City Council Agenda

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

<u>NOTE:</u> To protect our constituents, City officials, and City staff, the City requests all members of the public follow the guidance of the California Department of Health Services', and the County of Santa Clara Health Officer Order, to help control the spread of COVID-19. Additional information regarding COVID-19 is available on the City's website at www.campbellca.gov.

This Special City Council meeting will be conducted via telecommunication and is compliant with provisions of the Brown Act and Executive Order N-29-20 issued by the Governor.

The following Councilmembers of the Campbell City Council are listed to permit them to appear electronically or telephonically at the Special City Council meeting on June 9, 2020: Councilmember Rich Waterman, Councilmember Anne Bybee, Councilmember Paul Resnikoff, Vice Mayor Elizabeth "Liz" Gibbons, and Mayor Susan M. Landry.

Members of the public will not be able to attend meetings at the Campbell City Council Chamber physically. The City Council meeting will be live-streamed on YouTube at (https://www.youtube.com/user/CityofCampbell).

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

Those members of the public wishing to participate are asked to register in advance at:
https://us02web.zoom.us/webinar/register/WN_-ElytMyFRyOlwkTLOGRc_g

After registering, you will receive a confirmation email containing information about joining the meeting.

<u>SPECIAL MEETING OF THE CAMPBELL CITY COUNCIL</u>
Tuesday, June 9, 2020 - 1:00 p.m.
City Hall – 70 N. First Street

<u>CALL TO ORDER</u>

<u>ROLL CALL</u>

**ORAL REQUESTS

NOTE: This portion of the meeting is reserved for persons wishing to address the City Council on any matter not on the agenda. Those members of the public wishing to participate are asked to register in advance at:
https://us02web.zoom.us/webinar/register/WN_-ElytMyFRyOlwkTLOGRc_q
After registering, you will receive a confirmation email containing information about joining the meeting. Speakers may be allotted up to two (2) minutes. The law generally prohibits the Council from discussion or taking action on such items. However, the Council may instruct staff accordingly regarding Oral Requests.

PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES

NOTE: Members of the public may be allotted up to two (2) minutes to comment on any public hearing item. When applicable Applicants/Appellants and their representatives may be allotted up to a total of five (5) minutes for opening statements and up to a total of three (3) minutes maximum for closing statements. Items requested/recommended for continuance are subject to Council's consent at the meeting.

1. **Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budget**
   Recommended Action: That the City Council review the Proposed Fiscal year 2020-21 (FY 2021) Operating Budget and 2021-2025 Capital Improvement Plan (CIP) as presented; provide direction to staff to proceed with finalizing the budget; and establish June 25, 2020 as the date for a public hearing and adoption of the FY 2021 Operating Budget and CIP, as well as the Gann Spending Limit.

UNFINSIHED BUSINESS

2. **Provide City Manager Direction to Create Operational Allowances for Restaurant and Retail Business Establishments Necessary to Expand Their Ability to Operate Outdoors During the COVID-19 Pandemic and Involving Temporary Relaxation of Development Standards, Permit Processes, and Waiving of Application Fees for Outdoor Dining/Display Permits and Encroachment Permits (Resolutions/Roll Call Vote)**
   Recommended Action: Adopt Resolutions authorizing the City Manager authority to establish operational allowances for restaurant and retail businesses in order to allow expansion to their ability to operate outdoors during the COVID-19 pandemic and involving temporary relaxation of development standards, permit processes, and waiving of application fees for Outdoor Dining/Display Permits and Encroachment Permits.

ADJOURN

In compliance with the Americans with Disabilities Act, listening assistive devices are available for all meetings held in the City Council Chambers. If you require accommodation, please contact the City Clerk's Office, (408) 866-2117, at least 48 hours in advance of the meeting.

****This agenda was revised June 8, 2020 to revise the section heading Public Comment to Oral Requests and provide additional information regarding the Oral Requests process.**

City Council Report

Item:	**1**
Category:	**PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES**
Meeting Date:	**June 9, 2020**

TITLE: **Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budget**

RECOMMENDED ACTION

That the City Council review the Proposed Fiscal year 2020-21 (FY 2021) Operating Budget and 2021-2025 Capital Improvement Plan (CIP) as presented; provide direction to staff to proceed with finalizing the budget; and establish June 25, 2020 as the date for a public hearing and adoption of the FY 2021 Operating Budget and CIP, as well as the Gann Spending Limit.

BACKGROUND

The purpose of this agenda item is to formally introduce the proposed budget to the Council and the public and to obtain feedback and direction prior to the scheduled adoption on June 25.

The Proposed Fiscal Year 2020-21 (FY 2021) Operating Budget and 2020-21 Five-Year Capital Improvement Plan (CIP) are included as attachments. Within this document, the City Council will find a Budget Message after the Table of Contents which provides and overview of the Proposed Operating Budget and CIP. Documents are also available for public viewing on the agenda page of the City's website at the following address: https://www.ci.campbell.ca.us/agendacenter.

DISCUSSION

Please see Budget Message for discussion of the Proposed Operating Budget and CIP.

FISCAL IMPACT

Please see Budget Message for fiscal impacts of the Proposed Operating Budget and CIP.

Prepared by: _____

Will Fuentes, Finance Director

Approved by: _____

Brian Loventhal, City Manager

Attachment:

a. Fiscal Year 2020-2021 Operating and Capital Budget

City of Campbell California

Proposed 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, Financial Policies 18

City & Community Information

City & Community Information 23

Financial Summaries

List of Funds 24
Funds Descriptions 25
Revenue Definitions 27
Financial Summaries – All Funds 29
Financial Summaries – General Funds 34
All Funds Detail 38
Gann Appropriations Limit 52

Fund Balances

Fund Balances – All Funds 53
Fund Balances – By Individual Fund 43

City Services

City Council 80
City Manager 85
Recreation & Community Services 107
Finance & Non-Departmental 133

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

TABLE OF CONTENTS

City Services Continued

Community Development 145
Legal Services 166
Public Safety 171
Fire Protection Services 189
Public Works 192

Capital Improvement Plan

Capital Improvement Plan Introduction 229
Capital Improvement Plan Summaries 233
Capital Improvement Plan Flow Analysis 239
Capital Improvement Plan Detail – By Project 247
Unfunded Projects 299

Budget Reference Materials

Budget Resolutions 302
Permanent Authorized Budgeted Personnel Positions 306

June 9, 2020

Honorable Mayor and Members of the City Council:

I am pleased to present to you the Proposed Fiscal Year 2020-21 (FY 2021) Operating Budget and 2020-21 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 as the City Manager, 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 early September 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. Proposed work plans for FY 2021 are contained within the individual department and budget unit pages of the Proposed Operating Budget before the City Council.

The Proposed Fiscal Year 2020-21 (FY 2021) Operating Budget and 2020-21 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 as much as possible. 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 its 5-year financial projections and will provide Council with a detailed forecast during the planned adoption of the Operating Budget and CIP on June 25. This 5-year forecast will also factor in any anticipated increases to CalPERS retirement rates if CalPERS' does not meet investment targets for the fiscal year ending June 30, 2020. CalPERS has established an expected investment return (discount rate) of 7%. As of June 3, 2020, its investment pool had earned 3.91% fiscal year-to-date. If the CalPERS investment pool ends the fiscal year below the discount rate, contributing agencies will see rate increases starting in FY 2022/23. Per CalPERS policy, any potential rate increases will be ramped up over 5 years with 20% of the rate increase added each year until 100% is realized.

BUDGET SUMMARY

The Proposed FY 2021 Operating and Capital budgets across all City funds total **$86.3 million**; including $5.8 million in operating transfers out, $5.0 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 **$86.5 million**; including $5.8 million in operating transfers in, $5.0 million in capital transfers in, and $10 million in anticipated Measure O bond proceeds. This results in a slight surplus of approximately $200,000 across all City funds. And across all City funds, expenditures for FY 2021 show a 12.5% decrease when compared to year-end estimates for FY 2020. Additionally, across all City funds, revenues for FY 2021 show a 1.0% decrease when compared to year-end estimates for FY 2020.

The Proposed FY 2021 Operating and Capital budget for the General Fund totals **$56.7 million** including $565,000 in capital transfers out to support Capital Plan Improvement Reserve (CIPR) and Construction Tax funded projects and $3.8 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 ($1.7 million), 2016 Lease Revenue Bond Debt Service Fund ($770,000), Environmental Services Fund ($1.1 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 funds to pay for indirect overhead costs. This results in an operating deficit of **$2.9 million**. In the General Fund, expenditures for FY 2021 show a 1.1% decrease when compared to year-end estimates for FY 2020. Additionally, in the General Fund, revenues for FY 2021 show a 0.9% increase when compared to year-end estimates for FY 2020. When compared to FY 2019 though, FY 2021 General Fund revenues show a 1.1% decrease.

To cover the potential General Fund operating deficit in FY 2021 and so as to minimize service level impacts to the community until the duration and severity of the fiscal impacts of COVID-19 are known with more certainty, staff proposes that 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 a proposed draw of $2.9 million in FY 2021, they could have a remaining balance of $8.9 million by June 30, 2021; 15.7% of the Proposed FY 2021 General Fund Operating and Capital budget. Nevertheless, staff has incorporated several budget reduction strategies into the Proposed FY 2021 Operating and Capital budgets which will be discussed below. City leadership is also working with all labor groups to discuss potential cost savings measures. Should the City realize any savings from these measures, they will be factored in after the adoption of the budget and will decrease the need to draw down upon reserve funds. Due to the time necessary to conduct the required meet and confer process, potential savings from those discussions cannot be factored at this time. And while the budget before Council seeks to minimize service level reductions, staff also recognizes and supports the need to ensure the City's long-term fiscal sustainability and minimize the use of reserves whenever possible. Thus, staff has also developed alternate scenarios for largely across the board 5%, 10%, and 15% reductions should the severity of the economic impacts of COVID-19 increase. Should the need arise, staff will immediately return to Council at a later date to implement the alternate reduction measures, but Council may also wish to implement any of them sooner. The service level

impacts of the alternate scenarios will be discussed below as well as reductions currently incorporated into the Proposed FY 2021 Operating and Capital budgets.

BUDGET ASSUMPTIONS

City wide and General Fund revenue estimates and proposed expenditures by type are shown in the Proposed 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, 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 2018-19. 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 Proposed 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 likely 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.

- ***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 1.8% decrease in FY 2021 when compared to the year-end estimate for FY 2020, which already assumed an 8% decrease from the year-end actuals for FY 2019. In total, this represents a 9.6% reduction over two fiscal years starting in March 2020 and 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 that such 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 14.5% increase in FY 2021 when compared to the year-end estimate for FY 2020, which had assumed a 21.9% decrease from the year-end actuals for FY 2019. As a result, FY 2021 estimates of $6.0 million are still below FY 2019 year-end actuals of $6.7 million by 10.6%.

- ***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 FY 2022, staff has estimated a 37% decrease when FY 2021 is compared to the Adopted Budget for FY 2020. 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. 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.

- ***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 56.2% growth in FY 2021 when compared to year-end estimates for FY 2020. 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.

- ***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 for $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, 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 Proposed FY 2021 Operating, since the total amount of both is not yet known at this time.

Expenditures

- ***COVID-19*** is a new budget unit 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, staff is proposing to set aside $500,000 in the FY 2021 Operating Budget. 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 proposed 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 increase by 2.6% in FY 2021 when compared to year-end estimates for FY 2020, which include the release of all temporary staff as of April 10. However, with the exception of one (1.0) Public Safety Dispatcher and a 0.50 FTE 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 proposed layoffs in one area which would be effective August 1, total full-time equivalent (FTE) units would decrease by 0.83 in FY 2021. And in the Recreation & Community Services Department, temporary positions will be reduced by 19.77 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 Proposed FY 2021 Operating

Budget will be discussed in more detail in a subsequent section. All other 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 proposed to be reduced by 2.0% in FY 2021 when compared to year-end estimates for FY 2020, which were already 19.5% lower than the FY 2019 year-end actuals. 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. However, please note that this category does also include $500,000 for COVID-19 recovery and response efforts noted above.

Capital Projects - As a whole across all funds, Capital Projects costs (exclusive of project staff time shown in Employee Services) are proposed to equal $11,077,851 in FY 2021; a 32.8% decrease in the year-end estimate for FY 2020. When estimated project staff time is included this amount increases to $11,921,000 in FY 2021. 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 project expenditures. In FY 2021, transfers out to Capital Projects equal $5,039,000; leaving an actual capital project expenditure of $6,882,000 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 the FY 2022 CIP.

BUDGET STRAGIES CONTAINED WITHIN FY 2021 PROPOSAL

The Proposed 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, costs in this area are proposed to be reduced by 2.0% in FY 2021 when compared to year-end estimates for FY 2020, which were already 19.5% lower than the FY 2019 year-end actuals. 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. When proposed expenses for COVID-19 are excluded, this area will decrease by $1 million Citywide when compared to FY 2020 estimated year-end actuals.

- **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 build up of fund balance in Fund 647 as of the fiscal year ending June 30, 2019 (FY 2019). Thus, staff is proposing to reduce 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, staff is proposing only $465,000 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, staff is also proposing 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.

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 proposing to freeze its vacant Deputy City Manager position through December 31, 2020. The FTE will remain whole, but recruitment will be delayed, thereby resulting in an estimated savings of approximately $125,000 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 certain administrative functions within the City Manager's Office could be delayed.

- **Finance Department** – The Finance Department is proposing to outsource most business license functions in FY 2021 and repurpose existing staff to overight of the outsourced contract as well other necessary analytical and special project purposes so as to allow the Finance Director and Finance Manager to focus more of their time on long-term strategic and financial issues. Outsourcing the business license function would also allow the City to secure an online application and payment portal that would better link to the City's building permitting function, increase revenue through enhanced business license audit, discovery, and compliance services, and allow for further virtualization of City services; thereby minimizing face to face contact with customers. However, if a member of the community still wanted to apply or pay for a business license at City Hall, staff would still be available to assist them onsite using the online portal. Estimated contract costs are $75,000, offset by an estimated 15% ($112,500) increase in business license revenue in year one of the contract due to enhanced business license audit, discovery, and compliance services. This would have a net positive impact on the General Fund of $37,500 in FY 2021. And ongoing business license revenues are expected to increase by approximately 7-8% year over year, until all Campbell businesses are brought into full

compliance, and then stabilize going forward. These estimates are based on initial exploratory discussions with a California based firm specializing in these types of services and that provides them to numerous cities throughout the state. Services to the community are not anticipated to be negatively impacted by this change.

- **Community Development Department** – The Community Development Department has an approved vacant Senior Planner position at an estimated cost of approximately $224,000 in FY 2021. Staff is proposing to instead fill this position at the Associate Planner level; thereby resulting in $24,000 in savings in FY 2021. Services to the community are not anticipated to be negatively impacted by this change, but this action may result in a less experienced employee in the role.

- **Recreation and Community Services Department** - The Recreation and Community Services Department has a vacant Recreation Specialist position at a cost of approximately $119,000 in FY 2021. Staff is proposing to freeze this position in FY 2021. The FTE will remain whole, but no funding would be provided to fill this position in FY 2021. This proposed action would 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 is proposing to reduce temporary positions by 19.77. 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 though December 2020. Moderate staffing will resume in January 2021
    - Reduced staffing at front counters for main Recreation and Adult Services
    - 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

- **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 is proposing a reduction in force of one (1.0) non-sworn permanent position in its Records Division (101.603), one (1.0) non-sworn 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 would 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 potential layoffs as a result of this action would 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.

ALTERNATE BUDGET STRAGIES FOR FY 2021

In addition to budget strategies currently incorporated within the Proposed FY 2021 Operating Budget and CIP, staff was tasked with developing three additional scenarios with targets of 5%, 10%, and 15% reductions compared to their Adopted General Fund budget appropriations for FY 2020. While meeting of these targets was not fully possible or advisable in all departments due to public health and safety concerns, staff in all departments developed alternate budget strategies should the fiscal impacts of COVID-19 be worse or longer than expected. Staff is not recommending these strategies at this time due to the more far reaching service level impacts they would have on the community than what is already proposed. Rather, staff proposes implementing these additional alternate strategies in the future should the City experience an actual 5%, 10%, or 15% loss in FY 2021 General Fund Revenues when compared to the FY 2020 Adopted Budget or be able to update its forecasts with credible data which would indicate the high likelihood of a 5%, 10%, or 15% loss in FY 2021 General Fund Revenues when compared to the FY 2020 Adopted Budget General Fund Revenues ($55.9 million). A summary of revenue loss thresholds for additional alternate strategies is shown below:

- **Tier 1 Threshold (5%)**: $2.8 million
- **Tier 2 Threshold (10%)**: $5.6 million
- **Tier 3 Threshold (15%)**: $8.4 million

Should the need arise, staff will immediately return to Council at a later date to seek authorization to implement the alternate reduction measures, but Council may also wish to implement any of them sooner and could also do so before planned budget adoption on June 25. With the City's new budget software, scenarios and options can be easily swapped in and out as needed to produce a budget document. A high-level overview of significant and notable alternate department budget strategies at Tiers 1, 2, and 3 is shown below as well as anticipated service level impacts to the community should these alternate strategies be implemented. Please note that all reductions currently contained within the Proposed FY 2021 Operating Budget and CIP would also be implemented. And if all measures were taken, the following additional General

Fund cost savings would be achieved within each Tier:

- **Tier 1 GF Total Cumulative Savings Beyond Proposed Budget**: $1.0 million
- **Tier 2 GF Total Additional Savings Beyond Proposed Budget**: $1.3 million (offset by anticipated revenue losses of $1.1 million due to reduced staffing)
- **Tier 3 GF Total Additional Savings Beyond Proposed Budget**: $2.1 million offset by anticipated revenue losses of $2.2 million due to reduced staffing)
  <u>*Department Specific Alternate Strategies*</u>

  **Note: Due to 20-day noticing requirements in the City's personnel rules and procedures, any potential layoffs as a result of actions below would not be effective until August 1, 2020. Additionally, implementation of any of those items are subject to a meet and confer with the designated bargaining unit representatives.*

- **City Manager's Office** – Rather than freezing its vacant Deputy City Manager position through December 31, 2020, the position would be frozen for all of FY 2021 at an additional approximate savings of $125,000 and a total approximate savings of $250,000. The FTE would again remain whole, but recruitment will be delayed to FY 2022. Job functions would 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. This alternate strategy would be implemented at Tiers 1, 2, and 3.

- **Legal Services**

  - *Tier 1* – Reduce contract costs by $37,500 which would result in a reduction of approximately 169 hours of service from what was budgeted for FY 2020.

  - *Tier 2* – Reduce contract costs by $67,000 which would result in a reduction of approximately 302 hours of service from what was budgeted for FY 2020.

  - *Tier 3* – Reduce contract costs by $97,000 which would result in a reduction of approximately 437 hours of service from what was budgeted for FY 2020.

- **Finance Department** – In addition to outsourcing business license functions, the Finance Department would propose to take these alternate actions at Tiers 1, 2, and 3:

  - *Tier 1* – Reduce 2.0 FTEs to 75% part-time with an anticipated costs savings of approximately $63,000. Service levels for processing revenue receipts, providing customer service to the community, and processing and paying City invoices would be delayed along with reduction in analytical and special project capacity.

  - *Tier 2* – Reduce 1.0 FTEs to 75% part-time and reduction in force of 1.0 FTEs with an anticipated costs savings of approximately $154,000. Service levels for processing revenue receipts, providing customer service to the community, and processing and paying City invoices would be further delayed along with reduction in analytical and special project capacity. Remaining staff would absorb essential functions, but have decreased capacity to perform some of their current functions which could cause delays in the annual audit, annual budget, and other items.

- *Tier 3* – Reduce 1.0 FTEs to 75% part-time and repurpose function, reduce 0.80 FTEs to 50% part-time, reduction in force of 2.0 FTEs, and outsourcing of payroll with an anticipated costs savings of approximately $230,000 after additional contract costs of $100,000 are included. Service levels for processing revenue receipts, providing customer service to the community, and processing and paying City invoices would be further delayed along with reduction in analytical, special project, and administrative capacity. Remaining staff would absorb essential functions as well as manage an outsourced payroll contract, but have decreased capacity to perform some their current functions which could cause delays in the annual audit, annual budget, and other items.

- **Community Development Department**

  - *Tier 1* – Reduction in force of contracted Building and Code Enforcement positions and temporary Economic development positions; resulting in an anticipated savings of $190,000. This would 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.

  - *Tier 2* – Reduction in force of contracted Building positions and temporary Planning positions as well as vacancy freeze of Building Official; resulting in an anticipated savings of $359,000. This would result in Planning staff needing to perform their own studies and research, diverting their attention to project processing. Projects will take longer to process. This would also 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 lastly, the Acting Building Official would need to assume the Building Official duties for over one year. This would mean one less Inspector to clear building permits.

  - *Tier 3* – Reduction in force of contracted Building positions and vacancy freeze of Building Official and Associate Planner; resulting in an anticipated savings of $549,000. This would also 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. The Acting Building Official would need to assume the Building Official duties for over one year. This would mean one less Inspector to clear building permits. And lastly, one less planner would mean more assignments given to remaining employees. Projects will take longer to process and building division revenue will be impacted and/or slowed by the inability to advance projects to permit issuance.

Recreation and Community Services Department – In addition to reductions discussed above, the Recreation and Community Services Department would also take these alternate actions at Tiers 1, 2, and 3:

- *Tier 1* – Service level modification in the following areas resulting in $90,000 added General Fund savings:

  - Reduced office hours to the public for main Recreation and Adult Services

offices
    - Front desk staffed by permanent staff through majority of fiscal year
  - Additional reductions of Senior class offerings
  - Room set up and break downs continue to be done 7 days a week by permanent staff instead of temporary personnel
  - Reduced temporary personnel for onsite supervision of Ainsley House rentals
  - 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
  - Remove work experience program for High School students.

- *Tier 2* – Service level modification in the following areas resulting in $168,000 added General Fund savings. Also includes all service level modifications from Tier 1:

  - Reduction of existing workforce by one FTE. Reassign/redistribute work duties
    - The service reduction associated with this will vary depending on the position.
  - Reduction of office supplies, department meetings and employee recognition costs
  - Reduction of Hep B and TB reimbursement for part-time staffing
  - Reduction of temporary personnel support to Senior Nutrition will work to support through volunteers or permanent staff
  - Additional reductions to professional development
  - Elimination of Senior Trip program
  - Additional reductions to temporary personnel to support front desk operations in both offices. Continued reduced hours open to the public
  - Reduced case management services for Adult Services by 50%
  - No Summer concerts in 2021
  - Removal of cell phones for field attendants and building attendants
  - The public will need to email or call during limited office hours to resolve
  - issues
  - Removal of all temporary personnel support for Museum programs and volunteer coordination
  - Museum closed to the public
  - Limited school programs offered in Spring 2021 and operated by permanent staff
  - Permanent staff from Museum reassigned to support alternative division
  - Reduced expenditures associated with conservation and preservation of artifacts
  - Reduction of temporary personnel support from contractor for Heritage Theatre
  - 5% reduction to VenueTech Contract for Management Services for FY 2021
    - Annual Research fee per VenueTech agreement waived for FY 2021
  - Skatepark closed to the public. Only open for class instruction or private rental
  - Additional reduction of class offerings for Drop-In Fitness and Fitness

classes both in temporary personnel and supplies
    - Supply reductions for sports, fitness and aquatics
    - 3 FTEs would be used in ratio in the Pre-School program to reduce temporary personnel costs for FY 2021

  - *Tier 3* – Service level modification in the following areas resulting in $335,000 added General Fund savings. Also includes all service level modifications from Tiers 1 and 2:

    - Removal of office water service
    - Additional reductions to professional development
    - Vacancy freeze Recreation & Community Services Director position for FY 2021

- **Police Department** – In addition to reduction already proposed, the Police Department is would propose alternate reductions in force in Tiers 1, 2, and 3 of one (2.0) non-sworn permanent position in its Field Services Division (101.605), 0.75 FTE non-sworn temporary position in its Special Enforcement Division (101.604), and 3.64 FTE non-sworn positions in its in its Special Enforcement Division (101.604). This would limit community and services in those areas, but also reduce city expenses further by approximately $371,000 in FY 2021. Permanent positions in the Field Services Division (101.605) and the Special Enforcement Division (101.604) would be temporarily defunded for one year and then returned in FY 2022. The FTEs would remain whole, but not with attached funded for FY 2021.

- **Public Works**

  - *Tier 1*
    - Freeze a 1.0 vacant Assistant Civil Engineer position at a savings of $196,000. This would result in less capacity complete capital projects.
  - *Tier 2*
    - Freeze a 1.0 vacant Assistant Civil Engineer position at a savings of $196,000. This would result in less capacity complete capital projects.
    - Freeze a 1.0 vacant Building Maintenance Worker position at a savings of $158,000. This would result in less capacity complete regular building maintenance and capital projects.
  - *Tier 3*
    - Freeze a 1.0 vacant Assistant Civil Engineer Position at a savings of $196,000. This would result in less capacity complete capital projects.
    - Freeze a 1.0 vacant Building Maintenance Worker position at a savings of $158,000. This would result in less capacity to perform regular building maintenance and complete capital projects relating to City buildings.
    - Freeze a 1.0 vacant Parks Supervisor at a savings of $205,000. This would result in less capacity to perform regular park maintenance and provide staff oversight. If implemented, staff proposes revisiting at the mid-year budget review to evaluate whether the City can identify resources to restore the position at that time. Public Works would plan on filling this position with an Acting Supervisor from within the ranks at a cost of $9,000; which is already netted against the savings shown above.

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 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.

- ***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 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 proposed expenditures become appropriations to the various City departments. The City Council may amend the budget by resolution during the fiscal 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. All budget adjustments to capital projects must be approved by the City Council. 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. Thus, the legal level of expenditure control is, effectively, at the fund level. For the General Fund, budgetary comparisons for line operating departments are presented and supporting departments, Finance and City Manager are combined as General Government. All appropriations lapse at year-end. During the fiscal year, supplemental adjustments to appropriations were adopted by City Council and have been included in the budget versus actual statements.

Annual budgets are adopted on a basis consistent with generally accepted accounting principles, except for the Museum and Adult Center and Community Development Block Grant Special Revenue Funds for which no budget was adopted in the current fiscal year. Accordingly, no budgetary comparison for these funds are presented in the financial statements.

Under encumbrance accounting, purchase orders, contracts and other commitments of the expenditures are recorded in order to reserve that portion of the applicable appropriation. Encumbrance accounting is employed as an extension of the formal budgetary process.

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

- June 25, 2020 - **Adoption of Proposed Fiscal Year 2020-21 (FY 2021) Operating Budget and 2020-21 Five-Year Capital Improvement Plan (CIP) on June 25** - In between the Budget Introduction on June 9 and the Budget Adoption, staff will incorporate any Council direction provided by Council at the Budget Introduction.

- September 15 - **Closeout of FY 2020 Financials and Final Staff Recommendations and Request for Council Authorization to Use Available General Fund Reserves**

- Second Council Meeting of Every Month Starting August 15, 2020 – **Financial Status Update Relating to COVID-19 Impacts**
    - In addition, if the economic impacts of COVID-19 indicate the need to implement Tier 1, 2, and/or 3 alternate budget reductions, they will be brought forth to City Council during these updates, but no sooner than September 15, 2020.

CONCLUSION AND ACKNOWLEDGEMENTS

The development of the Proposed Fiscal Year 2020-21 (FY 2021) Operating Budget and 2020-21 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

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.

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 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.

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 o 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.

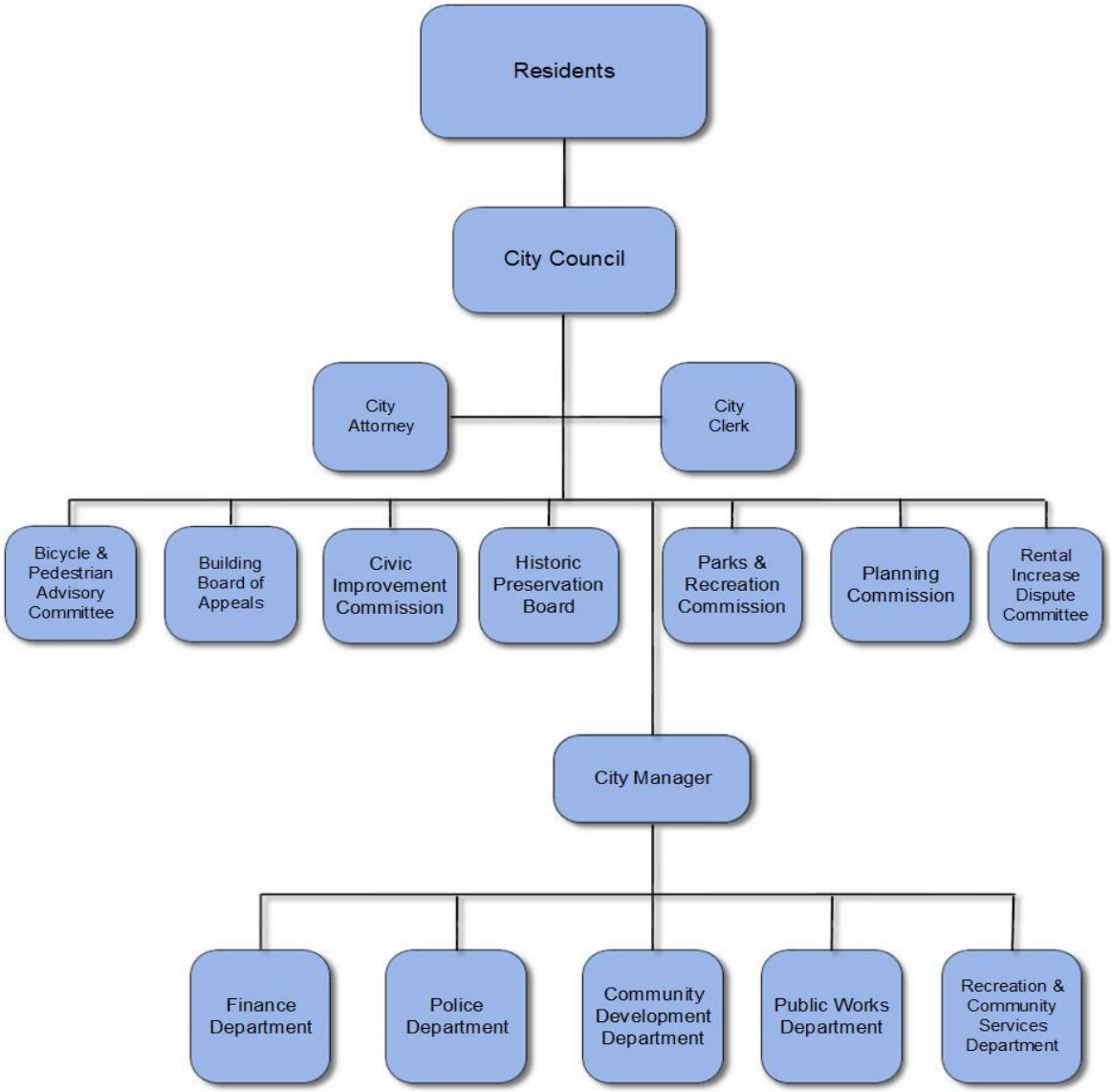
The City will restrict long-term borrowing to the funding of capital improvement projects and equipment. The term of debt shall not exceed the expected useful life of the capital improvement

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

Police Chief – Gary Berg

Public Works Director – Todd Capurso

Acting Recreation & Community Services Director – Natasha Bissell

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
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.

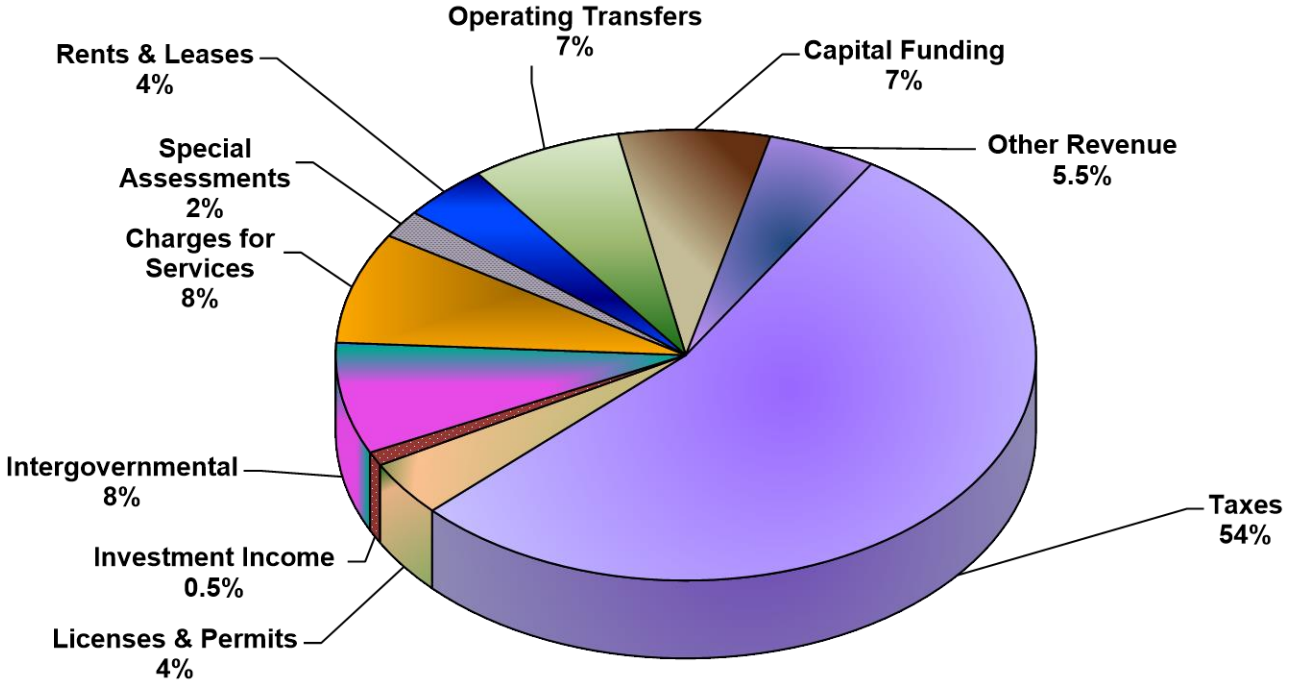
TRANSACTIONS AND USE TAX – In November 2008, voters passed Measure O a ¼ cent Transactions and Use Tax “add on” to the sales tax. This tax is also imposed based on the sales price of tangible goods similar to Sales and Use Tax. However, this tax also applies to goods that are delivered into the City, 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

Revenue Source	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Estimated	% Change	FY 2020-21 Proposed	% Change
Taxes:						
Property	$15,251,541	$16,921,872	$19,862,740	17.4%	$19,147,700	-3.6%
Sales	14,859,014	15,684,222	14,433,090	-8.0%	14,172,118	-1.8%
Other Taxes	9,698,920	9,539,163	8,443,240	-11.5%	8,229,914	-2.5%
Total Taxes	39,809,475	42,145,257	42,739,070	1.4%	41,549,732	-2.8%
Licenses & Permits	2,411,868	2,062,086	2,090,252	1.4%	3,265,000	56.2%
Fines & Forfeitures	303,382	274,478	149,600	-45.5%	125,000	-16.4%
Investment Income	273,661	1,452,270	833,459	-42.6%	500,027	-40.0%
Intergovernmental Revenue:				0.0%		0.0%
Other	5,621,499	4,604,372	6,253,405	35.8%	6,273,370	0.3%
Total Intergovernmental Revenue	5,621,499	4,604,372	6,253,405	35.8%	6,273,370	0.3%
Charges for Services	6,485,235	6,677,225	5,212,390	-21.9%	5,966,726	14.5%
Rentals/Leases	2,813,008	2,913,689	2,503,467	-14.1%	2,793,400	11.6%
Other Revenue	1,712,686	1,769,713	1,849,726	4.5%	761,634	-58.8%
Special Assessments	1,377,069	1,469,308	1,390,250	-5.4%	1,391,600	0.1%
Charges to Operating Departments	3,510,439	3,465,921	3,103,139	-10.5%	3,096,392	-0.2%
Operating Fund Reserves (Beg. Fund Balance)	-	-	1,966,198	0.0%	-	-100.0%
Bonds and Loans	-	20	-	-100.0%	10,000,000	0.0%
Interfund Operating Transfers	5,016,682	5,031,165	4,617,933	-8.2%	5,716,471	23.8%
Total Operating Revenue	**69,335,004**	**71,865,504**	**72,708,890**	1.2%	**81,439,352**	12.0%
Capital Project Funding (Beg. Fund Balance)	-	-	-	0.0%	-	0.0%
Interfund Capital Transfers	5,662,286	1,932,846	14,680,928	659.5%	5,039,000	-65.7%
Total Revenue	**$74,997,290**	**$73,798,350**	**$87,389,818**	18.4%	**$86,478,352**	**-1.0%**

