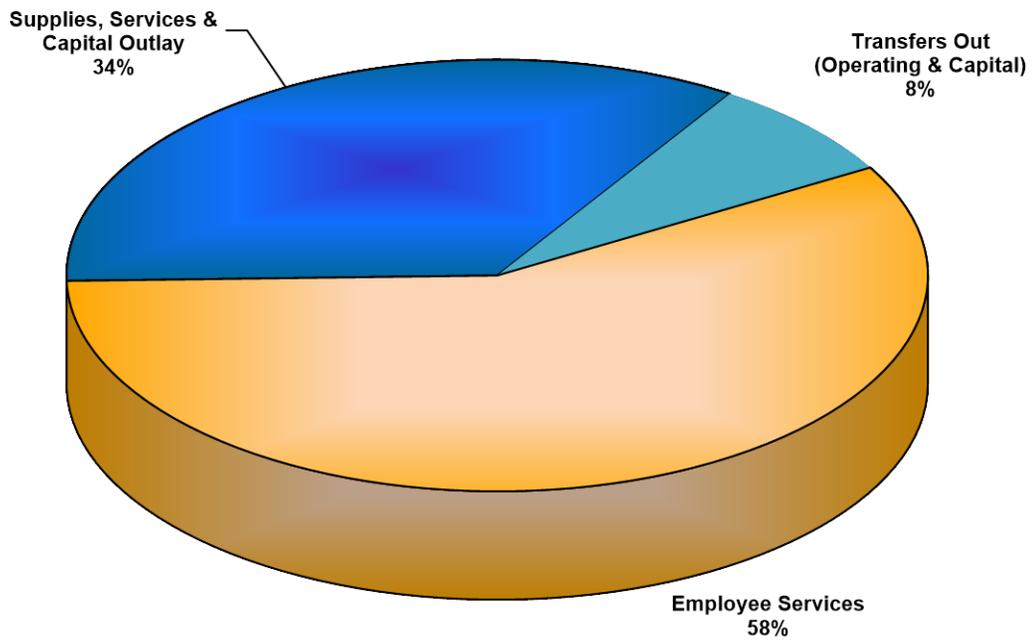
General Fund Expenditure Summary - \$55,134,232



General Fund Expenditures by Type

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$28,937,904	\$30,608,690	\$32,412,377	\$33,001,341	-3.2%	\$31,940,167
Supplies, Services & Capital Outlay	18,588,132	18,868,280	18,788,710	19,234,805	-1.2%	19,012,058
Capital Projects	98,978	33,882	45,359	-	0.0%	-
Transfers Out (Operating & Capital)	5,967,637	4,306,206	6,084,478	4,006,545	4.4%	4,182,007
Total Expenditures	\$53,592,651	\$53,817,057	\$57,330,924	\$56,242,691	-2.0%	\$55,134,232

General Fund Expenditures by Type - \$55,134,232

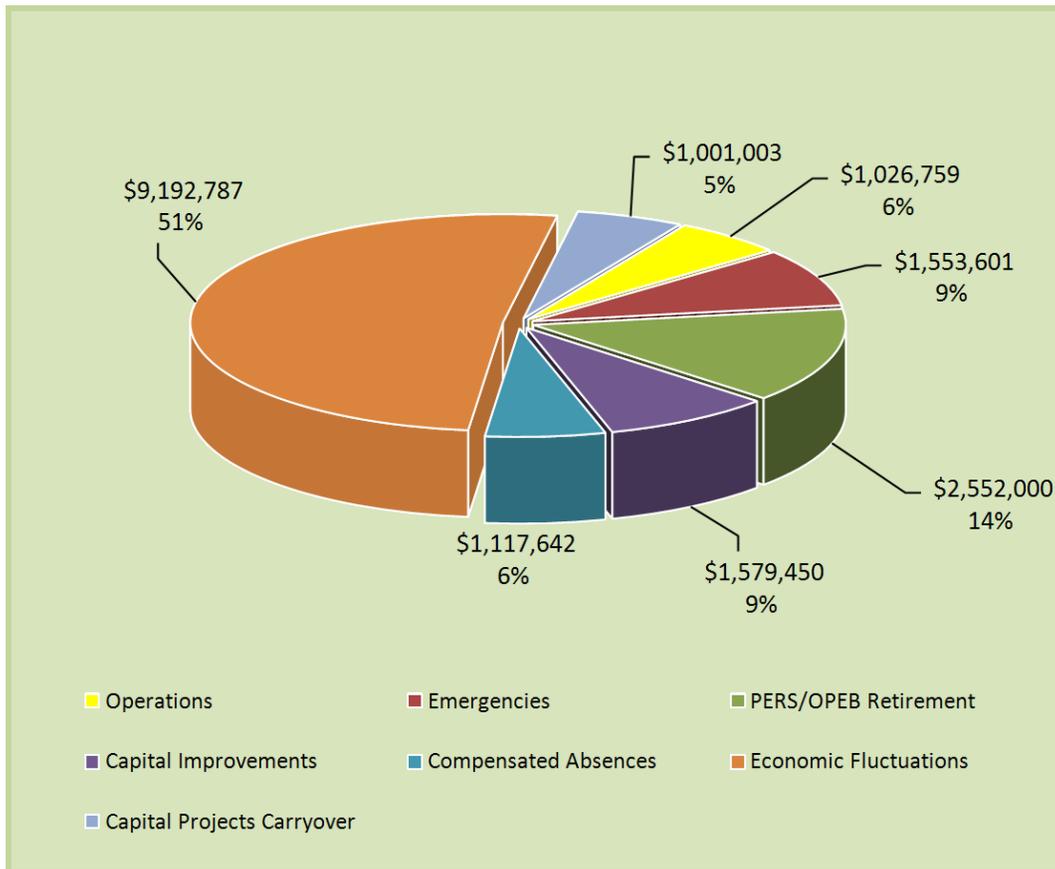


Major General Fund Reserves / Designations - Comparative Statistics (FY 2016 thru FY 2020)

<u>Reserves & Designations</u>	<u>Actual 06/30/16</u>	<u>Actual 06/30/17</u>	<u>Actual 06/30/18</u>	<u>Actual 06/30/19</u>	<u>Estimated 06/30/20</u>
Operations	\$1,000,000	\$1,000,000	\$1,000,000	\$1,026,759	\$1,026,759
Emergencies	4,984,862	4,941,078	5,114,900	5,586,316	1,553,601
PERS/OPEB Retirement	2,352,000	2,552,000	2,552,000	2,552,000	2,552,000
Capital Improvements	7,915,852	5,410,890	5,000,000	1,984,450	1,579,450
Compensated Absences	1,029,895	1,161,310	1,202,912	1,117,642	1,117,642
Economic Fluctuations	6,000,000	6,000,000	6,000,000	9,192,787	9,192,787
Carryover Capital Projects	2,838,690	3,954,042	1,853,968	1,001,003	1,001,003

The City's Financial Policies mandate the level at which most of the major reserves shall be maintained.

Major General Fund Reserves & Designations – 6/30/20 (Estimated)



City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
	<u>Property Taxes:</u>					
4001	Current Year: Secured - All Funds	\$13,449,005	\$14,395,093	\$16,616,036	\$16,110,000	\$16,053,400
4002	Unsecured - All Funds	641,389	751,215	743,470	704,000	694,800
4003	Prior Year: Secured	-	1,601	-	-	-
4004	Unsecured - All Funds	-	-	-	-	-
4005	Other Property Taxes - All Funds	-	23,307	-	-	-
4006	Penalties - Delinquent Property Taxes	-	-	-	-	-
4007	RPTTF Pass Thru - General Fund	172,927	201,775	236,876	180,000	183,300
4008	Residual RPTTF Distribute - General Fund	504,891	641,987	872,000	635,000	915,100
4011	Property Tax - ERAF	445,583	862,590	1,204,200	446,000	777,500
5001	Street Lighting Assessments	1,198,903	1,275,921	1,210,000	1,210,000	1,210,000
5002	Special Assessments	-	-	-	-	-
5004	Special Assessments - CFD #1 (Cambrian 36)	143,268	145,033	145,000	145,000	146,350
5005	Special Assessments - CFD #2	34,898	48,355	35,250	35,250	35,250
	Sub-Total	16,590,864	18,346,876	21,062,832	19,465,250	20,015,700
	<u>Taxes Other Than Property Taxes:</u>					
4110	Sales and Use Tax - All Funds	11,993,871	12,747,628	11,324,080	12,051,000	11,150,977
4111	Measure B Street Maintenance - Sales Tax	-	-	-	-	-
4112	Transactions & Use Tax - All Funds	2,865,143	2,936,594	2,724,610	2,860,000	2,636,262
4113	Property 172 Public Safety	-	-	384,400	388,100	384,879
4115	Sales Tax Backfill	-	-	-	-	-
4120	Franchises: P G & E - Electric	440,615	401,067	450,000	450,000	464,900
4121	Franchises: P G & E - Gas	114,787	97,180	119,000	119,000	122,900
4122	Franchises: Cable TV	620,906	588,416	635,000	635,000	656,019
4123	Franchises: Garbage	2,056,036	2,089,673	2,160,000	2,160,000	2,231,496
4124	Franchises: San Jose Water	236,962	241,006	248,000	248,000	248,800
4125	Franchises: AT&T	116,991	98,205	124,000	124,000	128,104
4150	Motel Tax (Transient Lodging)	4,554,949	4,768,870	3,145,800	4,785,400	3,002,060
4151	Construction Tax	85,406	26,451	53,140	95,000	179,000
4152	Business Licenses	698,184	693,263	716,925	726,000	750,000
4153	Property Transfer Tax	761,583	519,407	782,000	800,000	319,900
4155	Farmers Market In Lieu (Business License)	12,500	15,625	9,375	12,500	14,235
	Sub-Total	24,557,934	25,223,385	22,876,330	25,454,800	22,289,532
	<u>Licenses and Permits - General Fund</u>					
4210	Construction Permits	1,727,591	1,391,341	1,448,791	1,300,000	2,362,000
4211	Advanced Plan Check Fee	434,337	426,433	419,112	300,000	571,000
4212	Building Dept General Revenue	16,209	34,640	45,466	21,000	39,000
4213	Plan Check Fee - Title 24 Energy	59,817	41,958	50,271	50,000	95,000
4214	Permit Track Software Fee	-	17,392	31,112	57,000	57,000
4241	Fire Permits	172,100	149,752	95,200	170,300	140,000
4242	Bicycle License	134	200	-	200	-
4243	Animal License Fees	-	-	-	-	-
4271	Truck Permits	1,680	370	300	1,000	1,000
	Sub-Total	2,411,868	2,062,086	2,090,252	1,899,500	3,265,000
	<u>Fines, Forfeitures and Penalties - General Fund</u>					
4310	Vehicle Code Fines-City	88,703	61,558	50,000	100,000	37,500

City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
4320	Vehicle Code Fines-County	141,264	125,838	35,000	136,000	75,000
4330	Vehicle Code Fines-State	56,661	53,551	38,300	100,000	37,500
4371	Code Enforcement Fines	16,754	33,531	26,300	26,300	25,000
4390	Misc Fines	-	-	-	-	-
	Sub-Total	303,382	274,478	149,600	362,300	175,000
	<u>Revenue From Use of Money & Property:</u>					
4410	Investment Earnings - All Funds	621,330	881,345	758,271	562,577	479,477
4431	GASB 31 Market Value Adjustment - All Funds	(383,613)	527,633	1,000	-	-
4450	Other Interest - General Fund	35,944	43,292	74,188	20,000	20,550
4810	Rents / Leases (Real & Personal)-All Funds	1,721,885	1,785,200	1,804,500	1,754,144	2,044,150
4819	Other Rental Income - All Funds	-	-	-	-	-
5101	User Fees - Motor Pool	1,329,400	1,328,130	1,329,400	1,329,400	1,329,400
5104	User Fees - IT Pool	1,412,000	1,411,992	1,059,000	1,412,000	1,161,992
	Sub-Total	4,736,946	5,977,592	5,026,359	5,078,121	5,035,569
	<u>Revenues From Other Agencies:</u>					
4510	Gasoline Tax 2105	231,860	234,257	221,000	237,122	229,250
4511	Gasoline Tax 2106	154,050	154,536	144,000	155,587	149,799
4512	Gasoline Tax 2107	301,751	294,604	276,000	309,699	275,789
4513	Gasoline Tax 2107.5	6,000	6,000	6,000	6,000	6,000
4514	Gasoline Tax - MOE 7104	-	-	-	-	-
4516	Gasoline Tax 2103 - Gas Excise Tax	166,385	142,636	318,000	367,733	365,429
4518	Road Maintenance and Rehabilitation Act (SB1)	250,355	831,116	720,000	700,000	740,000
4519	SAB TCRF Loan	48,572	-	49,000	48,148	-
4520	Community Development Block Grant	7,458	-	-	-	-
4522	ISTEA Grant	-	-	-	-	-
4523	Other Grants	98,301	-	145,000	10,000	-
4524	Federal Crime Bill Grant - All Funds	-	-	-	-	-
4525	TDA Grants	63,478	-	20,000	20,000	20,000
4526	Supplemental Law Enforcement	139,416	148,747	147,614	100,000	100,000
4527	Office of Traffic Safety	-	-	-	-	-
4528	VTA Funded Grant	98,809	1,644	215,000	1,215,000	1,215,000
4529	HES Grant	-	-	-	-	-
4531	DOJ Grant	462	3,133	-	5,000	-
4532	Local Law Enforcement Grant	-	-	-	-	-
4533	Beverage Container Grant	-	10,881	10,000	10,000	10,000
4534	Safe Route 2 School Grant	-	-	-	-	-
4535	Surface Transportation Program	-	-	-	-	-
4536	Proposition 42 Gas Sales Tax	-	-	-	-	-
4537	Homeland Security Grant	-	-	-	-	-
4539	Local Street and Roads	-	-	-	-	-
4540	State Prop 1B	-	-	-	-	-
4542	Signal Maint Cost Sharing	5,032	5,224	2,500	2,500	2,500
4543	Other State Grants	1,816,682	194,286	715,450	165,450	-
4544	Transit Shelter Advertising	2,775	19,013	6,000	6,000	6,000
4545	CLETEP-Tech Eqmt Grant	-	-	-	-	-
4546	Highway Safety Improvement (HSIP)	-	-	-	-	-
4550	ABAG Grant	47,633	-	-	-	-
4551	Prop 84 IRWM-ABAG	-	-	-	-	-

City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
4552	Vehicle Emissions Reduction by Schools (VERBS)	-	-	-	-	-
4553	State Housing Grant - B E G I N	-	-	-	-	-
4554	One Bay Area Grant (OBAG)	-	-	-	-	-
4555	Anti Drug Abuse Grant	-	-	-	-	-
4556	AB 109 Public Safety Realignment	-	-	-	-	-
4557	High Intensity Drug Trafficking Area Grant	-	-	-	-	-
4558	Arson Contract Training	-	-	4,000	4,000	4,000
4559	Arson County Fire Dept	-	424,000	430,000	430,000	430,000
4560	RATTF Reimbursement	24,030	125,706	137,000	100,000	100,000
4561	Senior Nutrition Program	83,362	73,854	70,470	70,470	69,475
4562	Ansley House	-	-	-	-	-
4562	Ainsley House Grant	-	-	-	-	-
4563	Water District Grant	-	-	-	-	-
4564	Santa Clara County Open Space Authority	9,088	1,638	-	-	-
4565	Bay Area Air Quality Management District - Veh	20,000	-	-	-	-
4571	VTA Meas B Vehicle Registration	221,101	262,969	797,000	797,000	797,000
4572	VTA Meas B Regional Project	-	-	-	-	-
4580	Motor Vehicle In Lieu Fees - General Fund	45,523	20,494	45,000	45,000	46,500
4581	Homeowners' Property Tax Relief - All Funds	37,746	44,304	44,584	35,000	41,600
4582	Abandoned Vehicle Fees - All Funds	67,191	37,027	50,000	75,000	60,000
4583	State Trailer Coach In Lieu Tax	-	-	-	-	-
4584	Mandated Costs - All Funds	27	7,500	84,000	20,000	40,000
4585	SCC - Auto Burglary - All Funds	-	-	-	-	-
4586	Off-Highway Vehicle Fees - All Funds	-	-	-	-	-
4587	Office of Emergency Services (OES) Reimbursements	-	-	-	-	-
4588	Post Reimbursements - All Funds	18,577	20,840	26,300	12,500	12,500
4590	RDA trust Admin	51,200	27,765	21,330	-	21,390
4591	RPTTF	1,642,380	1,556,501	1,592,741	-	1,592,738
	Sub-Total	5,659,245	4,648,676	6,297,989	4,947,209	6,334,970
	<u>Charges for Current Services:</u>					
4609	Program Fees - Museum - All Funds	28,406	31,037	19,098	30,600	6,120
4610	Comm. Services - Ainsley House Rental - All Funds	32,232	36,085	16,600	35,000	18,155
4611	Comm Services - Museum Admission Fee - All Funds	6,650	8,042	6,500	7,000	2,730
4612	Comm Services - Sr Citizen Program - All Funds	214,922	224,082	123,000	226,000	166,793
4613	Program Fees: Sports - All Funds	456,105	460,380	350,000	548,735	263,986
4614	Program Fees: Aquatics - All Funds	194,400	189,261	130,000	227,987	195,037
4616	Program Fees: Picnic Fees - All Funds	26,164	27,231	15,000	26,400	26,400
4617	Program Fees: Day Camps - All Funds	408,886	444,692	110,000	437,000	456,180
4618	Program Fees: Trips & Tours - All Funds	2,028	-	-	-	-
4619	Program Fees: Classes - All Funds	477,330	491,399	300,000	496,600	385,301
4620	Program Fees: Preschool - All Funds	363,161	368,677	275,500	370,700	253,226
4621	Program Fees: Special Events - All Funds	-	-	1,050	-	-
4622	Program Fees: Fitness - All Funds	175,028	167,973	137,748	170,000	54,180
4623	Sales of Historical Calendars - All Funds	-	-	-	-	-
4624	Program Fees: Homework Center - All Funds	-	-	-	-	-
4625	Fund Raising - All Funds	-	646	-	-	-
4626	Program Fees: Classes - Adult Services - All Funds	110,756	147,082	80,000	129,700	96,085
4627	Vending Machine Sales - All Funds	2,172	2,613	2,650	2,400	2,400
4628	Comm Services - Skate Park Income	34,725	33,740	21,000	31,862	19,582
4629	Comm Services - Drop In Classes	128,674	144,656	116,500	162,300	123,240
4630	Comm Group - Special Events - All Funds	52,958	47,520	48,375	55,225	55,225

City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
4631	Comm Group - Theatre Revenue	6,236	3,146	1,554	2,000	1,000
4632	Comm Group - Theatre Preservation Charge	56,727	57,961	35,000	59,000	21,805
4633	Comm Serves - Facility Fee	16,439	19,464	10,000	25,922	10,633
4634	Facility Rental Surcharge	-	11,063	17,000	-	12,000
4643	Comm. Services - Concession & Merchandise	3,838	3,819	1,479	3,900	1,125
4644	Comm. Services - Theater Ticket Sales	246,803	251,290	230,300	239,100	98,106
4645	Sponsor/Program Advertising	49,500	50,188	46,500	52,400	18,500
4646	Theatre Program Ads	4,575	5,875	6,725	6,050	2,025
4652	Business License Application Fee - All Funds	-	-	-	-	-
4660	Zoning Application Fees Planning - All Funds	409,730	627,328	437,776	600,000	400,000
4661	Microfilming Fee - All Funds	34,049	31,837	28,319	40,000	74,000
4662	Nuisance Abatement - All Funds	-	-	-	-	-
4663	Rental Dispute Resolution Fees - All Funds	62,444	60,604	65,800	65,800	65,800
4664	Dumpster Enclosure	-	-	-	-	-
4667	Program Fees: Hazelwood/Rosemary Pre-School - Gen.	-	-	29	-	-
4668	Architectural Advisor Fee	-	-	-	-	-
4669	Storm Water Impact Fee	-	784	-	-	-
4670	General Plan Maintenance Fee	99,791	76,825	235,702	125,000	125,000
4671	Code Enforcement Fee - All Funds	-	-	-	-	-
4690	Other Filing Fees - All Funds	7,069	5,010	5,200	7,300	7,300
4691	Special Police Department Services - All Funds	52,726	48,571	40,800	55,000	55,000
4692	Hazardous Materials Response Charges	156,834	131,662	140,900	132,600	103,000
4693	False Alarm Fees-PD - All Funds	28,830	5,303	5,000	5,000	5,000
4694	Other Current Service Charges - All Funds	-	-	-	-	-
4697	Paramedic Ambulance Fees - All Funds	-	-	-	-	-
4698	Cost Recovery - DUI - All Funds	7,210	-	13,600	5,000	7,000
4699	Cost Recovery - Towing - All Funds	-	-	-	-	-
4700	Cost Recovery - Booking Fees - All Funds	-	-	-	-	-
4701	Cost Recovery - All Funds	-	-	-	-	-
4701	Cost Recovery-Public Works	-	2,279	1,274	-	-
4704	Cost Recovery - Police Department	6,205	10,249	11,000	14,000	14,000
4705	Contract Revenue	2,411	4,255	3,194	10,000	10,000
4706	SCCSET Data Queries - Police Department	-	-	-	-	-
4707	CAL NENA Reimbursement - Police Department	2,011	-	5,000	3,000	10,000
4708	Phone System Maint Reimbursement - 911	-	-	-	-	-
4709	Vehicle Charging Stations	23,846	22,874	25,880	20,000	20,000
4710	Successor Agency Reimbursement	-	2,000	2,000	2,000	2,000
4720	Storm Water Fee	385,390	381,322	-	394,100	45,000
4721	Storm Drain Fees	37,628	38,420	20,000	20,000	20,000
4722	Eng & Subdivision Filing Fees - All Funds	393,199	558,770	350,000	408,000	408,000
4723	Pub Works - Special Projects - All Funds	-	-	-	-	-
4724	Solid Waste Rate Fees	415,677	549,886	556,464	556,464	556,464
4725	Project Salaries Revenue - All Funds	562,198	246,977	370,000	575,000	762,992
4727	Motor Pool Reimbursement	-	-	774	-	-
4728	Traffic Engineering Fees - All Funds	50	950	10,000	-	-
4730	Metricom Encroachment Agreement - All Funds	-	14	-	-	-
4731	Vehicle Impact Fees (Construction)	215,362	161,220	300,000	300,000	300,000
4732	Vehicle Impact Fees (Garbage)	477,600	477,600	477,000	477,000	477,000
4735	Community Garden Fees	3,600	3,528	3,600	3,600	3,600
4750	94 Housing Bond Admin Fee	-	-	-	-	-
4760	Sale of Maps & Publications - All Funds	2,654	1,035	1,500	2,000	2,000
	Sub-Total	6,485,235	6,677,225	5,212,390	7,166,745	5,762,990

City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
	<u>Other Revenues:</u>					
4111	Measure A - Street Maintenance					
4810	Rents & Leases - All Funds					
4811	Donations - Heritage Theater	-	-	-	-	-
4812	Donations - Historical Museum	1,032	1,994	3,214	-	-
4813	Donations - Senior Citizens Center	(50)	(250)	-	-	-
4815	Donations - Ainsley Capital	-	-	-	-	-
4816	Donations - Meal	15,758	12,532	14,500	14,500	10,788
4817	Donations - Misc. - All Funds	3,952	-	2,100	1,000	1,000
4817	Donations - Vehicle/Equipment Maintenance	-	-	-	-	-
4818	Donations - Parks	-	-	10,000	-	-
4819	Other Rental Income	1,091,123	1,128,490	698,967	1,161,455	784,250
4820	Donations - DARE Promotion - All Funds	-	-	-	-	-
4821	Donations - Youth Scholar - All Funds	2,375	6,096	6,951	-	-
4841	ABAG Insurance Refund - All Funds	-	-	-	-	-
4824	Recreation Grant - Private	-	-	-	-	-
4825	Donations - Recreation	-	1,700	700	-	-
4827	Donations - State of the City	-	-	-	-	-
4828	CMBL Police Foundation	-	-	-	-	-
4890	Successor Agency ROPS Admin Reimb	22,200	22,200	20,000	20,000	21,390
4892	Asset Seizures	8,037	22,172	246,172	14,000	5,000
4910	Transaction process fee	-	-	6,000	-	-
4920	Park Dedication Fees	356,338	622,569	400,000	400,000	400,000
4921	Project Revenue - All Funds	132,430	150,927	10,000	60,000	60,000
4922	AB 939 Recycling - SCC	89,928	84,425	49,356	49,356	49,356
4924	Notice/Improvement/Obligation	19,708	2,995	-	6,100	6,100
4950	Lease Revenue	-	-	-	-	-
4951	COP Debt Service Abatement	-	-	-	-	-
4960	Sale of Real or Personal Property - All Funds	31,204	19,359	12,681	12,000	10,000
4961	Gain on Sale	-	-	-	-	-
4962	Insurance Recovery - All Funds	127,556	22,495	309,169	7,500	7,500
4963	Insurance Claims Refunds	9,442	-	-	-	-
4965	Other Revenue - All Funds	302,936	148,898	167,523	134,500	4,170,465
4966	Principal Repayment - All Funds	-	35	50,000	50,000	50,000
4967	Expense Abatement - Bus Passes - All Funds	-	-	-	-	-
4968	Expense Abatement - Misc. - All Funds	-	-	718	-	-
4969	Inspection Escrow	-	-	-	-	-
4968	Expense Abatement - Miscellaneous - Other Funds	-	-	-	-	-
4970	West Valley - JPA	124,724	176,244	65,643	-	-
4971	Tree In Lieu Fee - All Funds	15,115	25,320	25,000	18,950	25,000
4972	Use Fees-Campbell Union School District	-	-	-	-	-
4973	Parking in Lieu Fee	-	-	-	-	-
4975	JPA Solid Waste	450,000	450,000	450,000	-	-
4990	Capital Contributions Revenue-Motor Vehicle Pool	-	-	-	-	-
5142	Premiums - Workers' Compensation Insurance	769,039	725,799	714,739	605,000	605,000
5144	Premiums - Long-Term Disability (LTD) Insurance	-	-	-	-	-
6020	Sale of Bonds	-	-	-	-	10,000,000
6021	Proceeds of Refunding Debt	-	-	-	-	-
6023	Bond Premium	-	-	-	-	-
6040	Loan Proceeds - RDA Capital Projects	-	-	-	-	-
6070	Cash Over/Short - All Funds	-	20	-	-	-

City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
	Sub-Total	3,572,848	3,624,021	3,263,432	2,554,361	16,205,849
	Total Revenues - All Funds (Exhibit A)	64,318,322	66,834,339	65,979,184	66,928,286	79,084,610
6899	Operating Transfers-In - All Funds	5,016,682	5,031,165	4,617,933	4,960,601	5,551,849
6999	Capital Transfers-In - All Funds	5,662,286	1,932,846	14,680,928	5,745,450	9,104,049
6799	Residual Equity Transfer-in - From RDA Housing	-	-	-	-	-
6090	Beginning Fund Balance- Operating - All Funds	-	-	1,966,198	-	752,957
6091	Beginning Fund Balance - Capital - All Funds	-	-	-	-	-
	Total Sources of Revenues	\$74,997,290	\$73,798,350	\$87,244,243	\$77,634,337	\$94,493,465

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
	<u>Property Taxes:</u>					
4001	Current Year: Secured - General Fund	\$12,457,859	\$13,399,976	\$14,381,800	\$15,100,000	\$15,043,400
4002	Unsecured - General Fund	572,541	670,583	664,300	704,000	694,800
4003	Prior Year: Secured	-	1,601	-	-	-
4004	Unsecured - General Fund	-	-	-	-	-
4005	Other Property Taxes - General Fund	-	20,743	-	-	-
4006	Penalties - Delinquent Property Taxes	-	-	-	-	-
4007	RPTTF Pass Thru - General Fund	44,200	50,409	51,000	50,000	53,300
4008	Residual RPTTF Distribute - General Fund	504,891	641,987	872,000	632,000	912,100
4011	Property Tax - ERAF	424,671	822,019	1,204,200	446,000	777,500
5001	Street Lighting Assessments	-	-	-	-	-
5002	Special Assessments	-	-	-	-	-
5004	Special Assessments - CFD #1 (Cambrian 36)	-	-	-	-	-
5005	Special Assessments - CFD #2	-	-	-	-	-
	Sub-Total	14,004,162	15,607,316	17,173,300	16,932,000	17,481,100
	<u>Taxes Other Than Property Taxes:</u>					
4110	Sales and Use Tax - General Fund	11,993,871	12,747,628	11,324,080	12,051,000	11,150,977
4111	Measure B Street Maintenance - Sales Tax	-	-	-	-	-
4112	Transactions & Use Tax - General Fund	2,865,143	2,936,594	2,724,610	2,860,000	2,636,262
4113	Property 172 Public Safety	-	-	384,400	388,100	384,879
4115	Sales Tax Backfill	-	-	-	-	-
4120	Franchises: P G & E - Electric	440,615	401,067	450,000	450,000	464,900
4121	Franchises: P G & E - Gas	114,787	97,180	119,000	119,000	122,900
4122	Franchises: Cable TV	620,906	588,416	635,000	635,000	656,019
4123	Franchises: Garbage	2,056,036	2,089,673	2,160,000	2,160,000	2,231,496
4124	Franchises: San Jose Water	236,962	241,006	248,000	248,800	248,800
4125	Franchises: AT&T	116,991	98,205	124,000	124,000	128,104
4150	Motel Tax (Transient Lodging)	4,554,949	4,768,870	3,145,800	4,785,400	3,002,060
4151	Construction Tax	85,406	26,451	53,140	95,000	179,000
4152	Business Licenses	698,184	693,263	716,925	726,000	750,000
4153	Property Transfer Tax	761,583	519,407	782,000	800,000	319,900
4155	Farmers Market In Lieu (Business License)	12,500	15,625	9,375	12,500	14,235
	Sub-Total	24,557,934	25,223,385	22,876,330	25,454,800	22,289,532
	<u>Licenses and Permits - General Fund</u>					
4210	Construction Permits	1,727,591	1,391,341	1,448,791	1,300,000	2,362,000
4211	Advanced Plan Check Fee	434,337	426,433	419,112	300,000	571,000
4212	Building Dept General Revenue	16,209	34,640	45,466	21,000	39,000
4213	Plan Check Fee - Title 24 Energy	59,817	41,958	50,271	50,000	95,000
4214	Permit Track Software Fee	-	17,392	31,112	57,000	57,000
4241	Fire Permits	172,100	149,752	95,200	170,300	140,000
4242	Bicycle License	134	200	-	200	-
4243	Animal License Fees	-	-	-	-	-
4271	Truck Permits	1,680	370	300	1,000	1,000
	Sub-Total	2,411,868	2,062,086	2,090,252	1,899,500	3,265,000
	<u>Fines, Forfeitures and Penalties - General Fund</u>					
4310	Vehicle Code Fines-City	88,703	61,558	50,000	100,000	37,500
4320	Vehicle Code Fines-County	141,264	125,838	35,000	136,000	75,000
4330	Vehicle Code Fines-State	56,661	53,551	38,300	100,000	37,500
4371	Code Enforcement Fines	16,754	33,531	26,300	26,300	25,000

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
4390	Misc Fines	-	-	-	-	-
	Sub-Total	303,382	274,478	149,600	362,300	175,000
	<u>Revenue From Use of Money & Property:</u>					
4410	Investment Earnings - General Fund	505,043	545,267	461,000	468,000	374,400
4431	GASB 31 Market Value Adjustment - General Fund	(329,493)	442,006	1,000	-	-
4450	Other Interest - General Fund	5,355	11,173	16,000	10,000	10,000
4810	Rents / Leases (Real & Personal)-General Fund	1,721,885	1,785,200	1,804,500	1,754,144	2,044,150
4819	Other Rental Income - General Fund	-	-	-	-	-
5101	User Fees - Motor Pool	-	-	-	-	-
5104	User Fees - IT Pool	-	-	-	-	-
	Sub-Total	1,902,790	2,783,645	2,282,500	2,232,144	2,428,550
	<u>Revenues From Other Agencies:</u>					
4510	Gasoline Tax 2105	-	-	-	-	-
4511	Gasoline Tax 2106	-	-	-	-	-
4512	Gasoline Tax 2107	-	-	-	-	-
4513	Gasoline Tax 2107.5	-	-	-	-	-
4514	Gasoline Tax - MOE 7104	-	-	-	-	-
4516	Gasoline Tax 2103 - Gas Excise Tax	-	-	-	-	-
4518	Road Maintenance and Rehabilitation Act (SB1)	-	-	-	-	-
4519	SAB TCRF Loan	-	-	-	-	-
4520	Community Development Block Grant	-	-	-	-	-
4522	ISTEA Grant	-	-	-	-	-
4523	Other Grants	-	-	-	-	-
4524	Federal Crime Bill Grant - General Fund	-	-	-	-	-
4525	TDA Grants	-	-	-	-	-
4526	Supplemental Law Enforcement	-	-	-	100,000	100,000
4527	Office of Traffic Safety	-	-	-	-	-
4528	VTA Funded Grant	-	-	-	-	-
4529	HES Grant	-	-	-	-	-
4531	DOJ Grant	-	3,133	-	-	-
4532	Local Law Enforcement Grant	-	-	-	-	-
4533	Beverage Container Grant	-	-	-	-	-
4534	Safe Route 2 School Grant	-	-	-	-	-
4535	Surface Transportation Program	-	-	-	-	-
4536	Proposition 42 Gas Sales Tax	-	-	-	-	-
4537	Homeland Security Grant	-	-	-	-	-
4539	Local Street and Roads	-	-	-	-	-
4540	State Prop 1B	-	-	-	-	-
4542	Signal Maint Cost Sharing	-	-	-	-	-
4543	Other State Grants	-	-	-	-	-
4544	Transit Shelter Advertising	2,775	19,013	6,000	6,000	6,000
4545	CLETEP-Tech Eqmt Grant	-	-	-	-	-
4546	Highway Safety Improvement (HSIP)	-	-	-	-	-
4550	ABAG Grant	-	-	-	-	-
4551	Prop 84 IRWM-ABAG	-	-	-	-	-
4552	Vehicle Emissions Reduction by Schools (VERBS)	-	-	-	-	-
4553	State Housing Grant - B E G I N	-	-	-	-	-
4554	One Bay Area Grant (OBAG)	-	-	-	-	-
4555	Anti Drug Abuse Grant	-	-	-	-	-
4556	AB 109 Public Safety Realignment	-	-	-	-	-
4557	High Intensity Drug Trafficking Area Grant	-	-	-	-	-

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
4558	Arson Contract Training	-	-	4,000	4,000	4,000
4559	Arson County Fire Dept	-	414,000	420,000	420,000	420,000
4560	RATTF Reimbursement	24,030	125,706	137,000	100,000	100,000
4561	Senior Nutrition Program	83,362	73,854	70,470	70,470	69,475
4562	Ansley House	-	-	-	-	-
4562	Ainsley House Grant	-	-	-	-	-
4563	Water District Grant	-	-	-	-	-
4564	Santa Clara County Open Space Authority	-	-	-	-	-
4565	Bay Area Air Quality Management District - Veh	-	-	-	-	-
4571	VTA Meas B Vehicle Registration	-	-	-	-	-
4572	VTA Meas B Regional Project	-	-	-	-	-
4580	Motor Vehicle In Lieu Fees - General Fund	45,523	20,494	45,000	45,000	46,500
4581	Homeowners' Property Tax Relief - General Fund	33,694	39,549	39,800	35,000	41,600
4582	Abandoned Vehicle Fees - General Fund	67,191	37,027	50,000	75,000	60,000
4583	State Trailer Coach In Lieu Tax	-	-	-	-	-
4584	Mandated Costs - General Fund	27	7,500	84,000	20,000	40,000
4585	SCC - Auto Burglary - General Fund	-	-	-	-	-
4586	Off-Highway Vehicle Fees - General Fund	-	-	-	-	-
4587	Office of Emergency Services (OES) Reimbursements	-	-	-	-	-
4588	Post Reimbursements - General Fund	18,577	20,840	26,300	12,500	12,500
	Sub-Total	275,179	761,116	882,570	887,970	900,075
	Charges for Current Services:					
4609	Program Fees - Museum - General Fund	28,406	31,037	19,098	30,600	6,120
4610	Comm. Services - Ainsley House Rental - General Fund	32,232	36,085	16,600	35,000	18,155
4611	Comm Services - Museum Admission Fee - General Fund	6,650	8,042	6,500	7,000	2,730
4612	Comm Services - Sr Citizen Program - General Fund	214,922	224,082	123,000	226,000	166,793
4613	Program Fees: Sports - General Fund	456,105	460,380	350,000	548,735	263,986
4614	Program Fees: Aquatics - General Fund	194,400	189,261	130,000	227,987	195,037
4616	Program Fees: Picnic Fees - General Fund	26,164	27,231	15,000	26,400	26,400
4617	Program Fees: Day Camps - General Fund	408,886	444,692	110,000	437,000	456,180
4618	Program Fees: Trips & Tours - General Fund	2,028	-	-	-	-
4619	Program Fees: Classes - General Fund	477,330	491,399	300,000	496,600	385,301
4620	Program Fees: Preschool - General Fund	363,161	368,677	275,500	370,700	253,226
4621	Program Fees: Special Events - General Fund	-	-	1,050	-	-
4622	Program Fees: Fitness - General Fund	175,028	167,973	137,748	170,000	54,180
4623	Sales of Historical Calendars - General Fund	-	-	-	-	-
4624	Program Fees: Homework Center - General Fund	-	-	-	-	-
4625	Fund Raising - General Fund	-	646	-	-	-
4626	Program Fees: Classes - Adult Services - General Fund	110,756	147,082	80,000	129,700	96,085
4627	Vending Machine Sales - General Fund	2,172	2,613	2,650	2,400	2,400
4628	Comm Services - Skate Park Income	34,725	33,740	21,000	31,862	19,582
4629	Comm Services - Drop In Classes	128,674	144,656	116,500	162,300	123,240
4630	Comm Group - Special Events - General Fund	52,958	47,520	48,375	55,225	55,225
4631	Comm Group - Theatre Revenue	6,236	3,146	1,554	2,000	1,000
4632	Comm Group - Theatre Preservation Charge	56,727	57,961	35,000	59,000	21,805
4633	Comm Serves - Facility Fee	16,439	19,464	10,000	25,922	10,633
4634	Facility Rental Surcharge	-	11,063	17,000	-	12,000
4643	Comm. Services - Concession & Merchandise	3,838	3,819	1,479	3,900	1,125
4644	Comm. Services - Theater Ticket Sales	246,803	251,290	230,300	239,100	98,106
4645	Sponsor/Program Advertising	49,500	50,188	46,500	52,400	18,500
4646	Theatre Program Ads	4,575	5,875	6,725	6,050	2,025
4652	Business License Application Fee - General Fund	-	-	-	-	-
4660	Zoning Application Fees Planning - General Fund	409,730	627,328	437,776	600,000	400,000
4661	Microfilming Fee - General Fund	34,049	31,837	28,319	40,000	74,000

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
4662	Nuisance Abatement - General Fund	-	-	-	-	-
4663	Rental Dispute Resolution Fees - General Fund	62,444	60,604	65,800	65,800	65,800
4664	Dumpster Enclosure	-	-	-	-	-
4667	Program Fees: Hazelwood/Rosemary Pre-School - Gen.	-	-	29	-	-
4668	Architectural Advisor Fee	-	-	-	-	-
4669	Storm Water Impact Fee	-	784	-	-	-
4670	General Plan Maintenance Fee	99,791	76,825	235,702	125,000	125,000
4671	Code Enforcement Fee - General Fund	-	-	-	-	-
4690	Other Filing Fees - General Fund	7,069	5,010	5,200	7,300	7,300
4691	Special Police Department Services - General Fund	52,726	48,571	40,800	55,000	55,000
4692	Hazardous Materials Response Charges	156,834	131,662	140,900	132,600	103,000
4693	False Alarm Fees-PD - General Fund	28,830	5,303	5,000	5,000	5,000
4694	Other Current Service Charges - General Fund	-	-	-	-	-
4697	Paramedic Ambulance Fees - General Fund	-	-	-	-	-
4698	Cost Recovery - DUI - General Fund	7,210	-	13,600	5,000	7,000
4699	Cost Recovery - Towing - General Fund	-	-	-	-	-
4700	Cost Recovery - Booking Fees - General Fund	-	-	-	-	-
4701	Cost Recovery - General Fund	-	-	200	-	-
4701	Cost Recovery-Public Works	-	-	200	-	-
4704	Cost Recovery - Police Department	6,205	10,249	11,000	14,000	14,000
4705	Contract Revenue	-	-	-	-	-
4706	SCCSET Data Queries - Police Department	-	-	-	-	-
4707	CAL NENA Reimbursement - Police Department	2,011	-	5,000	3,000	10,000
4708	Phone System Maint Reimbursement - 911	-	-	-	-	-
4709	Vehicle Charging Stations	-	-	-	-	-
4710	Successor Agency Reimbursement	-	-	-	-	-
4720	Storm Water Fee	-	-	-	-	-
4721	Storm Drain Fees	-	-	-	-	-
4722	Eng & Subdivision Filing Fees - General Fund	393,199	558,770	350,000	408,000	408,000
4723	Pub Works - Special Projects - General Fund	-	-	-	-	-
4724	Solid Waste Rate Fees	-	-	-	-	-
4725	Project Salaries Revenue - General Fund	562,198	246,977	370,000	575,000	762,992
4727	Motor Pool Reimbursement	-	-	-	-	-
4728	Traffic Engineering Fees - General Fund	50	950	10,000	-	-
4730	Metricom Encroachment Agreement - General Fund	-	14	-	-	-
4731	Vehicle Impact Fees (Construction)	-	-	-	-	-
4732	Vehicle Impact Fees (Garbage)	-	-	-	-	-
4735	Community Garden Fees	3,606	3,528	3,600	3,600	3,600
4750	94 Housing Bond Admin Fee	-	-	-	-	-
4760	Sale of Maps & Publications - General Fund	2,654	1,035	1,500	2,000	2,000
	Sub-Total	4,927,321	5,037,369	3,826,205	5,387,181	4,332,526
	Other Revenues:					
4111	Measure A - Street Maintenance	-	-	-	-	-
4810	Rents & Leases - General Fund	-	-	-	-	-
4811	Donations - Heritage Theater	-	-	-	-	-
4812	Donations - Historical Museum	-	-	1,775	-	-
4813	Donations - Senior Citizens Center	-	-	-	-	-
4815	Donations - Ainsley Capital	-	-	-	-	-
4816	Donations - Meal	15,758	12,532	14,500	14,500	10,788
4817	Donations - Misc. - General Fund	3,952	-	2,100	1,000	1,000
4817	Donations - Vehicle/Equipment Maintenance	-	-	-	-	-
4818	Donations - Parks	-	-	-	-	-
4819	Other Rental Income	1,091,123	1,128,490	698,967	1,161,455	784,250
4820	Donations - DARE Promotion - General Fund	-	-	-	-	-

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2021

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
4821	Donations - Youth Scholar - General Fund	2,375	6,096	6,951	-	-
4841	ABAG Insurance Refund - General Fund	-	-	-	-	-
4824	Recreation Grant - Private	-	-	-	-	-
4825	Donations - Recreation	-	1,700	700	-	-
4827	Donations - State of the City	-	-	-	-	-
4828	CMBL Police Foundation	-	-	-	-	-
4890	Successor Agency ROPS Admin Reimb	17,526	19,000	20,000	20,000	21,390
4892	Asset Seizures	-	-	-	-	-
4910	Transaction process fee	-	-	6,000	-	-
4920	Park Dedication Fees	-	-	-	-	-
4921	Project Revenue - General Fund	-	-	-	-	-
4922	AB 939 Recycling - SCC	-	-	-	-	-
4924	Notice/Improvement/Obligation	19,708	2,995	-	6,100	6,100
4950	Lease Revenue	-	-	-	-	-
4951	COP Debt Service Abatement	-	-	-	-	-
4960	Sale of Real or Personal Property - General Fund	-	-	2,000	2,000	-
4961	Gain on Sale	-	-	-	-	-
4962	Insurance Recovery - General Fund	137	1,168	130,500	2,500	2,500
4963	Insurance Claims Refunds	9,442	-	-	-	-
4965	Other Revenue - General Fund	129,044	123,134	136,397	132,000	103,000
4966	Principal Repayment - General Fund	-	35	-	-	-
4967	Expense Abatement - Bus Passes - General Fund	-	-	-	-	-
4968	Expense Abatement - Misc. - General Fund	-	-	476	-	-
4969	Inspection Escrow	-	-	-	-	-
4968	Expense Abatement - Miscellaneous - Other Funds	-	-	-	-	-
4970	West Valley - JPA	-	-	-	-	-
4971	Tree In Lieu Fee - General Fund	15,115	25,320	25,000	18,950	25,000
4972	Use Fees-Campbell Union School District	-	-	-	-	-
4973	Parking in Lieu Fee	-	-	-	-	-
4990	Capital Contributions Revenue-Motor Vehicle Pool	-	-	-	-	-
5142	Premiums - Workers' Compensation Insurance	-	-	-	-	-
5144	Premiums - Long-Term Disability (LTD) Insurance	-	-	-	-	-
6021	Proceeds of Refunding Debt	-	-	-	-	-
6023	Bond Premium	-	-	-	-	-
6040	Loan Proceeds - RDA Capital Projects	-	-	-	-	-
6070	Cash Over/Short - General Fund	-	20	-	-	-
	Sub-Total	1,304,180	1,320,491	1,045,366	1,358,505	954,028
	Total Revenues - General Fund (Exhibit A)	49,686,816	53,069,887	50,326,123	54,514,400	51,825,811
6899	Transfers-In - General Fund	1,462,489	1,294,226	1,006,088	1,348,756	1,248,626
6999	Transfers-In - General Fund	-	-	-	-	-
6799	Residual Equity Transfer-in - From RDA Housing	-	-	-	-	-
6090	Beginning Fund Balance- Operating - General Fund	-	-	1,966,198	-	752,957
6091	Beginning Fund Balance - Capital - General Fund	-	-	-	-	-
	Total Sources of Revenues	\$51,149,304	\$54,364,113	\$53,298,409	\$55,863,156	\$53,827,394

City of Campbell - Operating/Capital Budget
Summary of Expenditures by Governmental Function Fund Type
Fiscal Year 2021

	Employee Services	Supplies & Services	Capital Improve.	Debt Service	Transfers Out	Adopted FY 2021
General Government Administration:						
501 City Council	\$149,574	\$235,403	-	-	-	\$384,977
510 CM - Administration	722,482	73,555	-	-	-	796,037
511 CM - City Clerk	275,760	209,575	-	-	-	485,335
515 CM - Human Resources	933,254	289,883	-	-	-	1,223,136
516 CM - Workers Compensation	-	440,050	-	-	-	440,050
518 CM - Measure O	316,100	80,000	-	-	-	396,100
539 CM - Covid Response	-	500,000	-	-	-	500,000
535 Finance - Accounting	1,509,945	252,078	-	-	-	1,762,023
540 Finance - Non-Departmental	(100,000)	1,435,751	-	-	-	1,335,751
543 Finance - 2002 COP Debt Svc.	-	-	-	-	-	-
544 Finance - 1997 COP Debt Svc.	-	-	-	-	-	-
548 Finance - 2016 Refunding Lease Revenue Bond	-	-	-	769,300	-	769,300
547 CM - IT Services	871,537	465,758	18,610	-	-	1,355,905
549 Finance - CFD #1	-	3,500	-	-	-	3,500
560 City Attorney	352,573	210,227	-	-	-	562,800
815 Successor Agency	-	21,390	-	1,592,738	-	1,614,128
Sub-total	5,031,225	4,217,170	18,610	2,362,038	-	11,629,043
Recreation & Community Services:						
524 Administration	290,050	76,875	-	-	-	366,925
525 Senior Nutrition	94,119	122,994	-	-	-	217,113
526 Adult Services	448,623	104,860	-	-	-	553,483
527 Community Center	829,507	483,969	-	-	-	1,313,477
528 Museum	260,438	93,526	-	-	-	353,964
529 Theater	-	748,469	-	-	-	748,469
531 Sports & Aquatics	629,252	191,681	-	-	-	820,933
532 Pre-School, Day Camp & Enrich Classes	672,491	289,613	-	-	-	962,104
Sub-total	3,224,480	2,111,987	-	-	-	5,336,467
Public Safety:						
601 PD - Administration	976,045	459,514	-	-	-	1,435,559
602 PD - Communications	2,340,448	363,996	-	-	-	2,704,444
603 PD - Records	1,245,129	137,124	-	-	-	1,382,253
604 PD - Special Enforcement Svcs.	4,020,309	293,380	-	-	-	4,313,690
605 PD - Field Services	9,410,504	983,480	-	-	-	10,393,984
610 Fire Administration	-	9,552,487	-	-	-	9,552,487
Sub-total	17,992,435	11,789,981	-	-	-	29,782,416
Community Development:						
550 CD - Planning	423,331	112,686	-	-	-	536,017
551 CD - Current Planning	905,730	58,044	-	-	-	963,774
552 CD - Policy Development	162,590	8,881	-	-	-	171,471
553 CD - CDBG Housing	-	-	-	-	-	-
554 CD - Building	1,032,333	321,987	-	-	-	1,354,319
556 CD - Economic Development	175,883	28,822	-	-	-	204,705
557 CD - Housing Assistance	42,879	222,800	-	-	-	265,679
Sub-total	2,742,746	753,219	-	-	-	3,495,966
Public Works:						
701 PW - Administration	622,017	87,388	-	-	-	709,405
715 PW - Environmental Services	135,670	-	-	-	-	135,670
720 PW - Transportation Eng.	364,923	52,994	-	-	-	417,917
730 PW - Engineering	1,281,029	105,393	-	-	-	1,386,421
740 PW - Land Development	804,807	162,815	-	-	-	967,621
745 PW - Maint. Administration	527,400	78,130	-	-	-	605,530
750 PW - Vehicle & Equip. Maint..	480,743	617,045	301,000	-	-	1,398,788

City of Campbell - Operating/Capital Budget
Summary of Expenditures by Governmental Function Fund Type
Fiscal Year 2021

	Employee Services	Supplies & Services	Capital Improve.	Debt Service	Transfers Out	Adopted FY 2021
760 PW - Street Maintenance	1,158,330	831,851	-	-	-	1,990,180
770 PW - Signals & Lighting Maint.	528,823	510,133	-	-	-	1,038,956
775 PW - Park Maintenance	1,621,786	1,133,941	-	-	-	2,755,727
780 PW - Building Maintenance	579,621	886,480	-	-	-	1,466,101
741 PW - CFD #2	-	23,000	-	-	-	23,000
Sub-total	8,105,148	4,489,168	301,000	-	-	12,895,316
980 Operating Transfers Out (GF)	-	-	-	-	5,551,849	5,551,849
980 Transfers Out (Misc. Funds)	-	-	-	-	-	-
950 Capital Projects	434,000	1,633,595	8,485,049	-	-	10,552,644
990 Capital Transfers Out	-	-	-	-	9,104,049	9,104,049
Sub-total	434,000	1,633,595	8,485,049	-	14,655,898	25,208,542
Total - City	\$37,530,035	\$24,995,120	\$8,804,659	\$2,362,038	\$14,655,898	\$88,347,750

City of Campbell - Operating/Capital Budget
Summary of Expenditures by Governmental Function Fund Type
Fiscal Year 2021

	General Fund	Special Revenue	Debt Service	Capital Projects	Internal Service	Trust & Agency
General Government Administration:						
501 City Council	\$384,977	-	-	-	-	-
510 CM - Administration	796,037	-	-	-	-	-
511 CM - City Clerk	485,335	-	-	-	-	-
515 CM - Human Resources	1,223,136	-	-	-	-	-
516 CM - Workers Compensation	-	-	-	-	440,050	-
518 CM - Measure O	-	396,100	-	-	-	-
535 Finance - Accounting	1,762,023	-	-	-	-	-
539 Finance - Covid Response	500,000	-	-	-	-	-
540 Finance - Non-Departmental	1,335,751	-	-	-	-	-
543 Finance - 2002 COP Debt Svc.	-	-	-	-	-	-
544 Finance - 1997 COP Debt Svc.	-	-	-	-	-	-
Finance - 2016 Refunding Lease Revenue	-	-	-	-	-	-
548 Bond	-	-	769,300	-	-	-
547 CM - IT Services	-	-	-	-	1,355,905	-
549 Finance - CFD #1	-	3,500	-	-	-	-
560 City Attorney	562,800	-	-	-	-	-
815 Successor Agency	-	-	-	-	-	1,614,128
Sub-total	7,050,060	399,600	769,300	-	1,795,955	1,614,128
Recreation & Community Services:						
524 Administration	366,925	-	-	-	-	-
525 Senior Nutrition	217,113	-	-	-	-	-
526 Adult Services	553,483	-	-	-	-	-
527 Community Center	1,313,477	-	-	-	-	-
528 Museum	353,964	-	-	-	-	-
529 Theater	748,469	-	-	-	-	-
531 Sports & Aquatics	820,933	-	-	-	-	-
532 Pre-School, Day Camp & Enrich Classes	962,104	-	-	-	-	-
Sub-total	5,336,467	-	-	-	-	-
Public Safety:						
601 PD - Administration	1,435,559	-	-	-	-	-
602 PD - Communications	2,704,444	-	-	-	-	-
603 PD - Records	1,382,253	-	-	-	-	-
604 PD - Special Enforcement Svcs.	4,313,690	-	-	-	-	-
605 PD - Field Services	10,393,984	-	-	-	-	-
610 Fire Administration	9,552,487	-	-	-	-	-
Sub-total	29,782,416	-	-	-	-	-
Community Development:						
550 CD - Planning	536,017	-	-	-	-	-
551 CD - Current Planning	963,774	-	-	-	-	-
552 CD - Policy Development	171,471	-	-	-	-	-
553 CD - CDBG Housing	-	-	-	-	-	-
554 CD - Building	1,354,319	-	-	-	-	-
556 CD - Economic Development	204,705	-	-	-	-	-
557 CD - Housing Assistance	-	265,679	-	-	-	-
Sub-total	3,230,286	265,679	-	-	-	-
Public Works:						
701 PW - Administration	709,405	-	-	-	-	-
715 PW - Environmental Services	-	135,670	-	-	-	-
720 PW - Transportation Eng.	417,917	-	-	-	-	-
730 PW - Engineering	1,386,421	-	-	-	-	-
740 PW - Land Development	967,621	-	-	-	-	-
745 PW - Maint. Administration	605,530	-	-	-	-	-

City of Campbell - Operating/Capital Budget
Summary of Expenditures by Governmental Function Fund Type
Fiscal Year 2021

	General Fund	Special Revenue	Debt Service	Capital Projects	Internal Service	Trust & Agency
750 PW - Vehicle & Equip. Maint..	-	-	-	-	1,398,788	-
760 PW - Street Maintenance	-	1,990,180	-	-	-	-
770 PW - Signals & Lighting Maint.	-	1,038,956	-	-	-	-
775 PW - Park Maintenance	-	2,755,727	-	-	-	-
780 PW - Building Maintenance	1,466,101	-	-	-	-	-
741 PW - CFD #2	-	23,000	-	-	-	-
Sub-total	5,552,996	5,943,533	-	-	1,398,788	-
980 Operating Transfers Out (GF)	3,606,923	1,845,326	-	-	99,600	-
980 Transfers Out (Misc. Funds)	-	-	-	-	-	-
950 Capital Projects	-	-	-	10,552,644	-	-
990 Capital Transfers Out	575,084	8,528,965	-	-	-	-
Sub-total	4,182,007	10,374,291	-	10,552,644	99,600	-
Total - City	\$55,134,232	\$16,983,103	\$769,300	\$10,552,644	\$3,294,343	\$1,614,128

DEBT MANAGEMENT

The City has adopted policies to ensure its debt is appropriately managed. Long-term borrowing is restricted to the funding of capital improvements and equipment. Additionally, the term of a respective debt financing is limited to the expected useful life of the capital improvement. The City is in compliance with all of the significant covenants and restrictions related to its debt obligations.

Legal Debt Limit and General Obligation Debt: The City's most recently calculated debt limit was \$382 million with \$0 of debt subject to the limit. At that time, the City also had no general obligation debt.

2016 Refunding Lease Revenue Bonds

In August 2016, the City, through the Campbell Joint Public Finance Authority, issued \$8,085,000 in refunding bonds to prepay the remaining portion of the 1997 Certificates of Participation (Civic Center Project) and to prepay a portion of the 2002 Certificates of Participation (Civic Center Project) in addition to bond issuance costs. The bonds, which were issued at a premium, have coupon interest rates ranging from 2% to 4% with an effective interest rate of 1.95% and maturing October 1, 2028. These bonds replace debt that was used for various civic center and community center improvements as well as for deferred street maintenance, improvements to the police station and construction of an animal control facility.

The refunding issue received ratings of "AA+" from Standard and Poor's Global Ratings (S&P). The rating agency noted the City's impressive program of financial risk management and maintenance of prudent reserve levels as partial reasons for their rating. Moreover, they reaffirmed the City's issuer credit rating (ICR) at "AAA" which it has maintained since 2009.

2002 Certificates of Participation

The City has outstanding capital appreciation bonds in the principal amount of \$1,245,844, interest bearing 5.8% and maturing between 2029 and 2032. Because both principal and interest are not due until maturity, no debt service is budgeted until beginning in 2029. The total outstanding amounts that will be due upon maturity are \$6,460,000.

2020 Measure O General Obligation Bonds

On November 6, 2018, City of Campbell voters approved Measure O, authorizing the sale and issuance of bonds in the aggregate amount of up to \$50 million to construct and/or renovate City facilities to house Police and Library services. In August 2020, the City issued its first series of tax-exempt bonds for \$20,000,000. The bonds, which were issued at a premium, have coupon interest rates ranging from 2% to 4% with an effective interest rate of 2.30% and maturing September 1, 2050.

The issuance received ratings of "AAA" from Standard and Poor's Global Ratings (S&P), noting the City's sustained available reserves and good financial policies and practices, despite the COVID-19 pandemic.

Future annual debt service for the City is summarized as follows:

Summary of City Debt Service

Description	Final Maturity Date	Amount of Original Issue	Outstanding Principal	Outstanding Interest	Total
2016 Refunding Lease Revenue Bonds	2028	\$ 8,085,000	\$ 5,725,000	\$ 1,076,000	\$ 6,801,000
2002 Certificates of Participation	2032	11,930,843	1,245,844	5,214,156	6,460,000
2020 Measure O General Obligation	2050	<u>20,000,000</u>	<u>20,000,000</u>	<u>10,629,986</u>	<u>30,629,986</u>
		<u>\$ 40,015,843</u>	<u>\$ 26,970,844</u>	<u>\$ 16,920,142</u>	<u>\$ 43,890,986</u>

Future annual debt service by debt issue is summarized as follows:

Annual Debt Service to Maturity - 2016 Refunding Lease Revenue Bonds

<u>Fiscal Year</u>	<u>Total Principal</u>	<u>Total Interest</u>	<u>Total Debt Service</u>
2021	\$ 550,000	\$ 209,550	\$ 759,550
2022	570,000	192,750	762,750
2023	585,000	172,500	757,500
2024	605,000	148,700	753,700
2025	630,000	124,000	754,000
Thereafter	<u>2,785,000</u>	<u>228,500</u>	<u>3,013,500</u>
Total	<u>\$ 5,725,000</u>	<u>\$ 1,076,000</u>	<u>\$ 6,801,000</u>

Annual Debt Service to Maturity - 2002 Certificates of Participation

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ -	\$ -	\$ -
2022	-	-	-
2023	-	-	-
2024	-	-	-
2025	-	-	-
Thereafter	<u>1,245,844</u>	<u>5,214,156</u>	<u>6,460,000</u>
Total	<u>\$ 1,245,844</u>	<u>\$ 5,214,156</u>	<u>\$ 6,460,000</u>

Annual Debt Service to Maturity - 2020 Measure O General Obligation Bonds

<u>Fiscal Year</u>	<u>Total Principal</u>	<u>Total Interest</u>	<u>Total Debt Service</u>
2021	\$ 1,140,000	\$ 352,936	\$ 1,492,936
2022	1,660,000	636,000	2,296,000
2023	1,000,000	596,100	1,596,100
2024	780,000	565,500	1,345,500
2025	345,000	543,000	888,000
Thereafter	<u>15,075,000</u>	<u>7,936,450</u>	<u>23,011,450</u>
Total	<u>\$ 20,000,000</u>	<u>\$ 10,629,986</u>	<u>\$ 30,629,986</u>

DEBT MANAGEMENT FOR SUCCESSOR AGENCY

2016 Tax Allocation Refunding Bonds

Concurrently with the issue of the 2016 Refunding Lease Bonds, the City of Campbell Successor Agency issued Tax Allocation Refunding Bonds, Series 2016 in the aggregate principal amount of \$22,705,000. These bonds were private placement bonds that pay interest at a rate from 1.825% to 2.15% payable semiannually on April 1 and October 1 commencing on April 1, 2017. The proceeds from the Tax Allocation Refunding Bonds, Series 2016 were used to prepay the 2002 RDA Tax Allocation Bonds, Series A, to prepay the 2005 RDA Tax Allocation Bonds, Series A, to prepay a portion of the 1997 Refunding Certificates of Participation and the 2002 Refunding Certificates of Participation, and to pay the cost of issuing the bonds.

Future annual debt service for the Successor Agency is summarized as follows:

Annual Debt Service to Maturity - 2016 Tax Allocation Refunding Bonds

<u>Fiscal Year</u>	<u>Total Principal</u>	<u>Total Interest</u>	<u>Total Debt Service</u>
2021	\$ 1,200,000	\$ 390,737	\$ 1,590,737
2022	1,375,000	365,150	1,740,150
2023	1,555,000	334,192	1,889,192
2024	1,595,000	300,984	1,895,984
2025	1,630,000	266,871	1,896,871
Thereafter	<u>11,270,000</u>	<u>846,435</u>	<u>12,116,435</u>
Total	<u>\$ 18,625,000</u>	<u>\$ 2,504,369</u>	<u>\$ 21,129,369</u>

GANN APPROPRIATIONS LIMIT

Article XIII B of the California State Constitution as enacted by Proposition 4, the Gann initiative of 1979, mandates a limit on the amount of proceeds of taxes that state and local governments can receive and appropriate (authorize to spend) each year. The purpose of this law is to limit government spending by putting a cap on the total proceeds of taxes that may be appropriated each year. The original Article XIII B was further modified by Proposition 111 and SB 88 approved by California voters in June of 1990. Proposition 111 allows cities more flexibility in choosing certain inflation and population factors to calculate the limit.

The limit is different for each agency and the limit changes each year. 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. Proposition 111 has modified those factors to allow cities to choose either the growth in California Per Capita Income or the growth in non-residential assessed valuation due to new construction in the City. Alternatively, the City could select a population growth factor represented by the population growth in Santa Clara County. Each year the City establishes its appropriations limit for the following fiscal year. The City of Campbell's appropriation limit for fiscal year 2020-21 of \$77.1 million will be brought to City Council for adoption on June 25, 2020.

When a city's proceeds of taxes (less statutory exclusions) exceed the legal limit, excess tax revenue must be returned to the State or citizens through a process of refunds, rebates, or other means that may be determined at that time. The fiscal year 2020-21 calculations indicate the City of Campbell will again be significantly below the appropriations or spending limit. The City's appropriations limit of \$77.1 million for fiscal year 2020-21 is approximately \$3.1 million higher than the fiscal year 2019-20 limit of \$74.0 million. For fiscal year 2020-21, the City's proceeds of taxes subject to the appropriations limit are projected to be \$43.0 million. This is 55.7% of the legal appropriations limit. Any future amendments to the adopted appropriations from "proceeds of taxes" will be subject to the limit and will be calculated accordingly. As a result of the City's Gann calculations being so far under the legal limit, restraints on current or future budget deliberations are not contemplated.

FY 2020-2021 APPROPRIATIONS LIMIT

Per Capita Change		1.0373
Population Change		1.0037
Calculation Factor FY 2020-21	1.0373×1.0037	1.0411
FY 2020-21 Limit	$\$74,047,932 \times 1.0411$	\$77,091,302
Appropriations Subject to Limit		<u>42,950,667</u>
Appropriations under Limit		<u><u>\$34,140,635</u></u>



**Fund Balance Analysis
Fiscal Year 2021**

Fund Description	Fund #	Beginning Fund Balance Estimated FY 2021	Adopted Revenues & Transfers FY 2021	Adopted Expenditures & Transfers FY 2021	Ending Fund Balance Estimated FY 2021	% Balance Change Begin to Ending
General Fund	101	\$ 22,995,104	\$ 53,827,394	\$ 55,134,232	\$ 21,688,265	-5.7%
Vehicle Impact Fees	202	257,200	777,250	777,000	257,450	0.1%
Gas Tax	203, 204	(729,151)	2,414,067	2,730,180	(1,045,264)	-43.4%
Drug Enforcement - Asset Forfeiture	205	183,938	5,000	4,500	184,438	0.3%
Lighting and Landscaping District	207	(33,615)	3,939,598	3,905,983	-	100.0%
Housing & Com Dev Block Grant	208	346	-	-	346	0.0%
Environmental Services	209	291,886	1,710,320	1,710,196	292,011	0.0%
Supplemental Law Enforcement	210	11,537	-	-	11,537	0.0%
State/Other Grants	212	(2,497,589)	6,066,965	6,066,965	(2,497,589)	0.0%
T.D.A.	216	(537,732)	20,000	20,000	(537,732)	0.0%
Other Federal Grants	218	(1,065,067)	-	-	(1,065,067)	0.0%
Housing Assistance Fund	233	9,104,717	68,000	265,679	8,907,038	-2.2%
Community Facilities District #1	236	4,743	146,900	146,500	5,143	8.4%
Community Facilities District #2	237	137,337	35,250	35,000	137,587	0.2%
Parkland Dedication Trust	295	3,874,029	485,827	925,000	3,434,856	-11.3%
Successor Agency to RDA	333	(157,370)	1,624,128	1,614,128	(147,370)	6.4%
Measure O Bond Fund	348	1,090,645	-	-	1,090,645	0.0%
L.I.D. Debt Service	367	31,811	-	-	31,811	0.0%
2016 Refunding Lease Revenue Bonds	370	(104,142)	769,325	769,300	(104,117)	0.0%
Capital Projects	435	801,446	9,164,049	9,104,049	861,446	7.5%
Measure O CIP	448	(289,000)	10,000,000	1,844,695	7,866,305	2821.9%
Motor Vehicle Pool	641	355,540	1,446,400	1,448,788	353,153	-0.7%
Information Technologies Pool	647	346,589	1,387,992	1,405,505	329,076	-5.1%
Worker's Compensation Pool	690	1,430,610	605,000	440,050	1,595,560	11.5%
Parks and Museum Trust	794	154,353	-	-	154,353	0.0%
Recreation Grants-Private	795	5,944	-	-	5,944	0.0%
Senior Citizen Trust	797	15,916	-	-	15,916	0.0%
West Valley JPA	798	195,534	-	-	195,534	0.0%
Total		\$ 35,875,559	\$ 94,493,465	\$ 88,347,750	\$ 42,021,273	17.1%

* Fund Balance represents total equity for the Internal Service Funds.

