



City Council Agenda

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

NOTE: 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 16, 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 Channel 26, the City's website, and YouTube (<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_Kw1ioQjgRHKCIYx7IVxXzQ

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

SPECIAL MEETING OF THE CAMPBELL CITY COUNCIL

Tuesday, June 16, 2020 - 5:30 p.m.

City Hall – 70 N. First Street

CALL TO ORDER

ROLL CALL

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_Kw1ioQjgRHKCIYx7IVxXzQ

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 continue to 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.

ADJOURN

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

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council meeting, please contact the City Clerk's Office at ClerksOffice@campbellca.gov or at (408) 866-2117 48 hours before the meeting.



*City
Council
Report*

Item: 1
 Category: PUBLIC HEARINGS AND
 INTRODUCTION OF
 ORDINANCES
 Meeting Date: June 16, 2020

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

RECOMMENDED ACTION

That the City Council continue to 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 continue the Special Meeting of June 9, 2020 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 2021-2025 Five-Year Capital Improvement Plan (CIP) as well as a related desk item previously shared with the Council and the public are included as attachments. Within the main document, the City Council will find a Budget Message after the Table of Contents which provides an 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
- b. Desk Item - CIP Replacement Pages



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



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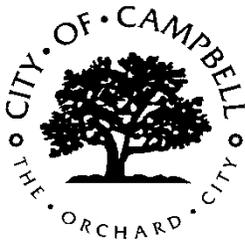
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June 9, 2020

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 oversight 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 through 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)

Department Specific Alternate Strategies

**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 of Statement on Auditing Standards 114 and 115.

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

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

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

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

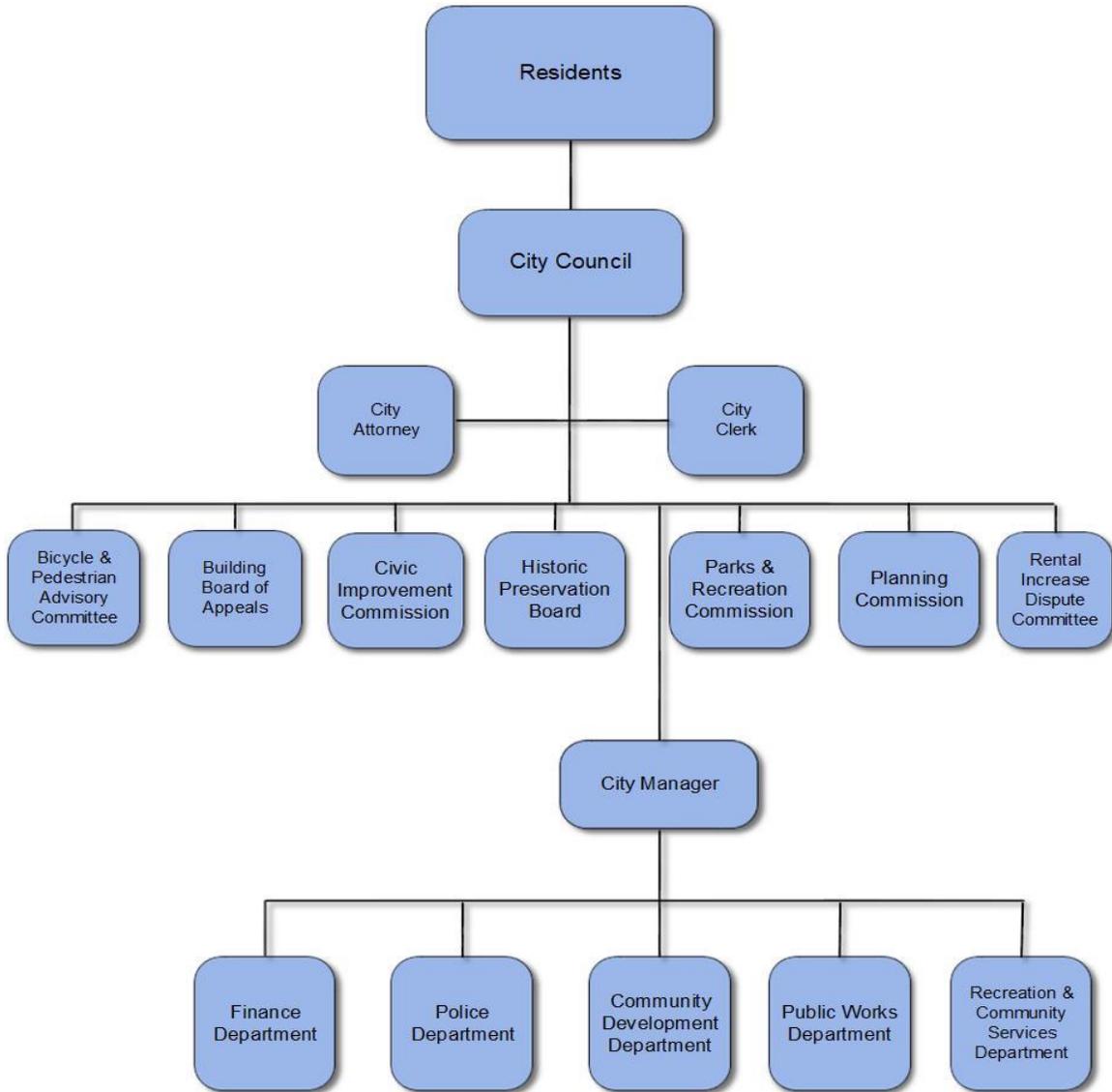
The City will restrict long-term borrowing to the funding of capital improvement projects and equipment. The term of debt shall not exceed the expected useful life of the capital improvement

project or equipment. General obligation debt will not exceed 3.75% of the City's assessed value in accordance with State law. Where possible, the City will use special assessment, revenue, or other self-funding debt instead of general obligation bonds.

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

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

General Organization 2020 - 2021



CITY OFFICIALS

City Council

Mayor – Susan M. Landry

Vice Mayor – Liz Gibbons

Councilmember – Rich Waterman

Councilmember – Paul Resnikoff

Councilmember – Anne Bybee

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

City Administrative Staff

City Manager – Brian Loventhal

Deputy City Manager – Vacant

Acting City Clerk – Andrea Sanders

City Attorney – William Seligmann

Community Development Director – Paul Kermoyan

Finance Director – Will Fuentes

Human Resources Manager – Jill Lopez

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.

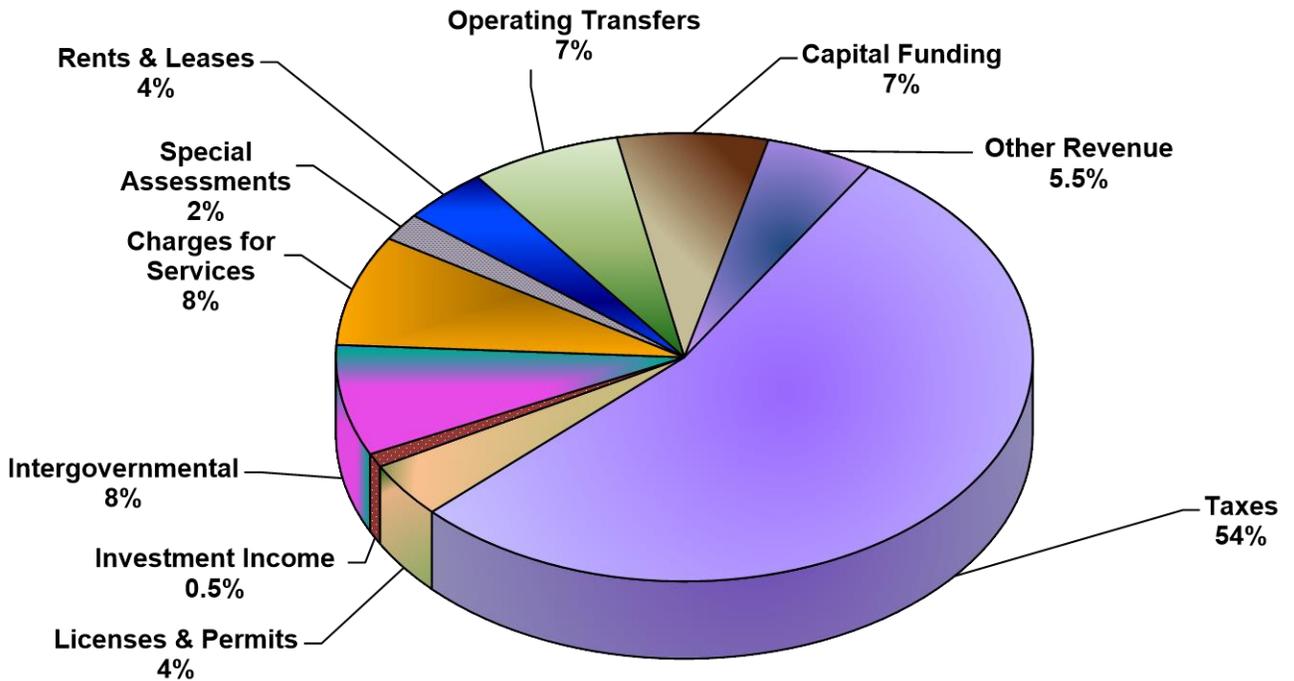
TRANSACTIONS AND USE TAX – In November 2008, voters passed Measure O a ¼ cent Transactions and Use Tax “add on” to the sales tax. This tax is also imposed based on the sales price of tangible goods similar to Sales and Use Tax. However, this tax also applies to goods that are delivered into the City,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

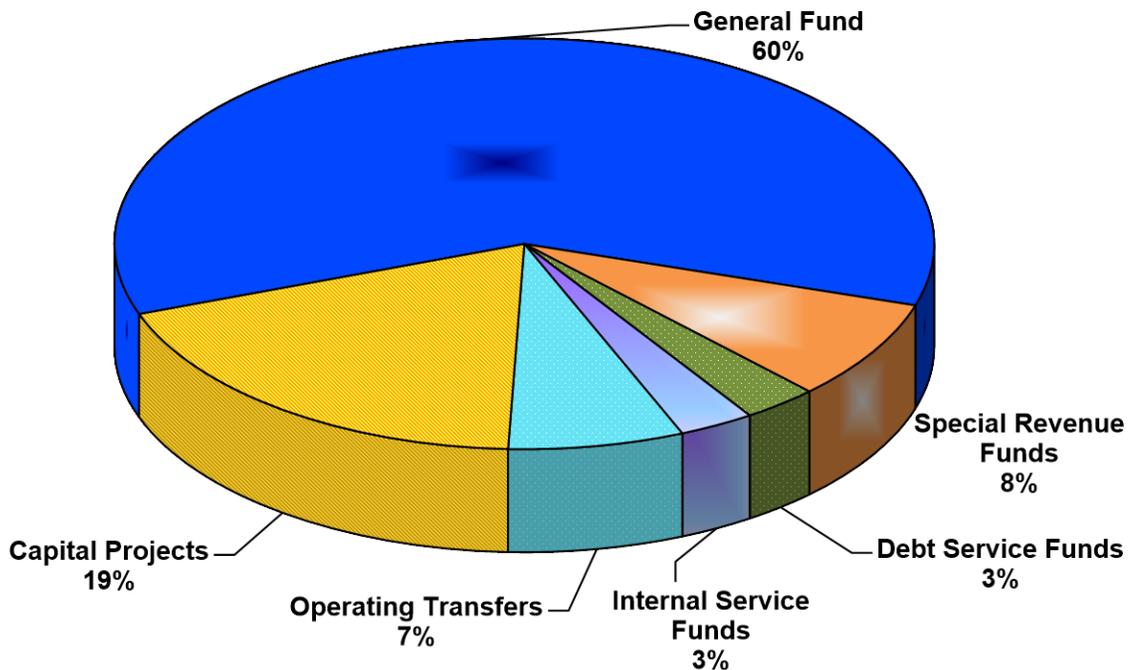
Fund	Fund Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Estimated	FY 2020-21 Proposed	\$ Change	% Change
202	Vehicle Impact Fees	692,962	667,778	808,106	777,250	(30,856)	-3.8%
204	Gas Tax Fund	1,671,009	2,219,550	2,385,227	2,414,067	28,840	1.2%
205	Asset Forfeiture Fund	8,037	23,422	249,117	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%

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

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)