Total City Revenue Summary - $86,478,352



Total City Revenue by Fund

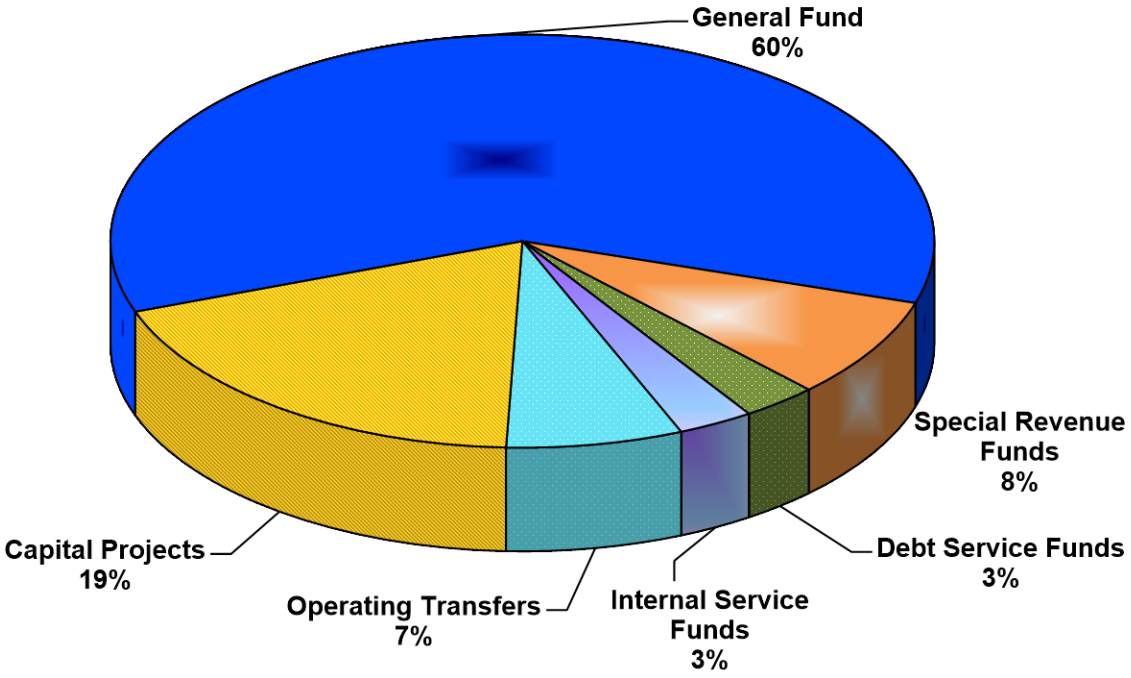
(Includes Capital Project Revenue & Transfers-In)

Fund	Fund Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Estimated	FY 2020-21 Proposed	$ Change	% Change
202	Vehicle Impact Fees	692,962	667,778	808,106	777,250	(30,856)	-3.8%
204	Gas Tax Fund	1,671,009	2,219,550	2,385,227	2,414,067	28,840	1.2%
205	Asset Forfeiture Fund	8,037	23,422	249,117	5,000	(244,117)	-98.0%
207	Lighting District Fund	4,003,519	4,079,134	4,240,348	4,104,220	(136,128)	-3.2%
209	Environmental Svcs Fund	1,444,282	1,521,500	1,082,397	1,710,320	627,923	58.0%
210	Supplemental Law Enforce.	140,016	286,529	151,469	-	(151,469)	-100.0%
211	Federal Aid Urban Fund	-	1	-	-	-	0.0%
212	Other State Grants Fund	2,213,532	512,897	1,752,524	2,012,000	259,476	14.8%
216	TDA Grant Fund	63,478	2,078	20,000	20,000	-	0.0%
218	Other Federal Grants Fund	106,221	650	145,150	-	(145,150)	-100.0%
233	Housing Assistance	49,616	83,472	129,639	68,000	(61,639)	-47.5%
236	Comm Facilities Dist #1	143,800	145,397	145,284	146,900	1,617	1.1%
237	Comm Facilities Dist #2	34,922	50,727	37,532	35,250	(2,282)	-6.1%
295	Parkland Dedication Fund	383,643	788,782	484,037	485,827	1,790	0.4%
333	Successor Agency To RDA	1,693,676	1,595,837	1,624,103	1,624,128	25	0.0%
348	Measure 0 Bond Fund	-	-	1,237,750	-	(1,237,750)	-100.0%
367	Debt Service Fund-Lid #30	-	-	537	-	(537)	-100.0%
370	2016 Refunding Lease Rev	854,224	850,097	763,638	769,325	5,687	0.7%
435	Capital Project Fund	5,794,716	2,083,773	14,695,189	5,099,000	(9,596,189)	-65.3%
448	Measure 0 Capital Fund	-	-	-	10,000,000	10,000,000	0.0%
641	Motor Vehicle Pool Fund	1,443,587	1,415,827	1,520,024	1,446,400	(73,624)	-4.8%
647	MIS Pool Fund	1,634,585	1,641,153	1,293,771	1,387,992	94,221	7.3%
690	Workers Compensation Fund	892,080	819,825	789,395	605,000	(184,395)	-23.4%
794	Parks And Museum Fund	1,835	6,896	4,033	-	(4,033)	-100.0%
795	Recreation Grants-Private	27	192	100	-	(100)	-100.0%
797	Senior Center Fund	37	271	267	-	(267)	-100.0%
798	West Valley JPA Fund	578,182	638,448	531,973	-	(531,973)	-100.0%
	Total Revenue & Transfers-In	**74,997,290**	**73,798,350**	**87,389,818**	**86,478,352**	**(911,466)**	-1.0%

Total City Expenditure Summary

Fund	Fund Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Estimated	% Change	FY 2020-21 Proposed	% Change
101	**General Fund**	$47,526,036	$49,476,970	$51,201,087	3.5%	$52,345,579	2.2%
	Special Revenue Funds						
204	Gas Tax	1,732,532	1,790,084	1,760,660	-1.6%	1,983,684	12.7%
207	Lighting District	4,062,076	3,926,364	3,920,235	-0.2%	3,988,167	1.7%
208/233	Housing & Community Development	168,938	266,341	183,178	-31.2%	262,802	43.5%
Misc.	Grants & Other Special Revenue	133,395	108,142	227,184	110.1%	26,500	-88.3%
448	Measure O	-	-	272,878		394,405	
	Total Special Revenue Funds	6,096,940	6,090,931	6,364,136	4.5%	6,655,557	4.6%
Misc.	**Debt Service Funds**	2,403,405	7,409,639	1,188,606	-84.0%	2,383,428	100.5%
	Internal Service Funds						
641	Motor Vehicle Pool	1,463,382	1,317,764	1,031,108	-21.8%	1,094,793	6.2%
647	Information Technology Pool	1,362,646	1,473,215	1,798,149	22.1%	1,335,835	-25.7%
690	Worker's Compensation	478,537	1,256,163	545,801	-56.6%	490,050	-10.2%
	Total Internal Service Funds	3,304,565	4,047,142	3,375,058	-16.6%	2,920,678	-13.5%
Misc.	**Agency Funds**	556,990	592,132	657,912	11.1%	-	-100.0%
Misc.	**Interfund Operating Transfers**	5,016,682	5,031,165	4,617,933	-8.2%	5,851,275	26.7%
	Total Operating Expenditures	**64,904,619**	**72,647,978**	**67,404,732**	**-7.2%**	**70,156,518**	**4.1%**
Misc.	**Capital Projects & Capital Transfers**	11,823,714	4,335,307	31,158,536	618.7%	16,116,851	-48.3%
	Total Expenditures	**$76,728,333**	**$76,983,285**	**$98,563,269**	**28.0%**	**$86,273,369**	**-12.5%**

Total City Expenditures Summary - $86,273,369



Total City Expense by Fund

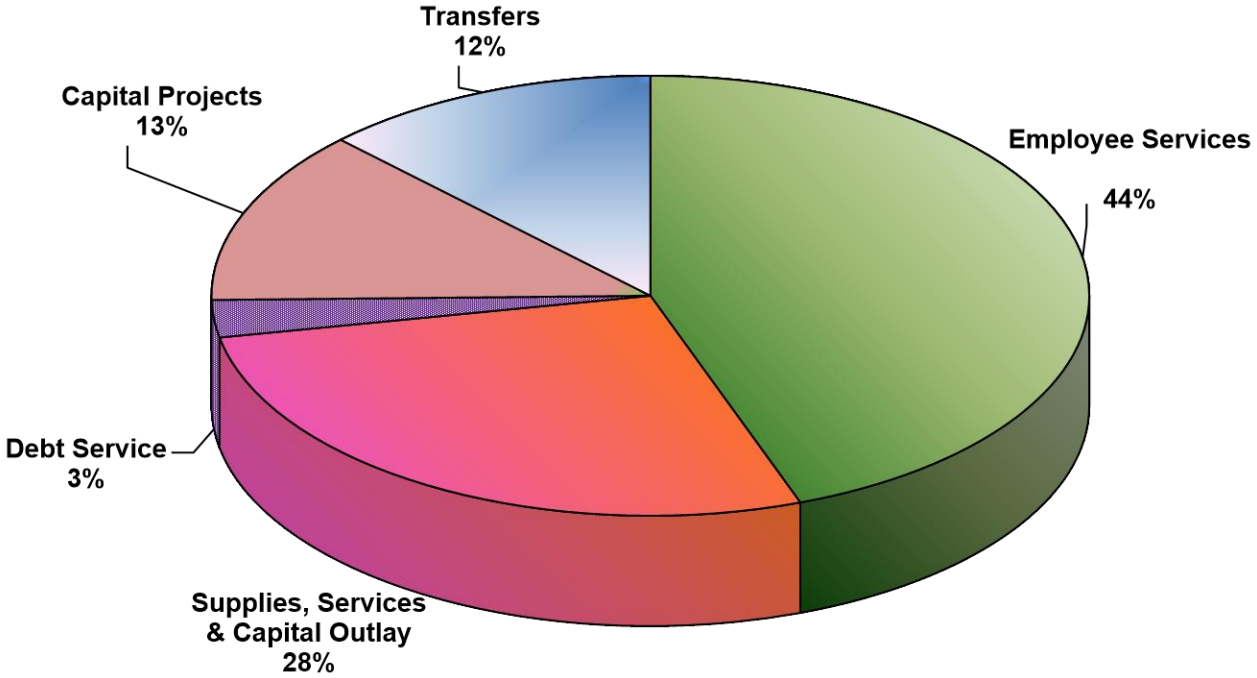
(Includes Capital Project Expenses & Transfers-Out)

Fund	Fund Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Estimated	FY 2020-21 Proposed	$ Change	% Cha
101	General Fund	$53,592,651	$53,817,057	$57,330,924	56,682,124	($648,800)	-1
202	Vehicle Impact Fees	1,211,409	-	2,038,825	777,000	(1,261,825)	-61
204	Gas Tax Fund	2,060,942	1,871,084	3,248,290	2,723,684	(524,606)	-16
205	Asset Forfeiture Fund	-	11,100	119,567	4,500	(115,067)	-96
207	Lighting District Fund	4,346,641	4,037,664	4,031,535	4,099,467	67,932	1
208	Housing & Comm Dev Fund	583	432	-	-	-	0
209	Environmental Svcs Fund	1,465,459	1,472,897	1,563,312	1,709,330	146,018	9
210	Supplemental Law Enforce.	126,592	148,068	409,436	-	(409,436)	-100
212	Other State Grants Fund	282,200	287,378	4,530,200	2,012,000	(2,518,200)	-55
216	TDA Grant Fund	15,000	-	557,732	20,000	(537,732)	-96
218	Other Federal Grants Fund	7,919	9,676	1,210,324	-	(1,210,324)	-100
233	Housing Assistance	168,355	265,908	183,178	262,802	79,623	43
236	Comm Facilities Dist #1	143,311	143,511	145,000	146,500	1,500	1
237	Comm Facilities Dist #2	7,491	6,631	21,641	35,000	13,359	61
295	Parkland Dedication Fund	774,671	490,077	1,378,199	925,000	(453,199)	-32
333	Successor Agency To RDA	1,549,205	6,560,364	315,351	1,614,128	1,298,777	411
348	Measure 0 Bond Fund	-	-	1,530	-	(1,530)	-100
370	2016 Refunding Lease Rev	854,200	849,275	871,725	769,300	(102,425)	-11
435	Capital Project Fund	5,804,874	2,116,073	15,594,049	10,707,450	(4,886,599)	-31
448	Measure 0 Capital Fund	-	-	272,878	394,405	121,527	44
641	Motor Vehicle Pool Fund	1,536,829	1,488,167	1,621,108	1,445,793	(175,315)	-10
647	MIS Pool Fund	1,744,472	1,559,628	1,914,749	1,454,836	(459,913)	-24
690	Workers Compensation Fund	478,537	1,256,163	545,801	490,050	(55,751)	-10
798	West Valley JPA Fund	556,990	592,132	657,912	-	(657,912)	-100
	Total Expenditures & Transfers-Out	**76,728,333**	**76,983,285**	**98,563,269**	**86,273,369**	**(12,289,900)**	-12

Total City Expenditures by Type

Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Estimated	% Change	FY 2020-21 Proposed	% Change
Employee Services	$33,713,906	$36,266,188	$37,390,973	3.1%	$38,349,832	2.6%
Supplies, Services & Capital Outlay	24,851,898	30,074,104	24,210,950	-19.5%	23,728,176	-2.0%
Debt Service	1,322,133	1,276,520	1,184,876	-7.2%	2,362,038	99.3%
Capital Projects	6,161,428	2,353,238	16,477,608	600.2%	11,077,851	-32.8%
Transfers Out (Operating & Capital)	10,678,968	7,013,234	19,298,861	175.2%	10,755,471	-44.3%
Total Expenditures	**$76,728,333**	**$76,983,285**	**$98,563,269**	28.0%	**$86,273,369**	**-12.5%**

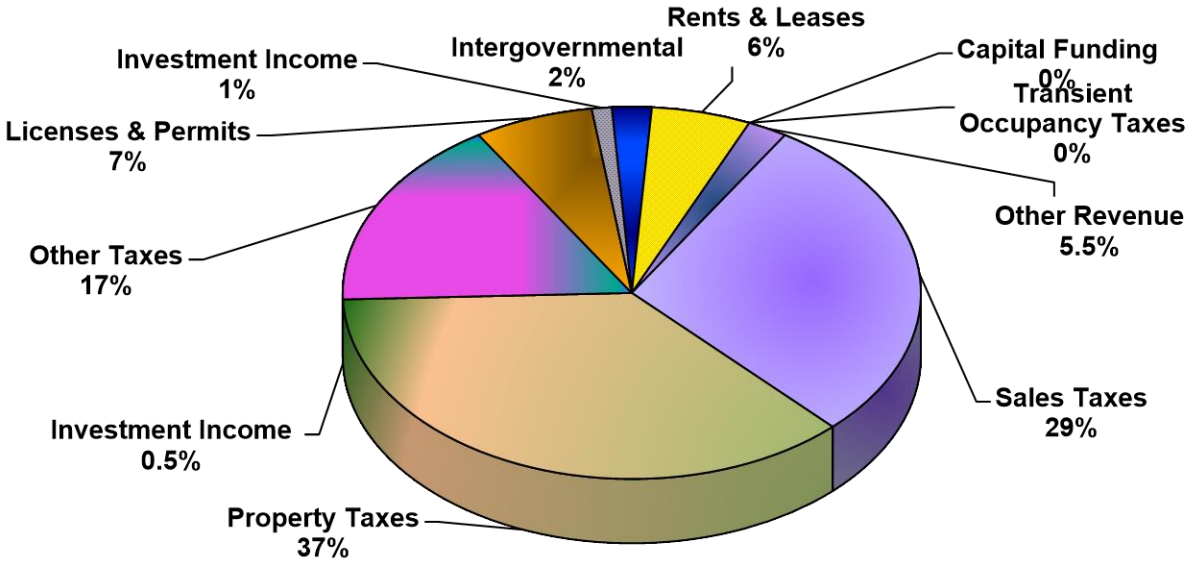
Total City Expenditures by Type - $86,273,369



General Fund Revenue Summary

Revenue Source	FY 2018-19 Actual	FY 2019-20 Estimated	% Change	FY 2020-21 Proposed	% Change
Taxes:					
Property	$15,646,864	$17,213,100	10.0%	$18,004,700	4.6%
Sales	15,684,222	14,433,090	-8.0%	14,172,118	-1.8%
Other Taxes	9,539,163	8,443,240	-11.5%	8,229,914	-2.5%
Total Taxes	40,870,249	40,089,430	-1.9%	40,406,732	0.8%
Licenses & Permits	2,062,086	2,090,252	1.4%	3,265,000	56.2%
Fines & Forfeitures	274,478	149,600	-45.5%	125,000	-16.4%
Investment Income	998,446	478,000	-52.1%	384,400	-19.6%
Other	721,568	842,770	16.8%	838,475	-0.5%
Total Intergovernmental Revenue	721,568	842,770	16.8%	838,475	-0.5%
Charges for Services	5,037,369	3,826,005	-24.0%	4,536,262	18.6%
Rentals/Leases	2,913,689	2,503,467	-14.1%	2,793,400	11.6%
Other Revenue	191,982	346,399	80.4%	169,778	-51.0%
Operating Fund Reserves (Beg. Fund Balance)	-	1,966,198	0.0%	-	-100.0%
Bonds and Loans	20	-	-100.0%	-	0.0%
Interfund Operating Transfers	1,294,226	1,006,088	-22.3%	1,248,626	24.1%
Total Operating Revenue	**54,364,113**	**53,298,209**	-2.0%	**53,767,673**	0.9%
Capital Project Funding (Beg. Fund Balance)	-	-	0.0%	-	0.0%
Total Revenue	**$54,364,113**	**$53,298,209**	-2.0%	**$53,767,673**	**0.9%**

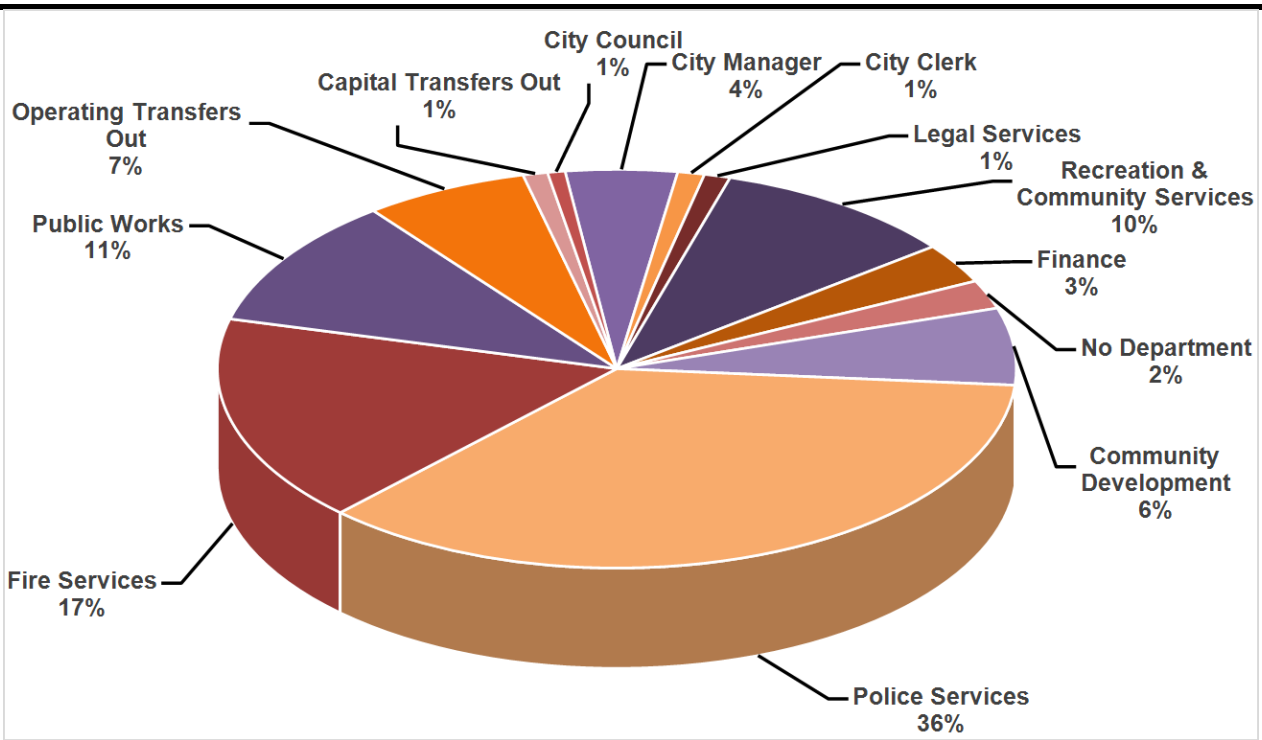
General Fund Revenue Summary - $53,767,673



General Fund Expenditure Summary

Description	FY 2018-19 Actual	FY 2019-20 Estimated	% Change	FY 2020-21 Proposed	% Change
City Council	$366,716	$330,012	-10.0%	$399,139	20.9%
City Manager	2,051,666	3,954,040	92.7%	2,561,236	-35.2%
City Clerk	537,475	542,128	0.9%	613,537	13.2%
City Attorney	858,368	564,382	-34.2%	598,169	6.0%
Recreation & Community Services	6,663,663	5,711,738	-14.3%	5,632,387	-1.4%
Finance	2,056,701	1,717,554	-16.5%	1,830,839	6.6%
Non-Departmental	1,374,556	1,538,350	11.9%	1,322,462	-14.0%
Community Development	3,114,633	3,135,408	0.7%	3,536,173	12.8%
Police	18,683,062	19,414,292	3.9%	20,319,671	4.7%
Fire	8,591,974	9,126,693	6.2%	9,552,487	4.7%
Public Works	5,212,037	5,211,849	0.0%	5,979,479	14.7%
Interfund Operating Transfers	3,096,268	2,909,545	-6.0%	3,771,545	29.6%
Total Operating Expenditures	**52,607,119**	**54,155,991**	2.9%	**56,117,124**	**3.6%**
Interf	1,209,938	3,174,933	162.4%	565,000	
Total Expenditures	**$53,817,057**	**$57,330,924**	6.5%	**$56,682,124**	**-1.1%**

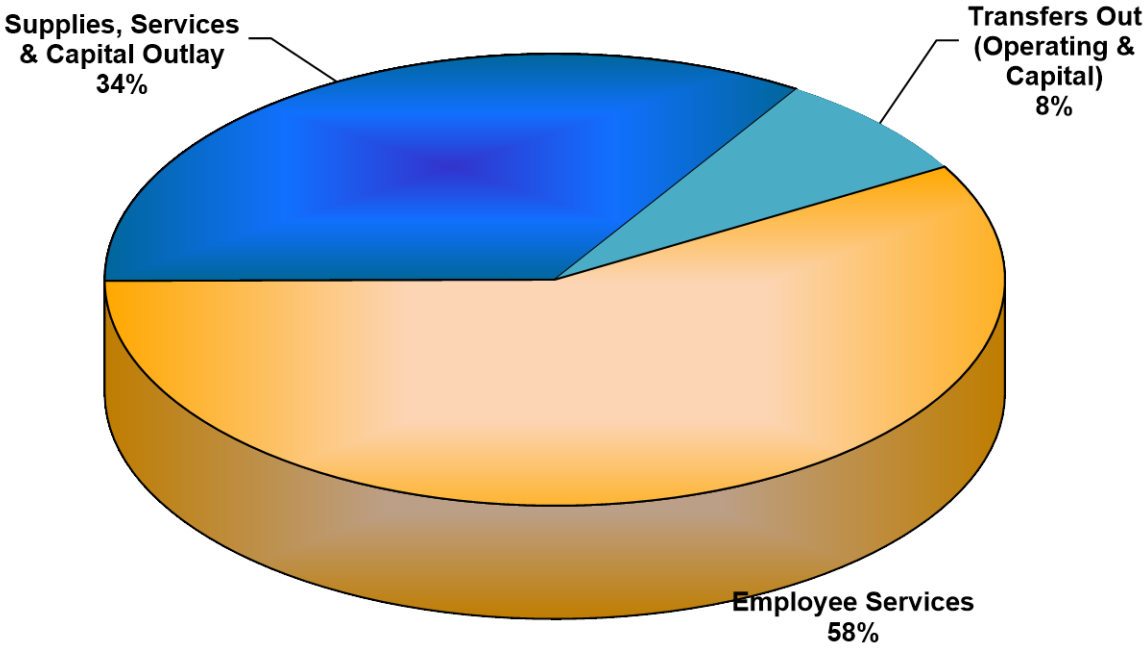
General Fund Expenditure Summary - $56,682,124



General Fund Expenditures by Type

Description	FY 2018-19 Actual	FY 2019-20 Estimated	% Change	FY 2020-21 Proposed	% Change
Employee Services	$30,608,690	$32,412,377	5.9%	$33,016,870	1.9%
Supplies, Services & Capital Outlay	18,868,280	18,788,710	-0.4%	19,328,709	2.9%
Capital Projects	33,882	45,359	33.9%	-	-100.0%
Transfers Out (Operating & Capital)	4,306,206	6,084,478	41.3%	4,336,545	-28.7%

General Fund Expenditures by Type - $56,682,124



Major General Fund Reserves / Designations - Comparative Statistics
(Fiscal Years 2015/16 thru 2019/20)

Reserves & Designations	Actual 06/30/16	Actual 06/30/17	Actual 06/30/18	Actual 06/30/19	Estimated 06/30/20
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	5,000,000	5,000,000
Compensated Absences	1,029,895	1,161,310	1,202,912	1,275,000	1,300,000
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	2,500,000	2,500,000

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 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Proposed FY 2020-2
	Property Taxes:					
4001	Current Year: Secured - All Funds	10,801,369	13,449,005	14,395,093	16,761,611	**16,053,40**
4002	Unsecured - All Funds	538,647	641,389	751,215	743,470	**694,80**
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	29,039	172,927	201,775	236,876	**183,30**
4008	Residual RPTTF Distribute - General Fund	376,894	504,891	641,987	872,000	**915,10**
4011	Property Tax - ERAF	345,296	445,583	862,590	1,204,200	**1,259,50**
5001	Street Lighting Assessments	1,189,466	1,198,903	1,275,921	1,210,000	**1,210,00**
5002	Special Assessments	968	-	-	-	
5004	Special Assessments - CFD #1 (Cambrian 36)	145,661	143,268	145,033	145,000	**146,35**
5005	Special Assessments - CFD #2	34,570	34,898	48,355	35,250	**35,25**
	Sub-Total	13,461,910	16,590,864	18,346,876	21,208,406	**20,497,70**
	Taxes Other Than Property Taxes:					
4110	Sales and Use Tax - All Funds	9,900,500	11,993,871	12,747,628	11,324,080	**11,150,97**
4111	Measure B Street Maintenance - Sales Tax	-	-	-	-	
4112	Transactions & Use Tax - All Funds	2,647,548	2,865,143	2,936,594	2,724,610	**2,636,26**
4113	Property 172 Public Safety	-	-	-	384,400	**384,87**
4115	Sales Tax Backfill	2,270,445	-	-	-	
4120	Franchises: P G & E - Electric	429,313	440,615	401,067	450,000	**464,90**
4121	Franchises: P G & E - Gas	88,571	114,787	97,180	119,000	**122,90**
4122	Franchises: Cable TV	603,664	620,906	588,416	635,000	**656,01**
4123	Franchises: Garbage	1,831,301	2,056,036	2,089,673	2,160,000	**2,231,49**
4124	Franchises: San Jose Water	184,381	236,962	241,006	248,000	**248,80**
4125	Franchises: AT&T	182,373	116,991	98,205	124,000	**128,10**
4150	Motel Tax (Transient Lodging)	4,439,668	4,554,949	4,768,870	3,145,800	**3,002,06**
4151	Construction Tax	338,718	85,406	26,451	53,140	**179,00**
4152	Business Licenses	683,445	698,184	693,263	716,925	**862,50**
4153	Property Transfer Tax	551,007	761,583	519,407	782,000	**319,90**
4155	Farmers Market In Lieu (Business License)	12,000	12,500	15,625	9,375	**14,23**
	Sub-Total	24,162,934	24,557,934	25,223,385	22,876,330	**22,402,03**
	Licenses and Permits - General Fund					
4210	Construction Permits	2,488,271	1,727,591	1,391,341	1,448,791	**2,362,00**
4211	Advanced Plan Check Fee	838,954	434,337	426,433	419,112	**571,00**
4212	Building Dept General Revenue	18,738	16,209	34,640	45,466	**39,00**
4213	Plan Check Fee - Title 24 Energy	117,143	59,817	41,958	50,271	**95,00**
4214	Permit Track Software Fee	-	-	17,392	31,112	**57,00**
4241	Fire Permits	155,912	172,100	149,752	95,200	**140,00**
4242	Bicycle License	-	134	200	-	
4243	Animal License Fees	-	-	-	-	
4271	Truck Permits	1,472	1,680	370	300	**1,00**
	Sub-Total	3,620,490	2,411,868	2,062,086	2,090,252	**3,265,00**
	Fines, Forfeitures and Penalties - General Fund					
4310	Vehicle Code Fines-City	102,724	88,703	61,558	50,000	**25,00**
4320	Vehicle Code Fines-County	115,653	141,264	125,838	35,000	**50,00**
4330	Vehicle Code Fines-State	63,881	56,661	53,551	38,300	**25,00**
4371	Code Enforcement Fines	11,990	16,754	33,531	26,300	**25,00**
4390	Misc Fines	-	-	-	-	

City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Proposed FY 2020-2
	Sub-Total	294,248	303,382	274,478	149,600	**125,00**
	Revenue From Use of Money & Property:					
4410	Investment Earnings - All Funds	147,084	621,330	881,345	758,271	**479,47**
4431	GASB 31 Market Value Adjustment - All Funds	14,032	(383,613)	527,633	1,000	
4450	Other Interest - General Fund	47	35,944	43,292	74,188	**20,55**
4810	Rents / Leases (Real & Personal)-All Funds	-	1,721,885	1,785,200	1,804,500	**2,044,15**
4819	Other Rental Income - All Funds	-	-	-	-	
5101	User Fees - Motor Pool	1,006,578	1,329,400	1,328,130	1,329,400	**1,329,40**
5104	User Fees - IT Pool	1,157,000	1,412,000	1,411,992	1,059,000	**1,161,99**
	Sub-Total	2,324,741	4,736,946	5,977,592	5,026,359	**5,035,56**
	Revenues From Other Agencies:					
4510	Gasoline Tax 2105	235,126	231,860	234,257	221,000	**229,25**
4511	Gasoline Tax 2106	154,582	154,050	154,536	144,000	**149,79**
4512	Gasoline Tax 2107	286,689	301,751	294,604	276,000	**275,78**
4513	Gasoline Tax 2107.5	6,000	6,000	6,000	6,000	**6,00**
4514	Gasoline Tax - MOE 7104	-	-	-	-	
4516	Gasoline Tax 2103 - Gas Excise Tax	191,925	166,385	142,636	318,000	**365,42**
4518	Road Maintenance and Rehabilitation Act (SB1)	-	250,355	831,116	720,000	**740,00**
4519	SAB TCRF Loan	-	48,572	-	49,000	
4520	Community Development Block Grant	-	7,458	-	-	
4522	ISTEA Grant	974,434	-	-	-	
4523	Other Grants	1,680,309	98,301	-	145,000	
4524	Federal Crime Bill Grant - All Funds	-	-	-	-	
4525	TDA Grants	378,149	63,478	-	20,000	**20,00**
4526	Supplemental Law Enforcement	119,251	139,416	148,747	147,614	**100,00**
4527	Office of Traffic Safety	-	-	-	-	
4528	VTA Funded Grant	-	98,809	1,644	215,000	**1,215,00**
4529	HES Grant	(251)	-	-	-	
4531	DOJ Grant	7,663	462	3,133	-	
4532	Local Law Enforcement Grant	-	-	-	-	
4533	Beverage Container Grant	11,306	-	10,881	10,000	**10,00**
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	4,949	5,032	5,224	2,500	**2,50**
4543	Other State Grants	336	1,816,682	194,286	715,450	
4544	Transit Shelter Advertising	6,287	2,775	19,013	6,000	**6,00**
4545	CLETEP-Tech Eqmt Grant	-	-	-	-	
4546	Highway Safety Improvement (HSIP)	-	-	-	-	
4550	ABAG Grant	16,882	47,633	-	-	
4551	Prop 84 IRWM-ABAG	-	-	-	-	
4552	Vehicle Emmissions 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	70,000	-	-	-	
4557	High Intensity Drug Trafficking Area Grant	-	-	-	-	
4558	Arson Contract Training	-	-	-	4,000	**4,00**
4559	Arson County Fire Dept	-	-	424,000	430,000	**430,00**

City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Proposed FY 2020-2
4560	RATTF Reimbursement	-	24,030	125,706	137,000	**100,00**
4561	Senior Nutrition Program	76,201	83,362	73,854	70,470	**69,47**
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	253,912	221,101	262,969	797,000	**797,00**
4572	VTA Meas B Regionla Project	-	-	-	-	
4580	Motor Vehicle In Lieu Fees - General Fund	69,109	45,523	20,494	45,000	**46,50**
4581	Homeowners' Property Tax Relief - All Funds	22,388	37,746	44,304	44,584	**41,60**
4582	Abandoned Vehicle Fees - All Funds	52,414	67,191	37,027	50,000	**40,00**
4583	State Trailer Coach In Lieu Tax	-	-	-	-	
4584	Mandated Costs - All Funds	30,663	27	7,500	84,000	**40,00**
4585	SCC - Auto Burglary - All Funds	-	-	-	-	
4586	Off-Highway Vehicle Fees - All Funds	-	-	-	-	
4587	Office of Emergency Services (OES)	-	-	-	-	
4588	Post Reimbursements - All Funds	12,939	18,577	20,840	26,300	**12,50**
4590	RDA trust Admin	-	51,200	27,765	21,330	**21,39**
4591	RPTTF	-	1,642,380	1,556,501	1,592,741	**1,592,73**
	Sub-Total	4,661,263	5,659,245	4,648,676	6,297,989	**6,314,97**
	Charges for Current Services:					
4609	Program Fees - Museum - All Funds	31,354	28,406	31,037	19,098	**6,12**
4610	Comm. Services - Ainsley House Rental - All Funds	29,864	32,232	36,085	16,600	**18,15**
4611	Comm Services - Museum Admission Fee - All Funds	8,416	6,650	8,042	6,500	**2,73**
4612	Comm Services - Sr Citizen Program - All Funds	172,201	214,922	224,082	123,000	**166,79**
4613	Program Fees: Sports - All Funds	386,541	456,105	460,380	350,000	**263,98**
4614	Program Fees: Aquatics - All Funds	224,507	194,400	189,261	130,000	**195,03**
4616	Program Fees: Picnic Fees - All Funds	26,493	26,164	27,231	15,000	**26,40**
4617	Program Fees: Day Camps - All Funds	385,647	408,886	444,692	110,000	**410,90**
4618	Program Fees: Trips & Tours - All Funds	-	2,028	-	-	
4619	Program Fees: Classes - All Funds	346,588	477,330	491,399	300,000	**385,30**
4620	Program Fees: Preschool - All Funds	359,753	363,161	368,677	275,500	**253,22**
4621	Program Fees: Special Events - All Funds	1,075	-	-	1,050	
4622	Program Fees: Fitness - All Funds	199,150	175,028	167,973	137,748	**54,18**
4623	Sales of Historical Calendars - All Funds	-	-	-	-	
4624	Program Fees: Homework Center - All Funds	-	-	-	-	
4625	Fund Raising - All Funds	1,394	-	646	-	
4626	Program Fees: Classes - Adult Services - All Funds	121,887	110,756	147,082	80,000	**96,08**
4627	Vending Machine Sales - All Funds	2,250	2,172	2,613	2,650	**2,40**
4628	Comm Services - Skate Park Income	27,622	34,725	33,740	21,000	**19,58**
4629	Comm Services - Drop In Classes	147,545	128,674	144,656	116,500	**123,24**
4630	Comm Group - Special Events - All Funds	48,902	52,958	47,520	48,375	**55,22**
4631	Comm Group - Theatre Revenue	3,827	6,236	3,146	1,554	**1,00**
4632	Comm Group - Theatre Preservation Charge	53,071	56,727	57,961	35,000	**21,80**
4633	Comm Serves - Facility Fee	14,987	16,439	19,464	10,000	**10,63**
4634	Facility Rental Surcharge	-	-	11,063	17,000	**12,00**
4643	Comm. Services - Concession & Merchandise	2,909	3,838	3,819	1,479	**1,12**
4644	Comm. Services - Theater Ticket Sales	237,833	246,803	251,290	230,300	**98,10**
4645	Sponsor/Program Advertising	52,865	49,500	50,188	46,500	**18,50**
4646	Theatre Program Ads	6,617	4,575	5,875	6,725	**2,02**
4652	Business License Application Fee - All Funds	-	-	-	-	
4660	Zoning Application Fees Planning - All Funds	582,785	409,730	627,328	437,776	**400,00**
4661	Microfilming Fee - All Funds	35,681	34,049	31,837	28,319	**74,00**
4662	Nuisance Abatement - All Funds	-	-	-	-	