**Fund Balance Analysis
Fiscal Year 2020**

Fund Description	Fund #	Audited Beginning Fund Balance FY 2020	Estimated Revenues & Transfers FY 2020	Estimated Expenditures & Transfers FY 2020	Ending Fund Balance Estimated FY 2020
General Fund	101	\$ 27,027,819	\$ 53,298,209	\$ 57,330,924	\$ 22,995,104
Vehicle Impact Fees	202	1,487,920	808,106	2,038,825	257,200
Gas Tax	203, 204	133,912	2,385,227	3,248,290	(729,151)
Drug Enforcement - Asset Forfeiture	205	54,388	249,117	119,567	183,938
Lighting and Landscaping District	207	(242,428)	4,240,348	4,031,535	(33,615)
Community Development Block Grant	208	346	-	-	346
Environmental Services	209	772,802	1,082,397	1,563,312	291,886
Supplemental Law Enforcement	210	269,504	151,469	409,436	11,537
State/Other Grants	212	280,087	1,752,524	4,530,200	(2,497,589)
T.D.A.	216	-	20,000	557,732	(537,732)
Other Federal Grants	218	107	145,150	1,210,324	(1,065,067)
Housing Assistance Fund	233	9,158,256	129,639	183,178	9,104,717
Community Facilities District #1	236	4,459	145,284	145,000	4,743
Community Facilities District #2	237	121,445	37,532	21,641	137,337
Parkland Dedication Trust	295	4,768,191	484,037	1,378,199	3,874,029
Successor Agency to RDA	333	(1,466,122)	1,624,103	315,351	(157,370)
Measure O Bond Fund	348	-	1,092,175	1,530	1,090,645
L.I.D. Debt Service	367	31,274	537	-	31,811
2016 Refunding Lease Revenue Bonds	370	3,945	763,638	871,725	(104,142)
Capital Projects	435	1,700,305	14,695,189	15,594,049	801,446
Measure O CIP	448	-	-	289,000	(289,000)
Motor Vehicle Pool	641	456,625	1,520,024	1,621,108	355,540
Information Technologies Pool	647	967,567	1,293,771	1,914,749	346,589
Worker's Compensation Pool	690	1,187,016	789,395	545,801	1,430,610
Parks and Museum Trust	794	150,321	4,033	-	154,353
Recreation Grants-Private	795	5,844	100	-	5,944
Senior Citizen Trust	797	15,648	267	-	15,916
West Valley JPA	798	321,474	531,973	657,912	195,534
Total		<u>\$ 47,210,706</u>	<u>\$ 87,244,243</u>	<u>\$ 98,579,390</u>	<u>\$ 35,875,559</u>

* Fund Balance represents total equity for the Internal Service Funds.

**CITY OF CAMPBELL
GENERAL FUND (101)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 28,924,111	\$ 26,480,764	\$ 27,027,819	27,027,819	\$ 22,995,104
REVENUES:					
Property Taxes	14,037,856	15,646,864	17,213,100	16,967,000	17,522,700
Sales and Use Taxes	14,859,014	15,684,222	14,433,090	15,299,100	14,172,118
Franchise and other taxes	9,698,920	9,539,163	8,443,240	10,155,700	8,117,414
Licenses and permits	2,411,868	2,062,086	2,090,252	1,899,500	3,265,000
Fines and forfeitures	303,382	274,478	149,600	362,300	175,000
Investment income	180,905	998,446	478,000	478,000	384,400
Intergovernmental revenues	241,485	721,568	842,770	852,970	858,475
Charges for services	4,927,321	5,037,369	3,826,005	5,387,181	4,332,526
Other revenues	3,026,065	3,105,671	2,849,866	3,112,649	2,998,178
Operating Fund Reserves (Beg. Fund Balance)	-	-	1,966,198	-	752,957
Operating transfers-in	1,462,489	1,294,226	1,006,088	1,348,756	1,248,626
Bond sales	-	20	-	-	-
Total revenues	<u>51,149,304</u>	<u>54,364,113</u>	<u>53,298,209</u>	<u>55,863,156</u>	<u>53,827,394</u>
EXPENDITURES:					
Benefits	9,661,058	11,052,287	13,154,772	11,414,423	11,580,368
Other Charges	1,927,483	1,928,975	1,597,604	1,926,101	1,693,453
Rents & Leases	881,806	579,176	528,851	942,000	643,950
Salaries	18,395,040	18,977,226	18,728,753	20,644,918	19,715,849
Supplies & Services	16,759,627	16,973,186	17,236,465	17,308,704	17,318,605
Operating transfers-out	2,971,131	3,096,268	2,909,545	2,909,545	3,606,923
Total operating expenditures	<u>50,596,145</u>	<u>52,607,119</u>	<u>54,155,991</u>	<u>55,145,691</u>	<u>54,559,148</u>
Capital transfers-out	2,996,506	1,209,938	3,174,933	1,097,000	575,084
Total expenditures	<u>53,592,651</u>	<u>53,817,057</u>	<u>57,330,924</u>	<u>56,242,691</u>	<u>55,134,232</u>
FUND BALANCES:					
Committed	21,592,179	21,743,975	18,195,104	21,848,284	17,188,265
Assigned	4,528,456	4,257,115	3,800,000	3,800,000	3,500,000
Unassigned	360,129	1,026,729	1,000,000	1,000,000	1,000,000
Total reserves or designations	<u>26,480,764</u>	<u>27,027,819</u>	<u>22,995,104</u>	<u>26,648,284</u>	<u>21,688,265</u>
Fund balance - June 30	<u>\$ 26,480,764</u>	<u>\$ 27,027,819</u>	<u>\$ 22,995,104</u>	<u>\$ 26,648,284</u>	<u>\$ 21,688,265</u>

**CITY OF CAMPBELL
VEHICLE IMPACT FUNDS (202)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 1,338,588	\$ 820,141	\$ 1,487,920	\$ 1,487,920	\$ 257,200
REVENUES:					
Investment income	-	28,958	31,106	250	250
Charges for services	692,962	638,820	777,000	777,000	777,000
Total revenues	<u>692,962</u>	<u>667,778</u>	<u>808,106</u>	<u>777,250</u>	<u>777,250</u>
EXPENDITURES:					
Capital transfers-out	1,211,409	-	2,038,825	777,000	777,000
Total expenditures	<u>1,211,409</u>	<u>-</u>	<u>2,038,825</u>	<u>777,000</u>	<u>777,000</u>
FUND BALANCES:					
Committed	820,141	1,487,920	257,200	1,488,170	257,450
Total reserves or designations	<u>820,141</u>	<u>1,487,920</u>	<u>257,200</u>	<u>1,488,170</u>	<u>257,450</u>
Fund balance - June 30	<u>\$ 820,141</u>	<u>\$ 1,487,920</u>	<u>\$ 257,200</u>	<u>\$ 1,488,170</u>	<u>\$ 257,450</u>

**CITY OF CAMPBELL
GAS TAX FUNDS (204)
REVENUES - EXPENDITURES - FUND BALANCES**

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
Fund balance, July 1	\$ 175,380	\$ (214,553)	\$ 133,912	\$ 133,912	\$ (729,151)
REVENUES:					
Investment income	7,107	19,005	3,357	-	-
Intergovernmental revenues	1,158,974	1,615,001	1,734,000	1,824,289	1,766,267
Other revenues	628	1,873	2,570	2,500	2,500
Operating transfers-in	504,300	583,671	645,300	645,300	645,300
Total revenues	<u>1,671,009</u>	<u>2,219,550</u>	<u>2,385,227</u>	<u>2,472,089</u>	<u>2,414,067</u>
EXPENDITURES:					
Benefits	353,634	371,785	373,921	380,224	425,791
Other Charges	258,390	258,390	256,640	258,390	257,151
Salaries	618,830	615,224	559,004	663,762	732,539
Supplies & Services	501,678	544,686	571,095	549,700	574,700
Operating transfers-out	78,055	81,000	87,630	87,630	-
Total operating expenditures	<u>1,810,587</u>	<u>1,871,084</u>	<u>1,848,290</u>	<u>1,939,706</u>	<u>1,990,180</u>
Capital transfers-out	250,355	-	1,400,000	700,000	740,000
Total expenditures	<u>2,060,942</u>	<u>1,871,084</u>	<u>3,248,290</u>	<u>2,639,706</u>	<u>2,730,180</u>
FUND BALANCES:					
Committed	(214,553)	133,912	(729,151)	(33,705)	(1,045,264)
Total reserves or designations	<u>(214,553)</u>	<u>133,912</u>	<u>(729,151)</u>	<u>(33,705)</u>	<u>(1,045,264)</u>
Fund balance - June 30	<u>\$ (214,553)</u>	<u>\$ 133,912</u>	<u>\$ (729,151)</u>	<u>\$ (33,705)</u>	<u>\$ (1,045,264)</u>

**CITY OF CAMPBELL
DRUG ENFORCEMENT FUNDS (205)
REVENUES - EXPENDITURES - FUND BALANCES**

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
Fund balance, July 1	\$ 34,029	\$ 42,066	\$ 54,388	\$ 54,388	\$ 183,938
REVENUES:					
Investment income	-	1,250	2,945	-	-
Other revenues	8,037	22,172	246,172	14,000	5,000
Total revenues	<u>8,037</u>	<u>23,422</u>	<u>249,117</u>	<u>14,000</u>	<u>5,000</u>
EXPENDITURES:					
Supplies & Services	-	-	69,307	-	-
Operating transfers-out	-	11,100	50,260	19,000	4,500
Total operating expenditures	<u>-</u>	<u>11,100</u>	<u>119,567</u>	<u>19,000</u>	<u>4,500</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>-</u>	<u>11,100</u>	<u>119,567</u>	<u>19,000</u>	<u>4,500</u>
FUND BALANCES:					
Committed	42,066	54,388	183,938	49,388	184,438
Total reserves or designations	<u>42,066</u>	<u>54,388</u>	<u>183,938</u>	<u>49,388</u>	<u>184,438</u>
Fund balance - June 30	<u>\$ 42,066</u>	<u>\$ 54,388</u>	<u>\$ 183,938</u>	<u>\$ 49,388</u>	<u>\$ 184,438</u>

**CITY OF CAMPBELL
LIGHTING DISTRICT FUND (207)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 59,223	\$ (283,898)	\$ (242,428)	\$ (242,428)	\$ (33,615)
REVENUES:					
Property Taxes	1,213,685	1,275,007	1,416,384	1,143,000	1,143,000
Investment income	828	1,705	2,118	-	-
Intergovernmental revenues	5,032	15,951	2,500	2,500	2,500
Charges for services	23,846	25,153	26,954	20,000	20,000
Other revenues	174,675	4,054	69,672	5,000	5,000
Special assessments	1,198,903	1,275,921	1,210,000	1,210,000	1,210,000
Operating transfers-in	1,386,550	1,481,343	1,512,720	1,512,720	1,559,098
Total revenues	<u>4,003,519</u>	<u>4,079,134</u>	<u>4,240,348</u>	<u>3,893,220</u>	<u>3,939,598</u>
EXPENDITURES:					
Benefits	803,485	800,069	775,824	781,907	786,882
Other Charges	307,568	307,644	290,067	307,568	295,173
Salaries	1,435,497	1,383,486	1,223,209	1,389,145	1,363,727
Supplies & Services	1,515,526	1,435,164	1,631,136	1,303,300	1,348,900
Operating transfers-out	284,565	111,300	111,300	111,300	111,300
Total operating expenditures	<u>4,346,641</u>	<u>4,037,664</u>	<u>4,031,535</u>	<u>3,893,220</u>	<u>3,905,983</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>4,346,641</u>	<u>4,037,664</u>	<u>4,031,535</u>	<u>3,893,220</u>	<u>3,905,983</u>
FUND BALANCES:					
Committed	<u>(283,898)</u>	<u>(242,428)</u>	<u>(33,615)</u>	<u>(242,428)</u>	-
Total reserves or designations	<u>(283,898)</u>	<u>(242,428)</u>	<u>(33,615)</u>	<u>(242,428)</u>	-
Fund balance - June 30	<u>\$ (283,898)</u>	<u>\$ (242,428)</u>	<u>\$ (33,615)</u>	<u>\$ (242,428)</u>	<u>\$ -</u>

**CITY OF CAMPBELL
CDBG FUND (208)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 1,361	\$ 778	\$ 346	\$ 346	\$ 346
REVENUES:					
Intergovernmental revenues	-	-	-	-	-
Total revenues	-	-	-	-	-
EXPENDITURES:					
Supplies & Services	583	432	-	-	-
Total operating expenditures	583	432	-	-	-
Capital transfers-out	-	-	-	-	-
Total expenditures	583	432	-	-	-
FUND BALANCES:					
Committed	778	346	346	346	346
Total reserves or designations	778	346	346	346	346
Fund balance - June 30	<u>\$ 778</u>	<u>\$ 346</u>	<u>\$ 346</u>	<u>\$ 346</u>	<u>\$ 346</u>

**CITY OF CAMPBELL
ENVIRONMENTAL SERVICES FUND (209)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 745,376	\$ 724,198	\$ 772,802	\$ 772,802	\$ 291,886
REVENUES:					
Investment income	1,965	19,566	9,577	500	500
Intergovernmental revenues	-	10,881	10,000	10,000	10,000
Charges for services	838,695	969,628	576,464	970,564	621,464
Other revenues	89,928	84,425	49,356	49,356	49,356
Operating transfers-in	513,693	437,000	437,000	437,000	1,029,000
Total revenues	<u>1,444,282</u>	<u>1,521,500</u>	<u>1,082,397</u>	<u>1,467,420</u>	<u>1,710,320</u>
EXPENDITURES:					
Benefits	-	-	-	-	47,399
Salaries	-	-	-	-	88,270
Operating transfers-out	1,419,707	1,472,897	1,200,598	1,574,526	1,574,526
Total operating expenditures	<u>1,419,707</u>	<u>1,472,897</u>	<u>1,200,598</u>	<u>1,574,526</u>	<u>1,710,196</u>
Capital transfers-out	45,752	-	362,714	-	-
Total expenditures	<u>1,465,459</u>	<u>1,472,897</u>	<u>1,563,312</u>	<u>1,574,526</u>	<u>1,710,196</u>
FUND BALANCES:					
Committed	724,198	772,802	291,886	665,696	292,011
Total reserves or designations	<u>724,198</u>	<u>772,802</u>	<u>291,886</u>	<u>665,696</u>	<u>292,011</u>
Fund balance - June 30	<u>\$ 724,198</u>	<u>\$ 772,802</u>	<u>\$ 291,886</u>	<u>\$ 665,696</u>	<u>\$ 292,011</u>

**CITY OF CAMPBELL
SUPPLEMENTAL LAW ENFORCEMENT FUND (210)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 117,618	\$ 131,042	\$ 269,504	\$ 269,504	\$ 11,537
REVENUES:					
Investment income	600	6,783	3,855	-	-
Intergovernmental revenues	139,416	148,747	147,614	-	-
Operating transfers-in	-	131,000	-	-	-
Total revenues	<u>140,016</u>	<u>286,529</u>	<u>151,469</u>	<u>-</u>	<u>-</u>
EXPENDITURES:					
Benefits	47,900	23,343	46,352	-	-
Salaries	78,692	78,657	88,885	-	-
Supplies & Services	-	46,068	129,200	-	-
Total operating expenditures	<u>126,592</u>	<u>148,068</u>	<u>264,436</u>	<u>-</u>	<u>-</u>
Capital transfers-out	-	-	145,000	145,000	-
Total expenditures	<u>126,592</u>	<u>148,068</u>	<u>409,436</u>	<u>145,000</u>	<u>-</u>
FUND BALANCES:					
Committed	<u>131,042</u>	<u>269,504</u>	<u>11,537</u>	<u>124,504</u>	<u>11,537</u>
Total reserves or designations	<u>131,042</u>	<u>269,504</u>	<u>11,537</u>	<u>124,504</u>	<u>11,537</u>
Fund balance - June 30	<u>\$ 131,042</u>	<u>\$ 269,504</u>	<u>\$ 11,537</u>	<u>\$ 124,504</u>	<u>\$ 11,537</u>

**CITY OF CAMPBELL
STATE/OTHER GRANTS FUND (212)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ (1,876,764)	\$ 54,568	\$ 280,087	\$ 280,087	\$ (2,497,589)
REVENUES:					
Investment income	220	11,865	25,074	-	-
Intergovernmental revenues	2,213,313	497,959	1,727,450	2,187,450	2,012,000
Other revenues	-	3,073	-	-	4,054,965
Total revenues	<u>2,213,532</u>	<u>512,897</u>	<u>1,752,524</u>	<u>2,187,450</u>	<u>6,066,965</u>
EXPENDITURES:					
Operating transfers-out	31,763	10,000	10,000	10,000	-
Total operating expenditures	<u>31,763</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>-</u>
Capital transfers-out	250,437	277,378	4,520,200	2,177,450	6,066,965
Total expenditures	<u>282,200</u>	<u>287,378</u>	<u>4,530,200</u>	<u>2,187,450</u>	<u>6,066,965</u>
FUND BALANCES:					
Committed	54,568	280,087	(2,497,589)	280,087	(2,497,589)
Total reserves or designations	<u>54,568</u>	<u>280,087</u>	<u>(2,497,589)</u>	<u>280,087</u>	<u>(2,497,589)</u>
Fund balance - June 30	<u>\$ 54,568</u>	<u>\$ 280,087</u>	<u>\$ (2,497,589)</u>	<u>\$ 280,087</u>	<u>\$ (2,497,589)</u>

**CITY OF CAMPBELL
TDA FUND (216)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ (50,556)	\$ (2,078)	\$ -	\$ -	\$ (537,732)
REVENUES:					
Intergovernmental revenues	63,478	-	20,000	20,000	20,000
Other revenues	-	2,078	-	-	-
Total revenues	<u>63,478</u>	<u>2,078</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
EXPENDITURES:					
Capital transfers-out	15,000	-	557,732	20,000	20,000
Total expenditures	<u>15,000</u>	<u>-</u>	<u>557,732</u>	<u>20,000</u>	<u>20,000</u>
FUND BALANCES:					
Committed	<u>(2,078)</u>	<u>-</u>	<u>(537,732)</u>	<u>-</u>	<u>(537,732)</u>
Total reserves or designations	<u>(2,078)</u>	<u>-</u>	<u>(537,732)</u>	<u>-</u>	<u>(537,732)</u>
Fund balance - June 30	<u>\$ (2,078)</u>	<u>\$ -</u>	<u>\$ (537,732)</u>	<u>\$ -</u>	<u>\$ (537,732)</u>

**CITY OF CAMPBELL
OTHER FEDERAL GRANTS FUND (218)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ (138,392)	\$ (40,091)	\$ (49,117)	\$ (49,117)	\$ (1,114,291)
REVENUES:					
Investment income	-	-	150	-	-
Intergovernmental revenues	106,221	-	145,000	5,000	-
Other revenues	-	650	-	-	-
Total revenues	<u>106,221</u>	<u>650</u>	<u>145,150</u>	<u>5,000</u>	<u>-</u>
EXPENDITURES:					
Supplies & Services	-	-	102,000	-	-
Operating transfers-out	462	5,000	5,000	5,000	-
Total operating expenditures	<u>462</u>	<u>5,000</u>	<u>107,000</u>	<u>5,000</u>	<u>-</u>
Capital transfers-out	7,458	4,676	1,103,324	-	-
Total expenditures	<u>7,919</u>	<u>9,676</u>	<u>1,210,324</u>	<u>5,000</u>	<u>-</u>
FUND BALANCES:					
Committed	<u>(40,091)</u>	<u>(49,117)</u>	<u>(1,114,291)</u>	<u>(49,117)</u>	<u>(1,114,291)</u>
Total reserves or designations	<u>(40,091)</u>	<u>(49,117)</u>	<u>(1,114,291)</u>	<u>(49,117)</u>	<u>(1,114,291)</u>
Fund balance - June 30	<u>\$ (40,091)</u>	<u>\$ (49,117)</u>	<u>\$ (1,114,291)</u>	<u>\$ (49,117)</u>	<u>\$ (1,114,291)</u>

**CITY OF CAMPBELL
HOUSING ASSISTANCE FUND (233)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 9,459,431	\$ 9,340,692	\$ 9,158,256	\$ 9,158,256	\$ 9,104,717
REVENUES:					
Investment income	49,616	61,448	79,639	18,000	18,000
Other revenues	-	22,024	50,000	50,000	50,000
Total revenues	<u>49,616</u>	<u>83,472</u>	<u>129,639</u>	<u>68,000</u>	<u>68,000</u>
EXPENDITURES:					
Benefits	11,387	8,067	11,801	12,021	12,565
Salaries	43,387	29,138	18,677	28,829	30,315
Supplies & Services	113,581	228,703	152,700	202,800	222,800
Total operating expenditures	<u>168,355</u>	<u>265,908</u>	<u>183,178</u>	<u>243,650</u>	<u>265,679</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>168,355</u>	<u>265,908</u>	<u>183,178</u>	<u>243,650</u>	<u>265,679</u>
FUND BALANCES:					
Committed	<u>9,340,692</u>	<u>9,158,256</u>	<u>9,104,717</u>	<u>8,982,606</u>	<u>8,907,038</u>
Total reserves or designations	<u>9,340,692</u>	<u>9,158,256</u>	<u>9,104,717</u>	<u>8,982,606</u>	<u>8,907,038</u>
Fund balance - June 30	<u>\$ 9,340,692</u>	<u>\$ 9,158,256</u>	<u>\$ 9,104,717</u>	<u>\$ 8,982,606</u>	<u>\$ 8,907,038</u>

**CITY OF CAMPBELL
SPECIAL ASSESSMENT COMMUNITY FACILITY DISTRICT #1 FUND (236)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 2,086	\$ 2,574	\$ 4,459	\$ 4,459	\$ 4,743
REVENUES:					
Investment income	532	364	284	-	550
Special assessments	143,268	145,033	145,000	145,000	146,350
Total revenues	<u>143,800</u>	<u>145,397</u>	<u>145,284</u>	<u>145,000</u>	<u>146,900</u>
EXPENDITURES:					
Supplies & Services	3,311	3,511	5,000	5,000	3,500
Operating transfers-out	140,000	140,000	140,000	140,000	143,000
Total operating expenditures	<u>143,311</u>	<u>143,511</u>	<u>145,000</u>	<u>145,000</u>	<u>146,500</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>143,311</u>	<u>143,511</u>	<u>145,000</u>	<u>145,000</u>	<u>146,500</u>
FUND BALANCES:					
Committed	2,574	4,459	4,743	4,459	5,143
Total reserves or designations	<u>2,574</u>	<u>4,459</u>	<u>4,743</u>	<u>4,459</u>	<u>5,143</u>
Fund balance - June 30	<u>\$ 2,574</u>	<u>\$ 4,459</u>	<u>\$ 4,743</u>	<u>\$ 4,459</u>	<u>\$ 5,143</u>

**CITY OF CAMPBELL
SPECIAL ASSESSMENT COMMUNITY FACILITY DISTRICT #2 FUND (237)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 49,918	\$ 77,349	\$ 121,445	\$ 121,445	\$ 137,337
REVENUES:					
Investment income	24	2,373	2,282	-	-
Special assessments	34,898	48,355	35,250	35,250	35,250
Total revenues	<u>34,922</u>	<u>50,727</u>	<u>37,532</u>	<u>35,250</u>	<u>35,250</u>
EXPENDITURES:					
Supplies & Services	3,491	2,631	17,641	19,000	23,000
Operating transfers-out	4,000	4,000	4,000	4,000	12,000
Total operating expenditures	<u>7,491</u>	<u>6,631</u>	<u>21,641</u>	<u>23,000</u>	<u>35,000</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>7,491</u>	<u>6,631</u>	<u>21,641</u>	<u>23,000</u>	<u>35,000</u>
FUND BALANCES:					
Committed	77,349	121,445	137,337	133,695	137,587
Total reserves or designations	<u>77,349</u>	<u>121,445</u>	<u>137,337</u>	<u>133,695</u>	<u>137,587</u>
Fund balance - June 30	<u>\$ 77,349</u>	<u>\$ 121,445</u>	<u>\$ 137,337</u>	<u>\$ 133,695</u>	<u>\$ 137,587</u>

**CITY OF CAMPBELL
PARKLAND DEDICATION FUND (295)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 4,860,515	\$ 4,469,486	\$ 4,768,191	\$ 4,768,191	\$ 3,874,029
REVENUES:					
Investment income	27,305	166,212	84,037	85,827	85,827
Other revenues	356,338	622,569	400,000	400,000	400,000
Total revenues	<u>383,643</u>	<u>788,782</u>	<u>484,037</u>	<u>485,827</u>	<u>485,827</u>
EXPENDITURES:					
Capital transfers-out	774,671	490,077	1,378,199	829,000	925,000
Total expenditures	<u>774,671</u>	<u>490,077</u>	<u>1,378,199</u>	<u>829,000</u>	<u>925,000</u>
FUND BALANCES:					
Committed	4,469,486	4,768,191	3,874,029	4,425,018	3,434,856
Total reserves or designations	<u>4,469,486</u>	<u>4,768,191</u>	<u>3,874,029</u>	<u>4,425,018</u>	<u>3,434,856</u>
Fund balance - June 30	<u>\$ 4,469,486</u>	<u>\$ 4,768,191</u>	<u>\$ 3,874,029</u>	<u>\$ 4,425,018</u>	<u>\$ 3,434,856</u>

**CITY OF CAMPBELL
SUCCESSOR AGENCY FUND (333)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 3,353,934	\$ 3,498,405	\$ (1,466,122)	\$ (1,466,122)	\$ (157,370)
REVENUES:					
Investment income	96	11,571	10,032	-	10,000
Intergovernmental revenues	1,693,580	1,584,266	1,614,071	-	1,614,128
Total revenues	<u>1,693,676</u>	<u>1,595,837</u>	<u>1,624,103</u>	<u>-</u>	<u>1,624,128</u>
EXPENDITURES:					
Debt Service	467,933	427,245	313,151	-	1,592,738
Supplies & Services	1,081,272	6,133,119	2,200	-	21,390
Total operating expenditures	<u>1,549,205</u>	<u>6,560,364</u>	<u>315,351</u>	<u>-</u>	<u>1,614,128</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>1,549,205</u>	<u>6,560,364</u>	<u>315,351</u>	<u>-</u>	<u>1,614,128</u>
FUND BALANCES:					
Committed	3,498,405	(1,466,122)	(157,370)	(1,466,122)	(147,370)
Total reserves or designations	<u>3,498,405</u>	<u>(1,466,122)</u>	<u>(157,370)</u>	<u>(1,466,122)</u>	<u>(147,370)</u>
Fund balance - June 30	<u>\$ 3,498,405</u>	<u>\$ (1,466,122)</u>	<u>\$ (157,370)</u>	<u>\$ (1,466,122)</u>	<u>\$ (147,370)</u>

**CITY OF CAMPBELL
MEASURE O BOND FUND (348)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ -	\$ -	\$ -	\$ -	\$ 1,090,645
REVENUES:					
Property Taxes	-	-	1,087,681	-	-
Investment income	-	-	4,494	-	-
Total revenues	<u>-</u>	<u>-</u>	<u>1,092,175</u>	<u>-</u>	<u>-</u>
EXPENDITURES:					
Supplies & Services	-	-	1,530	-	-
Total operating expenditures	<u>-</u>	<u>-</u>	<u>1,530</u>	<u>-</u>	<u>-</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>1,530</u>	<u>-</u>	<u>-</u>
FUND BALANCES:					
Committed	-	-	1,090,645	-	1,090,645
Total reserves or designations	<u>-</u>	<u>-</u>	<u>1,090,645</u>	<u>-</u>	<u>1,090,645</u>
Fund balance - June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,090,645</u>	<u>\$ -</u>	<u>\$ 1,090,645</u>

**CITY OF CAMPBELL
DEBT SERVICE FUND-LID #30 (367)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 31,274	\$ 31,274	\$ 31,274	\$ 31,274	\$ 31,811
REVENUES:					
Investment income	-	-	537	-	-
Total revenues	-	-	537	-	-
EXPENDITURES:					
Debt Service	-	-	-	-	-
Total operating expenditures	-	-	-	-	-
Capital transfers-out	-	-	-	-	-
Total expenditures	-	-	-	-	-
FUND BALANCES:					
Committed	31,274	31,274	31,811	31,274	31,811
Total reserves or designations	31,274	31,274	31,811	31,274	31,811
Fund balance - June 30	<u>\$ 31,274</u>	<u>\$ 31,274</u>	<u>\$ 31,811</u>	<u>\$ 31,274</u>	<u>\$ 31,811</u>

**CITY OF CAMPBELL
2016 REFUNDING LEASE REVENUE BONDS (370)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 3,099	\$ 3,122	\$ 3,945	\$ 3,945	\$ (104,142)
REVENUES:					
Investment income	87	172	813	-	500
Operating transfers-in	854,137	849,925	762,825	762,825	768,825
Total revenues	<u>854,224</u>	<u>850,097</u>	<u>763,638</u>	<u>762,825</u>	<u>769,325</u>
EXPENDITURES:					
Debt Service	854,200	849,275	871,725	762,825	769,300
Total operating expenditures	<u>854,200</u>	<u>849,275</u>	<u>871,725</u>	<u>762,825</u>	<u>769,300</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>854,200</u>	<u>849,275</u>	<u>871,725</u>	<u>762,825</u>	<u>769,300</u>
FUND BALANCES:					
Committed	3,122	3,945	(104,142)	3,945	(104,117)
Total reserves or designations	<u>3,122</u>	<u>3,945</u>	<u>(104,142)</u>	<u>3,945</u>	<u>(104,117)</u>
Fund balance - June 30	<u>\$ 3,122</u>	<u>\$ 3,945</u>	<u>\$ (104,142)</u>	<u>\$ 3,945</u>	<u>\$ (104,117)</u>

**CITY OF CAMPBELL
CAPITAL PROJECTS FUND (435)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 1,742,764	\$ 1,732,606	\$ 1,700,305	\$ 1,700,305	\$ 801,446
REVENUES:					
Investment income	-	-	4,261	-	-
Other revenues	132,430	150,927	10,000	60,000	60,000
Capital transfers-in	5,662,286	1,932,846	14,680,928	5,745,450	9,104,049
Total revenues	<u>5,794,716</u>	<u>2,083,773</u>	<u>14,695,189</u>	<u>5,805,450</u>	<u>9,164,049</u>
EXPENDITURES:					
Benefits	563,658	246,977	370,000	367,000	434,000
Supplies & Services	5,241,216	1,869,096	15,224,049	5,438,450	8,670,049
Total operating expenditures	<u>5,804,874</u>	<u>2,116,073</u>	<u>15,594,049</u>	<u>5,805,450</u>	<u>9,104,049</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>5,804,874</u>	<u>2,116,073</u>	<u>15,594,049</u>	<u>5,805,450</u>	<u>9,104,049</u>
FUND BALANCES:					
Committed	1,732,606	1,700,305	801,446	1,700,305	861,446
Total reserves or designations	<u>1,732,606</u>	<u>1,700,305</u>	<u>801,446</u>	<u>1,700,305</u>	<u>861,446</u>
Fund balance - June 30	<u>\$ 1,732,606</u>	<u>\$ 1,700,305</u>	<u>\$ 801,446</u>	<u>\$ 1,700,305</u>	<u>\$ 861,446</u>

**CITY OF CAMPBELL
MEASURE O CAPITAL PROJECTS FUND (448)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ -	\$ -	\$ -	\$ -	\$ (289,000)
REVENUES:					
Bond sales	-	-	-	-	10,000,000
Total revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,000,000</u>
EXPENDITURES:					
Benefits	-	-	39,707	68,801	143,233
Salaries	-	-	149,293	162,802	172,867
Supplies & Services	-	-	100,000	100,000	1,528,595
Total operating expenditures	<u>-</u>	<u>-</u>	<u>289,000</u>	<u>331,603</u>	<u>1,844,695</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>289,000</u>	<u>331,603</u>	<u>1,844,695</u>
FUND BALANCES:					
Committed	-	-	(289,000)	(331,603)	7,866,305
Total reserves or designations	<u>-</u>	<u>-</u>	<u>(289,000)</u>	<u>(331,603)</u>	<u>7,866,305</u>
Fund balance - June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (289,000)</u>	<u>\$ (331,603)</u>	<u>\$ 7,866,305</u>

**CITY OF CAMPBELL
MOTOR VEHICLE POOL FUND (641)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 622,206	\$ 528,964	\$ 456,625	\$ 456,625	\$ 355,540
REVENUES:					
Intergovernmental revenues	-	10,000	10,000	10,000	10,000
Charges for services	-	-	774	-	-
Charges to other departments	1,329,400	1,328,130	1,329,400	1,329,400	1,329,400
Other revenues	34,173	27,697	129,850	10,000	10,000
Operating transfers-in	80,014	50,000	50,000	50,000	97,000
Total revenues	<u>1,443,587</u>	<u>1,415,827</u>	<u>1,520,024</u>	<u>1,399,400</u>	<u>1,446,400</u>
EXPENDITURES:					
Benefits	157,861	167,719	171,005	163,224	175,857
Other Charges	248,060	248,063	242,813	248,063	244,345
Salaries	286,212	283,305	262,286	259,893	304,886
Supplies & Services	799,696	739,080	895,005	897,200	673,700
Operating transfers-out	45,000	50,000	50,000	50,000	50,000
Total operating expenditures	<u>1,536,829</u>	<u>1,488,167</u>	<u>1,621,108</u>	<u>1,618,380</u>	<u>1,448,788</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>1,536,829</u>	<u>1,488,167</u>	<u>1,621,108</u>	<u>1,618,380</u>	<u>1,448,788</u>
Net income (loss)	<u>(93,242)</u>	<u>(72,339)</u>	<u>(101,085)</u>	<u>(218,980)</u>	<u>(2,388)</u>
FUND BALANCES:					
Committed	528,964	456,625	355,540	237,645	353,153
Total reserves or designations	<u>528,964</u>	<u>456,625</u>	<u>355,540</u>	<u>237,645</u>	<u>353,153</u>
Fund balance - June 30	<u>\$ 528,964</u>	<u>\$ 456,625</u>	<u>\$ 355,540</u>	<u>\$ 237,645</u>	<u>\$ 353,153</u>

**CITY OF CAMPBELL
INFORMATION TECHNOLOGIES FUND (647)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 995,929	\$ 886,042	\$ 967,567	\$ 967,567	\$ 346,589
REVENUES:					
Investment income	-	15,706	7,927	-	-
Charges for services	2,411	6,255	5,194	12,000	12,000
Charges to other departments	1,412,000	1,411,992	1,059,000	1,412,000	1,161,992
Other revenues	4,674	3,200	17,650	-	10,000
Operating transfers-in	215,500	204,000	204,000	204,000	204,000
Total revenues	<u>1,634,585</u>	<u>1,641,153</u>	<u>1,293,771</u>	<u>1,628,000</u>	<u>1,387,992</u>
EXPENDITURES:					
Benefits	217,684	265,294	228,454	234,598	256,671
Salaries	484,571	571,471	553,300	585,837	614,866
Supplies & Services	889,519	673,263	1,083,395	724,491	484,368
Operating transfers-out	42,000	49,600	49,600	49,600	49,600
Total operating expenditures	<u>1,633,774</u>	<u>1,559,628</u>	<u>1,914,749</u>	<u>1,594,526</u>	<u>1,405,505</u>
Capital transfers-out	110,698	-	-	-	-
Total expenditures	<u>1,744,472</u>	<u>1,559,628</u>	<u>1,914,749</u>	<u>1,594,526</u>	<u>1,405,505</u>
Net income (loss)	<u>(109,888)</u>	<u>81,525</u>	<u>(620,978)</u>	<u>33,474</u>	<u>(17,513)</u>
FUND BALANCES:					
Committed	886,042	967,567	346,589	1,001,041	329,076
Total reserves or designations	<u>886,042</u>	<u>967,567</u>	<u>346,589</u>	<u>1,001,041</u>	<u>329,076</u>
Fund balance - June 30	<u>\$ 886,042</u>	<u>\$ 967,567</u>	<u>\$ 346,589</u>	<u>\$ 1,001,041</u>	<u>\$ 329,076</u>

**CITY OF CAMPBELL
WORKERS' COMPENSATION FUND (690)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 1,209,811	\$ 1,623,354	\$ 1,187,016	\$ 1,187,016	\$ 1,430,610
REVENUES:					
Investment income	-	94,026	74,656	-	-
Charges to other departments	769,039	725,799	714,739	605,000	605,000
Other revenues	123,041	-	-	-	-
Total revenues	<u>892,080</u>	<u>819,825</u>	<u>789,395</u>	<u>605,000</u>	<u>605,000</u>
EXPENDITURES:					
Benefits	9,934	11,237	9,141	-	-
Rents & Leases	(256,822)	562,284	-	-	-
Salaries	33,751	36,418	33,860	-	-
Supplies & Services	691,674	646,223	502,800	481,550	440,050
Total operating expenditures	<u>478,537</u>	<u>1,256,163</u>	<u>545,801</u>	<u>481,550</u>	<u>440,050</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>478,537</u>	<u>1,256,163</u>	<u>545,801</u>	<u>481,550</u>	<u>440,050</u>
Net income (loss)	<u>413,542</u>	<u>(436,338)</u>	<u>243,594</u>	<u>123,450</u>	<u>164,950</u>
FUND BALANCES:					
Committed	<u>1,623,354</u>	<u>1,187,016</u>	<u>1,430,610</u>	<u>1,310,466</u>	<u>1,595,560</u>
Total reserves or designations	<u>1,623,354</u>	<u>1,187,016</u>	<u>1,430,610</u>	<u>1,310,466</u>	<u>1,595,560</u>
Fund balance - June 30	<u>\$ 1,623,354</u>	<u>\$ 1,187,016</u>	<u>\$ 1,430,610</u>	<u>\$ 1,310,466</u>	<u>\$ 1,595,560</u>

**CITY OF CAMPBELL
PARKS AND MUESUM FUND (794)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 141,590	\$ 143,425	\$ 150,321	\$ 150,321	\$ 154,353
REVENUES:					
Investment income	803	4,902	2,594	-	-
Other revenues	1,032	1,994	1,439	-	-
Total revenues	<u>1,835</u>	<u>6,896</u>	<u>4,033</u>	<u>-</u>	<u>-</u>
EXPENDITURES:					
Supplies & Services	-	-	-	-	-
Total operating expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES:					
Committed	143,425	150,321	154,353	150,321	154,353
Total reserves or designations	<u>143,425</u>	<u>150,321</u>	<u>154,353</u>	<u>150,321</u>	<u>154,353</u>
Fund balance - June 30	<u>\$ 143,425</u>	<u>\$ 150,321</u>	<u>\$ 154,353</u>	<u>\$ 150,321</u>	<u>\$ 154,353</u>

**CITY OF CAMPBELL
RECREATION GRANTS-PRIVATE FUND (795)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 5,625	\$ 5,652	\$ 5,844	\$ 5,844	\$ 5,944
REVENUES:					
Investment income	27	192	100	-	-
Total revenues	<u>27</u>	<u>192</u>	<u>100</u>	<u>-</u>	<u>-</u>
EXPENDITURES:					
Supplies & Services	-	-	-	-	-
Total operating expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES:					
Committed	5,652	5,844	5,944	5,844	5,944
Total reserves or designations	<u>5,652</u>	<u>5,844</u>	<u>5,944</u>	<u>5,844</u>	<u>5,944</u>
Fund balance - June 30	<u>\$ 5,652</u>	<u>\$ 5,844</u>	<u>\$ 5,944</u>	<u>\$ 5,844</u>	<u>\$ 5,944</u>

**CITY OF CAMPBELL
SENIOR CITIZEN TRUST FUND (797)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 15,340	\$ 15,377	\$ 15,648	\$ 15,648	\$ 15,916
REVENUES:					
Investment income	87	521	267	-	-
Other revenues	(50)	(250)	-	-	-
Total revenues	<u>37</u>	<u>271</u>	<u>267</u>	<u>-</u>	<u>-</u>
EXPENDITURES:					
Supplies & Services	-	-	-	-	-
Total operating expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
FUND BALANCES:					
Committed	<u>15,377</u>	<u>15,648</u>	<u>15,916</u>	<u>15,648</u>	<u>15,916</u>
Total reserves or designations	<u>15,377</u>	<u>15,648</u>	<u>15,916</u>	<u>15,648</u>	<u>15,916</u>
Fund balance - June 30	<u>\$ 15,377</u>	<u>\$ 15,648</u>	<u>\$ 15,916</u>	<u>\$ 15,648</u>	<u>\$ 15,916</u>

**CITY OF CAMPBELL
WEST VALLEY JPA FUND (798)
REVENUES - EXPENDITURES - FUND BALANCES**

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Fund balance, July 1	\$ 253,965	\$ 275,158	\$ 321,474	\$ 321,474	\$ 195,534
REVENUES:					
Investment income	3,458	7,204	5,355	-	-
Other revenues	574,724	631,244	526,618	-	-
Total revenues	<u>578,182</u>	<u>638,448</u>	<u>531,973</u>	<u>-</u>	<u>-</u>
EXPENDITURES:					
Rents & Leases	450,000	450,000	450,000	-	-
Supplies & Services	106,990	142,132	207,912	-	-
Total operating expenditures	<u>556,990</u>	<u>592,132</u>	<u>657,912</u>	<u>-</u>	<u>-</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>556,990</u>	<u>592,132</u>	<u>657,912</u>	<u>-</u>	<u>-</u>
FUND BALANCES:					
Committed	275,158	321,474	195,534	321,474	195,534
Total reserves or designations	<u>275,158</u>	<u>321,474</u>	<u>195,534</u>	<u>321,474</u>	<u>195,534</u>
Fund balance - June 30	<u>\$ 275,158</u>	<u>\$ 321,474</u>	<u>\$ 195,534</u>	<u>\$ 321,474</u>	<u>\$ 195,534</u>

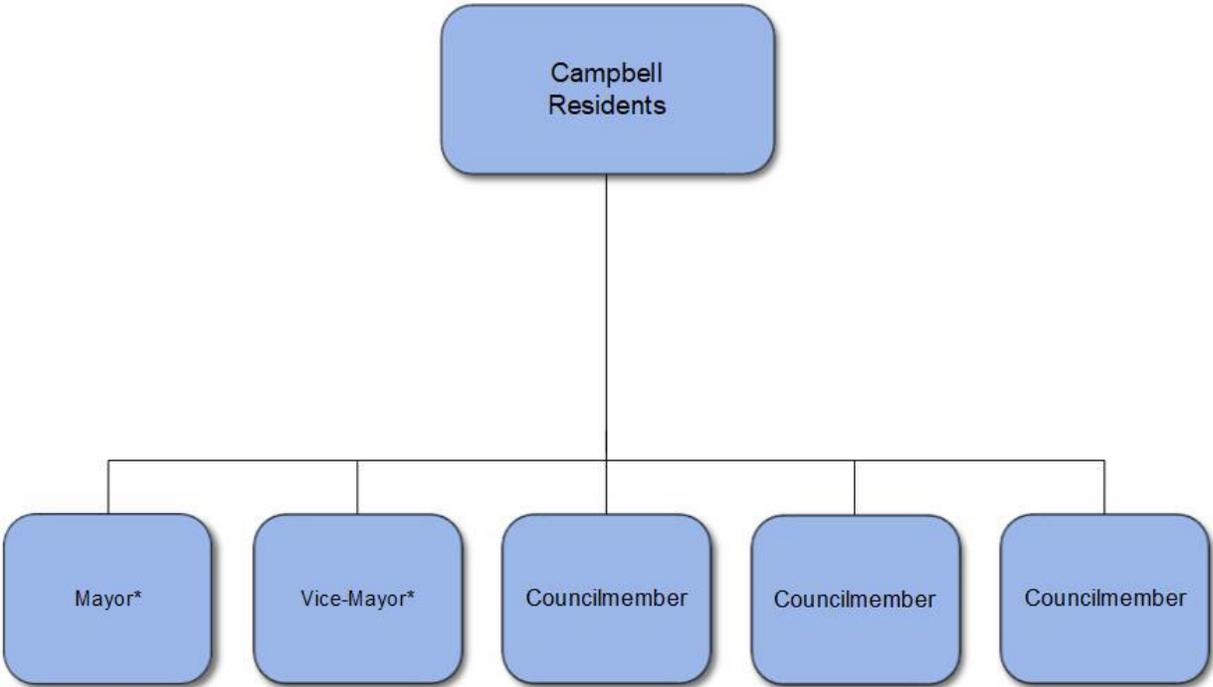


City Council

PROGRAM

501 City Council

Campbell City Council 2020 - 2021



* Residents elect 5 Councilmembers. The Mayor & Vice Mayor offices are selected annually among the Council

**GENERAL FUND - (101)
City Council Program - (501)**

MISSION STATEMENT

Provide overall policy direction for the City of Campbell.

ONGOING RESPONSIBILITIES

- Implement Campbell's Strategic Plan and General Plan
- Adopt City operating budget and Capital Improvement Program
- Assure prompt and responsive follow-up to citizen questions and complaints
- Undertake annual performance review of the City Manager and City Attorney
- Provide for citizen input on City policy issues
- Appoint and recognize advisory commission members
- Collaborate with League of California Cities and other government agencies and associations to strengthen local government

CITY COUNCIL SUMMARY

Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Adopted
Employee Services	\$ 121,323	\$ 126,385	\$ 131,473	\$ 128,572	\$ 149,574
Supplies, Services & Capital Outlay	244,904	240,331	198,539	207,200	235,403
Total Before Transfers	366,227	366,716	330,012	335,772	384,977
Appropriation Total	\$ 366,227	\$ 366,716	\$ 330,012	\$ 335,772	\$ 384,977

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted
Council Member	5.00	5.00	5.00	-	5.00
Permanent	5.00	5.00	5.00	-	5.00
<u>Temporary Positions</u>					
Total Full Time Equivalents	5.00	5.00	5.00	-	5.00

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : CITY COUNCIL

EXHIBIT A
 101.501

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 121,323	\$ 126,385	\$ 131,473	\$ 128,572	16.3%	\$ 149,574
Supplies, Services & Capital Outlay	244,904	240,331	198,539	207,200	13.6%	235,403
Total Before Transfers	366,227	366,716	330,012	335,772	14.7%	384,977
Appropriation Total	\$ 366,227	\$ 366,716	\$ 330,012	\$ 335,772	14.7%	\$ 384,977

**CITY OF CAMPBELL
 OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
 PROGRAM : CITY COUNCIL**

**EXHIBIT B
 101.501**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Council Member *	5.00	5.00	5.00	-	5.00	\$ 144,371
* Council positions are not full-time						
TOTAL	5.00	5.00	5.00	-	5.00	\$ 144,371

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : CITY COUNCIL

EXHIBIT C
101.501

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 41,007	\$ 42,111	\$ 43,056	\$ 43,056	0.0%	\$ 43,057
7106 Pers Retirement	8,342	8,936	9,393	10,694	-14.7%	9,118
7107 Dental Insurance	10,742	10,921	10,742	10,742	0.0%	10,742
7108 Group Health Insurance	49,108	52,178	56,129	52,206	61.6%	84,385
7109 Group Life Insurance	930	930	930	930	0.0%	930
7110 Workers Comp Insurance	901	919	879	719	-0.1%	718
7113 Medicare	693	714	743	624	0.1%	624
7114 Auto Allowance	9,600	9,674	9,601	9,601	-100.0%	-
Employee Services Total	\$ 121,323	\$ 126,385	\$ 131,473	\$ 128,572	16.3%	\$ 149,574
Supplies, Services & Capital Outlay						
7424 Office Expense	\$ 800	\$ 150	\$ 222	\$ 800	-100.0%	\$ -
7427 Special Departmental	35,383	20,959	30,382	31,000	145.2%	76,000
7430 Prof & Special Services	72,127	36,723	16,066	19,000	0.0%	19,000
7432 Other Contractual Service	-	20,000	-	-	0.0%	-
7434 Memberships/Dues/Books	84,592	108,658	108,118	98,898	7.8%	106,598
7435 Prof Development & Mtgs	17,000	18,758	17,500	22,500	-77.8%	5,000
7437 Staff Development	-	82	-	-	0.0%	-
7551 User Chgs - It Pool	35,002	35,002	26,252	35,002	-17.7%	28,805
Supplies, Services & Capital Outlay Total	\$ 244,904	\$ 240,331	\$ 198,539	\$ 207,200	13.6%	\$ 235,403
Grand Total	\$ 366,227	\$ 366,716	\$ 330,012	\$ 335,772	\$ 14.7%	\$ 384,977

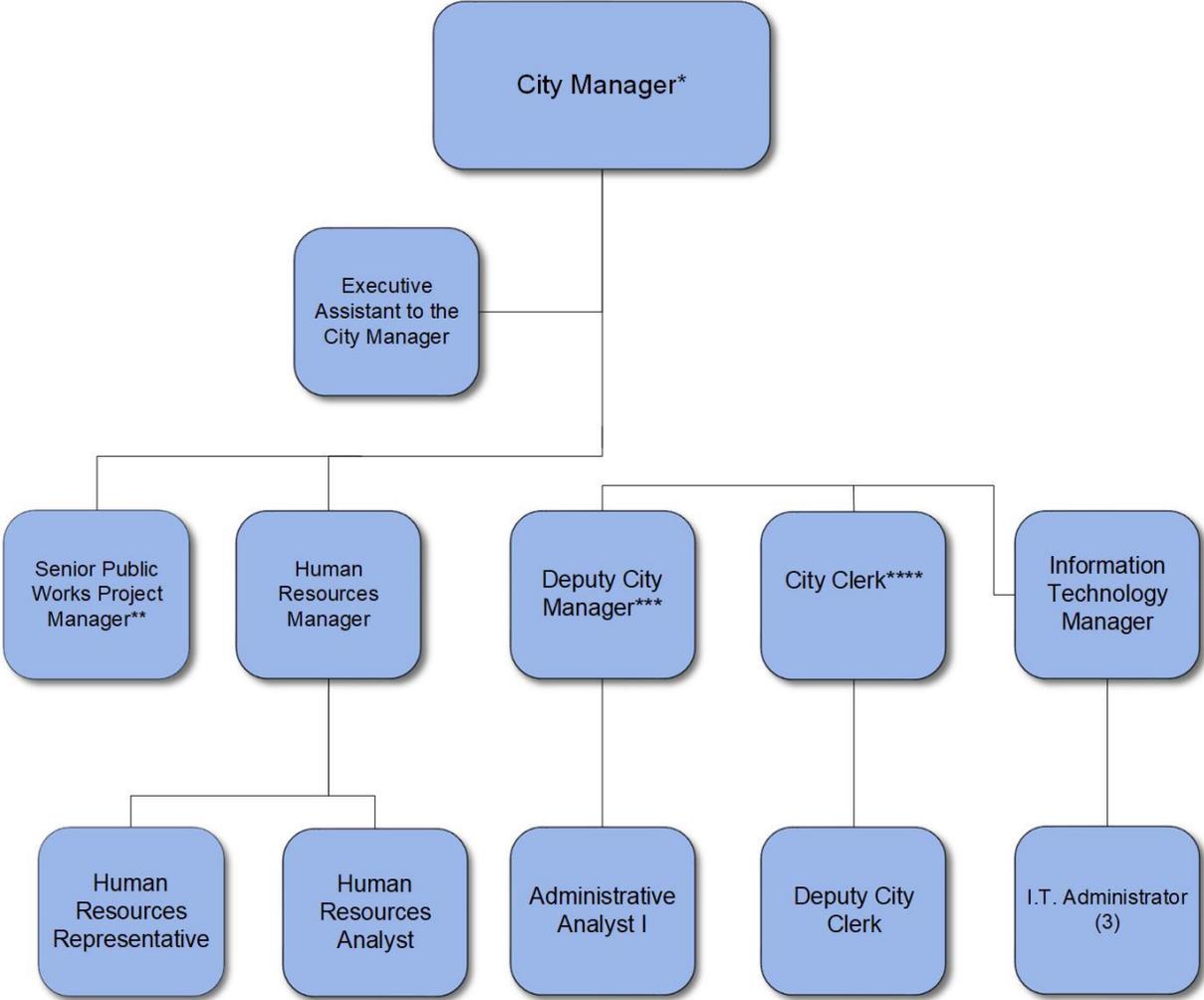


City Manager's Office

PROGRAMS

- 510 City Manager Administration
- 511 City Clerk
- 515 Human Resources
- 516 Workers Compensation
- 547 Information Technology
- 518 Measure O CIP
- 539 COVID-19 Response

City Manager's Office 2020 - 2021



* Appointed by City Council
 ** Limited Term
 *** Vacant – Freeze Full Year
 **** Vacant – Freeze Half Year

CITY MANAGER PROGRAM SUMMARY

Expenditure Summary

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Employee Services	\$ 2,266,932	\$ 3,390,401	\$ 4,944,182	\$ 3,150,835	\$ 3,119,133
Supplies, Services & Capital Outlay	1,790,465	1,928,118	2,184,935	1,847,527	2,058,821
Capital Projects	229,129	36,813	67,000	67,000	18,610
Total Before Transfers	4,286,525	5,355,332	7,196,117	5,065,362	5,196,564
Appropriation Total	\$ 4,286,525	\$ 5,355,332	\$ 7,196,117	\$ 5,065,362	\$ 5,196,564

Staffing (Full-Time Equivalents)

<u>Permanent Positions</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>Change ←→</u>	<u>FY 2021 Adopted</u>
Administrative Analyst I	-	-	1.00	-	1.00
City Clerk *	1.00	1.00	1.00	(0.50)	0.50
City Manager	1.00	1.00	1.00	-	1.00
Deputy City Clerk	1.00	1.00	1.00	-	1.00
Deputy City Manager **	1.00	1.00	1.00	(1.00)	-
Executive Assistant to the City Manager	1.00	1.00	1.00	-	1.00
Human Resources Analyst	1.00	1.00	1.00	-	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00
Human Resources Representative	1.00	1.00	1.00	-	1.00
Information Technology Administrator	1.00	1.00	3.00	-	3.00
Information Technology Manager	1.00	1.00	1.00	-	1.00
Information Technology Technician	2.00	2.00			-
Permanent	12.00	12.00	13.00	(1.50)	11.50
* Vacant freeze- half year					
** Vacant freeze- full year					
<u>Limited-Term Positions</u>					
Administrative Analyst I	0.90	0.90	-	-	-
Senior Public Works Project Manager	-	-	1.00	-	1.00
Comm. and Public Engagement Coord.	0.50	0.50	-	-	-
Information Tech. Sys. Administrator	1.00	1.00	-	-	-
Limited-Term Position	2.40	2.40	1.00	-	1.00
<u>Temporary Positions</u>					
Information Technology Intern	0.35	0.35	-	-	-
Office Assistant	0.50	0.50	-	-	-
SVRIP Summer Intern	-	-	0.75	(0.75)	-
Temporary	0.85	0.85	0.75	(0.75)	-
Total Full Time Equivalents	15.25	15.25	14.75	(2.25)	12.50

GENERAL FUND - (101)
City Manager - Administration Program (510)
Program Manager - City Manager

MISSION STATEMENT

Support the City Council in carrying out the community's vision by identifying policy issues, analyzing and recommending solutions to those issues, implementing the Council's direction and managing the operation of the organization.

ONGOING RESPONSIBILITIES

- Provide effective management and leadership to the City staff organization
- Oversee implementation of the Strategic Plan and General Plan
- Develop and recommend an annual budget and 5-year Capital Improvement Plan
- Provide public information to the community through the Campbell Profile newsletter, City website, news releases, Government Channel 26, Facebook, Twitter & Nextdoor
- Provide staff support to the City Council and Civic Improvement Commission
- Supervise City-wide purchasing and procurement approval processes
- Coordinate the review of Social Service Sub-grant and neighborhood grant applications

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Provide overall coordination of Measure O police and library design process
- Coordinate, plan and staff the State of the City event
- Coordinate tracking of State Legislation (that may impact City) with Legislative Subcommittee
- Provide guidance and support for the General Plan revision process
- Evaluate communication/engagement coordinator responsibilities and capacity to meet city demands

GENERAL FUND - (101)
City Manager - Administration Program (510)
Program Manager - City Manager

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Quarterly Council Agenda items presented as scheduled 90% of time	100%	100%	100%
2	City Manager's Office will respond to citizen concerns within 2 business days 85% of time	100%	100%	100%
3	Review and process Purchase Orders within two business days 90% of time	100%	100%	100%
4	Civic Improvement Commission agenda packets will be completed and transmitted four business days prior to meeting 95% of time	100%	100%	100%
5	Civic Improvement Commission annual work plan Items will meet timelines 90% of time	100%	100%	100%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : CITY MANAGER - ADMINISTRATION

EXHIBIT A
 101.510

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 780,109	\$ 834,075	\$ 770,428	\$ 865,190	-16.5%	\$ 722,482
Supplies, Services & Capital Outlay	140,124	110,656	126,043	166,852	-55.9%	73,555
Total Before Transfers	920,233	944,731	896,471	1,032,042	-22.9%	796,037
Appropriation Total	\$ 920,233	\$ 944,731	\$ 896,471	\$ 1,032,042	-22.9%	\$ 796,037

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : CITY MANAGER ADMINISTRATION

EXHIBIT B
101.510

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
City Manager	1.00	1.00	1.00	-	1.00	\$ 326,403
Executive Assistant to the City Manager	1.00	1.00	1.00	-	1.00	150,406
Deputy City Manager *	1.00	1.00	1.00	(1.00)	-	-
Administrative Analyst I	-	-	1.00	-	1.00	166,433
Administrative Analyst I	0.90	0.90	-	-	-	
Communications and Public Engagement Coordinator	0.50	0.50	-	-	-	
* Vacant freeze- full year						
TOTAL	4.40	4.40	4.00	(1.00)	3.00	\$ 643,242

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Public Administration Intern	0.75	-	-	-	-	-
SVRIP Summer Intern	0.25	-	0.75	(0.75)	-	-
TOTAL	1.00	-	0.75	(0.75)	-	\$ -

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : CITY MANAGER - ADMINISTRATION

EXHIBIT C
101.510

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 497,433	\$ 523,787	\$ 438,174	\$ 593,573	\$ -11.6%	\$ 524,579
7002 Personnel - Temporary	-	2,100	3,975	31,500	-100.0%	-
7003 Personnel - Overtime	-	579	314	-	0.0%	-
7006 Vacation Pay	29,203	30,091	36,100	-	0.0%	-
7007 Sick Leave Pay	7,741	10,252	10,520	-	0.0%	-
7106 Pers Retirement	121,311	131,792	138,229	140,681	-1.3%	138,853
7107 Dental Insurance	8,862	8,594	7,313	8,594	-25.0%	6,445
7108 Group Health Insurance	73,213	79,810	73,654	63,960	-51.6%	30,969
7109 Group Life Insurance	752	744	633	744	-25.0%	558
7110 Workers Comp Insurance	2,670	2,221	1,946	2,031	-9.9%	1,831
7112 Group Disability Ins	3,356	3,402	2,865	3,402	-28.6%	2,430
7113 Medicare	8,124	8,780	8,009	8,435	-9.8%	7,606
7114 Auto Allowance	4,620	4,620	4,177	4,620	-42.9%	2,640
7115 Cell Phone Allowance	1,200	1,200	1,117	1,200	-30.0%	840
7118 Other Benefits Pay	9,305	13,943	28,149	-	0.0%	-
7121 Comp/Vac Payoff	1,623	-	4,104	-	0.0%	-
7122 Deferred Comp Contrib	8,555	8,705	7,461	2,600	5.0%	2,730
7124 Veba Health Def Comp	2,141	3,425	3,635	3,440	-12.8%	3,000
7126 Pars Retirement	-	27	53	410	-100.0%	-
Employee Services Total	\$ 780,109	\$ 834,075	\$ 770,428	\$ 865,190	-16.5%	\$ 722,482
Supplies, Services & Capital Outlay						
7421 Communications-Phones	\$ 1,999	\$ 803	\$ 1,909	\$ -	0.0%	\$ -
7424 Office Expense	2,785	2,178	2,752	3,500	0.0%	3,500
7425 Small Tools	-	-	-	5,000	-100.0%	-
7427 Special Departmental	19,116	10,880	12,350	9,350	0.0%	9,350
7429 Maint & Oper Of Equip	-	-	2,900	-	0.0%	-
7430 Prof & Special Services	-	450	5,500	6,000	-35.0%	3,900
7432 Other Contractual Service	71,613	45,000	63,202	67,000	-82.1%	12,000
7434 Memberships/Dues/Books	4,763	9,723	6,103	11,000	0.0%	11,000
7435 Prof Development & Mtgs	4,744	6,318	5,000	30,000	-83.3%	5,000
7437 Staff Development	-	-	76	-	0.0%	-
7443 Miscellaneous Expense	-	134	-	-	0.0%	-
7469 Redistricting Education	-	168	-	-	0.0%	-
7551 User Chgs - It Pool	35,103	35,002	26,252	35,002	-17.7%	28,805
Supplies, Services & Capital Outlay Total	\$ 140,124	\$ 110,656	\$ 126,043	\$ 166,852	-55.9%	\$ 73,555
Grand Total	\$ 920,233	\$ 944,731	\$ 896,471	\$ 1,032,042	-22.9%	\$ 796,037

**GENERAL FUND – (101)
City Manager - City Clerk Program (511)
Program Manager - City Clerk**

MISSION STATEMENT

To provide municipal election services, maintain official records of all City Council proceedings, and fulfill statutory duties as mandated by State and local law in order that elected officials, City staff and the public may be guaranteed fair and impartial elections and open access to information and the legislative process.

ONGOING RESPONSIBILITIES

- Maintain official City records in an identifiable and accessible manner
- Conduct municipal elections
- Serve as filing officer for Conflict of Interest Statements filed by City elected and appointed officials, designated employees and candidate and officeholder campaign filers
- Prepare and disseminate the City Council Agenda
- Process, maintain, preserve and disseminate all official City Council actions, documents and records
- Maintain the City Seal and certify documents as true and correct
- Administer Oaths of Office
- Process applications for voluntary service on City advisory boards and commissions and maintain appointive list of Commissioners and Board Members
- Provide for public access to Campbell's historical records
- Provide public information at the City Clerk's counter and via the telephone and e-mail
- Provide centralized mail distribution
- Maintain the Campbell Municipal Code
- Prepare/publish public notices consistent with statutory requirements
- Manage City Clerk public records utilizing document imaging system

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Review and implement electronic filing system for the Conflict of Interest Form 700, as well as, possible implementation for all other campaign filing statement forms
- Review and implement automated public records request system
- Review, coordinate, and implement a revised records retention schedule and procedures with potential software updates to the Laserfiche system

GENERAL FUND - (101)
City Manager - City Clerk Program (511)
Program Manager - City Clerk

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	100% of legal notification requirements for Council Meetings are met	100%	100%	100%
2	90% of the Minutes, Resolutions and Ordinances will be scanned into document imaging within two weeks of City Council approval	100%	100%	100%
3	90% of the Minutes of City Council Meetings will be accurately prepared for approval at the next regular Council Meeting	100%	100%	100%
4	90% of the City Council meeting follow-up (correspondence, confirming documents, signatures, copy distribution, document filing) will be completed within two weeks of Council meeting date	100%	100%	100%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : CITY MANAGER - CITY CLERK

EXHIBIT A
 101.511

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 290,748	\$ 320,887	\$ 440,655	\$ 339,898	-18.9%	\$ 275,760
Supplies, Services & Capital Outlay	115,538	216,589	101,473	158,933	31.9%	209,575
Total Before Transfers	406,286	537,475	542,128	498,831	-2.7%	485,335
Appropriation Total	\$ 406,286	\$ 537,475	\$ 542,128	\$ 498,831	-2.7%	\$ 485,335

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : CITY MANAGER - CITY CLERK

EXHIBIT B
101.511

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Adopted	
City Clerk *	1.00	1.00	1.00	(0.50)	0.50	\$ 95,073
Deputy City Clerk	1.00	1.00	1.00	-	1.00	152,385
* Vacant freeze- half year						
TOTAL	2.00	2.00	2.00	(0.50)	1.50	\$ 247,458

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : CITY MANAGER - CITY CLERK

EXHIBIT C
101.511

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 192,594	\$ 199,645	\$ 190,737	\$ 234,250	\$ -20.0%	\$ 187,364
7002 Personnel - Temporary	-	-	(451)	-	0.0%	-
7003 Personnel - Overtime	3,159	5,757	2,298	-	0.0%	-
7006 Vacation Pay	4,220	6,417	12,971	-	0.0%	-
7007 Sick Leave Pay	3,984	7,277	1,809	-	0.0%	-
7104 Meal Allowance	-	-	15	-	0.0%	-
7106 Pers Retirement	40,456	48,262	53,015	57,712	-14.1%	49,594
7107 Dental Insurance	4,223	4,234	6,899	4,297	-25.0%	3,223
7108 Group Health Insurance	29,656	31,243	31,253	30,780	-17.6%	25,354
7109 Group Life Insurance	366	367	366	372	-25.0%	279
7110 Workers Comp Insurance	1,040	870	1,218	818	-20.1%	654
7112 Group Disability Ins	1,669	1,673	1,674	1,701	-28.6%	1,215
7113 Medicare	3,073	3,370	4,967	3,397	-20.0%	2,717
7114 Auto Allowance	1,920	1,920	1,526	1,920	-50.0%	960
7115 Cell Phone Allowance	360	360	286	360	-50.0%	180
7118 Other Benefits Pay	811	5,339	8,624	151	-100.0%	-
7120 Sick Leave Payoff	-	-	11,860	-	0.0%	-
7121 Comp/Vac Payoff	-	-	36,874	-	0.0%	-
7122 Deferred Comp Contrib	1,296	1,300	1,266	1,300	0.0%	1,300
7123 Voluntary Separation Pay	-	-	70,429	-	0.0%	-
7124 Veba Health Def Comp	1,921	2,853	3,019	2,840	2.8%	2,920
Employee Services Total	\$ 290,748	\$ 320,887	\$ 440,655	\$ 339,898	-18.9%	\$ 275,760
Supplies, Services & Capital Outlay						
7422 Advertising	\$ 33,426	\$ 29,257	\$ 30,670	\$ 35,000	-28.6%	\$ 25,000
7424 Office Expense	36,605	42,780	26,985	40,500	-1.2%	40,000
7427 Special Departmental	759	759	532	700	14.3%	800
7429 Maint & Oper Of Equip	5,119	19,015	4,484	11,031	0.0%	11,031
7430 Prof & Special Services	5,728	3,658	11,783	35,000	0.0%	35,000
7434 Memberships/Dues/Books	1,689	1,738	1,951	1,200	0.0%	1,200
7435 Prof Development & Mtgs	5,979	1,703	840	7,500	-53.3%	3,500
7436 Election Expense	(1,769)	89,676	289	-	>100.0%	70,000
7437 Staff Development	-	-	2,938	-	0.0%	-
7551 User Chgs - It Pool	28,002	28,002	21,002	28,002	-17.7%	23,044
Supplies, Services & Capital Outlay Total	\$ 115,538	\$ 216,589	\$ 101,473	\$ 158,933	31.9%	\$ 209,575
Grand Total	\$ 406,286	\$ 537,475	\$ 542,128	\$ 498,831	-2.7%	\$ 485,335

GENERAL FUND - (101)
City Manager - Human Resources Program (515)
Program Manager - Human Resources Manager

MISSION STATEMENT

Provide human resources services to all City departments including recruitment and testing, employee benefits, classification and compensation, workers' compensation administration, employee relations and labor negotiations.