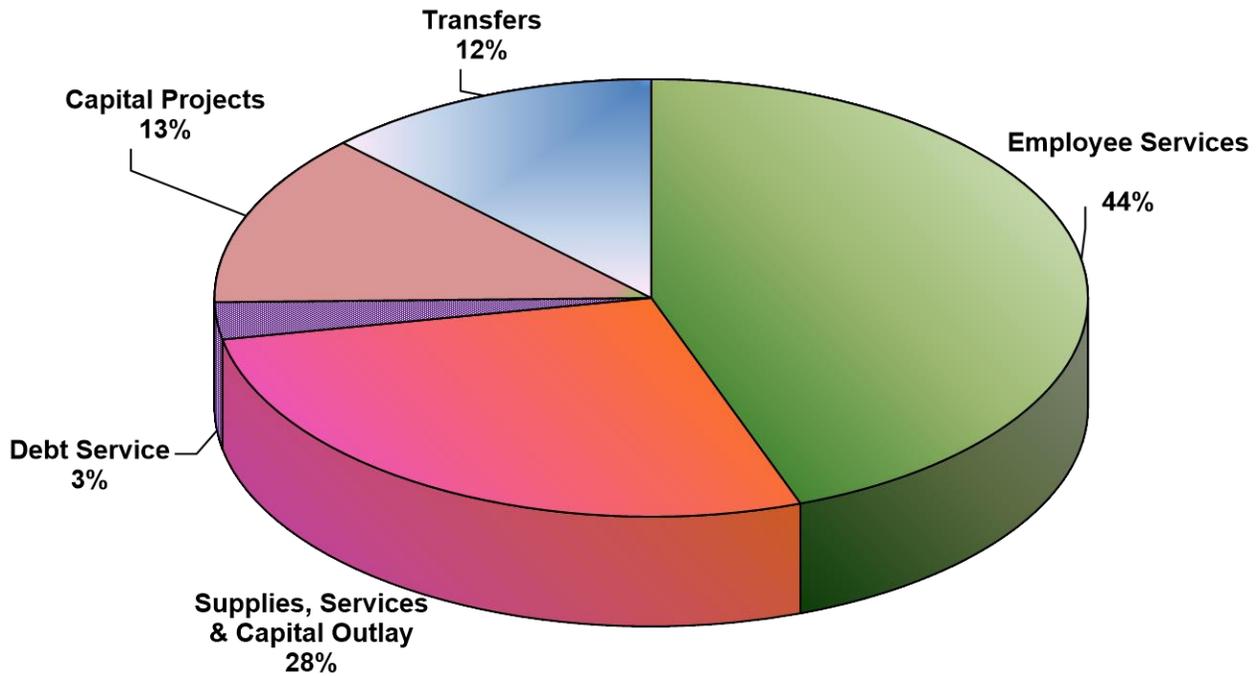
Fund	Fund Description	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-20 Estimated	FY 2020-21 Proposed	\$ Change	% Cha
101	General Fund	\$53,592,651	\$53,817,057	\$57,330,924	56,682,124	(\$648,800)	-1
202	Vehicle Impact Fees	1,211,409	-	2,038,825	777,000	(1,261,825)	-61
204	Gas Tax Fund	2,060,942	1,871,084	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

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

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%

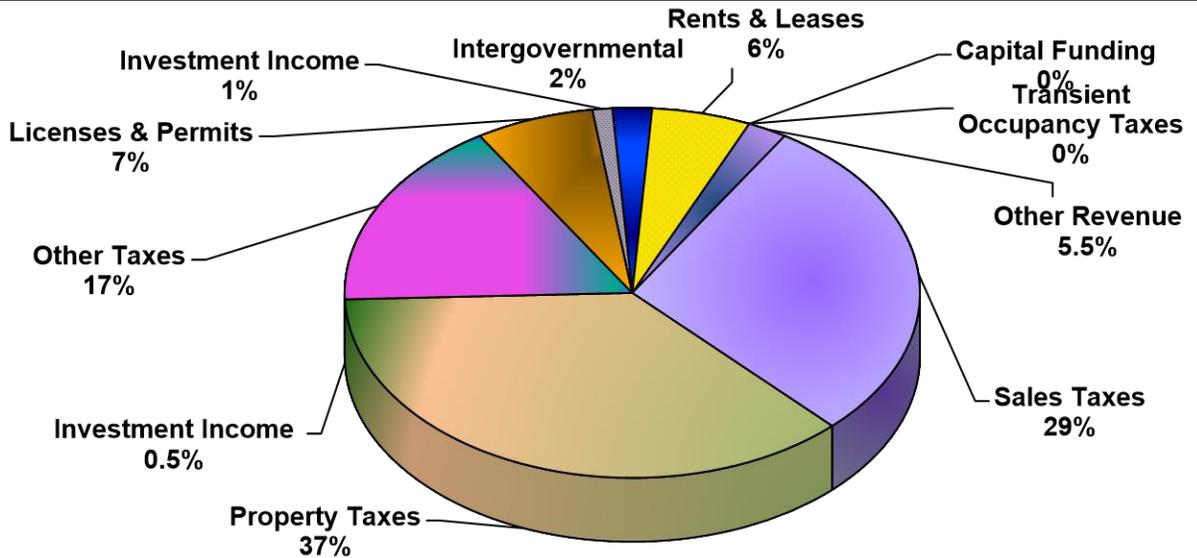
Total City Expenditures by Type - \$86,273,369



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%

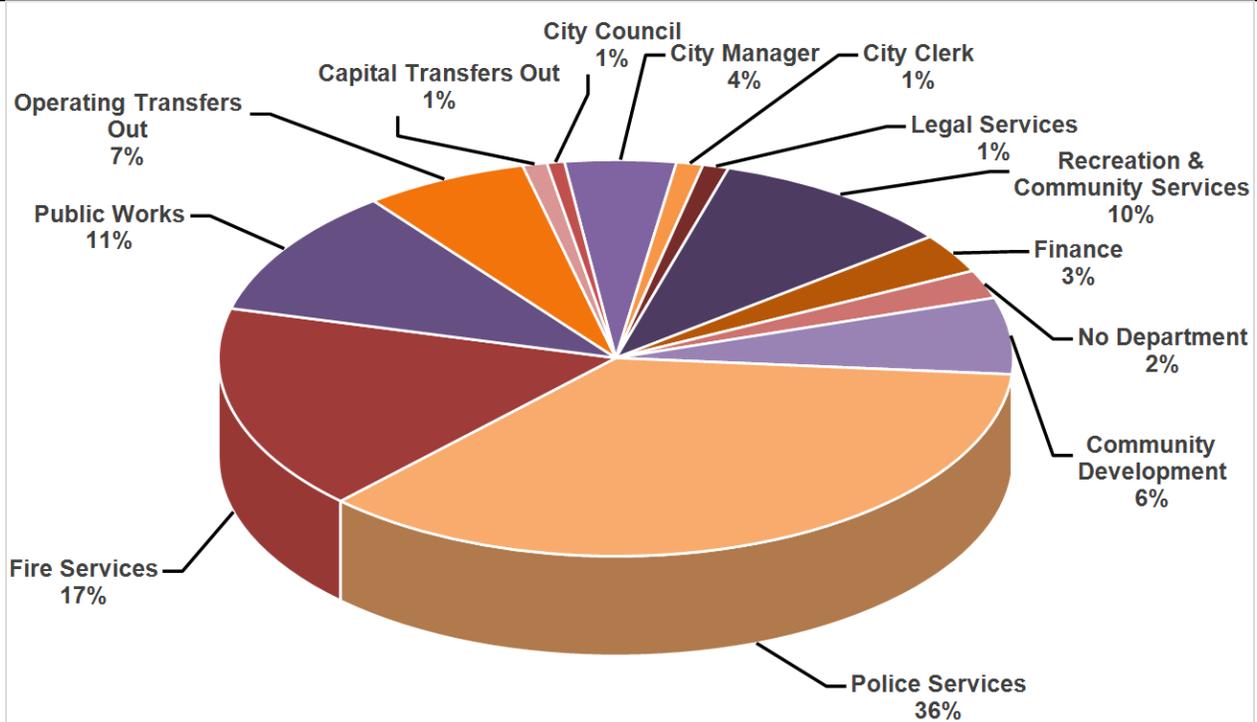
General Fund Revenue Summary - \$53,767,673



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

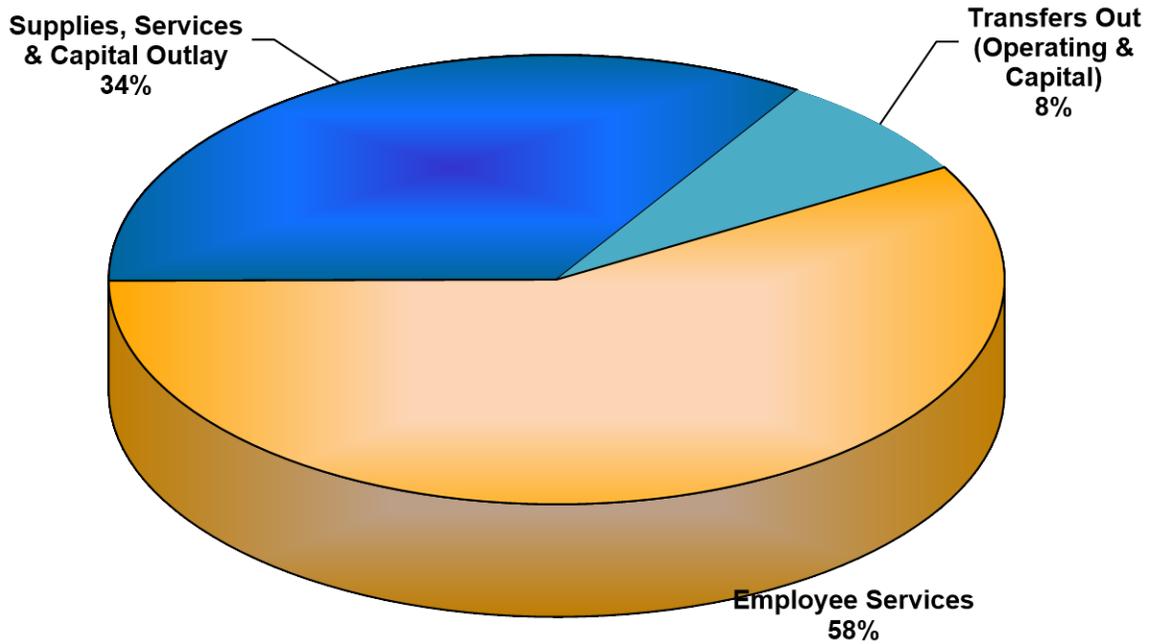


Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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



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

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

<u>Reserves & Designations</u>	<u>Actual 06/30/16</u>	<u>Actual 06/30/17</u>	<u>Actual 06/30/18</u>	<u>Actual 06/30/19</u>	<u>Estimated 06/30/20</u>
Operations	\$1,000,000	\$1,000,000	\$1,000,000	\$1,026,759	\$1,026,759
Emergencies	4,984,862	4,941,078	5,114,900	5,586,316	1,553,601
PERS/OPEB Retirement	2,352,000	2,552,000	2,552,000	2,552,000	2,552,000
Capital Improvements	7,915,852	5,410,890	5,000,000	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
	<u>Property Taxes:</u>					
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
	<u>Taxes Other Than Property Taxes:</u>					
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
	<u>Licenses and Permits - General Fund</u>					
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
	<u>Fines, Forfeitures and Penalties - General Fund</u>					
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	-	-	-	-	-

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

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
	<u>Revenue From Use of Money & Property:</u>					
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
	<u>Revenues From Other Agencies:</u>					
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 Emissions Reduction by Schools (VERBS)	-	-	-	-	
4553	State Housing Grant - B E G I N	-	-	-	-	
4554	One Bay Area Grant (OBAG)	-	-	-	-	
4555	Anti Drug Abuse Grant	-	-	-	-	
4556	AB 109 Public Safety Realignment	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

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

**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	Ainsley 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	-	-	-	-	-

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

**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	-	-	-	-	-

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

**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

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

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-
	<u>Property Taxes:</u>					
4001	Current Year: Secured - General Fund	10,801,369	12,457,859	13,399,976	14,381,800	15,043,4
4002	Unsecured - General Fund	538,647	572,541	670,583	664,300	694,8
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	53,3
4008	Residual RPTTF Distribute - General Fund	376,894	504,891	641,987	872,000	912,1
4011	Property Tax - ERAF	345,296	424,671	822,019	1,204,200	1,259,5
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	17,963,1
	<u>Taxes Other Than Property Taxes:</u>					
4110	Sales and Use Tax - General Fund	9,900,500	11,993,871	12,747,628	11,324,080	11,150,9
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	2,636,2
4113	Property 172 Public Safety	-	-	-	384,400	384,8
4115	Sales Tax Backfill	2,270,445	-	-	-	-
4120	Franchises: P G & E - Electric	429,313	440,615	401,067	450,000	464,9
4121	Franchises: P G & E - Gas	88,571	114,787	97,180	119,000	122,9
4122	Franchises: Cable TV	603,664	620,906	588,416	635,000	656,0
4123	Franchises: Garbage	1,831,301	2,056,036	2,089,673	2,160,000	2,231,4
4124	Franchises: San Jose Water	184,381	236,962	241,006	248,000	248,8
4125	Franchises: AT&T	182,373	116,991	98,205	124,000	128,1
4150	Motel Tax (Transient Lodging)	4,439,668	4,554,949	4,768,870	3,145,800	3,002,0
4151	Construction Tax	338,718	85,406	26,451	53,140	179,0
4152	Business Licenses	683,445	698,184	693,263	716,925	862,5
4153	Property Transfer Tax	551,007	761,583	519,407	782,000	319,9
4155	Farmers Market In Lieu (Business License)	12,000	12,500	15,625	9,375	14,2
	Sub-Total	24,162,934	24,557,934	25,223,385	22,876,330	22,402,0
	<u>Licenses and Permits - General Fund</u>					
4210	Construction Permits	2,488,271	1,727,591	1,391,341	1,448,791	2,362,0
4211	Advanced Plan Check Fee	838,954	434,337	426,433	419,112	571,0
4212	Building Dept General Revenue	18,738	16,209	34,640	45,466	39,0
4213	Plan Check Fee - Title 24 Energy	117,143	59,817	41,958	50,271	95,0
4214	Permit Track Software Fee	-	-	17,392	31,112	57,0
4241	Fire Permits	155,912	172,100	149,752	95,200	140,0
4242	Bicycle License	-	134	200	-	-
4243	Animal License Fees	-	-	-	-	-
4271	Truck Permits	1,472	1,680	370	300	1,0
	Sub-Total	3,620,490	2,411,868	2,062,086	2,090,252	3,265,0
	<u>Fines:</u>					
4310	Vehicle Code Fines-City	102,724	88,703	61,558	50,000	25,0
4320	Vehicle Code Fines-County	115,653	141,264	125,838	35,000	50,0
4330	Vehicle Code Fines-State	63,881	56,661	53,551	38,300	25,0
4371	Code Enforcement Fines	11,990	16,754	33,531	26,300	25,0
4390	Misc Fines	-	-	-	-	-