City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Proposed FY 2020-2
4663	Rental Dispute Resolution Fees - All Funds	-	62,444	60,604	65,800	**65,80**
4664	Dumpster Enclosure	-	-	-	-	
4667	Program Fees: Hazelwood/Rosemary Pre-School -	-	-	-	29	
4668	Architectural Advisor Fee	-	-	-	-	
4669	Storm Water Impact Fee	-	-	784	-	
4670	General Plan Maintenance Fee	157,262	99,791	76,825	235,702	**125,00**
4671	Code Enforcement Fee - All Funds	-	-	-	-	
4690	Other Filing Fees - All Funds	5,857	7,069	5,010	5,200	**7,30**
4691	Special Police Department Services - All Funds	41,832	52,726	48,571	40,800	**55,00**
4692	Hazardous Materials Response Charges	85,382	156,834	131,662	140,900	**103,00**
4693	False Alarm Fees-PD - All Funds	29,170	28,830	5,303	5,000	**5,00**
4694	Other Current Service Charges - All Funds	-	-	-	-	
4697	Paramedic Ambulance Fees - All Funds	-	-	-	-	
4698	Cost Recovery - DUI - All Funds	720	7,210	-	13,600	**10,00**
4699	Cost Recovery - Towing - All Funds	-	-	-	-	
4700	Cost Recovery - Booking Fees - All Funds	-	-	-	-	
4701	Cost Recovery - All Funds	-	-	-	-	
4701	Cost Recovery-Public Works	4,177	-	2,279	1,274	
4704	Cost Recovery - Police Department	16,627	6,205	10,249	11,000	**14,00**
4705	Contract Revenue	7,605	2,411	4,255	3,194	**10,00**
4706	SCCSET Data Queries - Police Department	2,000	-	-	-	
4707	CAL NENA Reimbursement - Police Department	5,642	2,011	-	5,000	**10,00**
4708	Phone System Maint Reimbursement - 911	-	-	-	-	
4709	Vehicle Charging Stations	19,108	23,846	22,874	25,880	**20,00**
4710	Successor Agency Reimbursement	-	-	2,000	2,000	**2,00**
4720	Storm Water Fee	382,147	385,390	381,322	-	**45,00**
4721	Storm Drain Fees	51,055	37,628	38,420	20,000	**20,00**
4722	Eng & Subdivision Filing Fees - All Funds	686,621	393,199	558,770	350,000	**408,00**
4723	Pub Works - Special Projects - All Funds	-	-	-	-	
4724	Solid Waste Rate Fees	418,050	415,677	549,886	556,464	**556,46**
4725	Project Salaries Revenue - All Funds	438,937	562,198	246,977	370,000	**1,009,00**
4727	Motor Pool Reimbursement	-	-	-	774	
4728	Traffic Engineering Fees - All Funds	294	50	950	10,000	
4730	Metricom Encroachment Agreement - All Funds	18	-	14	-	
4731	Vehicle Impact Fees (Construction)	354,221	215,362	161,220	300,000	**300,00**
4732	Vehicle Impact Fees (Garbage)	335,931	477,600	477,600	477,000	**477,00**
4735	Community Garden Fees	-	3,606	3,528	3,600	**3,60**
4750	94 Housing Bond Admin Fee	-	-	-	-	
4760	Sale of Maps & Publications - All Funds	2,820	2,654	1,035	1,500	**2,00**
	Sub-Total	6,557,240	6,485,235	6,677,225	5,212,390	**5,966,72**
	Other Revenues:					
4111	Measure A - Street Maintenance					
4810	Rents & Leases - All Funds					
4811	Donations - Heritage Theater	-	-	-	-	
4812	Donations - Historical Museum	1,949	1,032	1,994	3,214	
4813	Donations - Senior Citizens Center	(258)	(50)	(250)	-	
4815	Donations - Ainsley Capital	140	-	-	-	
4816	Donations - Meal	17,997	15,758	12,532	14,500	**10,78**
4817	Donations - Misc. - All Funds	2,559	3,952	-	2,100	**1,00**
4817	Donations - Vehicle/Equipment Maintenance	-	-	-	-	
4818	Donations - Parks	-	-	-	10,000	
4819	Other Rental Income	985,656	1,091,123	1,128,490	698,967	**749,25**
4820	Donations - DARE Promotion - All Funds	-	-	-	-	
4821	Donations - Youth Scholar - All Funds	(1,519)	2,375	6,096	6,951	
4841	ABAG Insurance Refund - All Funds	-	-	-	-	

City of Campbell - Operating/Capital Budget
All Funds Estimated Revenues
Fiscal Year 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Proposed FY 2020-2
4824	Recreation Grant - Private	-	-	-	-	
4825	Donations - Recreation	1,499	-	1,700	700	
4827	Donations - State of the City	-	-	-	-	
4828	CMBL Police Foundation	-	-	-	-	
4890	Successor Agency ROPS Admin Reimb	(18,720)	22,200	22,200	20,000	**21,39**
4892	Asset Seizures	12,250	8,037	22,172	246,172	**5,00**
4910	Transaction process fee	-	-	-	6,000	
4920	Park Dedication Fees	2,009,861	356,338	622,569	400,000	**400,00**
4921	Project Revenue - All Funds	-	132,430	150,927	10,000	**60,00**
4922	AB 939 Recycling - SCC	39,725	89,928	84,425	49,356	**49,35**
4924	Notice/Improvement/Obligation	4,614	19,708	2,995	-	**6,10**
4950	Lease Revenue	-	-	-	-	
4951	COP Debt Service Abatement	-	-	-	-	
4960	Sale of Real or Personal Property - All Funds	45	31,204	19,359	12,681	**10,00**
4961	Gain on Sale	-	-	-	-	
4962	Insurance Recovery - All Funds	850	127,556	22,495	309,169	**7,50**
4963	Insurance Claims Refunds	-	9,442	-	-	
4965	Other Revenue - All Funds	65,634	302,936	148,898	167,523	**115,50**
4966	Principal Repayment - All Funds	-	-	35	50,000	**50,00**
4967	Expense Abatement - Bus Passes - All Funds	-	-	-	-	
4968	Expense Abatement - Misc. - All Funds	-	-	-	718	
4969	Inspection Escrow	-	-	-	-	
4968	Expense Abetment - Miscellaneous - Other Funds	-	-	-	-	
4970	West Valley - JPA	-	124,724	176,244	65,643	
4971	Tree In Lieu Fee - All Funds	700	15,115	25,320	25,000	**25,00**
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	726,141	769,039	725,799	714,739	**605,00**
5144	Premiums - Long-Term Disability (LTD) Insurance	-	-	-	-	
6020	Sale of Bonds	-	-	-	-	**10,000,00**
6021	Proceeds of Refunding Debt	-	-	-	-	
6023	Bond Premium	-	-	-	-	
6040	Loan Proceeds - RDA Capital Projects	-	-	-	-	
6070	Cash Over/Short - All Funds	-	-	20	-	
	Sub-Total	3,849,123	3,572,848	3,624,021	3,263,432	**12,115,88**
	Total Revenues - All Funds (Exhibit A)	58,931,949	64,318,322	66,834,339	66,124,759	**75,722,88**
6899	Transfers-In - All Funds	1,429,913	5,016,682	5,031,165	4,617,933	**5,716,47**
6999	Transfers-In - All Funds	9,071,235	5,662,286	1,932,846	14,680,928	**5,039,00**
6799	Residual Equity Transfer-in - From RDA Housing	-	-	-	-	
6090	Beginning Fund Balance- Operating - All Funds	-	-	-	1,966,198	
6091	Beginning Fund Balance - Capital - All Funds	-	-	-	-	
	Total Sources of Revenues	$69,433,097	$74,997,290	$73,798,350	$87,389,818	**$86,478,35**

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Propose FY 2020-
	Property Taxes:					
4001	Current Year: Secured - General Fund	10,801,369	12,457,859	13,399,976	14,381,800	**15,043,**
4002	Unsecured - General Fund	538,647	572,541	670,583	664,300	**694,**
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	29,039	44,200	50,409	51,000	**53,**
4008	Residual RPTTF Distribute - General Fund	376,894	504,891	641,987	872,000	**912,**
4011	Property Tax - ERAF	345,296	424,671	822,019	1,204,200	**1,259,**
5001	Street Lighting Assessments	1,189,466	-	-	-	
5002	Special Assessments	968	-	-	-	
5004	Special Assessments - CFD #1 (Cambrian 36)	145,661	-	-	-	
5005	Special Assessments - CFD #2	34,570	-	-	-	
	Sub-Total	13,461,910	14,004,162	15,607,316	17,173,300	**17,963,**
	Taxes Other Than Property Taxes:					
4110	Sales and Use Tax - General Fund	9,900,500	11,993,871	12,747,628	11,324,080	**11,150,**
4111	Measure B Street Maintenance - Sales Tax	-	-	-	-	
4112	Transactions & Use Tax - General Fund	2,647,548	2,865,143	2,936,594	2,724,610	**2,636,**
4113	Property 172 Public Safety	-	-	-	384,400	**384,**
4115	Sales Tax Backfill	2,270,445	-	-	-	
4120	Franchises: P G & E - Electric	429,313	440,615	401,067	450,000	**464,**
4121	Franchises: P G & E - Gas	88,571	114,787	97,180	119,000	**122,**
4122	Franchises: Cable TV	603,664	620,906	588,416	635,000	**656,**
4123	Franchises: Garbage	1,831,301	2,056,036	2,089,673	2,160,000	**2,231,**
4124	Franchises: San Jose Water	184,381	236,962	241,006	248,000	**248,**
4125	Franchises: AT&T	182,373	116,991	98,205	124,000	**128,**
4150	Motel Tax (Transient Lodging)	4,439,668	4,554,949	4,768,870	3,145,800	**3,002,**
4151	Construction Tax	338,718	85,406	26,451	53,140	**179,**
4152	Business Licenses	683,445	698,184	693,263	716,925	**862,**
4153	Property Transfer Tax	551,007	761,583	519,407	782,000	**319,**
4155	Farmers Market In Lieu (Business License)	12,000	12,500	15,625	9,375	**14,**
	Sub-Total	24,162,934	24,557,934	25,223,385	22,876,330	**22,402,**
	Licenses and Permits - General Fund					
4210	Construction Permits	2,488,271	1,727,591	1,391,341	1,448,791	**2,362,**
4211	Advanced Plan Check Fee	838,954	434,337	426,433	419,112	**571,**
4212	Building Dept General Revenue	18,738	16,209	34,640	45,466	**39,**
4213	Plan Check Fee - Title 24 Energy	117,143	59,817	41,958	50,271	**95,**
4214	Permit Track Software Fee	-	-	17,392	31,112	**57,**
4241	Fire Permits	155,912	172,100	149,752	95,200	**140,**
4242	Bicycle License	-	134	200	-	
4243	Animal License Fees	-	-	-	-	
4271	Truck Permits	1,472	1,680	370	300	**1,**
	Sub-Total	3,620,490	2,411,868	2,062,086	2,090,252	**3,265,**
	Fines,					
4310	Vehicle Code Fines-City	102,724	88,703	61,558	50,000	**25,**
4320	Vehicle Code Fines-County	115,653	141,264	125,838	35,000	**50,**
4330	Vehicle Code Fines-State	63,881	56,661	53,551	38,300	**25,**
4371	Code Enforcement Fines	11,990	16,754	33,531	26,300	**25,**
4390	Misc Fines	-	-	-	-	

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Propose FY 2020-
	Sub-Total	294,248	303,382	274,478	149,600	**125,(**
	Revenue From Use of Money & Property:					
4410	Investment Earnings - General Fund	147,084	505,043	545,267	461,000	**374,4**
4431	GASB 31 Market Value Adjustment - General Fund	14,032	(329,493)	442,006	1,000	
4450	Other Interest - General Fund	47	5,355	11,173	16,000	**10,(**
4810	Rents / Leases (Real & Personal)-General Fund	-	1,721,885	1,785,200	1,804,500	**2,044,1**
4819	Other Rental Income - General Fund	-	-	-	-	
5101	User Fees - Motor Pool	1,006,578	-	-	-	
5104	User Fees - IT Pool	1,157,000	-	-	-	
	Sub-Total	2,324,741	1,902,790	2,783,645	2,282,500	**2,428,5**
	Revenues From Other Agencies:					
4510	Gasoline Tax 2105	235,126	-	-	-	
4511	Gasoline Tax 2106	154,582	-	-	-	
4512	Gasoline Tax 2107	286,689	-	-	-	
4513	Gasoline Tax 2107.5	6,000	-	-	-	
4514	Gasoline Tax - MOE 7104	-	-	-	-	
4516	Gasoline Tax 2103 - Gas Excise Tax	191,925	-	-	-	
4518	Road Maintenance and Rehabilitation Act (SB1)	-	-	-	-	
4519	SAB TCRF Loan	-	-	-	-	
4520	Community Development Block Grant	-	-	-	-	
4522	ISTEA Grant	974,434	-	-	-	
4523	Other Grants	1,680,309	-	-	-	
4524	Federal Crime Bill Grant - General Fund	-	-	-	-	
4525	TDA Grants	378,149	-	-	-	
4526	Supplemental Law Enforcement	119,251	-	-	-	**100,(**
4527	Office of Traffic Safety	-	-	-	-	
4528	VTA Funded Grant	-	-	-	-	
4529	HES Grant	(251)	-	-	-	
4531	DOJ Grant	7,663	-	3,133	-	
4532	Local Law Enforcement Grant	-	-	-	-	
4533	Beverage Container Grant	11,306	-	-	-	
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	4,949	-	-	-	
4543	Other State Grants	336	-	-	-	
4544	Transit Shelter Advertising	6,287	2,775	19,013	6,000	**6,(**
4545	CLETEP-Tech Eqmt Grant	-	-	-	-	
4546	Highway Safety Improvement (HSIP)	-	-	-	-	
4550	ABAG Grant	16,882	-	-	-	
4551	Prop 84 IRWM-ABAG	-	-	-	-	
4552	Vehicle Emmissions 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	70,000	-	-	-	
4557	High Intensity Drug Trafficking Area Grant	-	-	-	-	
4558	Arson Contract Training	-	-	-	4,000	**4,(**
4559	Arson County Fire Dept	-	-	414,000	420,000	**420,(**

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Propose FY 2020-
4560	RATTF Reimbursement	-	24,030	125,706	137,000	**100,**
4561	Senior Nutrition Program	76,201	83,362	73,854	70,470	**69,**
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	253,912	-	-	-	
4572	VTA Meas B Regionla Project	-	-	-	-	
4580	Motor Vehicle In Lieu Fees - General Fund	69,109	45,523	20,494	45,000	**46,**
4581	Homeowners' Property Tax Relief - General Fund	22,388	33,694	39,549	39,800	**41,**
4582	Abandoned Vehicle Fees - General Fund	52,414	67,191	37,027	50,000	**40,**
4583	State Trailer Coach In Lieu Tax	-	-	-	-	
4584	Mandated Costs - General Fund	30,663	27	7,500	84,000	**40,**
4585	SCC - Auto Burglary - General Fund	-	-	-	-	
4586	Off-Highway Vehicle Fees - General Fund	-	-	-	-	
4587	Office of Emergency Services (OES)	-	-	-	-	
4588	Post Reimbursements - General Fund	12,939	18,577	20,840	26,300	**12,**
	Sub-Total	4,661,263	275,179	761,116	882,570	**880,**
	Charges for Current Services:					
4609	Program Fees - Museum - General Fund	31,354	28,406	31,037	19,098	**6,**
4610	Comm. Services - Ainsley House Rental - General	29,864	32,232	36,085	16,600	**18,**
4611	Comm Services - Museum Admission Fee - General	8,416	6,650	8,042	6,500	**2,**
4612	Comm Services - Sr Citizen Program - General Fund	172,201	214,922	224,082	123,000	**166,**
4613	Program Fees: Sports - General Fund	386,541	456,105	460,380	350,000	**263,**
4614	Program Fees: Aquatics - General Fund	224,507	194,400	189,261	130,000	**195,**
4616	Program Fees: Picnic Fees - General Fund	26,493	26,164	27,231	15,000	**26,**
4617	Program Fees: Day Camps - General Fund	385,647	408,886	444,692	110,000	**410,**
4618	Program Fees: Trips & Tours - General Fund	-	2,028	-	-	
4619	Program Fees: Classes - General Fund	346,588	477,330	491,399	300,000	**385,**
4620	Program Fees: Preschool - General Fund	359,753	363,161	368,677	275,500	**253,**
4621	Program Fees: Special Events - General Fund	1,075	-	-	1,050	
4622	Program Fees: Fitness - General Fund	199,150	175,028	167,973	137,748	**54,**
4623	Sales of Historical Calendars - General Fund	-	-	-	-	
4624	Program Fees: Homework Center - General Fund	-	-	-	-	
4625	Fund Raising - General Fund	1,394	-	646	-	
4626	Program Fees: Classes - Adult Services - General	121,887	110,756	147,082	80,000	**96,**
4627	Vending Machine Sales - General Fund	2,250	2,172	2,613	2,650	**2,**
4628	Comm Services - Skate Park Income	27,622	34,725	33,740	21,000	**19,**
4629	Comm Services - Drop In Classes	147,545	128,674	144,656	116,500	**123,**
4630	Comm Group - Special Events - General Fund	48,902	52,958	47,520	48,375	**55,**
4631	Comm Group - Theatre Revenue	3,827	6,236	3,146	1,554	**1,**
4632	Comm Group - Theatre Preservation Charge	53,071	56,727	57,961	35,000	**21,**
4633	Comm Serves - Facility Fee	14,987	16,439	19,464	10,000	**10,**
4634	Facility Rental Surcharge	-	-	11,063	17,000	**12,**
4643	Comm. Services - Concession & Merchandise	2,909	3,838	3,819	1,479	**1,**
4644	Comm. Services - Theater Ticket Sales	237,833	246,803	251,290	230,300	**98,**
4645	Sponsor/Program Advertising	52,865	49,500	50,188	46,500	**18,**
4646	Theatre Program Ads	6,617	4,575	5,875	6,725	**2,**
4652	Business License Application Fee - General Fund	-	-	-	-	
4660	Zoning Application Fees Planning - General Fund	582,785	409,730	627,328	437,776	**400,**
4661	Microfilming Fee - General Fund	35,681	34,049	31,837	28,319	**74,**
4662	Nuisance Abatement - General Fund	-	-	-	-	
4663	Rental Dispute Resolution Fees - General Fund	-	62,444	60,604	65,800	**65,**
4664	Dumpster Enclosure	-	-	-	-	

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Propose FY 2020-
4667	Program Fees: Hazelwood/Rosemary Pre-School -	-	-	-	29	
4668	Architectural Advisor Fee	-	-	-	-	
4669	Storm Water Impact Fee	-	-	784	-	
4670	General Plan Maintenance Fee	157,262	99,791	76,825	235,702	**125,(**
4671	Code Enforcement Fee - General Fund	-	-	-	-	
4690	Other Filing Fees - General Fund	5,857	7,069	5,010	5,200	**7,:**
4691	Special Police Department Services - General Fund	41,832	52,726	48,571	40,800	**55,(**
4692	Hazardous Materials Response Charges	85,382	156,834	131,662	140,900	**103,(**
4693	False Alarm Fees-PD - General Fund	29,170	28,830	5,303	5,000	**5,(**
4694	Other Current Service Charges - General Fund	-	-	-	-	
4697	Paramedic Ambulance Fees - General Fund	-	-	-	-	
4698	Cost Recovery - DUI - General Fund	720	7,210	-	13,600	**10,(**
4699	Cost Recovery - Towing - General Fund	-	-	-	-	
4700	Cost Recovery - Booking Fees - General Fund	-	-	-	-	
4701	Cost Recovery - General Fund	-	-	-	200	
4701	Cost Recovery-Public Works	4,177	-	-	200	
4704	Cost Recovery - Police Department	16,627	6,205	10,249	11,000	**14,(**
4705	Contract Revenue	7,605	-	-	-	
4706	SCCSET Data Queries - Police Department	2,000	-	-	-	
4707	CAL NENA Reimbursement - Police Department	5,642	2,011	-	5,000	**10,(**
4708	Phone System Maint Reimbursement - 911	-	-	-	-	
4709	Vehicle Charging Stations	19,108	-	-	-	
4710	Successor Agency Reimbursement	-	-	-	-	
4720	Storm Water Fee	382,147	-	-	-	
4721	Storm Drain Fees	51,055	-	-	-	
4722	Eng & Subdivision Filing Fees - General Fund	686,621	393,199	558,770	350,000	**408,(**
4723	Pub Works - Special Projects - General Fund	-	-	-	-	
4724	Solid Waste Rate Fees	418,050	-	-	-	
4725	Project Salaries Revenue - General Fund	438,937	562,198	246,977	370,000	**1,009,(**
4727	Motor Pool Reimbursement	-	-	-	-	
4728	Traffic Engineering Fees - General Fund	294	50	950	10,000	
4730	Metricom Encroachment Agreement - General Fund	18	-	14	-	
4731	Vehicle Impact Fees (Construction)	354,221	-	-	-	
4732	Vehicle Impact Fees (Garbage)	335,931	-	-	-	
4735	Community Garden Fees	-	3,606	3,528	3,600	**3,(**
4750	94 Housing Bond Admin Fee	-	-	-	-	
4760	Sale of Maps & Publications - General Fund	2,820	2,654	1,035	1,500	**2,(**
	Sub-Total	6,557,240	4,927,321	5,037,369	3,826,205	**4,536,2**
	Other Revenues:					
4111	Measure A - Street Maintenance					
4810	Rents & Leases - General Fund	-	-	-	-	
4811	Donations - Heritage Theater	-	-	-	-	
4812	Donations - Historical Museum	1,949	-	-	1,775	
4813	Donations - Senior Citizens Center	(258)	-	-	-	
4815	Donations - Ainsley Capital	140	-	-	-	
4816	Donations - Meal	17,997	15,758	12,532	14,500	**10,7**
4817	Donations - Misc. - General Fund	2,559	3,952	-	2,100	**1,(**
4817	Donations - Vehicle/Equipment Maintenance	-	-	-	-	
4818	Donations - Parks	-	-	-	-	
4819	Other Rental Income	985,656	1,091,123	1,128,490	698,967	**749,2**
4820	Donations - DARE Promotion - General Fund	-	-	-	-	
4821	Donations - Youth Scholar - General Fund	(1,519)	2,375	6,096	6,951	
4841	ABAG Insurance Refund - General Fund	-	-	-	-	
4824	Recreation Grant - Private	-	-	-	-	
4825	Donations - Recreation	1,499	-	1,700	700	

City of Campbell - Operating/Capital Budget
General Fund Estimated Revenues
Fiscal Year 2020 - 2021

AC #	Description	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Estimated FY 2019-20	Propose FY 2020-
4827	Donations - State of the City	-	-	-	-	
4828	CMBL Police Foundation	-	-	-	-	
4890	Successor Agency ROPS Admin Reimb	(18,720)	17,526	19,000	20,000	**21,**
4892	Asset Seizures	12,250	-	-	-	
4910	Transaction process fee	-	-	-	6,000	
4920	Park Dedication Fees	2,009,861	-	-	-	
4921	Project Revenue - General Fund	-	-	-	-	
4922	AB 939 Recycling - SCC	39,725	-	-	-	
4924	Notice/Improvement/Obligation	4,614	19,708	2,995	-	**6,**
4950	Lease Revenue	-	-	-	-	
4951	COP Debt Service Abatement	-	-	-	-	
4960	Sale of Real or Personal Property - General Fund	45	-	-	2,000	
4961	Gain on Sale	-	-	-	-	
4962	Insurance Recovery - General Fund	850	137	1,168	130,500	**2,**
4963	Insurance Claims Refunds	-	9,442	-	-	
4965	Other Revenue - General Fund	65,634	129,044	123,134	136,397	**103,**
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 Abetment - Miscellaneous - Other Funds	-	-	-	-	
4970	West Valley - JPA	-	-	-	-	
4971	Tree In Lieu Fee - General Fund	700	15,115	25,320	25,000	**25,**
4972	Use Fees-Campbell Union School District	-	-	-	-	
4973	Parking in Lieu Fee	-	-	-	-	
4990	Capital Contributions Revenue-Motor Vehicle Pool	-	-	-	-	
5142	Premiums - Workers' Compensation Insurance	726,141	-	-	-	
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	3,849,123	1,304,180	1,320,491	1,045,366	**919,**
	Total Revenues - General Fund (Exhibit A)	58,931,949	49,686,816	53,069,887	50,326,123	**52,519,**
6899	Transfers-In - General Fund	1,429,913	1,462,489	1,294,226	1,006,088	**1,248,**
6999	Transfers-In - General Fund	9,071,235	-	-	-	
6799	Residual Equity Transfer-in - From RDA Housing	-	-	-	-	
6090	Beginning Fund Balance- Operating - General Fund	-	-	-	1,966,198	
6091	Beginning Fund Balance - Capital - General Fund	-	-	-	-	
	Total Sources of Revenues	$69,433,097	$51,149,304	$54,364,113	$53,298,409	**$53,767,**

City of Campbell - Operating/Capital Budget
Summary of Expenditures by Governmental Function Fund Type
Fiscal Year 2020 - 2021

		Employee Services	Supplies Services	Capital Improvement	Debt Service	Transfers Out	Proposed FY 2020-21
General Government Administration:							
501	City Council	$149,237	$249,903	-	-	-	**$399,139**
510	CM - Administration	753,347	88,555	-	-	-	**841,902**
511	CM - City Clerk	359,962	253,575	-	-	-	**613,537**
515	CM - Human Resources	928,951	290,383	-	-	-	**1,219,334**
516	CM - Workers Compensation	-	490,050	-	-	-	**490,050**
518	CM - Measure O	314,405	80,000	-	-	-	**394,405**
539	CM - Covid Response	-	500,000	-	-	-	**500,000**
535	Finance - Accounting	1,502,761	328,078	-	-	-	**1,830,839**
540	Finance - Non-Departmental	(100,000)	1,422,462	-	-	-	**1,322,462**
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	870,077	465,758	69,401	-	-	**1,405,236**
549	Finance - CFD #1	-	3,500	-	-	-	**3,500**
560	City Attorney	350,242	247,927	-	-	-	**598,169**
815	Successor Agency	-	21,390	-	1,592,738	-	**1,614,128**
	Sub-total	**5,128,982**	**4,441,581**	**69,401**	**2,362,038**	**-**	**12,002,002**
Recreation & Community Services:							
524	Administration	504,459	82,835	-	-	-	**587,294**
525	Senior Nutrition	94,653	98,994	-	-	-	**193,647**
526	Adult Services	560,687	104,860	-	-	-	**665,546**
527	Community Center	866,317	487,969	-	-	-	**1,354,287**
528	Museum	271,328	93,526	-	-	-	**364,854**
529	Theater	-	748,469	-	-	-	**748,469**
531	Sports & Aquatics	654,287	191,681	-	-	-	**845,968**
532	Pre-School, Day Camp & Enrich Classes	582,709	289,613	-	-	-	**872,322**
	Sub-total	**3,534,440**	**2,097,947**	**-**	**-**	**-**	**5,632,387**
Public Safety:							
601	PD - Administration	907,540	451,814	-	-	-	**1,359,353**
602	PD - Communications	2,320,351	357,996	-	-	-	**2,678,347**
603	PD - Records	1,288,200	137,124	-	-	-	**1,425,324**
604	PD - Special Enforcement Svcs.	4,538,319	291,180	-	-	-	**4,829,499**
605	PD - Field Services	9,043,667	983,480	-	-	-	**10,027,147**
610	Fire Administration	-	9,552,487	-	-	-	**9,552,487**
	Sub-total	**18,098,076**	**11,774,081**	**-**	**-**	**-**	**29,872,158**
Community Development:							
550	CD - Planning	420,449	112,686	-	-	-	**533,135**
551	CD - Current Planning	909,386	118,044	-	-	-	**1,027,431**
552	CD - Policy Development	158,665	9,761	-	-	-	**168,426**
553	CD - CDBG Housing	-	-	-	-	-	**-**
554	CD - Building	1,151,632	421,987	-	-	-	**1,573,619**
556	CD - Economic Development	204,740	28,822	-	-	-	**233,562**
557	CD - Housing Assistance	40,002	222,800	-	-	-	**262,802**
	Sub-total	**2,884,875**	**914,100**	**-**	**-**	**-**	**3,798,975**
Public Works:							
701	PW - Administration	629,837	88,888	-	-	-	**718,726**
715	PW - Environmental Services	-	-	-	-	-	**-**
720	PW - Transportation Eng.	362,525	52,994	-	-	-	**415,519**
730	PW - Engineering	1,502,177	108,193	-	-	-	**1,610,370**
740	PW - Land Development	799,505	164,315	-	-	-	**963,819**
745	PW - Maint. Administration	529,873	83,630	-	-	-	**613,503**
750	PW - Vehicle & Equip. Maint..	477,748	617,045	301,000	-	-	**1,395,793**
760	PW - Street Maintenance	1,151,833	831,851	-	-	-	**1,983,684**
770	PW - Signals & Lighting Maint.	525,623	510,133	-	-	-	**1,035,756**
775	PW - Park Maintenance	1,953,275	1,133,941	-	-	-	**3,087,216**
780	PW - Building Maintenance	771,062	886,480	-	-	-	**1,657,541**

City of Campbell - Operating/Capital Budget
Summary of Expenditures by Governmental Function Fund Type
Fiscal Year 2020 - 2021

		Employee Services	Supplies Services	Capital Improvement	Debt Service	Transfers Out	Proposed FY 2020-21
741	PW - CFD #2	-	23,000	-	-	-	**23,000**
	Sub-total	**8,703,459**	**4,500,468**	**301,000**	**-**	**-**	**13,504,927**
980	Operating Transfers Out (GF)	-	-	-	-	5,716,471	**5,716,471**
980	Transfers Out (Misc. Funds)	-	-	-	-	-	**-**
950	Capital Projects	1,009,000	2,085,000	7,613,450	-	-	**10,707,450**
990	Capital Transfers Out	-	-	-	-	5,039,000	**5,039,000**
	Sub-total	**1,009,000**	**2,085,000**	**7,613,450**	**-**	**10,755,471**	**21,462,921**
	Total - City	**$39,358,832**	**$25,813,176**	**$7,983,851**	**$2,362,038**	**$10,755,471**	**$86,273,369**

City of Campbell - Operating/Capital Budget
Summary of Expenditures by Governmental Function Fund Type
Fiscal Year 2020 - 2021

		General Fund	Special Revenue	Debt Service	Capital Projects	Internal Service	Trust & Agency
General Government Administration:							
501	City Council	$399,139	-	-	-	-	-
510	CM - Administration	841,902	-	-	-	-	-
511	CM - City Clerk	613,537	-	-	-	-	-
515	CM - Human Resources	1,219,334	-	-	-	-	-
516	CM - Workers Compensation	-	-	-	-	490,050	-
518	CM - Measure O	-	394,405	-	-	-	-
535	Finance - Accounting	1,830,839	-	-	-	-	-
539	Finance - Covid Response	500,000	-	-	-	-	-
540	Finance - Non-Departmental	1,322,462	-	-	-	-	-
543	Finance - 2002 COP Debt Svc.	-	-	-	-	-	-
544	Finance - 1997 COP Debt Svc.	-	-	-	-	-	-
548	Finance - 2016 Refunding Lease Revenue Bond	-	-	769,300	-	-	-
547	CM - IT Services	-	-	-	-	1,405,236	-
549	Finance - CFD #1	-	3,500	-	-	-	-
560	City Attorney	598,169	-	-	-	-	-
815	Successor Agency	-	-	-	-	-	1,614,128
	Sub-total	**7,325,383**	**397,905**	**769,300**	**-**	**1,895,286**	**1,614,128**
Recreation & Community Services:							
524	Administration	587,294	-	-	-	-	-
525	Senior Nutrition	193,647	-	-	-	-	-
526	Adult Services	665,546	-	-	-	-	-
527	Community Center	1,354,287	-	-	-	-	-
528	Museum	364,854	-	-	-	-	-
529	Theater	748,469	-	-	-	-	-
531	Sports & Aquatics	845,968	-	-	-	-	-
532	Pre-School, Day Camp & Enrich Classes	872,322	-	-	-	-	-
	Sub-total	**5,632,387**	**-**	**-**	**-**	**-**	**-**
Public Safety:							
601	PD - Administration	1,359,353	-	-	-	-	-
602	PD - Communications	2,678,347	-	-	-	-	-
603	PD - Records	1,425,324	-	-	-	-	-
604	PD - Special Enforcement Svcs.	4,829,499	-	-	-	-	-
605	PD - Field Services	10,027,147	-	-	-	-	-
610	Fire Administration	9,552,487	-	-	-	-	-
	Sub-total	**29,872,158**	**-**	**-**	**-**	**-**	**-**
Community Development:							
550	CD - Planning	533,135	-	-	-	-	-
551	CD - Current Planning	1,027,431	-	-	-	-	-
552	CD - Policy Development	168,426	-	-	-	-	-
553	CD - CDBG Housing	-	-	-	-	-	-
554	CD - Building	1,573,619	-	-	-	-	-
556	CD - Economic Development	233,562	-	-	-	-	-
557	CD - Housing Assistance	-	262,802	-	-	-	-
	Sub-total	**3,536,173**	**262,802**	**-**	**-**	**-**	**-**
Public Works:							
701	PW - Administration	718,726	-	-	-	-	-
715	PW - Environmental Services	-	-	-	-	-	-
720	PW - Transportation Eng.	415,519	-	-	-	-	-
730	PW - Engineering	1,610,370	-	-	-	-	-
740	PW - Land Development	963,819	-	-	-	-	-
745	PW - Maint. Administration	613,503	-	-	-	-	-
750	PW - Vehicle & Equip. Maint..	-	-	-	-	1,395,793	-
760	PW - Street Maintenance	-	1,983,684	-	-	-	-
770	PW - Signals & Lighting Maint.	-	1,035,756	-	-	-	-
775	PW - Park Maintenance	-	3,087,216	-	-	-	-

City of Campbell - Operating/Capital Budget
Summary of Expenditures by Governmental Function Fund Type
Fiscal Year 2020 - 2021

		General Fund	Special Revenue	Debt Service	Capital Projects	Internal Service	Trust & Agency
780	PW - Building Maintenance	1,657,541	-	-	-	-	-
741	PW - CFD #2	-	23,000	-	-	-	-
	Sub-total	**5,979,479**	**6,129,655**	**-**	**-**	**1,395,793**	**-**
980	Operating Transfers Out (GF)	3,771,545	1,845,326	-	-	99,600	-
980	Transfers Out (Misc. Funds)	-	-	-	-	-	-
950	Capital Projects	-	-	-	10,707,450	-	-
990	Capital Transfers Out	565,000	4,474,000	-	-	-	-
	Sub-total	**4,336,545**	**6,319,326**	**-**	**10,707,450**	**99,600**	**-**
	Total - City	**$56,682,124**	**$13,109,687**	**$769,300**	**$10,707,450**	**$3,390,679**	**$1,614,128**

GANN APPROPRIATIONS LIMIT

Article XIIIB 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 XIIIB 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 x 1.0037	1.0411
FY 2020-21 Limit	$74,047,932 x 1.0411	$77,091,302
Appropriations Subject to Limit		42,950,667
Appropriations under Limit		$34,140,635

Fund Balance Analysis
Fiscal Year 2020-21

Fund Description	Fund #		Beginning Fund Balance Estimated	Proposed Revenues & Transfers FY 2020-21	Proposed Expenditures & Transfers FY 2020-21	Ending Fund Balance Estimated FY 2020-21	% Change Begin to Opening
General Fund	101		$ 22,995,104	$ 53,767,673	$ 56,682,124	$ 20,080,653	14.5%
Vehicle Impact Fees	202		257,200	777,250	777,000	257,450	-0.1%
Gas Tax	203, 204		(729,151)	2,414,067	2,723,684	(1,038,767)	-29.8%
Drug Enforcement - Asset Forfeiture	205		183,938	5,000	4,500	184,438	-0.3%
Lighting and Landscaping District	207		(33,615)	4,104,220	4,099,467	(28,862)	16.5%
Housing & Com Dev Block Grant	208		346	-	-	346	0.0%
Environmental Services	209		291,886	1,710,320	1,709,330	292,876	-0.3%
Supplemental Law Enforcement	210		11,537	-	-	11,537	0.0%
Federal Aid Urban	211		-	-	-	-	0.0%
State/Other Grants	212		(2,497,589)	2,012,000	2,012,000	(2,497,589)	0.0%
Senior Nutrition	213		-	-	-	-	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%
Federal JAG Recovery Act	219		-	-	-	-	0.0%
RDA - Low and Moderate Housing	223		-	-	-	-	0.0%
Housing Assistance Fund	233		9,104,717	68,000	262,802	8,909,916	2.2%
Community Facilities District #1	236		4,743	146,900	146,500	5,143	-7.8%
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	12.8%
Community Center	298		-	-	-	-	0.0%
Disaster Fund	299		-	-	-	-	0.0%
Successor Agency to RDA	333		(157,370)	1,624,128	1,614,128	(147,370)	6.8%
Measure O Bond Fund	348		1,236,220	-	-	1,236,220	0.0%
RDA Debt Service	364		-	-	-	-	0.0%
2002 C.O.P. Debt Service	366		-	-	-	-	0.0%
L.I.D. Debt Service	367		31,811	-	-	31,811	0.0%
1997 C.O.P. Debt Service	368		-	-	-	-	0.0%
2016 Refunding Lease Revenue Bonds	370		(104,142)	769,325	769,300	(104,117)	0.0%
City C.O.P. Projects	431		-	-	-	-	0.0%
RDA - 1999 T.A.B. Projects	432		-	-	-	-	0.0%
RDA - C.O.P. Projects	433		-	-	-	-	0.0%
RDA - Administration/Projects	434		-	-	-	-	0.0%
Capital Projects	435		801,446	5,099,000	10,707,450	(4,807,004)	-116.7%
Measure O CIP	448		(272,878)	10,000,000	394,405	9,332,717	-102.9%
Motor Vehicle Pool	641	*	355,540	1,446,400	1,445,793	356,147	-0.2%
Photocopier Pool	642		-	-	-	-	0.0%
Information Technologies Pool	647	*	346,589	1,387,992	1,454,836	279,745	23.9%
LTD Self-Insurance	687		-	-	-	-	0.0%
Worker's Compensation Pool	690	*	1,430,610	605,000	490,050	1,545,560	-7.4%
Unemployment Trust	692		-	-	-	-	0.0%
Heritage Theater Trust	693		-	-	-	-	0.0%
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		-	-	-	-	0.0%
Total			$ 35,841,720	$ 86,478,352	$ 86,273,369	$ 36,046,703	-0.6%