ONGOING RESPONSIBILITIES

- Conduct all aspects of the City's employer-employee relations program
- Conduct all aspects of all City recruitments
- Plan management training sessions as appropriate
- Perform classification analyses and salary and benefit surveys
- Administer all employee benefit programs
- Administer the Volunteer Services Program
- Manage City-wide Safety/IIPP contract
- Administer Employee Service Awards Program
- Provide City-wide training programs to employees
- Serve as member of Workplace Violence Team
- Provide analysis and recommendations to departments regarding human resources issues

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Conduct total compensation surveys in accordance with established MOU's
- Work with Liebert Cassidy Whitmore on the CalPERS hourly exclusion determination
- Provide sexual harassment online training for all staff
- Development plan to fill key leadership positions as they become open
- Assist in the implementation of a new payroll/HR system
- Meet & confer with CPCEA, CMEA & CARP
- Establish new resolutions with mid-managers and confidential employee groups

GENERAL FUND - (101)
City Manager - Human Resources Program (515)
Program Manager - Human Resources Manager

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Complete 90% of recruitments in 2.5 months or less (time measured from date filing opens to date Eligibility List is established)	100%	100%	100%
2	90% of recruitments begin within two (2) weeks of approval to fill the position	100%	100%	100%
3	Provide 22,000 volunteer hours to City programs annually	17,790	25,162	N/A
4	Employee inquiries regarding benefits and compensation are addressed within 3 working days 90% of the time	100%	100%	100%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : CITY MANAGER - HUMAN RESOURCES

EXHIBIT A
 101.515

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 706,957	\$ 788,735	\$ 714,622	\$ 893,709	4.4%	\$ 933,254
Supplies, Services & Capital Outlay	184,166	318,099	228,697	282,701	2.5%	289,883
Total Before Transfers	891,123	1,106,834	943,320	1,176,410	4.0%	1,223,136
Appropriation Total	\$ 891,123	\$ 1,106,834	\$ 943,320	\$ 1,176,410	4.0%	\$ 1,223,136

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : CITY MANAGER - HUMAN RESOURCES

EXHIBIT B
101.515

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Human Resources Manager *	0.80	0.80	0.80	0.20	1.00	\$	263,594
Human Resources Representative	0.75	1.00	1.00	-	1.00		138,765
Human Resources Analyst	1.00	1.00	1.00	-	1.00		150,661
* .2 FTE no longer allocated to Workman's Comp							
TOTAL	2.55	2.80	2.80	0.20	3.00	\$	553,020

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Human Resources Intern	0.06		-	-		
Office Assistant	0.30	-	-	-		
TOTAL	0.36	-	-	-	-	\$ -

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : CITY MANAGER - HUMAN RESOURCES

EXHIBIT C
101.515

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 249,125	\$ 308,729	\$ 287,145	\$ 406,765	7.9%	\$ 438,803
7002 Personnel - Temporary	12,920	-	-	-	0.0%	-
7003 Personnel - Overtime	-	673	363	-	0.0%	-
7006 Vacation Pay	22,148	13,993	17,624	-	0.0%	-
7007 Sick Leave Pay	13,601	15,289	22,061	-	0.0%	-
7106 Pers Retirement	57,346	81,227	85,288	100,206	15.9%	116,149
7107 Dental Insurance	5,709	6,092	5,302	6,445	0.0%	6,445
7108 Group Health Insurance	41,516	46,005	43,599	50,040	-25.6%	37,244
7109 Group Life Insurance	479	528	459	558	0.0%	558
7110 Workers Comp Insurance	1,996	1,365	1,202	1,420	7.8%	1,531
7112 Group Disability Ins	2,047	2,268	1,958	2,430	0.0%	2,430
7113 Medicare	4,716	5,127	4,936	5,898	7.9%	6,363
7114 Auto Allowance	1,536	1,536	1,536	1,920	0.0%	1,920
7115 Cell Phone Allowance	288	288	288	360	0.0%	360
7118 Other Benefits Pay	5,988	7,020	3,380	227	-100.0%	-
7121 Comp/Vac Payoff	5,420	-	-	-	0.0%	-
7122 Deferred Comp Contrib	2,438	2,866	2,631	2,600	10.0%	2,860
7124 Veba Health Def Comp	1,662	2,589	3,000	2,840	63.4%	4,640
7625 Retiree Health Rebate	278,022	293,140	233,851	312,000	0.6%	313,950
Employee Services Total	\$ 706,957	\$ 788,735	\$ 714,622	\$ 893,709	4.4%	\$ 933,254
Supplies, Services & Capital Outlay						
7422 Advertising	\$ 2,779	\$ 11,204	\$ 3,205	\$ 10,000	0.0%	\$ 10,000
7424 Office Expense	397	1,286	700	1,200	0.0%	1,200
7427 Special Departmental	9,754	9,055	7,700	14,700	0.0%	14,700
7430 Prof & Special Services	84,319	217,373	102,000	122,000	28.2%	156,400
7434 Memberships/Dues/Books	209	954	200	1,000	0.0%	1,000
7435 Prof Development & Mtgs	6,902	15,457	6,300	10,000	-88.0%	1,200
7437 Staff Development	36,745	28,642	7,800	57,800	-25.4%	43,100
7441 Spec Community Services	4,744	13,126	1,000	15,000	0.0%	15,000
7442 Insurance Claims Expense	17,315	-	84,041	30,000	0.0%	30,000
7551 User Chgs - It Pool	21,001	21,001	15,751	21,001	-17.7%	17,283
Supplies, Services & Capital Outlay Total	\$ 184,166	\$ 318,099	\$ 228,697	\$ 282,701	2.5%	\$ 289,883
Grand Total	\$ 891,123	\$ 1,106,834	\$ 943,320	\$ 1,176,410	4.0%	\$ 1,223,136

WORKERS' COMPENSATION TRUST FUND - (690)
City Manager - Workers' Compensation Self-Insurance Program (516)
Program Manager - Human Resources Manager

MISSION STATEMENT

Effectively provide required Workers' Compensation coverage to City employees through a financially sound self-insured program.

ONGOING RESPONSIBILITIES

- Act as liaison with the City's Workers' Compensation contract administrative firm
- Serve as chairperson of the City's Safety/Risk Management Committee and manage City-wide Safety Contract
- Promote safe work practices and employee wellness
- Work with line departments to assure the effective and timely processing of employee injury reports
- Assure the prompt and effective delivery of services to injured or ill City employees
- Minimize the City's exposure to losses as a result of employee accidents or illnesses
- Provide employees information regarding Workers' Compensation reporting and give employees an opportunity to pre-designate a physician for work related injuries or illnesses
- Communicate Workers' Compensation Procedures to all employees

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	90% of claims are responded to within 5 working days	100%	100%	100%
2	Number of recordable industrial injuries	34	18	27
3	Percent of annual increase (decrease) in the number of recordable work-related injuries	44%	(53%)	330%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : CITY MANAGER - WORKERS COMPENSATION

EXHIBIT A
 690.516

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ (213,137)	\$ 609,939	\$ 43,001	\$ -	0.0%	\$ -
Supplies, Services & Capital Outlay	691,674	646,223	502,800	481,550	-8.6%	440,050
Total Before Transfers	478,537	1,256,163	545,801	481,550	-8.6%	440,050
Appropriation Total	\$ 478,537	\$ 1,256,163	\$ 545,801	\$ 481,550	-8.6%	\$ 440,050

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : CITY MANAGER - WORKERS COMPENSATION

EXHIBIT B
690.516

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Human Resources Manager *	0.20	0.20	0.20	(0.20)	-	\$ -
* FTE fully charged to General fund beginning -----						
TOTAL	0.20	0.20	0.20	(0.20)	-	\$ -

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : CITY MANAGER - WORKERS COMP TRUST FUND

EXHIBIT C
690.516

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 27,628	\$ 32,527	\$ 29,017	\$ -	0.0%	\$ -
7006 Vacation Pay	3,802	1,909	2,618	-	0.0%	-
7007 Sick Leave Pay	2,321	1,983	2,225	-	0.0%	-
7106 Pers Retirement	3,470	4,014	3,387	-	0.0%	-
7107 Dental Insurance	430	430	351	-	0.0%	-
7108 Group Health Insurance	3,176	3,302	2,923	-	0.0%	-
7109 Group Life Insurance	37	37	30	-	0.0%	-
7110 Workers Comp Insurance	171	144	126	-	0.0%	-
7112 Group Disability Ins	194	195	159	-	0.0%	-
7113 Medicare	523	576	528	-	0.0%	-
7114 Auto Allowance	384	384	384	-	0.0%	-
7115 Cell Phone Allowance	72	72	72	-	0.0%	-
7118 Other Benefits Pay	1,209	1,755	845	-	0.0%	-
7124 Veba Health Def Comp	268	330	336	-	0.0%	-
7668 Change In Accr W/C Losses	(256,822)	562,284	-	-	0.0%	-
Employee Services Total	\$ (213,137)	\$ 609,939	\$ 43,001	\$ -	0.0%	\$ -
Supplies, Services & Capital Outlay						
7424 Office Expense	\$ -	\$ -	\$ -	\$ 50	0.0%	\$ 50
7430 Prof & Special Services	66,690	56,452	72,800	51,500	16.5%	60,000
7433 Insurance & Surety Bonds	64,147	136,620	80,000	80,000	0.0%	80,000
7442 Insurance Claims Expense	560,837	453,152	350,000	350,000	-14.3%	300,000
Supplies, Services & Capital Outlay Total	\$ 691,674	\$ 646,223	\$ 502,800	\$ 481,550	-8.6%	\$ 440,050
Grand Total	\$ 478,537	\$ 1,256,163	\$ 545,801	\$ 481,550	-8.6%	\$ 440,050

**INFORMATION TECHNOLOGY POOL FUND - (647)
City Manager - Information Technology Program (547)
Program Manager - Information Technology (IT) Manager**

MISSION STATEMENT

To provide the highest level of service and value to facilitate the City mission as it applies to the use of technology.

ONGOING RESPONSIBILITIES

- Implement all budget and workplan items and perform related administrative tasks
- Provide 24-hour Police Department support, 365 days a year
- Provide reports to City management as requested
- Maintain and support the systems and users of the City's critical systems:
 - Financial System
 - Permitting System
 - Recreation Management System
 - Automotive Maintenance System
 - Computer Aided Dispatch (CAD) & Records Management Systems (RMS)
- Participate in all Emergency Operation Center (EOC) events
- Manage the City's Information Technology Systems, standardized software applications and workstation configurations
- Provide hardware and software support for City computer systems
- Perform periodic audits of City-owned workstations, laptops, and notebook computers to ensure only City-owned and authorized software applications are being utilized
- Maintain current computer hardware and software inventories
- Maintain current cable drawings
- Conduct a majority of computer hardware and software maintenance in-house
- Conduct a majority of phone system Moves, Adds & Changes (MAC) in-house
- Administer computer hardware, software and telecommunications maintenance contracts
- Maintain current systems documentation, policies and procedures
- Maintain flexibility in responding to unanticipated or unexpected IT work Requests
- Assist in on-going development and integration of County Basemap data into the City's Geosmart Graphical Information Systems (GIS) database layer
- Assist Departments with City website changes and on-going enhancements

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Replace public meeting video and recording system
- Provide coordinated staff training for all new technologies
- Deploy new Recreation management system with Recreation & Community Services
- Deploy new city-wide phone system
- Coordinate with Finance on Automated timecard entry, and replacement of Financial Systems

INFORMATION TECHNOLOGY POOL FUND - (647)
City Manager - Information Technology Program (547)
Program Manager - Information Technology (IT) Manager

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Core Business Applications will be available 98% of scheduled up-time	99%	99%	99%
2	Manage operational budget growth, excluding payroll and Capital budgets, not to exceed the core rate of inflation (CPI)*	-17.5%	-13.50%	+3.05%
3	Execute 90-100% of Major Work Plan items for Fiscal Year	100%	63%	100%

* Calculated using YTD budget utilization of operating budget + CPI-U for FY19-20 as of April 2020.

1. Core applications: Internet, Phones, Public Safety Servers
2. 2019 Actual \$363,450 vs 2020 Adopted \$657,491 [exclude Capital and Payroll]
3. Exceeded original workplan list.

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 647.547

PROGRAM : CITY MANAGER - INFORMATION TECHNOLOGY

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 702,255	\$ 836,765	\$ 781,754	\$ 820,435	6.2%	\$ 871,537
Supplies, Services & Capital Outlay	660,391	636,450	1,016,395	657,491	-29.2%	465,758
Capital projects	229,129	36,813	67,000	67,000	-72.2%	18,610
Total Before Transfers	1,591,774	1,510,028	1,865,149	1,544,926	-12.2%	1,355,905
Appropriation Total	\$ 1,591,774	\$ 1,510,028	\$ 1,865,149	\$ 1,544,926	-12.2%	\$ 1,355,905

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : CITY MANAGER - INFORMATION TECHNOLOGY

EXHIBIT B
647.547

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Information Technology Manager	1.00	1.00	1.00	-	1.00	\$	226,099
Information Technology Administrator	1.00	1.00	3.00	-	3.00		554,552
Information Technology System Administrator *	1.00	1.00	-	-	-		
Information Technology Technician	2.00	2.00	-	-	-		
* 2-Year Limited Term - Extended							
TOTAL	5.00	5.00	4.00	-	4.00	\$	780,651

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Information Technology Intern	0.35	-	-	-	-	
Office Assistant	0.25	0.25	-	-	-	
TOTAL	0.60	0.25	-	-	-	\$ -

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : CITY MANAGER - INFORMATION TECHNOLOGY

EXHIBIT C
647.547

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 461,109	\$ 433,479	\$ 472,504	\$ 582,837	5.0%	\$ 611,866
7002 Personnel - Temporary	\$ -	\$ 94,941	\$ 35,737	\$ -	0.0%	\$ -
7003 Personnel - Overtime	\$ 4,966	\$ 6,862	\$ 3,546	\$ 3,000	0.0%	\$ 3,000
7006 Vacation Pay	23,274	14,284	23,682	-	0.0%	-
7007 Sick Leave Pay	(4,778)	21,905	17,831	-	0.0%	-
7106 Pers Retirement	102,010	117,207	126,373	132,791	16.0%	154,004
7107 Dental Insurance	8,594	8,236	7,776	8,594	0.0%	8,594
7108 Group Health Insurance	57,881	56,330	56,840	59,700	-5.9%	56,192
7109 Group Life Insurance	744	713	516	744	0.0%	744
7110 Workers Comp Insurance	9,684	10,230	9,212	8,991	13.5%	10,206
7112 Group Disability Ins	3,159	3,038	2,858	3,159	0.0%	3,159
7113 Medicare	8,099	9,349	8,494	7,816	13.5%	8,872
7114 Auto Allowance	1,964	1,896	1,920	1,920	0.0%	1,920
7115 Cell Phone Allowance	1,403	1,405	1,304	1,440	0.0%	1,440
7118 Other Benefits Pay	15,261	32,395	2,396	302	-100.0%	-
7121 Comp/Vac Payoff	1,846	14,524	892	-	0.0%	-
7122 Deferred Comp Contrib	3,900	3,600	3,515	3,900	0.0%	3,900
7124 Veba Health Def Comp	3,140	5,044	5,896	5,241	45.8%	7,641
7126 Pars Retirement	-	1,328	462	-	0.0%	-
Employee Services Total	702,255	836,765	781,754	820,435	6.2%	871,537
Supplies, Services & Capital Outlay					0.0%	
7421 Communications-Phones	6,671	13,000	20,839	20,641	295.0%	81,533
7424 Office Expense	30,729	16,044	10,000	4,000	-100.0%	-
7425 Small Tools	13,558	3,953	4,468	4,468	-44.0%	2,500
7427 Special Departmental	1,047	-	-	-	0.0%	-
7429 Maint & Oper Of Equip	425,776	383,299	622,186	428,882	-49.0%	218,725
7430 Prof & Special Services	52,020	85,478	304,780	160,000	-28.1%	115,000
7435 Prof Development & Mtgs	3,688	2,011	602	5,000	-100.0%	-
7437 Staff Development	1,784	5,050	8,000	13,000	-100.0%	-
7438 Other Charges	14,868	33,896	45,519	21,500	123.3%	48,000
7444 Depreciation	110,248	93,720	-	-	0.0%	-
Supplies, Services & Capital Outlay Total	660,391	636,450	1,016,395	657,491	-29.2%	465,758
Capital Projects					0.0%	
7884 Machinery & Equipment	229,129	36,813	67,000	67,000	-72.2%	18,610
Capital Projects Total	229,129	36,813	67,000	67,000	-72.2%	18,610
Transfers Out (Operating & Capital)						
Grand Total	1,591,774	1,510,028	1,865,149	1,544,926	-12.2%	1,355,905

**MEASURE O CAPITAL FUND – (448)
City Manager Department – Measure O Program (518)
Program Manager - City Manager**

MISSION STATEMENT

To provide overall coordination of Measure O police and library design process.

ONGOING RESPONSIBILITIES

- Work with City Council members, staff and community stakeholder groups to refine the scope of the project.
- Craft and issue Requests for Proposals (RFPs) for technical and professional services.
- Negotiate and enter into agreements with consultants for professional services.
- Ensure that the project schedule, financial goals, and overall quality performance objectives are met.
- Provide progress reports to the City Council and senior staff as required.

MAJOR WORK PLAN ITEMS FOR FISCAL 2020 - 2021

- Plan and coordinate design options
- Publicize and appoint Citizens' Oversight Committee
- Authorize first selling of general obligation of bonds

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : CITY MANAGER - MEASURE O CIP FUND

EXHIBIT A
 448.518

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ -	\$ -	\$ 189,000	\$ 231,603	36.5%	\$ 316,100
Supplies, Services & Capital Outlay	-	-	100,000	100,000	-20.0%	80,000
Total Before Transfers	-	-	289,000	331,603	19.5%	396,100
Appropriation Total	\$ -	\$ -	\$ 289,000	\$ 331,603	19.5%	\$ 396,100

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : CITY MANAGER - MEASURE O CIP FUND

EXHIBIT B
448.518

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Senior Public Works Project Manager (Senior Civil Engineer) * * 4-Year Limited Term	-	-	1.00	-	1.00	\$ 221,591
TOTAL	-	-	1.00	-	1.00	\$ 221,591

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : CITY MANAGER - MEASURE O

EXHIBIT C
448.518

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ -	\$ -	\$ 142,291	\$ 162,802	6.2%	\$ 172,867
7006 Vacation Pay	-	-	5,459	-	0.0%	-
7007 Sick Leave Pay	-	-	1,543	-	0.0%	-
7106 Pers Retirement	-	-	12,900	40,102	14.1%	45,757
7107 Dental Insurance	-	-	1,969	2,148	0.0%	2,148
7108 Group Health Insurance	-	-	15,812	16,320	11.2%	18,143
7109 Group Life Insurance	-	-	171	186	0.0%	186
7110 Workers Comp Insurance	-	-	478	2,716	-77.8%	603
7112 Group Disability Ins	-	-	891	972	0.0%	972
7113 Medicare	-	-	1,974	2,361	6.2%	2,507
7114 Auto Allowance	-	-	1,754	1,920	0.0%	1,920
7115 Cell Phone Allowance	-	-	305	360	0.0%	360
7118 Other Benefits Pay	-	-	1,781	76	-100.0%	-
7124 Veba Health Def Comp	-	-	1,672	1,640	36.6%	2,240
7130 Project Salary & Benefits	-	-	-	-	>100.0%	68,397
Employee Services Total	\$ -	\$ -	\$ 189,000	\$ 231,603	36.5%	\$ 316,100
Supplies, Services & Capital Outlay						
7430 Prof & Special Services	\$ -	-	\$ 100,000	\$ 100,000	-20.0%	\$ 80,000
Supplies, Services & Capital Outlay Total	\$ -	-	\$ 100,000	\$ 100,000	-20.0%	\$ 80,000
Capital Projects						
Transfers Out (Operating & Capital)						
Grand Total	\$ -	\$ -	\$ 289,000	\$ 331,603	19.5%	\$ 396,100

GENERAL FUND - (101)
City Manager's Office - COVID-19 Response Program (539)
Program Manager – City Manager

MISSION STATEMENT

To provide the City with resources to respond to and recover from the impacts of COVID-19 and pursue state and federal reimbursements where applicable.

ONGOING RESPONSIBILITIES

- Reallocate state and other resources to plan and respond to current and future outbreaks of COVID-19
- Coordinate with government and local service agency partners
- Keep Council, staff and community informed and respond to a growing number of inquiries
- See and use mutual aid, if needed
- Work with internal and external stakeholders on efforts to recover from the impacts of COVID-19
- Evaluate and modify City policies, procedures, facilities, supplies, and equipment to allow for safe and effective ongoing operations and services
- Track and record COVID-19 related expenses to allow for potential federal and state reimbursement

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : FINANCE - COVID-19 Response

EXHIBIT A
 101.539

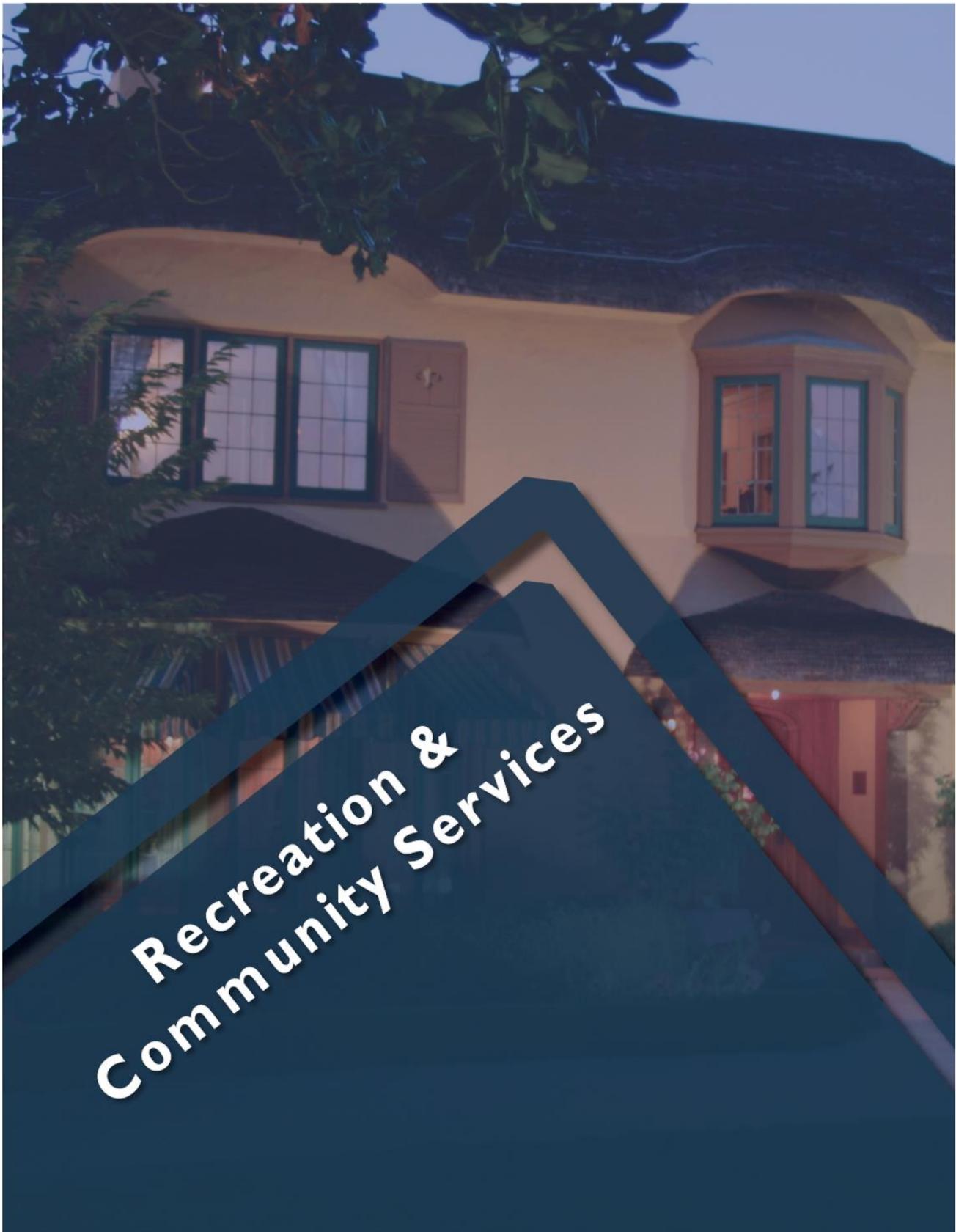
Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ -	\$ -	\$ 2,004,722	\$ -	0.0%	\$ -
Supplies, Services & Capital Outlay	-	-	110,144	-	>100.0%	500,000
Total Before Transfers	-	-	2,114,866	-	>100.0%	500,000
Appropriation Total	\$ -	\$ -	\$ 2,114,866	\$ -	>100.0%	\$ 500,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : CITY MANAGER COVID-19 RESPONSE

EXHIBIT C
101.539

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ -	\$ -	\$ 384,597	\$ -	0.0%	\$ -
7002 Personnel - Temporary	-	-	462	-	0.0%	-
7003 Personnel - Overtime	-	-	151,861	-	0.0%	-
7106 Pers Retirement	-	-	124,413	-	0.0%	-
7107 Dental Insurance	-	-	27,485	-	0.0%	-
7108 Group Health Insurance	-	-	154,689	-	0.0%	-
7109 Group Life Insurance	-	-	2,522	-	0.0%	-
7110 Workers Comp Insurance	-	-	46,868	-	0.0%	-
7112 Group Disability Ins	-	-	8,264	-	0.0%	-
7113 Medicare	-	-	22,923	-	0.0%	-
7118 Other Benefits Pay	-	-	1,051,091	-	0.0%	-
7122 Deferred Comp Contrib	-	-	9,986	-	0.0%	-
7124 Veba Health Def Comp	-	-	18,230	-	0.0%	-
7126 Pars Retirement	-	-	1,331	-	0.0%	-
Employee Services Total	\$ -	\$ -	\$ 2,004,722	\$ -	0.0%	\$ -
Supplies, Services & Capital Outlay						
7421 Communications-Phones	\$ -	\$ -	\$ 8,244	\$ -	0.0%	\$ -
7427 Special Departmental	-	-	101,900	-	>100.0%	500,000
Supplies, Services & Capital Outlay Total	-	-	\$ 110,144	-	>100.0%	\$ 500,000
Grand Total	-	-	\$ 2,114,866	-	>100.0%	\$ 500,000



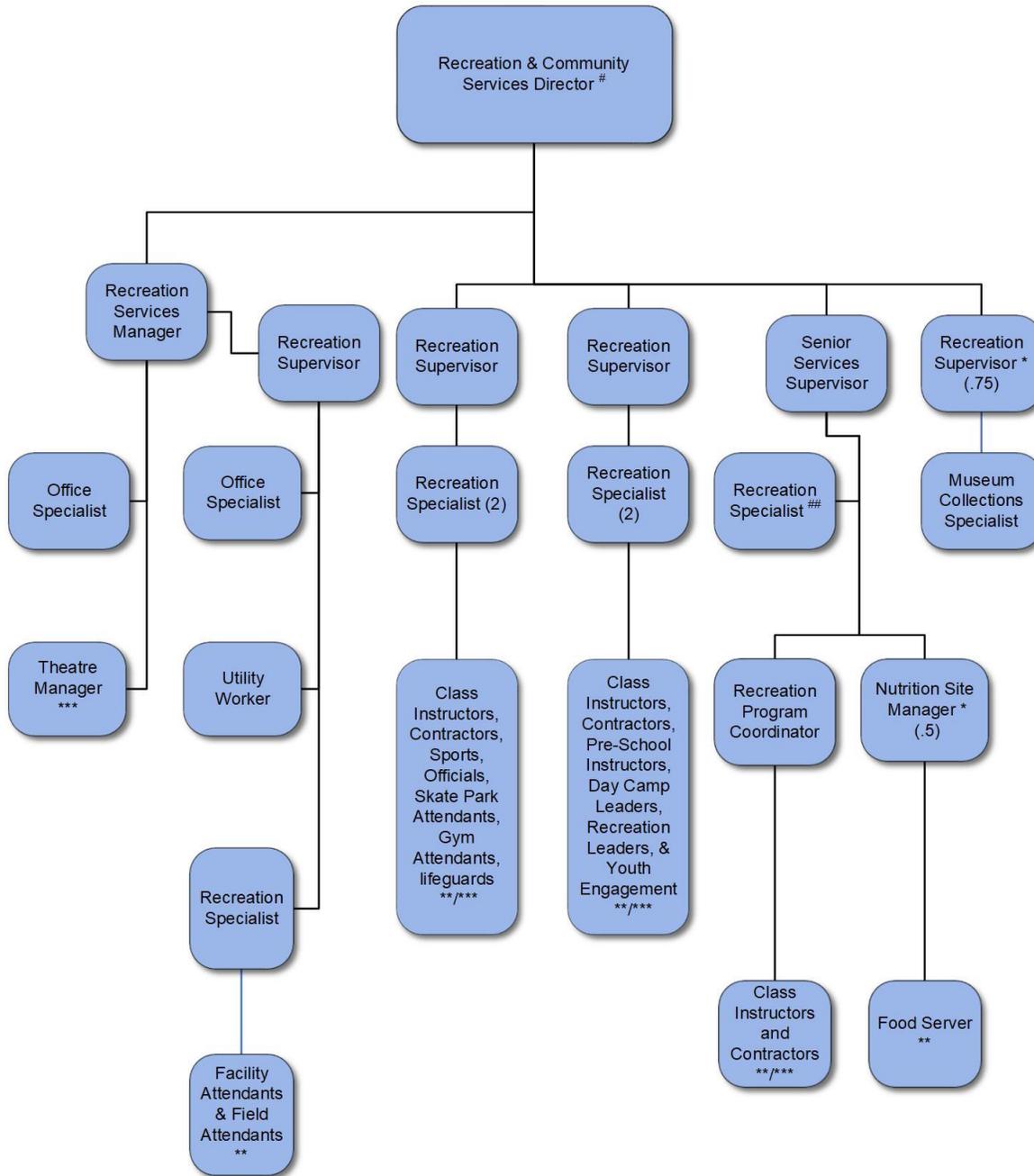


Recreation & Community Services

PROGRAMS

- 524 Administration
- 525 Senior Citizen Nutrition
Program
- 526 Adult Services
- 527 Campbell
Community Center
- 528 Heritage Theatre
- 531 Sports, Aquatics & Fitness
- 532 Pre-School, Day Camp &
Enrichment Classes

Recreation & Community Services 2020 - 2021



- * Permanent Part-Time
- ** Temporary Part-Time
- *** Contract
- # Vacant Freeze – Half Year
- ## Vacant Freeze – Full Year

RECREATION & COMMUNITY PROGRAM SUMMARY

Expenditure Summary

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Employee Services	\$ 3,672,324	\$ 3,926,841	\$ 3,293,285	4,231,961	\$ 3,224,480
Supplies, Services & Capital Outlay	2,511,555	2,702,940	2,383,200	2,829,955	2,111,987
Capital Projects	51,569	33,882	35,253	-	-
Total Before Transfers	6,235,448	6,663,663	5,711,738	7,061,916	5,336,467
Appropriation Total	\$ 6,235,448	\$ 6,663,663	\$ 5,711,738	7,061,916	\$ 5,336,467

Staffing (Full-Time Equivalents)

<u>Permanent Positions</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>Change ←→</u>	<u>FY 2021 Adopted</u>
Museum Collections Specialist	1.00	1.00	1.00	-	1.00
Nutrition Site Manager	0.50	0.50	0.50	-	0.50
Office Specialist	2.00	2.00	2.00	-	2.00
Recreation & Comm. Services Director *	1.00	1.00	1.00	(0.50)	0.50
Recreation Program Coordinator	1.00	1.00	1.00	-	1.00
Recreation Services Manager	1.00	1.00	1.00	-	1.00
Recreation Specialist **	5.00	5.00	6.00	(1.00)	5.00
Recreation Supervisor	3.75	3.75	3.75	-	3.75
Senior Services Supervisor	1.00	1.00	1.00	-	1.00
Utility Worker	1.00	1.00	1.00	-	1.00
* Vacant freeze- half year					.
** 1 FTE- vacant freeze- full year					.
Permanent	17.25	17.25	18.25	(1.50)	16.75
Limited-Term Positions					
Recreation Specialist	1.00	1.00	-	-	-
Limited-Term Position	1.00	1.00	-	-	-

RECREATION & COMMUNITY PROGRAM SUMMARY

Staffing (Full-Time Equivalents)

<u>Temporary Positions</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>Change ←→</u>	<u>FY 2021 Adopted</u>
Adult Sports League Officials	0.89	0.78	0.87	(0.79)	0.08
Aquatic Instructor/Lifeguard	2.57	2.43	2.33	(1.51)	0.82
Building Attendants	3.68	3.71	3.93	(3.60)	0.33
Case Management Support	0.29	0.29	0.29	-	0.29
Class Instructors	2.56	2.72	2.82	(0.69)	2.13
Clerical Relief	0.41	0.34	0.34	(0.34)	-
Customer Service Clerks	3.04	2.96	3.14	(2.51)	0.63
Day Camp Recreation Leader I, II, III	7.14	6.66	6.53	(3.34)	3.19
Day Camp Recreation Specialist	0.24	0.64	0.75	(0.63)	0.12
Day Camp Senior Recreation Specialist	0.24	0.24	-	-	-
Event Coordinator	0.47	0.63	0.66	(0.57)	0.09
Facility Attendant Staff	0.16	0.09	0.09	(0.07)	0.02
Field Attendant	0.74	0.74	0.56	(0.56)	-
Fitness Program Class Instructors	0.74	0.74	0.74	0.36	1.10
Fitness Program Staff (Drop-in)	4.18	3.91	4.03	(3.63)	0.40
Food Server	0.50	0.50	0.50	(0.04)	0.46
Guest Services Associate	0.45	0.45	0.45	(0.44)	0.01
Lifeguard/Instructor	0.23	0.11	0.12	(0.05)	0.07
Preschool Aides	2.14	2.14	2.21	(0.52)	1.69
Preschool Teacher	1.99	2.06	1.80	(0.11)	1.69
Program Assistant	1.10	0.80	0.79	(0.70)	0.09
Recreation Leader	0.10	0.10	0.10	(0.10)	-
Recreation Specialist	0.69	0.69	0.69	(0.66)	0.03
Relief Site Manager	0.04	0.04	0.04	-	0.04
Reservation Support	0.38	0.38	0.21	(0.21)	-
Skate Park Attendant	1.03	1.03	1.03	(0.80)	0.23
Skate Park Instructor	0.34	0.38	0.39	(0.23)	0.16
Sports Class Instructors	0.95	0.96	0.93	(0.78)	0.15
Summer Picnic Seasonal Support	-	-	0.23	(0.23)	-
Support Staff	0.22	0.22	0.34	(0.34)	-
Swim Team Coaches (4)	1.87	1.87	2.44	(1.30)	1.14
Work Experience Leader	0.48	0.48	0.48	(0.48)	-
Youth League/Camp Leaders	0.39	0.37	0.47	(0.37)	0.10
Temporary	40.25	39.46	40.30	(25.24)	15.06
Total Full Time Equivalents	58.50	57.71	58.55	(26.74)	31.81

GENERAL FUND - (101)
Recreation & Community Services - Administrative Services Program (524)
Program Manager - Recreation & Community Services Director

MISSION STATEMENT

Provide long-range direction for managing Recreation and Community Service programs in coordination with other local agencies and organizations.

ONGOING RESPONSIBILITIES

- Provide direction to staff to produce high quality, cost effective recreation, senior citizen and cultural services for the citizens of Campbell
- Maintain cooperative relationships with the Campbell Union School District and the Campbell Union High School District to coordinate programs and issues concerning Campbell residents
- Set revenue and expenditure targets with staff
- Monitor departmental performance relating to customer service, financial and productivity measures
- Assist in the development of program work plans and monitor progress
- Serve as staff to the Parks and Recreation Commission
- Complete the departmental budget preparation process for fiscal year 2020-21
- Complete an annual review of fees for departmental services and facilities
- Foster partnerships with other agencies and community groups to address the community's diverse recreational needs
- Ensure timely completion of permanent employees' annual performance reviews
- Conduct an annual departmental meeting to discuss community needs, future trends and departmental direction
- Assist the Parks & Recreation Commission in formulating their goals for 2020-2021

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020-2021

- Modify service delivery model and develop strategies to reduce general fund assistance

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Percent actual to budgeted revenue for overall department	105%	103%	75%
2	Percent actual to budgeted expenditures for overall department	93%	96.5%	79%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.524

PROGRAM : RECREATION & COMMUNITY SERVICES - ADMINISTRATION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 669,938	\$ 696,315	\$ 540,887	\$ 634,657	-54.3%	\$ 290,050
Supplies, Services & Capital Outlay	103,010	112,916	76,587	112,782	-31.8%	76,875
Total Before Transfers	772,948	809,232	617,475	747,439	-50.9%	366,925
Appropriation Total	\$ 772,948	\$ 809,232	\$ 617,475	\$ 747,439	-50.9%	\$ 366,925

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : RECREATION & COMMUNITY SERVICES - ADMINISTRATION

EXHIBIT B
101.524

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Recreation & Community Svcs. Director *	1.00	1.00	1.00	(0.50)	0.50	\$	132,853
Office Specialist	0.20	1.00	1.00	-	1.00		118,079
Recreation Services Manager	1.00	-	-	-	-		
Recreation Specialist (Youth Engagement)	1.00	1.00	-	-	-		
Recreation Specialist (Youth Engagement) **	-	-	1.00	(1.00)	-		
* Vacant freeze- half year							
** Moved to Program 532 in FY '21							
TOTAL	3.20	3.00	3.00	(1.50)	1.50	\$	250,932

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Clerical Relief (Vacation/Holiday)	0.41	0.34	0.34	(0.34)	-		
Customer Service Clerks	2.04	2.04	2.04	(1.77)	0.27		10,440
Recreation Leader *	0.10	0.10	0.10	(0.10)	-		
Work Experience Leader *	0.48	0.48	0.48	(0.48)	-		
* Youth Engagement Program							
TOTAL	3.03	2.96	2.96	(2.69)	0.27	\$	10,440

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses

EXHIBIT C
101.524

PROGRAM : RECREATION AND COMMUNITY SERVICES ADMINISTRATIVE SERVICES

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 367,423	\$ 370,066	\$ 276,004	\$ 356,333	\$ -46.7%	\$ 189,851
7002 Personnel - Temporary	82,448	95,428	61,437	98,600	-89.4%	10,440
7003 Personnel - Overtime	-	-	18	-	0.0%	-
7006 Vacation Pay	23,718	32,951	25,526	-	0.0%	-
7007 Sick Leave Pay	13,793	9,462	10,742	-	0.0%	-
7105 Uniform Allowance	(600)	600	-	-	0.0%	-
7106 Pers Retirement	82,192	94,512	89,966	102,958	-51.2%	50,252
7107 Dental Insurance	7,305	6,696	4,245	6,445	-50.0%	3,223
7108 Group Health Insurance	51,483	49,696	33,814	47,700	-46.2%	25,654
7109 Group Life Insurance	629	580	337	558	-50.0%	279
7110 Workers Comp Insurance	2,536	2,408	1,829	2,644	-74.9%	663
7112 Group Disability Ins	2,944	2,758	1,671	2,430	-50.0%	1,215
7113 Medicare	7,577	7,879	6,010	6,060	-54.6%	2,753
7114 Auto Allowance	4,560	4,560	3,646	4,560	-71.1%	1,320
7115 Cell Phone Allowance	720	720	596	720	-75.0%	180
7118 Other Benefits Pay	12,264	11,000	4,266	227	-100.0%	-
7120 Sick Leave Payoff	3	-	3,544	-	0.0%	-
7121 Comp/Vac Payoff	75	-	12,420	-	0.0%	-
7122 Deferred Comp Contrib	1,717	1,384	521	1,300	0.0%	1,300
7124 Veba Health Def Comp	3,484	4,608	3,668	2,840	2.8%	2,920
7126 Pars Retirement	884	1,007	626	1,282	-100.0%	-
7621 Youth Scholarship Program	4,784	-	-	-	0.0%	-
Employee Services Total	\$ 669,938	\$ 696,315	\$ 540,887	\$ 634,657	-54.3%	\$ 290,050
Supplies, Services & Capital Outlay						
7421 Communications-Phones	\$ 1,102	\$ 2,078	\$ 2,333	\$ 2,210	\$ -43.4%	1,250
7424 Office Expense	8,909	9,101	8,431	9,640	0.0%	9,640
7427 Special Departmental	38,173	47,395	27,646	43,300	-29.4%	30,550
7429 Maint & Oper Of Equip	-	-	-	-	>100.0%	1,730
7430 Prof & Special Services	140	330	413	1,830	-39.9%	1,100
7432 Other Contractual Service	587	587	-	-	0.0%	-
7434 Memberships/Dues/Books	940	950	695	800	0.0%	800
7435 Prof Development & Mtgs	10,106	11,182	7,392	12,000	-75.0%	3,000
7437 Staff Development	-	-	-	8,000	-100.0%	-
7441 Spec Community Services	8,052	6,291	3,426	-	0.0%	-
7551 User Chgs - It Pool	35,002	35,002	26,252	35,002	-17.7%	28,805
Supplies, Services & Capital Outlay Total	\$ 103,010	\$ 112,916	\$ 76,587	\$ 112,782	-31.8%	\$ 76,875
Grand Total	\$ 772,948	\$ 809,232	\$ 617,475	\$ 747,439	-50.9%	\$ 366,925

**GENERAL FUND - (101)
Recreation & Community Services - Senior Nutrition Program (525)
Program Manager - Senior Services Supervisor**

MISSION STATEMENT

Provide nutritionally balanced meals five days a week and offer programs and services that will maintain the independence and dignity of older persons, enhance the quality of their lives and encourage their involvement within the community.

ONGOING RESPONSIBILITIES

- Operate the Campbell Lunch Program for older adults
- Share funding of program costs with Santa Clara County
- Provide administration for the program with Santa Clara County
- Coordinate services provided by the caterer, vendors and social service agencies
- Provide information and referrals
- Coordinate VTA ParaTransit services for individuals who cannot access the Nutrition Program by using public or private transportation
- Coordinate monthly volunteer opportunities
- Provide on-going training to staff and volunteers on health and safety standards for food handling and operations
- Provide on-going training for staff and volunteers in Universal Precautions and emergency procedures
- Seek donations from individuals and service groups
- Maintain attendance levels consistent with the City and County budget support

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Total number of meals served as a percent of meals budgeted	75%	92.6%	113.49%
2	Average number of meals served per day as percent of meals budgeted	56 75%	54 93%	66 113%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.525

PROGRAM : RECREATION & COMMUNITY SERVICES - NUTRITION PROGRAM

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 93,667	\$ 111,292	\$ 111,654	\$ 82,440	14.2%	\$ 94,119
Supplies, Services & Capital Outlay	95,566	94,072	105,930	102,968	19.4%	122,994
Total Before Transfers	189,234	205,364	217,585	185,408	17.1%	217,113
Appropriation Total	\$ 189,234	\$ 205,364	\$ 217,585	\$ 185,408	17.1%	\$ 217,113

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : RECREATION & COMMUNITY SERVICES - NUTRITION PROGRAM

EXHIBIT B
101.525

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Nutrition Site Manager	0.50	0.50	0.50	-	0.50	\$ 37,676
Senior Services Supervisor *	0.20	0.20	0.20	-	0.20	33,227
Utility Worker **	0.15	-	-	-	-	
* Balance in Program 526						
** Moved to Program 527						
TOTAL	0.85	0.70	0.70	-	0.70	\$ 70,903

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Relief Site Manager	0.04	0.04	0.04	-	0.04	1,900
Food Server	0.50	0.50	0.50	(0.04)	0.46	13,520
TOTAL	0.54	0.54	0.54	(0.04)	0.50	\$ 15,420

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : RECREATION AND COMMUNITY SERVICES SENIOR NUTRITION

EXHIBIT C
101.525

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 41,902	\$ 57,105	\$ 50,965	\$ 49,745	3.8%	\$ 51,612
7002 Personnel - Temporary	23,561	12,545	15,420	15,420	0.0%	15,420
7003 Personnel - Overtime	99	53	121	-	0.0%	-
7006 Vacation Pay	1,645	1,130	2,976	-	0.0%	-
7007 Sick Leave Pay	2,224	1,157	3,703	-	0.0%	-
7105 Uniform Allowance	90	90	90	90	-100.0%	-
7106 Pers Retirement	9,054	16,640	17,672	3,318	311.7%	13,661
7107 Dental Insurance	1,550	2,721	2,674	1,074	40.0%	1,504
7108 Group Health Insurance	7,913	12,493	11,501	7,320	25.2%	9,163
7109 Group Life Insurance	134	236	232	186	-30.0%	130
7110 Workers Comp Insurance	2,219	2,072	2,053	2,085	-75.5%	511
7112 Group Disability Ins	362	513	479	36	1980.2%	749
7113 Medicare	1,023	1,122	1,131	390	91.9%	748
7118 Other Benefits Pay	-	47	-	76	-100.0%	-
7121 Comp/Vac Payoff	544	1,114	242	-	0.0%	-
7122 Deferred Comp Contrib	704	1,080	1,029	1,300	-80.0%	260
7124 Veba Health Def Comp	325	1,005	1,188	1,200	-70.0%	360
7126 Pars Retirement	319	167	178	200	-100.0%	-
Employee Services Total	\$ 93,667	\$ 111,292	\$ 111,654	\$ 82,440	14.2%	\$ 94,119
Supplies, Services & Capital Outlay						
7427 Special Departmental	13,857	13,267	15,000	18,868	-0.7%	18,731
7432 Other Contractual Service	81,709	80,804	90,930	84,100	24.0%	104,263
Supplies, Services & Capital Outlay Total	95,566	94,072	105,930	102,968	19.4%	122,994
Grand Total	189,234	205,364	217,585	185,408	17.1%	217,113

**GENERAL FUND - (101)
Recreation & Community Services - Adult Services Program (526)
Program Manager - Senior Services Supervisor**

MISSION STATEMENT

Provide programs and services that will maintain the wellness, independence and dignity of adults 50+, to enhance the quality of their lives and encourage their involvement within the community.

ONGOING RESPONSIBILITIES

- Operate the Campbell Adult Center
- Maintain a diverse program to target the needs of all older adults (50+)
- Develop and provide leisure, cultural, wellness and educational programs
- Publish a quarterly newsletter to advertise Adult Center programs and services
- Serve as the primary community resource for information and referral for Senior Adult Services
- Serve as Adult Services Division representative to the Civic Improvement Commission
- Monitor senior oriented programs/services provided by Social Service sub-grant recipients
- Maintain existing and develop new partnerships with community-based organizations to enhance programs and services to senior adults
- Facilitate monthly volunteer opportunities
- Provide supervision for delivery of Case Management Services
- Continue marketing efforts to sustain participation levels
- Facilitate training for staff in CPR, Universal Precautions and Emergency Procedures
- Provide consistent, exceptional customer service in all program offerings

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Attain 90% or better of desired membership base of 1,200	89% (1051)	94% (1122)	82% (980)
2	Attain 80% enrollment in all classes	82%	83%	77%
3	45% of class participants are residents	41%	36%	37%
4	75% of surveyed participants rate activities as satisfactory or better	100%	90%	98%
5	Ratio of gross revenues to division direct expenses is 40% or greater	48%	50%	36%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.526

PROGRAM : RECREATION & COMMUNITY SERVICES - ADULT SERVICES

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 501,362	\$ 567,788	\$ 451,400	\$ 592,214	-24.2%	\$ 448,623
Supplies, Services & Capital Outlay	163,094	187,200	122,763	169,200	-38.0%	104,860
Total Before Transfers	664,456	754,988	574,162	761,414	-27.3%	553,483
Appropriation Total	\$ 664,456	\$ 754,988	\$ 574,162	\$ 761,414	-27.3%	\$ 553,483

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations
PROGRAM : RECREATION & COMMUNITY SERVICES - ADULT SERVICES**

**EXHIBIT B
101.526**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Senior Services Supervisor *	0.80	0.80	0.80	-	0.80	\$	132,907
Recreation Program Coordinator	1.00	1.00	1.00	-	1.00		139,483
Utility Worker **	0.15	-	-	-	-		-
Recreation Specialist ***,	1.00	1.00	1.00	(1.00)	-		-
* Balance in Program 525							
** Moved to Program 527							
*** Vacant freeze -full year							
TOTAL	2.95	2.80	2.80	(1.00)	1.80	\$	272,390

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Lifeguard/Instructor	0.23	0.11	0.12	(0.05)	0.07	\$	1,946
Class Instructors	1.93	1.98	2.08	(0.58)	1.50		105,512
Case Management Support	0.29	0.29	0.29	-	0.29		15,000
Customer Service Clerks	1.00	0.92	1.10	(0.74)	0.36		12,750
TOTAL	3.45	3.30	3.59	(1.37)	2.22	\$	135,208

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : RECREATION AND COMMUNITY SERVICES - ADULT SERVICES

EXHIBIT C
101.526

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 196,675	\$ 235,620	\$ 178,370	\$ 254,684	-20.4%	\$ 202,688
7002 Personnel - Temporary	170,815	175,325	131,311	194,341	-30.4%	135,208
7003 Personnel - Overtime	99	53	121	-	0.0%	-
7006 Vacation Pay	12,552	11,893	15,061	-	0.0%	-
7007 Sick Leave Pay	14,151	9,335	11,079	-	0.0%	-
7105 Uniform Allowance	(510)	90	690	90	-100.0%	-
7106 Pers Retirement	42,170	57,781	56,508	68,393	-6.3%	64,058
7107 Dental Insurance	5,540	6,338	4,453	6,445	-40.0%	3,867
7108 Group Health Insurance	37,524	43,879	31,426	43,380	-32.6%	29,254
7109 Group Life Insurance	480	549	370	558	-40.0%	335
7110 Workers Comp Insurance	6,910	7,070	5,321	7,858	-57.0%	3,381
7112 Group Disability Ins	1,819	2,081	1,409	2,187	-40.0%	1,312
7113 Medicare	4,463	5,002	3,894	4,025	-27.0%	2,939
7118 Other Benefits Pay	519	47	-	227	-100.0%	-
7121 Comp/Vac Payoff	1,013	2,989	3,586	-	0.0%	-
7122 Deferred Comp Contrib	3,361	3,835	2,823	3,900	-40.0%	2,340
7124 Veba Health Def Comp	1,551	3,609	3,258	3,600	-10.0%	3,240
7126 Pars Retirement	2,228	2,292	1,719	2,526	-100.0%	-
Employee Services Total	\$ 501,362	\$ 567,788	\$ 451,400	\$ 592,214	-24.2%	\$ 448,623
Supplies, Services & Capital Outlay						
7424 Office Expense	12,174	11,678	8,442	12,713	-60.2%	5,060
7427 Special Departmental	22,421	19,522	18,875	19,300	-83.4%	3,200
7429 Maint & Oper Of Equip	220	130	130	300	-20.0%	240
7432 Other Contractual Service	10,606	9,435	8,042	9,200	50.2%	13,820
7434 Memberships/Dues/Books	405	734	150	585	-28.2%	420
7435 Prof Development & Mtgs	513	-	-	-	0.0%	-
7438 Other Charges	12,346	15,505	10,144	8,000	37.5%	11,000
7441 Spec Community Services	69,407	95,195	50,727	84,100	-49.7%	42,315
7551 User Chgs - It Pool	35,002	35,002	26,252	35,002	-17.7%	28,805
Supplies, Services & Capital Outlay Total	\$ 163,094	\$ 187,200	\$ 122,763	\$ 169,200	-38.0%	\$ 104,860
Grand Total	\$ 664,456	\$ 754,988	\$ 574,162	\$ 761,414	-27.3%	\$ 553,483

GENERAL FUND - (101)
Recreation & Community Services - Campbell Community Center Program (527)
Program Manager – Recreation Supervisor

MISSION STATEMENT

Effectively manage facility operations and public use of open space to provide a safe, clean, comfortable environment to meet City, tenant, and customer needs.

ON-GOING RESPONSIBILITIES

- Promote and facilitate public use of the Community Center
- Conduct surveys of comparable rental facilities and recommend modifications to the fee schedule accordingly to maintain fees at the mid-range of like facilities
- Identify Capital Improvement and building maintenance projects at the Community Center
- Provide facility needs support to Recreation and Adult Services division programs
- Oversee the application review and planning process for community sponsored special events held on public property
- Schedule, monitor and supervise public use of City park facilities and the Creek Trail
- Facilitate ongoing emergency preparedness training for staff
- Coordinate emergency preparedness issues and readiness for the department
- Manage the City’s vending machine contract
- Implement Summer Concert program
- Operate facility rental program to maximize room usage at the Community Center
- Partner with Santa Clara County Fire to make our community more safe and prepare for emergencies by offering safety training workshops to the public

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Assist with the asset valuation and long-term sustainability analysis of the Community Center campus

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	80% of available short-term rental space is scheduled	59%	66%	66%
2	50% of available athletic field time is reserved	39%	49%	49%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.527

PROGRAM : RECREATION & COMMUNITY SERVICES - COMMUNITY CENTER

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 583,828	\$ 681,987	\$ 609,924	\$ 889,037	-6.7%	\$ 829,507
Supplies, Services & Capital Outlay	362,373	439,174	614,085	499,127	-3.0%	483,969
Total Before Transfers	946,201	1,121,161	1,224,009	1,388,164	-5.4%	1,313,477
Appropriation Total	\$ 946,201	\$ 1,121,161	\$ 1,224,009	\$ 1,388,164	-5.4%	\$ 1,313,477

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations
PROGRAM : RECREATION & COMMUNITY SERVICES - COMMUNITY CENTER**

**EXHIBIT B
101.527**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Recreation Supervisor	1.00	1.00	1.00	-	1.00	\$	166,134
Office Specialist *	1.00	1.00	1.00	-	1.00		123,302
Utility Worker **	0.60	1.00	1.00	-	1.00		131,029
Recreation Specialist (Facilities)	1.00	1.00	1.00	-	1.00		108,122
Recreation Services Manager***	-	1.00	1.00	-	1.00		207,873
* Reclassed from Sr. Office Assistant ** Moved from Program 525, 526, 531 & 532 *** Moved from Program 524							
TOTAL	3.60	5.00	5.00	-	5.00	\$	736,461

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Support Staff	0.22	0.22	0.34	(0.34)	-	\$	-
Building Attendants	3.66	3.69	3.91	(3.58)	0.33		9,464
Field Attendant	0.74	0.74	0.56	(0.56)	-		
Reservations Support	0.38	0.38	0.21	(0.21)	-		
Summer Picnic Seasonal Support	-	-	0.23	(0.23)	-		
TOTAL	5.00	5.03	5.25	(4.92)	0.33	\$	9,464

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses

EXHIBIT C
101.527

PROGRAM : RECREATION AND COMMUNITY SERVICES - CAMPBELL COMMUNITY CENTER

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 290,812	\$ 319,181	\$ 294,214	\$ 498,576	9.5%	\$ 546,105
7002 Personnel - Temporary	91,802	118,730	72,039	149,981	-93.7%	9,464
7003 Personnel - Overtime	397	1,772	1,357	1,000	0.0%	1,000
7006 Vacation Pay	13,895	10,425	16,651	-	0.0%	-
7007 Sick Leave Pay	11,327	17,194	25,048	-	0.0%	-
7105 Uniform Allowance	960	960	960	600	100.0%	1,200
7106 Pers Retirement	62,324	95,665	105,442	107,827	34.2%	144,710
7107 Dental Insurance	8,271	10,062	7,471	10,742	0.0%	10,742
7108 Group Health Insurance	55,665	68,769	54,197	72,300	6.3%	76,834
7109 Group Life Insurance	700	856	647	930	0.0%	930
7110 Workers Comp Insurance	14,004	13,353	10,616	22,271	-56.1%	9,786
7112 Group Disability Ins	2,746	3,354	2,535	3,645	6.7%	3,888
7113 Medicare	6,097	6,668	5,913	6,336	25.1%	7,927
7114 Auto Allowance	-	-	-	-	>100.0%	1,920
7115 Cell Phone Allowance	-	-	-	-	>100.0%	360
7118 Other Benefits Pay	-	190	-	378	-100.0%	-
7121 Comp/Vac Payoff	16,325	1,956	967	-	0.0%	-
7122 Deferred Comp Contrib	4,980	5,980	5,073	6,500	-20.0%	5,200
7124 Veba Health Def Comp	2,322	5,604	5,854	6,001	57.3%	9,441
7126 Pars Retirement	1,201	1,267	942	1,950	-100.0%	\$ -
Employee Services Total	\$ 583,828	\$ 681,987	\$ 609,924	\$ 889,037	-6.7%	\$ 829,507
Supplies, Services & Capital Outlay						
7420 Utilities-Elect/Gas	\$ 276,388	\$ 344,356	\$ 535,000	\$ 419,500	0.0%	\$ 419,500
7421 Communications-Phones	3,392	4,051	5,115	5,950	0.0%	5,950
7423 Clothing & Personal Exp	-	350	881	900	0.0%	900
7425 Small Tools	3,906	3,522	434	9,400	-37.2%	5,900
7427 Special Departmental	18,724	22,147	26,458	6,000	0.0%	6,000
7429 Maint & Oper Of Equip	863	2,536	1,256	2,700	0.0%	2,700
7431 Promotional Expense	210	369	109	500	-100.0%	-
7434 Memberships/Dues/Books	175	150	125	175	0.0%	175
7435 Prof Development & Mtgs	-	175	-	-	0.0%	-
7438 Other Charges	20,821	23,660	15,500	17,000	0.0%	17,000
7441 Spec Community Services	9,891	9,855	8,206	9,000	-68.9%	2,800
7551 User Chgs - It Pool	28,002	28,002	21,002	28,002	-17.7%	23,044
Supplies, Services & Capital Outlay Total	\$ 362,373	\$ 439,174	\$ 614,085	\$ 499,127	-3.0%	\$ 483,969
Grand Total	\$ 946,201	\$ 1,121,161	\$ 1,224,009	\$ 1,388,164	-5.4%	\$ 1,313,477

GENERAL FUND - (101)
Recreation & Community Services - Museum Services Program (528)
Program Manager - Senior Museum Specialist

MISSION STATEMENT

Interpret and preserve the history of the Campbell area from its early beginnings to today and to relate that history within the context of the Santa Clara Valley region.

ONGOING RESPONSIBILITIES

- Collect, preserve, document, protect, exhibit and interpret objects of cultural and historical significance to the Campbell area
- Maintain the collection to American Association of Museums standards, as is practical
- Develop, provide and promote educational programs and services for school aged children
- Secure supplemental funding sources to support museum programs
- Supervise and provide guidance and direction to museum staff and volunteers
- Manage and maintain the exhibit space in the Historical (firehouse) Museum and Ainsley House and change exhibits in each at least once annually
- Promote individual and group visits to both the Ainsley House and Historical (firehouse) Museum
- Recruit and train docents on an annual basis
- Support and facilitate the Museum Foundation in their fundraising efforts to support the Museum collections, programs and facilities
- Provide bi-monthly reports to the Civic Improvement Commission
- Provide support, as needed, to the Historic Preservation Board
- Work with non-profit and private sources to generate funds to support Museums operational costs

GENERAL FUND - (101)
Recreation & Community Services - Museum Services Program (528)
Program Manager - Senior Museum Specialist

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Ainsley Gardens are rented 75% of the time during peak available days	34% 15/44	55% 24/44	30% 13/44
2	Museum Education reaches 5,000 school children annually (on site field trips and off-site outreach)	6,008	6,779	3484
3	Visitor & event attendance reaches goals (5,000 total): - Ainsley House visitors* - 1,500 - Historical Museum visitors* - 500 - Ainsley House Garden Events - 3,000 *general public and museum members	5,171 •2,354 •1,127 •1,690	5,898 •1,928 •1,320 •2,650	3,399 •763 •876 •1,760
4	Museum volunteers complete 4,000 volunteer hours annually	4,734	4,896	4,555
5	50% of museum donations are processed for accession into the collection within one year of donation	8/13 62%	9/9 100%	5/7 71%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.528

PROGRAM : RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 293,969	\$ 310,242	\$ 258,246	\$ 304,496	-14.5%	\$ 260,438
Supplies, Services & Capital Outlay	126,718	118,849	106,930	123,838	-24.5%	93,526
Total Before Transfers	420,688	429,091	365,176	428,334	-17.4%	353,964
Appropriation Total	\$ 420,688	\$ 429,091	\$ 365,176	\$ 428,334	-17.4%	\$ 353,964

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES

EXHIBIT B
101.528

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Recreation Supervisor *	0.75	0.75	0.75	-	0.75	117,640
Museum Collections Specialist	1.00	1.00	1.00	-	1.00	107,522
* Reclassed from Sr. Museum Specialist						
TOTAL	1.75	1.75	1.75	-	1.75	\$ 225,162

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Facility Attendant Staff	0.16	0.09	0.09	(0.07)	0.02	\$ 640
Building Attendant (Museum Support)	0.02	0.02	0.02	(0.02)	-	
Program Assistant	1.10	0.80	0.79	(0.70)	0.09	3,000
Event Coordinator	0.47	0.63	0.66	(0.58)	0.09	3,000
Guest Services Associate	0.45	0.45	0.45	(0.44)	0.01	3,000
TOTAL	2.20	1.99	2.01	(1.81)	0.20	\$ 9,640

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : RECREATION AND COMMUNITY SERVICES - MUSEUM SERVICE

EXHIBIT C
101.528

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 134,781	\$ 145,003	\$ 121,606	\$ 150,996	12.1%	\$ 169,313
7002 Personnel - Temporary	69,392	69,226	44,002	75,620	-87.3%	9,640
7003 Personnel - Overtime	281	-	-	60	0.0%	60
7006 Vacation Pay	9,029	7,026	9,784	-	0.0%	-
7007 Sick Leave Pay	6,095	6,826	3,279	-	0.0%	-
7106 Pers Retirement	32,664	38,925	40,458	31,931	40.4%	44,816
7107 Dental Insurance	4,297	4,297	3,663	4,297	-12.5%	3,760
7108 Group Health Insurance	25,493	26,003	24,516	28,920	-13.2%	25,101
7109 Group Life Insurance	372	372	317	527	-38.2%	326
7110 Workers Comp Insurance	2,430	2,266	1,470	2,515	-76.5%	591
7112 Group Disability Ins	1,458	1,458	1,243	1,458	-12.5%	1,276
7113 Medicare	3,451	3,579	2,872	2,189	12.2%	2,455
7118 Other Benefits Pay	-	-	341	-	0.0%	-
7122 Deferred Comp Contrib	2,275	2,275	1,925	2,600	-50.0%	1,300
7124 Veba Health Def Comp	1,050	2,141	2,221	2,400	-25.0%	1,800
7126 Pars Retirement	901	846	549	983	-100.0%	-
Employee Services Total	293,969	310,242	258,246	304,496	-14.5%	\$ 260,438
Supplies, Services & Capital Outlay					0.0%	
7420 Utilities-Elect/Gas	\$ 17,539	\$ 16,137	\$ 20,500	\$ 21,000	0.0%	\$ 21,000
7421 Communications-Phones	792	793	560	800	0.0%	800
7424 Office Expense	1,094	1,609	724	1,000	0.0%	1,000
7427 Special Departmental	43,481	33,795	29,616	35,325	-46.6%	18,850
7429 Maint & Oper Of Equip	-	-	-	1,000	0.0%	1,000
7430 Prof & Special Services	34	-	-	-	0.0%	-
7431 Promotional Expense	1,325	3,596	2,578	2,760	0.0%	2,760
7432 Other Contractual Service	16,944	17,340	19,500	17,750	-36.1%	11,350
7434 Memberships/Dues/Books	983	1,191	899	1,000	0.0%	1,000
7435 Prof Development & Mtgs	-	680	-	-	0.0%	-
7437 Staff Development	940	-	-	-	0.0%	-
7438 Other Charges	1,584	1,706	1,050	1,200	0.0%	1,200
7551 User Chgs - It Pool	42,003	42,003	31,502	42,003	-17.7%	34,566
Supplies, Services & Capital Outlay Total	\$ 126,718	\$ 118,849	\$ 106,930	\$ 123,838	-24.5%	\$ 93,526
Grand Total	\$ 420,688	\$ 429,091	\$ 365,176	\$ 428,334	-17.4%	\$ 353,964

**GENERAL FUND - (101)
Recreation & Community Services - Heritage Theatre Program (529)
Program Manager - Recreation Services Manager**

MISSION STATEMENT

Provide a quality venue for a variety of cultural entertainment and educational opportunities for the surrounding region in a sound, business-like manner.

ONGOING RESPONSIBILITIES

- Provide a quality venue, for production of a variety of entertainment and cultural activities
- Monitor performance of contract Theatre management staff relating to financial and productivity measures
- Operate the facility within a fiscally responsible framework that carefully balances creative and financial goals
- Bring major entertainment to the Campbell community through a series of in-house productions
- Market the shows and rental facility to maintain a strong presence in the West Valley area
- Monitor use of the Theatre and facilitate maintenance and repairs in a timely fashion
- Manage the Theatre's volunteer recruitment, retention and training program
- Maintain a database of Theatre patrons
- Work with the Friends of the Heritage Theatre to implement a continuous fund development plan, including systematic grant solicitation, underwriting/sponsorship programs, and community fund-raising activities
- Achieve rental, marketing and fund-raising goals to generate revenue to limit impact on the City's General Fund to a maximum of \$200,000 in support per year.