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

**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	125,000
	<u>Revenue From Use of Money & Property:</u>					
4410	Investment Earnings - General Fund	147,084	505,043	545,267	461,000	374,000
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	10,000
4810	Rents / Leases (Real & Personal)-General Fund	-	1,721,885	1,785,200	1,804,500	2,044,100
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	2,428,100
	<u>Revenues From Other Agencies:</u>					
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	-	-	-	100,000
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	6,000
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	4,000
4559	Arson County Fire Dept	-	-	414,000	420,000	420,000

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

**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	100,0
4561	Senior Nutrition Program	76,201	83,362	73,854	70,470	69,4
4562	Ainsley 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	46,5
4581	Homeowners' Property Tax Relief - General Fund	22,388	33,694	39,549	39,800	41,6
4582	Abandoned Vehicle Fees - General Fund	52,414	67,191	37,027	50,000	40,0
4583	State Trailer Coach In Lieu Tax	-	-	-	-	-
4584	Mandated Costs - General Fund	30,663	27	7,500	84,000	40,0
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	12,5
	Sub-Total	4,661,263	275,179	761,116	882,570	880,0
	Charges for Current Services:					
4609	Program Fees - Museum - General Fund	31,354	28,406	31,037	19,098	6,1
4610	Comm. Services - Ainsley House Rental - General	29,864	32,232	36,085	16,600	18,1
4611	Comm Services - Museum Admission Fee - General	8,416	6,650	8,042	6,500	2,7
4612	Comm Services - Sr Citizen Program - General Fund	172,201	214,922	224,082	123,000	166,7
4613	Program Fees: Sports - General Fund	386,541	456,105	460,380	350,000	263,9
4614	Program Fees: Aquatics - General Fund	224,507	194,400	189,261	130,000	195,0
4616	Program Fees: Picnic Fees - General Fund	26,493	26,164	27,231	15,000	26,4
4617	Program Fees: Day Camps - General Fund	385,647	408,886	444,692	110,000	410,9
4618	Program Fees: Trips & Tours - General Fund	-	2,028	-	-	-
4619	Program Fees: Classes - General Fund	346,588	477,330	491,399	300,000	385,3
4620	Program Fees: Preschool - General Fund	359,753	363,161	368,677	275,500	253,7
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	54,1
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	96,0
4627	Vending Machine Sales - General Fund	2,250	2,172	2,613	2,650	2,4
4628	Comm Services - Skate Park Income	27,622	34,725	33,740	21,000	19,5
4629	Comm Services - Drop In Classes	147,545	128,674	144,656	116,500	123,7
4630	Comm Group - Special Events - General Fund	48,902	52,958	47,520	48,375	55,2
4631	Comm Group - Theatre Revenue	3,827	6,236	3,146	1,554	1,0
4632	Comm Group - Theatre Preservation Charge	53,071	56,727	57,961	35,000	21,8
4633	Comm Serves - Facility Fee	14,987	16,439	19,464	10,000	10,6
4634	Facility Rental Surcharge	-	-	11,063	17,000	12,0
4643	Comm. Services - Concession & Merchandise	2,909	3,838	3,819	1,479	1,1
4644	Comm. Services - Theater Ticket Sales	237,833	246,803	251,290	230,300	98,1
4645	Sponsor/Program Advertising	52,865	49,500	50,188	46,500	18,5
4646	Theatre Program Ads	6,617	4,575	5,875	6,725	2,0
4652	Business License Application Fee - General Fund	-	-	-	-	-
4660	Zoning Application Fees Planning - General Fund	582,785	409,730	627,328	437,776	400,0
4661	Microfilming Fee - General Fund	35,681	34,049	31,837	28,319	74,0
4662	Nuisance Abatement - General Fund	-	-	-	-	-
4663	Rental Dispute Resolution Fees - General Fund	-	62,444	60,604	65,800	65,8
4664	Dumpster Enclosure	-	-	-	-	-

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

**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	125,000
4671	Code Enforcement Fee - General Fund	-	-	-	-	
4690	Other Filing Fees - General Fund	5,857	7,069	5,010	5,200	7,000
4691	Special Police Department Services - General Fund	41,832	52,726	48,571	40,800	55,000
4692	Hazardous Materials Response Charges	85,382	156,834	131,662	140,900	103,000
4693	False Alarm Fees-PD - General Fund	29,170	28,830	5,303	5,000	5,000
4694	Other Current Service Charges - General Fund	-	-	-	-	
4697	Paramedic Ambulance Fees - General Fund	-	-	-	-	
4698	Cost Recovery - DUI - General Fund	720	7,210	-	13,600	10,000
4699	Cost Recovery - Towing - General Fund	-	-	-	-	
4700	Cost Recovery - Booking Fees - General Fund	-	-	-	-	
4701	Cost Recovery - General Fund	-	-	-	200	
4701	Cost Recovery-Public Works	4,177	-	-	200	
4704	Cost Recovery - Police Department	16,627	6,205	10,249	11,000	14,000
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	10,000
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	408,000
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	1,009,000
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	3,600
4750	94 Housing Bond Admin Fee	-	-	-	-	
4760	Sale of Maps & Publications - General Fund	2,820	2,654	1,035	1,500	2,000
	Sub-Total	6,557,240	4,927,321	5,037,369	3,826,205	4,536,200
	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	10,700
4817	Donations - Misc. - General Fund	2,559	3,952	-	2,100	1,000
4817	Donations - Vehicle/Equipment Maintenance	-	-	-	-	
4818	Donations - Parks	-	-	-	-	
4819	Other Rental Income	985,656	1,091,123	1,128,490	698,967	749,000
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	

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

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	21,500
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	-	6,100
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	2,500
4963	Insurance Claims Refunds	-	9,442	-	-	-
4965	Other Revenue - General Fund	65,634	129,044	123,134	136,397	103,000
4966	Principal Repayment - General Fund	-	-	35	-	-
4967	Expense Abatement - Bus Passes - General Fund	-	-	-	-	-
4968	Expense Abatement - Misc. - General Fund	-	-	-	476	-
4969	Inspection Escrow	-	-	-	-	-
4968	Expense Abatement - Miscellaneous - Other Funds	-	-	-	-	-
4970	West Valley - JPA	-	-	-	-	-
4971	Tree In Lieu Fee - General Fund	700	15,115	25,320	25,000	25,000
4972	Use Fees-Campbell Union School District	-	-	-	-	-
4973	Parking in Lieu Fee	-	-	-	-	-
4990	Capital Contributions Revenue-Motor Vehicle Pool	-	-	-	-	-
5142	Premiums - Workers' Compensation Insurance	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	919,000
	Total Revenues - General Fund (Exhibit A)	58,931,949	49,686,816	53,069,887	50,326,123	52,519,000
6899	Transfers-In - General Fund	1,429,913	1,462,489	1,294,226	1,006,088	1,248,000
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	\$53,767,000

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

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.	-	-	-	-	-	-
Finance - 2016 Refunding Lease Revenue	-	-	-	-	-	-
548 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

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

**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

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

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	-	-	-	-

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

**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

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

GANN APPROPRIATIONS LIMIT

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

The limit is different for each agency and the limit changes each year. Each year's limit is based on the amount of tax proceeds that were authorized to be spent in fiscal year 1978-79 in each agency, modified for changes in inflation and population in each subsequent year. Proposition 111 has modified those factors to allow cities to choose either the growth in California Per Capita Income or the growth in non-residential assessed valuation due to new construction in the City. Alternatively, the City could select a population growth factor represented by the population growth in Santa Clara County. Each year the City establishes its appropriations limit for the following fiscal year. The City of Campbell's appropriation limit for fiscal year 2020-21 of \$77.1 million will be brought to City Council for adoption on June 25, 2020.

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

FY 2020-2021 APPROPRIATIONS LIMIT

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

Fund Balance Analysis Fiscal Year 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		<u>\$ 35,841,720</u>	<u>\$ 86,478,352</u>	<u>\$ 86,273,369</u>	<u>\$ 36,046,703</u>	-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 Enforcement - Asset Forfeiture	205	54,388	249,117	119,567	183,938
Lighting and Landscaping District	207	(242,428)	4,240,348	4,031,535	(33,615)
Community Development Block Grant	208	346	-	-	346
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		<u>\$ 47,210,706</u>	<u>\$ 87,389,818</u>	<u>\$ 98,563,269</u>	<u>\$ 36,037,255</u>

* 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 forfeitures	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	<u>51,149,304</u>	<u>54,364,113</u>	<u>53,298,209</u>	<u>53,767,673</u>
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	<u>50,596,145</u>	<u>52,607,119</u>	<u>54,155,991</u>	<u>56,117,124</u>
Capital transfers-out	2,996,506	1,209,938	3,174,933	565,000
Total expenditures	<u>53,592,651</u>	<u>53,817,057</u>	<u>57,330,924</u>	<u>56,682,124</u>
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	<u>26,480,764</u>	<u>27,027,819</u>	<u>22,995,104</u>	<u>20,080,653</u>

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

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

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

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

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

<u>Description</u>	<u>2017/18 Actual</u>	<u>2018/19 Actual</u>	<u>2019/20 Estimated</u>	<u>2020/2021 Proposed</u>
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	<u>1,671,009</u>	<u>2,219,550</u>	<u>2,385,227</u>	<u>2,414,067</u>
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	<u>1,810,587</u>	<u>1,871,084</u>	<u>1,848,290</u>	<u>1,983,684</u>
Capital transfers-out	250,355	-	1,400,000	740,000
Total expenditures	<u>2,060,942</u>	<u>1,871,084</u>	<u>3,248,290</u>	<u>2,723,684</u>
FUND BALANCES:				
Committed	(214,553)	133,912	(729,151)	(1,038,767)
Assigned				
Unassigned				
Total reserves or designations	<u>(214,553)</u>	<u>133,912</u>	<u>(729,151)</u>	<u>(1,038,767)</u>
Fund balance - June 30	\$ <u>(214,553)</u>	\$ <u>133,912</u>	\$ <u>(729,151)</u>	\$ <u>(1,038,767)</u>

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

<u>Description</u>	<u>2017/18 Actual</u>	<u>2018/19 Actual</u>	<u>2019/20 Estimated</u>	<u>2020/2021 Proposed</u>
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	<u>8,037</u>	<u>23,422</u>	<u>249,117</u>	<u>5,000</u>
EXPENDITURES:				
Supplies & Services	-	-	69,307	-
Operating transfers-out	-	11,100	50,260	4,500
Total operating expenditures	<u>-</u>	<u>11,100</u>	<u>119,567</u>	<u>4,500</u>
Total expenditures	<u>-</u>	<u>11,100</u>	<u>119,567</u>	<u>4,500</u>
FUND BALANCES:				
Committed	42,066	54,388	183,938	184,438
Assigned				
Unassigned				
Total reserves or designations	<u>42,066</u>	<u>54,388</u>	<u>183,938</u>	<u>184,438</u>
Fund balance - June 30	<u>\$ 42,066</u>	<u>\$ 54,388</u>	<u>\$ 183,938</u>	<u>\$ 184,438</u>

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

**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	<u>4,003,519</u>	<u>4,079,134</u>	<u>4,240,348</u>	<u>4,104,220</u>
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	<u>4,346,641</u>	<u>4,037,664</u>	<u>4,031,535</u>	<u>4,099,467</u>
Total expenditures	<u>4,346,641</u>	<u>4,037,664</u>	<u>4,031,535</u>	<u>4,099,467</u>
FUND BALANCES:				
Committed	(283,898)	(242,428)	(33,615)	(28,862)
Assigned				
Unassigned				
Total reserves or designations	<u>(283,898)</u>	<u>(242,428)</u>	<u>(33,615)</u>	<u>(28,862)</u>
Fund balance - June 30	<u>\$ (283,898)</u>	<u>\$ (242,428)</u>	<u>\$ (33,615)</u>	<u>\$ (28,862)</u>