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

Fund Balance Analysis
Fiscal Year 2019-20

Fund Description	Fund #		Audited Beginning Fund Balance	Estimated Revenues & Transfers FY 2019-20	Estimated Expenditures & Transfers FY 2019-20	Ending Fund Balance Estimated FY 2019-20
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 Enfiorcement - 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
Housing & Com Dev Block Grant	208		-	-	-	-
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
Federal Aid Urban	211		-	-	-	-
State/Other Grants	212		280,087	1,752,524	4,530,200	(2,497,589)
Senior Nutrition	213		-	-	-	-
T.D.A.	216		-	20,000	557,732	(537,732)
Other Federal Grants	218		107	145,150	1,210,324	(1,065,067)
Federal JAG Recovery Act	219		-	-	-	-
RDA - Low and Moderate Housing	223		-	-	-	-
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
Community Center	298		-	-	-	-
Disaster Fund	299		-	-	-	-
Successor Agency to RDA	333		(1,466,122)	1,624,103	315,351	(157,370)
Measure O Bond Fund	348		-	1,237,750	1,530	1,236,220
RDA Debt Service	364		-	-	-	-
2002 C.O.P. Debt Service	366		-	-	-	-
L.I.D. Debt Service	367		31,274	537	-	31,811
1997 C.O.P. Debt Service	368		-	-	-	-
2016 Refunding Lease Revenue Bonds	370		3,945	763,638	871,725	(104,142)
City C.O.P. Projects	431		-	-	-	-
RDA - 1999 T.A.B. Projects	432		-	-	-	-
RDA - C.O.P. Projects	433		-	-	-	-
RDA - Administration/Projects	434		-	-	-	-
Capital Projects	435		1,700,305	14,695,189	15,594,049	801,446
Measure O CIP	448		-	-	272,878	(272,878)
Motor Vehicle Pool	641	*	456,625	1,520,024	1,621,108	355,540
Photocopier Pool	642		-	-	-	-
Information Technologies Pool	647	*	967,567	1,293,771	1,914,749	346,589
LTD Self-Insurance	687		-	-	-	-
Worker's Compensation Pool	690	*	1,187,016	789,395	545,801	1,430,610
Unemployment Trust	692		-	-	-	-
Heritage Theater Trust	693		-	-	-	-
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		$	47,210,706	$ 87,389,818	$ 98,563,269	$ 36,037,255

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

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 28,924,111	$ 26,480,764	$ 27,027,819	$ 22,995,104
REVENUES:				
Property Taxes	14,037,856	15,646,864	17,213,100	18,004,700
Sales and Use Taxes	14,859,014	15,684,222	14,433,090	14,172,118
Franchise and other taxes	9,698,920	9,539,163	8,443,240	8,229,914
Licenses and permits	2,411,868	2,062,086	2,090,252	3,265,000
Fines and fortfeitures	303,382	274,478	149,600	125,000
Investment income	180,905	998,446	478,000	384,400
Intergovernmental revenues	241,485	721,568	842,770	838,475
Charges for services	4,927,321	5,037,369	3,826,005	4,536,262
Other revenues	3,026,065	3,105,671	2,849,866	2,963,178
Operating Fund Reserves (Beg. Fund Balance)	-	-	1,966,198	-
Operating transfers-in	1,462,489	1,294,226	1,006,088	1,248,626
Bond sales	-	20	-	-
Total revenues	51,149,304	54,364,113	53,298,209	53,767,673
EXPENDITURES:				
Benefits	9,661,058	11,052,287	13,154,772	11,780,957
Other Charges	1,927,483	1,928,975	1,597,604	1,693,453
Rents & Leases	881,806	579,176	528,851	643,950
Salaries	18,395,040	18,977,226	18,728,753	20,591,963
Supplies & Services	16,759,627	16,973,186	17,236,465	17,635,256
Operating transfers-out	2,971,131	3,096,268	2,909,545	3,771,545
Total operating expenditures	50,596,145	52,607,119	54,155,991	56,117,124
Capital transfers-out	2,996,506	1,209,938	3,174,933	565,000
Total expenditures	53,592,651	53,817,057	57,330,924	56,682,124
FUND BALANCES:				
Committed	21,592,179	21,743,975	18,195,104	15,580,653
Assigned	4,528,456	4,257,115	3,800,000	3,500,000
Unassigned	360,129	1,026,729	1,000,000	1,000,000
Total reserves or designations	26,480,764	27,027,819	22,995,104	20,080,653

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 1,338,588	$ 820,141	$ 1,487,920	$ 257,200
REVENUES:				
Investment income	-	28,958	31,106	250
Charges for services	692,962	638,820	777,000	777,000
Total revenues	692,962	667,778	808,106	777,250
EXPENDITURES:				
Capital transfers-out	1,211,409	-	2,038,825	777,000
Total expenditures	1,211,409	-	2,038,825	777,000
FUND BALANCES:				
Committed	820,141	1,487,920	257,200	257,450
Assigned				
Unassigned				
Total reserves or designations	820,141	1,487,920	257,200	257,450
Fund balance - June 30	$ 820,141	$ 1,487,920	$ 257,200	$ 257,450

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 175,380	$ (214,553)	$ 133,912	$ (729,151)
REVENUES:				
Investment income	7,107	19,005	3,357	-
Intergovernmental revenues	1,158,974	1,615,001	1,734,000	1,766,267
Other revenues	628	1,873	2,570	2,500
Operating transfers-in	504,300	583,671	645,300	645,300
Total revenues	1,671,009	2,219,550	2,385,227	2,414,067
EXPENDITURES:				
Benefits	353,634	371,785	373,921	419,294
Other Charges	258,390	258,390	256,640	257,151
Salaries	618,830	615,224	559,004	732,539
Supplies & Services	501,678	544,686	571,095	574,700
Operating transfers-out	78,055	81,000	87,630	-
Total operating expenditures	1,810,587	1,871,084	1,848,290	1,983,684
Capital transfers-out	250,355	-	1,400,000	740,000
Total expenditures	2,060,942	1,871,084	3,248,290	2,723,684
FUND BALANCES:				
Committed	(214,553)	133,912	(729,151)	(1,038,767)
Assigned				
Unassigned				
Total reserves or designations	(214,553)	133,912	(729,151)	(1,038,767)
Fund balance - June 30	$ (214,553)	$ 133,912	$ (729,151)	$ (1,038,767)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 34,029	$ 42,066	$ 54,388	$ 183,938
REVENUES:				
Investment income	-	1,250	2,945	-
Other revenues	8,037	22,172	246,172	5,000
Total revenues	8,037	23,422	249,117	5,000
EXPENDITURES:				
Supplies & Services	-	-	69,307	-
Operating transfers-out	-	11,100	50,260	4,500
Total operating expenditures	-	11,100	119,567	4,500
Total expenditures	-	11,100	119,567	4,500
FUND BALANCES:				
Committed	42,066	54,388	183,938	184,438
Assigned				
Unassigned				
Total reserves or designations	42,066	54,388	183,938	184,438
Fund balance - June 30	$ 42,066	$ 54,388	$ 183,938	$ 184,438

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 59,223	$ (283,898)	$ (242,428)	$ (33,615)
REVENUES:				
Property Taxes	1,213,685	1,275,007	1,416,384	1,143,000
Investment income	828	1,705	2,118	-
Intergovernmental revenues	5,032	15,951	2,500	2,500
Charges for services	23,846	25,153	26,954	20,000
Other revenues	174,675	4,054	69,672	5,000
Special assessments	1,198,903	1,275,921	1,210,000	1,210,000
Operating transfers-in	1,386,550	1,481,343	1,512,720	1,723,720
Total revenues	4,003,519	4,079,134	4,240,348	4,104,220
EXPENDITURES:				
Benefits	803,485	800,069	775,824	845,094
Other Charges	307,568	307,644	290,067	295,173
Salaries	1,435,497	1,383,486	1,223,209	1,498,999
Supplies & Services	1,515,526	1,435,164	1,631,136	1,348,900
Operating transfers-out	284,565	111,300	111,300	111,300
Total operating expenditures	4,346,641	4,037,664	4,031,535	4,099,467
Total expenditures	4,346,641	4,037,664	4,031,535	4,099,467
FUND BALANCES:				
Committed	(283,898)	(242,428)	(33,615)	(28,862)
Assigned				
Unassigned				
Total reserves or designations	(283,898)	(242,428)	(33,615)	(28,862)
Fund balance - June 30	$ (283,898)	$ (242,428)	$ (33,615)	$ (28,862)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 1,361	$ 778	$ 346	$ 346
REVENUES:				
EXPENDITURES:				
Supplies & Services	583	432	-	-
Total operating expenditures	583	432	-	-
Total expenditures	583	432	-	-
FUND BALANCES:				
Committed	778	346	346	346
Assigned				
Unassigned				
Total reserves or designations	778	346	346	346
Fund balance - June 30	$ 778	$ 346	$ 346	$ 346

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 745,376	$ 724,198	$ 772,802	$ 291,886
REVENUES:				
Investment income	1,965	19,566	9,577	500
Intergovernmental revenues	-	10,881	10,000	10,000
Charges for services	838,695	969,628	576,464	621,464
Other revenues	89,928	84,425	49,356	49,356
Operating transfers-in	513,693	437,000	437,000	1,029,000
Total revenues	1,444,282	1,521,500	1,082,397	1,710,320
EXPENDITURES:				
Benefits	-	-	-	46,534
Salaries	-	-	-	88,270
Operating transfers-out	1,419,707	1,472,897	1,200,598	1,574,526
Total operating expenditures	1,419,707	1,472,897	1,200,598	1,709,330
Capital transfers-out	45,752	-	362,714	-
Total expenditures	1,465,459	1,472,897	1,563,312	1,709,330
FUND BALANCES:				
Committed	724,198	772,802	291,886	292,876
Assigned				
Unassigned				
Total reserves or designations	724,198	772,802	291,886	292,876
Fund balance - June 30	$ 724,198	$ 772,802	$ 291,886	$ 292,876

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ (1,876,764)	$ 54,568	$ 280,087	$ (2,497,589)
REVENUES:				
Investment income	220	11,865	25,074	-
Intergovernmental revenues	2,213,313	497,959	1,727,450	2,012,000
Other revenues	-	3,073	-	-
Total revenues	2,213,532	512,897	1,752,524	2,012,000
EXPENDITURES:				
Operating transfers-out	31,763	10,000	10,000	-
Total operating expenditures	31,763	10,000	10,000	-
Capital transfers-out	250,437	277,378	4,520,200	2,012,000
Total expenditures	282,200	287,378	4,530,200	2,012,000
FUND BALANCES:				
Committed	54,568	280,087	(2,497,589)	(2,497,589)
Assigned				
Unassigned				
Total reserves or designations	54,568	280,087	(2,497,589)	(2,497,589)
Fund balance - June 30	$ 54,568	$ 280,087	$ (2,497,589)	$ (2,497,589)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ (50,556)	$ (2,078)	$ -	$ (537,732)
REVENUES:				
Intergovernmental revenues	63,478	-	20,000	20,000
Other revenues	-	2,078	-	-
Total revenues	63,478	2,078	20,000	20,000
EXPENDITURES:				
Capital transfers-out	15,000	-	557,732	20,000
Total expenditures	15,000	-	557,732	20,000
FUND BALANCES:				
Committed	(2,078)	-	(537,732)	(537,732)
Assigned				
Unassigned				
Total reserves or designations	(2,078)	-	(537,732)	(537,732)
Fund balance - June 30	$ (2,078)	$ -	$ (537,732)	$ (537,732)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ (138,392)	$ (40,091)	$ (49,117)	$ (1,114,291)
REVENUES:				
Investment income	-	-	150	-
Intergovernmental revenues	106,221	-	145,000	-
Other revenues	-	650	-	-
Total revenues	106,221	650	145,150	-
EXPENDITURES:				
Supplies & Services	-	-	102,000	-
Operating transfers-out	462	5,000	5,000	-
Total operating expenditures	462	5,000	107,000	-
Capital transfers-out	7,458	4,676	1,103,324	-
Total expenditures	7,919	9,676	1,210,324	-
FUND BALANCES:				
Committed	(40,091)	(49,117)	(1,114,291)	(1,114,291)
Assigned				
Unassigned				
Total reserves or designations	(40,091)	(49,117)	(1,114,291)	(1,114,291)
Fund balance - June 30	$ (40,091)	$ (49,117)	$ (1,114,291)	$ (1,114,291)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 9,459,431	$ 9,340,692	$ 9,158,256	$ 9,104,717
REVENUES:				
Investment income	49,616	61,448	79,639	18,000
Other revenues	-	22,024	50,000	50,000
Total revenues	49,616	83,472	129,639	68,000
EXPENDITURES:				
Benefits	11,387	8,067	11,801	12,389
Salaries	43,387	29,138	18,677	27,613
Supplies & Services	113,581	228,703	152,700	222,800
Total operating expenditures	168,355	265,908	183,178	262,802
Total expenditures	168,355	265,908	183,178	262,802
FUND BALANCES:				
Committed	9,340,692	9,158,256	9,104,717	8,909,916
Assigned				
Unassigned				
Total reserves or designations	9,340,692	9,158,256	9,104,717	8,909,916
Fund balance - June 30	$ 9,340,692	$ 9,158,256	$ 9,104,717	$ 8,909,916

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 2,086	$ 2,574	$ 4,459	$ 4,743
REVENUES:				
Investment income	532	364	284	550
Special assessments	143,268	145,033	145,000	146,350
Total revenues	143,800	145,397	145,284	146,900
EXPENDITURES:				
Supplies & Services	3,311	3,511	5,000	3,500
Operating transfers-out	140,000	140,000	140,000	143,000
Total operating expenditures	143,311	143,511	145,000	146,500
Total expenditures	143,311	143,511	145,000	146,500
FUND BALANCES:				
Committed	2,574	4,459	4,743	5,143
Assigned				
Unassigned				
Total reserves or designations	2,574	4,459	4,743	5,143
Fund balance - June 30	$ 2,574	$ 4,459	$ 4,743	$ 5,143

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 49,918	$ 77,349	$ 121,445	$ 137,337
REVENUES:				
Investment income	24	2,373	2,282	-
Special assessments	34,898	48,355	35,250	35,250
Total revenues	34,922	50,727	37,532	35,250
EXPENDITURES:				
Supplies & Services	3,491	2,631	17,641	23,000
Operating transfers-out	4,000	4,000	4,000	12,000
Total operating expenditures	7,491	6,631	21,641	35,000
Total expenditures	7,491	6,631	21,641	35,000
FUND BALANCES:				
Committed	77,349	121,445	137,337	137,587
Assigned				
Unassigned				
Total reserves or designations	77,349	121,445	137,337	137,587
Fund balance - June 30	$ 77,349	$ 121,445	$ 137,337	$ 137,587

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 4,860,515	$ 4,469,486	$ 4,768,191	$ 3,874,029
REVENUES:				
Investment income	27,305	166,212	84,037	85,827
Other revenues	356,338	622,569	400,000	400,000
Total revenues	383,643	788,782	484,037	485,827
EXPENDITURES:				
Capital transfers-out	774,671	490,077	1,378,199	925,000
Total expenditures	774,671	490,077	1,378,199	925,000
FUND BALANCES:				
Committed	4,469,486	4,768,191	3,874,029	3,434,856
Assigned				
Unassigned				
Total reserves or designations	4,469,486	4,768,191	3,874,029	3,434,856
Fund balance - June 30	$ 4,469,486	$ 4,768,191	$ 3,874,029	$ 3,434,856

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 3,353,934	$ 3,498,405	$ (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	1,693,676	1,595,837	1,624,103	1,624,128
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	1,549,205	6,560,364	315,351	1,614,128
Total expenditures	1,549,205	6,560,364	315,351	1,614,128
FUND BALANCES:				
Committed	3,498,405	(1,466,122)	(157,370)	(147,370)
Assigned				
Unassigned				
Total reserves or designations	3,498,405	(1,466,122)	(157,370)	(147,370)
Fund balance - June 30	$ 3,498,405	$ (1,466,122)	$ (157,370)	$ (147,370)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ -	$ -	$ -	$ 1,236,220
REVENUES:				
Property Taxes	-	-	1,233,256	-
Investment income	-	-	4,494	-
Total revenues	-	-	1,237,750	-
EXPENDITURES:				
Supplies & Services	-	-	1,530	-
Total operating expenditures	-	-	1,530	-
Total expenditures	-	-	1,530	-
FUND BALANCES:				
Committed	-	-	1,236,220	1,236,220
Assigned				
Unassigned				
Total reserves or designations	-	-	1,236,220	1,236,220
Fund balance - June 30	$ -	$ -	$ 1,236,220	$ 1,236,220

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 3,099	$ 3,122	$ 3,945	$ (104,142)
REVENUES:				
Investment income	87	172	813	500
Operating transfers-in	854,137	849,925	762,825	768,825
Total revenues	854,224	850,097	763,638	769,325
EXPENDITURES:				
Debt Service	854,200	849,275	871,725	769,300
Total operating expenditures	854,200	849,275	871,725	769,300
Total expenditures	854,200	849,275	871,725	769,300
FUND BALANCES:				
Committed	3,122	3,945	(104,142)	(104,117)
Assigned				
Unassigned				
Total reserves or designations	3,122	3,945	(104,142)	(104,117)
Fund balance - June 30	$ 3,122	$ 3,945	$ (104,142)	$ (104,117)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 1,742,764	$ 1,732,606	$ 1,700,305	$ 801,446
REVENUES:				
Investment income	-	-	4,261	-
Other revenues	132,430	150,927	10,000	60,000
Capital transfers-in	5,662,286	1,932,846	14,680,928	5,039,000
Total revenues	5,794,716	2,083,773	14,695,189	5,099,000
EXPENDITURES:				
Benefits	563,658	246,977	370,000	1,009,000
Supplies & Services	5,241,216	1,869,096	15,224,049	9,698,450
Total operating expenditures	5,804,874	2,116,073	15,594,049	10,707,450
Total expenditures	5,804,874	2,116,073	15,594,049	10,707,450
FUND BALANCES:				
Committed	1,732,606	1,700,305	801,446	-4,807,004
Assigned				
Unassigned				
Total reserves or designations	1,732,606	1,700,305	801,446	-4,807,004
Fund balance - June 30	$ 1,732,606	$ 1,700,305	$ 801,446	$ (4,807,004)

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ -	$ -	$ -	$ (272,878)
REVENUES:				
Bond sales	-	-	-	10,000,000
Total revenues	-	-	-	10,000,000
EXPENDITURES:				
Benefits	-	-	39,707	141,538
Salaries	-	-	133,172	172,867
Supplies & Services	-	-	100,000	80,000
Total operating expenditures	-	-	272,878	394,405
Total expenditures	-	-	272,878	394,405
FUND BALANCES:				
Committed	-	-	(272,878)	9,332,717
Assigned				
Unassigned				
Total reserves or designations	-	-	(272,878)	9,332,717
Fund balance - June 30	$ -	$ -	$ (272,878)	$ 9,332,717

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 622,206	$ 528,964	$ 456,625	$ 355,540
REVENUES:				
Intergovernmental revenues	-	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
Other revenues	34,173	27,697	129,850	10,000
Operating transfers-in	80,014	50,000	50,000	97,000
Total revenues	1,443,587	1,415,827	1,520,024	1,446,400
EXPENDITURES:				
Benefits	157,861	167,719	171,005	172,862
Other Charges	248,060	248,063	242,813	244,345
Salaries	286,212	283,305	262,286	304,886
Supplies & Services	799,696	739,080	895,005	673,700
Operating transfers-out	45,000	50,000	50,000	50,000
Total operating expenditures	1,536,829	1,488,167	1,621,108	1,445,793
Total expenditures	1,536,829	1,488,167	1,621,108	1,445,793
Net income (loss)	(93,242)	(72,339)	(101,085)	607
FUND BALANCES:				
Committed	528,964	456,625	355,540	356,147
Assigned				
Unassigned				
Total reserves or designations	528,964	456,625	355,540	356,147
Fund balance - June 30	$ 528,964	$ 456,625	$ 355,540	$ 356,147

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 995,929	$ 886,042	$ 967,567	$ 346,589
REVENUES:				
Investment income	-	15,706	7,927	-
Charges for services	2,411	6,255	5,194	12,000
Charges to other departments	1,412,000	1,411,992	1,059,000	1,161,992
Other revenues	4,674	3,200	17,650	10,000
Operating transfers-in	215,500	204,000	204,000	204,000
Total revenues	1,634,585	1,641,153	1,293,771	1,387,992
EXPENDITURES:				
Benefits	217,684	265,294	228,454	255,211
Salaries	484,571	571,471	553,300	614,866
Supplies & Services	889,519	673,263	1,083,395	535,159
Operating transfers-out	42,000	49,600	49,600	49,600
Total operating expenditures	1,633,774	1,559,628	1,914,749	1,454,836
Capital transfers-out	110,698	-	-	-
Total expenditures	1,744,472	1,559,628	1,914,749	1,454,836
Net income (loss)	(109,888)	81,525	(620,978)	(66,844)
FUND BALANCES:				
Committed	886,042	967,567	346,589	279,745
Assigned				
Unassigned				
Total reserves or designations	886,042	967,567	346,589	279,745
Fund balance - June 30	$ 886,042	$ 967,567	$ 346,589	$ 279,745

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 1,209,811	$ 1,623,354	$ 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
Other revenues	123,041	-	-	-
Total revenues	892,080	819,825	789,395	605,000
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	490,050
Total operating expenditures	478,537	1,256,163	545,801	490,050
Total expenditures	478,537	1,256,163	545,801	490,050
Net income (loss)	413,542	(436,338)	243,594	114,950
FUND BALANCES:				
Committed	1,623,354	1,187,016	1,430,610	1,545,560
Assigned				
Unassigned				
Total reserves or designations	1,623,354	1,187,016	1,430,610	1,545,560
Fund balance - June 30	$ 1,623,354	$ 1,187,016	$ 1,430,610	$ 1,545,560

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 141,590	$ 143,425	$ 150,321	$ 154,353
REVENUES:				
Investment income	803	4,902	2,594	-
Other revenues	1,032	1,994	1,439	-
Total revenues	1,835	6,896	4,033	-
EXPENDITURES:				
Net income (loss)	1,835	6,896	4,033	-
FUND BALANCES:				
Committed	143,425	150,321	154,353	154,353
Assigned				
Unassigned				
Total reserves or designations	143,425	150,321	154,353	154,353
Fund balance - June 30	$ 143,425	$ 150,321	$ 154,353	$ 154,353

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 5,625	$ 5,652	$ 5,844	$ 5,944
REVENUES:				
Investment income	27	192	100	-
Total revenues	27	192	100	-
EXPENDITURES:				
Net income (loss)	27	192	100	-
FUND BALANCES:				
Committed	5,652	5,844	5,944	5,944
Assigned				
Unassigned				
Total reserves or designations	5,652	5,844	5,944	5,944
Fund balance - June 30	$ 5,652	$ 5,844	$ 5,944	$ 5,944

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Description	2017/18 Actual	2018/19 Actual	2019/20 Estimated	2020/2021 Proposed
Fund balance, July 1	$ 15,340	$ 15,377	$ 15,648	$ 15,916
REVENUES:				
Investment income	87	521	267	-
Other revenues	(50)	(250)	-	-
Total revenues	37	271	267	-
EXPENDITURES:				
Net income (loss)	37	271	267	-
FUND BALANCES:				
Committed	15,377	15,648	15,916	15,916
Assigned				
Unassigned				
Total reserves or designations	15,377	15,648	15,916	15,916
Fund balance - June 30	$ 15,377	$ 15,648	$ 15,916	$ 15,916

CITY COUNCIL

PROGRAM:

501 City 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 2021 Proposed
Employee Services	$ 121,323	$ 126,385	$ 131,473	$ 149,237
Supplies, Services & Capital Outlay	244,904	240,331	198,539	249,903
Total Before Transfers	366,227	366,716	330,012	399,139
Appropriation Total	$ 366,227	$ 366,716	$ 330,012	$ 399,139

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
Council Member	5.00	5.00	5.00	5.00
Permanent	5.00	5.00	5.00	5.00
Temporary Positions				
Temporary				
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 2021 Proposed
Employee Services	$ 121,323	$ 126,385	$ 131,473	$ 149,237
Supplies, Services & Capital Outlay	244,904	240,331	198,539	249,903
Total Before Transfers	366,227	366,716	330,012	399,139
Appropriation Total	$ 366,227	$ 366,716	$ 330,012	$ 399,139

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.501**
PROGRAM : CITY COUNCIL

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Council Member *	5.00	5.00	5.00	5.00	$ 149,237
* Council positions are not full-time					
TOTAL	5.00	5.00	5.00	5.00	$ 149,237

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
TOTAL	-	-	-	-	$ -

CITY MANAGER

Programs:

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

CITY MANAGER PROGRAM SUMMARY

Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 2,266,932	$ 3,390,401	$ 4,928,060	$ 3,226,742
Supplies, Services & Capital Outlay	1,790,465	1,928,118	2,184,935	2,168,321
Capital Projects	229,129	36,813	67,000	69,401
Total Before Transfers	4,286,525	5,355,332	7,179,996	5,464,464
Appropriation Total	$ 4,286,525	$ 5,355,332	$ 7,179,996	$ 5,464,464

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
Administrative Analyst I	-	-	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
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	13.00
Limited-Term Positions				
Administrative Analyst I	0.90	0.90	-	-
Senior Public Works Project Manager	-	-	1.00	1.00
Communications and Public Engagement	0.50	0.50	-	-
Information Technology System Administrator	1.00	1.00	-	-
Limited-Term Position	2.40	2.40	1.00	1.00
Temporary Positions				
Information Technology Intern	0.35	0.35	-	-
Office Assistant	0.50	0.50	-	-
SVRIP Summer Intern	-	-	0.75	-
Temporary	0.85	0.85	0.75	-
Total Full Time Equivalents	15.25	15.25	14.75	14.00

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.510**
PROGRAM : CITY MANAGER - ADMINISTRATION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 780,109	$ 834,075	$ 770,428	$ 753,347
Supplies, Services & Capital Outlay	140,124	110,656	126,043	88,555
Total Before Transfers	920,233	944,731	896,471	841,902
Appropriation Total	$ 920,233	$ 944,731	$ 896,471	$ 841,902

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.510**

PROGRAM : CITY MANAGER ADMINISTRATION

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
City Manager	1.00	1.00	1.00	1.00	$ 276,742
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00	166,092
Deputy City Manager	1.00	1.00	1.00	1.00	125,550
Administrative Analyst I	-	-	1.00	1.00	184,964
Administrative Analyst I	0.90	0.90	-	-	
Communications and Public Engagement Coordinator	0.50	0.50	-	-	
TOTAL	4.40	4.40	4.00	4.00	$ 753,347

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

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

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 2021 Proposed
Employee Services	$ 290,748	$ 320,887	$ 440,655	$ 359,962
Supplies, Services & Capital Outlay	115,538	216,589	101,473	253,575
Total Before Transfers	406,286	537,475	542,128	613,537
Appropriation Total	$ 406,286	$ 537,475	$ 542,128	$ 613,537

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : CITY MANAGER - CITY CLERK

EXHIBIT B
101.511

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
City Clerk	1.00	1.00	1.00	1.00	$ 212,701
Deputy City Clerk	1.00	1.00	1.00	1.00	147,261
TOTAL	2.00	2.00	2.00	2.00	$ 359,962

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
TOTAL	-	-	-	-	$ -

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

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 2021 Proposed
Employee Services	$ 706,957	$ 788,735	$ 714,622	$ 928,951
Supplies, Services & Capital Outlay	184,166	318,099	228,697	290,383
Total Before Transfers	891,123	1,106,834	943,320	1,219,334
Appropriation Total	$ 891,123	$ 1,106,834	$ 943,320	$ 1,219,334

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : CITY MANAGER - HUMAN

EXHIBIT B
101.515

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Human Resources Manager * *	0.80	0.80	0.80	1.00	$ 293,262
Human Resources Representative	0.75	1.00	1.00	1.00	153,043
Human Resources Analyst	1.00	1.00	1.00	1.00	168,696
*. .2 FTE allocated to Workman's Comp fund					
TOTAL	2.55	2.80	2.80	3.00	$ 615,001

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

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **690.516**
PROGRAM : CITY MANAGER - WORKERS COMPENSATION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ (213,137)	$ 609,939	$ 43,001	$ -
Supplies, Services & Capital Outlay	691,674	646,223	502,800	490,050
Total Before Transfers	478,537	1,256,163	545,801	490,050
Appropriation Total	$ 478,537	$ 1,256,163	$ 545,801	$ 490,050

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : CITY MANAGER - WORKERS

EXHIBIT B
690.516

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Human Resources Manager * *	0.20	0.20	0.20	-	$ -
* .8 FTE charged to General fund					
TOTAL	0.20	0.20	0.20	-	$ -

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
TOTAL	-	-	-	-	$ -

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **647.547**
PROGRAM : CITY MANAGER - INFORMATION TECHNOLOGY

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 702,255	$ 836,765	$ 781,754	$ 870,077
Supplies, Services & Capital Outlay	660,391	636,450	1,016,395	465,758
Capital projects	229,129	36,813	67,000	69,401
Total Before Transfers	1,591,774	1,510,028	1,865,149	1,405,236
Appropriation Total	$ 1,591,774	$ 1,510,028	$ 1,865,149	$ 1,405,236

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : CITY MANAGER - INFORMATION TECHNOLOGY

EXHIBIT B
647.547

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Information Technology Manager	1.00	1.00	1.00	1.00	$ 251,994
Information Technology Administrator	1.00	1.00	3.00	3.00	615,083
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	$ 867,077

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

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 **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **448.518**
PROGRAM : CITY MANAGER - MANAGER O CIP FUND

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ -	$ -	$ 172,878	$ 314,405
Supplies, Services & Capital Outlay	-	-	100,000	80,000
Total Before Transfers	-	-	272,878	394,405
Appropriation Total	$ -	$ -	$ 272,878	$ 394,405

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : CITY MANAGER - MANAGER O

EXHIBIT B
448.518

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Amended	FY 2021 Adopted	FY 2021 Adopted
Senior Public Works Project Manager (Senior Civil Engineer) * *	-	-	1.00	1.00	$ 246,008
* 4-Year Limited Term					
TOTAL	-	-	1.00	1.00	$ 246,008

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Amended	FY 2021 Adopted	FY 2021 Adopted
TOTAL	-	-	-	-	$ -

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 2021 Proposed
Employee Services	$ -	$ -	$ 2,004,722	$ -
Supplies, Services & Capital Outlay	-	-	110,144	500,000
Total Before Transfers	-	-	2,114,866	500,000
Appropriation Total	$ -	$ -	$ 2,114,866	$ 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 PROGRAM SUMMARY

Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 3,672,324	$ 3,926,841	$ 3,293,285	$ 3,534,440
Supplies, Services & Capital Outlay	2,511,555	2,702,940	2,383,200	2,097,947
Capital Projects	51,569	33,882	35,253	-
Total Before Transfers	6,235,448	6,663,663	5,711,738	5,632,387
Appropriation Total	$ 6,235,448	$ 6,663,663	$ 5,711,738	$ 5,632,387

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
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 & Community Services Director	1.00	1.00	1.00	1.00
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	6.00
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
Permanent	17.25	17.25	18.25	18.25
Limited-Term Positions				
Recreation Specialist	1.00	1.00	-	-
Limited-Term Position	1.00	1.00	-	-

RECREATION & COMMUNITY PROGRAM SUMMARY

Staffing (Full-Time Equivalents)

Temporary Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
Adult Sports League Officials	0.89	0.78	0.87	-
Aquatic Instructor/Lifeguard	2.57	2.43	2.33	-
Building Attendants	3.68	3.71	3.93	1.76
Case Management Support	0.29	0.29	0.29	0.29
Class Instructors	2.56	2.72	2.82	2.13
Clerical Relief	0.41	0.34	0.34	-
Customer Service Clerks	3.04	2.96	3.14	1.88
Day Camp Recreation Leader I, II, III	7.14	6.66	6.53	3.19
Day Camp Recreation Specialist	0.24	0.64	0.75	0.12
Day Camp Senior Recreation Specialist	0.24	0.24	-	-
Event Coordinator	0.47	0.63	0.66	0.20
Facility Attendant Staff	0.16	0.09	0.09	0.02
Field Attendant	0.74	0.74	0.56	-
Fitness Program Class Instructors	0.74	0.74	0.74	-
Fitness Program Staff (Drop-in)	4.18	3.91	4.03	3.18
Food Server	0.50	0.50	0.50	0.50
Guest Services Associate	0.45	0.45	0.45	0.25
Lifeguard/Instructor	0.23	0.11	0.12	0.07
Preschool Aides	2.14	2.14	2.21	1.69
Preschool Teacher	1.99	2.06	1.80	1.69
Program Assistant	1.10	0.80	0.79	0.23
Recreation Leader	0.10	0.10	0.10	-
Recreation Specialist	0.69	0.69	0.69	-
Relief Site Manager	0.04	0.04	0.04	0.04
Reservation Support	0.38	0.38	0.21	-
Skate Park Attendant	1.03	1.03	1.03	0.57
Skate Park Instructor	0.34	0.38	0.39	-
Sports Class Instructors	0.95	0.96	0.93	-
Summer Picnic Seasonal Support	-	-	0.23	-
Support Staff	0.22	0.22	0.34	0.19
Swim Team Coaches	1.87	1.87	2.44	1.96
Work Experience Leader	0.48	0.48	0.48	0.09
Youth League/Camp Leaders	0.39	0.37	0.47	0.48
Temporary	40.25	39.46	40.30	20.53
Total Full Time Equivalents	58.50	57.71	58.55	38.78

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.524**
PROGRAM : RECREATION & COMMUNITY SERVICES - ADMINISTRATION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 669,938	$ 696,315	$ 540,887	$ 504,459
Supplies, Services & Capital Outlay	103,010	112,916	76,587	82,835
Total Before Transfers	772,948	809,232	617,475	587,294
Appropriation Total	$ 772,948	$ 809,232	$ 617,475	$ 587,294

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.524**
PROGRAM : RECREATION & COMMUNITY SERVICES - ADMINISTRATION

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Recreation & Community Svcs. Director	1.00	1.00	1.00	1.00	$ 331,243
Office Specialist *	0.20	1.00	1.00	1.00	130,016
Recreation Services Manager ***	1.00	-	-		
Recreation Specialist (Youth Engagement) **	1.00	1.00	-		
Recreation Specialist (Youth Engagement) ****	-	-	1.00		
Administrative Analyst I	-	-	-		
* Moved from Programs 531 & 532					
** 2-Year Limited Term					
*** Moved to 527 in FY 19					
****Moved to 532 in FY'21					
TOTAL	3.20	3.00	3.00	2.00	$ 461,259

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Adopted
Clerical Relief (Vacation/Holiday)	0.41	0.34	0.34		
Customer Service Clerks	2.04	2.04	2.04	1.15	43,200
Recreation Leader *	0.10	0.10	0.10		
Work Experience Leader *	0.48	0.48	0.48		
* Youth Engagement Program					
TOTAL	3.03	2.96	2.96	1.15	$ 43,200

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.525**
PROGRAM : RECREATION & COMMUNITY SERVICES - NUTRITION PROGRAM

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 93,667	$ 111,292	$ 111,654	$ 94,653
Supplies, Services & Capital Outlay	95,566	94,072	105,930	98,994
Total Before Transfers	189,234	205,364	217,585	193,647
Appropriation Total	$ 189,234	$ 205,364	$ 217,585	$ 193,647

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.525**
PROGRAM : RECREATION & COMMUNITY SERVICES - NUTRITION PROGRAM

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Nutrition Site Manager	0.50	0.50	0.50	0.50	$ 41,420
Senior Services Supervisor *	0.20	0.20	0.20	0.20	36,772
Utility Worker **	0.15	-	-		
* Balance in Program 526					
** Moved to Program 527					
TOTAL	0.85	0.70	0.70	0.70	$ 78,193

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Relief Site Manager	0.04	0.04	0.04	0.04	1,900
Food Server	0.50	0.50	0.50	0.50	14,560
TOTAL	0.54	0.54	0.54	0.54	$ 16,460

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.526**
PROGRAM : RECREATION & COMMUNITY SERVICES - ADULT SERVICES

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 501,362	$ 567,788	$ 451,400	$ 560,687
Supplies, Services & Capital Outlay	163,094	187,200	122,763	104,860
Total Before Transfers	664,456	754,988	574,162	665,546
Appropriation Total	$ 664,456	$ 754,988	$ 574,162	$ 665,546

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.526**
PROGRAM : RECREATION & COMMUNITY SERVICES - ADULT SERVICES

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Senior Services Supervisor *	0.80	0.80	0.80	0.80	$ 147,090
Recreation Program Coordinator	1.00	1.00	1.00	1.00	153,930
Utility Worker **	0.15	-	-	-	-
Recreation Specialist ***	1.00	1.00	1.00	3.00	111,369
* Balance in Program 525					
** Moved to Program 527					
*** Reclassed from Office Assistant					
TOTAL	2.95	2.80	2.80	4.80	$ 412,389

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Lifeguard/Instructor	0.23	0.11	0.12	0.07	$ 1,946
Class Instructors	1.93	1.98	2.08	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	0.73	25,840
TOTAL	3.45	3.30	3.59	2.59	$ 148,298

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.527**
PROGRAM : RECREATION & COMMUNITY SERVICES - COMMUNITY CENTER

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 583,828	$ 681,987	$ 609,924	$ 866,317
Supplies, Services & Capital Outlay	362,373	439,174	614,085	487,969
Total Before Transfers	946,201	1,121,161	1,224,009	1,354,287
Appropriation Total	$ 946,201	$ 1,121,161	$ 1,224,009	$ 1,354,287

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.527**
PROGRAM : RECREATION & COMMUNITY SERVICES - COMMUNITY CENTER

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Recreation Supervisor	1.00	1.00	1.00	1.00	$ 183,862
Office Specialist *	1.00	1.00	1.00	1.00	135,891
Utility Worker **	0.60	1.00	1.00	1.00	143,812
Recreation Specialist (Facilities)	1.00	1.00	1.00	1.00	118,742
Recreation Services Manager***	-	1.00	1.00	1.00	226,210
TOTAL	3.60	5.00	5.00	5.00	$ 808,517

* Reclassed from Sr. Office Assistant
** Moved from Program 525, 526, 531 & 532
*** Moved from Program 524

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Support Staff	0.22	0.22	0.34	0.19	$ 5,400
Building Attendants	3.66	3.69	3.91	1.76	51,400
Field Attendant	0.74	0.74	0.56		
Reservations Support	0.38	0.38	0.21		
Summer Picnic Seasonal Support	-	-	0.23		
TOTAL	5.00	5.03	5.25	1.95	$ 56,800

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.528**
PROGRAM : RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 293,969	$ 310,242	$ 258,246	$ 271,328
Supplies, Services & Capital Outlay	126,718	118,849	106,930	93,526
Total Before Transfers	420,688	429,091	365,176	364,854
Appropriation Total	$ 420,688	$ 429,091	$ 365,176	$ 364,854

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.528**
PROGRAM : RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Recreation Supervisor *	0.75	0.75	0.75	0.75	130,936
Museum Collections Specialist	1.00	1.00	1.00	1.00	118,142
* Reclassed from Sr. Museum Specialist					
TOTAL	1.75	1.75	1.75	1.75	$ 249,078

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Facility Attendant Staff	0.16	0.09	0.09	0.02	$ 640
Building Attendant (Museum Support)	0.02	0.02	0.02	-	
Program Assistant	1.10	0.80	0.79	0.23	7,800
Event Coordinator	0.47	0.63	0.66	0.20	7,000
Guest Services Associate	0.45	0.45	0.45	0.25	6,750
TOTAL	2.20	1.99	2.01	0.70	$ 22,190

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.