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	60% of all prime dates are booked.	50% 86/171	53% 90/171	28% 47/169
2	Sponsorship revenue is 7% of overall Theatre expenses.	4.8%	4.7%	4.1%
3	Ratio of gross revenues (net of P&E) to expenses is 70% or greater.	76%	77%	58%
4	75% of available tickets for City Season shows will be sold.	82%	82%	65%
5	General Fund subsidy of Theatre Program to be \$200,000/year or less.	\$215,722	\$222,071	\$355,172

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.529

PROGRAM : RECREATION & COMMUNITY SERVICES - HERITAGE THEATRE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Supplies, Services & Capital Outlay	923,244	983,351	785,323	989,586	-24.4%	748,469
Capital projects	51,569	33,882	35,253	-	0.0%	-
Total Before Transfers	974,813	1,017,233	820,576	989,586	-24.4%	748,469
Appropriation Total	\$ 974,813	\$ 1,017,233	\$ 820,576	\$ 989,586	-24.4%	\$ 748,469

CITY OF CAMPBELL
 OPERATING BUDGET - Account Level Summary of Expenses

EXHIBIT C
 101.529

PROGRAM : RECREATION AND COMMUNITY SERVICES - HERITAGE THEATRE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
Supplies, Services & Capital Outlay						
7420 Utilities-Elect/Gas	\$ 37,081	\$ 46,793	\$ 28,500	\$ 34,890	0.0%	\$ 34,890
7421 Communications-Phones	9,841	11,066	10,300	10,000	1.4%	10,140
7422 Advertising	36,816	49,989	42,232	50,700	-71.4%	14,500
7424 Office Expense	7,989	8,535	6,888	10,000	-45.0%	5,500
7425 Small Tools	-	-	-	100	0.0%	100
7427 Special Departmental	48,694	41,993	39,191	45,420	-50.1%	22,665
7428 Maint-Bldgs/Struc/Grounds	-	1,040	-	1,300	0.0%	1,300
7429 Maint & Oper Of Equip	2,240	4,492	1,264	6,600	40.9%	9,300
7430 Prof & Special Services	643,442	676,918	556,920	697,504	-19.6%	560,767
7432 Other Contractual Service	34,269	26,833	20,916	37,070	-26.3%	27,320
7433 Insurance & Surety Bonds	10,086	15,174	15,891	12,500	-36.0%	8,000
7438 Other Charges	57,784	65,517	36,969	48,500	-48.1%	25,182
7551 User Chgs - It Pool	35,002	35,002	26,252	35,002	-17.7%	28,805
Supplies, Services & Capital Outlay Total	\$ 923,244	\$ 983,351	\$ 785,323	\$ 989,586	-24.4%	\$ 748,469
Capital Projects						
7883 Imp Other Than Building	\$ 51,569	\$ 33,882	\$ 35,253	\$ -	0.0%	-
Capital Projects Total	\$ 51,569	\$ 33,882	\$ 35,253	\$ -	0.0%	\$ -
Grand Total	\$ 974,813	1,017,233	\$ 820,576	\$ 989,586	-24.4%	\$ 748,469

GENERAL FUND - (101)
Recreation & Community Services - Sports, Aquatics & Fitness Program (531)
Program Manager - Recreation Supervisor

MISSION STATEMENT

Provide quality recreational sports, aquatics and fitness program opportunities to Campbell residents through effective use of City resources.

ONGOING RESPONSIBILITIES

- Provide high quality sports, aquatics and fitness programs.
- Reduce overhead operational costs wherever possible without reducing program quality
- Generate revenues equal to at least 125% of the program costs to contribute toward covering departmental and city-wide overhead
- Offer a variety of fitness classes to meet changing interests and trends
- Provide a mixture of adult men’s, women’s and co-recreational athletic leagues to meet the changing fitness and recreational interests, trends and demands
- Encourage community health, fitness and competition by providing two annual fun runs for all ages that bring visitors to Campbell and create community excitement
- Supervise Campbell Skate Park Programs
- Supervise Campbell Wave Swim Team

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Attain 70% of capacity or better in all programs.	59%	62%	66%
2	50% of participants are residents	50%	53%	45%
3	75% of surveyed participants rate activities as satisfactory or better	95%	94%	95%
4	Ratio of gross revenues to division expenses is 107% or greater.	88%	85%	78%
5	Revenue for Drop-In Programs to exceed direct expenses by 50%.*	55%	52%	N/A

* No longer measured as of FY 20

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.531

PROGRAM : RECREATION & COMMUNITY SERVICES - SPORTS, AQUATICS, FITNESS

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 845,825	\$ 874,709	\$ 721,485	\$ 967,460	-35.0%	\$ 629,252
Supplies, Services & Capital Outlay	300,518	307,048	245,302	363,473	-47.3%	191,681
Total Before Transfers	1,146,343	1,181,757	966,787	1,330,933	-38.3%	820,933
Appropriation Total	\$ 1,146,343	\$ 1,181,757	\$ 966,787	\$ 1,330,933	-38.3%	\$ 820,933

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations
PROGRAM : RECREATION & COMMUNITY SERVICES - SPORTS, AQUATICS, FITNESS**

**EXHIBIT B
101.531**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Recreation Supervisor	1.00	1.00	1.00	-	1.00	\$	162,408
Office Specialist *	0.40	-	-	-	-		-
Utility Worker **	0.05	-	-	-	-		-
Recreation Specialist	2.00	2.00	2.00	-	2.00		216,981
* Moved to Program 524 ** Moved to Program 527							
TOTAL	3.45	3.00	3.00		3.00	\$	379,389

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
SPORTS:						
Adult Sports League Officials	0.89	0.78	0.87	(0.79)	0.08	\$ 3,653
Youth League/Camp Leaders	0.39	0.37	0.47	(0.37)	0.10	4,566
Sports Class Instructors	0.95	0.96	0.93	(0.78)	0.15	6,850
Recreation Specialist	0.69	0.69	0.69	(0.66)	0.03	1,563
AQUATICS:						
Swim Team Coaches (4)	1.87	1.87	2.44	(1.30)	1.14	40,337
Aquatic Instructor/Lifeguard	2.57	2.43	2.33	(1.51)	0.82	29,015
FITNESS:						
Fitness Program Class Instructors	4.18	3.91	4.03	(2.93)	1.10	93,731
Fitness Program Staff- Drop In	0.74	0.74	0.74	(0.34)	0.40	14,280
SKATE PARK:						
Skate Park Attendant	1.03	1.03	1.03	(0.80)	0.23	7,024
Skate Park Instructor	0.34	0.38	0.39	(0.23)	0.16	4,976
TOTAL	13.65	13.16	13.92	(9.71)	4.21	\$ 205,995

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : RECREATION AND COMMUNITY SERVICES - SPORTS, AQUATICS & FITNESS

EXHIBIT C
101.531

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 221,228	\$ 228,724	\$ 208,965	\$ 252,537	9.2%	\$ 275,871
7002 Personnel - Temporary	423,944	440,351	323,192	544,462	-62.2%	205,995
7003 Personnel - Overtime	3,882	2,483	7,129	2,000	0.0%	2,000
7006 Vacation Pay	12,390	9,772	9,933	-	0.0%	-
7007 Sick Leave Pay	22,019	16,590	10,676	-	0.0%	-
7105 Uniform Allowance	(570)	(570)	1,230	1,200	0.0%	1,200
7106 Pers Retirement	58,709	67,755	73,415	62,874	16.7%	73,366
7107 Dental Insurance	7,412	6,553	5,571	6,445	0.0%	6,445
7108 Group Health Insurance	47,799	45,131	41,104	43,380	2.3%	44,379
7109 Group Life Insurance	636	567	482	558	0.0%	558
7110 Workers Comp Insurance	22,332	22,782	14,695	26,181	-89.9%	2,631
7112 Group Disability Ins	2,491	2,223	1,890	2,187	0.0%	2,187
7113 Medicare	10,285	10,597	8,411	11,558	-65.2%	4,019
7118 Other Benefits Pay	1,300	1,316	1,300	1,300	0.0%	1,300
7120 Sick Leave Payoff	5	-	-	-	0.0%	-
7121 Comp/Vac Payoff	249	7,093	2,180	-	0.0%	-
7122 Deferred Comp Contrib	4,280	3,965	3,416	3,900	0.0%	3,900
7124 Veba Health Def Comp	1,976	3,731	3,942	1,800	200.0%	5,401
7126 Pars Retirement	5,460	5,646	3,951	7,078	-100.0%	-
Employee Services Total	\$ 845,825	\$ 874,709	\$ 721,485	\$ 967,460	-35.0%	\$ 629,252
Supplies, Services & Capital Outlay						
7427 Special Departmental	\$ 13,244	\$ 10,903	\$ 615	\$ 14,555	-62.7%	\$ 5,425
7429 Maint & Oper Of Equip	1,600	3,976	1,852	5,800	0.0%	5,800
7432 Other Contractual Service	135,299	139,220	130,000	205,925	-56.0%	90,570
7434 Memberships/Dues/Books	727	393	293	400	0.0%	400
7438 Other Charges	43,054	48,472	31,310	40,000	-17.5%	33,000
7441 Spec Community Services	64,591	62,081	49,729	54,790	-60.0%	21,920
7551 User Chgs - It Pool	42,003	42,003	31,502	42,003	-17.7%	34,566
Supplies, Services & Capital Outlay Total	\$ 300,518	\$ 307,048	\$ 245,302	\$ 363,473	-47.3%	\$ 191,681
Grand Total	\$ 1,146,343	\$ 1,181,757	\$ 966,787	\$ 1,330,933	-38.3%	\$ 820,933

**GENERAL FUND - (101)
Recreation & Community Services – Pre-School, Day Camp &
Enrichment Classes (532)
Program Manager - Recreation Supervisor**

MISSION STATEMENT

Provide a variety of recreational classes, camps and special events that enrich the quality of life, strengthen community identity, increase cultural unity and promote wellness and health.

ONGOING RESPONSIBILITIES

- Provide a wide variety of high quality fee-based special interest classes and programs that will recover 125% of their direct expenses
- Hire qualified staff for classes, pre-school, camps and provide additional training for specific skills desired to provide a safe and well-supervised program
- Provide a quality pre-school program that operates at 95% of enrollment capacity
- Maintain cooperative relationships with the CUSD and the CUHSD to coordinate programs and issues concerning Campbell residents and youth
- Offer a children’s dance and cheerleading recital to supplement the traditional classroom experience and provide kids with the opportunity to build confidence and self-esteem
- Market activities through the Recreation Activity Guide, email newsletters, Community Center reader board, local newspaper, City website, City cable channel, kiosks and bulletin boards at City facilities and the Campbell Library
- Generate revenues of at least 125% of the direct costs for pre-school, camps and classes to contribute to department and city-wide overhead

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Attain 75% of capacity in all programs.	77%	77%	75%
2	75% of surveyed participants rate activities as satisfactory or better	98%	95%	95%
3	50% of participants are residents.	52%	53%	55%
4	Ratio of gross revenues to division expenses is 115% or greater.	113%	115%	77%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.532

PROGRAM : RECREATION & COMMUNITY SERVICES - PRE-SCHOOL, DAY CAMP AND ENRICHMENT CLASSES

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 683,735	\$ 684,508	\$ 599,689	\$ 761,657	-11.7%	\$ 672,491
Supplies, Services & Capital Outlay	437,032	460,329	326,280	468,981	-38.2%	289,613
Total Before Transfers	1,120,766	1,144,838	925,969	1,230,638	-21.8%	962,104
Appropriation Total	\$ 1,120,766	\$ 1,144,838	\$ 925,969	\$ 1,230,638	-21.8%	\$ 962,104

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : RECREATION & COMMUNITY SERVICES - PRE-SCHOOL, DAY CAMP AND ENRICHMENT CLASSES

EXHIBIT B
101.532

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Recreation Supervisor	1.00	1.00	1.00	-	1.00	\$	156,850
Utility Worker **	0.05	-	-	-	-		-
Office Specialist *	0.40	-	-	-	-		-
Recreation Specialist (Preschool & Youth) ***	1.00	1.00	1.00	1.00	2.00		189,363
* Moved to Program 524							
** Moved to Program 527							
*** 1 FTE moved from Program 524 in FY'21							
TOTAL	2.45	2.00	2.00	1.00	3.00	\$	346,213

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Day Camp Senior Recreation Specialist	0.24	0.24	-	-	-		
Day Camp Recreation Specialist	0.24	0.64	0.75	(0.63)	0.12	\$	4,617
Day Camp Recreation Leader I, II, III	7.14	6.66	6.53	(3.34)	3.19		102,148
Class Instructors	0.63	0.74	0.74	(0.11)	0.63		32,263
Preschool Teacher	1.99	2.06	1.80	(0.11)	1.69		87,613
Preschool Aides	2.14	2.14	2.21	(0.52)	1.69		70,090
TOTAL	12.38	12.48	12.03	(4.71)	7.32	\$	296,731

**CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses**

**EXHIBIT C
101.532**

PROGRAM : RECREATION AND COMMUNITY SERVICES PRE-SCHOOL, DAY CAMP AND ENRICHMENT

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 178,347	\$ 170,220	\$ 152,934	\$ 183,498	31.6%	\$ 241,492
7002 Personnel - Temporary	371,115	386,079	297,235	464,347	-36.1%	296,731
7003 Personnel - Overtime	3,007	1,536	352	2,000	0.0%	2,000
7006 Vacation Pay	11,774	11,129	22,440	-	0.0%	-
7007 Sick Leave Pay	10,007	7,479	10,453	-	0.0%	-
7105 Uniform Allowance	(570)	(570)	1,230	600	100.0%	1,200
7106 Pers Retirement	37,226	41,536	46,182	45,364	21.2%	54,990
7107 Dental Insurance	5,264	4,762	4,503	4,297	50.0%	6,445
7108 Group Health Insurance	33,299	31,522	32,510	28,320	56.7%	44,379
7109 Group Life Insurance	450	412	390	372	50.0%	558
7110 Workers Comp Insurance	9,568	10,560	6,022	10,819	-21.1%	8,541
7112 Group Disability Ins	1,762	1,610	1,524	1,458	130.0%	3,353
7113 Medicare	8,778	8,830	7,336	9,394	-62.7%	3,502
7118 Other Benefits Pay	-	896	-	151	-100.0%	-
7120 Sick Leave Payoff	5	-	-	-	0.0%	-
7121 Comp/Vac Payoff	4,458	5,454	6,585	-	0.0%	-
7122 Deferred Comp Contrib	2,980	2,865	2,922	2,600	50.0%	3,900
7124 Veba Health Def Comp	1,399	2,692	3,372	2,400	125.0%	5,401
7126 Pars Retirement	4,867	(2,503)	3,699	6,037	-100.0%	-
Employee Services Total	\$ 683,735	\$ 684,508	\$ 599,689	\$ 761,657	-11.7%	\$ 672,491
Supplies, Services & Capital Outlay						
7427 Special Departmental	\$ 3,876	\$ 7,161	\$ 842	\$ 7,800	0.0%	\$ 7,800
7432 Other Contractual Service	255,069	274,295	209,300	261,282	-36.1%	166,856
7434 Memberships/Dues/Books	253	554	355	530	31.1%	695
7438 Other Charges	57,156	65,044	29,937	55,000	-25.5%	41,000
7441 Spec Community Services	106,677	99,274	75,345	130,368	-52.6%	61,740
7551 User Chgs - It Pool	14,001	14,001	10,501	14,001	-17.7%	11,522
Supplies, Services & Capital Outlay Total	\$ 437,032	\$ 460,329	\$ 326,280	\$ 468,981	-38.2%	\$ 289,613
Grand Total	\$ 1,120,766	\$ 1,144,838	\$ 925,969	\$ 1,230,638	-21.8%	\$ 962,104



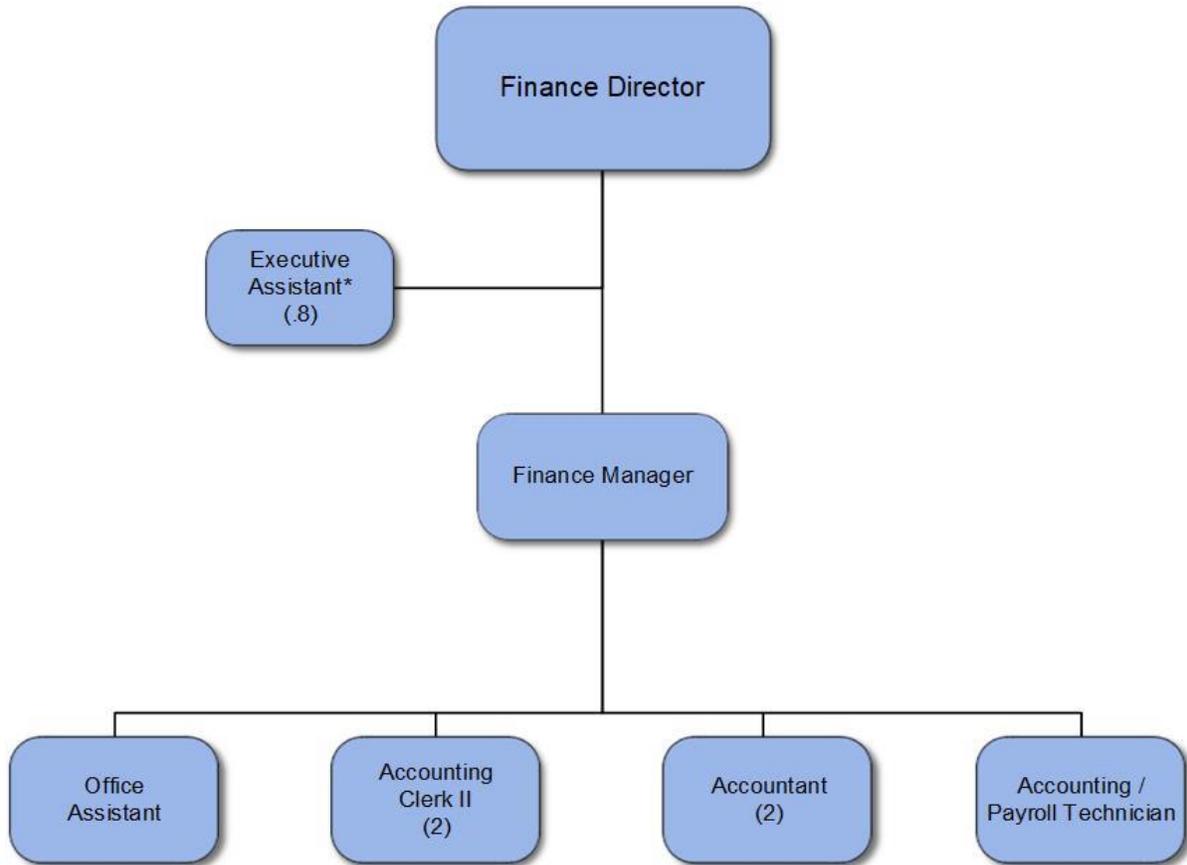


Finance & Non-Departmental

PROGRAMS

- 535 Accounting
- 540 Non-Departmental
- 548 Refunding Lease &
Revenue Bonds
- 549 Community Facilities
District #1

Finance Department 2020 - 2021



* Permanent Part-Time

FINANCE DEPARTMENT PROGRAM SUMMARY

Expenditure Summary

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Employee Services	\$ 1,772,277	\$ 1,489,345	\$ 1,594,001	1,652,983	\$ 1,409,945
Supplies, Services & Capital Outlay	1,923,846	1,945,423	1,668,433	1,436,610	1,691,329
Debt Service	854,200	849,275	871,725	762,825	769,300
Total Before Transfers	<u>4,550,323</u>	<u>4,284,043</u>	<u>4,134,159</u>	<u>3,852,418</u>	<u>3,870,574</u>
Appropriation Total	<u>\$ 4,550,323</u>	<u>\$ 4,284,043</u>	<u>\$ 4,134,159</u>	<u>3,852,418</u>	<u>\$ 3,870,574</u>

Staffing (Full-Time Equivalents)

<u>Permanent Positions</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>Change ←→</u>	<u>FY 2021 Adopted</u>
Accountant	1.00	1.00	2.00	-	2.00
Accounting Clerk II	2.00	2.00	2.00	-	2.00
Payroll/Accounting Technician	1.00	1.00	1.00	-	1.00
Executive Assistant	0.80	0.80	0.80	-	0.80
Finance Director	1.00	1.00	1.00	-	1.00
Finance Manager	1.00	1.00	1.00	-	1.00
Office Assistant	1.00	1.00	1.00	-	1.00
Senior Accountant	1.00	1.00	-	-	-
Permanent	<u>8.80</u>	<u>8.80</u>	<u>8.80</u>	<u>-</u>	<u>8.80</u>
Limited-Term Positions					
Temporary Positions					
Clerical Relief	0.30	-	-	-	-
Temporary	<u>0.30</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Full Time Equivalents	<u>9.10</u>	<u>8.80</u>	<u>8.80</u>	<u>-</u>	<u>8.80</u>

GENERAL FUND - (101)
Finance Department - Accounting Services Program (535)
Program Managers – Finance Director and Finance Manager

MISSION STATEMENT

Provide accurate and timely financial and accounting information through the maintenance of appropriate financial systems and effective internal controls to promote the City's fiscal accountability.

ONGOING RESPONSIBILITIES

- Maintain an effective accounting system providing for management information of all assets, liabilities, revenues, expenditures, projects, transfers, and fund balances
- Pursue recognition from state and national organizations for outstanding budgeting and financial reporting
- Administer the City's Business License Program
- Receive and reconcile daily revenues
- Administer accounts receivable, accounts payable, payroll, fixed assets, business licensing, and general ledger systems
- Prepare the City's Comprehensive Annual Financial Report
- Prepare State compliance reports within required time frames
- Coordinate an annual audit of the City's financial statements
- Prepare annual Proposition 4 (Gann) Spending Limitation calculation and resolution
- Assist departments in the procurement of office supplies
- Conduct an annual analysis of the Motor Pool and Information Technologies (IT) Pool funds to ensure adequate funds are available to replace equipment as needed
- Coordinate periodic updates of the City's User Fee and Cost Allocation Plan
- Coordinate development of the City's annual budget
- Serve as member of Capital Improvement Plan (CIP) Committee and assist with development of the five-year plan
- Maintain a comprehensive revenue monitoring, collection and projection method as a basis for long-range projections and forecasts
- Provide assistance in developing and maintaining alternative General Fund revenue to supplement intergovernmental funding sources
- Monitor service levels and performance reporting standards for this program
- Update and reconcile capital assets
- Provide assistance and training to users of the City's Financial System
- Annually evaluate and update the City's Investment Strategy and Policy
- Prepare a quarterly investment report for review by City Council
- Monitor cash flow requirements to ensure sufficient liquidity
- Perform periodic review of petty cash accounts
- Serve on the City's Finance Committee and make recommendations related to banking and investment practices

GENERAL FUND - (101)
Finance Department - Accounting Services Program (535)

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Coordinate a citywide capital asset physical inventory and valuation
- Prepare and issue Measure O bonds and track expenses
- Review Business license process
- Review sales tax audit process
- Review current reserve policies and levels for adequacy and appropriateness
- Review City's unfunded pension and OPEB liabilities and present pay down plans for consideration
- Implement Electronic Time Sheet (ETS) and Employee Access Center (EAC) modules of payroll system

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	90% of invoices are processed within 45 days.	100%	100%	100%
2	Number of A/P checks generated annually.	5,290	5,349	5,146
3	Number of invoices processed annually.	10,623	8,470	7,561
4	100% of the time, file all mandatory State and Federal reports within required timelines.	100%	100%	100%
5	Percent of time an unqualified audit opinion is received.	100%	100%	100%
6	80% of audit management letter comments implemented.	100%	100%	100%
7	95% of budget calendar milestones are met.	100%	100%	100%
8	90% of time miscellaneous accounts receivable billings are generated within 30 days.	100%	100%	100%
9	100% of bi-weekly payroll will be processed on schedule.	100%	100%	100%
10	100% of the time, all State and Federal required payroll reports will be prepared accurately and timely.	100%	100%	98%
11	Number of payroll checks generated annually.	8,754	8,945	8,390
12	90% of business license billings will be generated within 30 days of scheduled expiration date.	100%	99%	99%
13	99% of idle funds placed in interest bearing investments.	94%	95%	95%
14	80% of time, bank statements will be reconciled to general ledger cash balances within ten working days of month-end close.	66%	60%	100%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.535

PROGRAM : FINANCE - ACCOUNTING SERVICES

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 1,154,134	\$ 1,199,051	\$ 1,299,001	\$ 1,430,183	5.6%	\$ 1,509,945
Supplies, Services & Capital Outlay	370,497	857,649	418,553	269,586	-6.5%	252,078
Total Before Transfers	1,524,631	2,056,701	1,717,554	1,699,769	3.7%	1,762,023
Appropriation Total	\$ 1,524,631	\$ 2,056,701	\$ 1,717,554	\$ 1,699,769	3.7%	\$ 1,762,023

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations
PROGRAM : FINANCE - ACCOUNTING SERVICES**

**EXHIBIT B
101.535**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Finance Director	1.00	1.00	1.00	-	1.00	\$	272,510
Finance Manager	1.00	1.00	1.00	-	1.00		218,992
Senior Accountant	1.00	1.00	-	-	-		-
Accountant	1.00	1.00	2.00	-	2.00		270,467
Payroll / Accounting Technician	1.00	1.00	1.00	-	1.00		126,019
Accounting Clerk II	2.00	2.00	2.00	-	2.00		255,440
Office Assistant	1.00	1.00	1.00	-	1.00		110,828
Executive Assistant	0.80	0.80	0.80	-	0.80		100,672
TOTAL	8.80	8.80	8.80	-	8.80	\$	1,354,928

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Clerical Relief	0.30	-	-	-	-	\$	-
TOTAL	0.30	-	-	-	-	\$	-

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : FINANCE - ACCOUNTING SERVICES

EXHIBIT C
101.535

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 688,791	\$ 595,728	\$ 827,998	\$ 997,718	3.1%	\$ 1,028,904
7002 Personnel - Temporary	4,579	55,324	2,822	-	0.0%	-
7003 Personnel - Overtime	17,359	12,424	4,004	2,500	0.0%	2,500
7006 Vacation Pay	42,341	17,774	23,505	-	0.0%	-
7007 Sick Leave Pay	19,016	13,861	16,651	-	0.0%	-
7106 Pers Retirement	158,633	181,910	224,540	245,690	8.8%	267,256
7107 Dental Insurance	16,450	16,940	17,579	17,188	10.0%	18,907
7108 Group Health Insurance	109,428	93,457	125,796	119,940	14.6%	137,439
7109 Group Life Insurance	1,409	1,178	1,522	1,488	10.0%	1,637
7110 Workers Comp Insurance	4,215	3,278	3,314	3,522	2.0%	3,591
7112 Group Disability Ins	5,764	4,718	5,719	6,075	13.6%	6,901
7113 Medicare	13,087	13,621	13,986	14,632	2.0%	14,919
7114 Auto Allowance	2,640	2,240	4,474	3,280	39.0%	4,560
7115 Cell Phone Allowance	-	171	704	120	500.0%	720
7118 Other Benefits Pay	1,778	18,991	6,289	2,600	-100.0%	-
7120 Sick Leave Payoff	11,417	71,263	-	-	0.0%	-
7121 Comp/Vac Payoff	43,837	81,527	-	-	0.0%	-
7122 Deferred Comp Contrib	8,434	6,756	7,930	8,970	-11.6%	7,930
7124 Veba Health Def Comp	4,956	7,889	12,167	6,460	127.3%	14,682
Employee Services Total	\$ 1,154,134	\$ 1,199,051	\$ 1,299,001	\$ 1,430,183	5.6%	\$ 1,509,945
Supplies, Services & Capital Outlay						
7424 Office Expense	\$ 7,249	\$ 10,096	\$ 8,860	\$ 7,000	0.0%	\$ 7,000
7427 Special Departmental	352	886	796	800	0.0%	800
7429 Maint & Oper Of Equip	-	2,372	1,000	1,000	90.0%	1,900
7430 Prof & Special Services	164,914	649,527	235,204	72,280	12.7%	81,485
7432 Other Contractual Service	3,500	3,500	3,500	4,000	-12.5%	3,500
7434 Memberships/Dues/Books	854	584	1,139	1,500	0.0%	1,500
7435 Prof Development & Mtgs	2,566	469	6,500	12,000	-91.7%	1,000
7437 Staff Development	-	316	645	-	0.0%	-
7438 Other Charges	100,046	98,894	92,654	80,000	0.0%	80,000
7551 User Chgs - It Pool	91,015	91,006	68,255	91,006	-17.7%	74,893
Supplies, Services & Capital Outlay Total	\$ 370,497	\$ 857,649	\$ 418,553	\$ 269,586	-6.5%	\$ 252,078
Grand Total	\$ 1,524,631	\$ 2,056,701	\$ 1,717,554	\$ 1,699,769	3.7%	\$ 1,762,023

GENERAL FUND - (101)
Finance Department - Non-Departmental Program (540)
Program Manager - Finance Director

MISSION STATEMENT

Effectively manage the City’s general liability and property risk programs and provide for City-wide services not specifically provided for within individual departments.

ONGOING RESPONSIBILITIES

- Administer General Liability and Property insurance programs
- Serve as member on the City’s Safety Committee
- Maintain a framework from which policy decisions are made regarding user’s fees and charges
- Assist Safety Committee chairperson in updating Safety and Risk Management Policies and Procedures

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Number of liability claims filed.	36	22	17
2	Total annual liability and property claims expense.	\$234,985	\$80,996	\$47,556
3	Liability and property claims premium no more than 3% of total annual payroll.	1.41%	2.11%	2.11%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : FINANCE - Non-Departmental

EXHIBIT A
 101.540

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 618,143	\$ 290,293	\$ 295,000	\$ 222,800	-144.9%	\$ (100,000)
Supplies, Services & Capital Outlay	1,550,038	1,084,262	1,243,350	1,162,024	23.6%	1,435,751
Total Before Transfers	2,168,180	1,374,556	1,538,350	1,384,824	-3.5%	1,335,751
Appropriation Total	\$ 2,168,180	\$ 1,374,556	\$ 1,538,350	\$ 1,384,824	-3.5%	\$ 1,335,751

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : FINANCE - ACCOUNTING SERVICES

EXHIBIT C
101.540

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ -	\$ -	\$ -	\$ (757,200)	3.0%	\$ (780,000)
7106 Pers Retirement	19,143	4,257	-	-	0.0%	-
7121 Comp/Vac Payoff	-	-	-	350,000	0.0%	350,000
7626 Retiree Health Prefunding	599,000	286,036	295,000	630,000	-47.6%	330,000
Employee Services Total	\$ 618,143	\$ 290,293	\$ 295,000	\$ 222,800	-144.9%	\$ (100,000)
Supplies, Services & Capital Outlay						
7420 Utilities-Elect/Gas	\$ 238,433	\$ 212,080	\$ 268,494	\$ 240,000	3.0%	\$ 247,200
7421 Communications-Phones	58,057	53,857	58,490	60,000	-1.7%	59,000
7424 Office Expense	4,755	1,629	4,500	4,500	0.0%	4,500
7427 Special Departmental	-	-	-	400	-100.0%	-
7430 Prof & Special Services	22,400	9,741	47,606	50,000	-6.0%	47,000
7432 Other Contractual Service	2,800	3,080	3,080	-	>100.0%	3,100
7433 Insurance & Surety Bonds	328,932	418,881	535,377	477,824	45.5%	695,409
7435 Prof Development & Mtgs	135	-	534	-	0.0%	-
7438 Other Charges	60,540	66,656	67,765	45,300	61.1%	73,000
7440 Fees Paid To State	-	7,300	1,000	1,000	0.0%	1,000
7442 Insurance Claims Expense	634,985	80,996	26,428	75,000	0.0%	75,000
7448 Other Interest Expense	-	-	34	2,000	-75.0%	500
7458 Annexation Pmt - San Jose	199,000	230,042	230,042	206,000	11.7%	230,042
Supplies, Services & Capital Outlay Total	\$ 1,550,038	\$ 1,084,262	\$ 1,243,350	\$ 1,162,024	23.6%	\$ 1,435,751
Debt Service						
Grand Total	\$ 2,168,180	\$ 1,374,556	\$ 1,538,350	\$ 1,384,824	-3.5%	\$ 1,335,751

DEBT SERVICE FUNDS - (370)
Finance Department - Debt Service Programs (548)
Program Manager - Finance Director

MISSION STATEMENT

Effectively administer the City's long-term debt obligations.

ONGOING RESPONSIBILITIES

- Account for all transactions related to debt issuances and refinancings
- Invest all idle funds in accordance with the City's Investment Policy and ensure safety, provide liquidity, and obtain a market yield in that specific order
- Pay principal and interest on maturities of debt in a timely manner
- Coordinate accounting of bond proceeds subject to arbitrage requirements
- Restructure outstanding debt when economically feasible
- Monitor service levels and performance reporting standards for this program
- Monitor and submit Continuing Disclosure Information by required deadlines

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 370.548

PROGRAM : FINANCE - DEBT SERVICE - 2016 REFUNDING LEASE REVENUE BOND

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Debt Service	854,200	849,275	871,725	762,825	0.8%	769,300
Total Before Transfers	854,200	849,275	871,725	762,825	0.8%	769,300
Appropriation Total	\$ 854,200	\$ 849,275	\$ 871,725	\$ 762,825	0.8%	\$ 769,300

CITY OF CAMPBELL
 OPERATING BUDGET - Account Level Summary of Expenses

EXHIBIT C
 370.548

PROGRAM: FINANCE DEBT SERVICE - 2016 REFUNDING LEASE REVENUE BOND

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Debt Service						
7775 Principal Payment	\$ 595,000	\$ 605,000	\$ 643,900	\$ 535,000	2.8%	\$ 550,000
7776 Interest Expense	257,950	242,925	225,825	225,825	-3.6%	217,800
7777 Paying Agent Fees	1,250	1,350	2,000	2,000	-25.0%	1,500
Debt Service Total	\$ 854,200	\$ 849,275	\$ 871,725	\$ 762,825	0.8%	\$ 769,300
Grand Total	\$ 854,200	\$ 849,275	\$ 871,725	\$ 762,825	0.8%	\$ 769,300

SPECIAL TAX LEVY FUND- (236)
Finance Department – Community Facilities District #1 (549)
Program Manager – Finance Director

MISSION STATEMENT

Administer the special tax revenues generated from the Cambrian 36 and San Jose neighborhood (post-annexation) and account for related expenditures.

ONGOING RESPONSIBILITIES

- Monitor the special tax revenues generated from the district
- Ensure expenditures are related to costs of maintaining the district
- Administer necessary reporting requirements related to the district including annual reporting

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 236.549

PROGRAM : FINANCE - COMMUNITY FACILITIES DISTRICT #1

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Supplies, Services & Capital Outlay	3,311	3,511	5,000	5,000	-30.0%	3,500
Total Before Transfers	3,311	3,511	5,000	5,000	-30.0%	3,500
Appropriation Total	\$ 3,311	\$ 3,511	\$ 5,000	\$ 5,000	-30.0%	\$ 3,500

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM: FINANCE COMMUNITY FACILITIES DISTRICT #1

EXHIBIT C
236.549

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Supplies, Services & Capital Outlay						
7430 Prof & Special Services	\$ 3,311	\$ 3,511	\$ 3,500	\$ 3,500	0.0%	\$ 3,500
7438 Other Charges	-	-	1,500	1,500	-100.0%	-
Supplies, Services & Capital Outlay Total	\$ 3,311	\$ 3,511	\$ 5,000	\$ 5,000	-30.0%	\$ 3,500
Grand Total	\$ 3,311	\$ 3,511	\$ 5,000	5,000	-30.0%	\$ 3,500

Community Development

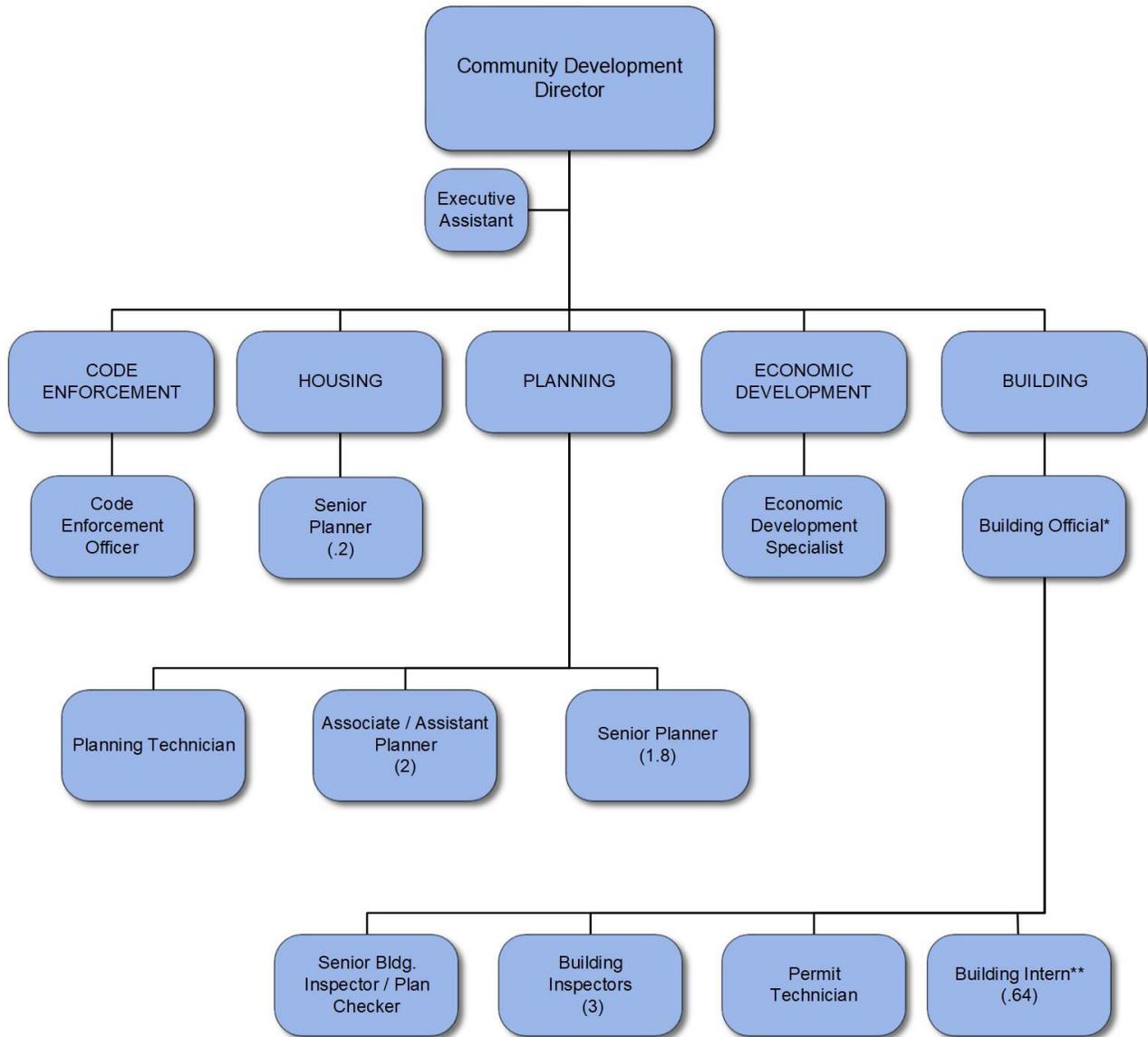


Community Development

PROGRAMS

- 550 Administration
- 551 Current Planning
- 552 Policy Development
- 554 Building Codes Regulation
- 556 Economic Development
- 557 Housing Assistance

Community Development Department 2020 - 2021



* Vacant Freeze – Half Year

** Temporary

COMMUNITY DEVELOPMENT PROGRAM SUMMARY

Expenditure Summary

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Employee Services	\$ 2,195,361	\$ 2,569,847	\$ 2,500,178	2,791,644	\$ 2,742,746
Supplies, Services & Capital Outlay	964,048	810,694	818,408	1,075,871	753,219
Total Before Transfers	<u>3,159,410</u>	<u>3,380,542</u>	<u>3,318,586</u>	<u>3,867,515</u>	<u>3,495,966</u>
Appropriation Total	<u>\$ 3,159,410</u>	<u>\$ 3,380,542</u>	<u>\$ 3,318,586</u>	<u>3,867,515</u>	<u>\$ 3,495,966</u>

Staffing (Full-Time Equivalents)

<u>Permanent Positions</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>Change ←→</u>	<u>FY 2021 Adopted</u>
Assistant/Associate Planner	1.00	1.00	2.00	-	2.00
Building Division Mgr. / Bldg Official *	1.00	1.00	1.00	(0.50)	0.50
Building Inspector	2.00	2.00	3.00	-	3.00
Code Enforcement Officer	1.00	1.00	1.00	-	1.00
Community Development Director	1.00	1.00	1.00	-	1.00
Economic Development Specialist	-	-	1.00	-	1.00
Executive Assistant	1.00	1.00	1.00	-	1.00
Permit Technician	1.00	1.00	1.00	-	1.00
Planning Technician	-	-	1.00	-	1.00
Senior Building Inspector	-	-	1.00	-	1.00
Senior Planner	2.00	2.00	2.00	-	2.00
* Vacant freeze- half year					
Permanent	<u>10.00</u>	<u>10.00</u>	<u>15.00</u>	<u>(0.50)</u>	<u>14.50</u>
Limited-Term Positions					
Assistant/Associate Planner	1.00	1.00	-	-	-
Building Inspector	-	1.00	-	-	-
Economic Development Specialist	-	1.00	-	-	-
Planning Technician	1.00	1.00	-	-	-
Senior Building Inspector	1.00	1.00	-	-	-
Limited-Term Position	<u>3.00</u>	<u>5.00</u>	<u>-</u>	<u>-</u>	<u>-</u>

COMMUNITY DEVELOPMENT PROGRAM SUMMARY

Staffing (Full-Time Equivalents)

Temporary Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted
Building Inspector	0.88	-	-	-	-
Building Intern (Imaging Assistant)	0.64	0.64	0.64	-	0.64
Economic Development Intern	-	1.00	1.00	(1.00)	-
Economic Development Specialist	1.00	-	-	-	-
Planning Intern	0.13	0.13	0.13	(0.13)	-
Temporary Building Inspector	0.88	-	-	-	-
Temporary	3.53	1.77	1.77	(1.13)	0.64
Total Full Time Equivalents	16.53	16.77	16.77	(1.63)	15.14

**GENERAL FUND - (101)
Community Development - Administration Program (550)
Program Manager - Community Development Director**

MISSION STATEMENT

To manage, responsibly, the growth and development of the City consistent with the General Plan & adopted land use policies of the community.

ONGOING RESPONSIBILITIES

- Oversee the day to day operations of Planning, Building, Code Enforcement, Housing and Economic Development
- Oversee the implementation of the City’s General Plan
- Provide training opportunities for the Planning Commission, Historic Preservation Board and staff
- Ensure staff training and education to keep abreast of new trends and latest changes in the law
- Monitor monthly expenditures and revenues
- Provide support functions for City Council, Planning Commission and Historic Preservation Board, Rental Fact Finding Committee, and Building Board of Appeals
- Establish administrative procedures for effective review and processing of permits
- Prepare the department’s annual budget
- Maintain proper public records
- Ensure quality customer service
- Monitor new legislation and case law affecting land use

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Continue to refine and perfect the Department’s on-line application and permit tracking system
- Participate in the Plan Bay Area 2050 and RHNA process

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	90% of call backs made within one business day.	96%	95%	99%
2	100% of public notices are filed accurately.	99%	99%	95%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.550

PROGRAM : COMMUNITY DEVELOPMENT - ADMINISTRATION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 370,055	\$ 393,268	\$ 394,016	\$ 393,425	7.6%	\$ 423,331
Supplies, Services & Capital Outlay	118,310	124,395	141,877	167,703	-32.8%	112,686
Total Before Transfers	488,365	517,663	535,894	561,128	-4.5%	536,017
Appropriation Total	\$ 488,365	\$ 517,663	\$ 535,894	\$ 561,128	-4.5%	\$ 536,017

**CITY OF CAMPBELL
 OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
 PROGRAM : COMMUNITY DEVELOPMENT - ADMINISTRATION**

**EXHIBIT B
 101.550**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Community Development Director *	0.90	0.90	0.90	-	0.90	\$ 245,582
Executive Assistant	1.00	1.00	1.00	-	1.00	133,355
* 0.10 FTE Allocated to Prog 556						
TOTAL	1.90	1.90	1.90	-	1.90	\$ 378,937

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : COMMUNITY DEVELOPMENT - ADMINISTRATION

EXHIBIT C
101.550

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 237,703	\$ 250,301	\$ 228,545	\$ 272,192	8.0%	\$ 293,890
7006 Vacation Pay	9,666	8,112	5,104	-	0.0%	-
7007 Sick Leave Pay	8,113	7,877	26,914	-	0.0%	-
7106 Pers Retirement	55,840	64,185	68,256	72,038	8.0%	77,791
7107 Dental Insurance	4,082	4,082	3,955	4,297	-5.0%	4,082
7108 Group Health Insurance	29,348	30,181	30,402	30,780	5.6%	32,507
7109 Group Life Insurance	353	353	342	372	-5.0%	353
7110 Workers Comp Insurance	1,338	1,076	1,019	1,021	0.5%	1,026
7112 Group Disability Ins	1,604	1,604	1,553	1,458	10.0%	1,604
7113 Medicare	4,120	4,321	4,296	4,240	0.5%	4,261
7114 Auto Allowance	2,376	2,376	2,376	2,376	0.0%	2,376
7115 Cell Phone Allowance	324	324	324	360	-10.0%	324
7118 Other Benefits Pay	11,504	5,932	6,500	151	-100.0%	-
7121 Comp/Vac Payoff	578	8,535	10,112	-	0.0%	-
7122 Deferred Comp Contrib	1,300	1,300	1,237	1,300	0.0%	1,300
7124 Veba Health Def Comp	1,806	2,710	3,082	2,840	34.4%	3,816
Employee Services Total	\$ 370,055	\$ 393,268	\$ 394,016	\$ 393,425	7.6%	\$ 423,331
Supplies, Services & Capital Outlay						
7422 Advertising	\$ 6,833	\$ 6,978	\$ 6,000	\$ 7,000	0.0%	\$ 7,000
7424 Office Expense	2,844	4,097	3,000	4,000	0.0%	4,000
7427 Special Departmental	153	468	500	500	60.0%	800
7429 Maint & Oper Of Equip	-	125	40,000	50,200	-99.6%	200
7432 Other Contractual Service	54,000	54,000	57,000	57,000	5.3%	60,000
7434 Memberships/Dues/Books	2,512	3,714	3,500	4,500	-11.1%	4,000
7435 Prof Development & Mtgs	13,465	16,510	3,000	6,000	-16.7%	5,000
7551 User Chgs - It Pool	38,503	38,503	28,877	38,503	-17.7%	31,686
Supplies, Services & Capital Outlay Total	\$ 118,310	\$ 124,395	\$ 141,877	\$ 167,703	-32.8%	\$ 112,686
Grand Total	\$ 488,365	\$ 517,663	\$ 535,894	\$ 561,128	-4.5%	\$ 536,017

GENERAL FUND - (101)
Community Development - Current Planning Program (551)
Program Manager – Community Development Director

MISSION STATEMENT

Provide responsive and professional planning services by supplying property, regulatory and policy information; and guiding the development review process; and facilitating public participation.

ONGOING PROGRAM RESPONSIBILITIES

- Maintain an effective and efficient development review process to facilitate application review and customer service
- Coordinate the review and processing of development and use applications
- Implement design and development policies City-wide
- Provide technical assistance and analysis to assist decision makers
- Provide staff support through the preparation and presentation of reports and maintenance of records to the following; City Council, Planning Commission, Historic Preservation Board, Development Review Committee (DRC) and Council Committees
- Implement the General Plan
- Provide accurate and timely public information to customers
- Provide environmental review support for the CIP and Planning projects

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Assist with the analysis of development impact fees
- Work with the City Attorney’s office to amend the City’s Camping Ordinance to allow activities in all zones with public assembly uses

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	80% of inquiry phone calls and emails are returned within one business day.	97%	90%	90%
2	90% of minor building permits receive a response within five business days.	90%	85%	85%
3	85% of major building permits receive a response within ten business days.	85%	85%	70%
4	100% of completeness letters are sent out within 30 days.	100%	100%	100%
5	100% permit-streamlining to applicable projects are completed within six months.	100%	100%	100%
6	90% of hearings are held within 60 days of application completeness.	100%	100%	100%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.551

PROGRAM : COMMUNITY DEVELOPMENT - CURRENT PLANNING

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 701,920	\$ 772,804	\$ 627,819	\$ 899,427	0.7%	\$ 905,730
Supplies, Services & Capital Outlay	36,678	87,027	75,502	128,002	-54.7%	58,044
Total Before Transfers	738,598	859,831	703,321	1,027,429	-6.2%	963,774
Appropriation Total	\$ 738,598	\$ 859,831	\$ 703,321	\$ 1,027,429	-6.2%	\$ 963,774

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : COMMUNITY DEVELOPMENT - CURRENT PLANNING**

**EXHIBIT B
101.551**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Assistant/Associate Planner *	0.70	0.70	0.70	-	0.70	\$	116,013
Assistant/Associate Planner **	1.00	1.00	-	-	-		-
Assistant/Associate Planner	-	-	1.00	-	1.00		140,177
Senior Planner ***	1.30	1.30	1.30	-	1.30		254,734
Planning Technician **	1.00	1.00	-	-	-		-
Planning Technician	-	-	1.00	-	1.00		124,620
Code Enforcement Officer	-	1.00	1.00	-	1.00		158,356
* Balance Funded in Program 552							
** Limited- Term Positions							
*** Balance Funded in Programs 552 & 557							
TOTAL	4.00	5.00	5.00	-	5.00	\$	793,900

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Planning Intern	0.13	0.13	0.13	(0.13)	-	\$ -
TOTAL	0.13	0.13	0.13	-0.13	-	\$ -

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : COMMUNITY DEVELOPMENT - CURRENT PLANNING

EXHIBIT C
101.551

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 431,872	\$ 477,845	\$ 363,326	\$ 607,041	0.1%	\$ 607,923
7002 Personnel - Temporary	6,931	1,800	2,584	5,000	-100.0%	-
7003 Personnel - Overtime	20,426	22,219	15,976	20,000	0.0%	20,000
7006 Vacation Pay	22,447	19,400	24,753	-	0.0%	-
7007 Sick Leave Pay	14,609	22,630	14,207	-	0.0%	-
7105 Uniform Allowance	-	150	600	-	>100.0%	150
7106 Pers Retirement	103,622	113,823	110,417	145,713	10.4%	160,914
7107 Dental Insurance	9,095	10,026	7,607	10,742	0.0%	10,742
7108 Group Health Insurance	61,044	69,494	52,046	72,300	-7.9%	66,609
7109 Group Life Insurance	787	868	654	930	0.0%	930
7110 Workers Comp Insurance	9,312	10,252	7,642	9,903	2.4%	10,140
7112 Group Disability Ins	3,086	3,402	2,563	3,645	0.0%	3,645
7113 Medicare	7,811	8,578	6,801	8,609	2.4%	8,815
7115 Cell Phone Allowance	-	83	-	-	>100.0%	360
7118 Other Benefits Pay	-	577	-	2,978	-100.0%	-
7120 Sick Leave Payoff	-	-	1,410	-	0.0%	-
7121 Comp/Vac Payoff	2,839	-	7,474	-	0.0%	-
7122 Deferred Comp Contrib	5,484	6,000	4,515	6,500	0.0%	6,500
7124 Veba Health Def Comp	2,531	5,632	5,211	6,001	50.0%	9,001
7126 Pars Retirement	25	23	34	65	-100.0%	-
Employee Services Total	\$ 701,920	\$ 772,804	\$ 627,819	\$ 899,427	0.7%	\$ 905,730
Supplies, Services & Capital Outlay						
7427 Special Departmental	128	2,990	2,500	3,000	0.0%	3,000
7430 Prof & Special Services	8,530	56,035	43,000	75,000	-80.0%	15,000
7435 Prof Development & Mtgs	19	-	9,000	22,000	-22.7%	17,000
7551 User Chgs - It Pool	28,002	28,002	21,002	28,002	-17.7%	23,044
Supplies, Services & Capital Outlay Total	\$ 36,678	\$ 87,027	\$ 75,502	\$ 128,002	-54.7%	\$ 58,044
Grand Total	\$ 738,598	\$ 859,831	\$ 703,321	\$ 1,027,429	-6.2%	\$ 963,774

GENERAL FUND - (101)
Community Development - Policy Development Program (552)
Program Manager – Community Development Director

MISSION STATEMENT

Provide timely information and analysis to the Council and Planning Commission for the formulation of policies, plans and regulations that develop and implement a long range vision for the community that improves and enhances quality of life.

ONGOING RESPONSIBILITIES

- Manage and update the General Plan as needed
- Monitor State and Federal legal decisions, judicial decisions and regulations affecting planning, land use, and environmental review
- Represent the City on regional issues affecting land use and planning
- Maintain data for Geographic Information System (GIS) mapping for current land use, General Plan, zoning and parcel data
- Prepare text amendments to the zoning code as directed by the City Council

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Work with the business community to recover from COVID-19 shelter-in-place orders

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	85% of policy development milestones and projects are completed according to the approved Work Plan.	95%	90%	85%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.552

PROGRAM : COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 48,081	\$ 144,240	\$ 114,671	\$ 156,854	3.7%	\$ 162,590
Supplies, Services & Capital Outlay	162,135	47,874	132,204	135,000	-93.4%	8,881
Total Before Transfers	210,216	192,115	246,875	291,854	-41.2%	171,471
Appropriation Total	\$ 210,216	\$ 192,115	\$ 246,875	\$ 291,854	-41.2%	\$ 171,471

**CITY OF CAMPBELL
 OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
 PROGRAM : COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT**

**EXHIBIT B
 101.552**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Senior Planner *	0.50	0.50	0.50	-	0.50	\$ 95,751
Assistant/Associate Planner **	0.30	0.30	0.30	-	0.30	49,720
* Balance Funded in Programs 551 & 557 ** Balance Funded in Program 551						
TOTAL	0.80	0.80	0.80	-	0.80	\$ 145,470

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT

EXHIBIT C
101.552

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 33,754	\$ 102,052	\$ 71,501	\$ 110,193	2.9%	\$ 113,335
7003 Personnel - Overtime	1,660	2,684	2,058	-	0.0%	-
7006 Vacation Pay	1,630	2,052	2,140	-	0.0%	-
7007 Sick Leave Pay	324	5,515	754	-	0.0%	-
7105 Uniform Allowance	-	-	120	-	0.0%	-
7106 Pers Retirement	3,545	11,551	7,890	27,146	10.5%	29,999
7107 Dental Insurance	645	1,719	1,222	1,719	0.0%	1,719
7108 Group Health Insurance	4,346	11,833	9,126	11,568	-6.7%	10,791
7109 Group Life Insurance	56	149	98	149	-0.1%	149
7110 Workers Comp Insurance	726	2,092	1,609	1,838	2.9%	1,890
7112 Group Disability Ins	219	583	384	583	0.0%	583
7113 Medicare	607	1,743	1,429	1,598	2.8%	1,643
7118 Other Benefits Pay	-	247	-	60	-100.0%	-
7120 Sick Leave Payoff	-	-	2,351	-	0.0%	-
7121 Comp/Vac Payoff	-	-	12,457	-	0.0%	-
7122 Deferred Comp Contrib	390	1,040	711	1,040	0.0%	1,040
7124 Veba Health Def Comp	180	979	821	960	50.0%	1,440
Employee Services Total	\$ 48,081	\$ 144,240	\$ 114,671	\$ 156,854	3.7%	\$ 162,590
Supplies, Services & Capital Outlay						
7427 Special Departmental	2,980	3,350	4,000	3,000	4.0%	3,120
7430 Prof & Special Services	152,155	37,524	122,952	125,000	-100.0%	-
7435 Prof Development & Mtgs	-	-	2	-	0.0%	-
7551 User Chgs - It Pool	7,000	7,000	5,250	7,000	-17.7%	5,761
Supplies, Services & Capital Outlay Total	\$ 162,135	\$ 47,874	\$ 132,204	\$ 135,000	-93.4%	\$ 8,881
Grand Total	\$ 210,216	\$ 192,115	\$ 246,875	\$ 291,854	-41.2%	\$ 171,471

GENERAL FUND - (101)
Community Development - Building Codes Regulation Program (554)
Program Manager - Building Official

MISSION STATEMENT

The Building Inspection Division contributes to the health and safety of the public and the unique character of the City of Campbell through the enforcement of municipal building codes and state law by incorporating principles of: 1) Customer Service, 2) Employee Development, 3) Legal Compliance and, 4) Resource Management.

ONGOING RESPONSIBILITIES

- Enforce and manage building codes regulations program
- Provide plan review services for applicants
- Maintain public records for permits and plans
- Provide building inspection services
- Prepare, administer and monitor the Division budget
- Assist other departments with building code information
- Staff the Building Code Board of Appeals and schedule meetings as needed
- Work with the Code Enforcement Officer on nuisance abatement actions
- Monitor State Code changes and maintain current adoption matrix
- Advise the Director on Housing Code inspections and abatement of violations
- Oversee the City Graffiti Abatement Program
- Revise and update all Building Division handouts
- Manage consulting agreements with the Plan Check and Permit Technician consultants

GENERAL FUND - (101)

**Community Development - Building Codes Regulation Program (554)
Program Manager - Building Official**

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	85% of all plan check submittals are given first review for compliance with codes within ten days of submittal.	95%	95%	85%
2	85% of time all inspections are made the day following the request.	100%	100%	100%
3	80% of simple tenant improvements and minor permits are issued over-the-counter. *	95%	95%	85%
4	90% of permit application for plan review are checked for completeness, compiled and proper routing within 2-hours of submittal.	90%	90%	90%
5	90% of plan review applications are given preliminary review for completeness, valuation and proper routing within 3 days of submittal. *	100%	100%	90%
6	80% of "Final" permits having plans are pulled from active storage and formatted for digital imaging within 5 days of final inspection.	80%	80%	85%
7	90% of all minor nuisance complaints resolved within 30 days.	80%	80%	90%
8	90% of code enforcement inquiries are responded to within three business days.	80%	80%	95%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.554

PROGRAM : COMMUNITY DEVELOPMENT - BUILDING DIVISION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 916,258	\$ 1,060,560	\$ 1,199,533	\$ 1,118,393	-7.7%	\$ 1,032,333
Supplies, Services & Capital Outlay	514,943	291,676	287,314	411,065	-21.7%	321,987
Total Before Transfers	1,431,202	1,352,235	1,486,847	1,529,458	-11.5%	1,354,319
Appropriation Total	\$ 1,431,202	\$ 1,352,235	\$ 1,486,847	\$ 1,529,458	-11.5%	\$ 1,354,319

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : COMMUNITY DEVELOPMENT - BUILDING DIVISION

EXHIBIT B
101.554

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Building Division Manager / Bldg Official **	1.00	1.00	1.00	(0.50)	0.50	\$	104,871
Building Inspector	2.00	2.00	3.00	-	3.00		508,410
Building Inspector *	-	1.00	-	-	-		-
Code Enforcement Officer	0.93	-	-	-	-		-
Permit Technician	1.00	1.00	1.00	-	1.00		122,885
Senior Building Inspector *	1.00	1.00	-	-	-		-
Senior Building Inspector	-	-	1.00	-	1.00		170,140
* Limited Term Positions ** Vacant freeze- half year							
TOTAL	5.93	6.00	6.00	(0.50)	5.50	\$	906,306

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Temporary Building Inspector	0.88	-	-	-	-		-
Building Intern	0.64	0.64	0.64	-	0.64	\$	20,400
TOTAL	1.52	0.64	0.64	-	0.64	\$	20,400

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : COMMUNITY DEVELOPMENT - BUILDING DIVISION

EXHIBIT C
101.554

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 596,973	\$ 649,158	\$ 723,319	\$ 754,645	-7.3%	\$ 699,260
7002 Personnel - Temporary	27,139	16,545	11,003	20,400	0.0%	20,400
7003 Personnel - Overtime	550	329	-	-	0.0%	-
7006 Vacation Pay	27,044	34,147	77,155	-	0.0%	-
7007 Sick Leave Pay	12,557	25,902	16,113	-	0.0%	-
7105 Uniform Allowance	450	600	750	600	0.0%	600
7106 Pers Retirement	109,595	173,681	202,622	187,342	-1.2%	185,091
7107 Dental Insurance	12,533	13,070	14,078	12,891	-8.3%	11,817
7108 Group Health Insurance	85,519	92,358	98,301	88,620	-20.8%	70,179
7109 Group Life Insurance	1,085	1,132	1,219	1,116	-8.3%	1,023
7110 Workers Comp Insurance	11,024	11,979	13,089	11,503	-8.8%	10,493
7112 Group Disability Ins	4,496	4,678	5,012	4,617	-10.5%	4,131
7113 Medicare	9,689	10,700	12,446	11,238	-9.8%	10,139
7114 Auto Allowance	1,920	1,920	1,920	1,920	-50.0%	960
7115 Cell Phone Allowance	1,724	1,856	2,161	1,801	-10.0%	1,620
7118 Other Benefits Pay	1,213	7,734	2,685	5,654	-100.0%	-
7121 Comp/Vac Payoff	1,906	-	-	-	0.0%	-
7122 Deferred Comp Contrib	6,250	6,650	7,252	8,140	-20.1%	6,500
7124 Veba Health Def Comp	4,225	7,906	10,266	7,641	32.5%	10,121
7126 Pars Retirement	366	215	143	265	-100.0%	-
Employee Services Total	\$ 916,258	\$ 1,060,560	\$ 1,199,533	\$ 1,118,393	-7.7%	\$ 1,032,333
Supplies, Services & Capital Outlay						
7424 Office Expense	\$ 5,772	\$ 5,554	\$ 6,000	\$ 7,500	0.0%	\$ 7,500
7425 Small Tools	-	-	200	200	0.0%	200
7430 Prof & Special Services	394,015	172,656	185,000	280,000	-26.1%	207,035
7434 Memberships/Dues/Books	1,018	601	5,500	8,000	0.0%	8,000
7435 Prof Development & Mtgs	-	-	500	2,500	0.0%	2,500
7550 User Chgs-Motor Pool	23,132	21,859	21,859	21,859	0.0%	21,859
7551 User Chgs - It Pool	91,006	91,006	68,255	91,006	-17.7%	74,893
Supplies, Services & Capital Outlay Total	\$ 514,943	\$ 291,676	\$ 287,314	\$ 411,065	-21.7%	\$ 321,987
Grand Total	\$ 1,431,202	\$ 1,352,235	\$ 1,486,847	\$ 1,529,458	-11.5%	\$ 1,354,319

GENERAL FUND (101)
Community Development – Economic Development (556)
Program Manager – Community Development Director

MISSION STATEMENT

Administer and implement the City’s Economic Development Strategy for the purpose of creating and maintaining community prosperity through a healthy local economy and strong tax base that helps ensure services remain at a high level.

ONGOING RESPONSIBILITIES

- Administer the programs and strategies of the Economic Development Strategy
- Amend the Strategy that removes reference to the former Redevelopment Agency and encourage new programs to reflect current community needs
- Coordinate and build relationships with the Real Estate community to help guide prospective businesses into available and future tenant spaces
- Proactively work to attract businesses into Campbell
- Continue participation in the Silicon Valley Economic Development Alliance (SVEDA)
- Continue the City’s Economic Development Advisory Committee (EDAC)
- Update the website to provide business promotion opportunities

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Continue to work with consultant on Envision Campbell – General Plan Update
- Execute a consultant agreement and work with the consultant to establish residential development standards

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.556

PROGRAM : COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 104,274	\$ 161,770	\$ 133,660	\$ 182,695	-3.7%	\$ 175,883
Supplies, Services & Capital Outlay	18,400	31,020	28,812	31,301	-7.9%	28,822
Total Before Transfers	122,674	192,790	162,472	213,996	-4.3%	204,705
Appropriation Total	\$ 122,674	\$ 192,790	\$ 162,472	\$ 213,996	-4.3%	\$ 204,705

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT

EXHIBIT B
101.556

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Community Development Director *	0.10	0.10	0.10	-	0.10	\$	27,287
Economic Development Specialist **	1.00	1.00	-	-	-		-
Economic Development Specialist	-	-	1.00	-	1.00		130,988
* Balance in Program 550 ** 2-Year Limited Term							
TOTAL	1.10	1.10	1.10	-	1.10	\$	158,275

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Economic Development Intern	1.00	1.00	1.00	(1.00)	-	\$	-
TOTAL	1.00	1.00	1.00	(1.00)	-	\$	-

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT

EXHIBIT C
101.556

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 58,906	\$ 91,714	\$ 76,532	\$ 107,437	\$ 8.5%	\$ 116,570
7002 Personnel - Temporary	18,828	15,116	6,919	30,000	-100.0%	-
7003 Personnel - Overtime	-	58	121	-	0.0%	-
7006 Vacation Pay	343	3,788	3,724	-	0.0%	-
7007 Sick Leave Pay	2,282	2,878	1,653	-	0.0%	-
7106 Pers Retirement	6,143	19,574	21,476	21,507	43.5%	30,856
7107 Dental Insurance	1,468	2,363	1,730	2,148	10.0%	2,363
7108 Group Health Insurance	10,151	16,541	13,517	14,460	25.1%	18,092
7109 Group Life Insurance	127	205	150	186	10.0%	205
7110 Workers Comp Insurance	1,115	1,827	1,305	1,561	6.2%	1,657
7112 Group Disability Ins	522	826	610	729	13.3%	826
7113 Medicare	1,258	1,787	1,419	1,701	-0.6%	1,690
7114 Auto Allowance	264	264	264	-	>100.0%	264
7115 Cell Phone Allowance	36	36	36	-	>100.0%	36
7118 Other Benefits Pay	1,278	955	722	76	-100.0%	-
7121 Comp/Vac Payoff	64	948	1,124	-	0.0%	-
7122 Deferred Comp Contrib	750	1,300	966	1,300	0.0%	1,300
7124 Veba Health Def Comp	480	1,388	1,299	1,200	68.7%	2,024
7126 Pars Retirement	258	203	93	390	-100.0%	-
Employee Services Total	\$ 104,274	\$ 161,770	\$ 133,660	\$ 182,695	\$ -3.7%	\$ 175,883
Supplies, Services & Capital Outlay						
7422 Advertising	\$ 74	\$ 10,749	\$ 11,811	\$ 8,000	0.0%	\$ 8,000
7424 Office Expense	1,180	864	5,500	2,000	0.0%	2,000
7434 Memberships/Dues/Books	2,450	4,975	500	5,000	0.0%	5,000
7435 Prof Development & Mtgs	695	431	500	2,300	0.0%	2,300
7551 User Chgs - It Pool	14,001	14,001	10,501	14,001	-17.7%	11,522
Supplies, Services & Capital Outlay Total	\$ 18,400	\$ 31,020	\$ 28,812	\$ 31,301	-7.9%	\$ 28,822
Grand Total	\$ 122,674	\$ 192,790	\$ 162,472	\$ 213,996	-4.3%	\$ 204,705

LOW-MODERATE INCOME HOUSING FUND (233)
Community Development – Low-Moderate Income Housing (557)
Program Manager – Senior Planner

MISSION STATEMENT

Administer the housing assets of the Successor Agency (former Redevelopment Agency) for low and moderate income housing purposes in compliance with State guidelines.