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

<u>Description</u>	<u>2017/18 Actual</u>	<u>2018/19 Actual</u>	<u>2019/20 Estimated</u>	<u>2020/2021 Proposed</u>
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	<u>1,444,282</u>	<u>1,521,500</u>	<u>1,082,397</u>	<u>1,710,320</u>
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	<u>1,419,707</u>	<u>1,472,897</u>	<u>1,200,598</u>	<u>1,709,330</u>
Capital transfers-out	45,752	-	362,714	-
Total expenditures	<u>1,465,459</u>	<u>1,472,897</u>	<u>1,563,312</u>	<u>1,709,330</u>
FUND BALANCES:				
Committed	724,198	772,802	291,886	292,876
Assigned				
Unassigned				
Total reserves or designations	<u>724,198</u>	<u>772,802</u>	<u>291,886</u>	<u>292,876</u>
Fund balance - June 30	<u>\$ 724,198</u>	<u>\$ 772,802</u>	<u>\$ 291,886</u>	<u>\$ 292,876</u>

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

<u>Description</u>	<u>2017/18 Actual</u>	<u>2018/19 Actual</u>	<u>2019/20 Estimated</u>	<u>2020/2021 Proposed</u>
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	<u>2,213,532</u>	<u>512,897</u>	<u>1,752,524</u>	<u>2,012,000</u>
EXPENDITURES:				
Operating transfers-out	<u>31,763</u>	<u>10,000</u>	<u>10,000</u>	-
Total operating expenditures	<u>31,763</u>	<u>10,000</u>	<u>10,000</u>	-
Capital transfers-out	<u>250,437</u>	<u>277,378</u>	<u>4,520,200</u>	<u>2,012,000</u>
Total expenditures	<u>282,200</u>	<u>287,378</u>	<u>4,530,200</u>	<u>2,012,000</u>
FUND BALANCES:				
Committed	54,568	280,087	(2,497,589)	(2,497,589)
Assigned				
Unassigned				
Total reserves or designations	<u>54,568</u>	<u>280,087</u>	<u>(2,497,589)</u>	<u>(2,497,589)</u>
Fund balance - June 30	\$ <u>54,568</u>	\$ <u>280,087</u>	\$ <u>(2,497,589)</u>	\$ <u>(2,497,589)</u>

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

<u>Description</u>	<u>2017/18 Actual</u>	<u>2018/19 Actual</u>	<u>2019/20 Estimated</u>	<u>2020/2021 Proposed</u>
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	<u>63,478</u>	<u>2,078</u>	<u>20,000</u>	<u>20,000</u>
EXPENDITURES:				
Capital transfers-out	15,000	-	557,732	20,000
Total expenditures	<u>15,000</u>	<u>-</u>	<u>557,732</u>	<u>20,000</u>
FUND BALANCES:				
Committed	(2,078)	-	(537,732)	(537,732)
Assigned				
Unassigned				
Total reserves or designations	<u>(2,078)</u>	<u>-</u>	<u>(537,732)</u>	<u>(537,732)</u>
Fund balance - June 30	<u>\$ (2,078)</u>	<u>\$ -</u>	<u>\$ (537,732)</u>	<u>\$ (537,732)</u>

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

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

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**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	<u>\$ 9,459,431</u>	<u>\$ 9,340,692</u>	<u>\$ 9,158,256</u>	<u>\$ 9,104,717</u>
REVENUES:				
Investment income	49,616	61,448	79,639	18,000
Other revenues	-	22,024	50,000	50,000
Total revenues	<u>49,616</u>	<u>83,472</u>	<u>129,639</u>	<u>68,000</u>
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	<u>168,355</u>	<u>265,908</u>	<u>183,178</u>	<u>262,802</u>
Total expenditures	<u>168,355</u>	<u>265,908</u>	<u>183,178</u>	<u>262,802</u>
FUND BALANCES:				
Committed	9,340,692	9,158,256	9,104,717	8,909,916
Assigned				
Unassigned				
Total reserves or designations	<u>9,340,692</u>	<u>9,158,256</u>	<u>9,104,717</u>	<u>8,909,916</u>
Fund balance - June 30	<u><u>\$ 9,340,692</u></u>	<u><u>\$ 9,158,256</u></u>	<u><u>\$ 9,104,717</u></u>	<u><u>\$ 8,909,916</u></u>

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

<u>Description</u>	<u>2017/18 Actual</u>	<u>2018/19 Actual</u>	<u>2019/20 Estimated</u>	<u>2020/2021 Proposed</u>
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	<u>143,800</u>	<u>145,397</u>	<u>145,284</u>	<u>146,900</u>
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	<u>143,311</u>	<u>143,511</u>	<u>145,000</u>	<u>146,500</u>
Total expenditures	<u>143,311</u>	<u>143,511</u>	<u>145,000</u>	<u>146,500</u>
FUND BALANCES:				
Committed	2,574	4,459	4,743	5,143
Assigned				
Unassigned				
Total reserves or designations	<u>2,574</u>	<u>4,459</u>	<u>4,743</u>	<u>5,143</u>
Fund balance - June 30	<u>\$ 2,574</u>	<u>\$ 4,459</u>	<u>\$ 4,743</u>	<u>\$ 5,143</u>

**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	<u>34,922</u>	<u>50,727</u>	<u>37,532</u>	<u>35,250</u>
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	<u>7,491</u>	<u>6,631</u>	<u>21,641</u>	<u>35,000</u>
Total expenditures	<u>7,491</u>	<u>6,631</u>	<u>21,641</u>	<u>35,000</u>
FUND BALANCES:				
Committed	77,349	121,445	137,337	137,587
Assigned				
Unassigned				
Total reserves or designations	<u>77,349</u>	<u>121,445</u>	<u>137,337</u>	<u>137,587</u>
Fund balance - June 30	<u>\$ 77,349</u>	<u>\$ 121,445</u>	<u>\$ 137,337</u>	<u>\$ 137,587</u>

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

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

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

<u>Description</u>	<u>2017/18 Actual</u>	<u>2018/19 Actual</u>	<u>2019/20 Estimated</u>	<u>2020/2021 Proposed</u>
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	<u>1,693,676</u>	<u>1,595,837</u>	<u>1,624,103</u>	<u>1,624,128</u>
EXPENDITURES:				
Debt Service	467,933	427,245	313,151	1,592,738
Supplies & Services	1,081,272	6,133,119	2,200	21,390
Total operating expenditures	<u>1,549,205</u>	<u>6,560,364</u>	<u>315,351</u>	<u>1,614,128</u>
Total expenditures	<u>1,549,205</u>	<u>6,560,364</u>	<u>315,351</u>	<u>1,614,128</u>
FUND BALANCES:				
Committed	3,498,405	(1,466,122)	(157,370)	(147,370)
Assigned				
Unassigned				
Total reserves or designations	<u>3,498,405</u>	<u>(1,466,122)</u>	<u>(157,370)</u>	<u>(147,370)</u>
Fund balance - June 30	\$ <u>3,498,405</u>	\$ <u>(1,466,122)</u>	\$ <u>(157,370)</u>	\$ <u>(147,370)</u>

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

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

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**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	<u>854,224</u>	<u>850,097</u>	<u>763,638</u>	<u>769,325</u>
EXPENDITURES:				
Debt Service	854,200	849,275	871,725	769,300
Total operating expenditures	<u>854,200</u>	<u>849,275</u>	<u>871,725</u>	<u>769,300</u>
Total expenditures	<u>854,200</u>	<u>849,275</u>	<u>871,725</u>	<u>769,300</u>
FUND BALANCES:				
Committed	3,122	3,945	(104,142)	(104,117)
Assigned				
Unassigned				
Total reserves or designations	<u>3,122</u>	<u>3,945</u>	<u>(104,142)</u>	<u>(104,117)</u>
Fund balance - June 30	<u>\$ 3,122</u>	<u>\$ 3,945</u>	<u>\$ (104,142)</u>	<u>\$ (104,117)</u>

**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	<u>\$ 1,742,764</u>	<u>\$ 1,732,606</u>	<u>\$ 1,700,305</u>	<u>\$ 801,446</u>
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	<u>5,794,716</u>	<u>2,083,773</u>	<u>14,695,189</u>	<u>5,099,000</u>
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	<u>5,804,874</u>	<u>2,116,073</u>	<u>15,594,049</u>	<u>10,707,450</u>
Total expenditures	<u>5,804,874</u>	<u>2,116,073</u>	<u>15,594,049</u>	<u>10,707,450</u>
FUND BALANCES:				
Committed	1,732,606	1,700,305	801,446	-4,807,004
Assigned				
Unassigned				
Total reserves or designations	<u>1,732,606</u>	<u>1,700,305</u>	<u>801,446</u>	<u>-4,807,004</u>
Fund balance - June 30	<u>\$ 1,732,606</u>	<u>\$ 1,700,305</u>	<u>\$ 801,446</u>	<u>\$ (4,807,004)</u>

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

<u>Description</u>	<u>2017/18 Actual</u>	<u>2018/19 Actual</u>	<u>2019/20 Estimated</u>	<u>2020/2021 Proposed</u>
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

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

**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	<u>1,443,587</u>	<u>1,415,827</u>	<u>1,520,024</u>	<u>1,446,400</u>
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	<u>1,536,829</u>	<u>1,488,167</u>	<u>1,621,108</u>	<u>1,445,793</u>
Total expenditures	<u>1,536,829</u>	<u>1,488,167</u>	<u>1,621,108</u>	<u>1,445,793</u>
Net income (loss)	<u>(93,242)</u>	<u>(72,339)</u>	<u>(101,085)</u>	<u>607</u>
FUND BALANCES:				
Committed	528,964	456,625	355,540	356,147
Assigned				
Unassigned				
Total reserves or designations	<u>528,964</u>	<u>456,625</u>	<u>355,540</u>	<u>356,147</u>
Fund balance - June 30	<u>\$ 528,964</u>	<u>\$ 456,625</u>	<u>\$ 355,540</u>	<u>\$ 356,147</u>

**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	<u>1,634,585</u>	<u>1,641,153</u>	<u>1,293,771</u>	<u>1,387,992</u>
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	<u>1,633,774</u>	<u>1,559,628</u>	<u>1,914,749</u>	<u>1,454,836</u>
Capital transfers-out	110,698	-	-	-
Total expenditures	<u>1,744,472</u>	<u>1,559,628</u>	<u>1,914,749</u>	<u>1,454,836</u>
Net income (loss)	<u>(109,888)</u>	<u>81,525</u>	<u>(620,978)</u>	<u>(66,844)</u>
FUND BALANCES:				
Committed	886,042	967,567	346,589	279,745
Assigned				
Unassigned				
Total reserves or designations	<u>886,042</u>	<u>967,567</u>	<u>346,589</u>	<u>279,745</u>
Fund balance - June 30	<u>\$ 886,042</u>	<u>\$ 967,567</u>	<u>\$ 346,589</u>	<u>\$ 279,745</u>

**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	<u>\$ 1,209,811</u>	<u>\$ 1,623,354</u>	<u>\$ 1,187,016</u>	<u>\$ 1,430,610</u>
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	<u>892,080</u>	<u>819,825</u>	<u>789,395</u>	<u>605,000</u>
EXPENDITURES:				
Benefits	9,934	11,237	9,141	-
Rents & Leases	-256,822	562,284	-	-
Salaries	33,751	36,418	33,860	-
Supplies & Services	691,674	646,223	502,800	490,050
Total operating expenditures	<u>478,537</u>	<u>1,256,163</u>	<u>545,801</u>	<u>490,050</u>
Total expenditures	<u>478,537</u>	<u>1,256,163</u>	<u>545,801</u>	<u>490,050</u>
Net income (loss)	<u>413,542</u>	<u>(436,338)</u>	<u>243,594</u>	<u>114,950</u>
FUND BALANCES:				
Committed	1,623,354	1,187,016	1,430,610	1,545,560
Assigned				
Unassigned				
Total reserves or designations	<u>1,623,354</u>	<u>1,187,016</u>	<u>1,430,610</u>	<u>1,545,560</u>
Fund balance - June 30	<u>\$ 1,623,354</u>	<u>\$ 1,187,016</u>	<u>\$ 1,430,610</u>	<u>\$ 1,545,560</u>

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

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

<u>Description</u>	<u>2017/18 Actual</u>	<u>2018/19 Actual</u>	<u>2019/20 Estimated</u>	<u>2020/2021 Proposed</u>
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	<u>1,835</u>	<u>6,896</u>	<u>4,033</u>	<u>-</u>
EXPENDITURES:				
Net income (loss)	<u>1,835</u>	<u>6,896</u>	<u>4,033</u>	<u>-</u>
FUND BALANCES:				
Committed	143,425	150,321	154,353	154,353
Assigned				
Unassigned				
Total reserves or designations	<u>143,425</u>	<u>150,321</u>	<u>154,353</u>	<u>154,353</u>
Fund balance - June 30	<u>\$ 143,425</u>	<u>\$ 150,321</u>	<u>\$ 154,353</u>	<u>\$ 154,353</u>