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.529**
PROGRAM : RECREATION & COMMUNITY SERVICES - HERITAGE THEATRE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Supplies, Services & Capital Outlay	923,244	983,351	785,323	748,469
Capital projects	51,569	33,882	35,253	-
Total Before Transfers	974,813	1,017,233	820,576	748,469
Appropriation Total	$ 974,813	$ 1,017,233	$ 820,576	$ 748,469

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.531**
PROGRAM : RECREATION & COMMUNITY SERVICES - SPORTS, AQUATICS, FITNESS

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 845,825	$ 874,709	$ 721,485	$ 654,287
Supplies, Services & Capital Outlay	300,518	307,048	245,302	191,681
Total Before Transfers	1,146,343	1,181,757	966,787	845,968
Appropriation Total	$ 1,146,343	$ 1,181,757	$ 966,787	$ 845,968

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.531**
PROGRAM : RECREATION & COMMUNITY SERVICES - SPORTS, AQUATICS, FITNESS

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Recreation Supervisor	1.00	1.00	1.00	1.00	$ 180,228
Office Specialist *	0.40	-	-	-	-
Utility Worker **	0.05	-	-	-	-
Recreation Specialist	2.00	2.00	2.00	2.00	238,311
* Moved to Program 524					
** Moved to Program 527					
TOTAL	3.45	3.00	3.00	3.00	$ 418,539

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
SPORTS:					
Adult Sports League Officials	0.89	0.78	0.87	0.08	$ 3,653
Youth League/Camp Leaders	0.39	0.37	0.47	0.10	4,566
Sports Class Instructors	0.95	0.96	0.93	0.15	6,850
Recreation Specialist	0.69	0.69	0.69	0.15	6,850
AQUATICS:					
Swim Team Coaches (4)	1.87	1.87	2.44	1.14	40,337
Aquatic Instructor/Lifeguard	2.57	2.43	2.33	0.82	29,015
FITNESS:					
Fitness Program Class Instructors	4.18	3.91	4.03	2.95	104,688
Fitness Program Staff- Drop In	0.74	0.74	0.74	0.23	20,063
SKATE PARK:					
Skate Park Attendant	1.03	1.03	1.03	0.41	12,750
Skate Park Instructor	0.34	0.38	0.39	0.16	4,976
TOTAL	13.65	13.16	13.92	6.19	$ 233,748

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.532**
PROGRAM : RECREATION & COMMUNITY SERVICES - PRE-SCHOOL, DAY CAMP AND ENRICHMENT CLASSES

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 683,735	$ 684,508	$ 599,689	$ 582,709
Supplies, Services & Capital Outlay	437,032	460,329	326,280	289,613
Total Before Transfers	1,120,766	1,144,838	925,969	872,322
Appropriation Total	$ 1,120,766	$ 1,144,838	$ 925,969	$ 872,322

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.532**
PROGRAM : RECREATION & COMMUNITY SERVICES - PRE-SCHOOL, DAY CAMP AND ENRICHMENT CLASSES

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Recreation Supervisor	1.00	1.00	1.00	1.00	$ 172,665
Utility Worker **	0.05	-	-	-	-
Office Specialist *	0.40	-	-	-	-
Recreation Specialist (Preschool & Youth) ***	1.00	1.00	1.00	-	108,813
* Moved to Program 524					
** Moved to Program 527					
***Moved from Program 524 in FY'21					
TOTAL	2.45	2.00	2.00	1.00	$ 281,478

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Day Camp Senior Recreation Specialist	0.24	0.24	-		
Day Camp Recreation Specialist	0.24	0.64	0.75	0.12	$ 4,617
Day Camp Recreation Leader I, II, III	7.14	6.66	6.53	3.19	102,148
Class Instructors	0.63	0.74	0.74	0.63	32,263
Preschool Teacher	1.99	2.06	1.80	1.69	87,613
Preschool Aides	2.14	2.14	2.21	1.69	70,090
Work Experience Leader				0.09	2,500
TOTAL	12.38	12.48	12.03	7.41	$ 299,231

Finance & Non-Departmental

Programs:

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

FINANCE DEPARTMENT PROGRAM SUMMARY

Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 1,772,277	$ 1,489,345	$ 1,594,001	$ 1,402,761
Supplies, Services & Capital Outlay	1,923,846	1,945,423	1,668,433	1,754,040
Debt Service	854,200	849,275	871,725	769,300
Total Before Transfers	4,550,323	4,284,043	4,134,159	3,926,101
Appropriation Total	$ 4,550,323	$ 4,284,043	$ 4,134,159	$ 3,926,101

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
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	8.80	8.80	8.80	8.80
Limited-Term Positions				
Temporary Positions				
Clerical Relief	0.30	-	-	-
Temporary	0.30	-	-	-
Total Full Time Equivalents	9.10	8.80	8.80	8.80

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

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

EXHIBIT A
101.535

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 1,154,134	$ 1,199,051	$ 1,299,001	$ 1,502,761
Supplies, Services & Capital Outlay	370,497	857,649	418,553	328,078
Total Before Transfers	1,524,631	2,056,701	1,717,554	1,830,839
Appropriation Total	$ 1,524,631	$ 2,056,701	$ 1,717,554	$ 1,830,839

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

EXHIBIT B
101.535

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Finance Director	1.00	1.00	1.00	1.00	$ 303,118
Finance Manager	1.00	1.00	1.00	1.00	243,358
Senior Accountant	1.00	1.00	-	-	-
Accountant	1.00	1.00	2.00	2.00	299,739
Payroll / Accounting Technician	1.00	1.00	1.00	1.00	138,706
Accounting Clerk II	2.00	2.00	2.00	2.00	281,728
Office Assistant	1.00	1.00	1.00	1.00	121,859
Executive Assistant	0.80	0.80	0.80	0.80	111,753
TOTAL	8.80	8.80	8.80	8.80	$ 1,500,261

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

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

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 2021 Proposed
Employee Services	$ 618,143	$ 290,293	$ 295,000	$ (100,000)
Supplies, Services & Capital Outlay	1,550,038	1,084,262	1,243,350	1,422,462
Total Before Transfers	2,168,180	1,374,556	1,538,350	1,322,462
Appropriation Total	$ 2,168,180	$ 1,374,556	$ 1,538,350	$ 1,322,462

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 **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **370.548**
PROGRAM : FINANCE - DEBT SERVICE - 2016 REFUNDING LEASE REVENUE BOND

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Debt Service	854,200	849,275	871,725	769,300
Total Before Transfers	854,200	849,275	871,725	769,300
Appropriation Total	$ 854,200	$ 849,275	$ 871,725	$ 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 **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **236.549**
PROGRAM : FINANCE - COMMUNITY FACILITIES DISTRICT #1

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Supplies, Services & Capital Outlay	3,311	3,511	5,000	3,500
Total Before Transfers	3,311	3,511	5,000	3,500
Appropriation Total	$ 3,311	$ 3,511	$ 5,000	$ 3,500

Community Development

Programs:

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

COMMUNITY DEVELOPMENT PROGRAM SUMMARY

Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 2,195,361	$ 2,569,847	$ 2,500,178	$ 2,884,875
Supplies, Services & Capital Outlay	964,048	810,694	818,408	914,100
Total Before Transfers	3,159,410	3,380,542	3,318,586	3,798,975
Appropriation Total	$ 3,159,410	$ 3,380,542	$ 3,318,586	$ 3,798,975

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
Assistant/Associate Planner	1.00	1.00	2.00	3.00
Building Division Manager / Bldg Official	1.00	1.00	1.00	1.00
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	1.00
Permanent	10.00	10.00	15.00	15.00
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	3.00	5.00	-	-

COMMUNITY DEVELOPMENT PROGRAM SUMMARY

Staffing (Full-Time Equivalents)

Temporary Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
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	1.77
Total Full Time Equivalents	16.53	16.77	16.77	16.77

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.550**
PROGRAM : COMMUNITY DEVELOPMENT - ADMINISTRATION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 370,055	$ 393,268	$ 394,016	$ 420,449
Supplies, Services & Capital Outlay	118,310	124,395	141,877	112,686
Total Before Transfers	488,365	517,663	535,894	533,135
Appropriation Total	$ 488,365	$ 517,663	$ 535,894	$ 533,135

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : COMMUNITY DEVELOPMENT - ADMINISTRATION

EXHIBIT B
101.550

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Community Development Director *	0.90	0.90	0.90	0.90	$ 273,244
Executive Assistant	1.00	1.00	1.00	1.00	147,206
* 0.10 FTE Allocated to Prog 556					
TOTAL	1.90	1.90	1.90	1.90	$ 420,449

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
TOTAL	-	-	-	-	$ -

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.551**
PROGRAM : COMMUNITY DEVELOPMENT - CURRENT PLANNING

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 701,920	$ 772,804	$ 627,819	$ 909,386
Supplies, Services & Capital Outlay	36,678	87,027	75,502	118,044
Total Before Transfers	738,598	859,831	703,321	1,027,431
Appropriation Total	$ 738,598	$ 859,831	$ 703,321	$ 1,027,431

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.551**
PROGRAM : COMMUNITY DEVELOPMENT - CURRENT PLANNING

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Assistant/Associate Planner *	0.70	0.70	0.70	1.00	$ 196,879
Assistant/Associate Planner **	1.00	1.00	-	-	-
Assistant/Associate Planner	-	-	1.00	1.00	155,254
Senior Planner ***	1.30	1.30	1.30	1.00	219,407
Planning Technician **	1.00	1.00	-	-	-
Planning Technician	-	-	1.00	1.00	137,226
Code Enforcement Officer ***	-	1.00	1.00	1.00	175,620
* Balance Funded in Program 552					
** Limited- Term Position					
*** Balance Funded in Programs 552 & 557					
TOTAL	4.00	5.00	5.00	5.00	$ 884,386

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Planning Intern	0.13	0.13	0.13	0.13	$ 5,000
TOTAL	0.13	0.13	0.13	0.13	$ 5,000

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.552**
PROGRAM : COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 48,081	$ 144,240	$ 114,671	$ 158,665
Supplies, Services & Capital Outlay	162,135	47,874	132,204	9,761
Total Before Transfers	210,216	192,115	246,875	168,426
Appropriation Total	$ 210,216	$ 192,115	$ 246,875	$ 168,426

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.552**
PROGRAM : COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Senior Planner *	0.50	0.50	0.50	-	$ -
Assistant/Associate Planner **	0.30	0.30	0.30	0.80	158,665
* Balance Funded in Programs 551 & 557					
** Balance Funded in Program 551					
TOTAL	0.80	0.80	0.80	0.80	$ 158,665

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
TOTAL	-	-	-	-	$ -

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.554**
PROGRAM : COMMUNITY DEVELOPMENT - BUILDING DIVISION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 916,258	$ 1,060,560	$ 1,199,533	$ 1,151,632
Supplies, Services & Capital Outlay	514,943	291,676	287,314	421,987
Total Before Transfers	1,431,202	1,352,235	1,486,847	1,573,619
Appropriation Total	$ 1,431,202	$ 1,352,235	$ 1,486,847	$ 1,573,619

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.554**
PROGRAM : COMMUNITY DEVELOPMENT - BUILDING DIVISION

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Building Division Manager / Bldg Official	1.00	1.00	1.00	1.00	$ 253,583
Building Inspector	2.00	2.00	3.00	3.00	563,193
Building Inspector *	-	1.00	-	-	-
Code Enforcement Officer	0.93	-	-	-	-
Permit Technician	1.00	1.00	1.00	1.00	135,422
Senior Building Inspector *	1.00	1.00	-	-	-
Senior Building Inspector	-	-	1.00	1.00	179,035
* Limited Term Position					
TOTAL	5.93	6.00	6.00	6.00	$ 1,131,232

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

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 **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.556**
PROGRAM : COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 104,274	$ 161,770	$ 133,660	$ 204,740
Supplies, Services & Capital Outlay	18,400	31,020	28,812	28,822
Total Before Transfers	122,674	192,790	162,472	233,562
Appropriation Total	$ 122,674	$ 192,790	$ 162,472	$ 233,562

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.556**
PROGRAM : COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Community Development Director *	0.10	0.10	0.10	0.10	$ 30,360
Economic Development Specialist **	1.00	1.00	-	-	-
Economic Development Specialist	-	-	1.00	1.00	144,380
* Balance in Program 550					
** 2-Year Limited Term					
TOTAL	1.10	1.10	1.10	1.10	$ 174,740

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Economic Development Intern	1.00	1.00	1.00	1.00	$ 30,000
TOTAL	1.00	1.00	1.00	1.00	$ 30,000

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 **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **233.557**
PROGRAM : COMMUNITY DEVELOPMENT - HOUSING ASSISTANCE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 54,773	$ 37,206	$ 30,478	$ 40,002
Supplies, Services & Capital Outlay	113,581	228,703	152,700	222,800
Total Before Transfers	168,355	265,908	183,178	262,802
Appropriation Total	$ 168,355	$ 265,908	$ 183,178	$ 262,802

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **233.557**
PROGRAM : COMMUNITY DEVELOPMENT - HOUSING ASSISTANCE

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Senior Planner *	0.20	0.20	0.20	0.20	$ 40,002
* Balance Funded in Programs 551 & 552					
TOTAL	0.20	0.20	0.20	0.20	$ 40,002

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
TOTAL	-	-	-	-	$ -

Legal Services

Program: 560 Legal Services

LEGAL SERVICES PROGRAM SUMMARY

Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 385,494	$ 329,033	$ 337,171	$ 350,242
Supplies, Services & Capital Outlay	169,858	529,335	227,212	247,927
Total Before Transfers	555,351	858,368	564,382	598,169
Appropriation Total	$ 555,351	$ 858,368	$ 564,382	$ 598,169

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
City Attorney	1.00	1.00	1.00	1.00
Permanent	1.00	1.00	1.00	1.00
Limited-Term Positions				
Temporary Positions				
Total Full Time Equivalents	1.00	1.00	1.00	1.00

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

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 2021 Proposed
Employee Services	$ 385,494	$ 329,033	$ 337,171	$ 350,242
Supplies, Services & Capital Outlay	169,858	529,335	227,212	247,927
Total Before Transfers	555,351	858,368	564,382	598,169
Appropriation Total	$ 555,351	$ 858,368	$ 564,382	$ 598,169

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : LEGAL SERVICES

EXHIBIT B
101.560

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
City Attorney*	1.00	1.00	1.00	1.00	$ 342,962
* Retainer per contract					
TOTAL	1.00	1.00	1.00	1.00	$ 342,962

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
TOTAL	-	-	-	-	$ -

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.*

PUBLIC SAFETY PROGRAM SUMMARY

Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 15,395,356	$ 16,504,696	$ 17,194,615	$ 18,098,076
Supplies, Services & Capital Outlay	2,315,476	2,280,366	2,424,221	2,221,594
Capital Projects	-	46,068	231,200	-
Total Before Transfers	17,710,832	18,831,130	19,850,035	20,319,671
Appropriation Total	$ 17,710,832	$ 18,831,130	$ 19,850,035	$ 20,319,671

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
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	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	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	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	-
Public Safety Assistant	1.50	2.50	0.50	-
Training Coordinator	-	-	-	0.50
Temporary	5.28	6.28	4.28	4.08
Total Full Time Equivalents	74.13	76.33	76.83	75.80

Total Full Time Equivalents	74.13	76.33	76.83	76.00

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

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 2021 Proposed
Employee Services	$ 625,429	$ 704,526	$ 902,218	$ 907,540
Supplies, Services & Capital Outlay	426,423	491,223	522,375	451,814
Total Before Transfers	1,051,851	1,195,749	1,424,593	1,359,353
Appropriation Total	$ 1,051,851	$ 1,195,749	$ 1,424,593	$ 1,359,353

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : POLICE ADMINISTRATION

EXHIBIT B
101.601

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Police Chief	1.00	1.00	1.00	1.00	$ 580,203
Executive Assistant	0.80	0.80	0.80	0.80	111,708
Communications and Public Engagement Coordinator	-	0.50	-	1.00	165,628
Communications and Public Engagement Coordinator *	-	-	1.00	-	-
* 2-year Limited Term. Balance of position in Program 510					
TOTAL	1.80	2.30	2.80	2.80	$ 857,540

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Training Coordinator	-	1.00	-	0.50	$ 41,600
TOTAL	-	1.00	-	0.50	$ 41,600

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

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 2021 Proposed
Employee Services	$ 1,978,622	$ 2,117,948	$ 2,074,573	$ 2,320,351
Supplies, Services & Capital Outlay	441,617	307,362	274,431	357,996
Total Before Transfers	2,420,239	2,425,310	2,349,004	2,678,347
Appropriation Total	$ 2,420,239	$ 2,425,310	$ 2,349,004	$ 2,678,347

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : POLICE COMMUNICATIONS

EXHIBIT B
101.602

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Support Services Manager *	0.50	0.50	0.50	0.50	$ 113,596
Communications Supervisor	1.00	1.00	1.00	1.00	205,553
Public Safety Dispatcher	9.00	9.00	9.00	10.00	1,769,734
Public Safety Systems Specialist	1.00	1.00	1.00	1.00	183,468
* Balance in Program 603					
TOTAL	11.50	11.50	11.50	12.50	$ 2,272,351

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

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

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 2021 Proposed
Employee Services	$ 1,133,906	$ 1,149,419	$ 1,164,400	$ 1,288,200
Supplies, Services & Capital Outlay	141,006	180,254	125,278	137,124
Total Before Transfers	1,274,912	1,329,673	1,289,679	1,425,324
Appropriation Total	$ 1,274,912	$ 1,329,673	$ 1,289,679	$ 1,425,324

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : POLICE RECORDS DIVISION

EXHIBIT B
101.603

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Support Services Manager *	0.50	0.50	0.50	0.50	$ 113,596
Police Records Supervisor	1.00	1.00	1.00	1.00	171,732
Police Records Specialist	6.00	6.00	6.00	6.00	836,256
Property/Evidence Specialist	1.00	1.00	1.00	1.00	149,431
Community Services Officer	1.00	1.00	1.00	0.08	13,185
* Balance of Position in Program 602					
TOTAL	9.50	9.50	9.50	8.58	$ 1,284,200

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

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

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

EXHIBIT A
101.604

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 3,735,142	$ 4,125,433	$ 3,661,817	$ 4,538,319
Supplies, Services & Capital Outlay	285,759	250,411	360,511	291,180
Total Before Transfers	4,020,901	4,375,843	4,022,328	4,829,499
Appropriation Total	$ 4,020,901	$ 4,375,843	$ 4,022,328	$ 4,829,499

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

EXHIBIT B
101.604

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Police Captain	1.00	1.00	1.00	1.00	$ 520,061
Police Sergeant	2.00	2.00	2.00	2.00	877,053
Police Agent	2.00	2.00	2.00	2.00	795,006
Police Officer *	8.00	9.00	9.00	9.00	2,060,919
Community Services Officer	0.75	0.75	0.75	0.75	118,281
* 1 FTE funded by County of Santa Clara - Fire Department					
TOTAL	13.75	14.75	14.75	14.75	$ 4,371,319

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Public Safety Assistant	1.50	1.50	0.50	-	$ -
Crossing Guards	3.43	3.43	3.43	3.43	107,000
TOTAL	4.93	4.93	3.93	3.43	$ 107,000

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

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 2021 Proposed
Employee Services	$ 7,795,665	$ 8,305,370	$ 9,256,370	$ 9,043,667
Supplies, Services & Capital Outlay	1,020,672	1,051,117	1,072,318	983,480
Total Before Transfers	8,816,337	9,356,487	10,328,688	10,027,147
Appropriation Total	$ 8,816,337	$ 9,356,487	$ 10,328,688	$ 10,027,147

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

EXHIBIT B
101.605

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Police Captain	1.00	1.00	1.00	1.00	$ 514,499
Police Sergeant	5.00	5.00	5.00	5.00	1,861,484
Police Agent	4.00	4.00	4.00	4.00	1,582,424
Police Officer *	20.00	21.00	21.00	21.00	4,623,785
Community Services Officer	1.80	1.00	3.00	2.08	299,876
* 1 FTE funded by County of Santa Clara - Fire Department					
TOTAL	31.80	32.00	34.00	33.08	$ 8,882,067

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

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

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 2021 Proposed
Supplies, Services & Capital Outlay	8,126,844	8,591,974	9,126,693	9,552,487
Total Before Transfers	8,126,844	8,591,974	9,126,693	9,552,487
Appropriation Total	$ 8,126,844	$ 8,591,974	$ 9,126,693	$ 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 PROGRAM SUMMARY`

Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 7,904,839	$ 7,929,639	$ 7,412,189	$ 8,703,459
Supplies, Services & Capital Outlay	5,723,047	4,911,372	5,177,110	4,500,468
Capital Projects	75,856	120,403	550,107	301,000
Total Before Transfers	13,703,742	12,961,414	13,139,406	13,504,927
Transfers Out	173,265	-	-	-
Appropriation Total	$ 13,530,477	$ 12,961,414	$ 13,139,406	$ 13,504,927

PUBLIC WORKS PROGRAM SUMMARY

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed
Arborist	1.00	1.00	1.00	1.00
Assistant Engineer	2.50	2.50	2.50	2.50
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	2.00
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	1.00
Maintenance Worker II	-	-	-	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
Permanent	44.80	44.40	45.40	45.40
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
Temporary Positions				
Engineering Assistant (Intern)	1.00	1.00	1.00	0.90
Engineering Technician	0.20	-	-	-
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	0.30
Project Engineer	0.95	0.70	0.80	0.80
Project Manager (One-Time Projects)	0.40	0.40	-	0.50
Technician	-	0.50	0.25	0.40
Temporary Building Maintenance Worker	0.80	0.50	0.50	0.50
Temporary Labor (Parks)	3.50	2.75	3.00	2.00
Temporary Labor (Trees)	-	0.75	0.75	1.00
Temporary Staffing	1.00	1.00	1.00	1.20

Traffic Engineering Assistant (Intern)	0.50	0.50	0.50	0.40
Transportation Specialist (Limited Term)	0.50	-	-	-
Temporary	10.55	9.30	8.60	8.50
Total Full Time Equivalents	57.65	55.70	55.00	54.90

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
PROGRAM : PUBLIC WORKS - ADMINISTRATION

EXHIBIT A
101.701

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 647,100	$ 615,267	$ 530,690	$ 629,837
Supplies, Services & Capital Outlay	92,397	81,313	79,298	88,888
Total Before Transfers	739,496	696,580	609,987	718,726
Appropriation Total	$ 739,496	$ 696,580	$ 609,987	$ 718,726

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : PUBLIC WORKS - ADMINISTRATION

EXHIBIT B
101.701

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Public Works Director	1.00	1.00	1.00	1.00	$ 321,418
Executive Assistant	1.00	1.00	1.00	1.00	147,261
Office Specialist	1.00	1.00	1.00	1.00	134,659
Environmental Programs Specialist	-	-	1.00	-	-
TOTAL	3.00	3.00	4.00	3.00	$ 603,337

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Executive Project Manager	0.40	0.40	-		
Office Intern	0.80	0.50	0.50	0.50	$ 14,000
Office Assistant - Part-Time	-	0.20	0.20	0.20	12,000
TOTAL	1.20	1.10	0.70	0.70	$ 26,000

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.720**
PROGRAM : PUBLIC WORKS - TRANSPORTATION ENGINEERING

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 329,076	$ 367,364	$ 355,805	$ 362,525
Supplies, Services & Capital Outlay	35,314	57,209	49,087	52,994
Total Before Transfers	364,390	424,573	404,892	415,519
Appropriation Total	$ 364,390	$ 424,573	$ 404,892	$ 415,519

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.720**
PROGRAM : PUBLIC WORKS - TRANSPORTATION ENGINEERING

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Traffic Engineer	1.00	1.00	1.00	1.00	$ 256,338
Assistant Engineer	0.50	0.50	0.50	0.50	91,687
TOTAL	1.50	1.50	1.50	1.50	$ 348,025

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Traffic Engineering Assistant (Intern)	0.50	0.50	0.50	0.40	$ 14,000
TOTAL	0.50	0.50	0.50	0.40	$ 14,000

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

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 2021 Proposed
Employee Services	$ 1,087,990	$ 1,077,832	$ 1,088,466	$ 1,502,177
Supplies, Services & Capital Outlay	108,380	107,513	94,782	108,193
Capital projects	1,120	-	10,107	-
Total Before Transfers	1,197,490	1,185,345	1,193,354	1,610,370
Appropriation Total	$ 1,197,490	$ 1,185,345	$ 1,193,354	$ 1,610,370

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : PUBLIC WORKS - ENGINEERING

EXHIBIT B
101.730

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
City Engineer *	0.50	0.50	0.50	0.50	$ 152,453
Senior Civil Engineer	1.00	1.00	1.00	1.00	249,119
Assistant Engineer	1.00	1.00	1.00	1.00	195,996
Senior Public Works Inspector	1.00	1.00	1.00	1.00	198,063
Associate Engineer	1.00	1.00	1.00	1.00	202,600
Assistant Engineer **	1.00	1.00	1.00	1.00	195,941
Engineer Technician I **	1.00	1.00	-	1.00	148,005
Engineer Technician I	-	-	1.00	-	-
* Balance of Position in Program 740					
** Limited Term Position					
TOTAL	6.50	6.50	6.50	6.50	$ 1,342,177

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Engineering Assistant (Intern)	0.50	0.50	0.50	0.40	$ 14,000
Project Engineer/Inspector	0.75	0.70	0.80	0.80	115,000
GIS Technician	0.25	-	-		
Engineering Technician	-	0.25	0.25	0.35	20,000
TOTAL	1.50	1.45	1.55	1.55	$ 149,000

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

- Complete the East Campbell Avenue Plan Line study (tentative)
- Continue to develop a Green Infrastructure Plan as required by the recently reissued Storm Water Municipal Regional Permit

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM : PUBLIC WORKS - LAND DEVELOPMENT

EXHIBIT A
101.740

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 663,931	$ 701,528	$ 628,345	$ 799,505
Supplies, Services & Capital Outlay	742,490	240,321	81,114	164,315
Total Before Transfers	1,406,421	941,849	709,459	963,819
Appropriation Total	$ 1,406,421	$ 941,849	$ 709,459	$ 963,819

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : PUBLIC WORKS - LAND DEVELOPMENT

EXHIBIT B
101.740

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Senior Civil Engineer	1.00	1.00	1.00	1.00	$ 249,174
Assistant Engineer	1.00	1.00	1.00	1.00	181,193
City Engineer *	0.50	0.50	0.50	0.50	152,453
Public Works Inspector	1.00	1.00	1.00	1.00	190,684
* Balance of Position in Program 730					
TOTAL	3.50	3.50	3.50	3.50	$ 773,505

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Engineering Assistant (Intern)	0.50	0.50	0.50	0.40	$ 14,000
GIS Technician	0.25	-	-		
Engineering Technician	-	0.25	0.25	0.15	12,000
TOTAL	0.75	0.75	0.75	0.55	$ 26,000

COMMUNITY FACILTIES 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 **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **237.741**
PROGRAM : PUBLIC WORKS - COMMUNITY FACILITIES DISTRICT 32

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Supplies, Services & Capital Outlay	3,491	2,631	17,641	23,000
Total Before Transfers	3,491	2,631	17,641	23,000
Appropriation Total	$ 3,491	$ 2,631	$ 17,641	$ 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 **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **101.745**
PROGRAM : PUBLIC WORKS - MAINTENANCE ADMINISTRATION

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 428,272	$ 456,161	$ 484,712	$ 529,873
Supplies, Services & Capital Outlay	69,308	60,671	56,764	83,630
Capital projects	1,963	-	-	-
Total Before Transfers	499,543	516,832	541,475	613,503
Appropriation Total	$ 499,543	$ 516,832	$ 541,475	$ 613,503

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **101.745**
PROGRAM : PUBLIC WORKS - MAINTENANCE ADMINISTRATION

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted	FY 2021 Adopted
Public Works Superintendent	1.00	1.00	1.00	1.00	$ 251,615
Office Assistant	1.00	1.00	1.00	1.00	122,694
Executive Assistant	1.00	1.00	1.00	1.00	148,564
TOTAL	3.00	3.00	3.00	3.00	$ 522,873

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted	FY 2021 Adopted
Office Assistant	-	0.10	0.10	0.10	$ 6,000
TOTAL	-	0.10	0.10	0.10	$ 6,000

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

CITY OF CAMPBELL **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits **641.750**
PROGRAM : PUBLIC WORKS - VEHICLE & EQUIPMENT MAINTENANCE

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 444,073	$ 451,024	$ 433,291	$ 477,748
Supplies, Services & Capital Outlay	1,019,309	866,740	597,817	617,045
Capital projects	28,446	120,403	540,000	301,000
Total Before Transfers	1,491,829	1,438,167	1,571,108	1,395,793
Appropriation Total	$ 1,491,829	$ 1,438,167	$ 1,571,108	$ 1,395,793

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : PUBLIC WORKS - VEHICLE & EQUIPMENT MAINTENANCE

EXHIBIT B
641.750

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	$ 181,823
Mechanic I / II	1.90	1.90	1.90	1.90	295,426
TOTAL	2.90	2.90	2.90	2.90	$ 477,248

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
TOTAL	-	-	-	-	$ -

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM : PUBLIC WORKS - STREET MAINTENANCE

EXHIBIT A
204.760

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 972,464	$ 987,009	$ 932,925	$ 1,151,833
Supplies, Services & Capital Outlay	760,068	803,076	827,735	831,851
Total Before Transfers	1,732,532	1,790,084	1,760,660	1,983,684
Appropriation Total	$ 1,732,532	$ 1,790,084	$ 1,760,660	$ 1,983,684

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : PUBLIC WORKS - STREET MAINTENANCE

EXHIBIT B
204.760

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Street Maintenance Lead Worker	2.00	2.00	2.00	2.00	$ 300,366
Maintenance Worker I / II	4.00	4.00	4.00	4.00	568,326
Street Maintenance Supervisor	1.00	1.00	1.00	1.00	210,141
TOTAL	7.00	7.00	7.00	7.00	$ 1,078,833

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Maint. Worker-Stormwater Inlet Inspection and	0.65	0.50	0.50	0.60	$ 30,000
Maint. Worker-Street Tree Trimming*	0.35	0.50	0.50	0.60	30,000
* Funded from Environmental Services, Fund 209					
TOTAL	1.00	1.00	1.00	1.20	$ 60,000

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

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM : PUBLIC WORKS - SIGNALS & LIGHTING

EXHIBIT A
207.770

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 434,477	$ 448,147	$ 424,751	$ 525,623
Supplies, Services & Capital Outlay	507,292	555,057	684,047	510,133
Total Before Transfers	941,769	1,003,204	1,108,798	1,035,756
Transfers Out	173,265	-	-	-
Appropriation Total	$ 768,504	$ 1,003,204	$ 1,108,798	$ 1,035,756

CITY OF CAMPBELL **EXHIBIT B**
OPERATING BUDGET - Personnel Allocation **207.770**
PROGRAM : PUBLIC WORKS - SIGNALS & LIGHTING

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Lighting & Traffic Signal Supervisor	1.00	1.00	1.00	1.00	$ 201,435
Lighting & Traffic Signal Technician	1.00	1.00	1.00	1.00	167,153
Lighting & Traffic Signal Assistant	1.00	1.00	1.00	1.00	149,035
TOTAL	3.00	3.00	3.00	3.00	$ 517,623

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
TOTAL	-	-	-	-	$ -

Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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 Maintenance Zones 7 & 15
- Complete citywide tree inventory

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM : PUBLIC WORKS - PARK MAINTENANCE

EXHIBIT A
207.775

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 1,804,505	$ 1,735,408	$ 1,574,282	$ 1,953,275
Supplies, Services & Capital Outlay	1,315,802	1,187,751	1,237,156	1,133,941
Total Before Transfers	3,120,307	2,923,160	2,811,437	3,087,216
Appropriation Total	$ 3,120,307	$ 2,923,160	$ 2,811,437	$ 3,087,216

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : PUBLIC WORKS - PARK MAINTENANCE

EXHIBIT B
207.775

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Park Maintenance Supervisor	1.00	1.00	1.00	1.00	$ 215,362
Park Maintenance Lead Worker	3.00	3.00	3.00	3.00	467,729
Maintenance Worker I/II	7.00	7.00	6.00	6.00	830,303
Senior Park Maint Worker/Arborist	1.00	1.00	1.00	1.00	160,076
Environmental Programs Coordinator				1.00	134,804
TOTAL	12.00	12.00	11.00	12.00	$ 1,808,275

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Temporary Labor (Parks)	3.50	2.75	3.00	2.00	$ 80,000
Temporary Labor (Trees)	-	0.75	0.75	1.00	40,000
TOTAL	3.50	3.50	3.75	3.00	$ 120,000

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)

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM : PUBLIC WORKS - BUILDING MAINTENANCE

EXHIBIT A
101.780

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2021 Proposed
Employee Services	$ 642,953	$ 639,899	$ 508,924	$ 771,062
Supplies, Services & Capital Outlay	962,205	806,959	1,243,758	886,480
Capital projects	44,326	-	-	-
Total Before Transfers	1,649,484	1,446,858	1,752,682	1,657,541
Appropriation Total	$ 1,649,484	$ 1,446,858	$ 1,752,682	$ 1,657,541

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM : PUBLIC WORKS - BUILDING MAINTENANCE

EXHIBIT B
101.780

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
Building Maintenance Supervisor	1.00	1.00	1.00	1.00	$ 206,071
Building Maintenance Lead Worker	1.00	1.00	1.00	1.00	170,523
Building Maintenance Worker	2.00	2.00	2.00	2.00	301,469
TOTAL	4.00	4.00	4.00	4.00	$ 678,062

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	FY 2021 Proposed
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	0.50	60,000
TOTAL	1.20	0.90	1.00	1.00	$ 90,000

Capital Improvement Plan

This section of the budget contains the City's proposed 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 proposed FY 2021-25 CIP contains 52 projects of which 13 are new, 13 have appropriations within the five-year plan, and 26 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
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	Year 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 E-Wing Improvements	14,638		Carryover
Community Center Play Area Construction	78,555		Carryover

Community Center Q-80 and Q-84 Improvements	12,440		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
East Campbell Avenue Plan Line	145,841		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
Park In-Lieu Fees Update	124,618		Carryover
Park Systems Improvements	10,554		Carryover
Patrol and SWAT Sniper Rifles	75,000		Carryover
St. Anton Signal Project	54,716		Carryover
Sidewalk/Curb and Gutter Replacement	475,000	Annual	Construction Tax
Silicon Valley Radio Communications System	643,991		Carryover
Tidemark System Replacement	88,647		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	**$ 82,853,912**

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
General Hazardous Materials Survey of C.C.	90,000
Measure O - Civic Center Improvements	1,843,000
JDM Improvements - Budd - Constructions	1,775,000
Traffic and Street Sign Replacement	60,000
Sidewalk / Curb / Gutter	75,000
TOTAL	**$ 6,882,000**

Project Funding Sources

Revenue for project expenditures comes from a number of funding sources, both restricted and discretionary. Approximately 60% of the proposed FY 21-25 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 $33 million in the FY 2021-25 proposed 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 $10.9 million (13%); Vehicle Impact Fees are contributing a total $5.6 million (7%) 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 $5 million (6%); and Construction Tax and Environmental Services Funds are providing $1 million (1%) of the total $82.9 million in the proposed 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 proposed 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 $191,437 of CIPR each year of the FY 2021-25 CIP.