ONGOING RESPONSIBILITIES

- Recommend appropriate uses for low and moderate incoming housing funds
- Monitor recipients of low and moderate incoming housing funds
- Monitor housing developer requirements to ensure they are complying with below market rate requirements
- Monitor rental assistance program
- Work with and assist Project Sentinel with the City's Rental Dispute program
- Coordinate the services provided by the City's Below Market Rate (BMR) Housing Administrator

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Coordinate the reduction of non-certified homeownership units
- Create year-to-year trends of progress to the City's BMR program

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 233.557

PROGRAM : COMMUNITY DEVELOPMENT - HOUSING ASSISTANCE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 54,773	\$ 37,206	\$ 30,478	\$ 40,850	5.0%	\$ 42,879
Supplies, Services & Capital Outlay	113,581	228,703	152,700	202,800	9.9%	222,800
Total Before Transfers	168,355	265,908	183,178	243,650	9.0%	265,679
Appropriation Total	\$ 168,355	\$ 265,908	\$ 183,178	\$ 243,650	9.0%	\$ 265,679

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : COMMUNITY DEVELOPMENT - HOUSING ASSISTANCE

EXHIBIT B
233.557

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Senior Planner *	0.20	0.20	0.20	-	0.20	\$ 38,300
* Balance Funded in Programs 551 & 552						
TOTAL	0.20	0.20	0.20	-	0.20	\$ 38,300

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : COMMUNITY DEVELOPMENT - HOUSING ASSISTANCE

EXHIBIT C
233.557

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 38,262	\$ 27,186	\$ 17,680	\$ 28,829	5.2%	\$ 30,315
7003 Personnel - Overtime	2,047	395	344	-	0.0%	-
7006 Vacation Pay	2,184	762	552	-	0.0%	-
7007 Sick Leave Pay	893	796	100	-	0.0%	-
7105 Uniform Allowance	-	-	30	-	0.0%	-
7106 Pers Retirement	4,103	3,022	1,940	7,102	13.0%	8,024
7107 Dental Insurance	645	430	301	430	-0.1%	430
7108 Group Health Insurance	4,354	2,958	2,316	2,892	-18.3%	2,363
7109 Group Life Insurance	56	38	23	37	0.5%	37
7110 Workers Comp Insurance	789	530	429	481	5.1%	506
7112 Group Disability Ins	219	146	90	146	-0.1%	146
7113 Medicare	651	440	379	418	5.2%	440
7118 Other Benefits Pay	-	-	-	15	-100.0%	-
7120 Sick Leave Payoff	-	-	940	-	0.0%	-
7121 Comp/Vac Payoff	-	-	4,983	-	0.0%	-
7122 Deferred Comp Contrib	390	260	172	260	0.0%	260
7124 Veba Health Def Comp	180	243	199	240	50.0%	360
Employee Services Total	\$ 54,773	\$ 37,206	\$ 30,478	\$ 40,850	5.0%	\$ 42,879
Supplies, Services & Capital Outlay						
7422 Advertising	\$ -	\$ -	\$ 200	\$ 200	0.0%	\$ 200
7424 Office Expense	-	-	-	100	0.0%	100
7430 Prof & Special Services	140,399	228,703	152,500	152,500	13.1%	172,500
7439 Bad Debts	(26,818)	-	-	50,000	0.0%	50,000
Supplies, Services & Capital Outlay Total	\$ 113,581	\$ 228,703	\$ 152,700	\$ 202,800	9.9%	\$ 222,800
Grand Total	\$ 168,355	\$ 265,908	\$ 183,178	\$ 243,650	9.0%	\$ 265,679

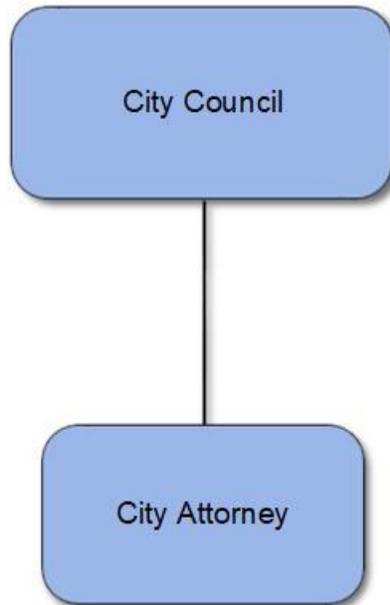


Legal Services

PROGRAM

560 Legal Services

Legal Services 2020 - 2021



LEGAL SERVICES PROGRAM SUMMARY

Expenditure Summary

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Employee Services	\$ 385,494	\$ 329,033	\$ 337,171	338,873	\$ 352,573
Supplies, Services & Capital Outlay	169,858	529,335	227,212	247,876	210,227
Total Before Transfers	<u>555,351</u>	<u>858,368</u>	<u>564,382</u>	<u>586,749</u>	<u>562,800</u>
Appropriation Total	<u>\$ 555,351</u>	<u>\$ 858,368</u>	<u>\$ 564,382</u>	<u>586,749</u>	<u>\$ 562,800</u>

Staffing (Full-Time Equivalents)

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>Change ←→</u>	<u>FY 2021 Adopted</u>
Permanent Positions					
City Attorney	1.00	1.00	1.00	-	1.00
Permanent	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>
Limited-Term Positions					
Temporary Positions					
Total Full Time Equivalents	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>1.00</u>

**GENERAL FUND - (101)
Legal Services Program (560)**

MISSION STATEMENT

Provide informed and timely legal services to City Council, advisory commissions and City staff. Represent the City in a professional manner in all administrative matters and litigation.

ONGOING RESPONSIBILITIES

- Respond to requests for legal opinions or document review on a timely basis
- Be present at the City Council and Planning Commission meetings to provide advice
- Prepare and review legal documents
- Provide legal advice to the City Council, Planning Commission, City Manager, and City Staff
- Represent the City in code enforcement and litigation matters assigned to the City Attorney's Office
- Provide legal assistance regarding department priorities consistent with objectives identified within this document

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Assist Community Development with General Plan update
- Assist with the implementation of new State legislation
- Draft Measure O contracts
- Complete revising specifications and contract document requirements
- Finalize and execute Master License Agreements with small-cell wireless providers

**GENERAL FUND - (101)
Legal Services Program (560)**

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Complete review of 85% of all contract and other documents submitted for review within two (2) weeks of submission.	85%	84%	82%
2	Provide a response to 70% of all requests for a written opinion within four (4) weeks of submission.	97%	99%	98%
3	Provide a response to 85% of all requests for oral advice within two (2) working days of submission.	100%	96%	91%
4	Obtain a favorable outcome in at least 60% of all cases adjudicated to a final conclusion.	100%	100%	100%
5	Personally attend at least 85% of all regular City Council Meetings.	96%	96%	97%
6	Personally attend at least 85% of all regular Planning Commission Meetings.	95%	95%	93%
7	Provide approximately 1,200 hours of legal assistance annually.	1945 hrs	2290 hrs	1794 hrs
8	Complete major workplan items within one (1) fiscal year.	5	0	1
9	Provide at least 250 office hours at City Hall each year.	355 hrs	351 hrs	256 hrs

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : LEGAL SERVICES

EXHIBIT A
 101.560

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 385,494	\$ 329,033	\$ 337,171	\$ 338,873	4.0%	\$ 352,573
Supplies, Services & Capital Outlay	169,858	529,335	227,212	247,876	-15.2%	210,227
Total Before Transfers	555,351	858,368	564,382	586,749	-4.1%	562,800
Appropriation Total	\$ 555,351	\$ 858,368	\$ 564,382	\$ 586,749	-4.1%	\$ 562,800

**CITY OF CAMPBELL
 OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
 PROGRAM : LEGAL SERVICES**

**EXHIBIT B
 101.560**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
City Attorney*	1.00	1.00	1.00	-	1.00	\$ 309,384
* Retainer per contract						
TOTAL	1.00	1.00	1.00	-	1.00	\$ 309,384

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

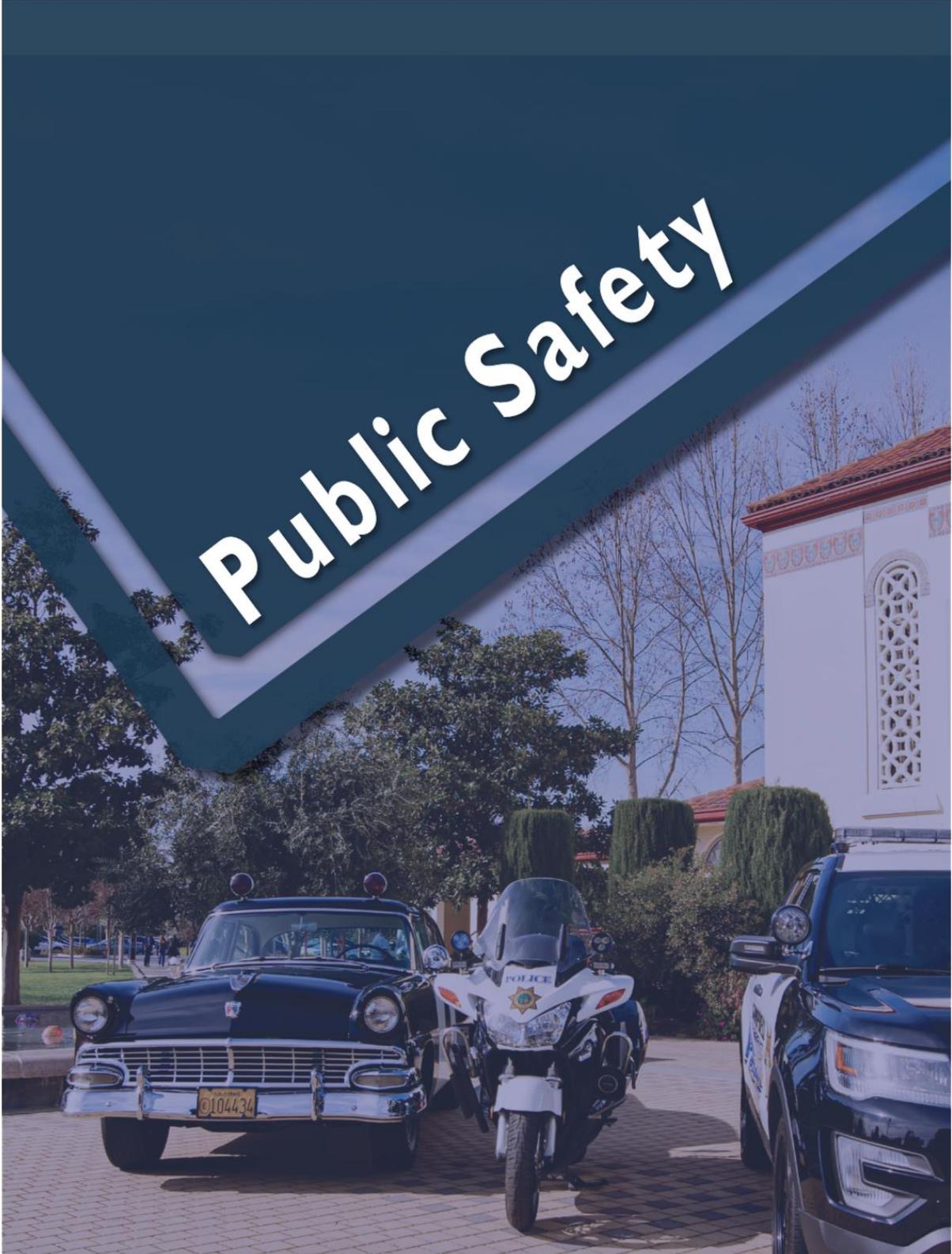
CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : LEGAL SERVICES

EXHIBIT C
101.560

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 298,170	\$ 237,720	\$ 237,720	\$ 242,450	1.1%	\$ 245,000
7106 Pers Retirement	48,306	53,938	58,960	58,548	7.5%	62,923
7107 Dental Insurance	2,148	2,148	2,148	2,148	0.0%	2,148
7108 Group Health Insurance	29,968	29,701	33,620	30,292	22.4%	37,067
7109 Group Life Insurance	186	186	186	186	0.0%	186
7110 Workers Comp Insurance	1,419	921	691	830	0.0%	830
7112 Group Disability Ins	972	972	972	972	0.0%	972
7113 Medicare	4,324	3,447	2,873	3,447	0.0%	3,447
Employee Services Total	\$ 385,494	\$ 329,033	\$ 337,171	\$ 338,873	4.0%	\$ 352,573
Supplies, Services & Capital Outlay						
7427 Special Departmental	\$ 80	\$ 480	\$ -	\$ 500	0.0%	\$ 500
7430 Prof & Special Services	162,136	442,622	190,000	240,000	-15.6%	202,500
7434 Memberships/Dues/Books	3,887	4,411	4,200	3,976	7.5%	4,275
7435 Prof Development & Mtgs	2,354	1,208	1,962	2,000	-10.0%	1,800
7466 Consultant-Demogrpaher	-	79,213	-	-	0.0%	-
7467 Consultant-Redistricting	-	-	30,000	-	0.0%	-
7551 User Chgs - It Pool	1,400	1,400	1,050	1,400	-17.7%	1,152
Supplies, Services & Capital Outlay Total	\$ 169,858	\$ 529,335	\$ 227,212	\$ 247,876	-15.2%	\$ 210,227
Grand Total	\$ 555,351	\$ 858,368	\$ 564,382	\$ 586,749	-4.1%	\$ 562,800



Public Safety



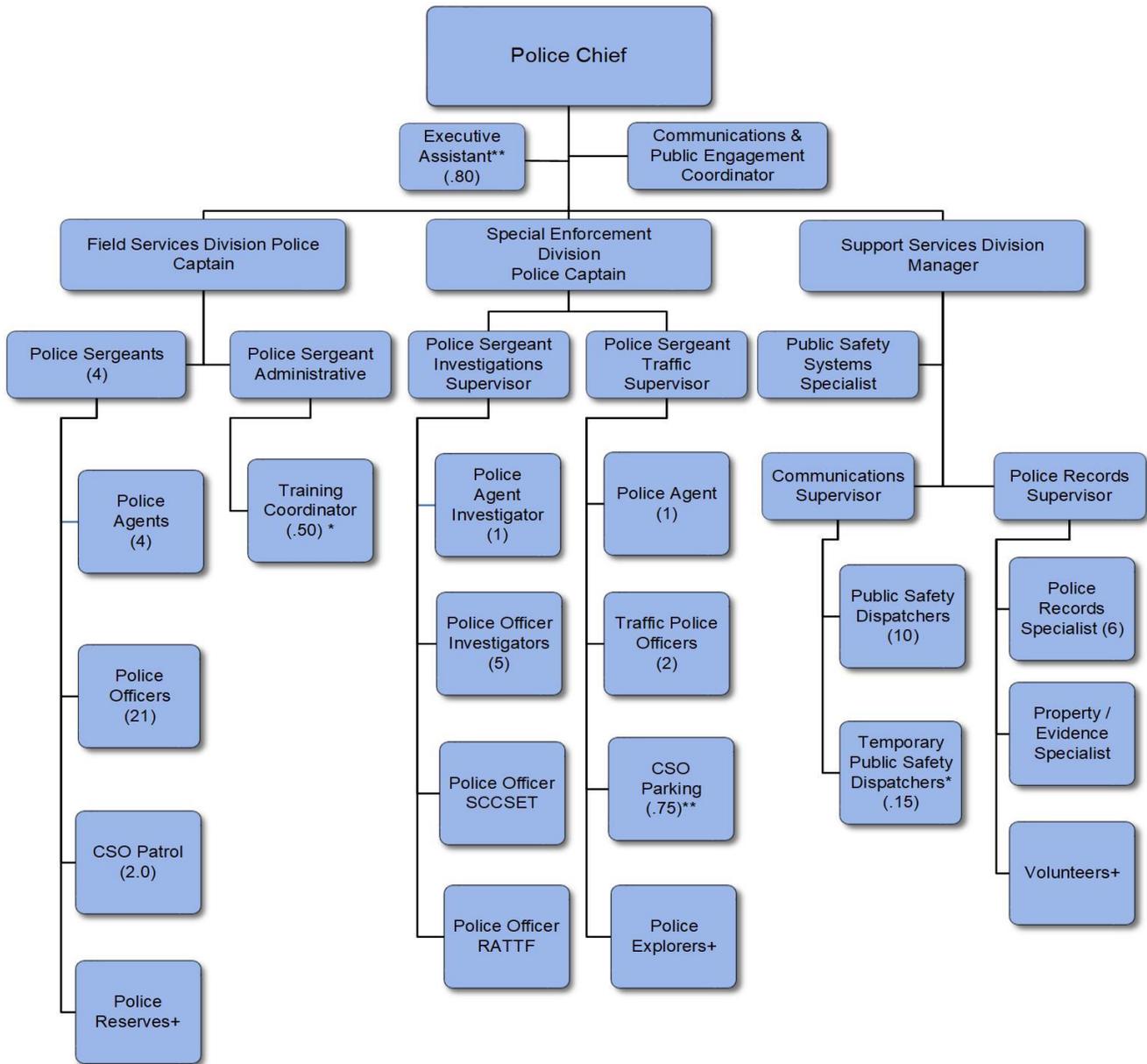
Public Safety

PROGRAMS

- 601 Administration
- 602 Communications
- 603 Records
- 604 Special Enforcement Division
- 605 Field Services

** Due to 20-day noticing requirements in the City's personnel rules and procedures, any potential layoffs as a result of proposed actions contained within this document would not be effective until August 1, 2020. Additionally, implementation of such items is subject to a meet and confer with designated bargaining unit representatives.*

Police Department 2020 - 2021



- * Temporary Full or Part-time
- ** Permanent Part-Time
- + Volunteers

PUBLIC SAFETY PROGRAM SUMMARY

Expenditure Summary

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Adopted</u>
Employee Services	\$ 15,395,356	\$ 16,504,696	\$ 17,194,615	17,366,594	\$ 17,992,435
Supplies, Services & Capital Outlay	2,315,476	2,280,366	2,424,221	2,190,658	2,237,494
Capital Projects	-	46,068	231,200	-	-
Total Before Transfers	17,710,832	18,831,130	19,850,035	19,557,252	20,229,929
Appropriation Total	\$ 17,710,832	\$ 18,831,130	\$ 19,850,035	19,557,252	\$ 20,229,929

Staffing (Full-Time Equivalents)

<u>Permanent Positions</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>Change ←→</u>	<u>FY 2021 Adopted</u>
Communications and Public Engagement Coordinator	-	-	1.00	-	1.00
Communications Supervisor	1.00	1.00	1.00	-	1.00
Community Services Officer	3.55	2.75	4.75	(1.83)	2.92
Executive Assistant	0.80	0.80	0.80	-	0.80
Police Agent	6.00	6.00	6.00	-	6.00
Police Captain	2.00	2.00	2.00	-	2.00
Police Chief	1.00	1.00	1.00	-	1.00
Police Officer	28.00	30.00	30.00	-	30.00
Police Records Specialist	6.00	6.00	6.00	-	6.00
Police Records Supervisor	1.00	1.00	1.00	-	1.00
Police Sergeant	7.00	7.00	7.00	-	7.00
Property/Evidence Specialist	1.00	1.00	1.00	-	1.00
Public Safety Dispatcher	9.00	9.00	9.00	1.00	10.00
Public Safety Systems Specialist	1.00	1.00	1.00	-	1.00
Support Services Manager	1.00	1.00	1.00	-	1.00
Permanent	68.35	69.55	72.55	(0.83)	71.72
Limited-Term Positions					
Communications and Public Engagement Coordinator	0.50	0.50	-	-	-
Limited-Term Position	0.50	0.50	-	-	-
Temporary Positions					
Crossing Guards	3.43	3.43	3.43	(3.43)	-
Part-Time Dispatcher (Per Diem Basis)	0.15	0.15	0.15	-	0.15
Part-Time Police Clerk	0.20	0.20	0.20	(0.20)	-
Public Safety Assistant	1.50	2.50	0.50	(0.50)	-
Training Coordinator	-	-	-	0.50	0.50
Temporary	5.28	6.28	4.28	(3.63)	0.65
Total Full Time Equivalents	74.13	76.33	76.83	(4.46)	72.37

**GENERAL FUND - (101)
Police - Administration Program (601)
Program Manager - Police Chief**

MISSION STATEMENT

Ensure optimal service delivery and provide for the overall management of the Police Department within the available resources.

ONGOING RESPONSIBILITIES

- Ensure that all personnel meet minimum required training standards and provide safety, liability, and service delivery training whenever possible
- Continually develop departmental direction
- Manage Emergency Preparedness
- Manage Animal Services
- Investigate and issue permits as required by law
- Routinely evaluate customer satisfaction and service delivery

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Support and provide feedback regarding the design of a new Police Station funded by Measure O bonds

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Percent of regular and reserve officers who are in compliance with P.O.S.T. approved in-service training requirements.	100%	100%	100%

**CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : POLICE ADMINISTRATION**

**EXHIBIT A
 101.601**

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 625,429	\$ 704,526	\$ 902,218	\$ 821,417	18.8%	\$ 976,045
Supplies, Services & Capital Outlay	426,423	491,223	522,375	431,246	6.6%	459,514
Total Before Transfers	1,051,851	1,195,749	1,424,593	1,252,663	14.6%	1,435,559
Appropriation Total	\$ 1,051,851	\$ 1,195,749	\$ 1,424,593	\$ 1,252,663	14.6%	\$ 1,435,559

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : POLICE ADMINISTRATION**

**EXHIBIT B
101.601**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Adopted		
Police Chief	1.00	1.00	1.00	-	1.00	\$ 362,855	
Executive Assistant	0.80	0.80	0.80	-	0.80	100,628	
Communications and Public Engagement Coordinator	-	0.50	-	1.00	1.00	149,244	
Communications and Public Engagement Coordinator *	-	-	1.00	(1.00)	-	-	
* 2-year Limited Term. Balance of position in Program 510							
TOTAL	1.80	2.30	2.80	-	2.80	\$ 612,726	

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Adopted	
Training Coordinator	-	-	-	0.50	0.50	\$ 41,600
TOTAL	-	-	-	0.50	0.50	\$ 41,600

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : POLICE - ADMINISTRATION

EXHIBIT C
101.601

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 291,049	\$ 308,824	\$ 285,167	\$ 411,844	11.4%	\$ 458,815
7002 Personnel - Temporary	-	-	-	-	>100.0%	41,600
7003 Personnel - Overtime	122,806	129,697	70,411	100,000	-25.0%	75,000
7006 Vacation Pay	12,092	20,069	1,839	-	0.0%	-
7007 Sick Leave Pay	6,402	28,067	(13,375)	-	0.0%	-
7105 Uniform Allowance	1,100	1,100	550	1,100	-100.0%	-
7106 Pers Retirement	90,528	115,941	131,999	249,969	34.6%	336,336
7107 Dental Insurance	6,804	7,470	5,831	6,445	-6.7%	6,016
7108 Group Health Insurance	39,425	51,161	42,321	28,920	14.0%	32,977
7109 Group Life Insurance	601	660	508	558	-6.7%	521
7110 Workers Comp Insurance	17,749	15,341	21,345	8,952	17.3%	10,503
7112 Group Disability Ins	1,860	2,076	2,128	2,430	-6.0%	2,284
7113 Medicare	6,996	7,636	9,245	5,972	11.4%	6,653
7118 Other Benefits Pay	11,415	8,121	135,124	227	-100.0%	-
7120 Sick Leave Payoff	-	-	106,838	-	0.0%	-
7121 Comp/Vac Payoff	11,957	1,968	95,561	-	0.0%	-
7122 Deferred Comp Contrib	1,323	1,736	1,653	2,600	-50.0%	1,300
7124 Veba Health Def Comp	3,320	4,661	5,075	2,400	68.4%	4,040
Employee Services Total	\$ 625,429	\$ 704,526	\$ 902,218	\$ 821,417	18.8%	\$ 976,045
Supplies, Services & Capital Outlay						
7424 Office Expense	\$ 1,773	\$ 816	\$ 1,513	\$ 2,750	0.0%	\$ 2,750
7427 Special Departmental	6,862	4,974	6,868	5,500	85.5%	10,200
7430 Prof & Special Services	185,913	233,164	226,789	183,789	16.2%	213,554
7434 Memberships/Dues/Books	2,428	3,574	3,045	3,800	0.0%	3,800
7435 Prof Development & Mtgs	16,365	16,155	19,425	18,000	0.0%	18,000
7437 Staff Development	89,675	106,569	150,080	94,000	0.0%	94,000
7550 User Chgs-Motor Pool	88,405	88,405	88,405	88,405	0.0%	88,405
7551 User Chgs - It Pool	35,002	37,567	26,252	35,002	-17.7%	28,805
Supplies, Services & Capital Outlay Total	\$ 426,423	\$ 491,223	\$ 522,375	\$ 431,246	6.6%	\$ 459,514
Grand Total	\$ 1,051,851	\$ 1,195,749	\$ 1,424,593	\$ 1,252,663	14.6%	\$ 1,435,559

GENERAL FUND - (101)
Police - Communications Program (602)
Program Manager - Support Services Division Commander

MISSION STATEMENT

Contribute to the safety of the community and public safety responders by providing timely, reliable, and accurate Communications services.

ONGOING RESPONSIBILITIES

- Receive and dispatch emergency and non-emergency calls for service
- Maintain records of the status and activities of on-duty field personnel
- Provide information to police personnel from Department, Local, State, and Federal databases
- Construct, manage, and maintain all City two-way radio systems and department telecommunication systems

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	90% of incoming 9-1-1 calls are answered within ten seconds.	100%	95%	95.8%
2	90% of emergency calls for service are dispatched in less than two minutes.	96%	N/A*	N/A*

**Data not retrievable at this time due to migration to new CAD/RMS system.*

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : POLICE COMMUNICATIONS

EXHIBIT A
 101.602

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 1,978,622	\$ 2,117,948	\$ 2,074,573	\$ 2,193,962	6.7%	\$ 2,340,448
Supplies, Services & Capital Outlay	441,617	307,362	274,431	312,048	16.6%	363,996
Total Before Transfers	2,420,239	2,425,310	2,349,004	2,506,010	7.9%	2,704,444
Appropriation Total	\$ 2,420,239	\$ 2,425,310	\$ 2,349,004	\$ 2,506,010	7.9%	\$ 2,704,444

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : POLICE COMMUNICATIONS**

**EXHIBIT B
101.602**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Support Services Manager *	0.50	0.50	0.50	-	0.50	\$	102,060
Communications Supervisor	1.00	1.00	1.00	-	1.00		185,793
Public Safety Dispatcher	9.00	9.00	9.00	1.00	10.00		1,601,679
Public Safety Systems Specialist	1.00	1.00	1.00	-	1.00		165,331
* Balance in Program 603							
TOTAL	11.50	11.50	11.50	1.00	12.50	\$	2,054,864

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Part-Time Dispatcher (Per Diem Basis)	0.15	0.15	0.15	-	0.15	\$	10,000
TOTAL	0.15	0.15	0.15	-	0.15	\$	10,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : POLICE - COMMUNICATIONS

EXHIBIT C
101.602

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 1,092,033	\$ 1,074,012	\$ 1,239,111	\$ 1,280,107	\$ 14.1%	\$ 1,460,632
7002 Personnel - Temporary	5,912	44,458	35,799	10,000	0.0%	10,000
7003 Personnel - Overtime	156,897	200,808	26,254	70,000	-42.9%	40,000
7005 Post	7,650	14,750	15,600	-	>100.0%	18,200
7006 Vacation Pay	56,763	39,103	28,496	-	0.0%	-
7007 Sick Leave Pay	46,951	56,434	14,542	-	0.0%	-
7103 Holiday Pay	49,727	49,303	56,536	50,104	21.5%	60,901
7104 Meal Allowance	3,180	3,540	562	3,000	0.0%	3,000
7106 Pers Retirement	258,276	292,391	324,157	415,789	-2.0%	407,560
7107 Dental Insurance	24,529	24,060	23,672	31,153	-13.8%	26,856
7108 Group Health Insurance	194,157	195,403	211,638	252,720	-5.5%	238,780
7109 Group Life Insurance	3,046	2,973	2,957	2,697	24.1%	3,348
7110 Workers Comp Insurance	8,660	7,481	6,926	7,158	-1.3%	7,067
7112 Group Disability Ins	8,444	8,194	8,102	10,692	-13.6%	9,234
7113 Medicare	21,897	23,412	22,078	23,368	-4.5%	22,326
7114 Auto Allowance	960	723	557	960	0.0%	960
7115 Cell Phone Allowance	900	856	720	180	300.0%	720
7118 Other Benefits Pay	2,966	11,990	1,507	1,096	-100.0%	-
7121 Comp/Vac Payoff	12,053	41,141	27,964	-	0.0%	-
7122 Deferred Comp Contrib	6,954	6,843	6,960	8,736	-13.1%	7,592
7124 Veba Health Def Comp	16,592	19,989	20,400	26,072	-10.7%	23,272
7126 Pars Retirement	73	86	36	130	-100.0%	-
Employee Services Total	\$ 1,978,622	\$ 2,117,948	\$ 2,074,573	\$ 2,193,962	6.7%	\$ 2,340,448
Supplies, Services & Capital Outlay						
7421 Communications-Phones	71,922	66,356	60,240	50,200	0.6%	50,500
7424 Office Expense	924	382	630	900	0.0%	900
7427 Special Departmental	3,046	3,720	2,400	4,800	0.0%	4,800
7429 Maint & Oper Of Equip	2,374	15,472	8,550	28,500	226.3%	93,000
7430 Prof & Special Services	251,644	109,722	114,140	114,140	-0.6%	113,500
7434 Memberships/Dues/Books	1,659	1,272	1,000	2,000	0.0%	2,000
7435 Prof Development & Mtgs	1,540	-	4,490	3,000	233.3%	10,000
7437 Staff Development	-	1,929	1,600	-	0.0%	-
7551 User Chgs - It Pool	108,508	108,509	81,381	108,508	-17.7%	89,296
Supplies, Services & Capital Outlay Total	\$ 441,617	\$ 307,362	\$ 274,431	\$ 312,048	16.6%	\$ 363,996
Grand Total	\$ 2,420,239	\$ 2,425,310	\$ 2,349,004	\$ 2,506,010	7.9%	\$ 2,704,444

**GENERAL FUND - (101)
Police - Records Program (603)
Program Manager - Support Services Division Commander**

MISSION STATEMENT

Provide professional, courteous, and efficient service to the public and maintain an accurate, comprehensive, and complete public safety records management system.

ONGOING RESPONSIBILITIES

- Accurately process crime, accident and supplemental reports, citations, warrants, and other documents in compliance with department policy, State, and Federal laws
- Provide non-emergency telephone and front counter service
- Provide statistical information to other divisions, departments, and State and Federal agencies as needed or required by law
- Receive, store, and dispose of property and evidence and provide accurate records of the chain of custody
- Provide office support to administrative members of the department

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	85% of report requests submitted to the Records Division will be processed within 7 business days of receipt	93%	95%	96%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : POLICE RECORDS DIVISION

EXHIBIT A
 101.603

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 1,133,906	\$ 1,149,419	\$ 1,164,400	\$ 1,358,695	-8.4%	\$ 1,245,129
Supplies, Services & Capital Outlay	141,006	180,254	125,278	148,507	-7.7%	137,124
Total Before Transfers	1,274,912	1,329,673	1,289,679	1,507,202	-8.3%	1,382,253
Appropriation Total	\$ 1,274,912	\$ 1,329,673	\$ 1,289,679	\$ 1,507,202	-8.3%	\$ 1,382,253

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : POLICE RECORDS DIVISION**

**EXHIBIT B
101.603**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Support Services Manager *	0.50	0.50	0.50	-	0.50	\$	102,060
Police Records Supervisor	1.00	1.00	1.00	-	1.00		155,725
Police Records Specialist	6.00	6.00	6.00	-	6.00		728,922
Property/Evidence Specialist	1.00	1.00	1.00	-	1.00		121,637
Community Services Officer	1.00	1.00	1.00	(0.92)	0.08		12,038
* Balance of Position in Program 602							
TOTAL	9.50	9.50	9.50	(0.92)	8.58	\$	1,120,381

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Part-Time Police Clerk	0.20	0.20	0.20	(0.20)	-	\$	-
TOTAL	0.20	0.20	0.20	(0.20)	-	\$	-

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : POLICE - RECORDS DIVISION

EXHIBIT C
101.603

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 618,396	\$ 640,197	\$ 639,297	\$ 840,415	-9.2%	\$ 763,308
7002 Personnel - Temporary	17,528	28,225	28,169	11,648	-100.0%	-
7003 Personnel - Overtime	15,511	3,544	1,560	4,000	0.0%	4,000
7006 Vacation Pay	36,024	31,224	29,182	-	0.0%	-
7007 Sick Leave Pay	24,782	23,626	31,781	-	0.0%	-
7103 Holiday Pay	29,624	30,993	30,507	32,054	2.1%	32,719
7105 Uniform Allowance	5,627	5,325	5,136	5,980	-11.3%	5,302
7106 Pers Retirement	137,024	152,657	162,365	218,625	-3.2%	211,587
7107 Dental Insurance	18,420	17,994	17,722	20,411	-9.7%	18,441
7108 Group Health Insurance	146,681	146,381	152,922	167,460	-2.0%	164,057
7109 Group Life Insurance	2,183	2,162	2,228	1,767	32.9%	2,348
7110 Workers Comp Insurance	11,543	9,844	9,430	8,985	-62.7%	3,348
7112 Group Disability Ins	6,311	6,196	5,962	7,047	-9.5%	6,379
7113 Medicare	11,981	11,964	12,197	12,355	-6.2%	11,591
7114 Auto Allowance	960	723	557	960	0.0%	960
7115 Cell Phone Allowance	800	849	720	900	-56.7%	390
7118 Other Benefits Pay	474	5,527	2,550	3,318	-100.0%	-
7120 Sick Leave Payoff	8,581	-	-	-	0.0%	-
7121 Comp/Vac Payoff	23,669	11,513	12,085	-	0.0%	-
7122 Deferred Comp Contrib	4,568	4,576	4,519	5,148	-10.2%	4,624
7124 Veba Health Def Comp	12,989	15,530	15,172	17,471	-8.0%	16,075
7126 Pars Retirement	231	369	339	151	-100.0%	-
Employee Services Total	\$ 1,133,906	\$ 1,149,419	\$ 1,164,400	\$ 1,358,695	-8.4%	\$ 1,245,129
Supplies, Services & Capital Outlay						
7424 Office Expense	\$ 15,034	\$ 15,015	\$ 16,000	\$ 16,000	0.0%	\$ 16,000
7427 Special Departmental	15,554	19,045	16,500	16,500	-6.1%	15,500
7430 Prof & Special Services	3,672	35,282	6,790	9,700	29.4%	12,550
7434 Memberships/Dues/Books	170	168	195	300	0.0%	300
7437 Staff Development	-	366	1,688	-	0.0%	-
7438 Other Charges	12,069	15,870	13,225	11,500	30.4%	15,000
7551 User Chgs - It Pool	94,507	94,507	70,880	94,507	-17.7%	77,774
Supplies, Services & Capital Outlay Total	\$ 141,006	\$ 180,254	\$ 125,278	\$ 148,507	-7.7%	\$ 137,124
Grand Total	\$ 1,274,912	\$ 1,329,673	\$ 1,289,679	\$ 1,507,202	-8.3%	\$ 1,382,253

GENERAL FUND - (101)
Police - Special Enforcement Program (604)
Program Manager - Special Enforcement Division Commander

MISSION STATEMENT

Resolve cases quickly and reduce crime by providing proactive and follow-up investigative services utilizing traditional and innovative methods.

Reduce traffic accidents, create safer roadways, and decrease blight conditions in neighborhoods by providing essential traffic services.

ONGOING RESPONSIBILITIES

- Investigate, record, and document all major crime scenes, collect and preserve evidence, prepare investigative reports, and present testimony in trial for the prosecution of offenders
- Use modern surveillance and undercover techniques to deter crime and arrest offenders
- Identify and target criminal activity for selective enforcement
- Work closely with the schools to deal with student and juvenile issues
- Provide crime prevention service to residents and businesses within the City
- Assign resources to designated areas of concern. Promote traffic safety and efficiency through public education, traffic law enforcement, and cooperative efforts with other City departments

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Traffic enforcement index of at least 21. (Hazardous citations plus DUI arrests, divided by injury accidents)	31.63	14.84	12.16
2	80% of abandoned vehicle complaints responded to within 48 hours of receipt.	100%	100%	75%*
3	100% of traffic concerns are assigned resources.	100%	100%	75%*

* Due to COVID-19, abandoned vehicles were not marked for towing due to Shelter-in-Place Orders

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.604

PROGRAM : POLICE - SPECIAL ENFORCEMENT DIVISION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 3,735,142	\$ 4,125,433	\$ 3,661,817	\$ 4,380,558	-8.2%	\$ 4,020,309
Supplies, Services & Capital Outlay	285,759	250,411	360,511	230,568	27.2%	293,380
Total Before Transfers	4,020,901	4,375,843	4,022,328	4,611,126	-6.5%	4,313,690
Appropriation Total	\$ 4,020,901	\$ 4,375,843	\$ 4,022,328	\$ 4,611,126	-6.5%	\$ 4,313,690

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations
PROGRAM : POLICE - SPECIAL ENFORCEMENT DIVISION**

**EXHIBIT B
101.604**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Police Captain	1.00	1.00	1.00	-	1.00	\$ 325,956	
Police Sergeant	2.00	2.00	2.00	-	2.00	553,814	
Police Agent	2.00	2.00	2.00	(1.00)	1.00	252,096	
Police Officer *	8.00	9.00	9.00	-	9.00	1,854,467	
Community Services Officer	0.75	0.75	0.75	-	0.75	107,953	
* 1 FTE funded by County of Santa Clara - Fire Department							
TOTAL	13.75	14.75	14.75	(1.00)	13.75	\$ 3,094,287	

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Public Safety Assistant	1.50	1.50	0.50	(0.50)	-	\$ -
Crossing Guards	3.43	3.43	3.43	(3.43)	-	-
TOTAL	4.93	4.93	3.93	-3.93	-	\$ -

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : POLICE - SPECIAL ENFORCEMENT DIVISION

EXHIBIT C
101.604

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 1,664,735	\$ 1,694,108	\$ 1,448,129	\$ 2,018,566	1.0%	\$ 2,039,548
7002 Personnel - Temporary	169,802	141,971	83,621	134,040	-100.0%	-
7003 Personnel - Overtime	78,848	105,839	62,602	120,000	-16.7%	100,000
7005 Post	112,055	115,493	90,560	101,701	0.2%	101,896
7006 Vacation Pay	63,060	99,991	62,786	-	0.0%	-
7007 Sick Leave Pay	56,740	52,840	64,444	-	0.0%	-
7008 Flsa Overtime	1,288	1,385	2,171	-	0.0%	-
7009 Retention Pay	-	-	103,165	-	>100.0%	5,638
7103 Holiday Pay	87,886	91,321	80,054	82,375	24.5%	102,533
7105 Uniform Allowance	12,930	15,003	11,830	14,855	0.0%	14,855
7106 Pers Retirement	918,962	1,201,676	1,182,738	1,493,499	-15.9%	1,256,317
7107 Dental Insurance	28,163	28,768	22,159	27,994	1.8%	28,510
7108 Group Health Insurance	203,825	207,507	167,347	202,395	-1.8%	198,700
7109 Group Life Insurance	2,663	2,703	2,076	3,674	-28.5%	2,627
7110 Workers Comp Insurance	111,502	98,871	80,996	110,000	-21.5%	86,340
7112 Group Disability Ins	1,701	1,701	1,190	1,519	0.0%	1,519
7113 Medicare	36,047	37,409	31,121	28,967	12.8%	32,689
7115 Cell Phone Allowance	-	-	-	-	>100.0%	270
7118 Other Benefits Pay	7,916	31,112	11,419	13,933	-100.0%	-
7120 Sick Leave Payoff	49,916	48,219	46,308	-	0.0%	-
7121 Comp/Vac Payoff	100,440	122,502	80,038	-	0.0%	-
7122 Deferred Comp Contrib	267	267	232	429	-100.0%	-
7124 Veba Health Def Comp	24,543	25,269	25,966	24,868	96.5%	48,868
7126 Pars Retirement	1,852	1,476	864	1,743	-100.0%	-
Employee Services Total	\$ 3,735,142	\$ 4,125,433	\$ 3,661,817	\$ 4,380,558	-8.2%	\$ 4,020,309
Supplies, Services & Capital Outlay						
7423 Clothing & Personal Exp	\$ 6,613	\$ 4,922	\$ 7,050	\$ 5,500	0.0%	\$ 5,500
7424 Office Expense	1,164	819	600	1,500	0.0%	1,500
7427 Special Departmental	68,693	49,640	167,853	19,200	-18.5%	15,650
7429 Maint & Oper Of Equip	3,955	1,472	810	4,050	-25.9%	3,000
7430 Prof & Special Services	53,614	47,046	60,135	60,135	141.0%	144,900
7431 Promotional Expense	8,386	4,030	8,244	-	0.0%	-
7434 Memberships/Dues/Books	1,999	2,094	1,488	1,750	0.0%	1,750
7437 Staff Development	15	1,192	-	-	0.0%	-
7438 Other Charges	6,887	4,763	4,400	4,000	0.0%	4,000
7550 User Chgs-Motor Pool	36,426	36,426	36,426	36,426	0.0%	36,426
7551 User Chgs - It Pool	98,007	98,007	73,505	98,007	-17.7%	80,654
Supplies, Services & Capital Outlay Total	\$ 285,759	\$ 250,411	\$ 360,511	\$ 230,568	27.2%	\$ 293,380
Grand Total	\$ 4,020,901	\$ 4,375,843	\$ 4,022,328	\$ 4,611,126	-6.5%	\$ 4,313,690

**GENERAL FUND - (101)
Police - Field Services Program (605)
Program Managers - Field Services Division Commander**

MISSION STATEMENT

Enhance the safety of the community by providing a full range of effective police field services.

ONGOING RESPONSIBILITIES

- Provide effective patrol and traffic services
- Support other City departments in problem solving efforts
- Enhance the quality of life in business and residential areas through code enforcement and promptly alert other City departments to the presence of property that appears to be unsanitary or unsafe

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Provide continued support as needed to public health orders relating to COVID-19 pandemic

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Respond to 90% of emergency calls for service within five minutes	97%	N/A*	N/A*
2	Respond to 90% of non-emergency calls for service within twenty minutes	95%	N/A*	N/A*

**Data not retrievable at this time due to migration to new CAD/RMS system.*

**CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : POLICE - FIELD SERVICES**

**EXHIBIT A
 101.605**

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 7,795,665	\$ 8,305,370	\$ 9,256,370	\$ 8,611,962	9.3%	\$ 9,410,504
Supplies, Services & Capital Outlay	1,020,672	1,051,117	1,072,318	1,068,289	-7.9%	983,480
Total Before Transfers	8,816,337	9,356,487	10,328,688	9,680,251	7.4%	10,393,984
Appropriation Total	\$ 8,816,337	\$ 9,356,487	\$ 10,328,688	\$ 9,680,251	7.4%	\$ 10,393,984

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations
PROGRAM : POLICE - FIELD SERVICES**

**EXHIBIT B
101.605**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Police Captain	1.00	1.00	1.00	-	1.00	\$ 324,964
Police Sergeant	5.00	5.00	5.00	-	5.00	1,363,813
Police Agent	4.00	4.00	4.00	1.00	5.00	1,252,894
Police Officer *	20.00	21.00	21.00	-	21.00	4,105,598
Community Services Officer	1.80	1.00	3.00	(0.92)	2.08	274,489
* 1 FTE funded by County of Santa Clara - Fire Department						
TOTAL	31.80	32.00	34.00	0.08	34.08	\$ 7,321,759

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : POLICE - FIELD SERVICES

EXHIBIT C
101.605

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 3,580,697	\$ 3,740,311	\$ 4,015,223	\$ 4,501,710	6.8%	\$ 4,809,823
7002 Personnel - Temporary	-	95	13,589	54,080	-100.0%	-
7003 Personnel - Overtime	250,803	235,184	209,940	240,000	-10.4%	215,000
7005 Post	182,782	175,702	189,126	181,598	18.5%	215,225
7006 Vacation Pay	121,062	86,562	59,268	-	0.0%	-
7007 Sick Leave Pay	56,497	58,543	77,161	-	0.0%	-
7008 Flsa Overtime	2,758	4,064	6,550	-	0.0%	-
7009 Retention Pay	-	-	195,129	-	>100.0%	28,412
7103 Holiday Pay	195,540	206,120	230,562	197,103	30.9%	257,934
7105 Uniform Allowance	36,099	35,543	36,551	37,420	-1.8%	36,742
7106 Pers Retirement	2,289,762	2,398,924	2,624,333	2,438,066	17.6%	2,867,924
7107 Dental Insurance	60,837	64,915	65,122	71,198	-1.9%	69,873
7108 Group Health Insurance	444,358	481,402	481,778	515,820	-3.9%	495,446
7109 Group Life Insurance	5,615	6,041	6,080	9,393	-30.4%	6,533
7110 Workers Comp Insurance	211,335	198,925	219,689	212,149	-4.2%	203,318
7112 Group Disability Ins	1,246	2,083	2,084	3,159	-21.2%	2,491
7113 Medicare	68,693	73,072	82,837	65,990	16.5%	76,875
7115 Cell Phone Allowance	-	-	-	-	>100.0%	750
7118 Other Benefits Pay	36,949	162,483	132,314	18,246	-100.0%	-
7120 Sick Leave Payoff	23,434	9,023	136,208	-	0.0%	-
7121 Comp/Vac Payoff	172,172	306,750	396,283	-	0.0%	-
7122 Deferred Comp Contrib	76	983	926	1,716	-30.6%	1,192
7124 Veba Health Def Comp	54,950	58,646	75,618	63,611	93.3%	122,966
7126 Pars Retirement	-	-	-	703	-100.0%	-
Employee Services Total	\$ 7,795,665	\$ 8,305,370	\$ 9,256,370	\$ 8,611,962	9.3%	\$ 9,410,504
Supplies, Services & Capital Outlay						
7423 Clothing & Personal Exp	\$ 10,131	\$ 19,647	\$ 11,605	\$ 10,550	90.0%	\$ 20,050
7424 Office Expense	1,208	814	600	1,200	0.0%	1,200
7427 Special Departmental	134,288	130,006	133,623	106,600	-3.8%	102,600
7429 Maint & Oper Of Equip	4,399	4,762	853	5,000	-10.0%	4,500
7430 Prof & Special Services	32,409	76,522	97,033	90,685	-60.2%	36,100
7432 Other Contractual Service	308,795	285,946	325,162	325,162	-5.1%	308,530
7434 Memberships/Dues/Books	2,334	1,909	300	1,000	0.0%	1,000
7437 Staff Development	-	4,364	1,803	-	0.0%	-
7438 Other Charges	16	55	500	1,000	0.0%	1,000
7550 User Chgs-Motor Pool	422,085	422,085	422,085	422,085	0.0%	422,085
7551 User Chgs - It Pool	105,007	105,007	78,755	105,007	-17.7%	86,415
Supplies, Services & Capital Outlay Total	\$ 1,020,672	\$ 1,051,117	\$ 1,072,318	\$ 1,068,289	-7.9%	\$ 983,480
Grand Total	\$ 8,816,337	\$ 9,356,487	\$ 10,328,688	\$ 9,680,251	7.4%	\$ 10,393,984



Fire Protection Services

PROGRAM

610 Fire Protection Services

**GENERAL FUND - (101)
Fire Protection Services Program (610)
Program Manager - Police Chief**

MISSION STATEMENT

Protect lives and property in the community by providing the most effective fire protection services available, including fire prevention, public education, medical response and fire suppression services.

ONGOING RESPONSIBILITIES

- Maintain and monitor fire prevention and protection and emergency medical response performance standards and service levels as specified in the Santa Clara County Fire Department Services Contract
- Review City medical responses to ensure that guidelines are being met

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Respond to 90% of all fire related calls for service within seven minutes or less	100%	85.71%	100%
2	Respond to 90% of all medical related calls for service within eight minutes or less	100%	98.15%	100%

**CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : FIRE PROTECTION SERVICES**

**EXHIBIT A
 101.610**

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Supplies, Services & Capital Outlay	8,126,844	8,591,974	9,126,693	9,126,693	4.7%	9,552,487
Total Before Transfers	8,126,844	8,591,974	9,126,693	9,126,693	4.7%	9,552,487
Appropriation Total	\$ 8,126,844	\$ 8,591,974	\$ 9,126,693	\$ 9,126,693	4.7%	\$ 9,552,487

CITY OF CAMPBELL
 OPERATING BUDGET - Account Level Summary of Expenses
 PROGRAM : POLICE - FIRE PROTECTION SERVICES

EXHIBIT C
 101.610

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Supplies, Services & Capital Outlay					0.0%	
7432 Other Contractual Service	\$ 8,126,844	\$ 8,591,974	\$ 9,126,693	\$ 9,126,693	4.7%	\$ 9,552,487
Supplies, Services & Capital Outlay Total	\$ 8,126,844	\$ 8,591,974	\$ 9,126,693	\$ 9,126,693	4.7%	\$ 9,552,487
Grand Total	\$ 8,126,844	\$ 8,591,974	\$ 9,126,693	\$ 9,126,693	4.7%	\$ 9,552,487



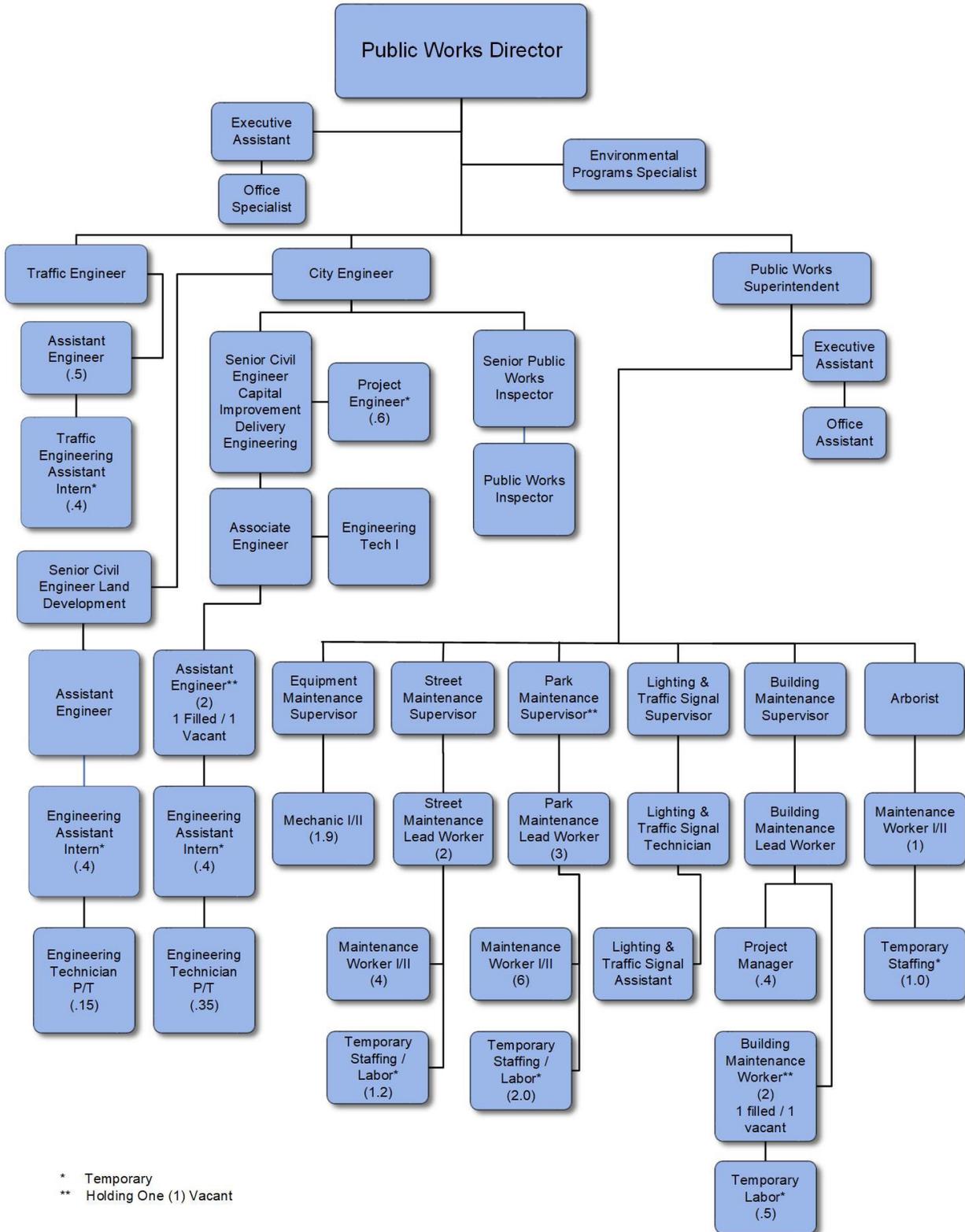


Public Works

PROGRAMS

- 701 Administration
- 715 Environmental Programs
- 720 Transportation Engineering
- 730 Engineering
- 740 Land Development / Environmental Programs
- 741 Community Facilities District #2
- 745 Maintenance Administration
- 750 Vehicle & Equipment Maintenance
- 760 Street Maintenance
- 770 Signals & Lighting Maintenance
- 775 Park Maintenance
- 780 Building Maintenance

Public Works Department 2020 - 2021



PUBLIC WORKS PROGRAM SUMMARY

Expenditure Summary

<u>Description</u>	<u>FY 2018</u> <u>Actual</u>	<u>FY 2019</u> <u>Actual</u>	<u>FY 2020</u> <u>Estimated</u>	<u>FY 2020</u> <u>Adopted</u>	<u>FY 2021</u> <u>Adopted</u>
Employee Services	\$ 7,904,839	\$ 7,929,639	\$ 7,412,189	8,070,922	\$ 8,105,148
Supplies, Services & Capital Outlay	5,723,047	4,911,372	5,177,110	4,762,477	4,489,168
Capital Projects	<u>75,856</u>	<u>120,403</u>	<u>550,107</u>	<u>540,000</u>	<u>301,000</u>
Total Before Transfers	13,703,742	12,961,414	13,139,406	13,373,399	12,895,316
Transfers Out	173,265	-	-	-	-
Appropriation Total	<u>\$ 13,530,477</u>	<u>\$ 12,961,414</u>	<u>\$ 13,139,406</u>	<u>13,373,399</u>	<u>\$ 12,895,316</u>

PUBLIC WORKS PROGRAM SUMMARY

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted
Arborist	1.00	1.00	1.00	-	1.00
Assistant Engineer ***	2.50	2.50	2.50	(1.00)	1.50
Associate Engineer	1.00	1.00	1.00	-	1.00
Building Maintenance Lead Worker	1.00	1.00	1.00	-	1.00
Building Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Building Maintenance Worker ***	2.00	2.00	2.00	(1.00)	1.00
City Engineer	1.00	1.00	1.00	-	1.00
Engineer Technician I	-	-	1.00	-	1.00
Environmental Programs Coordinator	-	-	1.00	-	1.00
Equipment Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Executive Assistant	2.00	2.00	2.00	-	2.00
Lighting & Traffic Signal Assistant	1.00	1.00	1.00	-	1.00
Lighting & Traffic Signal Supervisor	1.00	1.00	1.00	-	1.00
Lighting & Traffic Signal Technician	1.00	1.00	1.00	-	1.00
Maintenance Worker I	11.00	11.00	10.00	(9.00)	1.00
Maintenance Worker II	-	-	-	9.00	9.00
Mechanic I / II	1.80	1.90	1.90	-	1.90
Office Assistant	1.00	1.00	1.00	-	1.00
Office Specialist	1.00	1.00	1.00	-	1.00
Park Maintenance Lead Worker	3.00	3.00	3.00	-	3.00
Park Maintenance Supervisor ***	1.00	1.00	1.00	(1.00)	-
Public Works Director	1.00	1.00	1.00	-	1.00
Public Works Inspector	1.00	1.00	1.00	-	1.00
Public Works Superintendent	1.00	1.00	1.00	-	1.00
Senior Civil Engineer	2.00	2.00	2.00	-	2.00
Senior Public Works Inspector	1.00	1.00	1.00	-	1.00
Street Maintenance Lead Worker	2.00	2.00	2.00	-	2.00
Street Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Traffic Engineer	1.50	1.00	1.00	-	1.00
*** Vacant freeze- full year					
Permanent	44.80	44.40	45.40	-3.00	42.40
Limited-Term Positions					
Administrative Analyst I	0.30	-	-	-	-
Assistant Engineer	1.00	1.00	1.00	-	1.00
Engineer Technician I	-	1.00	-	-	-
Park Maintenance Worker I / II	1.00	-	-	-	-
Limited-Term Position	2.30	2.00	1.00	-	1.00

PUBLIC WORKS PROGRAM SUMMARY

Temporary Positions

Engineering Assistant (Intern)	1.00	1.00	1.00	(0.20)	0.80
Engineering Technician	0.20	-	-	0.50	0.50
Executive Project Manager	0.40	0.40	-	-	-
GIS Technician	0.50	-	-	-	-
Management Intern	0.80	0.50	0.50	(0.50)	-
Office Assistant-Part-Time	-	0.30	0.30	(0.10)	0.20
Project Engineer/Inspector	0.95	0.70	0.80	(0.20)	0.60
Project Manager (One-Time Projects)	0.40	0.40	-	0.40	0.40
Technician	-	0.50	0.25	(0.25)	-
Temporary Building Maintenance Worker	0.80	0.50	0.50	-	0.50
Temporary Labor (Parks)	3.50	2.75	3.00	(1.00)	2.00
Temporary Labor (Trees)	-	0.75	0.75	0.25	1.00
Office Intern	-	-	-	0.10	0.10
Temporary Staffing - Tree trimming/Stormwater	1.00	1.00	1.00	0.20	1.20
Traffic Engineering Assistant (Intern)	0.50	0.50	0.50	(0.10)	0.40
Transportation Specialist (Limited Term)	0.50	-	-	-	-
Temporary	10.55	9.30	8.60	(0.90)	7.70
Total Full Time Equivalents	57.65	55.70	55.00	(3.90)	51.10

GENERAL FUND - (101)
Public Works - Department Administration Program (701)
Program Manager - Public Works Director

MISSION STATEMENT

Provide effective administrative direction and management of Public Works Department programs including the design and construction of public facilities; land development review; Lighting and Landscape District administration; traffic engineering; environmental programs; and parks, streets, vehicle and traffic signal and lighting maintenance.

ONGOING RESPONSIBILITIES

- Provide administrative and clerical support services to the Engineering, Traffic and Environmental Divisions
- Manage the development of the department's annual budget and Capital Improvement Program submittals
- Schedule and coordinate items requiring City Council action
- Monitor monthly financial reports
- Monitor performance measures
- Ensure timely completion of Employee Performance Reviews
- Prepare quarterly work program status reports
- Assist with major redevelopment project implementation
- Assist with capital project implementation
- Continue document imaging implementation

WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Implement and manage Measure O design process and subsequent related work
- Participate in long range regional transportation planning efforts - Envision Silicon Valley and Plan Bay Area 2050 process
- Complete revising specifications and contract document requirements in coordination with the City Attorney
- Provide support to the West Valley Solid Waste and West Valley Clean Water JPA's

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.701

PROGRAM : PUBLIC WORKS - ADMINISTRATION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 647,100	\$ 615,267	\$ 530,690	\$ 682,473	-8.9%	\$ 622,017
Supplies, Services & Capital Outlay	92,397	81,313	79,298	99,054	-11.8%	87,388
Total Before Transfers	739,496	696,580	609,987	781,527	-9.2%	709,405
Appropriation Total	\$ 739,496	\$ 696,580	\$ 609,987	\$ 781,527	-9.2%	\$ 709,405

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : PUBLIC WORKS - ADMINISTRATION

EXHIBIT B
101.701

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Public Works Director	1.00	1.00	1.00	-	1.00	\$ 288,010	
Executive Assistant	1.00	1.00	1.00	-	1.00	133,410	
Office Specialist	1.00	1.00	1.00	-	1.00	121,711	
Environmental Programs Specialist	-	-	1.00	(1.00)	-	-	
TOTAL	3.00	3.00	4.00	(1.00)	3.00	\$ 543,131	

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Executive Project Manager	0.40	0.40	-	-	-	-
Office Intern	0.80	0.50	0.50	(0.40)	0.10	\$ 2,000
Office Assistant - Part-Time	-	0.20	0.20	-	0.20	12,000
TOTAL	1.20	1.10	0.70	(0.40)	0.30	\$ 14,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - ADMINISTRATION

EXHIBIT C
101.701

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 374,350	\$ 370,227	\$ 323,929	\$ 484,618	-12.0%	\$ 426,242
7002 Personnel - Temporary	68,674	15,411	10,077	30,000	-53.3%	14,000
7003 Personnel - Overtime	-	-	105	500	0.0%	500
7006 Vacation Pay	23,794	24,769	18,188	-	0.0%	-
7007 Sick Leave Pay	10,300	21,715	15,685	-	0.0%	-
7106 Pers Retirement	80,967	93,209	92,912	98,447	14.6%	112,824
7107 Dental Insurance	7,090	7,090	5,820	6,445	0.0%	6,445
7108 Group Health Insurance	49,453	48,619	42,536	43,380	-8.0%	39,909
7109 Group Life Insurance	614	614	504	558	0.0%	558
7110 Workers Comp Insurance	2,439	1,898	1,871	1,528	-2.6%	1,488
7112 Group Disability Ins	2,649	2,649	2,195	2,187	11.1%	2,430
7113 Medicare	7,036	6,577	5,758	6,229	-0.8%	6,181
7114 Auto Allowance	2,640	2,640	2,640	2,604	1.4%	2,640
7115 Cell Phone Allowance	360	360	360	360	0.0%	360
7118 Other Benefits Pay	10,236	10,707	1,759	227	-100.0%	-
7120 Sick Leave Payoff	-	49	-	-	0.0%	-
7121 Comp/Vac Payoff	-	1,346	-	-	0.0%	-
7122 Deferred Comp Contrib	2,951	2,851	2,070	2,600	0.0%	2,600
7124 Veba Health Def Comp	2,702	4,336	4,162	2,400	143.4%	5,841
7126 Pars Retirement	847	200	118	390	-100.0%	-
Employee Services Total	\$ 647,100	\$ 615,267	\$ 530,690	\$ 682,473	-8.9%	\$ 622,017
Supplies, Services & Capital Outlay						
7421 Communications-Phones	\$ 1,041	\$ 1,236	\$ 4,003	\$ 1,100	0.0%	\$ 1,100
7424 Office Expense	6,318	4,632	6,700	5,000	0.0%	5,000
7427 Special Departmental	4,474	2,087	2,484	4,500	-22.2%	3,500
7429 Maint & Oper Of Equip	2,781	3,059	3,061	2,700	0.0%	2,700
7430 Prof & Special Services	20,143	9,800	20,000	25,000	0.0%	25,000
7434 Memberships/Dues/Books	765	765	300	750	166.7%	2,000
7435 Prof Development & Mtgs	870	3,729	747	4,000	-50.0%	2,000
7551 User Chgs - It Pool	56,004	56,004	42,003	56,004	-17.7%	46,088
Supplies, Services & Capital Outlay Total	\$ 92,397	\$ 81,313	\$ 79,298	\$ 99,054	-11.8%	\$ 87,388
Grand Total	\$ 739,496	\$ 696,580	\$ 609,987	\$ 781,527	-9.2%	\$ 709,405

**ENVIRONMENTAL SERVICES FUND - (209)
Public Works - Environmental Services Program (715)
Program Manager - City Engineer**

MISSION STATEMENT

Monitor environmental program revenues for solid waste, storm water, and other miscellaneous sources of funds.

ONGOING RESPONSIBILITIES

- Transfer out of solid waste and storm water revenues to other City programs

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 209.715

PROGRAM : PUBLIC WORKS - ENVIRONMENTAL SERVICES

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ -	\$ -	\$ -	\$ -	>100.0%	\$ 135,670
Total Before Transfers	-	-	-	-	>100.0%	135,670
Appropriation Total	\$ -	\$ -	\$ -	\$ -	>100.0%	\$ 135,670

CITY OF CAMPBELL
 OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
 PROGRAM : PUBLIC WORKS - PARK MAINTENANCE

EXHIBIT B
 209.715

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Environmental Programs Specialist	-	-	-	1.00	1.00	122,336
TOTAL	-	-	-	1.00	1.00	\$ 122,336

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - ENVIRONMENTAL SERVICES

EXHIBIT C
209.715

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	-	-	-	-	>100.0%	88,270
7106 Pers Retirement	-	-	-	-	>100.0%	23,365
7107 Dental Insurance	-	-	-	-	>100.0%	2,148
7108 Group Health Insurance	-	-	-	-	>100.0%	16,283
7109 Group Life Insurance	-	-	-	-	>100.0%	186
7110 Workers Comp Insurance	-	-	-	-	>100.0%	308
7112 Group Disability Ins	-	-	-	-	>100.0%	729
7113 Medicare	-	-	-	-	>100.0%	1,280
7122 Deferred Comp Contrib	-	-	-	-	>100.0%	1,300
7124 Veba Health Def Comp	-	-	-	-	>100.0%	1,800
Employee Services Total	-	-	-	-	>100.0%	135,670
Grand Total	-	-	-	-	>100.0%	135,670

GENERAL FUND - (101)
Public Works - Transportation Engineering Program (720)
Program Manager - Traffic Engineer

MISSION STATEMENT

Manage, including monitoring and planning improvements to, the City's surface transportation system to achieve safe and efficient movement of pedestrians, bicyclists, and vehicles within and through the community in the most cost-effective and equitable manner possible.