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**

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

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**

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

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

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

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2021 Proposed</u>
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	<u>366,227</u>	<u>366,716</u>	<u>330,012</u>	<u>399,139</u>
Appropriation Total	<u>\$ 366,227</u>	<u>\$ 366,716</u>	<u>\$ 330,012</u>	<u>\$ 399,139</u>

Staffing (Full-Time Equivalents)

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

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 OPERATING BUDGET - Personnel Allocation PROGRAM : CITY COUNCIL					EXHIBIT B 101.501
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
TOTAL	-	-	-	-	\$ -

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

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 OPERATING BUDGET - Summary of Exhibits PROGRAM : CITY MANAGER - ADMINISTRATION				EXHIBIT A 101.510
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 OPERATING BUDGET - Personnel Allocation PROGRAM : CITY MANAGER ADMINISTRATION					EXHIBIT B 101.510
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
TOTAL	-	-	-	-	\$ -

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

**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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
Human Resources Intern	0.06		-		
Office Assistant	0.30	-	-		
TOTAL	0.36	-	-	-	\$ -

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

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 OPERATING BUDGET - Summary of Exhibits PROGRAM : CITY MANAGER - WORKERS COMPENSATION				EXHIBIT A 690.516
Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : CITY MANAGER - WORKERS					EXHIBIT B 690.516
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
TOTAL	-	-	-	-	\$ -

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

**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 OPERATING BUDGET - Summary of Exhibits PROGRAM : CITY MANAGER - INFORMATION TECHNOLOGY				EXHIBIT A 647.547
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					EXHIBIT B 647.547
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
Information Technology Intern	0.35	-	-	-	
Office Assistant	0.25	0.25	-	-	
TOTAL	0.60	0.25	-	-	\$ -

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

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL 2020 - 2021

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

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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : CITY MANAGER - MANAGER O					EXHIBIT B 448.518
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Amended	FY 2021 Adopted	
Senior Public Works Project Manager (Senior Civil Engineer) * * 4-Year Limited Term	-	-	1.00	1.00	\$ 246,008
TOTAL	-	-	1.00	1.00	\$ 246,008

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

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

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

<u>Description</u>	<u>FY 2018</u> <u>Actual</u>	<u>FY 2019</u> <u>Actual</u>	<u>FY 2020</u> <u>Estimated</u>	<u>FY 2021</u> <u>Proposed</u>
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	<u>6,235,448</u>	<u>6,663,663</u>	<u>5,711,738</u>	<u>5,632,387</u>
Appropriation Total	<u>\$ 6,235,448</u>	<u>\$ 6,663,663</u>	<u>\$ 5,711,738</u>	<u>\$ 5,632,387</u>

Staffing (Full-Time Equivalents)

<u>Permanent Positions</u>	<u>FY 2018</u> <u>Actual</u>	<u>FY 2019</u> <u>Actual</u>	<u>FY 2020</u> <u>Adopted</u>	<u>FY 2021</u> <u>Proposed</u>
Museum Collections Specialist	1.00	1.00	1.00	1.00
Nutrition Site Manager	0.50	0.50	0.50	0.50
Office Specialist	2.00	2.00	2.00	2.00
Recreation & 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	<u>17.25</u>	<u>17.25</u>	<u>18.25</u>	<u>18.25</u>
Limited-Term Positions				
Recreation Specialist	1.00	1.00	-	-
Limited-Term Position	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>-</u>

RECREATION & COMMUNITY PROGRAM SUMMARY

Staffing (Full-Time Equivalents)

<u>Temporary Positions</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Proposed</u>
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	<u>40.25</u>	<u>39.46</u>	<u>40.30</u>	<u>20.53</u>
Total Full Time Equivalents	<u><u>58.50</u></u>	<u><u>57.71</u></u>	<u><u>58.55</u></u>	<u><u>38.78</u></u>

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 OPERATING BUDGET - Summary of Exhibits PROGRAM : RECREATION & COMMUNITY SERVICES - ADMINISTRATION				EXHIBIT A 101.524
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 OPERATING BUDGET - Personnel Allocation PROGRAM : RECREATION & COMMUNITY SERVICES - ADMINISTRATION					EXHIBIT B 101.524
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
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

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 - 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 OPERATING BUDGET - Summary of Exhibits PROGRAM : RECREATION & COMMUNITY SERVICES - NUTRITION PROGRAM				EXHIBIT A 101.525
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 OPERATING BUDGET - Personnel Allocation PROGRAM : RECREATION & COMMUNITY SERVICES - NUTRITION PROGRAM					EXHIBIT B 101.525
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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 - 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 OPERATING BUDGET - Summary of Exhibits PROGRAM : RECREATION & COMMUNITY SERVICES - ADULT SERVICES				EXHIBIT A 101.526
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
 OPERATING BUDGET - Personnel Allocation
 PROGRAM : RECREATION & COMMUNITY SERVICES - ADULT SERVICES

EXHIBIT B
 101.526

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

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 - 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 OPERATING BUDGET - Summary of Exhibits PROGRAM : RECREATION & COMMUNITY SERVICES - COMMUNITY CENTER				EXHIBIT A 101.527
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 OPERATING BUDGET - Personnel Allocation PROGRAM : RECREATION & COMMUNITY SERVICES - COMMUNITY CENTER					EXHIBIT B 101.527
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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
* Reclassed from Sr. Office Assistant ** Moved from Program 525, 526, 531 & 532 *** Moved from Program 524					
TOTAL	3.60	5.00	5.00	5.00	\$ 808,517

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

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 - 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 OPERATING BUDGET - Summary of Exhibits PROGRAM : RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES				EXHIBIT A 101.528
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 OPERATING BUDGET - Personnel Allocation PROGRAM : RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES					EXHIBIT B 101.528
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 OPERATING BUDGET - Summary of Exhibits PROGRAM : RECREATION & COMMUNITY SERVICES - HERITAGE THEATRE				EXHIBIT A 101.529
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

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 OPERATING BUDGET - Summary of Exhibits PROGRAM : RECREATION & COMMUNITY SERVICES - SPORTS, AQUATICS, FITNESS				EXHIBIT A 101.531
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
 OPERATING BUDGET - Personnel Allocation
 PROGRAM : RECREATION & COMMUNITY SERVICES - SPORTS, AQUATICS, FITNESS

EXHIBIT B
 101.531

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

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

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

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation

EXHIBIT B
101.532

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

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

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2021 Proposed</u>
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	<u>4,550,323</u>	<u>4,284,043</u>	<u>4,134,159</u>	<u>3,926,101</u>
Appropriation Total	<u>\$ 4,550,323</u>	<u>\$ 4,284,043</u>	<u>\$ 4,134,159</u>	<u>\$ 3,926,101</u>

Staffing (Full-Time Equivalents)

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

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

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

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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : FINANCE - ACCOUNTING SERVICES					EXHIBIT B 101.535
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
Clerical Relief	0.30	-	-	-	\$ -
TOTAL	0.30	-	-	-	\$ -

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

**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 OPERATING BUDGET - Summary of Exhibits PROGRAM : FINANCE - DEBT SERVICE - 2016 REFUNDING LEASE REVENUE BOND				EXHIBIT A 370.548
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 OPERATING BUDGET - Summary of Exhibits PROGRAM : FINANCE - COMMUNITY FACILITIES DISTRICT #1				EXHIBIT A 236.549
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 OPERATING BUDGET - Summary of Exhibits PROGRAM : COMMUNITY DEVELOPMENT - ADMINISTRATION				EXHIBIT A 101.550
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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : COMMUNITY DEVELOPMENT - ADMINISTRATION					EXHIBIT B 101.550
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
TOTAL	-	-	-	-	\$ -

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

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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : COMMUNITY DEVELOPMENT - CURRENT PLANNING					EXHIBIT B 101.551
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 OPERATING BUDGET - Summary of Exhibits PROGRAM : COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT				EXHIBIT A 101.552
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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT					EXHIBIT B 101.552
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
TOTAL	-	-	-	-	\$ -

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

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 OPERATING BUDGET - Summary of Exhibits PROGRAM : COMMUNITY DEVELOPMENT - BUILDING DIVISION				EXHIBIT A 101.554
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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : COMMUNITY DEVELOPMENT - BUILDING DIVISION					EXHIBIT B 101.554
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

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

CITY OF CAMPBELL OPERATING BUDGET - Summary of Exhibits PROGRAM : COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT				EXHIBIT A 101.556
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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT					EXHIBIT B 101.556
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2020 - 2021

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

CITY OF CAMPBELL OPERATING BUDGET - Summary of Exhibits PROGRAM : COMMUNITY DEVELOPMENT - HOUSING ASSISTANCE				EXHIBIT A 233.557
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
 OPERATING BUDGET - Personnel Allocation
 PROGRAM : COMMUNITY DEVELOPMENT - HOUSING ASSISTANCE

EXHIBIT B
 233.557

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

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

Legal Services

Program:

560 Legal Services

LEGAL SERVICES PROGRAM SUMMARY

Expenditure Summary

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2021 Proposed</u>
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	<u>555,351</u>	<u>858,368</u>	<u>564,382</u>	<u>598,169</u>
Appropriation Total	<u>\$ 555,351</u>	<u>\$ 858,368</u>	<u>\$ 564,382</u>	<u>\$ 598,169</u>

Staffing (Full-Time Equivalents)

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

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021

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

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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : LEGAL SERVICES					EXHIBIT B 101.560
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
TOTAL	-	-	-	-	\$ -

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

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

<u>Description</u>	<u>FY 2018</u> <u>Actual</u>	<u>FY 2019</u> <u>Actual</u>	<u>FY 2020</u> <u>Estimated</u>	<u>FY 2021</u> <u>Proposed</u>
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	<u>17,710,832</u>	<u>18,831,130</u>	<u>19,850,035</u>	<u>20,319,671</u>
Appropriation Total	<u>\$ 17,710,832</u>	<u>\$ 18,831,130</u>	<u>\$ 19,850,035</u>	<u>\$ 20,319,671</u>

Staffing (Full-Time Equivalents)

<u>Permanent Positions</u>	<u>FY 2018</u> <u>Actual</u>	<u>FY 2019</u> <u>Actual</u>	<u>FY 2020</u> <u>Adopted</u>	<u>FY 2021</u> <u>Proposed</u>
Communications and Public Engagement			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	<u>68.35</u>	<u>69.55</u>	<u>72.55</u>	<u>71.72</u>
Limited-Term Positions				
Communications and Public Engagement	0.50	0.50	-	-
Limited-Term Position	<u>0.50</u>	<u>0.50</u>	<u>-</u>	<u>-</u>
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	<u>5.28</u>	<u>6.28</u>	<u>4.28</u>	<u>4.08</u>
Total Full Time Equivalents	<u><u>74.13</u></u>	<u><u>76.33</u></u>	<u><u>76.83</u></u>	<u><u>75.80</u></u>

Total Full Time Equivalents	<u>74.13</u>	<u>76.33</u>	<u>76.83</u>	<u>76.00</u>
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**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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE ADMINISTRATION					EXHIBIT B 101.601
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE COMMUNICATIONS					EXHIBIT B 101.602
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE RECORDS DIVISION					EXHIBIT B 101.603
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed	
Part-Time Police Clerk	0.20	0.20	0.20	-	\$ -
TOTAL	0.20	0.20	0.20	-	\$ -

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

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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE - SPECIAL ENFORCEMENT DIVISION					EXHIBIT B 101.604
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

<u>Description</u>	<u>FY 2018</u> <u>Actual</u>	<u>FY 2019</u> <u>Actual</u>	<u>FY 2020</u> <u>Estimated</u>	<u>FY 2021</u> <u>Proposed</u>
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	<u>\$ 13,530,477</u>	<u>\$ 12,961,414</u>	<u>\$ 13,139,406</u>	<u>\$ 13,504,927</u>

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

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

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

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	<u>57.65</u>	<u>55.70</u>	<u>55.00</u>	<u>54.90</u>

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

**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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : PUBLIC WORKS - ADMINISTRATION					EXHIBIT B 101.701
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

**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 OPERATING BUDGET - Summary of Exhibits PROGRAM : PUBLIC WORKS - TRANSPORTATION ENGINEERING				EXHIBIT A 101.720
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 OPERATING BUDGET - Personnel Allocation PROGRAM : PUBLIC WORKS - TRANSPORTATION ENGINEERING					EXHIBIT B 101.720
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

**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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

**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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : PUBLIC WORKS - LAND DEVELOPMENT					EXHIBIT B 101.740
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 FACILITIES DISTRICT #2 FUND- (237)
Public Works – Community Facilities District #2 (741)
Program Manager – City Engineer**

MISSION STATEMENT

Administer the special tax revenues generated from Community Facilities District No. 2 (Public Services – Storm Water Treatment and Related Facilities) and account for related expenditures.