Planning Commission Review

The Planning Commission will hold a Public Hearing to consider the proposed CIP on June 9, 2020. During that meeting, the Commission will consider whether the proposed CIP is consistent with the City's General Plan, and will provide a recommendation on whether the proposed projects in the CIP are 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 2021-25 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 Pubic 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

Capital Improvement Plan Summaries
By Category

Community Center	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
Project							
(NEW) General Hazardous Materials Survey of C.C.	-	$90,000	$60,000	-	-	-	$150,00
Community Center - Sports Fields Irrigation Upgrades	$8,716	-	-	-	-	-	$8,71
Sub-total	**$8,716**	**$90,000**	**$60,000**	**-**	**-**	**-**	**$158,71**

Parks & Open Space							
Project							
(NEW) Campbell Park Bicycle Pathway	-	$150,000	-	-	-	-	$150,00
Campbell Park Improvements - Design	$171,052	-	-	-	-	-	$171,05
Campbell Park Improvements	-	-	$1,500,000	-	-	-	$1,500,00
(NEW) Community Center Track Resurfacing	-	-	-	$350,000	-	-	$350,00
JDM Improvements - Budd - Construction	$276,921	$1,775,000	$25,000	-	-	-	$2,076,92
JDM Improvements - Rincon - Design	-	-	-	-	-	$46,000	$46,00
(NEW) JDM Parking Lots	-	-	-	$240,000	-	-	$240,00
(NEW) JDM Restrooms Improvement - Budd	-	-	-	-	$108,000	$731,000	$839,00
JDM Rincon Recreational Building Assessment	-	-	-	-	$50,000	-	$50,00
Park In-Lieu Fees Update	$124,618	-	-	-	-	-	$124,61
Park Systems Improvements	$10,554	-	-	-	-	-	$10,55
Virginia Park Improvements	-	-	-	-	$70,000	$250,000	$320,00
Sub-total	**$583,145**	**$1,925,000**	**$1,525,000**	**$590,000**	**$228,000**	**$1,027,000**	**$5,878,14**

Public Facility (Buildings)							
Project							
ADA Transition Plan Improvements	$138,024	-	$50,000	-	$50,000	-	$238,02
Auxiliary Gym Upgrades	$54,000	-	-	-	-	-	$54,00
(NEW) City Hall Main Breaker Replacement	-	$55,000	-	-	-	-	$55,00
Civic Center - Refresh Improvements	$29,588	-	-	-	-	-	$29,58
Community Center Bathroom Upgrades	$119,693	-	-	-	-	-	$119,69
(NEW) Community Center C-Wing Breezeway	-	-	$50,000	-	-	-	$50,00
Community Center E-Wing Improvements	$14,638	-	-	-	-	-	$14,63
Community Center Play Area Construction	$78,555	-	-	-	-	-	$78,55
Community Center Q-80 and Q-84 Improvements	$12,440	-	-	-	-	-	$12,44
(NEW) Community Center Transformer Replacement	-	-	-	$200,000	-	-	$200,00
Community Development and PW Floor Space Plan	$3,524	-	-	-	-	-	$3,52
(NEW) Measure O - Civic Center Improvements	$289,000	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,00
Sub-total	**$739,462**	**$1,898,000**	**$11,179,000**	**$21,074,000**	**$13,982,000**	**$1,983,000**	**$50,855,46**

Public Facility (Equipment)							
Project							
CAD/RMS/MDC Replacement	$55,869	-	-	-	-	-	$55,86
In-Car Video System	$70,000	-	-	-	-	-	$70,00
(NEW) Lenco Bearcat (Armored Rescue Vehicle)	-	-	$62,550	$62,550	$62,550	$62,550	$250,20
Mobile EOC	$550,000	-	-	-	-	-	$550,00
Patrol and SWAT Sniper Rifles	$75,000	-	-	-	-	-	$75,00
(NEW) Service Pistol Replacement	-	-	-	-	$150,000	-	$150,00
Sub-total	**$750,869**	**-**	**$62,550**	**$62,550**	**$212,550**	**$62,550**	**$1,151,06**

Public Facility (I-T)							
Project							
(NEW) City Hall UPS for Emergency Phones &	-	$60,000	-	-	-	-	$60,00
Silicon Valley Radio Communications System	$643,991	-	-	-	-	-	$643,99
Tidemark System Replacement	$88,647	-	-	-	-	-	$88,64
Sub-total	**$732,638**	**$60,000**	**-**	**-**	**-**	**-**	**$792,63**

Streets & Signals	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
Project							
Annual Street Maintenance	$3,559,930	$2,729,000	$2,789,000	$2,789,000	$2,789,000	$2,789,000	$17,444,93
Bike/Pedestrian & Traffic Safety Improvements	$55,747	$45,000	$45,000	$45,000	$45,000	$45,000	$280,74
Campbell Avenue / Leigh Avenue Safety	$40,000	-	-	-	-	-	$40,00
Campbell Avenue and Page Street Traffic Signal	-	-	-	$60,000	$272,000	-	$332,00
Downtown Campbell Pedestrian Improvements	$45,000	-	-	-	-	-	$45,00
East Campbell Avenue Plan Line	$145,841	-	-	-	-	-	$145,84
Eden Avenue Sidewalk Improvements	$156,236	-	-	-	-	-	$156,23
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp -	-	-	-	-	$507,000	$1,000,000	$1,507,00

Streets & Signals							
Harriet Avenue Sidewalks	-	-	$1,000,000	$150,000	-	-	$1,150,00
Harriet Avenue Traffic Calming	$628,124	-	-	-	-	-	$628,12
Harriet/McCoy/STAR Traffic Signal (14GG)	$11,772	-	-	-	-	-	$11,77
Miscellaneous Storm Drainage Improvements	$100,000	-	-	$50,000	-	$50,000	$200,00
St. Anton Signal Project	$54,716	-	-	-	-	-	$54,71
Sidewalk/Curb and Gutter Replacement	$100,000	$75,000	$75,000	$75,000	$75,000	$75,000	$475,00
Traffic Calming Improvements	$66,161	-	-	-	-	-	$66,16
Traffic & Street Sign Replacement	$73,577	$60,000	$60,000	$60,000	-	-	$253,57
Winchester Boulevard Resurfacing	$1,226,778	-	-	-	-	-	$1,226,77
Sub-total	**$6,263,882**	**$2,909,000**	**$3,969,000**	**$3,229,000**	**$3,688,000**	**$3,959,000**	**$24,017,88**
GRAND TOTAL	**$9,078,712**	**$6,882,000**	**$16,795,550**	**$24,955,550**	**$18,110,550**	**$7,031,550**	**$82,853,91**

Capital Improvement Plan Summaries
By Responsible Department

City Manager's Office	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
Tidemark System Replacement	$88,647	-	-	-	-	-	$88,64
Sub-total	**$88,647**	**-**	**-**	**-**	**-**	**-**	**$88,64**

Police							
Project							
CAD/RMS/MDC Replacement	$55,869	-	-	-	-	-	$55,86
In-Car Video System	$70,000	-	-	-	-	-	$70,00
(NEW) Lenco Bearcat (Armored Rescue Vehicle)	-	-	$62,550	$62,550	$62,550	$62,550	$250,20
Mobile EOC	$550,000	-	-	-	-	-	$550,00
Patrol and SWAT Sniper Rifles	$75,000	-	-	-	-	-	$75,00
(NEW) Service Pistol Replacement	-	-	-	-	$150,000	-	$150,00
Silicon Valley Radio Communications System (SVRCS)	$643,991	-	-	-	-	-	$643,99
Sub-total	**$1,394,860**	**-**	**$62,550**	**$62,550**	**$212,550**	**$62,550**	**$1,795,06**

Public Works							
Project							
ADA Transition Plan Improvements	$138,024	-	$50,000	-	$50,000	-	$238,02
Annual Street Maintenance	$3,559,930	$2,729,000	$2,789,000	$2,789,000	$2,789,000	$2,789,000	$17,444,93
Bike/Pedestrian & Traffic Safety Improvements	$55,747	$45,000	$45,000	$45,000	$45,000	$45,000	$280,74
Campbell Avenue / Leigh Avenue Safety Improvements	$40,000	-	-	-	-	-	$40,00
Campbell Avenue and Page Street Traffic Signal	-	-	-	$60,000	$272,000	-	$332,00
(NEW) Campbell Park Bicycle Pathway	-	$150,000	-	-	-	-	$150,00
Campbell Park Improvements - Design	$171,052	-	-	-	-	-	$171,05
Campbell Park Improvements	-	-	$1,500,000	-	-	-	$1,500,00
(NEW) City Hall Main Breaker Replacement	-	$55,000	-	-	-	-	$55,00
(NEW) City Hall UPS for Emergency Phones & Computers	-	$60,000	-	-	-	-	$60,00
Civic Center - Refresh Improvements	$29,588	-	-	-	-	-	$29,58
Community Center Bathroom Upgrades	$119,693	-	-	-	-	-	$119,69
(NEW) Community Center C-Wing Breezeway Reroofing	-	-	$50,000	-	-	-	$50,00
Community Center E-Wing Improvements	$14,638	-	-	-	-	-	$14,63
Community Center Play Area Construction	$78,555	-	-	-	-	-	$78,55
Community Center Q-80 and Q-84 Improvements	$12,440	-	-	-	-	-	$12,44
Community Center - Sports Fields Irrigation Upgrades	$8,716	-	-	-	-	-	$8,71
(NEW) Community Center Track Resurfacing	-	-	-	$350,000	-	-	$350,00
(NEW) Community Center Transformer Replacement	-	-	-	$200,000	-	-	$200,00

Public Works (Continued)	Carryover	2020/21	2021/22	2022/23	2022/24	2024/25	TOTAL
Community Development and PW Floor Space Plan	$3,524	-	-	-	-	-	$3,52
Downtown Campbell Pedestrian Improvements	$45,000	-	-	-	-	-	$45,00
East Campbell Avenue Plan Line	$145,841	-	-	-	-	-	$145,84
Eden Avenue Sidewalk Improvements	$156,236	-	-	-	-	-	$156,23
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp - Prelim	-	-	-	-	$507,000	$1,000,000	$1,507,00
Harriet Avenue Sidewalks	-	-	$1,000,000	$150,000	-	-	$1,150,00
Harriet Avenue Traffic Calming	$628,124	-	-	-	-	-	$628,12
Harriet/McCoy/STAR Traffic Signal (14GG)	$11,772	-	-	-	-	-	$11,77
JDM Improvements - Budd - Construction	$276,921	$1,775,000	$25,000	-	-	-	$2,076,92
JDM Improvements - Rincon - Design	-	-	-	-	-	$46,000	$46,00
(NEW) JDM Parking Lots	-	-	-	$240,000	-	-	$240,00
(NEW) JDM Restrooms Improvement - Budd	-	-	-	-	$108,000	$731,000	$839,00
JDM Rincon Recreational Building Assessment	-	-	-	-	$50,000	-	$50,00
(NEW) Measure O - Civic Center Improvements	$289,000	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,00
Miscellaneous Storm Drainage Improvements	$100,000	-	-	$50,000	-	$50,000	$200,00
Park In-Lieu Fees Update	$124,618	-	-	-	-	-	$124,61
Park Systems Improvements	$10,554	-	-	-	-	-	$10,55
Sidewalk/Curb and Gutter Replacement	$100,000	$75,000	$75,000	$75,000	$75,000	$75,000	$475,00
St. Anton Signal Project	$54,716	-	-	-	-	-	$54,71
Traffic Calming Improvements	$66,161	-	-	-	-	-	$66,16
Traffic & Street Sign Replacement	$73,577	$60,000	$60,000	$60,000	-	-	$253,57
Virginia Park Improvements	-	-	-	-	$70,000	$250,000	$320,00
Winchester Boulevard Resurfacing	$1,226,656	-	-	-	-	-	$1,226,65
Sub-total	**$7,541,083**	**$6,792,000**	**$16,673,000**	**$24,893,000**	**$17,898,000**	**$6,969,000**	$80,766,08

Recreation & Community Services							
Project							
Auxiliary Gym Upgrades	$54,000	$-	$-	$-	$-	$-	$54,00
(NEW) General Hazardous Materials Survey of C.C. Buildings	$-	$90,000	$60,000	$-	$-	$-	$150,00
Sub-total	**$54,000**	**$90,000**	**$60,000**	**$-**	**$-**	**$-**	**$204,00**

GRAND TOTAL	**$9,078,712**	**$6,882,000**	**$16,795,550**	**$24,955,550**	**$18,110,550**	**$7,031,550**	**$82,853,91**

Capital Improvement Plan Summaries
By Funding Source

Capital Improvement Reserve	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	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 Q-80 and Q-84 Improvements	$12,440	-	-	-	-	-	$12,440
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
East Campbell Avenue Plan Line	$145,841	-	-	-	-	-	$145,841
(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
(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
St. Anton Signal Project	$54,716	-	-	-	-	-	$54,716
Tidemark System Replacement	$88,647	-	-	-	-	-	$88,647
Traffic & Street Sign Replacement	$73,577	$60,000	$60,000	$60,000	-	-	$253,577
Winchester Boulevard Resurfacing	$264,954	-	-	-	-	-	$264,954
Sub-total	**$2,589,476**	**$465,000**	**$482,550**	**$672,550**	**$462,550**	**$262,550**	**$4,934,676**

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	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,000
Sub-total	**$289,000**	**$1,843,000**	**$11,079,000**	**$20,874,000**	**$13,932,000**	**$1,983,000**	**$50,000,000**

Environmental Services Funds							
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)	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
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
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp - Prelim.	-	-	-	-	$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
Sub-total	**$1,892,450**	**$2,032,000**	**$2,032,000**	**$1,092,000**	**$1,811,000**	**$2,032,000**	**$10,891,450**

Parkland Dedication							
Project							
Auxilary Gym Upgrades	$54,000	-	-	-	-	-	$54,000
(NEW) Campbell Park Bicycle Pathyway	-	$150,000	-	-	-	-	$150,000
Campbell Park Improvements - Design	$171,052	-	-	-	-	-	$171,052
Campbell Park Improvements	-	-	$1,500,000	-	-	-	$1,500,000
Communiy Center E-Wing Improvements	$14,638	-	-	-	-	-	$14,638
Community Center Play Area Construction	$78,555	-	-	-	-	-	$78,555
(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
Park In-Lieu Fees Update	$124,618	-	-	-	-	-	$124,618
Park Systems Improvements	$10,554	-	-	-	-	-	$10,554
Virginia Park Improvements	-	-	-	-	$70,000	$250,000	$320,000
Sub-total	**$730,338**	**$925,000**	**$1,525,000**	**$590,000**	**$228,000**	**$1,027,000**	**$5,025,338**

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	$9,078,712	$6,882,000	$16,795,550	$24,955,550	$18,110,550	$7,031,550	$82,853,912

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

CIPR - Designated Fund Balance - Fund 101

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Tota FY 20
Designated CIP Fund Balance--July 1	$1,984,450	$1,579,450	$1,114,450	$823,337	$342,224	$71,112	$1,984,
Add Projected Revenues:							
CIPR Financial Policy Transfer ($1.5M/yr Target)	-	-	191,437	191,437	191,438	191,438	765,
Total Projected Resources	-	-	191,437	191,437	191,438	191,438	765,
Less Projected Expenditures:							
Five Year CIP Proposed	405,000	465,000	482,550	672,550	462,550	262,550	2,750,
Sub-Total Expenditures	405,000	465,000	482,550	672,550	462,550	262,550	2,750,
Projected Available Fund Balance	$1,579,450	$1,114,450	$823,337	$342,224	$71,112	$-	
FIVE YEAR CIP - RECAP BY PROJECT							
ADA Transition Plan	$50,000	$-	$50,000	$-	$50,000	$-	$150,
Annual Street Maintenance	200,000	200,000	200,000	200,000	200,000	200,000	1,200,
Harriet Avenue Sidewalks	-	-	-	150,000	-	-	150,
Sidewalk / Curb and Gutter Improvements	25,000	-	-	-	-	-	25,
Silicon Valley Radio Communications System	70,000	-	-	-	-	-	70,
Traffic & Street Sign Replacement	60,000	60,000	60,000	60,000	-	-	240,
(NEW) - City Hall Main Breaker Replacement	-	55,000	-	-	-	-	55,
(NEW) - City Hall UPS for Emergency Phones & Computers	-	60,000	-	-	-	-	60,
(NEW) - Community Center C-Wing Breezway Reroofing	-	-	50,000	-	-	-	50,
(NEW) - Community Center Transformer Replacement	-	-	-	200,000	-	-	200,
(NEW) - General Hazardous Materials Survey of CC Buildings	-	90,000	60,000	-	-	-	150,
(NEW) - Lenco Bearcat (Armored Rescue Vehicle)	-	-	62,550	62,550	62,550	62,550	250,
(NEW) - Service Pistol Replacement	-	-	-	-	150,000	-	150,
Totals	$405,000	$465,000	$482,550	$672,550	$462,550	$262,550	$2,750,

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

CIPR Carryover - Designated Fund Balance - Fund 101

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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	1,680,616	-	-	-	-	-	1,680,616
Return to General Fund Undesignated	603,826	-	-	-	-	-	603,826
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 Q-80 and Q-84 Improvements	12,440	-	-	-	-	-	12,440
Community Center - Sports Fields Irrigation Upgrades	8,716	-	-	-	-	-	8,716
Silicon Valley Radio Communictions 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
Tidemark System Replacement	88,647	-	-	-	-	-	88,647
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
East Campbell Avenue Plan Line	145,841	-	-	-	-	-	145,841
Traffic & Street Sign Replacement	13,577	-	-	-	-	-	13,577
Totals	$1,680,616	$-	$-	$-	$-	$-	$1,680,616

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

Construction Tax - Designated Fund Balance - Fund 101

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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
FIVE YEAR CIP - RECAP BY PROJECT							
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 20-21 Through FY 24-25

Environmental Services - Storm Drain Fund Balance - Fund 209

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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)
FIVE YEAR CIP - RECAP BY PROJECT							
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 20-21 Through FY 24-25

Grants/Private - Fund Balance - Funds 212, 216, 218, 435

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total FY 20-25
Add Projected Revenues:							
Federal Grants (SLESF, HSIP)	185,260	-	-	-	-	-	185,260
State Grant (VERBS, CalRecycle)	715,450	-	1,000,000	-	-	-	1,715,450
Local Grants (SCC VLF, SCC AIPG, MTC,VTA)	678,600	1,215,000	215,000	215,000	215,000	215,000	2,753,600
Measure B (SCC)	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)	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Cresleigh Homes	-	-	-	60,000	272,000	-	332,000
State EOC	-	-	-	-	507,000	-	507,000
Total Projected Revenues	2,396,310	2,032,000	2,032,000	1,092,000	1,811,000	2,032,000	11,395,310
Less Projected Expenditures:							
Five Year CIP Proposed	2,396,310	2,032,000	2,032,000	1,092,000	1,811,000	2,032,000	11,395,310
Sub-Total Expenditures	2,396,310	2,032,000	2,032,000	1,092,000	1,811,000	2,032,000	11,395,310
FIVE YEAR CIP - RECAP BY 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 / 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
Mobile EOC	550,000	-	-	-	-	-	550,000
Patrol and SWAT Sniper Rifles	75,000	-	-	-	-	-	75,000
Totals	$2,396,310	$2,032,000	$2,032,000	$1,092,000	$1,811,000	$2,032,000	$11,395,310

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

Gas Tax (SB1 funds only) - Fund Balance - Fund 204

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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	$102,968	$102,968	$102,968	$102,968	$102,968	$102,968
FIVE YEAR CIP - RECAP BY PROJECT							
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

Vehicle Impact - Fund Balance - Fund 202

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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
FIVE YEAR CIP - RECAP BY PROJECT							
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 20-21 Through FY 24-25

Measure O - Fund Balance - Fund 448

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total FY 20-25
Available Fund Balance--July 1	$-	$(289,000)	$7,868,000	$36,789,000	$15,915,000	$1,983,000	$
Add Projected Revenues:							
Measure O Bond Proceeds	-	10,000,000	40,000,000	-	-	-	50,000,00
Total Projected Revenues	-	10,000,000	40,000,000	-	-	-	50,000,00
Less Projected Expenditures:							
Five Year CIP Proposed	289,000	1,843,000	11,079,000	20,874,000	13,932,000	1,983,000	50,000,00
Sub-Total Expenditures	289,000	1,843,000	11,079,000	20,874,000	13,932,000	1,983,000	50,000,00
Projected Available Fund Balance	$(289,000)	$7,868,000	$36,789,000	$15,915,000	$1,983,000	$-	$1,983,00
FIVE YEAR CIP - RECAP BY PROJECT							
(NEW) - Measure O - Design and Construction	$289,000	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,00
Totals	$289,000	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,00

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

Parkland Dedication - Fund Balance - Fund 295

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total FY 20-25
Cash Balance--July 1	$4,734,252	$4,487,951	$4,048,778	$3,004,753	$2,874,848	$3,104,345	$4,734,25
Add: Projected Revenues:							
Investment Income	84,037	85,827	80,976	60,095	57,497	62,087	430,51
Parkland Ded. Fees	400,000	400,000	400,000	400,000	400,000	400,000	2,400,00
Total Projected Revenues	484,037	485,827	480,976	460,095	457,497	462,087	2,830,51
Less Projected Expenditures:							
Five Year CIP Proposed	730,338	925,000	1,525,000	590,000	228,000	1,027,000	5,025,33
Sub-Total Expenditures	730,338	925,000	1,525,000	590,000	228,000	1,027,000	5,025,33
Projected Available Fund Balance	$4,487,951	$4,048,778	$3,004,753	$2,874,848	$3,104,345	$2,539,432	$2,539,43
FIVE YEAR CIP - RECAP BY PROJECT							
Auxiliary Gym Upgrades	$54,000	$-	$-	$-	$-	$-	$54,00
Campbell Park Improvements - Design	171,052	-	-	-	-	-	171,05
Campbell Park Improvements	-	-	1,500,000	-	-	-	1,500,00
Community Center E-Wing Improvements	14,638	-	-	-	-	-	14,63
Community Center Play Area Construction	78,555	-	-	-	-	-	78,55
JDM Improvements - Budd	-	775,000	25,000	-	-	-	800,00
JDM Improvements - Rincon	-	-	-	-	-	46,000	46,00
JDM Park Improvements - Budd	276,921	-	-	-	-	-	276,92
JDM Rincon Recreational Bldg Assessment	-	-	-	-	50,000	-	50,00
Park In-Lieu Fees Update	124,618	-	-	-	-	-	124,61
Park Systems Improvements	10,554	-	-	-	-	-	10,55
(NEW) - Virginia Park Improvements	-	-	-	-	70,000	250,000	320,00
(NEW) - Campbell Park Bicycle Pathway	-	150,000	-	-	-	-	150,00
(NEW) - Community Center Track Resurfacing	-	-	-	350,000	-	-	350,00
(NEW) - JDM Parking Lots	-	-	-	240,000	-	-	240,00
(NEW) - JDM Restrooms Improvement - Budd	-	-	-	-	108,000	731,000	839,00
Totals	$730,338	$925,000	$1,525,000	$590,000	$228,000	$1,027,000	$5,025,33
CIP Totals--All Expenditures	**$ 9,078,712**	**$ 6,882,000**	**$ 16,795,550**	**$ 24,955,550**	**$ 18,110,550**	**$ 7,031,550**	**$ 82,853,91**

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 FY16-17 and continued through FY17-18. 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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Personnel	-	-	-	-	-	-
Supplies & Services	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Total	**-**	**-**	**-**	**-**	**-**	**-**
Funding Source	-	-	-	-	-	-
Additional Revenue	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition		x				
Design		x				
Bids received		x				
Bid Award		x				
Construction		x				

CAPITAL PROJECT

Project #:	18-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 FY18 and FY19 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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 #: 18-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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow							
		FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition							
Design		x					
Bids received		x					
Bid Award		x					
Construction			x				

CAPITAL PROJECT

Project #:	21-RR	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 #: 21-RR
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: **Virginia Park Improvements**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21**	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**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 2020/21	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**TOTAL**
Total		**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow							
		FY 2020/21	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**TOTAL**
Acquisition			x		x		
Design			x		x		
Bids received			x		x		
Bid Award			x		x		
Construction							

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
		Cummulative 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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21**	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**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 2020/21	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**TOTAL**
Total		**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow							
		FY 2020/21	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21**	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**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 2020/21	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**TOTAL**
Total		**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow							
		FY 2020/21	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**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 #:	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Professional Services	$90,000	$60,000	-	-	-	$150,000

Operating Budget Impacts						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition	x	x				
Design	x	x				
Bids received	x	x				
Bid Award	x	x				
Construction	x	x				

CAPITAL PROJECT

Project #: 21-BB
Program #: 730
Department: Public Works
Category: Streets

New Project: No
Useful Life: 20 years

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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21**	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**TOTAL**
Professional	-	$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 2020/21**	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**TOTAL**
Total	-	**-**	**-**	**-**	**-**	**-**	-

Project Schedule/Cash Flow							
		FY 2020/21	**FY 2021/22**	**FY 2022/23**	**FY 2023/24**	**FY 2024/25**	**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-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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Construction	$55,000	-	-	-	-	$55,000
Total	**$55,000**	**-**	**-**	**-**	**-**	**$55,000**

Operating Budget Impacts						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design						
Bids received	x					
Bid Award	x					
Construction	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Construction	$60,000	-	-	-	-	$60,000
Total	**$60,000**	**-**	**-**	**-**	**-**	**$60,000**
Staff Hours						

Operating Budget Impacts						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design						
Bids received	x					
Bid Award	x					
Construction	x					

CAPITAL PROJECT

Project #:	21-EE	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
CIPR	-	$50,000	-	-	-	$50,000
Total	**-**	**$50,000**	**-**	**-**	**-**	**$50,000**

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 21-EE
Program #: 780
Department: Public Works
Category: Public Facility - Buildings

Project Title: **Community Center C-Wing Breezeway Reroofing**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Construction	-	$50,000	-	-	-	$50,000
Total	**-**	**$50,000**	**-**	**-**	**-**	**$50,000**
Staff Hours						

Operating Budget Impacts						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design						
Bids received		x				
Bid Award		x				
Construction		x				

CAPITAL PROJECT

Project #:	21-FF	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
CIPR	-	-	$200,000	-	-	$200,000
Total	**-**	**-**	**$200,000**	**-**	**-**	**$200,000**

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 21-FF
Program #: 780
Department: Public Works
Category: Public Facility - Buildings

Project Title: **Community Center Transformer Replacement**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Construction		-	$200,000	-	-	$200,000
Total		**-**	**$200,000**	**-**	**-**	**$200,000**
Staff Hours						

Operating Budget Impacts						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design						
Bids received			x			
Bid Award			x			
Construction			x			

CAPITAL PROJECT

Project #:	21-HH	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 #: 21-HH
Program #: 605
Department: Police Department
Category: Equipment

Project Title: **Lenco Bearcat (Armored Rescue Vehicle)**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition		x				
Design		x				
Bids received		x				
Bid Award		x				
Construction						

CAPITAL PROJECT

Project #:	21-JJ	**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 2022/23, 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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
CIPR	-	-	-	$150,000	-	$150,000
Total	**-**	**-**	**-**	**$150,000**	**-**	**$150,000**

Project Manager: Dan Livingston, Police Captain

CAPITAL PROJECT

Project #: 21-JJ
Program #: 605
Department: Police Department
Category: Equipment

Project Title: **Service Pistol Replacement**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Equipment	-	-	-	$150,000	-	$150,000
Total	-	-	-	**$150,000**	**-**	**$150,000**
Staff Hours						

Operating Budget Impacts						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition				x		
Design						
Bids received				x		
Bid Award				x		
Construction						

CAPITAL PROJECT

Project #: 20-GG
Program #: 780
Department: Public Works
Category: Streets and Signals

New Project: No
Useful Life: 20 years

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. FY19/20 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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
CIPR			$150,000			$150,000
VIF (Building)						
VIF (Garbage)						
VRF						
Grant (Measure B)						
State Funding (SB 1)						
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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design		x				
Bids received		x				
Bid Award		x				
Construction		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 2018-19 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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	
Total		**-**	**-**	**-**	**-**	**-**	

Project Schedule/Cash Flow							
		FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	
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-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

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.

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

Do not move forward with improvements, and continue to repair elements and building components as needed.

Source	Carryover	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
Debt Obligation	$289,000	$1,843,000	$11,079,00	$20,874,00	$13,932,00	$1,983,000	$50,000,00
Total	**$289,000**	**$1,843,000**	**$11,079,00**	**$20,874,00**	**$13,932,00**	**$1,983,000**	**$50,000,00**

Project Manager: WooJae Kim, Senior Public Works Project Manager

CAPITAL PROJECT

Project #: 20-MM
Program #: 518
Department: City Manager
Category: Public Facility - Buildings

Project Title: **Measure O - Civic Center Improvements**

Capital Cost Detail							
	Carryover	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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	$243,000	$244,000	$244,000	$244,000	$183,000	$1,362,000
Total	**$289,000**	**$1,843,000**	**$11,079,000**	**$20,874,000**	**$13,932,000**	**$1,983,000**	**$50,000,000**
Staff Hours							

Operating Budget Impacts							
		FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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-JJ	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
Envt'l. 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 #: 21-JJ
Program #: 730
Department: Public Works
Category: Streets and Signals

Project Title: **Miscellaneous Storm Drainage Improvements**

Capital Cost Detail							
	Carryover	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total		**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow							
		FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition							
Design							
Bids received				x		x	
Bid Award				x		x	
Construction				x		x	

CAPITAL PROJECT

Project #:	21-XX	**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 - Preliminary Design**

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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 #: 21-XX
Program #: 730
Department: Public Works
Category: Streets and Signals

Project Title: **Hamilton Ave. Hwy. 17 Southbound Offramp - Preliminary Design**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design				x	x	
Bids received						
Bid Award					x	
Construction						

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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design	x					
Bids received	x					
Bid Award	x					
Construction	x					

CAPITAL PROJECT

Project #:	21-TT	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
Park Fees	-	-	$350,000			
Total	**-**	**-**	**$350,000**			

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 21-TT
Program #: 780
Department: Public Works
Category: Parks and Open Space

Project Title: **Campbell Community Center Track Resurfacing**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Construction		-	$350,000	-	-	$350,000
Total		-	**$350,000**	**-**	**-**	**$350,000**

Operating Budget Impacts						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design			x			
Bids received			x			
Bid Award			x			
Construction			x			

CAPITAL PROJECT

Project #:	21-OO	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
Park Fees	-	-	-	-	$46,000	$46,000
Total	**-**	**-**	**-**	**-**	**$46,000**	**$46,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 21-OO
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: **John D. Morgan Park Improvements - Rincon - Design**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design					x	
Bids received					x	
Bid Award					x	
Construction						

CAPITAL PROJECT

Project #:	21-UU	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
Park Fees	-	-	$240,000	-	-	$240,000
Total	**-**	**-**	**$240,000**	**-**	**-**	**$240,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 21-UU
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: **John D. Morgan Park Parking Lots**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design			x			
Bids received			x			
Bid Award			x			
Construction			x			

CAPITAL PROJECT

Project #:	21-VV	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 #: 21-VV
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: **John D. Morgan Park - Budd - Restroom Improvement**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design				x		
Bids received					x	
Bid Award					x	
Construction					x	

CAPITAL PROJECT

Project #:	21-PP	**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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	Total
Park Fees	-	-		$50,000	-	$50,000
Total	**-**	**-**	**-**	**$50,000**	**-**	**$50,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 21-PP
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: **John D. Morgan Park - Rincon Recreation Building Assessment**

Capital Cost Detail						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	**-**	**-**	**-**	**-**	**-**	**-**

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design				x		
Bids received						
Bid Award						
Construction						

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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	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 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Total	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2020/21	FY 2021/22	FY 2022/23	FY 2023/24	FY 2024/25	TOTAL
Acquisition						
Design				x		
Bids received						
Bid Award					x	
Construction					x	

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 Feasability 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
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		**$21,794,000**	

TOTAL UNFUNDED PROJECTS

	Total
TOTAL	**$68,292,000**

RESOLUTION NO. _____

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 21)

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 21, 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 $70,156,158 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 $16,116,851 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 $86,273,369; and

BE IT FURTHER RESOLVED that the City Council authorizes the use of $2,914,451 of the General Fund Economic Fluctuation Reserve in FY 21 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 21 operating and capital budget or any miscellaneous corrections due to more refined estimates and incorporate these changes into the final published FY 21 operating and capital budget document.

PASSED AND ADOPTED this day ___of_____, 2020, by the following roll call vote:

AYES: Councilmembers:

NOES:Councilmembers:

ABSENT: Councilmembers:

APPROVED:

_____
Susan M. Landry, Mayor

ATTEST:

_____
Andrea Sanders, Acting City Clerk

RESOLUTION NO. _____

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 CITY'S GENERAL PLAN PURSUANT TO§ 65401 OF THE STATE OF CALIFORNIA GOVERNMENT CODE AND THE PROJECTS TO BE CATEGORICALLY EXEMPT UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

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 City's General Plan, pursuant to §65401 of the State of California Government Code;
2. That the City Council finds the capital projects to be Categorically Exempt under CEQA and that these projects will not have a significant effect on the environment due to their location, cumulative impact or unusual circumstances; and

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

1. The CIP is consistent with the 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 City's General Plan pursuant to §65401 of the State of California Government Code and finds the capital projects to be Categorically Exempt; and,

BE IT FURTHER RESOLVED that the City Council approves the Fiscal Year 2021-2025 Capital Improvement Plan with projects totaling $73,775,200, including first year appropriations of $6,882,000 for FY 21 and excluding capital project carryover appropriations of $9,078,712 previously approved.

PASSED AND ADOPTED this day ___of_____, 2020, by the following roll call vote:

AYES: Councilmembers:

NOES:Councilmembers:

ABSENT: Councilmembers:

APPROVED:

_____
Susan M. Landry, Mayor

ATTEST:

_____

Andrea Sanders, Acting City Clerk

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2020/21 PURSUANT TO ARTICLE XIIIB OF THE CALIFORNIA ST ATE 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 2019/20 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 2020/21 is $77,091,302.

PASSED AND ADOPTED this day ___of_____, 2020, by the following roll call vote:

AYES: Councilmembers:

NOES:Councilmembers:

ABSENT: Councilmembers:

APPROVED:

_____
Susan M. Landry, Mayor

ATTEST:

_____
Andrea Sanders, Acting City Clerk

Permanent Authorized Budgeted Personnel Positions

Job Classification	FY 18 Number of Positions	FY 19 Number of Positions	FY 20 Number of Positions	FY 21 Number of Positions	FY 20/21 Change
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	2.00	2.00	2.00	2.00	-
Assistant/Associate Planner	1.00	1.00	2.00	3.00	1.00
Associate Engineer	1.00	1.00	1.00	1.00	-
Building Division Manager/Building Official	1.00	1.00	1.00	1.00	-
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	2.00	2.00	2.00	2.00	-
City Attorney	1.00	1.00	1.00	1.00	-
City Clerk	1.00	1.00	1.00	1.00	-
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	2.17	(1.83)
Deputy City Clerk	1.00	1.00	1.00	1.00	-
Deputy City Manager	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	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	-

Permanent Authorized Budgeted Personnel Positions

Job Classification	FY 18 Number of Positions	FY 19 Number of Positions	FY 20 Number of Positions	FY 21 Number of Positions	FY 20/21 Change
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	10.00	1.00
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	1.00	1.00	1.00	1.00	-
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	5.00	5.00	6.00	6.00	-
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	1.00	(1.00)
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**	**173.17**	**(0.83)**
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	-	-	-
Maintenace 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**	**-**

City Council Report

Item: 2
Category: UNFINISHED BUSINESS
Meeting Date: June 9, 2020

TITLE: **Provide City Manager Direction to Create Operational Allowances for Restaurant and Retail Business Establishments Necessary to Expand Their Ability to Operate Outdoors During the COVID-19 Pandemic and Involving Temporary Relaxation of Development Standards, Permit Processes, and Waiving of Application Fees for Outdoor Dining/Display Permits and Encroachment Permits (Resolutions/Roll Call Vote)**

RECOMMENDED ACTION

Adopt Resolutions authorizing the City Manager authority to establish operational allowances for restaurant and retail businesses in order to allow expansion to their ability to operate outdoors during the COVID-19 pandemic and involving temporary relaxation of development standards, permit processes, and waiving of application fees for Outdoor Dining/Display Permits and Encroachment Permits.

BACKGROUND

The City Council met on June 2, 2020 to discuss various ways to help the City's restaurant and retail businesses during the COVID-19 pandemic. Because many businesses have been closed for several months due to the County Public Health Officer Orders that were established to control the spread of the Coronavirus, these businesses have been economically impacted from the closure. In order to promote a viable recovery effort, the City Council believes that many of its development standards and permit processes need to be relaxed in order to expeditiously respond to the crisis and allow these businesses the best chance to rebound.

There were two areas of focus during the June 2nd meeting; areas within Downtown Campbell and areas outside of the downtown. The two land use types that were also discussed included restaurants and retail establishments, mainly because office uses have been allowed to operate under specific regulations and service type uses (i.e., high touch businesses) remain closed under the County Health Office Order.

The City Council authorized staff to provide temporary allowances that will permit retail and restaurant operations to expand outdoors without the need to wait until Municipal Code changes are in place. Therefore, at the time of this report writing, draft guidelines were being prepared to convey a uniform message for consistency purposes. These guidelines will be provided to businesses and have already been verbally conveyed in

order to allow the businesses to alter their operation by Friday, June 5. This is the date in which the County Health Officer Order will allow expansion of outdoor business activities.

DISCUSSION

The guidelines will address the relaxation of the Campbell Municipal Code and any previously issued land use entitlements for outdoor business activities.