ONGOING RESPONSIBILITIES

- Collect and analyze traffic volume, accident, speed, and related data
- Manage traffic signal timing and coordination
- Determine the need for traffic regulation and control, and direct the placement and operation of traffic controls according to Council policy and traffic engineering standards
- Respond to citizen requests for changes in traffic controls and for evaluation of other traffic engineering issues
- Work with neighborhood groups, as appropriate, to evaluate traffic issues, identify appropriate alternatives, and develop recommendations
- Support the Engineering Division's design and construction of capital improvement projects
- Represent the City in regional and interagency transportation programs and projects, including congestion management, arterial and freeway operations, public transit planning and development, project funding, and bikeway planning
- Prepare and submit mandated reports to the Santa Clara Valley Transportation Agency and Caltrans
- Staff the City's Bicycle and Pedestrian Advisory Committee
- Support the Community Development Department and Engineering Division in the review of development projects and General Plan changes
- Identify and apply for outside funding sources suitable for transportation-related projects in the City
- Prepare an annual traffic-vehicle-pedestrian accident report
- Manage annual bicycle and pedestrian safety improvement projects
- Implement the City's current Traffic Calming Policy
- Participate, as appropriate, in implementation and operation of Silicon Valley-Intelligent Transportation Systems (SV-ITS) Projects

GENERAL FUND - (101)
Public Works - Transportation Engineering Program (720)
Program Manager - Traffic Engineer

WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Implement traffic calming improvements
- Manage the construction of the Citywide ITS Enhancements Project
- Manage and implement the results of the Citywide Quinquennial speed survey study
- Manage and implement the VTA - Bascom Avenue Complete Streets Study
- Implementation of VMT as a CEQA measure

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	95% of Congestion Management Program (CMP) roadways meet CMP Level Of Service standards	88.9%	100%	100%
2	Number of pedestrian accidents and percent of total of all accidents	14 2.4%	22 6.1%	14 4.2%
3	Number of bicycle accidents and percent of total of all accidents	14 2.4%	15 4.2%	17 5.1%
4	Number of injury accidents and percent of total of all accidents	77 13.2%	99 27.7%	71* 21.4%
5	80% of Traffic Service Requests responded to within 30 days	97%	89%	97%

- Total includes one fatal accident

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.720

PROGRAM : PUBLIC WORKS - TRANSPORTATION ENGINEERING

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 329,076	\$ 367,364	\$ 355,805	\$ 339,353	7.5%	\$ 364,923
Supplies, Services & Capital Outlay	35,314	57,209	49,087	77,052	-31.2%	52,994
Total Before Transfers	364,390	424,573	404,892	416,405	0.4%	417,917
Appropriation Total	\$ 364,390	\$ 424,573	\$ 404,892	\$ 416,405	0.4%	\$ 417,917

CITY OF CAMPBELL
 OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
 PROGRAM : PUBLIC WORKS - TRANSPORTATION ENGINEERING

EXHIBIT B
 101.720

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Traffic Engineer	1.00	1.00	1.00	-	1.00	\$ 231,037
Assistant Engineer	0.50	0.50	0.50	-	0.50	82,433
TOTAL	1.50	1.50	1.50	-	1.50	\$ 313,470

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Traffic Engineering Assistant (Intern)	0.50	0.50	0.50	(0.10)	0.40	\$ 14,000
TOTAL	0.50	0.50	0.50	(0.10)	0.40	\$ 14,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - TRANSPORTATION ENGINEERING

EXHIBIT C
101.720

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 200,668	\$ 206,225	\$ 215,684	\$ 230,953	\$ 5.9%	\$ 244,634
7002 Personnel - Temporary	17,184	11,996	9,126	17,000	-17.6%	14,000
7003 Personnel - Overtime	-	-	-	500	0.0%	500
7006 Vacation Pay	6,807	10,253	7,714	-	0.0%	-
7007 Sick Leave Pay	4,297	3,613	4,199	-	0.0%	-
7105 Uniform Allowance	75	75	75	75	-100.0%	-
7106 Pers Retirement	48,996	77,626	62,800	49,163	31.7%	64,754
7107 Dental Insurance	4,252	4,297	4,155	3,223	0.0%	3,223
7108 Group Health Insurance	23,399	24,143	24,028	23,550	2.1%	24,049
7109 Group Life Insurance	368	372	360	279	0.0%	279
7110 Workers Comp Insurance	4,478	4,613	4,395	4,136	-1.3%	4,081
7112 Group Disability Ins	1,686	1,701	1,641	1,337	0.0%	1,337
7113 Medicare	3,683	3,816	3,886	3,595	-1.3%	3,547
7114 Auto Allowance	1,920	1,920	1,920	1,920	0.0%	1,920
7115 Cell Phone Allowance	360	360	360	360	0.0%	360
7118 Other Benefits Pay	3,051	6,545	7,567	151	-100.0%	-
7121 Comp/Vac Payoff	5,355	6,739	4,512	-	0.0%	-
7122 Deferred Comp Contrib	635	650	637	650	-100.0%	-
7124 Veba Health Def Comp	1,633	2,263	2,625	2,240	0.0%	2,240
7126 Pars Retirement	228	157	123	221	-100.0%	-
Employee Services Total	\$ 329,076	\$ 367,364	\$ 355,805	\$ 339,353	7.5%	\$ 364,923
Supplies, Services & Capital Outlay					0.0%	
7427 Special Departmental	\$ -	\$ -	\$ 200	\$ 5,500	0.0%	\$ 5,500
7429 Maint & Oper Of Equip	-	5,920	500	7,500	0.0%	7,500
7430 Prof & Special Services	6,000	22,213	26,310	35,000	-57.1%	15,000
7434 Memberships/Dues/Books	1,312	1,074	931	1,050	85.7%	1,950
7435 Prof Development & Mtgs	-	-	145	-	0.0%	-
7551 User Chgs - It Pool	28,002	28,002	21,002	28,002	-17.7%	23,044
Supplies, Services & Capital Outlay Total	\$ 35,314	\$ 57,209	\$ 49,087	\$ 77,052	-31.2%	\$ 52,994
Grand Total	\$ 364,390	\$ 424,573	\$ 404,892	\$ 416,405	0.4%	\$ 417,917

**GENERAL FUND - (101)
Public Works - Engineering (730)
Program Manager - City Engineer**

MISSION STATEMENT

Design and construct Public Works maintenance and Capital Improvement Program (CIP) projects in a timely and cost-effective manner; administer special engineering programs; regulate and inspect construction operations within the public right-of-way.

ONGOING RESPONSIBILITIES

- Perform project planning, engineering design, cost estimating, bid advertisement, and construction management services for Public Works Engineering projects
- Manage schedules and budgets for Public Works Engineering projects
- Conduct periodic street assessment surveys and evaluate and recommend pavement maintenance treatments using the computerized Pavement Management Program
- Participate in MTC's Pavement Maintenance Program
- Issue permits for construction within the public right-of-way
- Perform field inspections of construction within the public right-of-way
- Coordinate one-year maintenance inspections, accept work and release permits/bonds
- Coordinate effectively with other agencies regarding public works construction
- Provide engineering support for Capital Improvement Program development
- Provide engineering support to Traffic Engineering and other departments as needed

WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Manage the construction phase of the Annual Street Maintenance - Winchester Boulevard Resurfacing Project
- Complete design of the Campbell Park improvements
- Complete the environmental review and preliminary design of the San Tomas Aquino Creek Trail Project
- Complete the design for the all-inclusive playground at John D. Morgan Park (Budd Ave. side) and begin construction phase
- Finalize template and execute Master License Agreements with small-cell wireless providers
- Review and update City of Campbell Quality Assurance Plan (QAP) in compliance with Federal Highway Administration and Caltrans

**GENERAL FUND - (101)
Public Works - Engineering (730)
Program Manager - City Engineer**

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Average cost of design and construction engineering is 18%	19%	15%	16%
2	75% of City's pavement network is at a PCI of 70 or greater	46%	61%	56%
3	Overall PCI of City's pavement network	66	73	70

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits
 PROGRAM : PUBLIC WORKS - ENGINEERING

EXHIBIT A
 101.730

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 1,087,990	\$ 1,077,832	\$ 1,088,466	\$ 1,419,400	-9.7%	\$ 1,281,029
Supplies, Services & Capital Outlay	108,380	107,513	94,782	113,592	-7.2%	105,393
Capital projects	1,120	-	10,107	-	0.0%	-
Total Before Transfers	1,197,490	1,185,345	1,193,354	1,532,992	-9.6%	1,386,421
Appropriation Total	\$ 1,197,490	\$ 1,185,345	\$ 1,193,354	\$ 1,532,992	-9.6%	\$ 1,386,421

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : PUBLIC WORKS - ENGINEERING

EXHIBIT B
101.730

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
City Engineer *	0.50	0.50	0.50	-	0.50	\$	136,976
Senior Civil Engineer	1.00	1.00	1.00	-	1.00		224,605
Assistant Engineer ***	1.00	1.00	1.00	(1.00)	-		-
Senior Public Works Inspector	1.00	1.00	1.00	-	1.00		178,324
Associate Engineer	1.00	1.00	1.00	-	1.00		182,625
Assistant Engineer **	1.00	1.00	1.00	-	1.00		176,880
Engineer Technician I	1.00	1.00	1.00	-	1.00		133,724
* Balance of Position in Program 740							
** Limited Term Position							
*** Vacant freeze- full year							
TOTAL	6.50	6.50	6.50	(1.00)	5.50	\$	1,033,133

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Engineering Assistant (Intern)	0.50	0.50	0.50	(0.10)	0.40	\$	14,000
Project Engineer/Inspector	0.75	0.70	0.80	(0.20)	0.60		90,000
GIS Technician	0.25	-	-	-	-		-
Engineering Technician	-	0.25	0.25	0.10	0.35		20,000
TOTAL	1.50	1.45	1.55	-0.2	1.35	\$	124,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - ENGINEERING

EXHIBIT C
101.730

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 681,466	\$ 586,036	\$ 633,807	\$ 883,740	-9.5%	\$ 799,888
7002 Personnel - Temporary	42,611	80,360	44,367	147,000	-15.6%	124,000
7003 Personnel - Overtime	42	-	1,154	3,000	0.0%	3,000
7006 Vacation Pay	28,043	44,575	29,503	-	0.0%	-
7007 Sick Leave Pay	13,805	33,057	21,693	-	0.0%	-
7105 Uniform Allowance	560	415	600	600	0.0%	600
7106 Pers Retirement	155,873	171,325	185,993	217,856	-2.8%	211,846
7107 Dental Insurance	12,533	11,459	11,318	13,965	-15.4%	11,817
7108 Group Health Insurance	84,364	79,962	83,624	96,780	-13.9%	83,296
7109 Group Life Insurance	1,085	976	980	1,209	-15.4%	1,023
7110 Workers Comp Insurance	13,821	11,234	9,746	14,058	-28.6%	10,039
7112 Group Disability Ins	4,617	4,192	4,191	5,103	-14.3%	4,374
7113 Medicare	12,182	11,822	11,685	14,946	-22.4%	11,605
7114 Auto Allowance	2,880	2,880	2,880	2,880	0.0%	2,880
7115 Cell Phone Allowance	900	900	900	900	0.0%	900
7118 Other Benefits Pay	8,548	10,148	12,794	491	-100.0%	-
7120 Sick Leave Payoff	-	-	6,481	-	0.0%	-
7121 Comp/Vac Payoff	14,197	15,847	13,606	-	0.0%	-
7122 Deferred Comp Contrib	5,650	4,900	4,739	6,500	-20.0%	5,200
7124 Veba Health Def Comp	4,618	7,094	8,305	8,461	24.8%	10,561
7126 Pars Retirement	196	650	100	1,911	-100.0%	-
Employee Services Total	\$ 1,087,990	\$ 1,077,832	\$ 1,088,466	\$ 1,419,400	-9.7%	\$ 1,281,029
Supplies, Services & Capital Outlay						
7421 Communications-Phones	\$ -	\$ -	\$ -	\$ 450	50.0%	\$ 675
7423 Clothing & Personal Exp	-	-	200	400	0.0%	400
7425 Small Tools	166	30	500	1,500	0.0%	1,500
7427 Special Departmental	76	-	1,173	200	0.0%	200
7429 Maint & Oper Of Equip	103	-	-	-	0.0%	-
7430 Prof & Special Services	7,975	11,068	15,273	10,000	0.0%	10,000
7434 Memberships/Dues/Books	1,529	1,630	1,790	2,050	342.0%	9,060
7435 Prof Development & Mtgs	5,839	2,094	2,405	6,300	-44.4%	3,500
7437 Staff Development	-	-	-	-	>100.0%	1,000
7550 User Chgs-Motor Pool	15,687	15,687	15,687	15,687	0.0%	15,687
7551 User Chgs - It Pool	77,005	77,005	57,754	77,005	-17.7%	63,371
Supplies, Services & Capital Outlay Total	\$ 108,380	\$ 107,513	\$ 94,782	\$ 113,592	-7.2%	\$ 105,393
Capital Projects					0.0%	
7884 Machinery & Equipment	\$ 1,120	\$ -	\$ 10,107	\$ -	0.0%	\$ -
Capital Projects Total	\$ 1,120	\$ -	\$ 10,107	\$ -	0.0%	\$ -
Grand Total	\$ 1,197,490	\$ 1,185,345	\$ 1,193,354	\$ 1,532,992	-9.6%	\$ 1,386,421

**GENERAL FUND - (101)
Public Works - Land Development / Environmental Programs (740)
Program Manager - City Engineer**

MISSION STATEMENT

Provide review of land development and subdivision projects ensuring compliance with appropriate laws, City ordinances, and mitigation of project impacts. Administer, plan and manage the City's solid waste collection and disposal, storm water management, and other environmental programs as needed.

ONGOING RESPONSIBILITIES

- Provide Engineering staff support to the City's Development Review process
- Provide Engineering staff support to the Building Permit process as required
- Plan check maps, street improvement plans, and grading and drainage plans
- Support public counter and issue land development permits for construction within the public right-of-way
- Evaluate and recommend updates of Land Development Engineering fees, permit forms and handouts
- Prepare budget and monitor expenditures and revenues, including cost recovery
- Coordinate and implement solid waste programs to comply with legislative mandates regarding solid waste reduction, monitor annual diversion rates and assist with preparation of annual report
- Manage the City's solid waste franchised refuse collection contract, landfill contract, recycling contract, yard waste contract, and household hazardous waste contract
- Coordinate and facilitate implementation of programs to comply with the City's National Pollutant Discharge Elimination System permit
- Provide staff liaison to West Valley Solid Waste Joint Powers Authority
- Provide storm water management liaison to Santa Clara Valley Water District, County Fire, West Valley Sanitation District, and West Valley Clean Water Program, including budget submittal for program funding and required annual reports
- Administer the City's Lighting and Landscape Assessment District (LLD)

WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Continue to develop a Green Infrastructure Plan as required by the recently reissued Storm Water Municipal Regional Permit

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	80% of development application reviews completed within ten working days	93%	96%	92%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.740

PROGRAM : PUBLIC WORKS - LAND DEVELOPMENT

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 663,931	\$ 701,528	\$ 628,345	\$ 771,684	4.3%	\$ 804,807
Supplies, Services & Capital Outlay	742,490	240,321	81,114	530,854	-69.3%	162,815
Total Before Transfers	1,406,421	941,849	709,459	1,302,538	-25.7%	967,621
Appropriation Total	\$ 1,406,421	\$ 941,849	\$ 709,459	\$ 1,302,538	-25.7%	\$ 967,621

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : PUBLIC WORKS - LAND DEVELOPMENT**

**EXHIBIT B
101.740**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Senior Civil Engineer	1.00	1.00	1.00	-	1.00	\$	224,660
Assistant Engineer	1.00	1.00	1.00	-	1.00		163,284
City Engineer *	0.50	0.50	0.50	-	0.50		136,976
Public Works Inspector	1.00	1.00	1.00	-	1.00		172,206
* Balance of Position in Program 730							
TOTAL	3.50	3.50	3.50	-	3.50	\$	697,126

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Engineering Assistant (Intern)	0.50	0.50	0.50	(0.10)	0.40	\$	14,000
GIS Technician	0.25	-	-	-	-		-
Engineering Technician	-	0.25	0.25	(0.10)	0.15		12,000
TOTAL	0.75	0.75	0.75	-0.2	0.55	\$	26,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - LAND DEVELOPMENT

EXHIBIT C
101.740

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 425,365	\$ 433,768	\$ 377,758	\$ 507,203	6.6%	\$ 540,585
7002 Personnel - Temporary	4,344	12,108	15,876	47,000	-44.7%	26,000
7006 Vacation Pay	24,668	32,501	21,809	-	0.0%	-
7007 Sick Leave Pay	16,391	19,733	15,462	-	0.0%	-
7105 Uniform Allowance	300	300	257	300	0.0%	300
7106 Pers Retirement	88,230	101,047	102,080	124,930	14.6%	143,130
7107 Dental Insurance	7,520	7,520	6,796	7,520	0.0%	7,520
7108 Group Health Insurance	53,276	52,876	50,476	53,400	3.6%	55,310
7109 Group Life Insurance	651	651	588	651	0.0%	651
7110 Workers Comp Insurance	7,796	7,965	6,069	7,977	-5.0%	7,574
7112 Group Disability Ins	2,916	2,916	2,604	2,916	0.0%	2,916
7113 Medicare	7,199	7,571	6,372	8,031	-2.4%	7,841
7114 Auto Allowance	2,880	2,880	2,880	2,880	0.0%	2,880
7115 Cell Phone Allowance	540	540	540	540	0.0%	540
7118 Other Benefits Pay	11,123	9,129	11,931	265	-100.0%	-
7120 Sick Leave Payoff	4,866	929	-	-	0.0%	-
7121 Comp/Vac Payoff	-	1,411	-	-	0.0%	-
7122 Deferred Comp Contrib	2,600	2,600	1,817	2,600	0.0%	2,600
7124 Veba Health Def Comp	3,210	4,924	4,791	4,860	43.2%	6,961
7126 Pars Retirement	56	159	239	611	-100.0%	-
Employee Services Total	\$ 663,931	\$ 701,528	\$ 628,345	\$ 771,684	4.3%	\$ 804,807
Supplies, Services & Capital Outlay						
7421 Communications-Phones	\$ -	\$ -	\$ -	\$ 450	50.0%	\$ 675
7423 Clothing & Personal Exp	-	66	-	200	0.0%	200
7427 Special Departmental	1,585	1,105	696	3,000	-16.7%	2,500
7430 Prof & Special Services	685,591	212,058	56,248	475,029	-76.9%	109,893
7432 Other Contractual Service	27,931	-	2,481	19,187	0.0%	19,187
7434 Memberships/Dues/Books	541	459	465	1,435	312.9%	5,925
7435 Prof Development & Mtgs	790	580	222	3,900	-61.5%	1,500
7437 Staff Development	-	-	200	1,600	-62.5%	600
7550 User Chgs-Motor Pool	5,052	5,052	5,052	5,052	0.0%	5,052
7551 User Chgs - It Pool	21,001	21,001	15,751	21,001	-17.7%	17,283
Supplies, Services & Capital Outlay Total	\$ 742,490	\$ 240,321	\$ 81,114	\$ 530,854	-69.3%	\$ 162,815
Grand Total	\$ 1,406,421	\$ 941,849	\$ 709,459	\$ 1,302,538	-25.7%	\$ 967,621

**COMMUNITY FACILITIES DISTRICT #2 FUND- (237)
Public Works – Community Facilities District #2 (741)
Program Manager – City Engineer**

MISSION STATEMENT

Administer the special tax revenues generated from Community Facilities District No. 2 (Public Services – Storm Water Treatment and Related Facilities) and account for related expenditures.

ONGOING RESPONSIBILITIES

- Monitor the special tax revenues generated from the district
- Ensure expenditures are related to costs of maintaining the district
- Administer necessary reporting requirements related to the district including annual reporting

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 237.741

PROGRAM : PUBLIC WORKS - COMMUNITY FACILITIES DISTRICT #2

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Supplies, Services & Capital Outlay	3,491	2,631	17,641	19,000	21.1%	23,000
Total Before Transfers	3,491	2,631	17,641	19,000	21.1%	23,000
Appropriation Total	\$ 3,491	\$ 2,631	\$ 17,641	\$ 19,000	21.1%	\$ 23,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - COMMUNITY FACILITIES DISTRICT #2

EXHIBIT C
237.741

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Supplies, Services & Capital Outlay						
7420 Utilities-Elect/Gas	\$ 2,268	\$ 1,861	\$ 1,641	\$ 3,000	0.0%	\$ 3,000
7430 Prof & Special Services	1,223	770	4,000	4,000	0.0%	4,000
7432 Other Contractual Service	-	-	12,000	12,000	33.3%	16,000
Supplies, Services & Capital Outlay Total	\$ 3,491	\$ 2,631	\$ 17,641	\$ 19,000	21.1%	\$ 23,000
Grand Total	\$ 3,491	\$ 2,631	\$ 17,641	\$ 19,000	21.1%	\$ 23,000

GENERAL FUND - (101)
Public Works - Maintenance Administration Program (745)
Program Manager - Public Works Superintendent

MISSION STATEMENT

Provide cost-effective management oversight for the maintenance of the City's infrastructure, including public right-of-way facilities, parks, grounds, traffic signals, and streetlights, as well as the City's vehicles and equipment.

ONGOING RESPONSIBILITIES

- Provide personnel and budget administration for the Maintenance Division
- Manage citizen requests for Maintenance Division service
- Provide public information concerning maintenance activities
- Coordinate the annual Arbor Day observance
- Serve as Safety Coordinator for the Maintenance Division
- Assure Maintenance Division adherence to the Injury and Illness Prevention Program
- Administer the City's motor pool, shopping cart collection, integrated pest management program, and the underground storage tank designated operator contract
- Support the Parks and Recreation Commission
- Optimize the use of community volunteers
- Track adherence to performance standards
- Coordinate Maintenance Division Review, as needed, for Capital Improvement Program and private development projects
- Keep the Hazardous Materials Management Plan and Storm Water Pollution Prevention Plans up-to-date
- Oversee and coordinate maintenance personnel for special events
- Participate in Emergency Operation Center (EOC) drills
- Oversee the operation of the Community Garden at Edith Morley Park
- Develop annual sidewalk repair and street tree planting location lists
- Develop and implement cost savings in all Sections
- Coordinate City-wide garage sale, residential clean-up and West Valley Clean Water Program litter pick-up events
- Coordinate home composting classes in the City with the Santa Clara County Home Composting Education Program
- Continue sidewalk inspection program

WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Complete written inspection plans

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.745

PROGRAM : PUBLIC WORKS - MAINTENANCE ADMINISTRATION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 428,272	\$ 456,161	\$ 484,712	\$ 495,900	6.4%	\$ 527,400
Supplies, Services & Capital Outlay	69,308	60,671	56,764	65,498	19.3%	78,130
Capital projects	1,963	-	-	-	0.0%	-
Total Before Transfers	499,543	516,832	541,475	561,398	7.9%	605,530
Appropriation Total	\$ 499,543	\$ 516,832	\$ 541,475	\$ 561,398	7.9%	\$ 605,530

**CITY OF CAMPBELL
 OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
 PROGRAM : PUBLIC WORKS - MAINTENANCE ADMINISTRATION**

**EXHIBIT B
 101.745**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Public Works Superintendent	1.00	1.00	1.00	-	1.00	\$	225,926
Office Assistant	1.00	1.00	1.00	-	1.00		111,570
Executive Assistant	1.00	1.00	1.00	-	1.00		134,569
TOTAL	3.00	3.00	3.00	-	3.00	\$	472,065

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Office Assistant	-	0.10	0.10	(0.10)	-	\$	-
TOTAL	-	0.10	0.10		-	\$	-

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - MAINTENANCE ADMINISTRATION

EXHIBIT C
101.745

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 260,503	\$ 256,121	\$ 292,571	\$ 335,192	7.3%	\$ 359,705
7002 Personnel - Temporary	2,387	21,113	6,533	5,000	-100.0%	-
7003 Personnel - Overtime	859	2,167	659	1,000	0.0%	1,000
7006 Vacation Pay	16,819	15,334	15,037	-	0.0%	-
7007 Sick Leave Pay	10,650	19,252	20,564	-	0.0%	-
7106 Pers Retirement	60,258	68,728	77,488	82,584	15.3%	95,212
7107 Dental Insurance	6,445	6,087	6,310	6,445	0.0%	6,445
7108 Group Health Insurance	44,322	43,292	45,978	45,240	-1.9%	44,379
7109 Group Life Insurance	558	512	546	558	0.0%	558
7110 Workers Comp Insurance	3,755	3,790	3,684	3,503	4.3%	3,654
7112 Group Disability Ins	2,430	2,248	2,381	2,430	0.0%	2,430
7113 Medicare	4,835	4,989	5,313	4,933	5.7%	5,216
7115 Cell Phone Allowance	360	360	360	360	0.0%	360
7118 Other Benefits Pay	8,970	4,921	85	1,950	-100.0%	-
7121 Comp/Vac Payoff	-	1,030	-	-	0.0%	-
7122 Deferred Comp Contrib	2,586	2,350	2,460	2,600	0.0%	2,600
7124 Veba Health Def Comp	2,534	3,867	4,744	4,040	44.6%	5,841
7126 Pars Retirement	-	-	-	65	-100.0%	-
Employee Services Total	\$ 428,272	\$ 456,161	\$ 484,712	\$ 495,900	6.4%	\$ 527,400
Supplies, Services & Capital Outlay						
7421 Communications-Phones	\$ 5,543	\$ 6,794	\$ 6,433	\$ 9,400	0.0%	\$ 9,400
7424 Office Expense	4,104	4,303	4,500	4,500	0.0%	4,500
7427 Special Departmental	15,027	11,544	14,000	14,000	-14.3%	12,000
7428 Maint-Bldgs/Struc/Grounds	-	86	-	-	0.0%	-
7429 Maint & Oper Of Equip	-	-	-	-	>100.0%	22,850
7430 Prof & Special Services	8,105	49	226	1,500	0.0%	1,500
7434 Memberships/Dues/Books	590	299	460	950	0.0%	950
7435 Prof Development & Mtgs	8,291	9,661	8,747	7,500	-60.0%	3,000
7550 User Chgs-Motor Pool	6,647	6,647	6,647	6,647	0.0%	6,647
7551 User Chgs - It Pool	21,001	21,288	15,751	21,001	-17.7%	17,283
Supplies, Services & Capital Outlay Total	\$ 69,308	\$ 60,671	\$ 56,764	\$ 65,498	19.3%	\$ 78,130
Capital Projects					0.0%	
7884 Machinery & Equipment	\$ 1,963	-	\$ -	\$ -	0.0%	\$ -
Capital Projects Total	\$ 1,963	\$ -	\$ -	\$ -	0.0%	\$ -
Grand Total	\$ 499,543	\$ 516,832	\$ 541,475	\$ 561,398	7.9%	\$ 605,530

MOTOR VEHICLE POOL FUND - (641)
Public Works - Vehicle & Equipment Maintenance Services Program (750)
Program Manager - Equipment Maintenance Supervisor

MISSION STATEMENT

Provide quality, timely, and cost-effective maintenance and repair services for the City's vehicles and equipment.

ONGOING RESPONSIBILITIES

- Establish and maintain records and cost accounting information
- Develop, schedule and accomplish preventive maintenance programs for each vehicle and piece of equipment
- Procure parts, supplies, publications, tools, equipment and specialty services
- Provide service and repairs to safety vehicles and equipment on a priority basis
- Provide vehicle inspections for the Police Department as requested for major accidents
- Procure new vehicles and equipment in cooperation with end-users
- Monitor and maintain permits for underground tanks
- Administer the annual fuel contract
- Procure and outfit budgeted vehicles and equipment
- Dispose of all surplus vehicles and equipment

WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Complete approved vehicle & equipment acquisitions

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	80% of preventative maintenance is completed on schedule	93%	94%	95%
2	Public Safety vehicle availability is 85% or higher	90%	92%	89%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 641.750

PROGRAM : PUBLIC WORKS - VEHICLE & EQUIPMENT MAINTENANCE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 444,073	\$ 451,024	\$ 433,291	\$ 423,117	13.6%	\$ 480,743
Supplies, Services & Capital Outlay	1,019,309	866,740	597,817	605,263	1.9%	617,045
Capital projects	28,446	120,403	540,000	540,000	-44.3%	301,000
Total Before Transfers	1,491,829	1,438,167	1,571,108	1,568,380	-10.8%	1,398,788
Appropriation Total	\$ 1,491,829	\$ 1,438,167	\$ 1,571,108	\$ 1,568,380	-10.8%	\$ 1,398,788

CITY OF CAMPBELL
 OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
 PROGRAM : PUBLIC WORKS - VEHICLE & EQUIPMENT MAINTENANCE

EXHIBIT B
 641.750

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Equipment Maintenance Supervisor	1.00	1.00	1.00	-	1.00	\$ 164,879
Mechanic I / II	1.90	1.90	1.90	-	1.90	269,233
TOTAL	2.90	2.90	2.90	-	2.90	\$ 434,112

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - VEHICLE & EQUIPMENT MAINTENANCE

EXHIBIT C
641.750

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 246,377	\$ 252,805	\$ 236,633	\$ 259,393	17.3%	\$ 304,386
7002 Personnel - Temporary	-	1,280	4,456	-	0.0%	-
7003 Personnel - Overtime	188	322	66	500	0.0%	500
7006 Vacation Pay	13,553	17,520	14,004	-	0.0%	-
7007 Sick Leave Pay	26,095	11,377	7,128	-	0.0%	-
7105 Uniform Allowance	1,008	1,080	1,189	1,008	-0.3%	1,005
7106 Pers Retirement	56,439	64,709	67,509	61,646	31.1%	80,835
7107 Dental Insurance	6,445	6,445	5,989	6,016	-0.3%	5,996
7108 Group Health Insurance	56,960	59,177	59,235	63,756	-12.6%	55,737
7109 Group Life Insurance	558	558	518	558	-3.3%	539
7110 Workers Comp Insurance	25,987	24,960	22,307	18,739	17.7%	22,061
7112 Group Disability Ins	2,187	2,187	2,032	2,187	-3.3%	2,114
7113 Medicare	4,758	3,565	4,617	3,761	17.7%	4,428
7115 Cell Phone Allowance	360	360	360	360	0.0%	360
7118 Other Benefits Pay	1,102	-	177	2,177	-100.0%	-
7121 Comp/Vac Payoff	601	3,118	4,943	-	0.0%	-
7122 Deferred Comp Contrib	1,456	1,560	1,349	1,560	-33.3%	1,040
7124 Veba Health Def Comp	-	-	779	1,456	19.5%	1,740
Employee Services Total	\$ 444,073	\$ 451,024	\$ 433,291	\$ 423,117	13.6%	\$ 480,743
Supplies, Services & Capital Outlay						
7423 Clothing & Personal Exp	\$ 4,064	\$ 1,885	\$ 1,805	\$ 4,000	0.0%	\$ 4,000
7425 Small Tools	5,457	4,589	6,000	6,000	0.0%	6,000
7426 Gasoline And Diesel	147,288	149,224	150,000	150,000	0.0%	150,000
7427 Special Departmental	3,493	1,645	7,500	7,500	0.0%	7,500
7428 Maint-Bldgs/Struc/Grounds	498	956	1,200	1,200	816.7%	11,000
7429 Maint & Oper Of Equip	188,399	203,728	177,500	177,500	1.7%	180,500
7430 Prof & Special Services	8,283	18,181	10,500	10,500	25.7%	13,200
7434 Memberships/Dues/Books	-	60	500	500	0.0%	500
7444 Depreciation	413,767	238,408	-	-	0.0%	-
7550 User Chgs-Motor Pool	227,059	227,062	227,062	227,062	0.0%	227,062
7551 User Chgs - It Pool	21,001	21,001	15,751	21,001	-17.7%	17,283
Supplies, Services & Capital Outlay Total	\$ 1,019,309	\$ 866,740	\$ 597,817	\$ 605,263	1.9%	\$ 617,045
Capital Projects						
7884 Machinery & Equipment	\$ 28,446	\$ 120,403	\$ 540,000	\$ 540,000	-44.3%	\$ 301,000
Capital Projects Total	\$ 28,446	\$ 120,403	\$ 540,000	\$ 540,000	-44.3%	\$ 301,000
Grand Total	\$ 1,491,829	\$ 1,438,167	\$ 1,571,108	\$ 1,568,380	-10.8%	\$ 1,398,788

**GAS TAX FUND - (204)
Public Works - Street Maintenance Program (760)
Program Manager - Street Maintenance Supervisor**

MISSION STATEMENT

Preserve the City’s capital assets and minimize hazards by performing timely and effective right-of-way maintenance by providing preventive maintenance and repair of roadways, pedestrian facilities, storm drains, signs, parking and other City facilities.

ONGOING RESPONSIBILITIES

- Effectively manage the procurement and use of contractors, staff, materials and equipment
- Monitor the condition of facilities within the public rights-of-way for maintenance needs
- Oversee street sweeping, litter pickup, shopping cart removals, and illegal sign and graffiti removal
- Provide clean-up and other support for hazardous materials spills and other accidents
- Assist with the preparation of plans, specifications and estimates for right-of-way maintenance contracts
- Receive, interpret and accomplish work orders for new signing and markings on a timely basis
- Support special events
- Administer street and parking lot sweeping contracts
- Complete repainting of all school crosswalks and legends by the opening of the school year
- Administer the annual centerline striping contract
- Proactively identify and repair sidewalk hazards in high pedestrian traffic areas of the City
- Continue sidewalk inspection and repair program for high use areas
- Coordinate and oversee emergency street repairs

WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Complete approved Capital Improvement Projects

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	95% of emergency call-outs responded to within two hours	100%	100%	100%
2	90% of sidewalk repair requests are inspected and marked within five working days	98%	100%	98%
3	80% of traffic work orders completed within 20 days	92%	95%	95%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 204.760

PROGRAM : PUBLIC WORKS - STREET MAINTENANCE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 972,464	\$ 987,009	\$ 932,925	\$ 1,043,986	11.0%	\$ 1,158,330
Supplies, Services & Capital Outlay	760,068	803,076	827,735	808,090	2.9%	831,851
Total Before Transfers	1,732,532	1,790,084	1,760,660	1,852,076	7.5%	1,990,180
Appropriation Total	\$ 1,732,532	\$ 1,790,084	\$ 1,760,660	\$ 1,852,076	7.5%	\$ 1,990,180

**CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : PUBLIC WORKS - STREET MAINTENANCE**

**EXHIBIT B
204.760**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Street Maintenance Lead Worker	2.00	2.00	2.00	-	2.00	\$	274,116
Maintenance Worker I / II	4.00	4.00	4.00	-	4.00		520,597
Street Maintenance Supervisor	1.00	1.00	1.00	-	1.00		190,530
TOTAL	7.00	7.00	7.00	-	7.00	\$	985,242

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Maint. Worker-Stormwater Inlet Inspection and	0.65	0.50	0.50	0.10	0.60	\$	30,000
Maint. Worker-Street Tree Trimming*	0.35	0.50	0.50	0.10	0.60		30,000
* Funded from Environmental Services, Fund 209							
TOTAL	1.00	1.00	1.00	0.20	1.20	\$	60,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - VEHICLE IMPACT FEES

EXHIBIT C
204.760

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 494,705	\$ 517,658	\$ 485,604	\$ 590,762	11.6%	\$ 659,539
7002 Personnel - Temporary	46,927	22,820	4,488	60,000	0.0%	60,000
7003 Personnel - Overtime	24,435	13,631	7,675	13,000	0.0%	13,000
7006 Vacation Pay	28,953	38,027	24,559	-	0.0%	-
7007 Sick Leave Pay	23,810	23,089	36,678	-	0.0%	-
7104 Meal Allowance	18	-	-	-	0.0%	-
7105 Uniform Allowance	4,500	4,500	4,800	5,250	-8.6%	4,800
7106 Pers Retirement	113,055	130,903	141,053	146,592	19.6%	175,384
7107 Dental Insurance	15,063	15,039	13,343	15,039	-4.9%	14,300
7108 Group Health Insurance	141,772	143,538	140,047	143,832	8.8%	156,496
7109 Group Life Insurance	1,304	1,302	1,155	1,302	0.0%	1,302
7110 Workers Comp Insurance	53,978	50,272	44,453	43,678	9.6%	47,865
7112 Group Disability Ins	5,354	5,346	4,757	5,346	0.0%	5,346
7113 Medicare	9,495	9,582	9,031	9,436	1.8%	9,608
7115 Cell Phone Allowance	1,080	1,080	1,080	1,080	0.0%	1,080
7118 Other Benefits Pay	3,217	3,723	6,398	3,129	-79.2%	650
7120 Sick Leave Payoff	-	1,423	1,555	-	0.0%	-
7122 Deferred Comp Contrib	3,127	3,119	2,729	3,120	0.0%	3,120
7124 Veba Health Def Comp	1,340	1,652	3,461	1,640	256.1%	5,840
7126 Pars Retirement	331	305	58	780	-100.0%	-
Employee Services Total	\$ 972,464	\$ 987,009	\$ 932,925	\$ 1,043,986	11.0%	\$ 1,158,330
Supplies, Services & Capital Outlay						
7423 Clothing & Personal Exp	\$ 747	\$ 894	\$ 1,098	\$ 1,000	0.0%	\$ 1,000
7425 Small Tools	572	49	1,200	1,200	0.0%	1,200
7427 Special Departmental	-	-	(163)	-	0.0%	-
7428 Maint-Bldgs/Struc/Grounds	123,840	101,780	115,000	115,000	-0.9%	114,000
7429 Maint & Oper Of Equip	-	14	1,000	1,000	0.0%	1,000
7430 Prof & Special Services	3,555	2,574	2,517	2,100	476.2%	12,100
7432 Other Contractual Service	372,964	439,374	450,043	429,000	3.7%	445,000
7434 Memberships/Dues/Books	-	-	400	400	0.0%	400
7550 User Chgs-Motor Pool	251,390	251,390	251,390	251,390	0.0%	251,390
7551 User Chgs - It Pool	7,000	7,000	5,250	7,000	-17.7%	5,761
Supplies, Services & Capital Outlay Total	\$ 760,068	\$ 803,076	\$ 827,735	\$ 808,090	2.9%	\$ 831,851
Capital Projects						
Grand Total	\$ 1,732,532	\$ 1,790,084	\$ 1,760,660	\$ 1,852,076	7.5%	\$ 1,990,180

LIGHTING AND LANDSCAPE ACT FUND - (207)
Public Works - Signals and Lighting Maintenance Program (770)
Program Manager - Lighting & Traffic Signal Supervisor

MISSION STATEMENT

Provide high quality, cost-effective lighting services for all public streets, City parks, City parking facilities and grounds for City-owned facilities. Maintain and adjust traffic signals to optimize safety, cost-effectiveness and traffic flow.

ONGOING RESPONSIBILITIES

- Operate and maintain over 2000 City-owned street lights and 42 intersections with traffic signal systems
- Remove unauthorized signing and graffiti from lighting and traffic signal standards
- Install new light standards as requested, which meet established criteria
- Test and inspect all new traffic and existing signal cabinets
- Assist with the preparation of plans, specifications and estimates for signal and lighting projects and provide inspection assistance
- Mark City-owned underground lighting and traffic signal facilities at the request of Underground Service Alert
- Assist in implementation of traffic signal upgrades and modifications
- Maintain Special Event lighting and other specialty electrical requirements
- Coordinate traffic signal modifications with multiple agencies

WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Continue streetlight conversion from low pressure sodium to LED fixtures
- Support downtown holiday decorations and events

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	95% of emergency call-outs responded to within two (2) hours	100%	100%	99%
2	85% of streetlight outages repaired within ten (10) working day.	97%	99%	99%
3	100% of Underground Service Alert utility location requests responded to within seven (7) working days	100%	100%	100%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 207.770

PROGRAM : PUBLIC WORKS - SIGNALS & LIGHTING

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 434,477	\$ 448,147	\$ 424,751	\$ 458,128	15.4%	\$ 528,823
Supplies, Services & Capital Outlay	507,292	555,057	684,047	493,730	3.3%	510,133
Total Before Transfers	941,769	1,003,204	1,108,798	951,858	9.2%	1,038,956
Transfers Out	173,265	-	-	-	0.0%	-
Appropriation Total	\$ 768,504	\$ 1,003,204	\$ 1,108,798	\$ 951,858	9.2%	\$ 1,038,956

**CITY OF CAMPBELL
 OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
 PROGRAM : PUBLIC WORKS - SIGNALS & LIGHTING**

**EXHIBIT B
 207.770**

Permanent Personnel	Full-Time Equivalent (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Lighting & Traffic Signal Supervisor	1.00	1.00	1.00	-	1.00	\$	183,318
Lighting & Traffic Signal Technician	1.00	1.00	1.00	-	1.00		151,703
Lighting & Traffic Signal Assistant	1.00	1.00	1.00	-	1.00		136,506
TOTAL	3.00	3.00	3.00	-	3.00	\$	471,526

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalent (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - SIGNALS & LIGHTING

EXHIBIT C
207.770

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 228,745	\$ 246,373	\$ 229,273	\$ 277,118	17.2%	\$ 324,751
7002 Personnel - Temporary	-	-	662	-	0.0%	-
7003 Personnel - Overtime	8,892	6,996	6,870	8,000	0.0%	8,000
7006 Vacation Pay	25,843	16,366	14,103	-	0.0%	-
7007 Sick Leave Pay	10,815	13,086	9,950	-	0.0%	-
7105 Uniform Allowance	2,250	2,250	2,400	2,250	6.7%	2,400
7106 Pers Retirement	54,031	62,064	65,538	69,320	24.6%	86,383
7107 Dental Insurance	6,414	6,445	5,452	6,445	-3.8%	6,199
7108 Group Health Insurance	62,177	62,183	60,141	63,756	3.5%	65,958
7109 Group Life Insurance	555	558	472	558	0.0%	558
7110 Workers Comp Insurance	24,641	22,825	21,008	20,019	17.8%	23,576
7112 Group Disability Ins	2,176	2,187	1,850	2,187	0.0%	2,187
7113 Medicare	4,321	4,254	4,189	4,018	17.8%	4,732
7115 Cell Phone Allowance	222	720	720	720	0.0%	720
7118 Other Benefits Pay	1,842	279	-	2,177	-100.0%	-
7122 Deferred Comp Contrib	1,551	1,560	1,346	1,560	0.0%	1,560
7124 Veba Health Def Comp	-	-	777	-	>100.0%	1,800
Employee Services Total	\$ 434,477	\$ 448,147	\$ 424,751	\$ 458,128	15.4%	\$ 528,823
Supplies, Services & Capital Outlay						
7420 Utilities-Elect/Gas	\$ 251,778	\$ 294,056	\$ 339,251	\$ 250,000	2.0%	\$ 255,000
7421 Communications-Phones	3,537	3,278	3,795	6,000	0.0%	6,000
7423 Clothing & Personal Exp	186	-	-	900	0.0%	900
7425 Small Tools	959	4,097	1,000	1,000	0.0%	1,000
7427 Special Departmental	9,164	5,665	6,500	6,500	-18.5%	5,300
7429 Maint & Oper Of Equip	158,878	162,797	254,084	146,200	10.8%	162,000
7434 Memberships/Dues/Books	2,930	4,196	7,000	4,500	66.7%	7,500
7438 Other Charges	9,232	10,337	10,539	8,000	0.0%	8,000
7550 User Chgs-Motor Pool	35,628	35,628	35,628	35,628	0.0%	35,628
7551 User Chgs - It Pool	35,002	35,002	26,252	35,002	-17.7%	28,805
Supplies, Services & Capital Outlay Total	\$ 507,292	\$ 555,057	\$ 684,047	\$ 493,730	3.3%	\$ 510,133
Capital Projects						
Transfers Out (Operating & Capital)						
9899 Operating Transfers Out	\$ 173,265	-	-	-	0.0%	-
Transfers Out (Operating & Capital) Total	\$ 173,265	\$ -	\$ -	\$ -	0.0%	\$ -
Grand Total	\$ 1,115,034	\$ 1,003,204	\$ 1,108,798	\$ 951,858	9.2%	\$ 1,038,956

**LIGHTING AND LANDSCAPE ACT FUND - (207)
Public Works - Parks Maintenance Program (775)
Program Manager - Park Maintenance Supervisor**

MISSION STATEMENT

Preserve the City's investment through quality, cost effective maintenance of all parks, street trees, public facility grounds, and the creek trail in an aesthetic, usable and safe condition.

ONGOING RESPONSIBILITIES

- Effectively manage the procurement and use of staff, contractors, consultants, materials and equipment
- Administer landscape maintenance and parking lot sweeping contracts
- Monitor public parks and grounds for maintenance and repair needs
- Provide horticultural advice for the general public and other City departments
- Serve as the City's Pest Control Advisor
- Support special events
- Assist with the preparation of plans, specifications and estimates for park-related projects and provide inspection assistance
- Coordinate maintenance activities with the Recreation & Community Services Department
- Coordinate the Neighborhood Street Tree Planting Program
- Assist with the Edith Morley Park Community Garden
- Continue to celebrate Arbor Day and maintain Tree City USA status
- Assist Engineering with park related projects

WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Complete Playground Management Plan
- Initiate irrigation controller conversions
- Complete scheduled tree trimming services for two Maintenance Zones
- Complete citywide tree inventory

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	95% of emergency tree work is mitigated within one day	95%	97%	95%
2	90% of landscaped medians, parks and civic grounds maintained at a rating of 3 (4 point scale/bi-annual survey)	80%	88%	85%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 207.775

PROGRAM : PUBLIC WORKS - PARK MAINTENANCE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 1,804,505	\$ 1,735,408	\$ 1,574,282	\$ 1,712,924	-5.3%	\$ 1,621,786
Supplies, Services & Capital Outlay	1,315,802	1,187,751	1,237,156	1,117,138	1.5%	1,133,941
Total Before Transfers	3,120,307	2,923,160	2,811,437	2,830,062	-2.6%	2,755,727
Appropriation Total	\$ 3,120,307	\$ 2,923,160	\$ 2,811,437	\$ 2,830,062	-2.6%	\$ 2,755,727

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : PUBLIC WORKS - PARK MAINTENANCE

EXHIBIT B
207.775

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted		
Park Maintenance Supervisor *	1.00	1.00	1.00	(1.00)	-	\$ -	-
Park Maintenance Lead Worker	3.00	3.00	3.00	-	3.00		427,679
Maintenance Worker I/II	7.00	7.00	6.00	-	6.00		759,386
Senior Park Maint Worker/Arborist	1.00	1.00	1.00	-	1.00		154,213
* Vacant freeze- full year							
TOTAL	12.00	12.00	11.00	(1.00)	10.00	\$	1,341,278

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Adopted	
Temporary Labor (Parks)	3.50	2.75	3.00	(1.00)	2.00	\$ 80,000
Temporary Labor (Trees)	-	0.75	0.75	0.25	1.00	40,000
TOTAL	3.50	3.50	3.75	-	3.00	\$ 120,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - PARK MAINTENANCE

EXHIBIT C
207.775

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 838,012	\$ 768,925	\$ 700,455	\$ 919,027	-4.2%	\$ 880,776
7002 Personnel - Temporary	172,937	181,653	124,629	160,000	-25.0%	120,000
7003 Personnel - Overtime	43,034	32,516	30,624	25,000	0.0%	25,000
7005 Post	5,200	5,200	5,200	-	>100.0%	5,200
7006 Vacation Pay	64,670	64,468	57,446	-	0.0%	-
7007 Sick Leave Pay	37,349	47,902	43,996	-	0.0%	-
7104 Meal Allowance	-	18	-	-	0.0%	-
7105 Uniform Allowance	8,250	7,875	8,000	7,500	6.7%	8,000
7106 Pers Retirement	192,886	213,800	223,385	226,102	5.0%	237,452
7107 Dental Insurance	25,789	24,708	20,355	23,633	-13.8%	20,376
7108 Group Health Insurance	239,035	237,874	218,897	228,840	-3.1%	221,840
7109 Group Life Insurance	2,233	2,124	1,762	2,046	-9.1%	1,860
7110 Workers Comp Insurance	105,791	93,302	80,208	76,202	-15.0%	64,805
7112 Group Disability Ins	8,994	8,566	7,089	8,262	-11.8%	7,290
7113 Medicare	18,985	18,063	16,331	15,440	-15.8%	13,008
7115 Cell Phone Allowance	1,080	1,080	928	720	50.0%	1,080
7118 Other Benefits Pay	15,754	7,431	11,936	11,232	-65.3%	3,900
7120 Sick Leave Payoff	-	8	267	-	0.0%	-
7121 Comp/Vac Payoff	15,278	10,696	12,761	-	0.0%	-
7122 Deferred Comp Contrib	5,714	5,461	4,612	5,200	0.0%	5,200
7124 Veba Health Def Comp	1,340	1,652	4,139	1,640	265.9%	6,000
7126 Pars Retirement	2,174	2,087	1,261	2,080	-100.0%	-
Employee Services Total	\$ 1,804,505	\$ 1,735,408	\$ 1,574,282	\$ 1,712,924	-5.3%	\$ 1,621,786
Supplies, Services & Capital Outlay						
7420 Utilities-Elect/Gas	\$ 431,003	\$ 450,460	\$ 457,856	\$ 370,000	6.8%	\$ 395,000
7421 Communications-Phones	2,893	3,218	3,915	3,500	0.0%	3,500
7423 Clothing & Personal Exp	2,402	3,060	(33)	3,000	0.0%	3,000
7424 Office Expense	-	-	326	-	0.0%	-
7425 Small Tools	12,312	13,768	17,000	17,000	5.9%	18,000
7427 Special Departmental	26,922	12,201	17,000	17,000	-11.8%	15,000
7428 Maint-Bldgs/Struc/Grounds	257,666	242,315	224,823	220,000	-3.6%	212,000
7429 Maint & Oper Of Equip	1,573	3,110	3,000	3,000	0.0%	3,000
7430 Prof & Special Services	2,655	2,165	5,000	5,000	0.0%	5,000
7432 Other Contractual Service	340,053	217,904	278,382	240,000	2.9%	247,000
7434 Memberships/Dues/Books	1,055	1,027	1,700	1,700	0.0%	1,700
7435 Prof Development & Mtgs	330	1,509	-	-	0.0%	-
7550 User Chgs-Motor Pool	201,936	201,936	201,936	201,936	0.0%	201,936
7551 User Chgs - It Pool	35,002	35,079	26,252	35,002	-17.7%	28,805
Supplies, Services & Capital Outlay Total	\$ 1,315,802	\$ 1,187,751	\$ 1,237,156	\$ 1,117,138	1.5%	\$ 1,133,941
Grand Total	\$ 3,120,307	\$ 2,923,160	\$ 2,811,437	\$ 2,830,062	-2.6%	\$ 2,755,727

**GENERAL FUND - (101)
Public Works - Building Maintenance Program (780)
Program Manager – Building Maintenance Supervisor**

MISSION STATEMENT

Effectively and efficiently maintain all City buildings for maximum operation, safety, comfort and a pleasing visual appearance.

ON-GOING PROGRAM RESPONSIBILITIES

- Provide effective custodial maintenance and repair services to City buildings
- Plan, manage and oversee all improvements, maintenance and repairs to buildings
- Provide efficient, professional and courteous service to all customers
- Coordinate and supervise tenant improvements at the Community Center
- Improve energy efficiency in all City buildings when and wherever possible
- Propose, plan, manage and administer all Capital Improvement Projects related to building preservation, remodeling, safety and operations
- Carryout specified IIPP training and inspection requirements
- Provide set-ups and take-downs for Community Center facility uses, supervise uses; and insure the security of the facility
- Provide support, expertise and equipment to/for community special events, City activities and departmental programs and operations
- Maintain the Community Center swimming pool to required health and safety codes
- Provide support and expertise to other departments on maintenance and repair issues
- Initiate all Building Maintenance Special Projects
- Serve as departmental Safety Coordinator

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

- Perform a CASP review for citywide ADA compliance
- Complete all approved special projects for buildings
- Implementation of Energy Savings Improvements (ESCO)

PERFORMANCE OUTCOMES

	Measure	FY 18	FY 19	FY 20
1	Cost per square foot to maintain City buildings	\$4.41	\$4.50	\$4.60
2	50 % of work orders are completed within three working days	90%	92%	92%

CITY OF CAMPBELL
 OPERATING BUDGET - Summary of Exhibits

EXHIBIT A
 101.780

PROGRAM : PUBLIC WORKS - BUILDING MAINTENANCE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 642,953	\$ 639,899	\$ 508,924	\$ 723,957	-19.9%	\$ 579,621
Supplies, Services & Capital Outlay	962,205	806,959	1,243,758	833,206	6.4%	886,480
Capital projects	44,326	-	-	-	0.0%	-
Total Before Transfers	1,649,484	1,446,858	1,752,682	1,557,163	-5.8%	1,466,101
Appropriation Total	\$ 1,649,484	\$ 1,446,858	\$ 1,752,682	\$ 1,557,163	-5.8%	\$ 1,466,101

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocations & Total Compensation Costs
PROGRAM : PUBLIC WORKS - BUILDING MAINTENANCE

EXHIBIT B
101.780

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Adopted		
Building Maintenance Supervisor	1.00	1.00	1.00	-	1.00	\$	171,756
Building Maintenance Lead Worker	1.00	1.00	1.00	-	1.00		154,927
Building Maintenance Worker *	2.00	2.00	2.00	(1.00)	1.00		131,051
* 1 FTE- Vacant freeze- full year							
TOTAL	4.00	4.00	4.00	(1.00)	3.00	\$	457,734

Note: Total Compensation Costs include base salary, special pays, and acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits. Unfunded Actuarial Liability (UAL) costs for pensions are not shown in total compensation costs for Exhibit B, but are instead presented at the aggregate level within each budget unit.

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Adopted	FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Adopted		
Temporary Building Maintenance Worker	0.80	0.50	0.50	-	0.50	\$	30,000
Project Manager (One-Time Projects)	0.40	0.40	0.50	(0.10)	0.40		40,000
TOTAL	1.20	0.90	1.00	(0.10)	0.90	\$	70,000

CITY OF CAMPBELL
OPERATING BUDGET - Account Level Summary of Expenses
PROGRAM : PUBLIC WORKS - BUILDING MAINTENANCE

EXHIBIT C
101.780

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services						
7001 Personnel - Regular	\$ 347,671	\$ 324,294	\$ 254,707	\$ 402,147	-20.1%	\$ 321,136
7002 Personnel - Temporary	51,978	39,001	36,316	90,000	-22.2%	70,000
7003 Personnel - Overtime	5,281	5,553	2,984	3,000	0.0%	3,000
7006 Vacation Pay	13,293	8,848	6,844	-	0.0%	-
7007 Sick Leave Pay	10,314	2,812	6,586	-	0.0%	-
7105 Uniform Allowance	1,800	1,662	1,546	1,800	-33.3%	1,200
7106 Pers Retirement	75,112	81,974	82,463	99,851	-14.2%	85,665
7107 Dental Insurance	8,594	8,057	5,906	8,594	-25.0%	6,445
7108 Group Health Insurance	58,963	57,077	42,896	59,700	-15.2%	50,654
7109 Group Life Insurance	744	698	496	744	-25.0%	558
7110 Workers Comp Insurance	38,247	33,875	23,687	35,553	-34.2%	23,380
7112 Group Disability Ins	3,159	2,957	2,044	3,159	-23.1%	2,430
7113 Medicare	6,871	6,305	4,853	7,136	-34.2%	4,693
7115 Cell Phone Allowance	-	277	512	360	100.0%	720
7118 Other Benefits Pay	5,882	3,759	12,527	1,602	-18.8%	1,300
7121 Comp/Vac Payoff	7,318	53,846	16,587	-	0.0%	-
7122 Deferred Comp Contrib	3,900	3,600	3,145	3,900	-33.3%	2,600
7124 Veba Health Def Comp	3,140	4,855	4,448	5,241	11.4%	5,841
7126 Pars Retirement	687	451	377	1,170	-100.0%	-
Employee Services Total	\$ 642,953	\$ 639,899	\$ 508,924	\$ 723,957	-19.9%	\$ 579,621
Supplies, Services & Capital Outlay						
7420 Utilities-Elect/Gas	\$ 143,111	\$ 36,432	\$ 20,895	\$ -	0.0%	\$ -
7421 Communications-Phones	1,968	4,938	1,649	3,000	0.0%	3,000
7423 Clothing & Personal Exp	190	180	559	900	0.0%	900
7425 Small Tools	1,310	1,642	1,250	1,250	60.0%	2,000
7427 Special Departmental	73,838	90,777	107,422	108,000	-19.7%	86,700
7428 Maint-Bldgs/Struc/Grounds	277,434	196,518	580,597	181,000	18.8%	215,000
7429 Maint & Oper Of Equip	88,719	77,029	110,590	105,900	25.5%	132,900
7432 Other Contractual Service	310,581	334,000	368,000	368,000	5.8%	389,500
7434 Memberships/Dues/Books	99	466	-	200	0.0%	200
7437 Staff Development	-	-	91	-	0.0%	-
7550 User Chgs-Motor Pool	15,953	15,953	15,953	15,953	0.0%	15,953
7551 User Chgs - It Pool	49,003	49,025	36,752	49,003	-17.7%	40,327
Supplies, Services & Capital Outlay Total	\$ 962,205	\$ 806,959	\$ 1,243,758	\$ 833,206	6.4%	\$ 886,480
Capital Projects						
7884 Machinery & Equipment	\$ 44,326	\$ -	\$ -	\$ -	0.0%	\$ -
Capital Projects Total	\$ 44,326	\$ -	\$ -	\$ -	0.0%	\$ -
Grand Total	\$ 1,649,484	\$ 1,446,858	\$ 1,752,682	\$ 1,557,163	-5.8%	\$ 1,466,101



Capital Improvement Plan

This section of the budget contains the City's Adopted Five-Year Capital Improvement Plan (CIP). It also provides specific capital project details (including projected operating budget impacts) and a listing of carry forward projects.

In conjunction with the annual budget process, the City prepares a CIP that identifies anticipated project expenditures greater than \$25,000 over a multi-year timeframe. The CIP provides the City with a strategic planning document that guides near- and medium-term expenditures for preservation of City infrastructure; major investments in existing or new facilities; and other asset maintenance and investment expenditures, including technology and communications systems. Projects shown in the first year receive budgetary appropriations as part of the FY 2021 budget approval process.

Summary

As shown below, the Adopted 2021-2025 CIP contains 60 projects of which 14 are new, 14 have appropriations within the five-year plan, and 32 projects were previously approved and have a balance listed as a "carryover" amount.

New Capital Projects	Total Budget	Timing	Source of Funds
Campbell Park Bicycle Pathway	\$ 150,000	Year 1	Parkland
City Hall Main Breaker Replacement	55,000	Year 1	CIPR
City Hall UPS for Emergency Phones & Computers	60,000	Year 1	CIPR
Community Center C-Wing Breezeway Reroofing	50,000	Year 2	CIPR
Community Center Track Resurfacing	350,000	Year 3	Parkland
Community Center Transformer Replacement	200,000	Year 3	CIPR
Energy Efficiency Projects (ESCO)	4,065,049	Year 1	CIPR/Loans
General Hazardous Materials Survey of C.C. Buildings	150,000	Years 1 & 2	CIPR
Hamilton Ave. Hwy. 17 Southbound Offramp - Prelim.	1,507,000	Years 4 & 5	Grants / Private
JDM Parking Lots	240,000	Year 3	Parkland
JDM Restrooms Improvement - Budd	839,000	Years 4 & 5	Parkland
Lenco Bearcat (Armored Rescue Vehicle)	250,200	Years 2 - 5	CIPR
Measure O - Civic Center Improvements	50,000,000	Years 1 - 5	Debt Obligations
Service Pistol Replacement	150,000	Year 3	CIPR

Additional Appropriations	Total Budget	Timing	Source of Funds
Annual Street Maintenance	\$ 17,444,930	Annual	CIPR/Grants/VIF
Bike/Pedestrian Traffic Safety Improvements	280,747	Annual	Construction Tax /Grants

Existing Projects	Total Budget	Timing	Source of Funds
Auxiliary Gym Upgrades	\$ 54,000		Carryover
ADA Transition Plan Improvements	238,024	Years 2 & 4	CIPR
CAD/RMS/MDC Replacement	55,869		Carryover
Campbell Avenue / Leigh Avenue Safety Improvements	40,000		Carryover
Campbell Park Improvements - Design	171,052		Carryover
Campbell Park Improvements	1,500,000	Year 2	Parkland
Campbell Avenue and Page Street Traffic Signal	332,000	Years 3 & 4	Grants / Private
Civic Center - Refresh Improvements	29,558		Carryover
Community Center Bathroom Upgrades	119,693		Carryover
Community Center - Sports Fields Irrigation Upgrades	8,716		Carryover
Community Development and PW Floor Space Plan	3,524		Carryover
Downtown Campbell Pedestrian Improvements	45,000		Carryover
Eden Avenue Sidewalk Improvements	156,236		Carryover
Harriet Avenue Sidewalks	1,150,000	Years 2 & 3	Grants / Private
Harriet Avenue Traffic Calming	628,124		Carryover
Harriet/McCoy/STAR Traffic Signal (14GG)	11,772		Carryover
JDM Improvements - Budd - Construction	2,076,921	Years 1 & 2	Grants / Parkland
JDM Improvements – Rincon - Design	46,000	Year 5	Parkland
JDM Rincon Recreation Building Assessment	50,000	Year 4	Parkland
In-Car Video System	70,000		Carryover
Misc. Storm Drainage Improvements	200,000	Years 3 & 5	Env. Services
Mobile EOC	550,000		Carryover
Patrol and SWAT Sniper Rifles	75,000		Carryover
St. Anton Signal Project	54,716		Carryover
San Tomas Aquino Creek Trail	371,452		Carryover
Service Center Portable Building Replacement	99,670		Carryover
Sidewalk/Curb and Gutter Replacement	475,000	Annual	Construction Tax
Silicon Valley Radio Communications System	643,991		Carryover
Traffic Calming Improvements	66,161		Carryover
Traffic and Street Sign Replacement	253,577	Years 1 - 3	CIPR
Virginia Park Improvements	320,000	Years 4 & 5	Parkland
Winchester Boulevard Resurfacing	1,226,808		Carryover

Total 5-Year Capital Projects	\$ 86,914,790
--------------------------------------	----------------------

Projects that require appropriations for 2021 are as follows:

Year 1 Projects	Budget Appropriation
Annual Street Maintenance	\$ 2,729,000
Bike/Pedestrian Traffic Safety Improvements	45,000
Campbell Park Bicycle Pathway	150,000
City Hall Main Breaker Replacement	55,000
City Hall UPS for Emergency Phones & Computers	60,000
Energy Efficiency Projects (ESCO)	4,065,049
General Hazardous Materials Survey of C.C. Bldgs.	90,000
Measure O - Civic Center Improvements	1,844,695
JDM Improvements - Budd - Constructions	1,775,000
Traffic and Street Sign Replacement	60,000
Sidewalk / Curb / Gutter	75,000
TOTAL	\$ 10,948,744

Project Funding Sources

Revenue for project expenditures comes from a number of funding sources, both restricted and discretionary. Nearly 60% of the Adopted 2021-2025 CIP budget is for the Measure O – Civic Center Improvements project. This project is a \$50 million, five-year project which is completely funded from proceeds of general obligation bond sales, as authorized by voters in 2018. Measure O funds are restricted funds whose expenditures are to be reviewed by an Oversight Committee appointed by the City Council.

The remaining \$37 million in the 2021-2025 Adopted CIP budget is comprised of the following sources: Grant / Private funds which are restricted for specific uses, such as the County grant for an all-inclusive playground at John D. Morgan Park and developer fees to pay for a traffic signal at Campbell Avenue and Page Street total \$15. million (18%); Vehicle Impact Fees are contributing a total \$5.6 million (6%) towards annual street maintenance; Parkland Dedication fees to pay for improvement projects at various parks or recreational facilities are funding a total of \$5 million (6%); Gas Tax (SB1) funds are providing an additional \$5.3 million (6%) towards annual street maintenance work; Capital Improvement Plan Reserves (CIPR) are contributing \$4.7 million (5%); and Construction Tax and Environmental Services Funds are providing \$1 million (1%) of the total \$86.9 million in the Adopted five-year CIP.

The CIPR, which is part of the General Fund, is the City’s most flexible funding source and has historically been used for a wide range of project expenditures. By established Council Policy, the CIPR receives a portion of available General Fund surplus at fiscal year-end. The availability of funds for the CIPR is dependent on actual expenditures and revenues in a given fiscal year. In years where revenues are strong or expenditures are lower than anticipated, the CIPR increases. In years where revenues are lean and reserves are needed to balance the City’s budget, the CIPR does not increase and adopted projects are required to be deferred or placed on the City’s Unfunded Projects list.

The City projects an annual transfer in the amount of \$193,958 of CIPR beginning in FY 2022 through FY 2025.

Planning Commission Review

The Planning Commission held a Public Hearing to consider the Proposed CIP on June 9, 2020. During that meeting, the Commission found the five-year CIP is consistent with the City's General Plan, and found the adopted projects in the CIP to be either categorically exempt under the California Environmental Quality Act (CEQA), or to have been considered under previous project approvals.

Assumptions and Operating Budget Impacts

The 2021-2025 CIP is prepared in accordance with certain assumptions about funding constraints, operating budget implications, City priorities, and work plans as summarized below:

- Project and equipment costs, where applicable, are based on departmental estimates. Cost estimates are based on current market and contract experience on similar projects, where available, or order of magnitude cost estimates for larger projects in the early phases of design. Projects managed by Public Works include "soft costs" such as staff costs for project management, design, inspection and administration, and consultant services as necessary.
- Ongoing operating costs for annual maintenance and technical support, as well as any new revenues, are projected for each capital project and, as appropriate, are reflected in the operating budget. For the current capital plan, due to the nature of the projects included in the plan, most of the projects are not expected to have a significant operating budget impact. Existing work plans, ongoing programs and service level requirements were taken into consideration in project scheduling.