ONGOING RESPONSIBILITIES

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

CITY OF CAMPBELL OPERATING BUDGET - Summary of Exhibits PROGRAM : PUBLIC WORKS - COMMUNITY FACILITIES DISTRICT 32				EXHIBIT A 237.741
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 OPERATING BUDGET - Summary of Exhibits PROGRAM : PUBLIC WORKS - MAINTENANCE ADMINISTRATION				EXHIBIT A 101.745
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 OPERATING BUDGET - Personnel Allocation PROGRAM : PUBLIC WORKS - MAINTENANCE ADMINISTRATION					EXHIBIT B 101.745
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 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 2021 Adopted
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Adopted	
Office Assistant	-	0.10	0.10	0.10	\$ 6,000
TOTAL	-	0.10	0.10	0.10	\$ 6,000

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

**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 OPERATING BUDGET - Summary of Exhibits PROGRAM : PUBLIC WORKS - VEHICLE & EQUIPMENT MAINTENANCE				EXHIBIT A 641.750
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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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 - 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 OPERATING BUDGET - Personnel Allocation PROGRAM : PUBLIC WORKS - SIGNALS & LIGHTING					EXHIBIT B 207.770
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : PUBLIC WORKS - PARK MAINTENANCE					EXHIBIT B 207.775
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

**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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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

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

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
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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 Public Works include "soft costs" such as staff costs for project management, design, inspection and administration, and consultant services as necessary.
- Ongoing operating costs for annual maintenance and technical support, as well as any new revenues, are projected for each capital project and, as appropriate, are reflected in the operating budget. For the current capital plan, due to the nature of the projects included in the plan, most of the projects are not expected to have a significant operating budget impact. Existing work plans, ongoing programs and service level requirements were taken into consideration in project scheduling.

Project Selection Criteria

Criteria used in evaluating project requests include:

- The project's relationship to the City's strategic goals and objectives
- The project's impact on the operating budget (if any)
- The nature of the project in terms of preservation of City assets versus new construction or acquisition
- Available financing
- Consequences of not completing the project (e.g., public safety)

Exhibits:

- 1 CIP Summaries
- 2 CIP 5-Year Cash Flow Analysis
- 3 Capital Project Descriptions

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
Virginia Park Improvements	-	-	-	-	\$70,000	\$250,000	\$320,000
Sub-total	\$583,145	\$1,925,000	\$1,525,000	\$590,000	\$228,000	\$1,027,000	\$5,878,145
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
Sub-total	\$739,462	\$1,898,000	\$11,179,000	\$21,074,000	\$13,982,000	\$1,983,000	\$50,855,462
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 & Silicon Valley Radio Communications System	-	\$60,000	-	-	-	-	\$60,000
Tidemark System Replacement	\$643,991	-	-	-	-	-	\$643,991
Tidemark System Replacement	\$88,647	-	-	-	-	-	\$88,647
Sub-total	\$732,638	\$60,000	-	-	-	-	\$792,638
Streets & Signals							
Project							
Annual Street Maintenance	\$3,559,930	\$2,729,000	\$2,789,000	\$2,789,000	\$2,789,000	\$2,789,000	\$17,444,930
Bike/Pedestrian & Traffic Safety Improvements	\$55,747	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$280,747
Campbell Avenue / Leigh Avenue Safety	\$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
Eden Avenue Sidewalk Improvements	\$156,236	-	-	-	-	-	\$156,236
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp -	-	-	-	-	\$507,000	\$1,000,000	\$1,507,000

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

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

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

Capital Improvement Plan Summaries By Responsible Department

	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
City Manager's Office							
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

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

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
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	\$7,541,083	\$6,792,000	\$16,673,000	\$24,893,000	\$17,898,000	\$6,969,000	\$80,766,083

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	\$9,078,712	\$6,882,000	\$16,795,550	\$24,955,550	\$18,110,550	\$7,031,550	\$82,853,912
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Attachment: Fiscal Year 2020-2021 Operating and Capital Budget (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

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

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

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
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	765,000
Total Projected Resources	-	-	191,437	191,437	191,438	191,438	765,000
Less Projected Expenditures:							
Five Year CIP Proposed	405,000	465,000	482,550	672,550	462,550	262,550	2,750,000
Sub-Total Expenditures	405,000	465,000	482,550	672,550	462,550	262,550	2,750,000
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 Breezway 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	250,000
(NEW) - Service Pistol Replacement	-	-	-	-	150,000	-	150,000
Totals	\$405,000	\$465,000	\$482,550	\$672,550	\$462,550	\$262,550	\$2,750,000

**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 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
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Bike/Pedestrian and Traffic Safety Improvements	\$10,747	\$-	\$-	\$-	\$-	\$-	\$10,747
Bike, Ped and Traffic Safety Improvements	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Eden Avenue Sidewalk Improvements	24,688	-	-	-	-	-	24,688
Sidewalk / Curb and Gutter Improvements	75,000	75,000	75,000	75,000	75,000	75,000	450,000
Traffic Calming Improvements	66,161	-	-	-	-	-	66,161
Totals	\$201,596	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$701,596

**CIP Cash Flow Analysis
FY 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)
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Eden Avenue Sidewalk Improvements	\$131,548	\$-	\$-	\$-	\$-	\$-	\$131,548
Misc Storm Drain Improvements	100,000	-	-	50,000	-	50,000	200,000
Totals	\$231,548	\$-	\$-	\$50,000	\$-	\$50,000	\$331,548

**CIP Cash Flow Analysis
FY 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						

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	\$63,476,000
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
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
(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

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

**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	\$4,734,252
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
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
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

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

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				

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

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	

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

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							

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

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	

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

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	New Project:	No
Program #:	730	Useful Life:	20 years
Department:	Public Works		
Category:	Streets	Original Approp:	\$13,885,000
		Carry Over to next Fiscal Year:	\$17,444,929
		Additional Approps:	

Project Title: Annual Street Maintenance

Project Description

This project is for annual street maintenance per the City's Pavement Management Program. In addition to the Capital Improvement Program Reserve (CIPR), other anticipated funding sources are the City's Vehicle Impact Fee (separate allocations from construction and solid waste collection vehicles), Santa Clara County Vehicle Registration Fee (VRF), State SB1 - Road Maintenance and Rehabilitation Account (RMRA), and Santa Clara County Measure B. A maintenance of effort is required for cities to receive Measure B and RMRA funds. The City must maintain an annual expenditure of \$917,000 in general fund monies which are satisfied through the use of CIPR and Vehicle Impact Fees.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses Strategic Plan Objective 3.4 - Streets that are safe, clean, and well-maintained.

Alternatives

1. Only pursue stop-gap maintenance.
2. Reduce the project limits resulting in decreased Pavement Condition Index (PCI)

Source	Carryover	FY 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					

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

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						

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

CAPITAL PROJECT

Project #:	20-GG	New Project:	No
Program #:	780	Useful Life:	20 years
Department:	Public Works		
Category:	Streets and Signals	Original Approp:	\$1,150,000
		Carry Over to next Fiscal Year:	\$1,150,000
		Additional Approps:	

Project Title: Harriet Avenue Sidewalks

Project Description

This project will design and construct sidewalks where there are gaps on the west side of Harriet Avenue between Westmont Avenue and Van Dusen Lane. The project will also install shared lane markings ("sharrows") in both directions of Harriet Avenue. 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			

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

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	

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

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	\$11,079,000	\$20,874,000	\$13,932,000	\$1,983,000	\$50,000,000
Total	\$289,000	\$1,843,000	\$11,079,000	\$20,874,000	\$13,932,000	\$1,983,000	\$50,000,000

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	

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

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
Env'tl. Services	-	-	-	\$50,000	-	\$50,000	\$100,000
Carryover	\$100,000	-	-	-	-	-	\$100,000
Total	\$100,000	-	-	\$50,000	-	\$50,000	\$200,000

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 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	

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

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						

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

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					

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

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			

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

CAPITAL PROJECT

Project #:	21-00	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 #: 21-00
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						

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

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			

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

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						

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

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	

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

FY 2021-2025 CAPITAL IMPROVEMENT PLAN

UNFUNDED PROJECTS--SORTED BY CIP CATEGORY

Streets and Signals

Project	Newly Added	Total	Priority
Campbell and Page Street Traffic Signal (CIPR Funds)	X	\$263,000	Medium
Campisi Way - South Improvements		300,000	High
Campisi Way - North Sidewalk Improvements		500,000	High
City Gateways		100,000	Low
Citywide LED Streetlight Conversion		550,000	High
Civic Center Drive Improvements - Preliminary Concepts	X	50,000	High
ADA Accessibility Ramps [Biennial Program]		148,000	Medium
Deferred Street Maintenance [Additional Funds]		16,500,000	High
Hamilton / Grace Avenue Pedestrian Improvements		60,000	Medium
Median Landscaping [Campbell, Bascom and Hamilton]		2,065,000	Low
Pollard Road/Burrows Avenue Traffic Signals		300,000	Low
Sub-Total		\$20,836,000	

Community Center

Project	Newly Added	Total	Priority
Turf Conversion		\$100,000	Low
Pool Design	X	350,000	Medium
Pool Improvements		5,000,000	Medium
Sub-Total		\$5,450,000	

Parks and Open Space

Project	Newly Added	Total	Priority
Future Park Acquisition (4-Acres)		\$12,000,000	Medium
Los Gatos Creek Trail Extension		3,000,000	Medium
Los Gatos Creek Trail Feasibility Study	X	100,000	Medium
Orchard City Green Safe Zone		75,000	High
San Tomas Creek Trail - Construction Phase	X	5,300,000	Medium
Sub-Total		\$20,475,000	

FY 2021-2025 CAPITAL IMPROVEMENT PLAN

UNFUNDED PROJECTS--SORTED BY CIP CATEGORY

Public Facility - Building

Project	Newly Added	Total	Priority
Ainsley House Garden Patio		\$110,000	Medium
City Hall Renovation		20,000,000	High
Citywide Building Assessment	X	90,000	Medium
Comm. Dev. & Pub. Works Floor Space Imps.		250,000	Medium
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
	<u>\$68,292,000</u>

BUDGET REFERENCE MATERIALS



BUDGET REFERENCE MATERIALS

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

BUDGET REFERENCE MATERIALS

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

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

BUDGET REFERENCE MATERIALS

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 XIII B OF THE CALIFORNIA STATE CONSTITUTION**

WHEREAS, Proposition 4 was adopted by the voters of the State of California on November 6, 1979, adding Article XIII B of the California State Constitution.; and

WHEREAS, Proposition. 111 was adopted by the voters of the State of California on June 5, 1990, amending Article XIII B of the California State Constitution; and

WHEREAS, pursuant to Section 8 of Article XIII B of the California State Constitution, the City Council determines that the change in the cost of living shall be measured by the percentage change in Per Capita Personal Income as provided by the State of California Department of Finance from the preceding year and the change in population shall be measured by the change in the County of Santa Clara’s population growth; and

WHEREAS, the City Council of the City of Campbell wishes to establish this appropriations limit for the Fiscal Year 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

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

BUDGET REFERENCE MATERIALS**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	-

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

BUDGET REFERENCE MATERIALS

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	-	-	-
Maintenance Worker I/II	1.00	-	-	-	-
Planning Technician	1.00	1.00	-	-	-
Recreation Specialist (Youth Engagement)	1.00	1.00	-	-	-
Senior Building Inspector	1.00	1.00	-	-	-
Social Media Specialist	0.50	-	-	-	-
Total Limited-Term Positions	8.90	10.40	2.00	2.00	-

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

MEMORANDUM



City of Campbell
City Clerk's Office

To: Honorable Mayor and City Council
From: Andrea Sanders, Deputy City Clerk
Via: Brian Loventhal, City Manager
Subject: **Desk Item 1 – CIP Replacement Pages**

Date: June 9, 2020

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
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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 Public Works include "soft costs" such as staff costs for project management, design, inspection and administration, and consultant services as necessary.
- Ongoing operating costs for annual maintenance and technical support, as well as any new revenues, are projected for each capital project and, as appropriate, are reflected in the operating budget. For the current capital plan, due to the nature of the projects included in the plan, most of the projects are not expected to have a significant operating budget impact. Existing work plans, ongoing programs and service level requirements were taken into consideration in project scheduling.