Private Property – Outside Downtown Campbell

Restaurant and retail businesses may be able to expand their operations outdoors and without the need to secure new permits in the following manner:

- Expand into common areas so long as accessibility is maintained.
- Parking areas immediately in front of a business may be occupied.
- The number of parking stalls occupied for the expansion may not exceed 40% of the code required for the existing business.
- Hours of operation cannot exceed 11:00 p.m. and live entertainment is not allowed.
- Business expansion area needs to be delineated with a barrier selected by the property owner and tenant.
- Heating devices are permitted so long as the propane storage tanks are properly stored per Fire Codes.
- Tents and coverings are permitted and to be uniform for the center.
- Lighting is permitted and extension cords must be securely fastened for accessibility.
- Alcohol service will require an updated permit issued by the Department of Alcohol and Beverage Control (ABC).
- The City assumes no responsibility from the relaxation of these standards, thereby relying on the property owner and tenant to operate in a safe manner.

Public and Private Property – Downtown Campbell

Restaurant and retail businesses may be able to expand their operations outdoors by securing either an Outdoor Dining or Display Permit or securing an Encroachment permit at no expense (on public property) and may also expand into private areas (e.g., courtyards, private parking lots) in the following manner:

- Public sidewalks may accommodate outdoor operations upon the issuance of an Outdoor Display or Dining Permit.
- The location may extend beyond the subject tenant space upon the written permission of the property owner of the tenant space said dining or display will front.

- The location may be within private properties and private parking lots. Within private parking lots, the quantity of occupied stalls cannot exceed 20% of the existing stalls allotted for that business.
- Hours of operation cannot exceed 11:00 p.m. and live entertainment will not be allowed.
- Business expansion areas need to be delineated with a barrier selected by the property owner and tenant.
- Heating devices are permitted so long as the propane storage tanks are properly stored per Fire Codes.
- Tents and coverings are permitted on private property (e.g., private courtyards, private parking lots). Umbrellas are permitted within the public right-of-way.
- Lighting is permitted and extension cords must be securely fastened for accessibility.
- Alcohol service will require an updated permit issued by the Department of Alcohol and Beverage Control (ABC).
- The City assumes no responsibility from the relaxation of these standards, thereby relying on the property owner and tenant to operate in a safe manner.

Public Parking Lots and Public Parks – Downtown Campbell

Staff intends to meet with members of the DCBA, businesses members who are not within DCBA and the Chamber of Commerce to coordinate the use of public parking lots and public parks. There are many logistical issues to discuss and responsibilities to assign. These discussions will take place as soon as possible in order to continue to support the business community.

Resolutions

At the time the staff report was being prepared, the City Attorney was working on two Resolutions memorializing the above mentioned allowances. The Resolutions will be provided via desk items prior to the meeting.

FISCAL IMPACT

The fiscal impact would consist of staff time necessary to process permits and monitor the business operations.

Prepared by: _____

Paul Kermoyan, Community Development Director

Approved by: _____

Brian Loventhal, City Manager

Attachment:

a. Resolution-Allowing Outdoor Business Outside of Downtown
b. Resolution- Allowing Outdoor Business Downtown

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF CAMPBELL SETTING FORTH ENFORCEMENT PRIORITIES AFFECTING RETAIL AND RESTAURANT BUSINESSES OUTSIDE OF THE DOWNTOWN AREA DURING COVID-19 EMERGENCY

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen within the City, based on the following:

1. Coronavirus Disease 2019 (named "COVID-19") was first detected in Wuhan City, Hubei Province, China, in December 2019. The Centers for Disease Control and Prevention (CDC) considers the virus to be a very serious public health threat with outcomes ranging from mild sickness to severe illness and death. COVID-19 has spread globally to over 85 countries, infected more than 95,000 people, and killed more than 3,000 individuals;
2. On January 30, 2020, the World Health Organization declared the COVID-19 outbreak a Public Health Emergency of International Concern;
3. On January 31, 2020, the United States Secretary of Health and Human Services declared a Public Health Emergency;
4. On January 31, 2020, the first case of COVID-19 was confirmed in the County of Santa Clara ("County");
5. On February 5, 2020, the County Health Officer determined that there is an imminent and proximate threat to public health from the introduction of COVID-19 in the County and issued a Declaration of Local Health Emergency. At the same time, the County Director of Emergency Services declared the existence of a Local Emergency in the County;
6. On February 10, 2020, the County Board of Supervisors ratified and extended the Declaration of a Local Health Emergency and the Proclamation of a Local Emergency;
7. On February 26, 2020, the third of COVID-19 was confirmed in the County;
8. By March 4, 2020, the number of confirmed cases of COVID-19 had increased to eleven (11) in the County with confirmed community spread. The California Department of Health Services reported its first death related to COVID-19, and the Governor of California declared a state of emergency;
9. By March 5, 2020, the number of confirmed cases of COVID-19 had increased to twenty (20) in the County, with strong evidence of increasing community spread. The County expanded its guidance as a result;

10. By March 6, 2020, the number of confirmed cases of COVID-19 had increased to twenty-four (24) in the County, with strong evidence of increasing community spread;

11. By March 9, 2020, the number of confirmed cases of COVID-19 had increased to forty-three (43) in the County. On March 9, 2020, the County of Santa Clara Public Health Department announced the first death from COVID-19 in the County. The County Health Officer imposed a countywide moratorium on mass gatherings of 1,000 or more persons to mitigate the spread of COVID-19;

12. On March 10, 2020, the County Board of Supervisors again ratified and extended the Proclamation of a Local Health Emergency.

13. On March 11, 2020, the World Health Organization characterized the COVID-19 outbreak as a pandemic;

14. As of June 5, 2020, there have been approximately 2,850 cases of COVID-19 related disease in Santa Clara County and approximately 144 COVID-19 related fatalities.

WHEREAS, on March 12, 2020, the Director of Emergency Services issued a proclamation declaring the existence of a local emergency within the City;

WHEREAS, on March 16, 2020, the County of Santa Clara Public Health Department issued an Order, which severely restricted business operation in Santa Clara County;

WHEREAS, the restrictions issued by the County of Santa Clara Public Health Department have been extended and continued in modified fashion until June 5, 2020;

WHEREAS, the COVID-19 Emergency has placed an extreme financial burden on businesses and their employees operating under the orders of the County of Santa Clara Public Health Department;

WHEREAS, in response to the strain placed on essential businesses by the County Health Orders, on April 30, 2020, the City Council of the City of Campbell adopted a Resolution authorizing Campbell code enforcement officials to exercise their discretion in a manner that recognizes the need for flexibility by essential services providers, and gave a low priority to code enforcement efforts against businesses providing products or services of the type that were regularly utilized by the business prior to March 16, 2020;

WHEREAS, on May 5, 2020, the City Council adopted a Resolution extending the local state of emergency for up to sixty (60) days;

WHEREAS, the County Health Department has issued an order effective June 5, that continues many of the prior restrictions on businesses, but among other things, allows restaurants to provide outdoor dining; and retail establishments to provide in-store shopping, subject to limitations/social distancing; and

WHEREAS, the City desires to promote the recovery its businesses in a safe and responsible manner.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Campbell, pursuant to California Government Code section 8634, and the Council's authority under the California Constitution, it is hereby ordered that during the existence of the declared local emergency, code enforcement officials are authorized to exercise their discretion in a manner that recognizes the need for flexibility by retail and restaurant businesses in providing their products and services, and gives a low priority to code enforcement efforts against businesses located outside of the C-3 (Central Business District) by facilitating outdoor dining and the outdoor display of merchandise, subject to certain reasonable limitations necessary to protect the public, health, safety and welfare, including but not limited to:

1. **Location**: The outdoor business activity may be located:

   a. On private property owned, leased and lawfully controlled by the business with the written consent of the property owner;

   b. Within common areas of a business center with the written consent of the property owner; and

   c. Within the parking areas of the premises with the consent of the property owner;

2. **Use of Private Parking Spaces**:

   a. The number of parking stalls utilized for dining or outdoor retail activities shall not exceed 40% of the parking spaces required for the particular business;

   b. Parking stalls used for dining or outdoor retail activities shall be located immediately contiguous to any sidewalk which fronts the subject building occupied by merchants, so as to avoid having a guest walk across a vehicle drive aisle in order to gain access into the area being used for the dining or retail activity;

3. **Hours of Operation**: The hours of operation shall not exceed 6:00 a.m. to 11:00 p.m., unless otherwise permitted under the existing land use entitlement for the particular business;

4. **Heating Devices**: Heating devices, such as propane heaters, may be utilized for day or night-time operations. Storage of propane canisters shall be in conformance with required Fire Codes;

5. **Tents and Coverings:** Tents and coverings are permitted only within private parcels, private common areas or private parking lots so long as all businesses that occupy the subject property use the same model and color in order to achieve design consistency. Such fabric should be fire retardant and comply with applicable Fire Codes. Umbrellas are permitted within the public right-of-way sidewalk;

6. **Lighting**: Lighting will be permitted for night-time operations. Such lighting shall not disrupt surrounding properties or create vehicle circulation issues. Any extension cords used to provide power to the expanded area shall be securely fastened to the ground to avoid tripping hazards or impede in accessibility;

7. **Alcohol Service**: Operational expansions involving the sale of alcoholic beverages will need an updated ABC license. The applicant is responsible for securing a permit from the State Department of Alcohol Beverage Control;

8. **Live Entertainment**: No live entertainment is allowed exterior to the business unless live entertainment has previously been issued that specifically authorizes the use of an outdoor area;

9. **Performance Measures**: The following measures shall be followed:

a. Maintenance – The business expansion area shall be maintained free of debris and clutter and shall not create public nuisance issues as specified in Campbell Municipal Code Chapter 6.10 (Nuisance Abatement and Administrative Penalties). Appropriate waste collection containers shall be provided and all areas shall be regularly cleaned pursuant to the current County Public Health Officer Order. It is the responsibility of the tenant to implement this requirement on a regular basis;

b. Storage – Except for any tents, furniture or display racks, all loose items and products shall be brought inside the business tenant space at close of business to diminish vandalism or clutter;

c. Discontinuance – Once the County Public Health Officer Order has been rescinded or the City of Campbell terminates this order, all outdoor areas shall be returned to its pre-existing purpose; and

d. Accessibility – All accessibility requirements shall be maintained consistent with Federal, State and local laws; and

10. Waiver of Permits: No permits from the City shall be required so long as the outdoor dining or retail activities comply with this Resolution and all Guidelines and regulations issued by the City Manager to implement the intent of this Resolution.

BE IT ALSO FURTHER RESOLVED that the City Manager is authorized to enact and

enforce any guidelines or regulations that are substantially consistent with this Resolution as are necessary to implement the intent of this Resolution and protect the public, health, safety and welfare in the process.

PASSED AND ADOPTED this 9th day of June 2020, by the following roll call vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

APPROVED

_____
Susan M. Landry, Mayor

ATTEST:

_____
Andrea Sanders, Acting City Clerk

RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF CAMPBELL SETTING FORTH ENFORCEMENT PRIORITIES AFFECTING DOWNTOWN RETAIL AND RESTAURANT BUSINESSES DURING COVID-19 EMERGENCY

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen within the City, based on the following:

1. Coronavirus Disease 2019 (named "COVID-19") was first detected in Wuhan City, Hubei Province, China, in December 2019. The Centers for Disease Control and Prevention (CDC) considers the virus to be a very serious public health threat with outcomes ranging from mild sickness to severe illness and death. COVID-19 has spread globally to over 85 countries, infected more than 95,000 people, and killed more than 3,000 individuals;
2. On January 30, 2020, the World Health Organization declared the COVID-19 outbreak a Public Health Emergency of International Concern;
3. On January 31, 2020, the United States Secretary of Health and Human Services declared a Public Health Emergency;
4. On January 31, 2020, the first case of COVID-19 was confirmed in the County of Santa Clara ("County");
5. On February 5, 2020, the County Health Officer determined that there is an imminent and proximate threat to public health from the introduction of COVID-19 in the County and issued a Declaration of Local Health Emergency. At the same time, the County Director of Emergency Services declared the existence of a Local Emergency in the County;
6. On February 10, 2020, the County Board of Supervisors ratified and extended the Declaration of a Local Health Emergency and the Proclamation of a Local Emergency;
7. On February 26, 2020, the third of COVID-19 was confirmed in the County;
8. By March 4, 2020, the number of confirmed cases of COVID-19 had increased to eleven (11) in the County with confirmed community spread. The California Department of Health Services reported its first death related to COVID-19, and the Governor of California declared a state of emergency;
9. By March 5, 2020, the number of confirmed cases of COVID-19 had increased to twenty (20) in the County, with strong evidence of increasing community spread. The County expanded its guidance as a result;

10. By March 6, 2020, the number of confirmed cases of COVID-19 had increased to twenty-four (24) in the County, with strong evidence of increasing community spread;

11. By March 9, 2020, the number of confirmed cases of COVID-19 had increased to forty-three (43) in the County. On March 9, 2020, the County of Santa Clara Public Health Department announced the first death from COVID-19 in the County. The County Health Officer imposed a countywide moratorium on mass gatherings of 1,000 or more persons to mitigate the spread of COVID-19;

12. On March 10, 2020, the County Board of Supervisors again ratified and extended the Proclamation of a Local Health Emergency.

13. On March 11, 2020, the World Health Organization characterized the COVID-19 outbreak as a pandemic;

14. As of June 5, 2020, there have been approximately 2,850 cases of COVID-19 related disease in Santa Clara County and approximately 144 COVID-19 related fatalities.

WHEREAS, on March 12, 2020, the Director of Emergency Services issued a proclamation declaring the existence of a local emergency within the City;

WHEREAS, on March 16, 2020, the County of Santa Clara Public Health Department issued an Order, which severely restricted business operation in Santa Clara County;

WHEREAS, the restrictions issued by the County of Santa Clara Public Health Department have been extended and continued in modified fashion until June 5, 2020;

WHEREAS, the COVID-19 Emergency has placed an extreme financial burden on businesses and their employees operating under the orders of the County of Santa Clara Public Health Department;

WHEREAS, in response to the strain placed on essential businesses by the County Health Orders, on April 30, 2020, the City Council of the City of Campbell adopted a Resolution authorizing Campbell code enforcement officials to exercise their discretion in a manner that recognizes the need for flexibility by essential services providers, and gave a low priority to code enforcement efforts against businesses providing products or services of the type that were regularly utilized by the business prior to March 16, 2020;

WHEREAS, on May 5, 2020, the City Council adopted a Resolution extending the local state of emergency for up to sixty (60) days;

WHEREAS, the County Health Department has issued an order effective June 5, that continues many of the prior restrictions on businesses, but among other things, allows restaurants to provide outdoor dining; and retail establishments to provide in-store shopping, subject to limitations/social distancing; and

WHEREAS, the City desires to promote the recovery its businesses in a safe and responsible manner.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Campbell, pursuant to California Government Code section 8634, and the Council's authority under the California Constitution, it is hereby ordered that during the existence of the declared local emergency, code enforcement officials are authorized to exercise their discretion in a manner that recognizes the need for flexibility by retail and restaurant businesses in providing their products and services, and gives a low priority to code enforcement efforts against businesses located in the C-3 (Central Business District) by facilitating outdoor dining and the outdoor display of merchandise, subject to certain reasonable limitations necessary to protect the public, health, safety and welfare, including but not limited to:

1. **Location**: The outdoor business activity may be located:

   a. On private property owned, leased and lawfully controlled by the business;

   b. Beyond the business' occupied tenant space and in front of an adjacent tenant space upon the written approval of that other tenant;

   c. On an adjacent private property upon written approval of all ownership interests of said property;

   d. On an adjacent private property so long as the activity does not disrupt the adjacent property's use, and written approval of the property owner is received;

   e. On public sidewalks subject to obtaining an administrative permit from the Community Development Department, pursuant to Campbell Municipal Code section 21.10.060.H;

   f. Within a public parking lot controlled by the City subject to obtaining an encroachment permit pursuant to Campbell Municipal Code Chapter 11.04 and/or the execution of a license agreement, and compliance with all lawful terms and conditions;

2. **Use of Private Parking Lot**: No more than 20% of the existing parking stalls in a private parking lot shall be occupied by the outdoor activity;

3. **Hours of Operation**: The hours of operation shall not exceed 6:00 a.m. to 11:00 p.m., unless otherwise permitted under the existing land use entitlement for the particular business;

4. **Heating Devices**: Heating devices, such as propane heaters, may be utilized for day or night-time operations. Storage of propane canisters shall be in conformance with required Fire Codes;

5. **Tents and Coverings:** Tents and coverings are permitted only within private parcels, private common areas or private parking lots so long as all businesses that occupy the subject property use the same model and color in order to achieve design consistency. Such fabric should be fire retardant and comply with

applicable Fire Codes. Umbrellas are permitted within the public right-of-way sidewalk;

6. **Lighting**: Lighting will be permitted for night-time operations. Such lighting shall not disrupt surrounding properties or create vehicle circulation issues. Any extension cords used to provide power to the expanded area shall be securely fastened to the ground to avoid tripping hazards or impede in accessibility;

7. **Alcohol Service**: Operational expansions involving the sale of alcoholic beverages will need an updated ABC license. The applicant is responsible for securing a permit from the State Department of Alcohol Beverage Control;

8. **Live Entertainment**: No live entertainment is allowed exterior to the business unless live entertainment has previously been issued that specifically authorizes the use of an outdoor area;

9. **Performance Measures**: The following measures shall be followed:

a. Maintenance – The business expansion area shall be maintained free of debris and clutter and shall not create public nuisance issues as specified in Campbell Municipal Code Chapter 6.10 (Nuisance Abatement and Administrative Penalties). Appropriate waste collection containers shall be provided and all areas shall be regularly cleaned pursuant to the current County Public Health Officer Order. It is the responsibility of the tenant to implement this requirement on a regular basis;

b. Storage – Except for any tents, furniture or display racks, all loose items and products shall be brought inside the business tenant space at close of business to diminish vandalism or clutter;

c. Discontinuance – Once the County Public Health Officer Order has been rescinded or the City of Campbell terminates this order, all outdoor areas shall be returned back to its pre-existing purpose; and

d. Accessibility – All accessibility requirements shall be maintained consistent with Federal, State and local laws.

BE IT FURTHER RESOLVED that any fees normally associated with any permits required to implement the outdoor dining and displays contemplated by this Resolution are hereby waived during the declared local state of emergency;

BE IT ALSO FURTHER RESOLVED that the City Manager is authorized to enact and enforce any guidelines or regulations that are substantially consistent with this Resolution as are necessary to implement the intent of this Resolution and protect the public, health, safety and welfare in the process.

PASSED AND ADOPTED this 9th day of June 2020, by the following roll call vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

APPROVED

_____
Susan M. Landry, Mayor

ATTEST:

_____
Andrea Sanders, Acting City Clerk

MEMORANDUM

City of Campbell

City Clerk's Office

To: Honorable Mayor and City Council

Date: June 8, 2020

From: Andrea Sanders, Deputy City Clerk

Via: Brian Loventhal, City Manager

Subject: **Desk Item – Oral Requests Information**

The June 9, 2020 special meeting agenda has been revised to change the "Public Comments" section heading to "Oral Requests" and to include additional language detailing the oral requests process.

City Council Agenda

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

<u>NOTE:</u> To protect our constituents, City officials, and City staff, the City requests all members of the public follow the guidance of the California Department of Health Services', and the County of Santa Clara Health Officer Order, to help control the spread of COVID-19. Additional information regarding COVID-19 is available on the City's website at www.campbellca.gov.

This Special City Council meeting will be conducted via telecommunication and is compliant with provisions of the Brown Act and Executive Order N-29-20 issued by the Governor.

The following Councilmembers of the Campbell City Council are listed to permit them to appear electronically or telephonically at the Special City Council meeting on June 9, 2020: Councilmember Rich Waterman, Councilmember Anne Bybee, Councilmember Paul Resnikoff, Vice Mayor Elizabeth "Liz" Gibbons, and Mayor Susan M. Landry.

Members of the public will not be able to attend meetings at the Campbell City Council Chamber physically. The City Council meeting will be live-streamed on YouTube at (https://www.youtube.com/user/CityofCampbell).

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

Those members of the public wishing to participate are asked to register in advance at:
https://us02web.zoom.us/webinar/register/WN_-ElytMyFRyOlwkTLOGRc_g

After registering, you will receive a confirmation email containing information about joining the meeting.

<u>SPECIAL MEETING OF THE CAMPBELL CITY COUNCIL</u>
Tuesday, June 9, 2020 - 1:00 p.m.
City Hall – 70 N. First Street

<u>CALL TO ORDER</u>

<u>ROLL CALL</u>

**ORAL REQUESTS

NOTE: This portion of the meeting is reserved for persons wishing to address the City Council on any matter not on the agenda. Those members of the public wishing to participate are asked to register in advance at:
https://us02web.zoom.us/webinar/register/WN_-ElytMyFRyOlwkTLOGRc_q
After registering, you will receive a confirmation email containing information about joining the meeting. Speakers may be allotted up to two (2) minutes. The law generally prohibits the Council from discussion or taking action on such items. However, the Council may instruct staff accordingly regarding Oral Requests.

PUBLIC HEARINGS AND INTRODUCTION OF ORDINANCES

NOTE: Members of the public may be allotted up to two (2) minutes to comment on any public hearing item. When applicable Applicants/Appellants and their representatives may be allotted up to a total of five (5) minutes for opening statements and up to a total of three (3) minutes maximum for closing statements. Items requested/recommended for continuance are subject to Council's consent at the meeting.

1. **Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budget**
   Recommended Action: That the City Council review the Proposed Fiscal year 2020-21 (FY 2021) Operating Budget and 2021-2025 Capital Improvement Plan (CIP) as presented; provide direction to staff to proceed with finalizing the budget; and establish June 25, 2020 as the date for a public hearing and adoption of the FY 2021 Operating Budget and CIP, as well as the Gann Spending Limit.

UNFINSIHED BUSINESS

2. **Provide City Manager Direction to Create Operational Allowances for Restaurant and Retail Business Establishments Necessary to Expand Their Ability to Operate Outdoors During the COVID-19 Pandemic and Involving Temporary Relaxation of Development Standards, Permit Processes, and Waiving of Application Fees for Outdoor Dining/Display Permits and Encroachment Permits (Resolutions/Roll Call Vote)**
   Recommended Action: Adopt Resolutions authorizing the City Manager authority to establish operational allowances for restaurant and retail businesses in order to allow expansion to their ability to operate outdoors during the COVID-19 pandemic and involving temporary relaxation of development standards, permit processes, and waiving of application fees for Outdoor Dining/Display Permits and Encroachment Permits.

ADJOURN

In compliance with the Americans with Disabilities Act, listening assistive devices are available for all meetings held in the City Council Chambers. If you require accommodation, please contact the City Clerk's Office, (408) 866-2117, at least 48 hours in advance of the meeting.

****This agenda was revised June 8, 2020 to revise the section heading Public Comment to Oral Requests and provide additional information regarding the Oral Requests process.**

MEMORANDUM

City of Campbell

City Clerk's Office

To: Honorable Mayor and City Council

Date: June 9, 2020

From: Andrea Sanders, Deputy City Clerk

Via: Brian Loventhal, City Manager

Subject: **Desk Item – Oral Requests Email Correspondence**

Attached is a desk item containing email comments for the Oral Requests portion of the meeting.

Andrea Sanders

To: Susan Karlins
Subject: RE: comments submitted for today's special City Council meeting 1PM

From: Susan Karlins
Sent: Tuesday, June 9, 2020 11:49 AM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: comments submitted for today's special City Council meeting 1PM

WARNING: This email originated from an external sender!

Madam Mayor and Councilmembers,

Today is George Floyd's funeral and I don't have 8 minutes and 46 seconds of your time, so I will get to the point. As you consider the budget for the coming year, now is the time to plan how policing priorities should affect that budget. I urge you to do whatever is necessary to take and fulfill the pledge to enact the *#8CantWait Use of Force* policies and to publish the results on your website. Some cities are reconstituting their police departments at this time due to severe and unrelenting problems. In our city we want to prevent that tragedy so I strongly recommend you adopt these eight preventive policing policies.

The #8CantWait policies are simple, common-sense and would make our community safer. Can you commit to making public how many of the eight Campbell has already enacted and to enact the rest as quickly as possible? Let's have our city get ahead of problems with a preventive approach:

1. Ban Chokeholds and Strangleholds
2. Require De-escalation
3. Require Warning Before Shooting
4. Require Exhaust All Alternatives Before Shooting
5. Duty to Intervene
6. Ban Shooting at Moving Vehicles
7. Institute Use of Force Continuum
8. Require Comprehensive Reporting

More information on the study underpinning these recommendations can be found at

https://static1.squarespace.com/static/56996151cbced68b170389f4/t/57e1b5cc2994ca4ac1d97700/1474409936835/Police+Use+of+Force+Report.pdf

This can't wait. Please act now.

Susan Karlins
Campbell, CA

Andrea Sanders

To: Denise Witte
Subject: RE: question about public comment letters

From: Denise Witte
Sent: Tuesday, June 9, 2020 10:43 AM
To: Andrea Sanders <asanders@campbellca.gov>
Subject: Re: question about public comment letters

WARNING: This email originated from an external sender!

Hi Andrea,

My email to the City Council to be included with the agenda is below. Thank you so much!

Denise

06/09/2020

To: Campbell Mayor Susan M. Landry, Vice-Mayor Liz Gibbons,
City Council Members Rich Waterman, Paul Resnikoff, Anne Bybee,
Police Chief Gary Berg,
City Manager Brian Loventhal

Cities and towns across our country are rethinking what their citizens need from public safety and how best to provide that. Instead of a heavily armored force, constituents are asking for transparency, accountability, and equal justice for all, regardless of race or neighborhood. We can't allow the things that we already do well stop us from a humble and searching investigation into what we can improve.

We need the right city workers going out to our local calls, and for the departmental funding to reflect that. For a homeless person or mentally ill person in distress, or for a person under the influence or for a domestic violence call, a mental health or social worker is the right person to interact with the person, with back-up policing help if needed. Campbell police shouldn't come to every call with rifles, and we don't need riot gear or military equipment. I don't want to walk my dog in my Community Center neighborhood, watch helicopters hovering to the north of Hamilton day after day, and wonder what it must feel like to raise kids in a neighborhood with police helicopters constantly circling. The Police Chief should be an elected position, answerable to we citizens and fully empowered to manage and discipline officers. Police unions should not have any role in management or discipline of officers. Existing police employment contracts that limit the ability to discipline or fire officers as needed should be replaced. I want to feel positive that I would feel comfortable with our use of force, bias training, and duty to intercede training. I also want to feel certain that if my daughter or son were a police officer, that they were working in an atmosphere in harmony with the essential values of equal justice for all, and had not just the gratitude of blind faith, but the full, earned, trust of their community. I don't think I'm alone in these thoughts, and I hope that as elected or appointed City representatives, you share them.

For all of these reasons, we must conduct a thorough review of our policing - with all stakeholders including minority community, police officers, social workers and reform experts represented - and present a full report to our community of what we do now and what we can change, including public timelines and interim reporting dates. The intent to address this issue and how and when this will happen should be posted on the City of Campbell Police Department website promptly to meet this historic time of widespread community concern.

Thank you for your service to our community and for your immediate, bold, and vigorous attention to this urgent need. Let's work as a team to be an example of the best and most creative response to public safety reform.

Denise Weaver Witte

MEMORANDUM

City of Campbell

City Clerk's Office

To: Honorable Mayor and City Council

Date: June 9, 2020

From: Andrea Sanders, Deputy City Clerk

Via: Brian Loventhal, City Manager

Subject: **Desk Item 1 – CIP Replacement Pages**

Attached are CIP Replacement pages, below is a summary of key changes.

- Inclusion of San Tomas Aquino Creek Trail. $371,452 Carryover Project.
- Service Center Portable Building Replacement. $ 99,670 Carryover Project.
- Increases CIP (inclusive of carryovers) by $471,122 to $83.3 million total.

Capital Improvement Plan

This section of the budget contains the City's proposed 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 proposed FY 2021-25 CIP contains 52 projects of which 13 are new, 13 have appropriations within the five-year plan, and 26 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
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	Year 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 E-Wing Improvements	14,638		Carryover
Community Center Play Area Construction	78,555		Carryover

Community Center Q-80 and Q-84 Improvements	12,440		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
East Campbell Avenue Plan Line	145,841		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
Park In-Lieu Fees Update	124,618		Carryover
Park Systems Improvements	10,554		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
Tidemark System Replacement	88,647		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	**$ 83,325,034**

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
General Hazardous Materials Survey of C.C.	90,000
Measure O - Civic Center Improvements	1,843,000
JDM Improvements - Budd - Constructions	1,775,000
Traffic and Street Sign Replacement	60,000
Sidewalk / Curb / Gutter	75,000
TOTAL	**$ 6,882,000**

Project Funding Sources

Revenue for project expenditures comes from a number of funding sources, both restricted and discretionary. Approximately 60% of the proposed FY 21-25 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 $33 million in the FY 2021-25 proposed 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 $10.9 million (13%); Vehicle Impact Fees are contributing a total $5.6 million (7%) 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 $5 million (6%); and Construction Tax and Environmental Services Funds are providing $1 million (1%) of the total $83.3 million in the proposed 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 proposed 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 $191,437 of CIPR each year of the FY 2021-25 CIP.

Planning Commission Review

The Planning Commission will hold a Public Hearing to consider the proposed CIP on June 9, 2020. During that meeting, the Commission will consider whether the proposed CIP is consistent with the City's General Plan, and will provide a recommendation on whether the proposed projects in the CIP are 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 2021-25 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 Pubic 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

Capital Improvement Plan Summaries
By Category

Community Center	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
Project							
(NEW) General Hazardous Materials Survey of C.C.	-	$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
Park In-Lieu Fees Update	$124,618	-	-	-	-	-	$124,618
Park Systems Improvements	$10,554	-	-	-	-	-	$10,554
San Tomas Aquino Creek Trail	$371,452	-	-	-	-	-	$371,452
Virginia Park Improvements	-	-	-	-	$70,000	$250,000	$320,000
Sub-total	**$954,597**	**$1,925,000**	**$1,525,000**	**$590,000**	**$228,000**	**$1,027,000**	**$6,249,597**

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	-	-	$50,000	-	-	-	$50,000
Community Center E-Wing Improvements	$14,638	-	-	-	-	-	$14,638
Community Center Play Area Construction	$78,555	-	-	-	-	-	$78,555
Community Center Q-80 and Q-84 Improvements	$12,440	-	-	-	-	-	$12,440
(NEW) Community Center Transformer Replacement	-	-	-	$200,000	-	-	$200,000
Community Development and PW Floor Space Plan	$3,524	-	-	-	-	-	$3,524
(NEW) Measure O - Civic Center Improvements	$289,000	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,000
Service Center Portable Building Replacement	$99,670	-	-	-	-	-	$99,670
Sub-total	**$839,132**	**$1,898,000**	**$11,179,000**	**$21,074,000**	**$13,982,000**	**$1,983,000**	**$50,955,132**

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)							
Project							
(NEW) City Hall UPS for Emergency Phones &	-	$60,000	-	-	-	-	$60,000
Silicon Valley Radio Communications System	$643,991	-	-	-	-	-	$643,991
Tidemark System Replacement	$88,647	-	-	-	-	-	$88,647
Sub-total	**$732,638**	**$60,000**	**-**	**-**	**-**	**-**	**$792,638**

Streets & Signals	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
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	$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
East Campbell Avenue Plan Line	$145,841	-	-	-	-	-	$145,841

Streets & Signals (continued)	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
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	**$6,263,882**	**$2,909,000**	**$3,969,000**	**$3,229,000**	**$3,688,000**	**$3,959,000**	**$24,017,882**
GRAND TOTAL	**$9,549,834**	**$6,882,000**	**$16,795,550**	**$24,955,550**	**$18,110,550**	**$7,031,550**	**$83,325,034**

Capital Improvement Plan Summaries
By Responsible Department

City Manager's Office	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
Tidemark System Replacement	$88,647	-	-	-	-	-	$88,647
Sub-total	**$88,647**	**-**	**-**	**-**	**-**	**-**	**$88,647**

Police							
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
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 Reroofing	-	-	$50,000	-	-	-	$50,000
Community Center E-Wing Improvements	$14,638	-	-	-	-	-	$14,638
Community Center Play Area Construction	$78,555	-	-	-	-	-	$78,555
Community Center Q-80 and Q-84 Improvements	$12,440	-	-	-	-	-	$12,440
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

Public Works (Continued)	Carryover	2020/21	2021/22	2022/23	2022/24	2024/25	TOTAL
Community Development and PW Floor Space Plan	$3,524	-	-	-	-	-	$3,524
Downtown Campbell Pedestrian Improvements	$45,000	-	-	-	-	-	$45,000
East Campbell Avenue Plan Line	$145,841	-	-	-	-	-	$145,841
Eden Avenue Sidewalk Improvements	$156,236	-	-	-	-	-	$156,236
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp - Prelim	-	-	-	-	$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
(NEW) Measure O - Civic Center Improvements	$289,000	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,000
Miscellaneous Storm Drainage Improvements	$100,000	-	-	$50,000	-	$50,000	$200,000
Park In-Lieu Fees Update	$124,618	-	-	-	-	-	$124,618
Park Systems Improvements	$10,554	-	-	-	-	-	$10,554
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
St. Anton Signal Project	$54,716	-	-	-	-	-	$54,716
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	$1,226,656	-	-	-	-	-	$1,226,656
Sub-total	**$8,012,205**	**$6,792,000**	**$16,673,000**	**$24,893,000**	**$17,898,000**	**$6,969,000**	**$81,237,205**

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	**$9,549,834**	**$6,882,000**	**$16,795,550**	**$24,955,550**	**$18,110,550**	**$7,031,550**	**$83,325,034**

Capital Improvement Plan Summaries
By Funding Source

Capital Improvement Reserve	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	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 Q-80 and Q-84 Improvements	$12,440	-	-	-	-	-	$12,440
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
East Campbell Avenue Plan Line	$145,841	-	-	-	-	-	$145,841
(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
(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
St. Anton Signal Project	$54,716	-	-	-	-	-	$54,716
Tidemark System Replacement	$88,647	-	-	-	-	-	$88,647
Traffic & Street Sign Replacement	$73,577	$60,000	$60,000	$60,000	-	-	$253,577
Winchester Boulevard Resurfacing	$264,954	-	-	-	-	-	$264,954
Sub-total	**$2,589,476**	**$465,000**	**$482,550**	**$672,550**	**$462,550**	**$262,550**	**$4,934,676**

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	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,000
Sub-total	**$289,000**	**$1,843,000**	**$11,079,000**	**$20,874,000**	**$13,932,000**	**$1,983,000**	**$50,000,000**

Environmental Services Funds							
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)	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
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
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp - Prelim.	-	-	-	-	$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**	**$2,032,000**	**$2,032,000**	**$1,092,000**	**$1,811,000**	**$2,032,000**	**$11,242,572**

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
Community Center E-Wing Improvements	$14,638	-	-	-	-	-	$14,638
Community Center Play Area Construction	$78,555	-	-	-	-	-	$78,555
(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
Park In-Lieu Fees Update	$124,618	-	-	-	-	-	$124,618
Park Systems Improvements	$10,554	-	-	-	-	-	$10,554
San Tomas Aquino Creek Trail	$120,000	-	-	-	-	-	$120,000
Virginia Park Improvements	-	-	-	-	$70,000	$250,000	$320,000
Sub-total	**$850,338**	**$925,000**	**$1,525,000**	**$590,000**	**$228,000**	**$1,027,000**	**$5,145,338**

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	**$9,549,834**	**$6,882,000**	**$16,795,550**	**$24,955,550**	**$18,110,550**	**$7,031,550**	**$83,325,034**

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

CIPR - Designated Fund Balance - Fund 101

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total FY 20-25
Designated CIP Fund Balance--July 1	$1,984,450	$1,579,450	$1,114,450	$823,337	$342,224	$71,112	$1,984,450
Add Projected Revenues:							
CIPR Financial Policy Transfer ($1.5M/yr Target)	-	-	191,437	191,437	191,438	191,438	765,750
Total Projected Resources	-	-	191,437	191,437	191,438	191,438	765,750
Less Projected Expenditures:							
Five Year CIP Proposed	405,000	465,000	482,550	672,550	462,550	262,550	2,750,200
Sub-Total Expenditures	405,000	465,000	482,550	672,550	462,550	262,550	2,750,200
Projected Available Fund Balance	$1,579,450	$1,114,450	$823,337	$342,224	$71,112	$-	$-
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 & Computers	-	60,000	-	-	-	-	60,000
(NEW) - Community Center C-Wing Breezeway Reroofing	-	-	50,000	-	-	-	50,000
(NEW) - Community Center Transformer Replacement	-	-	-	200,000	-	-	200,000
(NEW) - General Hazardous Materials Survey of CC Buildings	-	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	$465,000	$482,550	$672,550	$462,550	$262,550	$2,750,200

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

CIPR Carryover - Designated Fund Balance - Fund 101

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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	1,680,616	-	-	-	-	-	1,680,616
Return to General Fund Undesignated	603,826	-	-	-	-	-	603,826
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 Q-80 and Q-84 Improvements	12,440	-	-	-	-	-	12,440
Community Center - Sports Fields Irrigation Upgrades	8,716	-	-	-	-	-	8,716
Silicon Valley Radio Communications Sys. (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
Tidemark System Replacement	88,647	-	-	-	-	-	88,647
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
East Campbell Avenue Plan Line	145,841	-	-	-	-	-	145,841
Traffic & Street Sign Replacement	13,577	-	-	-	-	-	13,577
Totals	$1,680,616	$-	$-	$-	$-	$-	$1,680,616

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

Construction Tax - Designated Fund Balance - Fund 101

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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
FIVE YEAR CIP - RECAP BY PROJECT							
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 20-21 Through FY 24-25

Environmental Services - Storm Drain Fund Balance - Fund 209

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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)
FIVE YEAR CIP - RECAP BY PROJECT							
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 20-21 Through FY 24-25

Grants/Private - Fund Balance - Funds 212, 216, 218, 435

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total FY 20-25
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
Corp Yard Land Sale Proceeds (F435)	99,670	-	-	-	-	-	99,670
Contribution from City of San Jose	16,709	-	-	-	-	-	16,709
Total Projected Revenues	2,747,432	2,032,000	2,032,000	1,092,000	1,811,000	2,032,000	11,746,432
Less Projected Expenditures:							
Five Year CIP Proposed	2,747,432	2,032,000	2,032,000	1,092,000	1,811,000	2,032,000	11,746,432
Sub-Total Expenditures	2,747,432	2,032,000	2,032,000	1,092,000	1,811,000	2,032,000	11,746,432
FIVE YEAR CIP - RECAP BY 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 / 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
Totals	$2,747,432	$2,032,000	$2,032,000	$1,092,000	$1,811,000	$2,032,000	$11,746,432

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

Gas Tax (SB1 funds only) - Fund Balance - Fund 204

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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	$102,968	$102,968	$102,968	$102,968	$102,968	$102,968
FIVE YEAR CIP - RECAP BY PROJECT							
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

Vehicle Impact - Fund Balance - Fund 202

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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
FIVE YEAR CIP - RECAP BY PROJECT							
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 20-21 Through FY 24-25

Measure O - Fund Balance - Fund 448

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total FY 20-25
Available Fund Balance--July 1	$-	$(289,000)	$7,868,000	$36,789,000	$15,915,000	$1,983,000	$-
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	1,843,000	11,079,000	20,874,000	13,932,000	1,983,000	50,000,000
Sub-Total Expenditures	289,000	1,843,000	11,079,000	20,874,000	13,932,000	1,983,000	50,000,000
Projected Available Fund Balance	$(289,000)	$7,868,000	$36,789,000	$15,915,000	$1,983,000	$-	$1,983,000
FIVE YEAR CIP - RECAP BY PROJECT							
(NEW) - Measure O - Design and Construction	$289,000	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,000
Totals	$289,000	$1,843,000	$11,079,000	$20,874,000	$13,932,000	$1,983,000	$50,000,000

CIP Cash Flow Analysis
FY 20-21 Through FY 24-25

Parkland Dedication - Fund Balance - Fund 295

	Carryover	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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	850,338	925,000	1,525,000	590,000	228,000	1,027,000	5,145,338
Sub-Total Expenditures	850,338	925,000	1,525,000	590,000	228,000	1,027,000	5,145,338
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
FIVE YEAR CIP - RECAP BY PROJECT							
Auxiliary Gym Upgrades	$54,000	$-	$-	$-	$-	$-	$54,000
Campbell Park Improvements - Design	171,052	-	-	-	-	-	171,052
Campbell Park Improvements	-	-	1,500,000	-	-	-	1,500,000
Community Center E-Wing Improvements	14,638	-	-	-	-	-	14,638
Community Center Play Area Construction	78,555	-	-	-	-	-	78,555
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
Park In-Lieu Fees Update	124,618	-	-	-	-	-	124,618
Park Systems Improvements	10,554	-	-	-	-	-	10,554
(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	$850,338	$925,000	$1,525,000	$590,000	$228,000	$1,027,000	$5,145,338
CIP Totals--All Expenditures	**$ 9,549,834**	**$ 6,882,000**	**$ 16,795,550**	**$ 24,955,550**	**$ 18,110,550**	**$ 7,031,550**	**$ 83,325,034**

MEMORANDUM

City of Campbell

City Clerk's Office

To: Honorable Mayor and City Council

Date: June 8, 2020

From: Andrea Sanders, Deputy City Clerk

Via: Brian Loventhal, City Manager

Subject: **Desk Item 1 – Email Correspondence**

Attached is a desk item containing emails from N. Abushaaban and N. Meehan regarding the Introduction of FY 20-21 Operating and Capital Budget.