Project Selection Criteria

Criteria used in evaluating project requests include:

- The project's relationship to the City's strategic goals and objectives
- The project's impact on the operating budget (if any)
- The nature of the project in terms of preservation of City assets versus new construction or acquisition
- Available financing
- Consequences of not completing the project (e.g., public safety)

Exhibits:

- 1 CIP Summaries
- 2 CIP 5-Year Cash Flow Analysis
- 3 Capital Project Descriptions
- 4 Unfunded List

Capital Improvement Plan Summaries By Category

	Carryover	FY 2021	FY 2022	FY 2023	FY2024	FY 2025	TOTAL
Community Center							
Project							
(NEW) General Hazardous Materials Survey of C.C. Buildings	-	\$90,000	\$60,000	-	-	-	\$150,000
Community Center - Sports Fields Irrigation Upgrades	\$8,716	-	-	-	-	-	\$8,716
Sub-total	\$8,716	\$90,000	\$60,000	-	-	-	\$158,716

Parks & Open Space							
Project							
(NEW) Campbell Park Bicycle Pathway	-	\$150,000	-	-	-	-	\$150,000
Campbell Park Improvements - Design	\$171,052	-	-	-	-	-	\$171,052
Campbell Park Improvements	-	-	\$1,500,000	-	-	-	\$1,500,000
(NEW) Community Center Track Resurfacing	-	-	-	\$350,000	-	-	\$350,000
JDM Improvements - Budd - Construction	\$276,921	\$1,775,000	\$25,000	-	-	-	\$2,076,921
JDM Improvements - Rincon - Design	-	-	-	-	-	\$46,000	\$46,000
(NEW) JDM Parking Lots	-	-	-	\$240,000	-	-	\$240,000
(NEW) JDM Restrooms Improvement - Budd	-	-	-	-	\$108,000	\$731,000	\$839,000
JDM Rincon Recreational Building Assessment	-	-	-	-	\$50,000	-	\$50,000
San Tomas Aquino Creek Trail	\$371,452	-	-	-	-	-	\$371,452
Virginia Park Improvements	-	-	-	-	\$70,000	\$250,000	\$320,000
Sub-total	\$819,425	\$1,925,000	\$1,525,000	\$590,000	\$228,000	\$1,027,000	\$6,114,425

Public Facility (Buildings)							
Project							
ADA Transition Plan Improvements	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024
Auxiliary Gym Upgrades	\$54,000	-	-	-	-	-	\$54,000
(NEW) City Hall Main Breaker Replacement	-	\$55,000	-	-	-	-	\$55,000
Civic Center - Refresh Improvements	\$29,588	-	-	-	-	-	\$29,588
Community Center Bathroom Upgrades	\$119,693	-	-	-	-	-	\$119,693
(NEW) Community Center C-Wing Breezeway Reroofing	-	-	\$50,000	-	-	-	\$50,000
(NEW) Community Center Transformer Replacement	-	-	-	\$200,000	-	-	\$200,000
Community Development and PW Floor Space Plan	\$3,524	-	-	-	-	-	\$3,524
(New) Energy Efficiency Projects (ESCO)	-	\$4,065,049	-	-	-	-	\$4,065,049
(NEW) Measure O - Civic Center Improvements	\$289,000	\$1,844,695	\$11,079,000	\$20,874,000	\$13,932,000	\$1,981,305	\$50,000,000
Service Center Portable Building Replacement	\$99,670	-	-	-	-	-	\$99,670
Sub-total	\$733,499	\$5,964,744	\$11,179,000	\$21,074,000	\$13,982,000	\$1,981,305	\$54,914,548

Public Facility (Equipment)							
Project							
CAD/RMS/MDC Replacement	\$55,869	-	-	-	-	-	\$55,869
In-Car Video System	\$70,000	-	-	-	-	-	\$70,000
(NEW) Lenco Bearcat (Armored Rescue Vehicle)	-	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200
Mobile EOC	\$550,000	-	-	-	-	-	\$550,000
Patrol and SWAT Sniper Rifles	\$75,000	-	-	-	-	-	\$75,000
(NEW) Service Pistol Replacement	-	-	-	-	\$150,000	-	\$150,000
Sub-total	\$750,869	-	\$62,550	\$62,550	\$212,550	\$62,550	\$1,151,069

Public Facility (I-T)	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Project							
(NEW) City Hall UPS for Emergency Phones & Computers	-	\$60,000	-	-	-	-	\$60,000
Silicon Valley Radio Communications System (SVRCS)	\$643,991	-	-	-	-	-	\$643,991
Sub-total	\$643,991	\$60,000	-	-	-	-	\$703,991

Streets & Signals							
Project							
Annual Street Maintenance	\$3,559,930	\$2,729,000	\$2,789,000	\$2,789,000	\$2,789,000	\$2,789,000	\$17,444,930
Bike/Pedestrian & Traffic Safety Improvements	\$55,747	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$280,747
Campbell Avenue / Leigh Avenue Safety Improvements	\$40,000	-	-	-	-	-	\$40,000
Campbell Avenue and Page Street Traffic Signal	-	-	-	\$60,000	\$272,000	-	\$332,000
Downtown Campbell Pedestrian Improvements	\$45,000	-	-	-	-	-	\$45,000
Eden Avenue Sidewalk Improvements	\$156,236	-	-	-	-	-	\$156,236
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp	-	-	-	-	\$507,000	\$1,000,000	\$1,507,000
Harriet Avenue Sidewalks	-	-	\$1,000,000	\$150,000	-	-	\$1,150,000
Harriet Avenue Traffic Calming	\$628,124	-	-	-	-	-	\$628,124
Harriet/McCoy/STAR Traffic Signal (14GG)	\$11,772	-	-	-	-	-	\$11,772
Miscellaneous Storm Drainage Improvements	\$100,000	-	-	\$50,000	-	\$50,000	\$200,000
St. Anton Signal Project	\$54,716	-	-	-	-	-	\$54,716
Sidewalk/Curb and Gutter Replacement	\$100,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$475,000
Traffic Calming Improvements	\$66,161	-	-	-	-	-	\$66,161
Traffic & Street Sign Replacement	\$73,577	\$60,000	\$60,000	\$60,000	-	-	\$253,577
Winchester Boulevard Resurfacing	\$1,226,778	-	-	-	-	-	\$1,226,778
Sub-total	\$6,118,041	\$2,909,000	\$3,969,000	\$3,229,000	\$3,688,000	\$3,959,000	\$23,872,041

GRAND TOTAL	\$9,074,541	\$10,948,744	\$16,795,550	\$24,955,550	\$18,110,550	\$7,029,855	\$86,914,790
--------------------	--------------------	---------------------	---------------------	---------------------	---------------------	--------------------	---------------------

Capital Improvement Plan Summaries By Responsible Department

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Police							
CAD/RMS/MDC Replacement	\$55,869	-	-	-	-	-	\$55,869
In-Car Video System	\$70,000	-	-	-	-	-	\$70,000
(NEW) Lenco Bearcat (Armored Rescue Vehicle)	-	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200
Mobile EOC	\$550,000	-	-	-	-	-	\$550,000
Patrol and SWAT Sniper Rifles	\$75,000	-	-	-	-	-	\$75,000
(NEW) Service Pistol Replacement	-	-	-	-	\$150,000	-	\$150,000
Silicon Valley Radio Communications System (SVRCS)	\$643,991	-	-	-	-	-	\$643,991
Sub-total	\$1,394,860	-	\$62,550	\$62,550	\$212,550	\$62,550	\$1,795,060

Public Works							
Project							
ADA Transition Plan Improvements	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024
Annual Street Maintenance	\$3,559,930	\$2,729,000	\$2,789,000	\$2,789,000	\$2,789,000	\$2,789,000	\$17,444,930
Bike/Pedestrian & Traffic Safety Improvements	\$55,747	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$280,747
Campbell Avenue / Leigh Avenue Safety Improvements	\$40,000	-	-	-	-	-	\$40,000
Campbell Avenue and Page Street Traffic Signal	-	-	-	\$60,000	\$272,000	-	\$332,000
(NEW) Campbell Park Bicycle Pathway	-	\$150,000	-	-	-	-	\$150,000
Campbell Park Improvements - Design	\$171,052	-	-	-	-	-	\$171,052
Campbell Park Improvements	-	-	\$1,500,000	-	-	-	\$1,500,000
(NEW) City Hall Main Breaker Replacement	-	\$55,000	-	-	-	-	\$55,000
(NEW) City Hall UPS for Emergency Phones & Computers	-	\$60,000	-	-	-	-	\$60,000
Civic Center - Refresh Improvements	\$29,588	-	-	-	-	-	\$29,588
Community Center Bathroom Upgrades	\$119,693	-	-	-	-	-	\$119,693
(NEW) Community Center C-Wing Breezeway Renovation	-	-	\$50,000	-	-	-	\$50,000
Community Center - Sports Fields Irrigation Upgrades	\$8,716	-	-	-	-	-	\$8,716
(NEW) Community Center Track Resurfacing	-	-	-	\$350,000	-	-	\$350,000
(NEW) Community Center Transformer Replacement	-	-	-	\$200,000	-	-	\$200,000
Community Development and PW Floor Space Plan	\$3,524	-	-	-	-	-	\$3,524
Downtown Campbell Pedestrian Improvements	\$45,000	-	-	-	-	-	\$45,000
Eden Avenue Sidewalk Improvements	\$156,236	-	-	-	-	-	\$156,236
(New) Energy Efficiency Projects (ESCO)	-	\$4,065,049	-	-	-	-	\$4,065,049
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp	-	-	-	-	\$507,000	\$1,000,000	\$1,507,000
Harriet Avenue Sidewalks	-	-	\$1,000,000	\$150,000	-	-	\$1,150,000
Harriet Avenue Traffic Calming	\$628,124	-	-	-	-	-	\$628,124
Harriet/McCoy/STAR Traffic Signal (14GG)	\$11,772	-	-	-	-	-	\$11,772
JDM Improvements - Budd - Construction	\$276,921	\$1,775,000	\$25,000	-	-	-	\$2,076,921
JDM Improvements - Rincon - Design	-	-	-	-	-	\$46,000	\$46,000
(NEW) JDM Parking Lots	-	-	-	\$240,000	-	-	\$240,000
(NEW) JDM Restrooms Improvement - Budd	-	-	-	-	\$108,000	\$731,000	\$839,000
JDM Rincon Recreational Building Assessment	-	-	-	-	\$50,000	-	\$50,000

Public Works (Continued)	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
(NEW) Measure O - Civic Center Improvements	\$289,000	\$1,844,695	\$11,079,000	\$20,874,000	\$13,932,000	\$1,981,305	\$50,000,000
Miscellaneous Storm Drainage Improvements	\$100,000	-	-	\$50,000	-	\$50,000	\$200,000
St. Anton Signal Project	\$54,716	-	-	-	-	-	\$54,716
San Tomas Aquino Creek Trail	\$371,452	-	-	-	-	-	\$371,452
Service Center Portable Building Replacement	\$99,670	-	-	-	-	-	\$99,670
Sidewalk/Curb and Gutter Replacement	\$100,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$475,000
Traffic Calming Improvements	\$66,161	-	-	-	-	-	\$66,161
Traffic & Street Sign Replacement	\$73,577	\$60,000	\$60,000	\$60,000	-	-	\$253,577
Virginia Park Improvements	-	-	-	-	\$70,000	\$250,000	\$320,000
Winchester Boulevard Resurfacing	\$1,226,778	-	-	-	-	-	\$1,226,778
Sub-total	\$7,625,681	\$10,858,744	\$16,673,000	\$24,893,000	\$17,898,000	\$6,967,305	\$84,915,730

Recreation & Community Services							
Project							
Auxiliary Gym Upgrades	\$54,000	\$-	\$-	\$-	\$-	\$-	\$54,000
(NEW) General Hazardous Materials Survey of C.C. Buildings	\$-	\$90,000	\$60,000	\$-	\$-	\$-	\$150,000
Sub-total	\$54,000	\$90,000	\$60,000	\$-	\$-	\$-	\$204,000

GRAND TOTAL	\$9,074,663	\$10,948,744	\$16,795,550	\$24,955,550	\$18,110,550	\$7,029,855	\$86,914,790
--------------------	--------------------	---------------------	---------------------	---------------------	---------------------	--------------------	---------------------

Capital Improvement Plan Summaries By Funding Source

Capital Improvement Reserve	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Project							
ADA Transition Plan Improvements	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024
Annual Street Maintenance	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
CAD/RMS/MDC Replacement	\$55,869	-	-	-	-	-	\$55,869
Campbell Avenue / Leigh Avenue Safety Improvements	\$40,000	-	-	-	-	-	\$40,000
(NEW) City Hall Main Breaker Replacement	-	\$55,000	-	-	-	-	\$55,000
(NEW) City Hall UPS for Emergency Phones & Computers	-	\$60,000	-	-	-	-	\$60,000
Civic Center - Refresh Improvements	\$29,588	-	-	-	-	-	\$29,588
Community Center Bathroom Upgrades	\$119,693	-	-	-	-	-	\$119,693
(NEW) Community Center C-Wing Breezeway Reroofing	-	-	\$50,000	-	-	-	\$50,000
Community Center - Sports Fields Irrigation Upgrades	\$8,716	-	-	-	-	-	\$8,716
(NEW) Community Center Transformer Replacement	-	-	-	\$200,000	-	-	\$200,000
Community Development and PW Floor Space Plan	\$3,524	-	-	-	-	-	\$3,524
Downtown Campbell Pedestrian Improvements	\$45,000	-	-	-	-	-	\$45,000
Energy Efficiency Projects (ESCO)	-	\$10,084	-	-	-	-	\$10,084
(NEW) General Hazardous Materials Survey of C.C. Buildings	-	\$90,000	\$60,000	-	-	-	\$150,000
Harriet Avenue Sidewalks	-	-	-	\$150,000	-	-	\$150,000
Harriet Avenue Traffic Calming	\$628,124	-	-	-	-	-	\$628,124
Harriet/McCoy/STAR Traffic Signal (14GG)	\$11,772	-	-	-	-	-	\$11,772
(NEW) Lenco Bearcat (Armored Rescue Vehicle)	-	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200
St. Anton Signal Project	\$54,716	-	-	-	-	-	\$54,716
(NEW) Service Pistol Replacement	-	-	-	-	\$150,000	-	\$150,000
Sidewalk / Curb Gutter Improvements	\$25,000	-	-	-	-	-	\$25,000
Silicon Valley Radio Communications System (SVRCS)	\$643,991	-	-	-	-	-	\$643,991
Traffic & Street Sign Replacement	\$73,577	\$60,000	\$60,000	\$60,000	-	-	\$253,577
Winchester Boulevard Resurfacing	\$264,954	-	-	-	-	-	\$264,954
Sub-total	\$2,342,548	\$475,084	\$482,550	\$672,550	\$462,550	\$262,550	\$4,697,832

Construction Tax							
Project							
Bike/Pedestrian and Traffic Safety Improvements	\$35,747	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$160,747
Eden Avenue Sidewalk Improvements	\$24,688	-	-	-	-	-	\$24,688
Sidewalk/Curb and Gutter Replacement	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$450,000
Traffic Calming Improvements	\$66,161	-	-	-	-	-	\$66,161
Sub-total	\$201,596	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$701,596

Debt Obligations							
Project							
(NEW) Measure O - Civic Center Improvements	\$289,000	\$1,844,695	\$11,079,000	\$20,874,000	\$13,932,000	\$1,981,305	\$50,000,000
Sub-total	\$289,000	\$1,844,695	\$11,079,000	\$20,874,000	\$13,932,000	\$1,981,305	\$50,000,000

Environmental Services Funds							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Project							
Eden Avenue Sidewalk Improvements	\$131,548	-	-	-	-	-	\$131,548
Miscellaneous Storm Drainage Improvements	\$100,000	-	-	\$50,000	-	\$50,000	\$200,000
Sub-total	\$231,548	-	-	\$50,000	-	\$50,000	\$331,548

Gas Tax (SB 1)							
Project							
Annual Street Maintenance	\$1,400,000	\$740,000	\$800,000	\$800,000	\$800,000	\$800,000	\$5,340,000
Sub-total	\$1,400,000	\$740,000	\$800,000	\$800,000	\$800,000	\$800,000	\$5,340,000

Grants / Private							
Project							
Annual Street Maintenance	\$1,177,450	\$1,012,000	\$1,012,000	\$1,012,000	\$1,012,000	\$1,012,000	\$6,237,450
Bike/Pedestrian and Traffic Safety Improvements	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
Campbell Avenue and Page Street Traffic Signal	-	-	-	\$60,000	\$272,000	-	\$332,000
Energy Efficiency Projects (ESCO)	-	\$4,054,965	-	-	-	-	\$4,054,965
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp	-	-	-	-	\$507,000	\$1,000,000	\$1,507,000
Harriet Avenue Sidewalks	-	-	\$1,000,000	-	-	-	\$1,000,000
In-Car Video System	\$70,000	-	-	-	-	-	\$70,000
JDM Improvements - Budd - Construction	-	\$1,000,000	-	-	-	-	\$1,000,000
Mobile EOC	\$550,000	-	-	-	-	-	\$550,000
Patrol and SWAT Sniper Rifles	\$75,000	-	-	-	-	-	\$75,000
San Tomas Aquino Creek Trail	\$251,452	-	-	-	-	-	\$251,452
Service Center Portable Building Replacement	\$99,670	-	-	-	-	-	\$99,670
Sub-total	\$2,243,572	\$6,086,965	\$2,032,000	\$1,092,000	\$1,811,000	\$2,032,000	\$15,297,537

Parkland Dedication							
Project							
Auxiliary Gym Upgrades	\$54,000	-	-	-	-	-	\$54,000
(NEW) Campbell Park Bicycle Pathway	-	\$150,000	-	-	-	-	\$150,000
Campbell Park Improvements - Design	\$171,052	-	-	-	-	-	\$171,052
Campbell Park Improvements	-	-	\$1,500,000	-	-	-	\$1,500,000
(NEW) Community Center Track Resurfacing	-	-	-	\$350,000	-	-	\$350,000
JDM Improvements - Budd - Construction	\$276,921	\$775,000	\$25,000	-	-	-	\$1,076,921
JDM Improvements - Rincon - Design	-	-	-	-	-	\$46,000	\$46,000
(NEW) JDM Parking Lots	-	-	-	\$240,000	-	-	\$240,000
(NEW) JDM Restrooms Improvement - Budd	-	-	-	-	\$108,000	\$731,000	\$839,000
JDM Rincon Recreational Building Assessment	-	-	-	-	\$50,000	-	\$50,000
San Tomas Aquino Creek Trail	\$120,000	-	-	-	-	-	\$120,000
Virginia Park Improvements	-	-	-	-	\$70,000	\$250,000	\$320,000
Sub-total	\$621,973	\$925,000	\$1,525,000	\$590,000	\$228,000	\$1,027,000	\$4,916,973

Vehicle Impact Fees - Building Permits							
Project							
Annual Street Maintenance	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,800,000
Winchester Boulevard Resurfacing	\$480,912	-	-	-	-	-	\$480,912
Sub-total	\$780,912	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$2,280,912

Vehicle Impact Fees -Garbage							
Project							
Annual Street Maintenance	\$482,480	\$477,000	\$477,000	\$477,000	\$477,000	\$477,000	\$2,867,480
Winchester Boulevard Resurfacing	\$480,912	-	-	-	-	-	\$480,912
Sub-total	\$963,392	\$477,000	\$477,000	\$477,000	\$477,000	\$477,000	\$3,348,392

GRAND TOTAL	\$9,074,541	\$10,948,744	\$16,795,550	\$24,955,550	\$18,110,550	\$7,029,855	\$86,914,790
--------------------	--------------------	---------------------	---------------------	---------------------	---------------------	--------------------	---------------------

CITY OF CAMPBELL
 CAPITAL BUDGET - Summary of Exhibits
 PROGRAM : CAPITAL PROJECTS

EXHIBIT A
 435 & 448

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Adopted
Employee Services	\$ 563,658	\$ 246,977	\$ 559,000	\$ 598,603	25.3%	\$ 750,100
Supplies, Services & Capital Outlay	345,629	396,410	1,784,708	580,000	195.4%	1,713,595
Capital projects	4,895,588	1,472,685	13,539,341	4,958,450	71.1%	8,485,049
Total Before Transfers	5,804,874	2,116,073	15,883,049	6,137,053	78.4%	10,948,744
Appropriation Total	\$ 5,804,874	\$ 2,116,073	\$ 15,883,049	\$ 6,137,053	78.4%	\$ 10,948,744

**CITY OF CAMPBELL
CAPITAL BUDGET - Project Allocation
PROGRAM : CAPITAL PROJECTS**

**EXHIBIT F
435 & 448**

Project	Project #	Personnel	Professional Services 7430	Improvements 7883	Equipment 7884	FY 2021 Adopted Total
Traffic & Street Sign Replacement	19KK	\$ 5,000	\$ -	\$ 45,000	\$ 10,000	\$ 60,000
Sidewalk, Curb & Gutter Improvements	19LL	-	-	75,000	-	75,000
Bike/Pedestrian Traffic Safety Improvements	20CC	5,000	-	40,000	-	45,000
JDM Improvements - Budd - Construction	20PP	25,000	180,000	1,570,000	-	1,775,000
City Hall Main Breaker Replacement	21AA	-	-	55,000	-	55,000
Annual Street Maintenance	21BB	389,000	50,000	2,290,000	-	2,729,000
General Hazard Materials Survey of CC Buildings	21GG	-	-	90,000	-	90,000
Campbell Park Bicycle Pathway	21KK	10,000	5,000	135,000	-	150,000
Measure O - Civic Center Improvements	21MM	-	1,398,595	50,000	-	1,448,595
City Hall UPS for Emergency Phones & Computers	21NN	-	-	60,000	-	60,000
Energy Efficiency Projects (ESCO)	21OO	-	-	4,065,049	-	4,065,049
Measure O - Civic Center Improvements	518	316,100	80,000	-	-	396,100
TOTAL		\$ 750,100	\$ 1,713,595	\$ 8,475,049	\$ 10,000	\$ 10,948,744

CIP Cash Flow Analysis FY 2021 Through FY 2025

CIPR - Designated Fund Balance - Fund 101

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Designated CIP Fund Balance--July 1	\$1,984,450	\$1,579,450	\$1,104,366	\$815,774	\$337,182	\$68,591	\$1,984,450
Add Projected Revenues:							
CIPR Financial Policy Transfer (\$1.5M/yr Target)	-	-	193,958	193,958	193,959	193,959	775,834
Total Projected Resources	-	-	193,958	193,958	193,959	193,959	775,834
Less Projected Expenditures:							
Five Year CIP Proposed	405,000	475,084	482,550	672,550	462,550	262,550	2,760,284
Sub-Total Expenditures	405,000	475,084	482,550	672,550	462,550	262,550	2,760,284
Projected Available Fund Balance	\$1,579,450	\$1,104,366	\$815,774	\$337,182	\$68,591	\$-	\$-

FIVE YEAR CIP - RECAP BY PROJECT

ADA Transition Plan	\$50,000	\$-	\$50,000	\$-	\$50,000	\$-	\$150,000
Annual Street Maintenance	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Harriet Avenue Sidewalks	-	-	-	150,000	-	-	150,000
Sidewalk / Curb and Gutter Improvements	25,000	-	-	-	-	-	25,000
Silicon Valley Radio Communications System	70,000	-	-	-	-	-	70,000
Traffic & Street Sign Replacement	60,000	60,000	60,000	60,000	-	-	240,000
(NEW) - City Hall Main Breaker Replacement	-	55,000	-	-	-	-	55,000
(NEW) - City Hall UPS for Emergency Phones & Comps	-	60,000	-	-	-	-	60,000
(NEW) - Energy Conservation & Infrastructure Improv	-	10,084	-	-	-	-	10,084
(NEW) - Community Center C-Wing Breezeway Reroof	-	-	50,000	-	-	-	50,000
(NEW) - Comm Center Transformer Replacement	-	-	-	200,000	-	-	200,000
(NEW) - Gen Hazardous Materials Survey of CC Bldgs	-	90,000	60,000	-	-	-	150,000
(NEW) - Lenco Bearcat (Armored Rescue Vehicle)	-	-	62,550	62,550	62,550	62,550	250,200
(NEW) - Service Pistol Replacement	-	-	-	-	150,000	-	150,000
Totals	\$405,000	\$475,084	\$482,550	\$672,550	\$462,550	\$262,550	\$2,760,284

CIP Cash Flow Analysis FY 2021 Through FY 2025

CIPR Carryover - Designated Fund Balance - Fund 101

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Designated CIP Fund Balance--July 1	\$1,702,509	\$-	\$-	\$-	\$-	\$-	\$1,702,509
Add Projected Appropriations:							
Encumbered Capital Projects	421,851	-	-	-	-	-	421,851
Transfers from Capital Projects	88,917	-	-	-	-	-	88,917
Mid-Year Adjustments	71,165	-	-	-	-	-	71,165
Total Projected Resources	581,933	-	-	-	-	-	581,933
Less Projected Expenditures:							
Carryover Projects	1,433,688	-	-	-	-	-	1,433,688
Return to General Fund Undesignated	752,957	-	-	-	-	-	752,957
Expenditures for Completed Projects	97,797	-	-	-	-	-	97,797
Sub-Total Expenditures	2,284,442	-	-	-	-	-	2,284,442
Projected Available Fund Balance	\$-	\$-	\$-	\$-	\$-	\$-	\$-

FIVE YEAR CIP - RECAP BY PROJECT

Harriet/McCoy/STAR Traffic Signal	\$11,772	\$-	\$-	\$-	\$-	\$-	\$11,772
Civic Center - Refresh Improvements	29,588	-	-	-	-	-	29,588
CAD/RMS/MDC Replacement	55,869	-	-	-	-	-	55,869
ADA Transition Plan Improvements	88,024	-	-	-	-	-	88,024
Community Center Bathroom Upgrades	40,000	-	-	-	-	-	40,000
Community Center - Sports Fields Irrigation Upgrades	8,716	-	-	-	-	-	8,716
Silicon Valley Radio Communications System (SVRCS)	573,991	-	-	-	-	-	573,991
St Anton Signal Project	54,716	-	-	-	-	-	54,716
Community Development and PW Floor Space Plan	3,524	-	-	-	-	-	3,524
Community Center Bathroom Upgrades	79,693	-	-	-	-	-	79,693
Harriet Avenue Traffic Calming	124,264	-	-	-	-	-	124,264
Winchester Boulevard Resurfacing	264,954	-	-	-	-	-	264,954
Campbell Avenue/Leigh Avenue Safety Improvements	40,000	-	-	-	-	-	40,000
Downtown Campbell Pedestrian Improvements	45,000	-	-	-	-	-	45,000
Traffic & Street Sign Replacement	13,577	-	-	-	-	-	13,577
Totals	\$1,433,688	\$-	\$-	\$-	\$-	\$-	\$1,433,688

CIP Cash Flow Analysis FY 2021 Through FY 2025

Construction Tax - Designated Fund Balance - Fund 101

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Designated Fund Balance--July 1	\$1,001,003	\$616,088	\$695,088	\$675,088	\$655,088	\$635,088	\$1,001,003
Add Projected Revenues:							
Construction Tax	53,140	179,000	80,000	80,000	80,000	80,000	552,140
Total Projected Revenues	53,140	179,000	80,000	80,000	80,000	80,000	552,140
Less Projected Expenditures:							
Five Year CIP Proposed	201,596	100,000	100,000	100,000	100,000	100,000	701,596
Prior Year Adjustment	236,459	-	-	-	-	-	236,459
Sub-Total Expenditures	438,055	100,000	100,000	100,000	100,000	100,000	938,055
Projected Fund Balance Designation	\$616,088	\$695,088	\$675,088	\$655,088	\$635,088	\$615,088	\$615,088
 <u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Bike/Pedestrian and Traffic Safety Improvements	\$10,747	\$-	\$-	\$-	\$-	\$-	\$10,747
Bike, Ped and Traffic Safety Improvements	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Eden Avenue Sidewalk Improvements	24,688	-	-	-	-	-	24,688
Sidewalk / Curb and Gutter Improvements	75,000	75,000	75,000	75,000	75,000	75,000	450,000
Traffic Calming Improvements	66,161	-	-	-	-	-	66,161
Totals	\$201,596	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$701,596

**CIP Cash Flow Analysis
FY 2021 Through FY 2025**

Environmental Services - Storm Drain Fund Balance - Fund 209

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Fund Balance--July 1	\$772,802	\$423,052	\$316,046	\$209,040	\$52,034	\$(54,972)	\$772,802
Add Projected Revenues:							
Storm Drain Fees	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Beverage Container Grant	10,000	10,000	10,000	10,000	10,000	10,000	60,000
Storm Water Fees	-	45,000	45,000	45,000	45,000	45,000	225,000
Solid Waste Fees	556,464	556,464	556,464	556,464	556,464	556,464	3,338,784
AB 919 Recycling	49,356	49,356	49,356	49,356	49,356	49,356	296,136
Transfers In	437,000	437,000	437,000	437,000	437,000	437,000	2,622,000
Investment income	9,577	500	500	500	500	500	12,077
Total Projected Revenues	1,082,397	1,118,320	1,118,320	1,118,320	1,118,320	1,118,320	6,673,997
Less Projected Expenditures:							
Operational Transfers Out	1,200,598	1,225,326	1,225,326	1,225,326	1,225,326	1,225,326	7,327,228
Five Year CIP Proposed	231,548	-	-	50,000	-	50,000	331,548
Sub-Total Expenditures	1,432,146	1,225,326	1,225,326	1,275,326	1,225,326	1,275,326	7,658,776
Projected Fund Balance	\$423,052	\$316,046	\$209,040	\$52,034	\$(54,972)	\$(211,978)	\$(211,978)
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Eden Avenue Sidewalk Improvements	\$131,548	\$-	\$-	\$-	\$-	\$-	\$131,548
Misc Storm Drain Improvements	100,000	-	-	50,000	-	50,000	200,000
Totals	\$231,548	\$-	\$-	\$50,000	\$-	\$50,000	\$331,548

CIP Cash Flow Analysis FY 2021 Through FY 2025

Grants/Private - Fund Balance - Funds 212, 216, 218, 435

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Fund Balance--July 1	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Add Projected Revenues:							
Federal Grants (SLESF, HSIP)	185,260	-	-	-	-	-	185,260
State Grant (VERBS, EOC)	715,450	-	1,000,000	-	-	-	1,715,450
Local Grants (SCC VLF, SCC AIPG, MTC)	678,600	1,215,000	215,000	215,000	215,000	215,000	2,753,600
Measure B (LSF)	797,000	797,000	797,000	797,000	797,000	797,000	4,782,000
Measure B (VTA)	-	-	-	-	-	1,000,000	1,000,000
TDA Grants (Fund 216)	254,742	20,000	20,000	20,000	20,000	20,000	354,742
Cresleigh Homes	-	-	-	60,000	272,000	-	332,000
Private Grant (Developer Fees)	-	-	-	-	507,000	-	507,000
Loans and Financing (PG&E and CEC)	-	4,054,965	-	-	-	-	4,054,965
Corp Yard Land Sale Proceeds (F435)	99,670	-	-	-	-	-	99,670
Contribution from City of San Jose	16,709	-	-	-	-	-	16,709
Total Projected Revenues	<u>2,747,432</u>	<u>6,086,965</u>	<u>2,032,000</u>	<u>1,092,000</u>	<u>1,811,000</u>	<u>2,032,000</u>	<u>15,801,397</u>
Less Projected Expenditures:							
Five Year CIP Proposed	2,747,432	6,086,965	2,032,000	1,092,000	1,811,000	2,032,000	15,801,397
Sub-Total Expenditures	<u>2,747,432</u>	<u>6,086,965</u>	<u>2,032,000</u>	<u>1,092,000</u>	<u>1,811,000</u>	<u>2,032,000</u>	<u>15,801,397</u>
Projected Available Fund Balance	<u>\$-</u>						
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Annual Street Maintenance	\$1,177,450	\$1,012,000	\$1,012,000	\$1,012,000	\$1,012,000	\$1,012,000	\$6,237,450
Bike / Ped and Traffic Safety Improvements	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Campbell Ave. / Page St. Signal	-	-	-	60,000	272,000	-	332,000
Hamilton Ave. Hwy. 17 Southbound Offramp - Prelim.	-	-	-	-	507,000	1,000,000	1,507,000
Harriet Avenue Sidewalks	-	-	1,000,000	-	-	-	1,000,000
Harriet Avenue Traffic Calming	503,860	-	-	-	-	-	503,860
In-Car Video System	70,000	-	-	-	-	-	70,000
JDM Improvements - Budd	-	1,000,000	-	-	-	-	1,000,000
San Tomas Aquino Creek Trail	251,452	-	-	-	-	-	251,452
Mobile EOC	550,000	-	-	-	-	-	550,000
Patrol and SWAT Sniper Rifles	75,000	-	-	-	-	-	75,000
Service Center Portable Building Replacement	99,670	-	-	-	-	-	99,670
(NEW) - Energy Conservation & Infrastructure Improvements	-	4,054,965	-	-	-	-	4,054,965
Totals	<u>\$2,747,432</u>	<u>\$6,086,965</u>	<u>\$2,032,000</u>	<u>\$1,092,000</u>	<u>\$1,811,000</u>	<u>\$2,032,000</u>	<u>\$15,801,397</u>

**CIP Cash Flow Analysis
FY 2021 Through FY 2025**

Gas Tax (SB1 funds only) - Fund Balance - Fund 204

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Available Reserve--July 1	\$782,968	\$102,968	\$102,968	\$102,968	\$102,968	\$102,968	\$782,968
Add Projected Revenues:							
State SB 1 Proceeds	720,000	740,000	800,000	800,000	800,000	800,000	4,660,000
Total Projected Revenues	720,000	740,000	800,000	800,000	800,000	800,000	4,660,000
Less Projected Expenditures:							
Five Year CIP Proposed	1,400,000	740,000	800,000	800,000	800,000	800,000	5,340,000
Sub-Total Expenditures	1,400,000	740,000	800,000	800,000	800,000	800,000	5,340,000
Projected Available Fund Balance	\$102,968						
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Annual Street Maintenance	\$1,400,000	\$740,000	\$800,000	\$800,000	\$800,000	\$800,000	\$5,340,000
Totals	\$1,400,000	\$740,000	\$800,000	\$800,000	\$800,000	\$800,000	\$5,340,000

CIP Cash Flow Analysis FY 2021 Through FY 2025

Vehicle Impact - Fund Balance - Fund 202

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Available Fund Balance--July 1	\$1,487,920	\$551,720	\$551,970	\$552,220	\$552,470	\$552,720	\$1,487,920
Add Projected Revenues:							
Vehicle Impact Fees	300,000	300,000	300,000	300,000	300,000	300,000	1,500,000
Solid Waste Vehicle Impact Fees	477,000	477,000	477,000	477,000	477,000	477,000	2,385,000
Investment income	31,106	250	250	250	250	250	32,106
Total Projected Revenues	808,106	777,250	777,250	777,250	777,250	777,250	3,917,106
Less Projected Expenditures:							
Five Yr. CIP Proposed	1,744,305	777,000	777,000	777,000	777,000	777,000	5,629,305
Sub-Total Expenditures	1,744,305	777,000	777,000	777,000	777,000	777,000	5,629,305
Projected Available Fund Balance	\$551,720	\$551,970	\$552,220	\$552,470	\$552,720	\$552,970	\$552,470
 <u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Annual Street Maintenance	\$5,480	\$-	\$-	\$-	\$-	\$-	\$5,480
Annual Street Maintenance - Garbage Fees	477,000	477,000	477,000	477,000	477,000	477,000	2,862,000
Annual Street Maintenance - Permit Fees	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Winchester Boulevard Resurfacing	961,825	-	-	-	-	-	961,825
Totals	\$1,744,305	\$777,000	\$777,000	\$777,000	\$777,000	\$777,000	\$5,629,305

**CIP Cash Flow Analysis
FY 2021 Through FY 2025**

Measure O - Fund Balance - Fund 448

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Available Fund Balance--July 1	\$-	\$(289,000)	\$7,866,305	\$36,787,305	\$15,913,305	\$1,981,305	\$-
Add Projected Revenues:							
Measure O Bond Proceeds	-	10,000,000	40,000,000	-	-	-	50,000,000
Total Projected Revenues	-	10,000,000	40,000,000	-	-	-	50,000,000
Less Projected Expenditures:							
Five Year CIP Proposed	289,000	1,844,695	11,079,000	20,874,000	13,932,000	1,981,305	50,000,000
Sub-Total Expenditures	289,000	1,844,695	11,079,000	20,874,000	13,932,000	1,981,305	50,000,000
Projected Available Fund Balance	\$(289,000)	\$7,866,305	\$36,787,305	\$15,913,305	\$1,981,305	\$-	\$1,981,305

FIVE YEAR CIP - RECAP BY PROJECT

(NEW) - Measure O Design and Construction	\$289,000	\$1,844,695	\$11,079,000	\$20,874,000	\$13,932,000	\$1,981,305	\$50,000,000
Totals	\$289,000	\$1,844,695	\$11,079,000	\$20,874,000	\$13,932,000	\$1,981,305	\$50,000,000

**CIP Cash Flow Analysis
FY 2021 Through FY 2025**

Parkland Dedication - Fund Balance - Fund 295

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Cash Balance--July 1	\$4,734,252	\$4,367,951	\$3,928,778	\$2,882,353	\$2,750,000	\$2,977,000	\$4,734,252
Add: Projected Revenues:							
Investment Income	84,037	85,827	78,576	57,647	55,000	59,540	420,626
Parkland Ded. Fees	400,000	400,000	400,000	400,000	400,000	400,000	2,400,000
Total Projected Revenues	484,037	485,827	478,576	457,647	455,000	459,540	2,820,626
Less Projected Expenditures:							
Five Year CIP Proposed	621,973	925,000	1,525,000	590,000	228,000	1,027,000	4,916,973
Return to Parkland Dedication Fund	191,750	-	-	-	-	-	-
Expenditures for Completed Projects	36,615	-	-	-	-	-	-
Sub-Total Expenditures	850,338	925,000	1,525,000	590,000	228,000	1,027,000	4,916,973
Projected Available Fund Balance	\$4,367,951	\$3,928,778	\$2,882,353	\$2,750,000	\$2,977,000	\$2,409,540	\$2,409,540
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Auxiliary Gym Upgrades	54,000	-	-	-	-	-	54,000
Campbell Park Improvements - Design	171,052	-	-	-	-	-	171,052
Campbell Park Improvements	-	-	1,500,000	-	-	-	1,500,000
JDM Improvements - Budd	-	775,000	25,000	-	-	-	800,000
JDM Improvements - Rincon	-	-	-	-	-	46,000	46,000
JDM Park Improvements - Budd	276,921	-	-	-	-	-	276,921
JDM Rincon Recreational Bldg Assessment	-	-	-	-	50,000	-	50,000
San Tomas Aquino Creek Trail	120,000	-	-	-	-	-	120,000
(NEW) - Virginia Park Improvements	-	-	-	-	70,000	250,000	320,000
(NEW) - Campbell Park Bicycle Pathway	-	150,000	-	-	-	-	150,000
(NEW) - Community Center Track Resurfacing	-	-	-	350,000	-	-	350,000
(NEW) - JDM Parking Lots	-	-	-	240,000	-	-	240,000
(NEW) - JDM Restrooms Improvement - Budd	-	-	-	-	108,000	731,000	839,000
Totals	\$621,973	\$925,000	\$1,525,000	\$590,000	\$228,000	\$1,027,000	\$4,916,973
CIP Totals--All Expenditures	\$ 9,074,541	\$ 10,948,744	\$ 16,795,550	\$ 24,955,550	\$ 18,110,550	\$ 7,029,855	\$ 86,914,790

CAPITAL PROJECT

Project #:	17-DD	New Project:	No
Program #:	730	Useful Life:	20 years
Department:	Public Works		
Category:	Parks and Open Space	Original Approp:	\$1,500,000
		Carry Over to next Fiscal Year:	\$1,500,000
		Additional Approps:	

Project Title: Campbell Park Improvements

Project Description

This project will renovate and expand amenities at Campbell Park to address aged play equipment and under capacity restrooms. New equipment and surfacing will comply with the latest playground equipment safety standards.

Funding for design began in FY 2017 and continued through FY 2018. This CIP provides funding for construction.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Do not move forward with improvements - repair elements as needed.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	\$1,500,000	-	-	-	\$1,500,000
Total	-	\$1,500,000	-	-	-	\$1,500,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 17-DD
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: Campbell Park Improvements

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	\$100,000	-	-	-	\$100,000
Construction	-	\$1,300,000	-	-	-	\$1,300,000
City Staff	-	\$100,000	-	-	-	\$100,000
Total	-	\$1,500,000	-	-	-	\$1,500,000
Staff Hours	-	1,000	-	-	-	1,000

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Personnel	-	-	-	-	-	-
Supplies & Services	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Total	-	-	-	-	-	-
Funding Source	-	-	-	-	-	-
Additional Revenue	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition		x				
Design		x				
Bids received		x				
Bid Award		x				
Construction		x				

CAPITAL PROJECT

Project #:	19-BB	New Project:	No
Program #:	730	Useful Life:	20 years
Department:	Public Works		
Category:	Public Facility - Buildings	Original Approp:	\$100,000
		Carry Over to next Fiscal Year:	\$238,024
		Additional Approps:	

Project Title: ADA Transition Plan Improvements

Project Description

Consistent with the City's Americans with Disability Act (ADA) Transition Plan, this project continues to implement identified improvements at the Community Center, Service Center, City Hall, and other City facilities. Scope of work includes modifications to doors, bathroom fixtures, and public counters.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objective 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Phase improvements and revise funding levels.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024
Total	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 19-BB
Program #: 730
Department: Public Works
Category: Public Facility - Buildings

Project Title: ADA Transition Plan Improvements

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		-	\$43,000		\$43,000		\$86,000
City Staff		-	\$7,000		\$7,000		\$14,000
Total	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024
Staff Hours		-	70		70		140

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition			X		X		
Design			X		X		
Bids received			X		X		
Bid Award			X		X		
Construction							

CAPITAL PROJECT

Project #: 19-HH	New Project:	No
Program #: 730	Useful Life:	20 years
Department: Public Works		
Category: Streets and Signals	Original Approp:	\$100,000
	Carry Over to next Fiscal Year:	\$200,000
	Additional Approps:	

Project Title: Miscellaneous Storm Drainage Improvements

Project Description

This biennial maintenance project provides minor drainage improvements to streets to increase safety and decrease pavement deterioration. Environmental Services Funds support this project.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses Strategic Plan Objective 3.4 - Streets that are safe, clean, and well- maintained; and Objective 3.6 - Streets that serve the needs of adjacent land uses.

Alternatives

1. Allow current conditions to remain and continue stop gap maintenance efforts.
2. Submit each individual location / project site and improvement to the City Council for approval.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Env'tl. Services	-	-	-	\$50,000	-	\$50,000	\$100,000
Carryover	\$100,000	-	-	-	-	-	\$100,000
Total	\$100,000	-	-	\$50,000	-	\$50,000	\$200,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 19-HH
Program #: 730
Department: Public Works
Category: Streets and Signals

Project Title: Miscellaneous Storm Drainage Improvements

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction				\$43,000		\$43,000	\$86,000
City Staff				\$7,000		\$7,000	\$14,000
Carryover	\$100,000						\$100,000
Total	\$100,000	-	-	\$50,000	-	\$50,000	\$200,000
Staff Hours				100		100	200

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition							
Design							
Bids received				x		x	
Bid Award				x		x	
Construction				x		x	

CAPITAL PROJECT

Project #:	19-KK	New Project:	No
Program #:	730	Useful Life:	10 years
Department:	Public Works		
Category:	Streets and Signals	Original Approp:	\$300,000
		Cumulative Expenditures:	\$46,423
		Carry Over to next Fiscal Year:	\$253,577
		Additional Approps:	

Project Title: Traffic & Street Sign Replacement

Project Description

A multi-year project to bring the City's Traffic and Street Name signs into mandatory Federal Reflective compliance. It is estimated that 60% of the City's signs do not meet the current federal guidelines.

Relationship to Strategic Goals, Objectives, and Action Strategies

Supports Strategic Objective 4.4 - a reduced number of traffic accidents and associated injuries.

Alternatives

1. Increase the annual funding to complete the Federally Required Compliance Project earlier.
2. Fund at a reduced amount through the operating budget.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR		\$60,000	\$60,000	\$60,000	-	-	\$180,000
Total	\$73,577	\$60,000	\$60,000	\$60,000	-	-	\$253,577

Project Manager: Ron Taormina, Street Maintenance Field Supervisor

CAPITAL PROJECT

Project #: 19-KK
Program #: 730
Department: Public Works
Category: Streets and Signals

Project Title: Traffic & Street Sign Replacement

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		\$45,000	\$45,000	\$45,000	-	-	\$135,000
City Staff		\$5,000	\$5,000	\$5,000	-	-	\$15,000
Equipment		\$10,000	\$10,000	\$10,000	-	-	\$30,000
Total	\$73,577	\$60,000	\$60,000	\$60,000	-	-	\$253,577

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition		x	x	x			
Design							
Bids received		x	x	x			
Bid Award		x	x	x			
Construction		x	x	x			

CAPITAL PROJECT

Project #:	19-LL	New Project:	No
Program #:	730	Useful Life:	20 years
Department:	Public Works		
Category:	Streets	Original Approp:	\$375,000
		Carry Over to next Fiscal Year:	\$475,000
		Additional Approps:	

Project Title: Sidewalk, Curb, & Gutter Improvements

Project Description

This annual project proposes to replace newly damaged sidewalks that are identified for replacement or grinding. The City uses concrete and no longer uses asphalt as sidewalk replacement material when removing sections of sidewalk. Sidewalk grinds are performed on raised sidewalks where the sidewalk deflection is less than 1 and 1/2 inches. Curb and gutters are replaced in kind when the damaged or raised curb and gutter prohibits safe pedestrian access to travel ways. These locations are typically at intersections or in front of crosswalks. Curb and gutter water flow issues are not a criteria for replacement under this ongoing maintenance project proposal.

Relationship to Strategic Goals, Objectives, and Action Strategies

Strategic Plan Objective 3.1 - Safe residential neighborhoods. Strategic Plan Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles.

Alternatives

1. Continue to replace damaged sidewalk with asphalt.
2. Do not replace any curb and gutter.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Construction Tax		\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
Total	\$100,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$475,000

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 19-LL
Program #: 730
Department: Public Works
Category: Streets

Project Title: Sidewalk, Curb, & Gutter Improvements

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
Total	\$100,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$475,000
Staff Hours							

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition							
Design							
Bids received		x	x	x	x	x	
Bid Award		x	x	x	x	x	
Construction		x	x	x	x	x	

CAPITAL PROJECT

Project #:	20-CC	New Project:	No
Program #:	780	Useful Life:	20 years
Department:	Public Works		
Category:	Streets and Signals	Original Approp:	\$225,000
		Carry Over to next Fiscal Year:	\$280,747
		Additional Approps:	

Project Title: Bike/Pedestrian and Traffic Safety Improvements

Project Description

This annual project provides minor improvements to streets and signals to increase safety as deemed necessary by the City's Traffic Engineer and City Engineer. This project also constructs Class II bike lanes, sidewalks, paths, and other improvements to enhance pedestrian and bicyclist safety on City streets. The Transportation Development Act (TDA) funds represent the majority of the project funding. Allocation of the FY 2019 TDA funds of \$20,000 is being allocated to the Campbell Downtown Pedestrian Improvements RRFB and Bike Box Project.

Relationship to Strategic Goals, Objectives, and Action Strategies

Supports Strategic Objectives 3.1 - Safe residential neighborhoods and 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles.

Alternatives

1. Allow current conditions to remain.
2. Submit each minor project/improvement to the City Council for approval.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
TDA Grant	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
Construction	\$35,747	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$160,747
Total	\$55,747	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$280,747

Project Manager: Matthew Jue, Traffic Engineer

CAPITAL PROJECT

Project #: 20-CC
Program #: 780
Department: Public Works
Category: Streets and Signals

Project Title: Bike/Pedestrian and Traffic Safety Improvements

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	-	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
City Staff	-	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
Total	\$55,747	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$280,747
Staff Hours		60	60	60	60	60	300

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Total		-	-	-	-	-	

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Acquisition							
Design		x	x	x	x	x	
Bids received		x	x	x	x	x	
Bid Award		x	x	x	x	x	
Construction		x	x	x	x	x	

CAPITAL PROJECT

Project #: 20-DD	New Project:	No
Program #: 730	Useful Life:	20 years
Department: Public Works		
Category: Streets and Signals	Original Approp:	\$595,000
	Carry Over to next Fiscal Year:	\$595,000
	Additional Approps:	

Project Title: Campbell Avenue and Page Street Traffic Signal

Project Description

This project will signalize the intersection of East Campbell Avenue and Page Street. The project schedule is contingent on the Cresleigh Homes Development Project completing their frontage improvements along East Campbell Avenue. The project is funded by City and developer contributions taken from recent development projects either already collected or conditioned which include the St. Anton project (\$60,000), Pruneyard Office Building project (\$85,000), Cresleigh Homes project (\$187,000). The City portion includes CIPR (\$90,000) and advance funding by CIPR for the future redevelopment of the Greylands site (estimate of \$173,000). The portion of funding for City staff reflects the City's responsibility to deliver the traffic signal including final design and construction.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses Strategic Plan Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles, and Objective 3.4 - Streets that are safe, clean, and well maintained.

Alternatives

Delay construction of the traffic signal to a future date until Greylands site redevelops.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Private	-	-	\$60,000	\$272,000	-	\$332,000
Total	-	-	\$60,000	\$272,000	-	\$332,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 20-DD
Program #: 730
Department: Public Works
Category: Streets and Signals

Project Title: Campbell Avenue and Page Street Traffic Signal

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	\$50,000	-	-	\$50,000
Construction	-	-		\$272,000	-	\$272,000
City Staff	-	-	\$10,000		-	\$10,000
Total	-	-	\$60,000	\$272,000	-	\$332,000
Staff Hours	-	-	100	-	-	100

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				X		
Bids received						
Bid Award					X	
Construction					X	

CAPITAL PROJECT

Project #:	20-GG	New Project:	No
Program #:	780	Useful Life:	20 years
Department:	Public Works		
Category:	Streets and Signals	Original Approp:	\$1,150,000
		Carry Over to next Fiscal Year:	\$1,150,000
		Additional Approps:	

Project Title: Harriet Avenue Sidewalks

Project Description

This project will design and construct sidewalks where there are gaps on the west side of Harriet Avenue between Westmont Avenue and Van Dusen Lane. The project will also install shared lane markings ("sharrows") in both directions of Harriet Avenue. FY 2020 allocated \$205,000 of the \$355,000 local match required by the federal grant to allow for design to begin.

Relationship to Strategic Goals, Objectives, and Action Strategies

Supports Strategic Objectives 3.1 - Safe residential neighborhoods and 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles.

Alternatives

Allow current conditions to remain.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR			\$150,000			\$150,000
Grant		\$1,000,000				\$1,000,000
Total	-	\$1,000,000	\$150,000	-	-	\$1,150,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 20-GG
Program #: 780
Department: Public Works
Category: Streets and Signals

Project Title: Harriet Avenue Sidewalks

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	\$100,000	-	-	\$100,000
Construction	-	\$1,000,000		-	-	\$1,000,000
City Staff	-	-	\$50,000	-	-	\$50,000
Total	-	\$1,000,000	\$150,000	-	-	\$1,150,000
Staff Hours	-	-	500	-	-	500

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design		x				
Bids received		x				
Bid Award		x				
Construction		x	x			

CAPITAL PROJECT

Project #:	20-PP	New Project:	No
Program #:	730	Useful Life:	20 years
Department:	Public Works		
Category:	Parks and Open Space	Original Approp:	\$1,800,000
		Carry Over to next Fiscal Year:	\$2,076,921
		Additional Approps:	

Project Title: John D. Morgan (JDM) Park Improvement (Budd)

Project Description

This project will enhance and expand amenities located on the south end of John D. Morgan Park, near Budd Avenue. CIP FY 2018 and FY 2019 previously allocated \$300,000 to this project. The City was awarded \$1,000,000 from the Santa Clara County's All Inclusive Playground Grant in November 2018. Additional funds are needed to provide for the 50% local match and for tasks and items that the All Inclusive Playground Grant does not provide. The project will design and reconstruct the playgrounds to increase play value and features to allow all-inclusive play. Other amenities will be determined upon completion of the conceptual design phase.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Do not move forward with improvements - repair elements as needed.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Grant	-	\$1,000,000	-	-	-	-	\$1,000,000
Park Fees	-	775,000	25,000	-	-	-	\$800,000
Carryover	\$276,921	-	-	-	-	-	\$276,921
Total	\$276,921	\$1,775,000	\$25,000	-	-	-	\$2,076,921

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 20-PP
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: John D. Morgan (JDM) Park Improvement (Budd)

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	\$180,000	-	-	-	-	\$180,000
Construction	-	\$1,570,000	-	-	-	-	\$1,570,000
City Staff	-	\$25,000	\$25,000	-	-	-	\$50,000
Carryover	\$276,921	-	-	-	-	-	\$276,921
Total	\$276,921	\$1,775,000	\$25,000	-	-	-	\$2,076,921
Staff Hours	-	250	250	-	-	-	500

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition							
Design		x					
Bids received		x					
Bid Award		x					
Construction			x				

CAPITAL PROJECT

Project #:	20-QQ	New Project:	No
Program #:	730	Useful Life:	20 years
Department:	Public Works		
Category:	Parks and Open Space	Original Approp:	\$320,000
		Carry Over to next Fiscal Year:	\$320,000
		Additional Approps:	

Project Title: Virginia Park Improvements

Project Description

This project will enhance and expand amenities located at Virginia Park and will include the design and reconstruction of the playgrounds to increase play value that includes a new play structure and surface treatment. Other amenities will be determined as needed upon completion of the conceptual design phase.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Do not move forward with improvements - repair elements as needed.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	-	\$70,000	\$250,000	\$320,000
Total	-	-	-	\$70,000	\$250,000	\$320,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 20-QQ
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: Virginia Park Improvements

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-		-	\$20,000	-	\$20,000
Construction	-		-	-	\$200,000	\$200,000
City Staff	-		-	\$50,000	\$50,000	\$100,000
Total	-		-	\$70,000	\$250,000	\$320,000
Staff Hours	-		-	500	500	1,000

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				x		
Bids received				x		
Bid Award					x	
Construction					x	

CAPITAL PROJECT

Project #:	21-AA	New Project:	Yes
Program #:	780	Useful Life:	15 years
Department:	Public Works		
Category:	Public Facility - Buildings	Original Approp:	\$55,000
		Carry Over to next Fiscal Year:	\$55,000
		Additional Approps:	

Project Title: City Hall Main Breaker Replacement

Project Description

Install new 50 Amp sub-panel in the IT Electrical Room and connect it to the Police Department Uninterruptable Power Supply (UPS). New UPS will ensure that critical equipment such as emergency phones and computers will have uninterrupted power in the event of a PG&E power failure.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.

Alternatives

Do not implement project and existing phone and computers will be susceptible to loss of electricity in the event of a power failure.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$55,000	-	-	-	-	\$55,000
Total	\$55,000	-	-	-	-	\$55,000

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 21-AA
Program #: 780
Department: Public Works
Category: Public Facility - Buildings

Project Title: City Hall Main Breaker Replacement

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	\$55,000	-	-	-	-	\$55,000
Total	\$55,000	-	-	-	-	\$55,000

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design						
Bids received	x					
Bid Award	x					
Construction	x					

CAPITAL PROJECT

Project #:	21-BB	New Project:	No
Program #:	730	Useful Life:	20 years
Department:	Public Works		
Category:	Streets	Original Approp:	\$13,885,000
		Carry Over to next Fiscal Year:	\$17,444,929
		Additional Approps:	

Project Title: Annual Street Maintenance

Project Description

This project is for annual street maintenance per the City's Pavement Management Program. In addition to the Capital Improvement Program Reserve (CIPR), other anticipated funding sources are the City's Vehicle Impact Fee (separate allocations from construction and solid waste collection vehicles), Santa Clara County Vehicle Registration Fee (VRF), State SB1 - Road Maintenance and Rehabilitation Account (RMRA), and Santa Clara County Measure B. A maintenance of effort is required for cities to receive Measure B and RMRA funds. The City must maintain an annual expenditure of \$917,000 in general fund monies which are satisfied through the use of CIPR and Vehicle Impact Fees.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses Strategic Plan Objective 3.4 - Streets that are safe, clean, and well-maintained.

Alternatives

1. Only pursue stop-gap maintenance.
2. Reduce the project limits resulting in decreased Pavement Condition Index (PCI)

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
VIF (Building)	-	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
VIF (Garbage)	-	\$477,000	\$477,000	\$477,000	\$477,000	\$477,000	\$2,385,000
VLF	-	\$215,000	\$215,000	\$215,000	\$215,000	\$215,000	\$1,075,000
VTA-Measure B	-	\$797,000	\$797,000	\$797,000	\$797,000	\$797,000	\$3,985,000
State Funding (SB 1)	-	\$740,000	\$800,000	\$800,000	\$800,000	\$800,000	\$3,940,000
Carryover	\$3,559,929	-	-	-	-	-	\$3,559,929
Total	\$3,559,929	\$2,729,000	\$2,789,000	\$2,789,000	\$2,789,000	\$2,789,000	\$17,444,929

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 21-BB
Program #: 730
Department: Public Works
Category: Streets

Project Title: Annual Street Maintenance

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Construction	-	\$2,290,000	\$2,350,000	\$2,350,000	\$2,350,000	\$2,350,000	\$11,690,000
City Staff	-	\$389,000	\$389,000	\$389,000	\$389,000	\$389,000	\$1,945,000
Carryover	\$3,559,929	-	-	-	-	-	\$3,559,929
Total	\$3,559,929	\$2,729,000	\$2,789,000	\$2,789,000	\$2,789,000	\$2,789,000	\$17,444,929
Staff Hours		3,890	3,890	3,890	3,890	3,890	19,450

Operating Budget Impacts							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition							
Design		x	x	x	x	x	
Bids received		x	x	x	x	x	
Bid Award		x	x	x	x	x	
Construction		x	x	x	x	x	

CAPITAL PROJECT

Project #:	21-GG	New Project:	Yes
Program #:	524	Useful Life:	20 years
Department:	Recreation & Community Services		
Category:	Community Center	Original Approp:	\$150,000
		Carry Over to next Fiscal Year:	\$150,000
		Additional Approps:	

Project Title: General Hazardous Materials Survey of Community Center Buildings

Project Description

This project will be a comprehensive survey of all facilities at the Campbell Community Center to assess the presence of lead, asbestos, and polychlorinated biphenyls (PCB's). This survey would identify areas where hazardous materials are present through comprehensive testing and develop a plan of action for instances where thresholds are exceeded. The plan will prioritize areas that need to be addressed and provide direction and a starting point for ongoing inspection for the safety of all Community Center users. The goal of this project would be to begin in areas of the campus where children are present regularly (classrooms primarily) and complete the remainder of the campus (rental spaces) the following year. Once created, this document and related action steps will be in place for the next 20+ years with tri-annual inspections as annual preventative maintenance.

Relationship to Strategic Goals, Objectives, and Action Strategies

General Plan OSP 2- Provide and maintain attractive, safe, clean and comfortable open space, park land and recreational facilities and programs for maximum community use, benefit and enjoyment.

Alternatives

Conducting this survey is the first and very important step in addressing a potential safety hazard at the Campbell Community Center. Having this plan in place provides the City the opportunity to be proactive rather than reactive when dealing with these sensitive safety topics. Ultimately, having this survey and reports will provide public transparency and specific plans in place to handle any issue that may arise in the future.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$90,000	\$60,000	-	-	-	\$150,000
Total	\$90,000	\$60,000	-	-	-	\$150,000

Project Manager: Natasha Bissell, Acting RCS Director

CAPITAL PROJECT

Project #: 21-GG
Program #: 524
Department: Recreation & Community Services
Category: Community Center

Project Title: General Hazardous Materials Survey of Community Center Buildings

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	\$90,000	\$60,000	-	-	-	\$150,000

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition	x	x				
Design	x	x				
Bids received	x	x				
Bid Award	x	x				
Construction	x	x				

CAPITAL PROJECT

Project #: 21-KK	New Project: Yes
Program #: 730	Useful Life: 10 years
Department: Public Works	
Category: Parks and Open Space	Original Approp: \$150,000
	Carry Over to next Fiscal Year: \$150,000
	Additional Approps:

Project Title: Campbell Park Bicycle Pathway

Project Description

The project will construct a bicycle pathway at Campbell Park to connect users between East Campbell Avenue and the existing pathway accessing the Los Gatos Creek Trail to provide a separated path between bicyclists and playground/picnic area users.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; and 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Do not implement project and keep existing path adjacent to the playground with potential for conflicts between bicycle and pedestrian traffic.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	\$150,000	-	-	-	-	\$150,000
Total	\$150,000	-	-	-	-	\$150,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 21-KK
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: Campbell Park Bicycle Pathway

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	\$5,000	-	-	-	-	\$5,000
Construction	\$135,000	-	-	-	-	\$135,000
City Staff	\$10,000	-	-	-	-	\$10,000
Total	\$150,000	-	-	-	-	\$150,000
Staff Hours	100					100

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design	x					
Bids received	x					
Bid Award	x					
Construction	x					

CAPITAL PROJECT

Project #:	21-MM	New Project:	Yes
Program #:	518	Useful Life:	30 years
Department:	City Manager		
Category:	Public Facility - Buildings	Original Approp:	\$50,000,000
		Carry Over to next Fiscal Year:	\$50,000,000
		Additional Approps:	

Project Title: Measure O - Civic Center Improvements

Project Description

Measure O allows the City to issue up to \$50 million in general obligation bonds to construct and/or renovate City facilities to house the Police and Library services. This project will address the objectives and needs of the Measure O Program as approved by the Campbell voters in November 2018 and as approved by the City Council. In FY 2023 and FY 2024 funding for Furniture, Fixtures, and Equipment (FF&E) will be needed. At this time, this amount is reflected as “Unfunded.”

Relationship to Strategic Goals, Objectives, and Action Strategies

Supports Strategic Objectives 3.1 - Safe residential neighborhoods and 3.3 - Streets that safely and This project will address Strategic Plan Objectives 1.8. A vibrant downtown that serves as the focal point of the community; 2.3. Effective City services at appropriate service levels, using resources in the most cost efficient manner; 4.5. An effective emergency preparedness program; and 5.3. Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

There are no viable alternatives to this project. Measure O was a 2018 ballot measure approved by voters authorizing the sale of general obligation bonds for the purpose of constructing or renovating facilities that serve the Police Department and Library. Funds cannot be used for other purposes outside that scope.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Unfunded	-	-	-	\$1,500,000	\$1,500,000	-	\$3,000,000
Debt Obligation	\$289,000	\$1,844,695	\$11,079,000	\$20,874,000	\$13,932,000	\$1,981,305	\$50,000,000
Total	\$289,000	\$1,844,695	\$11,079,000	\$20,874,000	\$13,932,000	\$1,983,000	\$53,000,000

Project Manager: WooJae Kim, Senior Public Works Project Manager

CAPITAL PROJECT

Project #: 21-MM
Program #: 518
Department: City Manager
Category: Public Facility - Buildings

Project Title: Measure O - Civic Center

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	\$85,000	\$1,550,000	\$2,730,000	\$1,430,000	\$1,788,000	-	\$7,583,000
Construction		\$50,000	\$8,105,000	\$19,200,000	\$11,900,000	\$1,800,000	\$41,055,000
City Staff	\$204,000	\$244,695	\$244,000	\$244,000	\$244,000	\$181,305	\$1,362,000
Equipment	-	-	-	\$1,500,000	\$1,500,000	-	\$3,000,000
Total	\$289,000	\$1,844,695	\$11,079,000	\$22,374,000	\$15,432,000	\$1,981,305	\$53,000,000
Staff Hours							

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition							
Design		x	x	x	x	x	
Bids received		x	x	x	x	x	
Bid Award		x	x	x	x	x	
Construction		x	x	x	x	x	

CAPITAL PROJECT

Project #:	21-NN	New Project:	Yes
Program #:	780	Useful Life:	15 years
Department:	Public Works		
Category:	Public Facility - Buildings	Original Approp:	\$60,000
		Carry Over to next Fiscal Year:	\$60,000
		Additional Approps:	

Project Title: City Hall IT Department UPS for Emergency Phones and Computers

Project Description

Install new 2,000 amp main breaker and distribution breaker sub-panel for the City Hall building. This phase of work is necessary to complete the Police Department Uninterruptable Power Supply (UPS) system upgrade.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.

Alternatives

Do not implement project and failure of the main breaker will result in a loss of power to the City Hall Building.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$60,000	-	-	-	-	\$60,000
Total	\$60,000	-	-	-	-	\$60,000

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 21-NN
Program #: 780
Department: Public Works
Category: Public Facility - Buildings

Project Title: City Hall IT Department UPS for Emergency Phones and Computers

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	\$60,000	-	-	-	-	\$60,000
Total	\$60,000	-	-	-	-	\$60,000
Staff Hours						

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design						
Bids received	x					
Bid Award	x					
Construction	x					

CAPITAL PROJECT

Project #:	21-00	New Project:	Yes
Program #:	730	Useful Life:	15 years
Department:	Public Works		
Category:	Public Facility - Buildings	Original Approp:	\$4,065,049
		Carry Over to next Fiscal Year:	\$4,065,049
		Additional Approps:	

Project Title: Energy Efficiency Projects (ESCO)

Project Description

In February 2020, the City Council approved an energy contract with Syserco Energy Solutions (Syserco) to conduct six energy efficiency projects and infrastructure improvements at various City facilities. The identified projects are estimated to collectively generate savings that will be used to finance the cost of the improvements. The identified projects are: 1. Energy Management System upgrades at City Hall and the Community Center; 2. HVAC Unit Replacements at City Hall and Community Center; 3. HVAC Unit Refurbishments at City Hall and the Community Center; 4. Interior/Exterior LED Lighting Efficiency Upgrades at City Hall, the Community Center, 2nd St Parking Garage, Corp Yard, Campbell Museum, Ainsley House and various park sites; 5. Duct work sealing at City Hall; and 6. LED Lighting Retrofit Upgrades of remaining non-LED City-owned street lights.

The City anticipates receiving resources to fund these improvements through the California Energy Commission's 1% loan program and PG&E's On-Bill Financing (OBF) program to finance most of the ESCO improvement project costs, with a small amount of funds from the CIPR.

The proposed energy conservation and infrastructure improvement projects at City facilities are estimated to reduce electrical consumption by 1,640,000 kWh annually and natural gas consumption by 23,172 therms annually. The proposed energy conservation projects will also reduce annual greenhouse gas emissions by 862 metric tons.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses Strategic Plan Objective 2.0 - Financial Health, Objective 2.3 - Effective City services at appropriate service levels, using resources in the most cost efficient manner.

Alternatives

There are no viable alternatives to this project. The City Council approved the ESCO contract which identified the six energy efficiency projects stated in the Project Description section. An agreement with Syserco has been signed and financing applications to PG&E OBF program and CEC 1% Loan Program have been submitted.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$10,084	-	-	-	-	\$10,084
Private (PG&E OBF)	\$2,416,797	-	-	-	-	\$2,416,797
Private (CEC Loan)	\$1,638,168	-	-	-	-	\$1,638,168
Total	\$4,065,049	-	-	-	-	\$4,065,049

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 21-00
Program #: 730
Department: Public Works
Category: Public Facility - Buildings

Project Title: Energy Efficiency Projects (ESCO)

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	\$4,065,049	-	-	-	-	\$4,065,049
Total	\$4,065,049	-	-	-	-	\$4,065,049

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design	x					
Bids received						
Bid Award						
Construction	x					

CAPITAL PROJECT

Project #:	22-AA	New Project:	Yes
Program #:	780	Useful Life:	20 years
Department:	Public Works		
Category:	Public Facility - Buildings	Original Approp:	\$50,000
		Carry Over to next Fiscal Year:	\$50,000
		Additional Approps:	

Project Title: Community Center C-Wing Breezeway Reroofing

Project Description

Remove and reinstall 3 existing HVAC units, remove existing tar and gravel flat roof, install new TMS 60 mil roofing material and new rain gutters.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.

Alternatives

Continue to repair roof leaks as needed.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	\$50,000	-	-	-	\$50,000
Total	-	\$50,000	-	-	-	\$50,000

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 22-AA
Program #: 780
Department: Public Works
Category: Public Facility - Buildings

Project Title: Community Center C-Wing Breezeway Reroofing

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	-	\$50,000	-	-	-	\$50,000
Total	-	\$50,000	-	-	-	\$50,000
Staff Hours						

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design						
Bids received		x				
Bid Award		x				
Construction		x				

CAPITAL PROJECT

Project #:	22-CC	New Project:	Yes
Program #:	605	Useful Life:	15 years
Department:	Police Department		
Category:	Equipment	Original Approp:	\$250,200
		Carry Over to next Fiscal Year:	\$250,200
		Additional Approps:	

Project Title: Lenco Bearcat (Armored Rescue Vehicle)

Project Description

The Campbell Police Department acquired a V150 armored rescue vehicle from the Department of Defense 1033 program in 1998. At the request of the Department of Defense the vehicle was returned on August 22, 2019 having reached the end of its service life. As a result, the Campbell Police Department has had to rely on other agencies in the County to provide armored rescue vehicles and personnel for the following needs and or potential needs: Ability to immediately support patrol incidents allowing officers to safely deploy to an area without exposing themselves to potential harm. Safety transport EMS personnel and conduct rescues during critical incidents involving the threat of gun fire to include active shooter scenarios. Provided more options and ability to deploy less lethal alternatives to safely resolve incidents. Safe environment to conduct field negotiations over a PA in proximity to the suspect. Support SWAT operations including but not limited to search warrant and arrest warrant service, barricaded subject(s) and hostage situations. Ability to breach doors and windows, deploy cameras and robots without exposing personnel to harm during SWAT operations. Not having an armored rescue vehicle does not allow officer to regularly train with the specialized vehicle requiring outside agencies to provide trained personnel to assist. The Lenco Bearcat would fill this need and is the same armored rescue vehicle used by other agencies in our County. This would also allow us to conduct joint training with other agencies and support each other's operations with the same equipment each agency is trained on and familiar with. Once an order is placed, the average build and delivery time is 9 months.