Project Selection Criteria

Criteria used in evaluating project requests include:

- The project's relationship to the City's strategic goals and objectives
- The project's impact on the operating budget (if any)
- The nature of the project in terms of preservation of City assets versus new construction or acquisition
- Available financing
- Consequences of not completing the project (e.g., public safety)

Exhibits:

- 1 CIP Summaries
- 2 CIP 5-Year Cash Flow Analysis
- 3 Capital Project Descriptions

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	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
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)	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
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)	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
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	\$1,151,000

Public Facility (I-T)	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
Project							
(NEW) City Hall UPS for Emergency Phones & 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

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

Capital Improvement Plan Summaries By Responsible Department

	Carryover	2020/21	2021/22	2022/23	2023/24	2024/25	TOTAL
City Manager's Office							
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

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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
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Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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
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Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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
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	765,000
Total Projected Resources	-	-	191,437	191,437	191,438	191,438	765,000
Less Projected Expenditures:							
Five Year CIP Proposed	405,000	465,000	482,550	672,550	462,550	262,550	2,750,000
Sub-Total Expenditures	405,000	465,000	482,550	672,550	462,550	262,550	2,750,000
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	250,000
(NEW) - Service Pistol Replacement	-	-	-	-	150,000	-	150,000
Totals	\$405,000	\$465,000	\$482,550	\$672,550	\$462,550	\$262,550	\$2,750,000

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Bike/Pedestrian and Traffic Safety Improvements	\$10,747	\$-	\$-	\$-	\$-	\$-	\$10,747
Bike, Ped and Traffic Safety Improvements	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Eden Avenue Sidewalk Improvements	24,688	-	-	-	-	-	24,688
Sidewalk / Curb and Gutter Improvements	75,000	75,000	75,000	75,000	75,000	75,000	450,000
Traffic Calming Improvements	66,161	-	-	-	-	-	66,161
Totals	\$201,596	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$701,596

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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)
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
Eden Avenue Sidewalk Improvements	\$131,548	\$-	\$-	\$-	\$-	\$-	\$131,548
Misc Storm Drain Improvements	100,000	-	-	50,000	-	50,000	200,000
Totals	\$231,548	\$-	\$-	\$50,000	\$-	\$50,000	\$331,548

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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						

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

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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	\$58,286,000
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
<u>FIVE YEAR CIP - RECAP BY PROJECT</u>							
(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

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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	420,62
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	478,576	457,647	455,000	459,540	2,820,62
Less Projected Expenditures:							
Five Year CIP Proposed	850,338	925,000	1,525,000	590,000	228,000	1,027,000	5,145,33
Sub-Total Expenditures	850,338	925,000	1,525,000	590,000	228,000	1,027,000	5,145,33
Projected Available Fund Balance	\$4,367,951	\$3,928,778	\$2,882,353	\$2,750,000	\$2,977,000	\$2,409,540	\$2,409,54

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
San Tomas Aquino Creek Trail	120,000	-	-	-	-	-	120,00
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	\$850,338	\$925,000	\$1,525,000	\$590,000	\$228,000	\$1,027,000	\$5,145,33
CIP Totals--All Expenditures	\$ 9,549,834	\$ 6,882,000	\$ 16,795,550	\$ 24,955,550	\$ 18,110,550	\$ 7,031,550	\$ 83,325,03

Attachment: Desk Item - CIP Replacement Pages (Introduction of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

MEMORANDUM



City of Campbell
City Clerk's Office

To: Honorable Mayor and City Council

Date: June 16, 2020

From: Andrea Sanders, Deputy City Clerk

Via: Brian Loventhal, City Manager

Subject: Desk Item 1 – CIP Carryover Projects

Attached to this desk item are two tables (by CIP category and by responsible department) which provide project descriptions and status updates for each of the City's 36 current capital improvement projects with carryover balances. Please note that year-to-date (YTD) costs shown are current through June 15, 2020 and reflect invoices received and paid through that date. However, the City will not close its financial books for FY 2020 until late August 2020 so as to allow invoices to continue to be received and paid for any services performed or equipment received through June 30, 2020. Thus, remaining balances are a preliminary indication only and may not reflect actual ending balances for FY 2020 once final invoices are received and paid. An update on the carryover balances for these projects will be provided to the City Council when staff presents the FY 2020 unaudited financials on September 15, 2020. Once a capital improvement project is completed and closed out, remaining balances can be returned to respective fund balances. Staff will continue forward on remaining projects until completion unless provided direction by Council that any should be deferred or cancelled. Please note though that the deferral or cancellation of some projects may conflict with grant matching or other external requirements.

Table A - CIP Carryover Projects by Category

The table below provides project description and status updates for each of the 36 capital improvement projects with carryover balances by category with YTD costs for FY 2020 shown through June 15, 2020.

Project Title	Category	Responsible Department	Funding Source	Beg. Bal FY 2020 (\$)	YTD Costs FY 2020 (\$)	Remain. Bal FY 2020 (\$)	Description	Status
Community Center Sports Fields Irrigation Upgrades	Community Center	Public Works	CIPR	8,716	-	8,716	Improvements to main line and irrigation controller at Community Center.	In progress, to be completed during FY 2021.
	Community Center Total			8,716	-	8,716		
Campbell Park Improvements – Design	Parks & Open Space	Public Works	Parkland Dedication	171,052	(65,494)	105,558	Renovate and improve Campbell Park children's play area.	Currently in design phase.
John D. Morgan Park Improvements – Budd – Construction	Parks & Open Space	Public Works	Parkland Dedication	276,921	(114,508)	162,413	Renovate existing play area to all-inclusive playground; future years also supported for by Grants / Private funding sources.	Currently in design phase.
Park In-Lieu Fee Update	Parks & Open Space	Public Works	Parkland Dedication	124,618	(36,615)	88,003	Impact Fee and Ordinance updates for parklands as related to Quimby Act	Complete
Park Systems Improvements	Parks & Open Space	Public Works	Parkland Dedication	10,554	-	10,554	Improvements to City parks following completion of Park Improvement Master Plan	Complete
San Tomas Aquino Creek Trail	Parks & Open Space	Public Works	Grants / Private; Parkland Dedication	371,452	(152,321)	219,131	Preliminary design and environmental clearance for Reach 1 and 2 (Westmont Avenue to Margaret Lane) to meet CSJ and grant funding requirements	In public review period for draft environmental documents.
	Parks & Open Space Total			954,597	(368,939)	585,658		
ADA Transition Plan Improvements	Public Facility (Building)	Public Works	CIPR	138,024	(30,941)	107,083	Resources directed towards making City facilities ADA compliant	Recently completed project at Community Center track/stadium. Next step – additional work at Community Center; will continue into next fiscal year, pending hiring new Building Maintenance Supervisor.
Auxiliary Gym Upgrades	Public Facility (Building)	Recreation & Community Services	Parkland Dedication	54,000	-	54,000	Improvements to the accessibility, functionality, and aesthetics related to the auxiliary gym at the Community Center	Currently on hold, pending hiring of new Building Maintenance Supervisor.
CDD & PW Floor Space Plan	Public Facility (Building)	Public Works	CIPR	3,524	(1,886)	1,638	Design floor plan to reconfigure Planning, Building, and portions of Public Works.	Complete – closeout in progress.
Civic Center – Refresh Improvements	Public Facility (Building)	Public Works	CIPR	29,588	(21,085)	8,503	Access and aesthetic improvements to City Hall.	Largely Complete Remaining funds could be used to prepare City Hall for public re-opening.
Community Center Bathroom Upgrades	Public Facility (Building)	Public Works	CIPR	119,693	(9,175)	110,518	Annual improvements at Community Center to improve ADA access and overall appearance/functionality of restrooms at Community Center.	Currently on hold, pending hiring of new Building Maintenance Supervisor.
Community Center E-Wing Improvements	Public Facility (Building)	Public Works	Parkland Dedication	14,638	-	14,638	Access and aesthetic improvements in E-Wing at Community Center.	Complete – closeout in progress. Remaining balance to be returned to fund balance.
Community Center Play Area Construction	Public Facility (Building)	Public Works	Parkland Dedication	78,555	-	78,555	New Play Area at Campbell Community Center.	Complete – closeout in progress. Remaining balance to be returned to fund balance.
Community Center Q-80 and Q-84 Improvements	Public Facility (Building)	Public Works	CIPR	12,440	-	12,440	Access and aesthetic improvements to Q-Wing at Community Center.	Complete – closeout in progress. Remaining balance to be returned to fund balance.

Table A - CIP Carryover Projects by Category

The table below provides project description and status updates for each of the 36 capital improvement projects with carryover balances by category with YTD costs for FY 2020 shown through June 15, 2020.

Project Title	Category	Responsible Department	Funding Source	Beg. Bal FY 2020 (\$)	YTD Costs FY 2020 (\$)	Remain. Bal FY 2020 (\$)	Description	Status
Measure O - Civic Center Improvements	Public Facility (Building)	Public Works	Debt Obligations	289,000	(187,136)	101,864	Construct and/or renovate City facilities to house the Police and Library services	Currently in design phase.
Service Center Portable Building Replacement	Public Facility (Building)	Public Works	Grants / Private	99,670	(6,140)	93,530	Replacement of existing modular building that houses Signals/Lighting and Parks Maintenance.	Project on hold, pending other priorities. Will resume in FY 2021.
	Public Facility (Building) Total			839,132	(256,364)	582,768		
CAD/RMS/MDC Replacement	Public Facility (Equipment)	Police	CIPR	55,869	(42,226)	13,643	CAD/RMS/MDC Replacement	Complete, with ongoing software upgrades.
In-Car Video System	Public Facility (Equipment)	Police	Grants / Private	70,000	-	70,000	Axon Fleet in-car video system	Complete - Billing in Progress.
Mobile Emergency Operations Center (EOC)	Public Facility (Equipment)	Police	Grants / Private	550,000	-	550,000	Mobile Emergency Operations Center	Currently in the design phase.
Patrol and SWAT Sniper Rifles	Public Facility (Equipment)	Police	Grants / Private	75,000	(55,000)	20,000	Replacement rifles for patrol officer and SWAT snipers	All patrol rifles have been received and paid for. The sniper rifles are on order and being built. There is approximately \$20,000 that is still owed once the sniper rifles are delivered.
	Public Facility (Equipment) Total			750,869	(97,226)	653,643		
Silicon Valley Radio Communications System (SVRCS)	Public Facility (I-T)	Police	CIPR	643,991	(422,820)	221,171	Digital radio system designed for all agencies in Santa Clara County	City has purchased all of hardware needed and is currently deploying the new digital radios. Only costs still remaining are the hourly charge by County communications for the programming.
Tidemark System Replacement	Public Facility (I-T)	City Manager's Office	CIPR	88,647	(99,682)	(11,035)	New permit system for Planning and Building division functions	Complete My Government Online (MGO) software was deployed in January 2020 and is fully operational.
	Public Facility (I-T) Total			732,638	(522,502)	210,136		
Annual Street Maintenance	Streets & Signals	Public Works	CIPR; Gas Tax (SB 1); Grants / Private; Vehicle Impact Fees	3,559,930	-	3,559,930	Winchester Boulevard Resurfacing	Project under construction.
Bike/Ped & Traffic Safety Improvements	Streets & Signals	Public Works	Construction Tax; Grants / Private	55,747	(99)	55,648	Improve bicycle and pedestrian facilities throughout the City; grant funding from VTA.	Some funding being used on the current Winchester re-paving project to add and improve bike lanes.
Campbell Ave/Leigh Ave Safety Improvements	Streets & Signals	Public Works	CIPR	40,000	(21,300)	18,700	Improvements at the Campbell/Leigh intersection – in conjunction with the City of San Jose.	Work complete; project close out in progress, pending billing.
Downtown Campbell Pedestrian Improvements	Streets & Signals	Public Works	CIPR	45,000	-	45,000	Design/installation of intersection improvements downtown.	Currently on hold. Will resume in FY 2021.
East Campbell Avenue Plan Line	Streets & Signals	Public Works	CIPR	145,841	(9,151)	136,690	Street configuration plans to implement East Campbell Master Plan	On hold – agreement not yet executed with selected consultant. Staff recommends defunding remaining balance of project and returning to CIPR.

Table A - CIP Carryover Projects by Category

The table below provides project description and status updates for each of the 36 capital improvement projects with carryover balances by category with YTD costs for FY 2020 shown through June 15, 2020.

Project Title	Category	Responsible Department	Funding Source	Beg. Bal FY 2020 (\$)	YTD Costs FY 2020 (\$)	Remain. Bal FY 2020 (\$)	Description	Status
Eden Avenue Sidewalk Improvements	Streets & Signals	Public Works	Construction Tax; Environmental Services	156,236	(156,236)	-	Sidewalk on Eden Avenue and Flashing Beacon at Eden and Rosemary	Complete
Harriet Avenue Traffic Calming	Streets & Signals	Public Works	CIPR; Grants / Private	628,124	(628,124)	-	Pedestrian hybrid beacon at Harriet and McCoy avenues, green bike lanes, speed humps and some sidewalk	Complete
Harriet/McCoy/STAR Traffic Signal	Streets & Signals	Public Works	CIPR	11,772	(3,372)	8,400	With the cancellation of the traffic signal project, original funding transferred to Harriet Ave Traffic Calming	Harriet Ave Traffic Calming Project Complete
Miscellaneous Storm Drainage Improvements	Streets & Signals	Public Works	Environmental Services	100,000	(7,837)	92,163	Address minor storm drain needs	Ongoing
Sidewalk/Curb and Gutter Replacement	Streets & Signals	Public Works	CIPR; Construction Tax	100,000	(108,194)	(8,194)	Annual allocation for sidewalk and curb/gutter replacement.	New project to begin in FY 2021 – with new proposed allocation of funds.
St. Anton Signal Project	Streets & Signals	Public Works	CIPR	54,716	-	54,716	Developer funded improvements to Railway Avenue pedestrian crossings	In progress, will be completed in FY 2021.
Traffic & Street Sign Replacement	Streets & Signals	Public Works	CIPR	73,577	(37,998)	35,579	Five year implementation plan to bring all City traffic signs up to new federal standards.	New project to begin in FY 2021 – with new proposed allocation of funds.
Traffic Calming Improvements	Streets & Signals	Public Works	Construction Tax	66,161	(5,823)	60,339	Funding for neighborhood traffic calming projects.	Currently in progress with East Campbell Avenue. Upon completion, will move to next neighborhood.
Winchester Boulevard Resurfacing	Streets & Signals	Public Works	CIPR; Vehicle Impact Fees	1,226,778	(66,566)	1,160,212	Resurfacing of Winchester Blvd from northern to southern city limits	Currently under construction.
	Streets & Signals Total			6,263,882	(1,044,699)	5,219,183		
	Grand Total			9,549,834	(2,289,730)	7,260,104		

Table B - CIP Carryover Projects by Responsible Department

Table below provides project description and status updates for each of the 36 capital improvement projects with carryover balances by department (w/ YTD costs for FY 2020 shown through June 15, 2020).