Andrea Sanders

To: Brian Loventhal
Subject: RE: Online Form Submittal: Contact Us (Dropdown)

From: noreply@civicplus.com <noreply@civicplus.com>
Sent: Saturday, June 6, 2020 2:24:11 PM
To: Community Development <commdev@campbellca.gov>
Subject: Online Form Submittal: Contact Us (Dropdown)

Contact Us (Dropdown)

First Name	Nora
Last Name	Abushaaban
Address1	
Address2	*Field not completed.*
City	Campbell
State	CA
Zip	95008
Phone Number	
Email Address	
Whom would you like to contact?	Code Enforcement
Question / Comment	To Campbell City Elected Officials: My name is Nora Abushaaban, and I am a resident of Campbell. This past week, our nation has been gripped by protests calling for a rapid and meaningful reconsideration of the role of policing in communities as well as an end to racism and anti-Blackness in America. Our city has been at the forefront of much of this action. Accordingly, it has come to my attention that the budget for 2021 is being decided as these protests continue. CPD has been a waste of our resources. Last year, the CPD budget was approximately half of available discretionary funds. While we've been spending extraordinary amounts on policing,

we have not seen improvements to safety, homelessness, mental health, or affordability in our city. Instead, we see wasteful and harmful actions of our police.

I call on you to slash the CPD budget and instead meaningfully reallocate funds towards social programs and resources that support housing, jobs, education, health care, child care, and other critical community needs. I demand a budget that supports community wellbeing, rather than empowers the police forces that tear them apart.

We can be a beacon for other cities to follow if only we have the courage to change.

Email not displaying correctly? View it in your browser.

Andrea Sanders

To: Nicole Meehan
Subject: RE: FOR PUBLIC COMMENT (BUDGET)

-----Original Message-----
From: Nicole Meehan
Sent: Sunday, June 7, 2020 8:04 AM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: FOR PUBLIC COMMENT (BUDGET)

WARNING: This email originated from an external sender!

These are challenging and uncertain times, and I appreciate the very difficult budgeting and planning decisions that the Campbell City Council has before it. I am writing as a Campbell resident and temporary part-time city employee regarding the proposed budget cuts.

The Community Center and its recreation programs are an integral part of our family's life in Campbell where we've lived for the past six years. My eldest son consistently participated in Ms. Melinda's gymnastics and cheer classes and camps from the time he was in Kindergarten (he's now 10), and he's also enjoyed various camps as well as the Skateboarding Park (and classes). I routinely jog and walk on the track. And, with the arrival of our second son last year, we've started to take advantage of new programs like the Fun for Ones class and Musical Me. I love strolling through the beautiful center to observe what's going on —it always brings a smile to my face to see the the variety programs that draw a diverse mix of members of the community. As such, I hope that the Council will strive to minimize cuts to recreation classes and senior programs.

We've also been active in the Campbell Recreation Preschool Program. My son attended both Tiny Tots and SuperKinders, and I was an active parent volunteer before being hired as a substitute aide and then permanent classroom aide for SuperKinders in the 2018-19 school year. The Preschool Program is a gem for our community. While earning my early childhood education units, I observed several other programs in the area - both public and private - and I can confidently say that Campbell Recreation Preschool is special. For more than 20 years it has provided a safe, positive, playful first experience of school and benefited children and families in Campbell. Many of these families forge friendships and connections that last well beyond the preschool years. The program is much more affordable than other programs in the area and routinely has waiting lists for its classes. While I recognize that Covid-19 will likely require some new policies and procedures when classes resume in the fall, I fear what would happen if program was cut or drastically altered and urge you to maintain funding for the program to ensure it can remain both high quality and accessible to as many families as possible.

Thank you for your time and consideration.

Nicole Meehan

MEMORANDUM

City of Campbell

City Clerk's Office

To: Honorable Mayor and City Council

Date: June 9, 2020

From: Andrea Sanders, Deputy City Clerk

Via: Brian Loventhal, City Manager

Subject: **Desk Item 1 – Email Correspondence (2)**

Attached is a desk item containing email comments for item 1.

Andrea Sanders

To: Elliot Summers
Subject: RE: FOR PUBLIC COMMENT 6/9 ITEM 1

From: Elliot Summers
Sent: Tuesday, June 9, 2020 10:31 AM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: FOR PUBLIC COMMENT 6/9 ITEM 1

WARNING: This email originated from an external sender!

Hello members of our city council,

I have lived in Campbell my entire life. During that time I have witnessed overpolicing and police violence. It is an issue even in our city of Campbell. I have seen homeless folks, black folks, and other minority groups harassed and treated badly by Campbell Police Department. Police perpetuate white supremacy and was born out of it. We did not have police until slavery was abolished what does that say about the nature of police? It has been proven that bias training, descalation training, and even body cams do not prevent police from perpetrating violence against the residents of our fine city.

This is why I believe it should be proposed that we reduce our police services budget. I see that we are reducing it by about 400 thousand, but that is not enough. That is a drop in the bucket for a department which is receiving 18 million dollars a year. We should be reducing our police force and should be investing in the underprivileged communities in our city and stop overpolicing them. We need to create support systems that create equity for all communities. We need to invest in mental health counselors and crisis counselors instead. Why do we send police to wellness checks when they have no degrees in psychology, how can we expect them to truly help those folks? We should all be able to achieve the same opportunities and that is currently impossible in our communities.

We need to work to dismantle to police and create new systems that create a better and safer community for all people.

Thank you,
Elliot Summers

MEMORANDUM

City of Campbell

City Clerk's Office

To: Honorable Mayor and City Council

Date: June 8, 2020

From: Andrea Sanders, Deputy City Clerk

Via: Brian Loventhal, City Manager

Subject: **Desk Item 2 – Email Correspondence**

Attached is a desk item containing emails J. Lyman regarding item 2.

Andrea Sanders

To: Johanna Lyman
Subject: RE: Downtown Campbell reopening- concern and suggestion

-----Original Message-----
From: Johanna Lyman
Sent: Saturday, June 6, 2020 4:20 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Downtown Campbell reopening- concern and suggestion

WARNING: This email originated from an external sender!

Hello,

In some respects, it was really wonderful seeing life return to downtown Campbell today. I've missed seeing friends and neighbors as I'm sure we all have.

That said, I am deeply concerned about the lack of masks and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder. We've already seen early signs of spikes of the virus from the first round of rallies 11 days ago.

I would like to propose two suggestions:
1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive.
2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market!

Thank you in advance for your consideration.

Sincerely,

Johanna Lyman

MEMORANDUM

City of Campbell

City Clerk's Office

To: Honorable Mayor and City Council

Date: June 9, 2020

From: Andrea Sanders, Deputy City Clerk

Via: Brian Loventhal, City Manager

Subject: **Desk Item 2 – Email Correspondence (2)**

Attached is a desk item containing emails relating to item 2.

Andrea Sanders

To: Alana Henrickson
Subject: RE: Downtown Campbell

From: Alana Henrickson
Sent: Monday, June 8, 2020 9:51 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Downtown Campbell

WARNING: This email originated from an external sender!

Hello, It was really wonderful seeing life return to downtown Campbell today. I would like to propose two suggestions: 1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive. 2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the entire community misses the community misses the Campbell Farmer's Market. Thank you in advance for your consideration. Sincerely,
Alana Henrickson

Andrea Sanders

To: Lori Procter
Subject: RE: Suggestions for Opening Downtown

From: Lori Procter
Sent: Monday, June 8, 2020 6:53 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Suggestions for Opening Downtown

WARNING: This email originated from an external sender!

Hello,

In some respects, it was really wonderful seeing life return to downtown Campbell today. I've missed seeing friends and neighbors as I'm sure we all have. That said, I am deeply concerned about the lack of masks and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder. We've already seen early signs of spikes of the virus from the first round of rallies 11 days ago.

I would like to propose two suggestions:

1. Close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive.

2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary, 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market!

Thank you in advance for your consideration.

Sincerely,

Lori Procter

Andrea Sanders

To: Dave Mooney
Subject: RE: Please make downtown Campbell a temporary pedestrian mall for the summer!

-----Original Message-----
From: Dave Mooney
Sent: Monday, June 8, 2020 7:01 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Please make downtown Campbell a temporary pedestrian mall for the summer!

WARNING: This email originated from an external sender!

To the campbell city council. I live at 110 S first just two blocks from our city hall and downtown shops. We have a great window to do good for the entire area, vault our community into the next level of coolness , and bring our businesses back from the brink! I am close to many of the restaurants and talk to the owners each time I go, we want them to thrive!

Dave mooney

Sent from my iPhone

Andrea Sanders

To: Anne Rose
Subject: RE: Reopening Downtown Campbell

From: Anne Rose
Sent: Monday, June 8, 2020 5:48 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Reopening Downtown Campbell

WARNING: This email originated from an external sender!

Hello, In some respects, it was really wonderful seeing life return to downtown Campbell today. I've missed seeing friends and neighbors as I'm sure we all have. That said, I am deeply concerned about the lack of masks and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder. We've already seen early signs of spikes of the virus from the first round of rallies 11 days ago. I would like to propose two suggestions: 1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive. 2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market! Thank you in advance for your consideration. Sincerely,

Anne Rose
Campbell Resident

Andrea Sanders

To: Graeme Logie
Subject: RE: Downtown Campbell Re-opening and some suggestions and concerns

From: Graeme Logie
Sent: Monday, June 8, 2020 7:41 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Downtown Campbell Re-opening and some suggestions and concerns

WARNING: This email originated from an external sender!

Hello,

It was really wonderful seeing life return to downtown Campbell last weekend. I've missed seeing friends and neighbors out enjoying each other's company.
That said, I am deeply concerned about the lack of face coverings and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder. It's already apparent there have been early signs of spikes of the virus from the first round of rallies 11 days ago.
I, along with many others, would like to propose two suggestions: 1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test?

That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive.
2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market!
Thank you in advance for your consideration.

Graeme Logie
Campbell

Andrea Sanders

To: Lien N. Truong
Subject: RE: Downtown Campbell Reopening

From: Lien N. Truong
Sent: Monday, June 8, 2020 8:01 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Downtown Campbell Reopening

WARNING: This email originated from an external sender!

Hello,

In some respects, it was really wonderful seeing life return to downtown Campbell today. I've missed seeing friends and neighbors as I'm sure we all have.

That said, I am deeply concerned about the lack of masks and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder. We've already seen early signs of spikes of the virus from the first round of rallies 11 days ago.

I would like to propose two suggestions:

1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive.

2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market!

Thank you in advance for your consideration.
Sincerely,
Lien Truong

Andrea Sanders

To: Cora Marandino
Subject: RE: safely opening downtown

From: Cora Marandino
Sent: Tuesday, June 9, 2020 9:21 AM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: safely opening downtown

WARNING: This email originated from an external sender!

---

from a neighborn, but I wholly agree with these practical, common sense ideas:

"Hello, In some respects, it was really wonderful seeing life return to downtown Campbell today. I've missed seeing friends and neighbors as I'm sure we all have. That said, I am deeply concerned about the lack of masks and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder. We've already seen early signs of spikes of the virus from the first round of rallies 11 days ago. I would like to propose two suggestions: 1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive. 2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market! Thank you in advance for your consideration. Sincerely, Johanna Lyman"

Cora Marandino

Andrea Sanders

To: Cara Laine
Subject: RE: Downtown Campbell

From: Cara Laine
Sent: Tuesday, June 9, 2020 9:11 AM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Downtown Campbell

WARNING: This email originated from an external sender!

Hello,
In some respects, it was really wonderful seeing life return to downtown Campbell today. I've missed seeing friends and neighbors as I'm sure we all have. That said, I am deeply concerned about the lack of masks and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder. We've already seen early signs of spikes of the virus from the first round of rallies 11 days ago. I would like to propose two suggestions: 1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive. 2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market!

Thank you in advance for your consideration.

Sincerely,
Cara Laine

Custom Couture Invitation Boutique
840 E. Campbell Avenue, Campbell, California 95008
BY APPOINTMENT ONLY
408.371.7787
caracoutureinvitations.com

Andrea Sanders

To: Liz Stimson
Subject: RE: Downtown Campbell Covid Concerns

From: Liz Stimson
Sent: Tuesday, June 9, 2020 9:40 AM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Downtown Campbell Covid Concerns

WARNING: This email originated from an external sender!

Hello, In some respects, it was really wonderful seeing life return to downtown Campbell today. I've missed seeing friends and neighbors as I'm sure we all have. That said, I am deeply concerned about the lack of masks and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder. We've already seen early signs of spikes of the virus from the first round of rallies 11 days ago.
I would like to propose two suggestions:
1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive.
2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market!
Thank you in advance for your consideration.
Sincerely,
Liz Stimson

Sent from my iPhone

Andrea Sanders

To: Katharina Probst
Subject: RE: Request: closing downtown to vehicle traffic to allow for better social distancing

From: Katharina Probst
Sent: Tuesday, June 9, 2020 9:26 AM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: Request: closing downtown to vehicle traffic to allow for better social distancing

WARNING: This email originated from an external sender!

Hello, In some respects, it was really wonderful seeing life return to downtown Campbell this past weekend. That said, I am deeply concerned about the lack of masks and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder.

I would like to propose two suggestions which I know you have seen from others: 1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive. 2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market!

Again, I know you have seen these and similar suggestions. **I believe that closing downtown to vehicle traffic will strengthen the community and allow us to support local business safely. I want to do my part in supporting our local business community, but I need to do so in a way that doesn't put me or others at risk.**

Thank you in advance for your consideration. Sincerely,

Kathrin

MEMORANDUM

City of Campbell

City Clerk's Office

To: Honorable Mayor and City Council

Date: June 9, 2020

From: Andrea Sanders, Deputy City Clerk

Via: Brian Loventhal, City Manager

Subject: **Desk Item 2 – Email Correspondence (3)**

Attached is a desk item containing email comments for item 2.

Andrea Sanders

To: Janet Hoffmann
Subject: RE: Suggestions for improvement

-----Original Message-----
From: Janet Hoffmann
Sent: Tuesday, June 9, 2020 11:32 AM
To: Clerks Office <clerksoffice@campbellca.gov>
Cc: Susan M. Landry <susanl@campbellca.gov>; Liz Gibbons <lizg@campbellca.gov>; Anne Bybee <anneb@campbellca.gov>; Rich Waterman <RichW@campbellca.gov>; Paul Resnikoff <paulr@campbellca.gov>
Subject: Suggestions for improvement

WARNING: This email originated from an external sender!

Hello,

I am writing to support Johanna's suggestions below and have one of my own, not necessarily related to the COVID19 crisis but to the ongoing housing crisis. There are two houses with a block of my house on the corner of Connie and Virginia that have been sitting empty for 15-20 years or more. A friend I walked with recently pointed out another similarly long-time empty house at 1215 Steinway Ave. In these times of severe housing shortages and high home prices, I suspect that the only way these places can sit vacant for so long is because they are paid for and the taxes are so low. Besides of being a waste of prime livable spaces, they create a neighborhood eyesore. Has Campbell considered implementing a vacancy tax?

1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive.
2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market!

Thank you in advance for your consideration.

Janet Hoffmann,
Campbell

Andrea Sanders

To: Fiona Clay
Subject: RE: owntown Campbell Reopening: Concern and Suggestion.

From: Fiona Clay
Sent: Tuesday, June 9, 2020 11:19 AM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: owntown Campbell Reopening: Concern and Suggestion.

WARNING: This email originated from an external sender!

Hello,
In some respects, it was really wonderful seeing life return to downtown Campbell today. I've missed seeing friends and neighbors as I'm sure we all have.
That said, I am deeply concerned about the lack of masks and social distancing I witnessed, especially with all the recent rallies and protests where people were shoulder to shoulder. We've already seen early signs of spikes of the virus from the first round of rallies 11 days ago.
I would like to propose two suggestions:
1. Could you close Campbell Ave between the railroad tracks and 3rd St. to vehicle traffic, at least for the summer as a test? That would allow restaurants to have more outdoor capacity, pedestrians to observe social distancing, and improve the opportunities for downtown businesses to thrive.
2. The return of the Farmer's Market: closing 1st, 2nd, and if necessary 3rd streets between Civic Center Dr. and Orchard City Dr. and setting up the Farmer's Market on one side of each of those streets would allow it to resume safely without disrupting local businesses on Sunday. I know the whole community misses the Market!
Thank you in advance for your consideration.

Regards,
Fiona Clay
--
Thanks,
Fiona

"Let your first choice be your best choice"

City of Campbell

Item #1

Introduction of Fiscal Year (FY) 2020-21
Operating & Capital Budget

Special Meeting (Remote Meeting)

June 9, 2020

MEETING OBJECTIVES

- Receive direction on Proposed Budget and CIP that can be incorporated into final version to be adopted on June 25
- Receive feedback and direction regarding proposed reductions and service level impacts

BUDGET STRATEGIES

- **Scenario Development**
  - Scenario 1: Before COVID-19
  - Scenario 2: Essential supplies and services only and some personnel and service level reductions
    - **Current Proposed Budget before Council is based on this scenario**
    - Currently in meet and confer process with labor groups
      - Discussions could lead to further savings that would need to be factored in later
  - Scenario 3: Target 5% reduction compared to FY 2020 General Fund Budget
    - Tier 1 Alternate Strategies in Budget Message
  - Scenario 4: Target 10% reduction compared to FY 2020 General Fund Budget
    - Tier 2 Alternate Strategies in Budget Message
  - Scenario 5: Target 15% reduction compared to FY 2020 General Fund Budget
    - Tier 3 Alternate Strategies in Budget Message

BUDGET SUMMARY

- FY 2021 Proposed Operating Budget (In Millions)

	TOTAL CITY	GENERAL FUND	OTHER FUNDS
REVENUES	$81.4	$53.8	$27.6
EXPENDITURES	$70.2	$56.2	$14.0
SURPLUS/(DEFICIT)	$11.2	($2.4)	$13.6

- FY 2021 Proposed Total Budget (In Millions)
  **Includes capital costs*

	TOTAL CITY	GENERAL FUND	OTHER FUNDS
REVENUES	$86.5	$53.8	$32.7
EXPENDITURES	$86.3	$56.7	$29.6
SURPLUS/(DEFICIT)	$0.2	($2.9)	$3.1

BUDGET SUMMARY

- FY 2021 Proposed Total compared to FY 2020 Estimated Total:
  - Total City Revenues decrease **1.0%**
  - Total City Expenditures decrease **12.5%**

  - Total General Fund Revenues increase **0.9%**
  - Total General Fund Expenditures decrease **1.1%**

- FY 2021 Proposed Total compared to FY 2020 Adopted Total:
  - Total City Revenues increase **11.4%**
  - Total City Expenditures increase **8.7%**

  - Total General Fund Revenues decrease **3.8%**
  - Total General Fund Expenditures increase **0.1%**

BUDGET SUMMARY

General Fund Reserves	FY 2019 Actuals	FY 2020 Estimated	FY 2021 Proposed
Economic Fluctuations	$9,192,787	$9,192,787	$6,278,336
Emergency	$5,586,316	$1,553,601	$1,553,601
Undesignated (Operating)	$1,026,759	$1,026,759	$1,026,759
TOTAL	**$15,805,862**	**$11,773,147**	**$8,858,696**
% of GF Operating Exp.	*30.05%*	*21.74%*	15.79%

- Council Policies – Section20 – V. Reserve Policies
- Also summarized pg. 18-19 of Proposed FY 2021 Operating Budget
- **Policy Summary**
  - Economic Fluctuations – 16.67% of General Fund Operating Expenditures
  - Emergency – 10.00% of General Fund Revenues
  - Operating - $1 million

BUDGET HIGHLIGHTS

- **REVENUES**
- **Property Tax**
  - 4.6% growth in Assessed Value for FY 2021
- **Sales Tax**
  - Reduced consumer spending through end of FY 2021, but increasing gradually starting in June 2020
  - 1.8% ↓ in FY 2021 Proposed when compared to FY 2020 Estimated
  - 8.0% ↓ in FY 2020 Estimated when compared to FY 2019 Actuals
  - 9.6% ↓ over two fiscal years
- **Charges for Services**
  - Some Recreation programs can resume in June
  - 14.5% ↑ in FY 2021 Proposed when compared to FY 2020 Estimated
  - 21.9% ↓ in FY 2020 Estimated when compared to FY 2019 Actuals
  - 10.6% ↓ over two fiscal years

BUDGET HIGHLIGHTS

- **TOT**
  - April 2020 occupancy ranged from 6% to 34%. Expect same for May 2020 with gradual pick up starting June 2020
  - 4.5% ↓ in FY 2021 Proposed when compared to FY 2020 Estimated
  - 34.0%↓ in FY 2020 Estimated when compared to FY 2019 Actuals
  - 37.0% ↓ over two fiscal years

- **Licenses & Permits**
  - Building permitting resumed early May
  - Expect most anticipated development projects likely to continue in FY 2021
  - 56.2% ↑ in FY 2021 Proposed when compared to FY 2020 Estimated
  - 1.4% ↑ in FY 2020 Estimated when compared to FY 2019 Actuals
  - 58.3% ↑ over two fiscal years

- **Bonds and Loans**
  - $10 million first issuance of Measure O bonds August 2020

BUDGET HIGHLIGHTS

- **EXPENDITURES**
- **COVID-19 Budget Unit**
  - $500,000 Proposed for FY 2021
  - Continued virtualization of City services
  - PPE, supplies, and other equipment to keep employees and public safe
  - Reconfiguration of public counters
  - Economic recovery efforts
  - Will seek FEMA reimbursement for allowable COVID-19 expenses
- **Employee Services**
  - 0.83 FTE reduction in permanent personnel in FY 2021
  - 19.77 FTE reduction in temporary RCS personnel in FY 2021
  - 1.0 new Public Safety Dispatcher and 0.50 new PD Training Coordinator
  - 2.6% ↑ in FY 2021 Proposed when compared to FY 2020 Estimated
  - 3.1% ↑ in FY 2020 Estimated when compared to FY 2019 Actuals
  - 5.7% ↑ over two fiscal years

BUDGET HIGHLIGHTS

- **Supplies, Services, Capital Outlay**
  - Reduction to essential costs only
  - Continues effort for FY 2020
  - 2.0% ↓ in FY 2021 Proposed when compared to FY 2020 Estimated
  - 19.5% ↓ in FY 2020 Estimated when compared to FY 2019 Actuals
  - 21.1% ↓ over two fiscal years

BUDGET STRATEGIES

- **GENERAL**
- **Reduction of Supplies, Services, and Capital Outlay to Essential Items Only**
  - 2.0% ↓ in FY 2021 Proposed when compared to FY 2020 Estimated
    - $1 million ↓ when $500,000 in COVID-19 proposed costs excluded
  - 19.5% ↓ in FY 2020 Estimated when compared to FY 2019 Actuals
- **Modification of IT Pool Charges to Other Departments**
  - Temporary 17.7% reduction in indirect charges for FY 2021
  - $250,000 reduction
  - IT Fund (647) is able to support this temporary decrease in departmental charges
  - Estimated $279,745 fund balance by end of FY 2021
  - Expect charges to increase slightly in FY 2022

BUDGET STRATEGIES

- **Scaling Back of Capital Projects Especially Those Supported by the CIPR**
  - Accounts for potentially limited capacity to deliver capital projects
  - Projects to
    - Preserve public safety and health, or
    - Necessary to meet the requirements of external funding sources
  - Limited use of CIPR
    - $465,000 for FY 2021
    - $997,000 for FY 2020
  - No General Fund CIPR Set Aside in FY 2021
    - Sufficient estimated balance of $1.6 million at beginning of FY 2021
    - Return to $191,000 set aside in FY 2022

BUDGET STRATEGIES

- **CITY MANAGER'S OFFICE**
- Scenario 2
  - General limitation to essential costs only.
  - Freezing vacant Deputy City Manager
    - Through December 31, 2020
    - $125,000 savings in FY 2021
    - Job functions to be distributed. Certain administrative functions could be delayed.
- Scenario 3 (Tier 1), Scenario 4 (Tier 2), & Scenario 5 (Tier 3)
  - Freezing vacant Deputy City Manager
    - All of FY 2021
    - $250,000 savings in FY 2021
    - Job functions to be distributed. Certain administrative functions could be delayed.

BUDGET STRATEGIES

- **LEGAL SERVICES**
- Scenario 2
  - General limitation to essential costs only.
- Scenario 3 (Tier 1)
  - Reduction of contractual costs $37,500 / 169 hours
- Scenario 4 (Tier 2)
  - Reduction of contractual costs $67,000 / 302 hours
- Scenario 5 (Tier 3)
  - Reduction of contractual costs $97,000 / 437 hours

BUDGET STRATEGIES

- **FINANCE**
- Scenario 2
  - General limitation to essential costs only.
  - Outsourcing of business license functions; repurpose staff; $37,500 savings
- Scenario 3 (Tier 1)
  - Transition of some full-time staff to part-time; $63,000 savings
- Scenario 4 (Tier 2)
  - Transition of some full-time staff to part-time
  - Reduction of other full-time staff
  - $154,000 savings
- Scenario 5 (Tier 3)
  - Transition of some full-time staff to part-time
  - Reduction of other full-time staff
  - Outsourcing of payroll; repurpose staff
  - $230,000 net savings

BUDGET STRATEGIES

- **COMMUNITY DEVELOPMENT**
- Scenario 2
  - General limitation to essential costs only.
  - Correction: Senior Planner is not vacant; Associate Planner is vacant
    - Will be corrected in next version of budget book before adoption June 25
    - Associate Planner will be filled in this Scenario.
- Scenario 3 (Tier 1) - $190,000 in savings
  - Reduction of contracted Building and Code Enforcement positions
  - Reduction of temporary Economic Development position
- Scenario 4 (Tier 2) - $359,000 in savings
  - Reduction of contracted Building and temporary Planning positions
  - Vacancy freeze of Building Official
- Scenario 5 (Tier 3) - $549,000 in savings
  - Reduction of contracted Building positions
  - Vacancy freeze of Building Official and Associate Planner

BUDGET STRATEGIES

- **RECREATION AND COMMUNITY SERVICES**
- Scenario 2
  - General limitation to essential costs only
  - Vacancy freeze of Recreation Specialist - $119,000 in savings
    - Reduce/suspend Adult Center Clubs/Groups and suspend Senior Trips to Spring 2021.
  - Limited program and camp sizes
    - Reduces fees first part of FY 2021; Reduction of temporary staff by 19.77 FTEs
  - Reduced Senior class offerings through late Fall 2020
  - No Summer Concerts 2020
  - Reduced counter staff at Community Center
  - Limited rentals
  - Reduction of box office hours at Theatre
  - Suspension of Adult Sports Leagues through Winter 2021
  - Drop In Fitness and Fitness class reductions through Fall 2020
  - Reduced Youth enrichment class offerings through late Fall 2020
  - Cancellation of Oktoberfest Fun Run 2020

BUDGET STRATEGIES

- **RECREATION AND COMMUNITY SERVICES**
- Scenario 3 (Tier 1) - $90,000 in added GF Savings
  - Everything from Scenario 2
  - Additional reductions of Senior class offerings
  - Reduced temporary personnel for onsite supervision of Ainsley House rentals
  - Reduced temporary personnel for fitness center and aquatics for a portion of fiscal year
  - Remove work experience program for High School students

BUDGET STRATEGIES

- **RECREATION AND COMMUNITY SERVICES**
- Scenario 4 (Tier 2) - $168,000 in added GF Savings
  - Everything from Scenario 2 and 3
  - Reduction of permanent staffing by one (1.0) FTEs
  - Reduction of temporary personnel support to Senior Nutrition
  - Elimination of Senior Trip program
  - Reduced case management services for Adult Services by 50%
  - Museum closed to the public
  - Reduction of temporary personnel support for Heritage Theatre
  - Skatepark closed to the public
  - Additional reduction of class offerings for Drop-In Fitness and Fitness classes

BUDGET STRATEGIES

- **RECREATION AND COMMUNITY SERVICES**
- Scenario 5 (Tier 3) - $335,000 in added GF Savings
  - Everything from Scenario 2, 3, and 4
  - Removal of office water service
  - Additional reductions to professional development
  - Vacancy freeze Recreation & Community Services Director position for FY 2021

BUDGET STRATEGIES

- **PUBLIC WORKS**
- Scenario 2
  - General limitation to essential costs only
- Scenario 3 (Tier 1)
  - Vacancy freeze of Assistant Civil Engineer - $196,000 savings
- Scenario 4 (Tier 2)
  - Vacancy freeze of Assistant Civil Engineer - $196,000 savings
  - Vacancy freeze of Building Maintenance Worker - $158,000 savings
- Scenario 5 (Tier 3)
  - Vacancy freeze of Assistant Civil Engineer - $196,000 savings
  - Vacancy freeze of Building Maintenance Worker - $158,000 savings
  - Vacancy freeze of Parks Supervisor - $205,000 savings

BUDGET STRATEGIES

- **POLICE**
- Scenario 2
  - General limitation to essential costs only
  - 50% reduction of overtime; offset by 1.0 new Public Safety Dispatcher and 0.50 Training Coordinator
  - Reduction of one (1.0) non-sworn perm. position in Field Services division
  - Reduction of one (1.0) non-sworn perm. position in Records division
  - Reduction of 0.20 temp. FTEs in Records division
  - Reduction of 0.50 temp. FTEs in Special Enforcement division
  - $399,000 in savings due to above personnel actions
- Scenario 3 (Tier 1), Scenario 4 (Tier 2), & Scenario 5 (Tier 3)
  - Everything in Scenario 2
  - Reduction of two (2.0) non-sworn perm. position in Field Services division
  - Reduction of 0.75 non-sworn perm. position in Special Enforcement division
  - Reduction of 0.50 temp. FTEs in Special Enforcement division
  - $371,000 in savings due to above personnel actions

BUDGET STRATEGIES

- **FIRE SERVICES**
- Scenario 2, 3, 4, and 5
  - Assume contractual cost increase of 4.67%
    - Increases by formula annually; no less than 2%; no more than 5%
  - FY 2021 Contract: $9,552,487
  - FY 2020 Contract: $9,126,693

REVENUE MEASURES

- Could be placed on November 2020 or future ballot
  - Would likely require a polling and ballot measure consultant
  - Time is running short for November 2020
- Utility Users Tax (UUT)
  - Could earn $2.5 million to $3 million with following assumptions
    - 5% rate on gas, electric, telecommunications, and cable
    - Rough estimates
- Increase to Transient Occupancy Tax (TOT) Rate
  - Recommend using any increased revenue to promote local hotels, tourism, travel, retail, and restaurants citywide
- Business License Rate Modernization
  - More equitable rate structure
  - Would take the most staff time

FEDERAL AID

- HEROES ACT
  - $1 trillion to state, local, territorial and tribal government for fiscal relief
  - Contentious bill
  - Could help Campbell significantly
  - $21 million from this bill spread over two fiscal years
    - $14 million potentially provided in FY 2021
    - $7 million potentially provided in FY 2022

- FEMA Reimbursements
  - Staff will seek reimbursements for any and all allowable expenses
  - Allowable expenses are usually direct costs such as PPE, EOC staff time, Overtime related.
  - May also be able to recoup some costs to purchase equipment that allows staff in appropriate positions to telework
  -

WORK PLANS

- FY 2021 Work Plan items Discussed during study sessions April 28 and May 22
- Take into account potentially limited capacity due to COVID-19
- Found within the department program sections of the budget document

FY 2021-2025 CIP

- HIGHLIGHTS
- See desk item relating to San Tomas Trail and Public Works Portables projects
- 52 projects
  - 13 new
  - 2 currently approved projects needing additional appropriations
  - 11 currently approved projects needing no additional appropriations
  - 26 carryover projects
- $82.8 million 5-year CIP exclusive of carryover projects
- Year 1 projects equaling $6.9 million
- Planning Commission review for General Plan and CEQA compliance also on June 9

FY 2021-2025 CIP

- NEW PROJECTS

Project Title	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 Emer. Phones & Computers	60,000	Year 1	CIPR
CCC C-Wing Breezeway Reroofing	50,000	Year 2	CIPR
CCC Track Resurfacing	350,000	Year 3	Parkland
CCC Transformer Replacement	200,000	Year 3	CIPR
General Haz. Materials Survey of CCC Bldgs.	150,000	Year 1 & 2	CIPR
Hamilton Ave. Hwy. 17 Southbound Offramp	1,507,000	Year 4 & 5	Grants / Private
JDM Parking Lots	240,000	Year 3	Parkland
JDM Restrooms Improvement - Budd	839,000	Year 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

FY 2021-2025 CIP

- ADDITIONAL APPROPRIATIONS

Project Title	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

FY 2021-2025 CIP

- EXISTING PROJECTS (Excluding Carryover Projects)
  - *For a detailed list of carryover over projects which do not require re-authorization by Council, please CIP document*

Project Title	Total Budget	Timing	Source of Funds
ADA Transition Plan Improvements	$238,024	Years 2 & 4	CIPR
Campbell Park Improvements	1,500,000	Year 2	Parkland
Campbell Avenue & Page Street Traffic Signal	332,000	Years 3 & 4	Grants/Private
Harriet Avenue Sidewalks	1,150,000	Years 2 & 3	Grants/Private
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
Misc. Storm Drainage Improvements	200,000	Years 3 & 5	Env. Services
Sidewalk/Curb and Gutter Replacement	475,000	Annual	Construction Tax
Traffic and Street Sign Replacement	253,577	Years 1 - 3	CIPR
Virginia Park Improvements	320,000	Years 4 & 5	Parkland

NEXT STEPS

- June 25
  - FY 2020-21 Budget and 2021-2025 CIP Adoption – *taking into account any feedback and guidance from June 9*
- September 15
  - Closeout of FY 2020 Financials and Final Staff Recommendations and Request for Council Authorization to Use Available General Fund Reserves
- 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

Q & A

Discussion