Relationship to Strategic Goals, Objectives, and Action Strategies

Supports Strategic Objective 4.1 - An improved feeling of safety within the community and 4.5 - An effective emergency preparedness program.

Alternatives

Continue to rely on outside agencies to provide personnel and vehicle when available.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200
Total	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200

Project Manager: Dan Livingston, Police Captain

CAPITAL PROJECT

Project #: 22-CC
Program #: 605
Department: Police Department
Category: Equipment

Project Title: Lenco Bearcat (Armored Rescue Vehicle)

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Equipment	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200
Total	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200
Staff Hours		40				

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition		x				
Design		x				
Bids received		x				
Bid Award		x				
Construction						

CAPITAL PROJECT

Project #:	23-AA	New Project:	Yes
Program #:	780	Useful Life:	50 years
Department:	Public Works		
Category:	Public Facility - Buildings	Original Approp:	\$200,000
		Carry Over to next Fiscal Year:	\$200,000
		Additional Approps:	

Project Title: Community Center Transformer Replacement

Project Description

Remove the existing transformer from the Community Center basement and install new transformer to meet current codes.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.

Alternatives

Do not implement project and failure of the existing transformer will result in a loss of power to the Community Center.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	-	\$200,000	-	-	\$200,000
Total	-	-	\$200,000	-	-	\$200,000

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 23-AA
Program #: 780
Department: Public Works
Category: Public Facility - Buildings

Project Title: Community Center Transformer Replacement

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		-	\$200,000	-	-	\$200,000
Total		-	\$200,000	-	-	\$200,000
Staff Hours						

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design						
Bids received			x			
Bid Award			x			
Construction			x			

CAPITAL PROJECT

Project #:	23-CC	New Project:	Yes
Program #:	780	Useful Life:	15 years
Department:	Public Works		
Category:	Parks and Open Space	Original Approp:	\$350,000
		Carry Over to next Fiscal Year:	\$350,000
		Additional Approps:	

Project Title: Campbell Community Center Track Resurfacing

Project Description

This project will resurface the track at the Campbell Community Center.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; and 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Defer resurfacing of the track.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	\$350,000			
Total	-	-	\$350,000			

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 23-CC
Program #: 780
Department: Public Works
Category: Parks and Open Space

Project Title: Campbell Community Center Track Resurfacing

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		-	\$350,000	-	-	\$350,000
Total		-	\$350,000	-	-	\$350,000

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design			x			
Bids received			x			
Bid Award			x			
Construction			x			

CAPITAL PROJECT

Project #:	23-DD	New Project:	Yes
Program #:	730	Useful Life:	10 years
Department:	Public Works		
Category:	Parks and Open Space	Original Approp:	\$240,000
		Carry Over to next Fiscal Year:	\$240,000
		Additional Approps:	

Project Title: John D. Morgan Park Parking Lots

Project Description

The project will resurface and restripe the three parking lots at John D Morgan Park. The parking lot nearest Budd Avenue will include reconfigurations and improvements for additional standard and accessible parking spaces in compliance with American Disability Act (ADA) Guidelines.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objective 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Defer implementing project.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	\$240,000	-	-	\$240,000
Total	-	-	\$240,000	-	-	\$240,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 23-DD
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: John D. Morgan Park Parking Lots

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	\$10,000	-	-	\$10,000
Construction	-	-	\$220,000	-	-	\$220,000
City Staff	-	-	\$10,000	-	-	\$10,000
Total	-	-	\$240,000	-	-	\$240,000
Staff Hours	-	-	100	-	-	100

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design			X			
Bids received			X			
Bid Award			X			
Construction			X			

CAPITAL PROJECT

Project #:	24-AA	New Project:	Yes
Program #:	605	Useful Life:	10 years
Department:	Police Department		
Category:	Equipment	Original Approp:	\$150,000
		Carry Over to next Fiscal Year:	\$150,000
		Additional Approps:	

Project Title: Service Pistol Replacement

Project Description

With the high amount of use at range training and exposure to the elements, the expected dependable / useful life of Police Department handguns is approximately ten (10) years. Our current cache of handguns was purchased in 2013. While we have had some typical parts breakage, we have been fortunate with the dependability of our current weapons. The Department expects that within the next three years these weapons will deteriorate to a point where it will be more prudent to purchase new weapons and discontinue repairs of the current supply. Though these weapons are rarely used in a service capacity, there is no acceptable margin for error or malfunction in an emergency use situation. With the current price of handguns available for Law Enforcement Use, we estimate the cost of replacement in FY 2024, at \$150,000. This cost would include holsters and other safety equipment necessary for issuance. The average delivery times for a bulk purchase of handguns and related equipment is approximately six months.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objective 4.5 - An effective emergency preparedness program.

Alternatives

Continue use of current weapons and repair or replace individually as they become obsolete.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	-	-	\$150,000	-	\$150,000
Total	-	-	-	\$150,000	-	\$150,000

Project Manager: Dan Livingston, Police Captain

CAPITAL PROJECT

Project #: 24-AA
Program #: 605
Department: Police Department
Category: Equipment

Project Title: Service Pistol Replacement

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Equipment	-	-	-	\$150,000	-	\$150,000
Total	-	-	-	\$150,000	-	\$150,000
Staff Hours						

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition				x		
Design						
Bids received				x		
Bid Award				x		
Construction						

CAPITAL PROJECT

Project #:	24-CC	New Project:	Yes
Program #:	730	Useful Life:	20 years
Department:	Public Works		
Category:	Streets and Signals	Original Approp:	\$1,507,000
		Carry Over to next Fiscal Year:	\$1,507,000
		Additional Approps:	

Project Title: Hamilton Ave. Hwy. 17 Southbound Offramp

Project Description

To improve operations, the widening of SR17 southbound/Hamilton Avenue off-ramp is planned for three left turn lanes, one through lane and one right turn lane. The project is included on the Valley Transportation Authority (VTA) Valley Transportation Plan 2040 (VTP 2040) Highway Project List for \$1 million in anticipated future grant funds through the VTA Measure B program. The preliminary design effort will prepare the project to apply for additional grant funding. The current funding of \$507,000 is through developer contributions collected.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 3.5 - Regional improvements that meet the transportation needs of Campbell residents and businesses; 3.6 - Streets that serve the needs of adjacent land uses; and 3.7 - Streets that operates efficiently and effectively.

Alternatives

Defer implementing the project.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Grant - VTA Measure B	-	-	-	-	\$1,000,000	\$1,000,000
Private	-	-	-	\$507,000	-	\$507,000
Total	-	-	-	\$507,000	\$1,000,000	\$1,507,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 24-CC
Program #: 730
Department: Public Works
Category: Streets and Signals

Project Title: Hamilton Ave. Hwy. 17 Southbound Offramp

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	-	\$407,000	-	\$407,000
Construction	-	-	-	-	\$850,000	\$850,000
City Staff	-	-	-	\$100,000	\$150,000	\$250,000
Total	-	-	-	\$507,000	\$1,000,000	\$1,507,000
Staff Hours	-	-	-	1,000	1,500	2,500

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				x	x	
Bids received						
Bid Award					x	
Construction						

CAPITAL PROJECT

Project #:	24-DD	New Project:	Yes
Program #:	730	Useful Life:	15 years
Department:	Public Works		
Category:	Parks and Open Space	Original Approp:	\$839,000
		Carry Over to next Fiscal Year:	\$839,000
		Additional Approps:	

Project Title: John D. Morgan Park - Budd - Restroom Improvement

Project Description

This project will replace the current restroom building (built in 2004) located on the Budd Avenue side of the John D. Morgan Park with increased capacity and accessible accommodations.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objective 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Defer implementing project until a new structure is necessary due to failures.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	-	\$108,000	\$731,000	\$839,000
Total	-	-	-	\$108,000	\$731,000	\$839,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 24-DD
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: John D. Morgan Park - Budd - Restroom Improvement

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	-	\$30,000		\$30,000
Construction	-	-	-		\$664,000	\$664,000
City Staff	-	-	-	\$78,000	\$67,000	\$145,000
Total	-	-		\$108,000	\$731,000	\$839,000

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				x		
Bids received					x	
Bid Award					x	
Construction					x	

CAPITAL PROJECT

Project #:	24-EE	New Project:	No
Program #:	730	Useful Life:	5 years
Department:	Public Works		
Category:	Parks and Open Space	Original Approp:	\$50,000
		Carry Over to next Fiscal Year:	\$50,000
		Additional Approps:	

Project Title: John D. Morgan Park - Rincon Recreation Building Assessment

Project Description

The Recreation building located on the Rincon Avenue side of John D. Morgan Park is in need of updates. This project will study the existing facility and assess the needs for update in order to anticipate future growth of John D. Morgan Park. This work was identified in the Parks Maintenance Program Assessment Management Initiative as presented to the City Council on November 17, 2015.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Defer assessment study.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-		\$50,000	-	\$50,000
Total	-	-	-	\$50,000	-	\$50,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 24-EE
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: John D. Morgan Park - Rincon Recreation Building Assessment

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	-	\$40,000	-	\$40,000
City Staff	-	-	-	\$10,000	-	\$10,000
Total	-	-	-	\$50,000	-	\$50,000
Staff Hours	-	-	-	100	-	100

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				x		
Bids received						
Bid Award						
Construction						

CAPITAL PROJECT

Project #:	25-AA	New Project:	No
Program #:	730	Useful Life:	20 years
Department:	Public Works		
Category:	Parks and Open Space	Original Approp:	\$46,000
		Carry Over to next Fiscal Year:	\$46,000
		Additional Approps:	

Project Title: John D. Morgan Park Improvements - Rincon - Design

Project Description

This project will fund the design phase of to identify enhancements and amenities located on the north end of John D. Morgan Park, near Rincon Avenue. The design and renovation of the playgrounds will increase play value to include a new play structure and surface treatments. Other amenities will be determined as needed upon completion of the conceptual design phase.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; and 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

Alternatives

Do not move forward with improvements – repair elements as needed.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	-	-	\$46,000	\$46,000
Total	-	-	-	-	\$46,000	\$46,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 25-AA
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: John D. Morgan Park Improvements - Rincon - Design

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	-	-	\$23,000	\$23,000
City Staff	-	-	-	-	\$23,000	\$23,000
Total	-	-	-	-	\$46,000	\$46,000
Staff Hours	-	-	-	-	230	230

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design					x	
Bids received					x	
Bid Award					x	
Construction						

FY 2021-2025 CAPITAL IMPROVEMENT PLAN

UNFUNDED PROJECTS--SORTED BY CIP CATEGORY

Streets and Signals

Project	Newly Added	Total	Priority
Campbell and Page Street Traffic Signal (CIPR Funds)	X	\$263,000	Medium
Campisi Way - South Improvements		300,000	High
Campisi Way - North Sidewalk Improvements		500,000	High
City Gateways		100,000	Low
Citywide LED Streetlight Conversion		550,000	High
Civic Center Drive Improvements - Preliminary Concepts	X	50,000	High
ADA Accessibility Ramps [Biennial Program]		148,000	Medium
Deferred Street Maintenance [Additional Funds]		16,500,000	High
Hamilton / Grace Avenue Pedestrian Improvements		60,000	Medium
Median Landscaping [Campbell, Bascom and Hamilton]		2,065,000	Low
Pollard Road/Burrows Avenue Traffic Signals		300,000	Low
Sub-Total		\$20,836,000	

Community Center

Project	Newly Added	Total	Priority
Turf Conversion		\$100,000	Low
Pool Design	X	350,000	Medium
Pool Improvements		5,000,000	Medium
Sub-Total		\$5,450,000	

Parks and Open Space

Project	Newly Added	Total	Priority
Future Park Acquisition (4-Acres)		\$12,000,000	Medium
Los Gatos Creek Trail Extension		3,000,000	Medium
Los Gatos Creek Trail Feasibility Study	X	100,000	Medium
Orchard City Green Safe Zone		75,000	High
San Tomas Creek Trail - Construction Phase	X	5,300,000	Medium
Sub-Total		\$20,475,000	

FY 2021-2025 CAPITAL IMPROVEMENT PLAN

UNFUNDED PROJECTS--SORTED BY CIP CATEGORY

Public Facility - Building

Project	Newly Added	Total	Priority
Ainsley House Garden Patio		\$110,000	Medium
City Hall Renovation		20,000,000	High
Citywide Building Assessment	X	90,000	Medium
Comm. Dev. & Pub. Works Floor Space Imps.		250,000	Medium
Measure O - Police Dept. Furniture, Fixtures & Equipment	X	3,000,000	High
Museum Warehouse Storage		94,000	Medium
Parking Guidance Systems for City Garages	X	200,000	Medium
Resurfacing of Public Parking Lots [Downtown, Parks]		150,000	Medium
Service Center Administrative Building Renovation		900,000	Medium
Sub-Total		\$24,794,000	

TOTAL UNFUNDED PROJECTS

TOTAL	Total
	<u><u>\$71,555,000</u></u>



BUDGET REFERENCE MATERIALS

RESOLUTION NO. 12600

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL
ADOPTING THE CITY'S OPERATING AND CAPITAL BUDGET
FOR FISCAL YEAR 2020-21 (FY 2021)**

WHEREAS, there has been submitted to the City Council a proposed budget for the operation of all departments and facilities of the City of Campbell for FY 2021, and there has been submitted to the City Council a proposed budget for the capital expenditures related to City projects, and

WHEREAS, the City Council held meetings to review the proposed operating and capital budget; and the City Council took action to adopt the proposed budget;

NOW, THEREFORE, BE IT RESOLVED, by the City Council that as of July 1, 2020 the amount of \$69,770,042 be fixed as the amount necessary to meet all municipal operating requirements (excluding any further changes resulting from this public hearing and/or any miscellaneous corrections), and that the amount of \$18,577,708 be fixed as the amount necessary to meet the capital requirements of the City and that the same is hereby approved, confirmed and adopted at the combined total of \$88,347,750; and

BE IT FURTHER RESOLVED that the City Council authorizes the use of \$1,306,838 of the General Fund Economic Fluctuation Reserve in FY 2021 to balance General Fund revenues versus expenditures; and.

BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to make any changes resulting from the public hearing to adopt the FY 2021 operating and capital budget or any miscellaneous corrections due to more refined estimates and incorporate these changes into the final published FY 2021 operating and capital budget document.

PASSED AND ADOPTED this day 25th of June, 2020, by the following roll call vote:

AYES: Councilmembers: Waterman, Bybee, Resnikoff, Gibbons, Landry

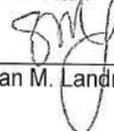
NOES: Councilmembers: None

ABSENT: Councilmembers: None

ATTEST:

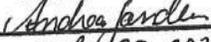

Andrea Sanders, Acting City Clerk

APPROVED:


Susan M. Landry, Mayor

THE FOREGOING INSTRUMENT IS A TRUE
AND CORRECT COPY OF THE ORIGINAL
ON FILE IN THIS OFFICE.

ATTEST: ANDREA SANDERS, ACTING CITY CLERK
CITY OF CAMPBELL, CA

BY 
DATED July 23, 2020

BUDGET REFERENCE MATERIALS

RESOLUTION NO. 12602

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL
APPROVING THE PROPOSED FISCAL YEARS 2021-2025 5-YEAR CAPITAL
IMPROVEMENT PLAN (CIP) AND FINDING THE CIP TO BE CONSISTENT WITH THE
CAMPBELL GENERAL PLAN PURSUANT TO § 65401 OF THE STATE OF CALIFORNIA
GOVERNMENT CODE AND EXEMPT FROM REVIEW UNDER THE CALIFORNIA
ENVIRONMENTAL QUALITY ACT (CEQA)**

WHEREAS, after due consideration of all evidence presented, the City Council does find as follows with respect to the FY 2021-2025 CIP:

1. The proposed CIP is consistent with the Campbell General Plan, pursuant to §65401 of the State of California Government Code;
2. The proposed CIP is exempt from review under the California Environmental Quality Act (CEQA) in that it is not a "project" as defined by Public Resources Code § 21065 being an administrative activity of the City that will not result in direct or indirect physical changes to the environment pursuant to CEQA Guidelines § 15378.

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

1. The CIP is consistent with the Campbell General Plan; and
2. No substantial evidence has been presented from which a reasonable argument could be made that the CIP projects would have a significant adverse impact on the environment.

NOW, THEREFORE, BE IT RESOLVED that the City Council finds the proposed GIP to be consistent with the Campbell General Plan pursuant to § 65401 of the State of California Government Code and exempt from review under the California Environmental Quality Act (CEQA); and,

BE IT FURTHER RESOLVED that the City Council approves the Fiscal Year 2021-2025 Capital Improvement Plan with projects totaling \$77,840,249, including first year appropriations of \$10,948,744 for FY 2021 and excluding capital project carryover appropriations of \$9,074,541 previously approved.

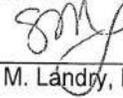
PASSED AND ADOPTED this day 25th of June, 2020, by the following roll call vote:

AYES: Councilmembers: Waterman, Bybee, Resnikoff, Landry

NOES: Councilmembers:

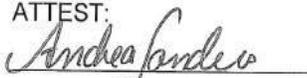
ABSENT: Councilmembers: Gibbons

APPROVED:



Susan M. Landry, Mayor

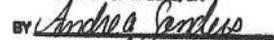
ATTEST:



Andrea Sanders, Acting City Clerk

THE FOREGOING INSTRUMENT IS A TRUE
AND CORRECT COPY OF THE ORIGINAL
ON FILE IN THIS OFFICE.

ATTEST: ANDREA SANDERS, ACTING CITY CLERK
CITY OF CAMPBELL, CA

BY 

DATED July 22, 2020

BUDGET REFERENCE MATERIALS

RESOLUTION NO. 12601

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021
PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA STATE CONSTITUTION**

WHEREAS, Proposition 4 was adopted by the voters of the State of California on November 6, 1979, adding Article XIII B of the California State Constitution.; and

WHEREAS, Proposition. 111 was adopted by the voters of the State of California on June 5, 1990, amending Article XIII B of the California State Constitution; and

WHEREAS, pursuant to Section 8 of Article XIII B of the California State Constitution, the City Council determines that the change in the cost of living shall be measured by the percentage change in Per Capita Personal Income as provided by the State of California Department of Finance from the preceding year and the change in population shall be measured by the change in the County of Santa Clara's population growth; and

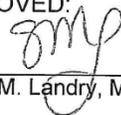
WHEREAS, the City Council of the City of Campbell wishes to establish this appropriations limit for the Fiscal Year 2021 pursuant to Article XIII B of the California State Constitution;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Campbell hereby finds and determines that the appropriations limit for Fiscal Year 2021 is \$77,091,302.

PASSED AND ADOPTED this day 25th of June, 2020, by the following roll call vote:

AYES: Councilmembers: Waterman, Bybee, Resnikoff, Gibbons, Landry
NOES: Councilmembers: None
ABSENT: Councilmembers: None

APPROVED:



Susan M. Landry, Mayor

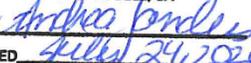
ATTEST:



Andrea Sanders, Acting City Clerk

THE FOREGOING INSTRUMENT IS A TRUE
AND CORRECT COPY OF THE ORIGINAL
ON FILE IN THIS OFFICE.

ATTEST: ANDREA SANDERS, ACTING CITY CLERK
CITY OF CAMPBELL, CA

BY: 
DATED: July 24, 2020

BUDGET REFERENCE MATERIALS

Permanent Authorized Budgeted Personnel Positions

Job Classification	FY 2018 Number of Positions	FY 2019 Number of Positions	FY 2020 Number of Positions	Change ←→	FY 2021 Number of Positions
Administrative Analyst I	-	-	1.00	-	1.00
Arborist	1.00	1.00	1.00	-	1.00
Accountant	1.00	1.00	2.00	-	2.00
Accounting Clerk II	2.00	2.00	2.00	-	2.00
Accounting Technician	1.00	1.00	1.00	-	1.00
Assistant Engineer - <u>Vacant freeze full year (1 FTE)</u>	2.00	2.00	2.00	(1.00)	1.00
Assistant/Associate Planner	1.00	1.00	2.00	-	2.00
Associate Engineer	1.00	1.00	1.00	-	1.00
Building Division Manager/Building Official- <u>Vacant freeze half year</u>	1.00	1.00	1.00	(0.50)	0.50
Building Inspector	2.00	2.00	3.00	-	3.00
Building Maintenance Lead Worker	1.00	1.00	1.00	-	1.00
Building Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Building Maintenance Worker - <u>Vacant freeze full year (1 FTE)</u>	2.00	2.00	2.00	(1.00)	1.00
City Attorney	1.00	1.00	1.00	-	1.00
City Clerk- <u>Vacant freeze half year</u>	1.00	1.00	1.00	(0.50)	0.50
City Council	5.00	5.00	5.00	-	5.00
City Engineer	1.00	1.00	1.00	-	1.00
City Manager	1.00	1.00	1.00	-	1.00
Code Enforcement Officer	1.00	1.00	1.00	-	1.00
Communications and Public Engagement Coordinator	-	-	1.00	-	1.00
Communications Supervisor	1.00	1.00	1.00	-	1.00
Community Development Director	1.00	1.00	1.00	-	1.00
Community Services Officer	3.00	2.00	4.00	(1.83)	2.17
Deputy City Clerk	1.00	1.00	1.00	-	1.00
Deputy City Manager- <u>Vacant freeze full year</u>	1.00	1.00	1.00	(1.00)	-
Economic Development Specialist	-	-	1.00	-	1.00
Engineer Technician I	-	-	1.00	-	1.00
Environmental Programs Coordinator	-	-	1.00	-	1.00
Equipment Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Executive Assistant	3.00	3.00	3.00	-	3.00
Executive Assistant to the City Manager	1.00	1.00	1.00	-	1.00
Finance Director	1.00	1.00	1.00	-	1.00
Finance Manager	1.00	1.00	1.00	-	1.00
Human Resources Analyst	1.00	1.00	1.00	-	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00
Human Resources Representative	1.00	1.00	1.00	-	1.00
Information Technology Administrator	1.00	1.00	3.00	-	3.00
Information Technology Manager	1.00	1.00	1.00	-	1.00
Information Technology Technician	2.00	2.00	-	-	-
Lighting & Traffic Signal Assistant	1.00	1.00	1.00	-	1.00
Lighting & Traffic Signal Supervisor	1.00	1.00	1.00	-	1.00
Lighting & Traffic Signal Technician	1.00	1.00	1.00	-	1.00
Maintenance Worker I/II	11.00	11.00	10.00	-	10.00
Mechanic I/II	1.00	1.00	1.00	-	1.00
Museum Collections Specialist	1.00	1.00	1.00	-	1.00
Office Assistant	3.00	2.00	2.00	-	2.00
Office Specialist	2.00	3.00	3.00	-	3.00
Park Maintenance Lead Worker	3.00	3.00	3.00	-	3.00
Park Maintenance Supervisor- <u>Vacant freeze full year</u>	1.00	1.00	1.00	(1.00)	-
Permit Technician	1.00	1.00	1.00	-	1.00
Planning Technician	-	-	1.00	-	1.00
Police Agent	6.00	6.00	6.00	-	6.00
Police Captain	2.00	2.00	2.00	-	2.00

BUDGET REFERENCE MATERIALS

Permanent Authorized Budgeted Personnel Positions

Job Classification	FY 2018 Number of Positions	FY 2019 Number of Positions	FY 2020 Number of Positions	Change ←→	FY 2021 Number of Positions
Police Chief	1.00	1.00	1.00	-	1.00
Police Officer	28.00	30.00	30.00	-	30.00
Police Records Specialist	6.00	6.00	6.00	-	6.00
Police Records Supervisor	1.00	1.00	1.00	-	1.00
Police Sergeant	7.00	7.00	7.00	-	7.00
Property/Evidence Specialist	1.00	1.00	1.00	-	1.00
Public Safety Dispatcher	9.00	9.00	9.00	1.00	10.00
Public Safety Systems Specialist	1.00	1.00	1.00	-	1.00
Public Works Director	1.00	1.00	1.00	-	1.00
Public Works Inspector	1.00	1.00	1.00	-	1.00
Public Works Superintendent	1.00	1.00	1.00	-	1.00
Recreation & Community Services Director - <u>Vacant freeze half year</u>	1.00	1.00	1.00	(0.50)	0.50
Recreation Program Coordinator	1.00	1.00	1.00	-	1.00
Recreation Supervisor	3.00	3.00	3.00	-	3.00
Recreation Services Manager	1.00	1.00	1.00	-	1.00
Recreation Specialist- <u>Vacant freeze full year- 1 FTE</u>	5.00	5.00	6.00	(1.00)	5.00
Senior Accountant	1.00	1.00	-	-	-
Senior Building Inspector	-	-	1.00	-	1.00
Senior Civil Engineer	2.00	2.00	2.00	-	2.00
Senior Planner	2.00	2.00	2.00	-	2.00
Senior Public Works Inspector	1.00	1.00	1.00	-	1.00
Senior Services Supervisor	1.00	1.00	1.00	-	1.00
Street Maintenance Lead Worker	2.00	2.00	2.00	-	2.00
Street Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Support Services Manager	1.00	1.00	1.00	-	1.00
Traffic Engineer	1.00	1.00	1.00	-	1.00
Utility Worker	1.00	1.00	1.00	-	1.00
Total Permanent Full-Time Positions	162.00	163.00	174.00	(7.33)	166.67
Assistant Engineer	0.50	0.50	0.50	-	0.50
Community Services Officer	0.55	0.75	0.75	-	0.75
Executive Assistant	1.60	1.60	1.60	-	1.60
Human Resources Representative	0.75	-	-	-	-
Mechanic I/II	0.80	0.90	0.90	-	0.90
Nutrition Site Manager	0.50	0.50	0.50	-	0.50
Recreation Supervisor	0.75	0.75	0.75	-	0.75
Traffic Engineer	0.50	-	-	-	-
Total Permanent Part-Time Positions	5.95	5.00	5.00	-	5.00
Administrative Analyst I	0.90	0.90	-	-	-
Assistant Engineer	1.00	1.00	1.00	-	1.00
Assistant/Associate Planner	1.00	1.00	-	-	-
Building Inspector	-	1.00	-	-	-
Senior Public Works Project Manager	-	-	1.00	-	1.00
Communications and Public Engagement Coordinator	0.50	0.50	-	-	-
Economic Development Specialist	-	1.00	-	-	-
Engineer Technician	-	1.00	-	-	-
Information Technology System Administrator	1.00	1.00	-	-	-
Maintenance Worker I/II	1.00	-	-	-	-
Planning Technician	1.00	1.00	-	-	-
Recreation Specialist (Youth Engagement)	1.00	1.00	-	-	-
Senior Building Inspector	1.00	1.00	-	-	-
Social Media Specialist	0.50	-	-	-	-
Total Limited-Term Positions	8.90	10.40	2.00	-	2.00

FY 2021 Budget Development Calendar



DECEMBER 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	1	2	3	4

DECEMBER 2019	
Dec 1 - Dec 20	Development of Financial Forecasts by Finance
Dec 1 - Dec 20	Implementation of New Budget System by Finance
Dec 1 - Dec 20	Preparation of Budget Materials & Process by Finance
Dec 23 - Jan 1	Holiday Closure

JANUARY 2020						
S	M	T	W	T	F	S
29	30	31	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	1

FEBRUARY 2020						
S	M	T	W	T	F	S
26	27	28	29	30	31	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

JANUARY 2020	
Jan 1	Holiday Closure
Jan 2 - Feb 11	Development of Financial Forecasts by Finance
Jan 2 - Feb 11	Implementation of New Budget System by Finance
Jan 2 - Feb 11	Preparation of Budget Materials & Process by Finance
Jan 20	Martin Luther King Jr. Day

MARCH 2020						
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	1	2	3	4

APRIL 2020						
S	M	T	W	T	F	S
29	30	31	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	1	2

FEBRUARY 2020	
Feb 12	Finance Provides Budget Kickoff & Training
Feb 17	Presidents' Day
Feb 19	Personnel Requests Due to Finance & HR
Feb 21	CIP Requests Due to Finance & CMO
Feb 28	Operating Budget Requests Due to Finance

MAY 2020						
S	M	T	W	T	F	S
26	27	28	29	30	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	1	2	3	4	5	6

JUNE 2020						
S	M	T	W	T	F	S
31	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	1	2	3	4

MARCH 2020	
Mar 2 - 10	CIP Committee Discusses Proposed Projects
Mar 3	Mid-Year FY 20 Budget Update & Amendments
Mar 4	Parks and Recreation Commission - Review Parks CIP
Mar 12 - Apr 3	Finance Revises Budget Process due to COVID-19
Mar 12 - Apr 10	Finance Reviews Economic Impacts of COVID-19

JULY 20						
S	M	T	W	T	F	S
28	29	30	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	1

APRIL 2020	
Apr 10	Revisions to FY 20 Revenue Projections for COVID-19
Apr 17	Revisions to FY 21 Operating Budget & CIP for COVID-19
Apr 21	Fiscal & Budgetary Update for COVID-19
Apr 24	Review & Finalize Prelim. Operating Budget & CIP w/CM
Apr 28	Study Session - Strategic Priorities & Budget Solutions

MAY 2020	
May 22	Study Session - Strategic Priorities & Update FY 20 Proj.
May 25	Memorial Day

JUNE 2020	
Jun 5	Submit Proposed Operating Budget & CIP to Council
Jun 9	Introduction - Operating Budget, CIP, & Gann Limit
Jun 9	Adoption - Bus. License Ordinance (PUBLIC HEARING)
Jun 9	Planning Commission - CIP General Plan Conformance
Jun 25	Adoption - Oper. Budget, CIP, & Gann (PUBLIC HEARING)

JULY 2020	
Jul 7	Adoption - Master Fee Schedule (PUBLIC HEARING)
Jul 7	Review - Bus. License Ordinance (PUBLIC HEARING)

KEY:

CITY HOLIDAY OR CLOSURE
CAPITAL IMPROVEMENT PROJECTS (CIP)
BUDGET DEADLINES FOR FINANCE
BUDGET DEADLINES FOR DEPARTMENTS
STUDY SESSION or COUNCIL MTG
COMMISSION OR COMMITTEE MTG



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Campbell
California**

For the Fiscal Year Beginning

July 1, 2019

Christopher P. Morill

Executive Director

*California Society of
Municipal Finance Officers*

Certificate of Award

***Operating Budget Excellence Award
Fiscal Year 2019-2020***

Presented to the

City of Campbell

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting.

January 31, 2020



Steve Heide

Steve Heide
CSMFO President

Yolanda Rodriguez

Yolanda Rodriguez, Chair
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

BUDGET REFERENCE MATERIALS

SUMMARY OF BUDGET PROCESS

The City of Campbell adopts an annual budget. There is one document containing both summary and detailed information on revenues and expenditure appropriations for the Fiscal Year beginning July 1, and ending June 30. In addition to the operating budget, the City Council adopts a five-year Capital Improvement Plan (CIP) from which new projects for the first year become an integral part of the proposed operating/capital budget. Typically, this process begins in late September with the distribution of CIP request forms and instructions and ends in mid-April or early May with Council's formal adoption of the five-year CIP. Although a CIP document is prepared separate from the budget document, the CIP information is incorporated into the budget document resulting in an operating/capital budget.

The formal operating budget preparation process begins annually in December with development of financial forecasts by Finance and preparation of budget materials and instructions to assist preparers. If desired, a budget kick-off meeting is scheduled for the purpose of outlining the budget calendar, as well as the process, procedures, forms, and systems to be used in the development of the budget. More importantly, this ensures that the budget is prepared in accordance with fiscal policies/guidelines and objectives established by the City Council. The time frames provided in the budget calendar reflect early involvement of City staff and the City Council in review and discussion of policy direction, goals and objectives concurrent with development of financial projections and service level requirements. With this approach, the necessary components that guide the process are incorporated into the proposed budget prior to formal submission to the City Council. Readers may be interested to know that all unencumbered operating budget appropriations lapse at year-end. This means that this budget only contains new appropriations for the Fiscal Year.

BUDGET AMENDMENTS

Because the budget is an estimate, from time to time it is necessary to make adjustments to fine-tune the line-items within it. Various levels of administrative control are utilized to maintain the budget's integrity. Program Managers are accountable for the line-item level of control of their individual program budgets for operating revenues and expenditures as well as capital projects. Department Heads are accountable for the fund level of control for funds within their departments. Finance oversees the general level of accountability related to budgetary integrity through systems checks and balances and various internal controls. Budget adjustments can consist of two basic types; administrative adjustments or those requiring additional appropriations. The City's financial policies authorize the City Manager to administratively approve budget adjustments within the adopted budget up to \$10,000 or requiring transfers from reserves up to \$5,000 per transaction. Requests for increases in appropriations over these amounts or any adjustments to capital projects require approval by the City Council. Changes in appropriations during the year must be submitted by the City Manager to the City Council for review and approval, and must be accompanied by appropriate fiscal impact analysis. The City Manager is authorized to transfer at the fund level budgeted appropriations, including capital projects, provided no change is made to the total amount provided for any one fund.

BUDGET REFERENCE MATERIALS

A General Fund mid-year report is presented to the City Council in February of each year. Budget amendments resulting from that review are authorized by resolution of the City Council. The City strives to publish a budget that will qualify for the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) and the Excellence in Operating Budgeting Award from the California Society of Municipal Finance Officers (CSMFO).

The City Council has established formal Financial and Administrative Policies. These policies require a review of the General Fund (the City's largest fund) at the mid-point of the fiscal year. All appropriation adjustments are approved at that time by resolution of the City Council and implemented by the Finance Department. Excerpts from the Financial Policies Summary are incorporated within the Summary budget document.

BUDGET REFERENCE MATERIALS

BUDGET EXHIBITS

Summary of Exhibits

Exhibit A: This summarizes total appropriations by major category and by program. It is considered to be the program's use of funds.

Personnel Allocation Detail

Exhibit B: This two-part exhibit serves as the detail to salary and benefit accounts; excluding #7002 (Temporary Pay), #7003 (Overtime Pay), #7104 (Meal Allowance), #7106 Retirement (for UAL payments only), #7120 (Sick Leave Payout), and #7121 (Leave Balance Payout). The top half of this form is for permanent personnel, and the bottom half is for temporary and contract personnel. The current fiscal years' full-time equivalents (FTE's) and related salary and benefit dollars are identified in the far-right column.

Supplies and Services Summary

Exhibit C: This summarizes supplies and services totals at the general ledger account level.

BUDGET REFERENCE MATERIALS

Program / Department / Fund Matrix

<u>Program Name</u>	<u>#</u>	<u>Department Name</u>	<u>Fund Name</u>	<u>#</u>
City Council	501	Legislative Bodies	General Fund	101
City Manager	510	City Manager - Administration	General Fund	101
City Clerk	511	Legislative Bodies	General Fund	101
Human Resources	515	City Manager - Administration	General Fund	101
Workers' Compensation Insurance	516	City Manager - Administration	Workers Comp. Trust	690
Information Technologies	547	City Manager	IT Pool	647
Measure O CIP	518	City Manager	Measure O	448
COVID-19 Response	539	City Manager	General Fund	101
Community Svcs. Administration	524	Recreation & Comm. Services	General Fund	101
Senior Nutrition Program	525	Recreation & Comm. Services	General Fund	101
Adult Services	526	Recreation & Comm. Services	General Fund	101
Campbell Community Center	527	Recreation & Comm. Services	General Fund	101
Museum Services	528	Recreation & Comm. Services	General Fund	101
Heritage Theatre	529	Recreation & Comm. Services	General Fund	101
Sports, Aquatics & Fitness	531	Recreation & Comm. Services	General Fund	101
Preschool, Day Camp & Enrichment Classes	532	Recreation & Comm. Services	General Fund	101
Accounting	535	Finance Department	General Fund	101
Non-Departmental	540	Finance Department	General Fund	101
2016 Refunding Lease Revenue Bond	548	Debt Service	Debt Service	370
Community Facilities District #1	549	Finance Department	Community Facilities District #1	236
Comm. Dev. - Administration	550	Community Development	General Fund	101
Current Planning	551	Community Development	General Fund	101
Policy Development	552	Community Development	General Fund	101
CDBG Housing	553	Community Development	Housing & Comm. Dev.	208
Building	554	Community Development	General Fund	101
Economic Development	556	Community Development	General Fund	101
Housing Assistance	557	Community Development	Low-Moderate Income Housing	233
Legal Services	560	City Manager - Administration	General Fund	101
Police - Administration	601	Police Department	General Fund	101
Communications	602	Police Department	General Fund	101
Records	603	Police Department	General Fund	101
Special Enforcement Services	604	Police Department	General Fund	101
Field Services	605	Police Department	General Fund	101
Fire Protection Services	610	Police Department	General Fund	101
Public Works (PW) - Administration	701	Public Works Department	General Fund	101
Environmental Programs	715	Public Works Department	Solid Waste Mgmt.	209
Transportation Engineering	720	Public Works Department	General Fund	101
Engineering	730	Public Works Department	General Fund	101
Land Dev. / Envir. Programs	740	Public Works Department	General Fund	101
Community Facilities District #2	741	Public Works Department	Community Facilities District #2	237
PW Maintenance Administration	745	Public Works Department	General Fund	101
Vehicle & Equip. Maint. Services	750	Public Works Department	Motor Vehicle Pool	641
Street Maintenance	760	Public Works Department	Gas Tax	204
Signals & Lighting Maint.	770	Public Works Department	Lighting & Lndscp. Dist.	207
Park Maintenance	775	Public Works Department	Lighting & Lndscp. Dist.	207
Building Maintenance	780	Public Works Department	General Fund	101
Capital Projects	950	Capital Project	Capital Projects	435
Transfers-Out	990	Other Financing Sources		

BUDGET REFERENCE MATERIALS

<u>Acronym</u>	<u>Description</u>	<u>Acronym</u>	<u>Description</u>
<u>ABAG</u>	Association of Bay Area Governments	<u>CAPE</u>	California Association of Property & Evidence
<u>ADA</u>	American Disabilities Act	<u>CAPIO</u>	California Association of Public Information Officers
<u>AFIS</u>	Automated Fingerprint Identification System	<u>CBO</u>	City Building Official
<u>AICP</u>	American Institute of Certified Planners	<u>CATO</u>	California Association of Tactical Officers
<u>AMA</u>	American Museum Association	<u>CCUG</u>	California CLETS Users Group
<u>A/P</u>	Accounts Payable	<u>CDBG</u>	Community Development Block Grant
<u>APA</u>	American Payroll Association	<u>CERT</u>	Community Emergency Response Team
<u>APA</u>	American Planning Association	<u>CESA</u>	California Emergency Services Association
<u>APWA</u>	American Public Works Association	<u>CEQA</u>	California Environmental Quality Act
<u>A/R</u>	Accounts Receivable	<u>CFCIA</u>	California Finance Crimes Investigation Association
<u>ARRA</u>	Asphalt Recycling & Reclaiming Association	<u>CFD</u>	Community Facilities Districts
<u>ASCAP</u>	American Society of Composers, Authors & Performers	<u>CHIA</u>	California Homicide Investigators Association
<u>ASIS</u>	American Society for Industrial Security	<u>CHP</u>	California Highway Patrol
<u>ATAP</u>	Association of Threat Assessment Professionals	<u>CIP</u>	Capital Improvement Plan
<u>AWS</u>	Automated Warrant System	<u>CIPR</u>	Capital Improvement Plan Reserve
<u>BAAQMD</u>	Bay Area Air Quality Management District	<u>CJIC</u>	Criminal Justice Information Control
<u>BFB</u>	Beginning Fund Balance	<u>CLEARs</u>	California Law Enforcement Association of Records Supervisor
<u>BOMA</u>	Building Owners Managers Association	<u>CLETEP</u>	California Law Enforcement Technology Equipment Purchase
<u>BVP</u>	Bulletproof Vest Program	<u>CLETS</u>	California Law Enforcement Telecommunication System
<u>CABO</u>	Certified Association of Building Officials	<u>CMA</u>	Congestion Management Association
<u>CAD</u>	Computer Aided Dispatch	<u>CMEA</u>	Campbell Municipal Employees Association
<u>CAFR</u>	Comprehensive Annual Financial Report	<u>CMP</u>	Congestion Management Program
<u>CAHN</u>	California Association of Hostage Negotiators	<u>CMTA</u>	California Municipal Treasurers Association
<u>CALPELRA</u>	California Public Employers Labor Relations Association	<u>CNOA</u>	California Narcotics Officers Association

BUDGET REFERENCE MATERIALS

<u>Acronym</u>	<u>Description</u>	<u>Acronym</u>	<u>Description</u>
<u>CMTA</u>	California Municipal Treasurers Association	<u>EOS</u>	Employer & Occupational Services
<u>CNOA</u>	California Narcotics Officers Association	<u>ERAF</u>	Educational Revenue Augmentation Fund
<u>CNT</u>	Crisis Negotiation Team	<u>ESCO</u>	Energy Service Company
<u>COP</u>	Certificates of Participation	<u>ESRI</u>	Environmental Systems Research Institute, Inc.
<u>CPCEA</u>	Campbell Police Civilian Employees Association	<u>EVOG</u>	Emergency Vehicle Operations Course
<u>CPOA</u>	California Police Officers Association	<u>FBI</u>	Federal Bureau of Investigation
<u>CPR</u>	Cardio Pulmonary Resuscitation	<u>FOHT</u>	Friends of the Heritage Theatre
<u>CPRS</u>	California Parks & Recreation Society	<u>FY</u>	Fiscal Year
<u>CSAIA</u>	California Sexual Assault Investigation Association	<u>GAAP</u>	Generally Accepted Accounting Principals
<u>CSMFO</u>	California Society of Municipal Finance Officers	<u>GASB</u>	Government Accounting Standards Board
<u>CSO</u>	Community Service Officer	<u>GF</u>	General Fund
<u>CSRT</u>	Crime Scene Response Team	<u>GFOA</u>	Government Finance Officers Association
<u>CUHSD</u>	Campbell Union High School District	<u>GIS</u>	Geographical Information Systems
<u>CUSD</u>	Campbell Union School District	<u>GPS</u>	Global Positioning System
<u>CWSA</u>	California Warrant Specialist Association	<u>HCD</u>	Housing & Community Development
<u>DA</u>	District Attorney	<u>HDC</u>	Historic Downtown Campbell
<u>DCBA</u>	Downtown Campbell Business Association	<u>HDDTA</u>	High Density Drug Trafficking Area
<u>DOIR</u>	Department of Industrial Relations	<u>HSIP</u>	Highway Safety Improvement Program
<u>DRC</u>	Development Review Committee	<u>HPB</u>	Historic Preservation Board
<u>DUI</u>	Driving Under the Influence of Drugs or Alcohol	<u>HR</u>	Human Resources
<u>EBS</u>	Employee Benefit Specialists	<u>HVAC</u>	Heating Ventilation Air Conditioning` Identification
<u>ECOMM</u>	Emergency Communications	<u>ID</u>	Identification
<u>EIR</u>	Environmental Impact Report	<u>IAPE</u>	International Association of Property & Evidence
<u>EMPG</u>	Emergency Management Performance Grant	<u>ICC</u>	International Code Council
<u>EOC</u>	Emergency Operations Center	<u>ICMA</u>	International City Management Association

BUDGET REFERENCE MATERIALS

<u>Acronym</u>	<u>Description</u>	<u>Acronym</u>	<u>Description</u>
<u>ID</u>	Identification	<u>MISAC</u>	Municipal Information Systems Association of California
<u>IAPE</u>	International Association of Property & Evidence	<u>MMANC</u>	Municipal Management Assistants Northern California
<u>ICC</u>	International Code Council	<u>MOU</u>	Memorandum of Understanding
<u>ICMA</u>	International City Management Association	<u>MTC</u>	Metropolitan Transportation Commission
<u>ICS</u>	Incident Command System	<u>MTEP</u>	Management Talent Exchange Program
<u>IIPP</u>	Injury/Illness Prevention Program	<u>NAFTO</u>	National Association of Field Training Officers
<u>IMLA</u>	International Municipal Lawyer's Association	<u>NAGBOR</u>	Net Adjusted Gross Box Office Receipts
<u>IMSA</u>	International Municipal Signal Association	<u>NEMA</u>	National Electrical Manufacturers Association
<u>IMIU</u>	Information Management Interface Unit	<u>NPDES</u>	National Pollution Discharge Elimination System
<u>ISU</u>	Investigative Services Unit	<u>NOCA</u>	North of Campbell Avenue
<u>IT</u>	Information Technology	<u>NRPA</u>	National Recreation Parks Association
<u>ITE</u>	Institute of Transportation Engineering	<u>NTOA</u>	National Tactical Officers Association
<u>ITS</u>	Intelligent Transportation Systems	<u>NTMP</u>	Neighborhood Traffic Management Plan
<u>IVR</u>	Interactive Voice Response System	<u>OC</u>	Oleoresin Capsicum
<u>JAG</u>	Justice Assistance Grant	<u>OCBH</u>	Orchard City Banquet Hall
<u>LAFCO</u>	Local Agency Formation Commission	<u>OPEB</u>	Other Post-Employment Benefits
<u>LAIF</u>	Local Agency Investment Fund	<u>OTS</u>	Office of Traffic Safety
<u>LCC</u>	League of California Cities	<u>PARS</u>	Public Agency Retirement System
<u>LEEC</u>	Law Enforcement Executive Council	<u>PAS</u>	Passive Alcohol Sensor
<u>LED</u>	Light Emitting Diodes	<u>PCI</u>	Pavement Condition Index
<u>LID</u>	Local Improvement District	<u>PDA</u>	Priority Development Area
<u>LLD</u>	Lighting & Landscape District	<u>PEP</u>	Personal Emergency Preparedness
<u>LLEBG</u>	Local Law Enforcement Block Grant	<u>PERS</u>	Public Employees' Retirement System
<u>MAC</u>	Moves, Adds & Changes	<u>PG&E</u>	Pacific Gas and Electric
<u>MAIT</u>	Major Accident Investigation Team	<u>PLAN JPA</u>	Pooled Liability Assurance Network Joint Powers Authority
<u>MERGE</u>	Mobile Emergency Response Group & Equipment	<u>POA</u>	Police Officers' Association
<u>MIC</u>	Millmen and Industrial Carpenters	<u>POST</u>	Peace Officers Training Standards

BUDGET REFERENCE MATERIALS

<u>Acronym</u>	<u>Description</u>	<u>Acronym</u>	<u>Description</u>
<u>PPE</u>	Personal Protective Equipment	<u>SLETS</u>	Sheriff's Law Enforcement Telecommunication System
<u>PPT</u>	Permanent Part-Time	<u>SIR</u>	Self Insured Retention
<u>PSA</u>	Public Safety Assistant	<u>SOCA</u>	South of Campbell Avenue
<u>PW</u>	Public Works	<u>SSD</u>	Special Services Division
<u>R&CS</u>	Recreation & Community Services	<u>SV-ITS</u>	Silicon Valley-Intelligent Transportation Systems
<u>RFP</u>	Request for Proposal	<u>SVACA</u>	Silicon Valley Animal Control Authority
<u>RMS</u>	Records Management Systems	<u>SVMG</u>	Silicon Valley Manufacturing Group
<u>RPTTF</u>	Redevelopment Agency Property Tax Trust Fund	<u>SVRIP</u>	Silicon Valley Regional Interoperability Project
<u>RSS</u>	Real Simple Syndication	<u>SWAT</u>	Special Weapons & Tactics
<u>RWQCB</u>	Regional Water Quality Control Board	<u>TABS</u>	Tax Allocation Bonds
<u>SA</u>	Successor Agency	<u>TOT</u>	Transient Occupancy Tax
<u>SAN</u>	Storage Area Network	<u>TRB</u>	Transportation Resources Board
<u>SANCRA</u>	Sports Association of Northern California Recreation Agencies	<u>UPS</u>	Uninterruptible Power Supply
<u>SARC</u>	Site & Architectural Review Committee	<u>URL</u>	Uniform Resource Locator
<u>SCBA</u>	Self-Contained Breathing Apparatus	<u>URM</u>	Un-reinforced Masonry
<u>SCC</u>	Santa Clara County	<u>VC</u>	Vehicle Codes
<u>SCCCA</u>	Santa Clara County Cities Association	<u>VMC</u>	Valley Medical Center
<u>SCCAPO</u>	Santa Clara County Association of Planning Officials	<u>VPN</u>	Virtual Private Network
<u>SCCATO</u>	Santa Clara County Association of Training Officers	<u>VTA</u>	Valley Transportation Authority
<u>SCCFD</u>	Santa Clara County Fire Department	<u>WAMA</u>	Western American Museum Association
<u>SCCSET</u>	Santa Clara County Special Enforcement Team	<u>WMD</u>	Weapons of Mass Destruction
<u>SCVIU</u>	Santa Clara Valley Intelligence Unit	<u>WWW</u>	World Wide Web
<u>SCVWD</u>	Santa Clara Valley Water District		

GLOSSARY OF BUDGET TERMS ACCRUAL

BASIS OF ACCOUNTING - A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

ADOPTION - Formal action by the City Council which sets the spending limits for the fiscal year. The City's budget is adopted by Council resolution.

APPROPRIATION - Through an appropriation, the City Council legally authorizes the City to spend money and to incur obligations for specific purposes. Budgetary/operating fund appropriations lapse at the end of each fiscal year. Non-operating fund appropriations, on the other hand, continue in force until fully expended or until the City has accomplished or abandoned the purpose for which the Council granted the funds.

ASSESSED VALUATION - A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, assessed value is established by the County Assessor for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization. Under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 100% of full value. Proposition 13 also modified the value of real taxable property for fiscal 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change of ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal.

AUDIT - Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the City's Financial Statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

BALANCED BUDGET - A budget is considered balanced where operating revenues, including budgeted use of reserves, meet or exceed operating expenditures. The City of Campbell adopts a balanced budget annually.

BONDS - A bond is a written promise to pay a specified sum of money (called the face value or principal amount) at a specified date or dates in the future (called the maturity date) together with period interest at a specified rate.

BUDGET - As the City's financial operating plan for the fiscal year, the budget displays the estimated expenditures (costs) for providing services and the estimated sources of revenue (income) to pay for them. Once the City Council adopts the budget, the total becomes the maximum spending limit. Campbell's budget operates on a fiscal year (July 1, through June 30) basis.

BUDGET AMENDMENT - The Council may amend or supplement the budget at any time after adoption. The City Manager has the authority to approve administrative adjustments to the budget as outlined in the Financial and Administrative Policies set by Council.

BUDGET DOCUMENT - The instrument used by the City Council to present a comprehensive financial program to the appropriating body. Campbell's budget consists of two documents. The Budget contains a budget message to the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The document consists of exhibits that show, in detail, the information as to the past years' actual revenues,

BUDGET REFERENCE MATERIALS

expenditures, and other data used in determining the estimates. In addition to the budget document, the appropriation resolution is necessary to put the budget into effect.

BUDGET MESSAGE - Included in the opening section of the budget, the Budget Message provides the Council and the public with a summary of the most important aspects of the budget, comparative data from previous fiscal years, goals and objectives, and the views and recommendations of the City Manager.

BUDGET POLICIES - General and specific guidelines adopted by the Council that govern the financial plan's preparation and administration.

CAPITAL IMPROVEMENT PLAN (CIP) - The plan or schedule of expenditures for major construction of roads, sidewalks, City facilities and/or park improvements and for the purchase of equipment. Campbell's CIP follows a five-year schedule and includes projects which cost \$25,000 or more to complete. The CIP is approved along with the adoption of the budget, which appropriates the first year of the CIP.

CONTINGENCY - A reserve set aside for emergency or unanticipated appropriations.

DEBT INSTRUMENT - Methods of borrowing funds, including General Obligation (G.O.) bonds, revenue bonds, lease/purchase agreements, lease-revenue bonds, tax allocation bonds, and Certificates of Participation (COPs). (See Bonds.)

DEBT SERVICE - Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, or Certificates of Participation (COP's).

DEBT SERVICE FUNDS - Are used to account for the accumulation of resources and the payment of, principal and interest on the City's bonds, Certificates of Participation (C.O.P.), and other long-term obligations.

DEPARTMENT - A major organizational unit of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area. In Campbell, Department Heads are the chief administrators within a department. Program Managers typically report to either the Department Head or his/her assistant.

EMPLOYEE SERVICES - A budget category which generally accounts for salaries of full-time and temporary employees, overtime expenses, and all employee benefits, such as medical, dental, and retirement.

ENCUMBRANCES - Commitments against an approved budget for unperformed (executory) contracts for goods or services. They cease to be encumbrances when the obligations are paid or otherwise terminated.

EXPENDITURE - The outflow of funds paid or to be paid for an asset obtained or goods and services obtained. Note: An encumbrance is not an expenditure; an encumbrance is a commitment of funds to be expended. (See Encumbrances.)

FISCAL YEAR - The period designated by the City for the beginning and ending of financial transactions. The fiscal year begins July 1 and ends June 30.

FIXED ASSETS - Non-consumable assets of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The city has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000.

FULL-TIME EQUIVALENTS (FTE) - The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year. Full-time employees are paid for 2,080 hours in a year equating to 1.0 FTE. Correspondingly, a part-time employee who works 1,040 hours would equate to 0.5 FTE. Elected positions are budgeted, however, are not included in net FTE totals.

FUND - Municipal governments organize and operate their accounting systems on a fund basis. The formal definition of the fund is an independent financial and accounting entity with a self-balancing set of accounts in which cities record financial transactions relating to

BUDGET REFERENCE MATERIALS

revenues, expenditures, assets and liabilities. Each fund has a budget with exception of the General Fund (which accounts for general purpose actions and has unrestricted revenue sources). Each remaining fund typically has a unique funding source and purpose. Establishing funds enables the City to account for the use of restricted revenue sources and carry on specific activities or pursue specific objectives.

FUND BALANCE - Fund balance is the excess of assets over liabilities and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses.

GAAP - (Generally Accepted Accounting Principles) - Both industry and governments use Generally Accepted Accounting Principles as standards for accounting and reporting financial activity. The Governmental Accounting Standards Board (GASB) is the primary source of governmental GAAP.

GENERAL FUND - The primary operating fund of the City, all revenues that are not required by law or contractual agreement to a specific fund are accounted for in the General Fund. With the exception of subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose.

GENERAL OBLIGATION (GO) BONDS - Bonds for which the City pledges its full faith and credit for repayment. Debt Service is paid from property tax revenue levied (in the case of voter-approved bonds) or other general revenue.

GOAL - A statement of broad direction, purpose, or intent. In Campbell's budget, goals are synonymous with mission statements.

GRANT - External contributions, and/or gifts of cash, or other assets typically from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is Community Development Block Grant funding from the Federal Government.

INTERFUND TRANSFERS - When the City moves money between its various funds, it makes an interfund transfer, referred to as transfers-in and transfers-out. In aggregate, transfers in and out offset each other for the fiscal year and may be for operational or capital purposes.

INTERNAL SERVICE FUNDS - Are used to finance and account for goods and/or services provided by one City department to other City departments on a cost reimbursement basis.

LINE-ITEM BUDGET - A budget that lists detailed expenditure categories (salaries & benefits, office supplies, travel, dues, rents, etc.) separately, along with the amount budgeted for each specified category. The Summary Budget reflects the program rather than line-item budgets. The Detail Budget reflects the line-item detail.

MODIFIED ACCRUAL BASIS OF ACCOUNTING - Basis of accounting according to which (a) revenues are recognized in the accounting period in which they have become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

MUNICIPAL CODE - A book that codifies the City Council approved ordinances currently in effect. The Code defines City policy with respect to all areas of municipal jurisdictions and administration.

NON-DEPARTMENTAL - This program accounts for all expenditures that are not specifically designated to any operating department within the General Fund. Examples of expenses include insurance costs, general utilities and claims costs.

NON-OPERATING BUDGET - The non-operating budget contains non-operating funds which the City uses to finance projects with limited objectives and/or finite life spans. These budgets do not lapse at year end and are carried forward from year to year until the monies are fully expended or their purposes are accomplished or abandoned. As a matter of practice,

BUDGET REFERENCE MATERIALS

Campbell budgets for all non-operating funds. The non-operating portion of the budget typically accounts for debts, reserves and capital projects funds.

OBJECTIVE - A statement of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program or service level.

OBJECTS OF EXPENDITURE - The individual expenditure accounts used to record each type of expenditure incurred in City operations. For budgeting purposes, objects of expenditure are categorized into groups of similar types of expenditures called major objects or types of expenditure. The major objects of expenditure used in the budget are:

Employee Services - Salaries and benefits paid to City employees (permanent and temporary).

Supplies and Other Services - Office supplies; travel and related expenses; rents; contractual services; and memberships, dues and books.

Debt Service - Payments of principal and interest on debt instruments.

Capital Outlay - The purchase of non-consumable assets that exceed the capitalization limit of \$5,000 and that are expected to have a useful life of more than one year. These would include furniture, fixtures, machinery and equipment.

Transfers - (See Interfund Transfers)

ORDINANCE - A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An Ordinance has a higher legal standing than a Resolution and is typically codified in a city's municipal code.

OPERATING BUDGET - The operating budget provides a plan for current expenditures and the proposed means of financing them. In a broader sense, the annual operating budget is a statement of what services the municipality will deliver to its citizens over the course of the fiscal year.

PARS - Public Agency Retirement System (PARS) for the City's temporary employees. PERS - The State of California's Public Employee's Retirement System (PERS) for the City's employees.

PROGRAM - As subdivisions of departments, programs are budgetary or organizational units of government with limited sets of work responsibilities within their respective departments. Programs also serve to increase budgetary accountability. Campbell's budget is compiled on a program basis, each with an identified program manager.

RESERVE - An account which the City uses either to set aside revenues that it does not need to spend in the current fiscal year or to earmark revenues for a specific future purpose. Reserves are typically established and budgeted through Council policy action.

RESOLUTION - A special order of the City Council which has a lower legal standing than an ordinance.

RESOURCES - Total amounts available for appropriation including estimated revenues, interfund transfers, and beginning fund balances.

REVENUE - Sources of income which the City receives during a fiscal year. Examples of revenue include taxes, intergovernmental grants, charges for services, resources forward from the prior year, operating transfers from other funds, and other financing sources such as the proceeds derived from the sale of fixed assets.

SPECIAL REVENUE FUNDS - Are those which have been created in accordance with the requirements of State and Federal statutes or which require that the funds be used only for specific purposes.

Index

<u>Description</u>	<u>Page #</u>
Accomplishments, Significant FY 20	17
Accounting Services Program (535)	207
Adult Services Program (526)	178
Annual Debt Service Payments to Maturity	86
Basis of Budgeting	14
Budget Amendments	433
Budget and Financial Awards	14
Budget Awards	431
Budget Development Calendar, 2020 - 2021	430
Budget Message - Exhibit 2, Financial Policies	27
Budget Message from the City Manager	1
Budget Process, Summary of	433
Building Codes Regulation Program (554)	238
Building Maintenance Program (780)	342
Building Permit Revenue Comparison with Other Jurisdictions	53
Debt Service - 2016 Refunding Lease Revenue Bonds	87
Debt Service Fund (370) Revenues - Expenditures - Fund Balances	215
Campbell City Council Organization Chart	123
Campbell Community Center Program (527)	182
Campbell Community Profile - Demographic Statistics (Employment & Education)	48

Index

<u>Description</u>	<u>Page #</u>
Campbell Community Profile - Demographic Statistics (General)	45
Campbell Community Profile - Demographic Statistics (Housing)	47
Campbell Community Profile - Demographic Statistics (Infrastructure)	48
Campbell Statement of Values	34
Campbell Strategic Plan and Performance Reporting	36
Capital Budget	347
Capital Improvement Plan - Assumptions and Operating Budget Impacts	347
Capital Improvement Plan - Planning Commission Review	349
Capital Improvement Plan - Project Funding Sources	349
Capital Improvement Plan - Projects - Exhibit 3	368
Capital Improvement Plan Five Year Cash Flow Analysis - Exhibit 2	359
Capital Improvement Plan Summaries - Exhibit 1	351
Capital Improvement Plan Summary	347
Capital Projects Fund (435) Revenues - Expenditures - Fund Balances	112
Capital Projects Program (435.950)	357
Certificates of Participation	87
Certificates of Participation FY 21 to Maturity	87
Charges for Services	5
City Administrative Staff	32
City Clerk Program (511)	139
City Council	121
City Council Departmental Summary	125
City Council Organization Chart	123
City Council Program (501)	124

Index

<u>Description</u>	<u>Page #</u>
City Manager	129
City Manager Department - Administration (510)	133
City Manager Department Summary	132
City Manager's Departmental Organization Chart	131
City of Campbell Operating/Capital Budget - Fiscal Year 2020 - 2021 All Funds Estimated Revenue	70
City of Campbell Operating/Capital Budget - Fiscal Year 2020 - 2021 Summary of Expenditures by Government Function and Fund	81
City Officials	32
Commissions, Committees and Advisory Boards	38
Communications Program (602)	269
Community Development	221
Community Development - Administration (550)	226
Community Development Department Organization Chart	223
Community Development Department Summary	224
Community Facilities District #1 (549)	218
Community Goals	33
Community Vision	33
Conclusion and Acknowledgements	16
Council Committee Responsibilities	39
Current Planning Program (551)	230
Debt Management	85
Debt Service Program (548)	215
Economic and Fiscal Issues Facing the City	1
Economic Development (556)	243
Employee Services	7

Index

<u>Description</u>	<u>Page #</u>
Engineering Program (730)	310
Environmental Services Fund (209) Revenues – Expenditures – Fund Balances	99
Environmental Services Program (715)	301
Estimated Revenues	70
Expenditures	81
Field Services Program (605)	281
Finance Department	203
Finance Department Organization Chart	205
Finance Department Summary	206
Financial Policies	27
Fire Protection Services Program (610)	285
Franchise Fee Revenue Comparison with Other Jurisdictions	52
Fund Balance Analysis - Fiscal Year 2019 - 2020	92
Fund Balance Analysis - Fiscal Year 2020 - 2021	91
Fund Descriptions	56
Funds, Debt Service	56
Funds, Internal Service	56
Funds, Special Revenue	56
FY 2020 Significant Accomplishments	17
FY 2021 Major Work Plan Items	13
FY 2020 - 2021	430
Gann Appropriations Limit	89
Gann Appropriations Council Resolution	427
Gas Tax Fund	56
Gas Tax Funds (202, 203, 204) Revenues - Expenditures - Fund Balances	94

Index

<u>Description</u>	<u>Page #</u>
General Fund - Revenues and Expenditures	3
General Fund (101) Revenues - Expenditures - Fund Balances	93
General Fund Expenditure Summary and Chart	67
General Fund Expenditures by Type	68
General Fund Revenue Summary and Chart	66
General Obligation Debt	85
General Organization Chart	31
Glossary of Acronyms	437
Glossary of Budget Terms	441
Heritage Theatre Program (529)	191
Housing Assistance (557)	247
Housing Assistance Fund (233) Revenues - Expenditures - Fund Balances	104
Human Resources Program (515)	143
Index	445
Information Technology Fund (647) Revenues - Expenditures - Net Position	115
Information Technology Program (547)	152
Land Development / Environmental Program (740)	315
Legal Services	251
Legal Services Organization Chart	253
Legal Services Program (560)	255
Legal Services Program Summary	254
Licenses & Permits	6

Index

<u>Description</u>	<u>Page #</u>
Lighting District Fund (207) Revenues - Expenditures - Fund Balances	97
List of Funds	55
Major Employers (Listed Alphabetically)	43
Major General Fund Reserves/Designations Comparative Statistics & Chart	69
Mission Statement	33
Motor Vehicle Pool Fund (641) Revenues - Expenditures - Net Position	114
Museum Services Program (528)	186
Non-Departmental Program (540)	212
Other General Fund Revenues	6
Parks Maintenance Program (775)	338
Permanent Authorized Budgeted Personnel Positions	428
Police Department, Administration Program (601)	265
Policy Development Program (552)	234
Pre-School, Day Camp & Enrichment Classes (532)	198
Principal Property Taxpayers (Listed Alphabetically)	43
Program / Department / Fund Matrix	436
Property Tax	4
Property Tax Revenue Comparison with Other Jurisdictions	50
Public Safety	261
Public Safety - Administration (601)	265
Public Safety Department Organization Chart	263
Public Safety Program Summary	264

Index

<u>Description</u>	<u>Page #</u>
Public Works	291
Public Works Department - Administration (701)	297
Public Works Department Organization Chart	293
Public Works Department Summary	294
Public Works Maintenance Administration Program (745)	322
Records Program (603)	273
Recreation & Community Services	165
Recreation & Community Services Department Organization Chart	167
Recreation & Community Services Department Summary	168
Recreation & Community Services, Administrative Services Program (524)	170
Resolution Adopting the Capital Improvement Plan for FY 2021-2025	427
Resolution Adopting the City's Operating & Capital Budget for FY 2020-2021	425
Resolution Adopting the City's GANN Limit for FY 2020-21	426
Revenues	4
Revenue Definitions	58
Salaries and Benefits	7
Sales Tax	5
Sales Tax Comparison with Other Jurisdictions	49
Schedule of Interfund Transfers (Operating & Capital) Fiscal Year 2020-2021	65
Senior Nutrition Program (525)	174
Signals & Lighting Maintenance Program (770)	334
Significant Accomplishments, FY 2020	17
Special Enforcement Program (604)	277
Sports, Aquatics & Fitness Program (531)	194
Strategic Plan and Performance Reporting	14
Street Maintenance Program (760)	330

Index

<u>Description</u>	<u>Page #</u>
Top 25 Sales Tax Producers (Listed Alphabetically)	44
Total City Expenditure Summary	62
Total City Expenditures by Fund (Includes Capital Project Expenditures & Transfers-Out)	63
Total City Expenditures by Type	64
Total City Revenue by Fund (Includes Capital Project Revenue & Transfers-In)	61
Total City Revenue Summary	60
Transient Occupancy Tax	5
Transient Occupancy Tax Comparison with Other Jurisdictions	51
Transportation Engineering Program (720)	305
Vehicle & Equipment Maintenance Program (750)	326
Workers' Compensation Fund (690) Revenues - Expenditures - Net Position	116
Workers' Compensation Self-Insurance Program (516)	148