Project Title	Category	Responsible Department	Funding Source	Beg. Bal FY 2020 (\$)	YTD Costs FY 2020 (\$)	Remain. Bal FY 2020 (\$)	Description	Status
Tidemark System Replacement	Public Facility (I-T)	City Manager's Office	CIPR	88,647	(99,682)	(11,035)	New permit system for Planning and Building division functions	Complete My Government Online (MGO) software was deployed in January 2020 and is fully operational.
		City Manager's Office Total		88,647	(99,682)	(11,035)		
CAD/RMS/MDC Replacement	Public Facility (Equipment)	Police	CIPR	55,869	(42,226)	13,643	CAD/RMS/MDC Replacement	Complete, with ongoing software upgrades.
In-Car Video System	Public Facility (Equipment)	Police	Grants / Private	70,000	-	70,000	Axon Fleet in-car video system	Complete - Billing in Progress.
Mobile Emergency Operations Center (EOC)	Public Facility (Equipment)	Police	Grants / Private	550,000	-	550,000	Mobile Emergency Operations Center	Currently in the design phase.
Patrol and SWAT Sniper Rifles	Public Facility (Equipment)	Police	Grants / Private	75,000	(55,000)	20,000	Replacement rifles for patrol officer and SWAT snipers	All patrol rifles have been received and paid for. The sniper rifles are on order and being built. There is approximately \$20,000 that is still owed once the sniper rifles are delivered.
Silicon Valley Radio Communications System (SVRCS)	Public Facility (I-T)	Police	CIPR	643,991	(422,820)	221,171	Digital radio system designed for all agencies in Santa Clara County	City has purchased all of hardware needed and is currently deploying the new digital radios. Only costs still remaining are the hourly charge by County communications for the programming.
		Police Total		1,394,860	(520,046)	874,814		
ADA Transition Plan Improvements	Public Facility (Building)	Public Works	CIPR	138,024	(30,941)	107,083	Resources directed towards making City facilities ADA compliant	Recently completed project at Community Center track/stadium. Next step – additional work at Community Center; will continue into next fiscal year, pending hiring new Building Maintenance Supervisor.
Annual Street Maintenance	Streets & Signals	Public Works	CIPR; Gas Tax (SB 1); Grants / Private; Vehicle Impact Fees	3,559,930	-	3,559,930	Winchester Boulevard Resurfacing	Project under construction.
Bike/Ped & Traffic Safety Improvements	Streets & Signals	Public Works	Construction Tax; Grants / Private	55,747	(99)	55,648	Improve bicycle and pedestrian facilities throughout the City; grant funding from VTA.	Some funding being used on the current Winchester re-paving project to add and improve bike lanes.
Campbell Ave/Leigh Ave Safety Improvements	Streets & Signals	Public Works	CIPR	40,000	(21,300)	18,700	Improvements at the Campbell/Leigh intersection – in conjunction with the City of San Jose.	Work complete; project close out in progress, pending billing.
Campbell Park Improvements – Design	Parks & Open Space	Public Works	Parkland Dedication	171,052	(65,494)	105,558	Renovate and improve Campbell Park children's play area.	Currently in design phase.
CDD & PW Floor Space Plan	Public Facility (Building)	Public Works	CIPR	3,524	(1,886)	1,638	Design floor plan to reconfigure Planning, Building, and portions of Public Works.	Complete – closeout in progress.

Table B - CIP Carryover Projects by Responsible Department

Table below provides project description and status updates for each of the 36 capital improvement projects with carryover balances by department (w/ YTD costs for FY 2020 shown through June 15, 2020).

Project Title	Category	Responsible Department	Funding Source	Beg. Bal FY 2020 (\$)	YTD Costs FY 2020 (\$)	Remain. Bal FY 2020 (\$)	Description	Status
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Community Center Bathroom Upgrades	Public Facility (Building)	Public Works	CIPR	119,693	(9,175)	110,518	Annual improvements at Community Center to improve ADA access and overall appearance/functionality of restrooms at Community Center.	Currently on hold, pending hiring of new Building Maintenance Supervisor.
Community Center E-Wing Improvements	Public Facility (Building)	Public Works	Parkland Dedication	14,638	-	14,638	Access and aesthetic improvements in E-Wing at Community Center.	Complete – closeout in progress. Remaining balance to be returned to fund balance.
Community Center Play Area Construction	Public Facility (Building)	Public Works	Parkland Dedication	78,555	-	78,555	New Play Area at Campbell Community Center.	Complete – closeout in progress. Remaining balance to be returned to fund balance.
Community Center Q-80 and Q-84 Improvements	Public Facility (Building)	Public Works	CIPR	12,440	-	12,440	Access and aesthetic improvements to Q-Wing at Community Center.	Complete – closeout in progress. Remaining balance to be returned to fund balance.
Community Center Sports Fields Irrigation Upgrades	Community Center	Public Works	CIPR	8,716	-	8,716	Improvements to main line and irrigation controller at Community Center.	In progress, to be completed during FY 2021.
Downtown Campbell Pedestrian Improvements	Streets & Signals	Public Works	CIPR	45,000	-	45,000	Design/installation of intersection improvements downtown.	Currently on hold. Will resume in FY 2021.
East Campbell Avenue Plan Line	Streets & Signals	Public Works	CIPR	145,841	(9,151)	136,690	Street configuration plans to implement East Campbell Master Plan	On hold – agreement not yet executed with selected consultant Staff recommends defunding remaining balance of project and returning to CIPR.
Eden Avenue Sidewalk Improvements	Streets & Signals	Public Works	Construction Tax; Environmental Services	156,236	(156,236)	-	Sidewalk on Eden Avenue and Flashing Beacon at Eden and Rosemary	Complete
Harriet Avenue Traffic Calming	Streets & Signals	Public Works	CIPR; Grants / Private	628,124	(628,124)	-	Pedestrian hybrid beacon at Harriet and McCoy avenues, green bike lanes, speed humps and some sidewalk	Complete
Harriet/McCoy/STAR Traffic Signal	Streets & Signals	Public Works	CIPR	11,772	(3,372)	8,400	With the cancellation of the traffic signal project, original funding transferred to Harriet Ave Traffic Calming	Harriet Ave Traffic Calming Project Complete
John D. Morgan Park Improvements – Budd – Construction	Parks & Open Space	Public Works	Parkland Dedication	276,921	(114,508)	162,413	Renovate existing play area to all-inclusive playground; future years also supported for by Grants / Private funding sources.	Currently in design phase.
Measure O - Civic Center Improvements	Public Facility (Building)	Public Works	Debt Obligations	289,000	(187,136)	101,864	Construct and/or renovate City facilities to house the Police and Library services	Currently in design phase.
Miscellaneous Storm Drainage Improvements	Streets & Signals	Public Works	Environmental Services	100,000	(7,837)	92,163	Address minor storm drain needs	Ongoing
Park In-Lieu Fee Update	Parks & Open Space	Public Works	Parkland Dedication	124,618	(36,615)	88,003	Impact Fee and Ordinance updates for parklands as related to Quimby Act	Complete
Park Systems Improvements	Parks & Open Space	Public Works	Parkland Dedication	10,554	-	10,554	Improvements to City parks following completion of Park Improvement Master Plan	Complete

Table B - CIP Carryover Projects by Responsible Department

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Project Title	Category	Responsible Department	Funding Source	Beg. Bal FY 2020 (\$)	YTD Costs FY 2020 (\$)	Remain. Bal FY 2020 (\$)	Description	Status
San Tomas Aquino Creek Trail	Parks & Open Space	Public Works	Grants / Private; Parkland Dedication	371,452	(152,321)	219,131	Preliminary design and environmental clearance for Reach 1 and 2 (Westmont Avenue to Margaret Lane) to meet CSJ and grant funding requirements	In public review period for draft environmental documents.
Service Center Portable Building Replacement	Public Facility (Building)	Public Works	Grants / Private	99,670	(6,140)	93,530	Replacement of existing modular building that houses Signals/Lighting and Parks Maintenance.	Project on hold, pending other priorities. Will resume in FY 2021.
Sidewalk/Curb and Gutter Replacement	Streets & Signals	Public Works	CIPR; Construction Tax	100,000	(108,194)	(8,194)	Annual allocation for sidewalk and curb/gutter replacement.	New project to begin in FY 2021 – with new proposed allocation of funds.
St. Anton Signal Project	Streets & Signals	Public Works	CIPR	54,716	-	54,716	Developer funded improvements to Railway Avenue pedestrian crossings	In progress, will be completed in FY 2021.
Traffic & Street Sign Replacement	Streets & Signals	Public Works	CIPR	73,577	(37,998)	35,579	Five year implementation plan to bring all City traffic signs up to new federal standards.	New project to begin in FY 2021 – with new proposed allocation of funds.
Traffic Calming Improvements	Streets & Signals	Public Works	Construction Tax	66,161	(5,823)	60,339	Funding for neighborhood traffic calming projects.	Currently in progress with East Campbell Avenue. Upon completion, will move to next neighborhood.
Winchester Boulevard Resurfacing	Streets & Signals	Public Works	CIPR; Vehicle Impact Fees	1,226,778	(66,566)	1,160,212	Resurfacing of Winchester Blvd from northern to southern city limits	Currently under construction.
		Public Works Total		8,012,327	(1,670,002)	6,342,325		
Auxiliary Gym Upgrades	Public Facility (Building)	Recreation & Community Services	Parkland Dedication	54,000	-	54,000	Improvements to the accessibility, functionality, and aesthetics related to the auxiliary gym at the Community Center	Currently on hold, pending hiring of new Building Maintenance Supervisor.
		Recreation & Community Services Total		54,000	-	54,000		
		Grand Total		9,549,834	(2,289,730)	7,260,104		

MEMORANDUM



City of Campbell
City Clerk's Office

To: Honorable Mayor and City Council **Date:** June 15, 2020
From: Andrea Sanders, Deputy City Clerk
Via: Brian Loventhal, City Manager
Subject: Desk Item 1 – Email Correspondence (BUDGET)

Attached are public comment emails related to the Introduction of FY 2020-21
Operating & Capital Budget,

Andrea Sanders

To: Margarita Mendoza
Subject: Campbell Operating Budget and Five-Year Capital Improvement Plan

From: Gregory Koch

Sent: Monday, June 15, 2020 7:10 PM

To: Susan M. Landry <susanl@campbellca.gov>; Rich Waterman <RichW@campbellca.gov>; Liz Gibbons <lizg@campbellca.gov>; Paul Resnikoff <paulr@campbellca.gov>; Anne Bybee <anneb@campbellca.gov>; Campbell City Managers Office <cmoffice@campbellca.gov>

Subject: Campbell Operating Budget and Five-Year Capital Improvement Plan

WARNING: This email originated from an external sender!

Greetings council members,

I had some time today to review the recently posted **Campbell Operating Budget and Five-Year Capital Improvement Plan** document, and I wanted to express one specific concern. That is, of course, our **Police** budget.

The budget proposes **20.3 million dollars** for the Police department in General Expenditure. To help put that in perspective. \$20.3 million is:

- 36% of total proposed city expenditures
- 2.1x the proposed Fire budget
- 5.8x the proposed Community Development budget
- 3.4x the proposed Public Works budget

35% of expenditures for the police. In Campbell. While teachers are paying for school supplies out of their own pockets. That's somewhat absurd even outside of current events. When you take into account events like the Police-sponsored murders of George Floyd, Breonna Taylor, Rayshard Brooks, Ahmaud Arbery, Tony McDade, Trayvon Martin, Philando Castile, and countless others - that number becomes downright offensive.

One specific point of contention I have is the proposed purchase of a **Lenco BearCat**. I have a hard time wrapping my head around why we'd a military grade armored vehicle in Campbell. In *Campbell*.

Dan Livingston provides a "justification" of:

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

Which is really pretty lame.

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

In Campbell?

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

Come on now.

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.

In **CAMPBELL?**

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.

This is seriously "but mom all the other kids already have one" - come on guys.

The budget lists an alternative as: "Continue to rely on outside agencies to provide personnel and vehicle when available." And frankly, that seems fine to me. We can borrow San Jose's when they're not using it to teargas peaceful protesters.

I moved to Campbell from San Jose recently for a number of reasons, one of which was the gross misuse of the San Jose Police Department. Let's not make same mistake here.

Thank you for your time.

«»
Gregory M Koch

Andrea Sanders

To: Anika Bhattacharjya
Subject: RE: FOR PUBLIC COMMENT Budget Special Meeting

From: Anika Bhattacharjya
Sent: Monday, June 15, 2020 4:25 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: FOR PUBLIC COMMENT Budget Special Meeting

WARNING: This email originated from an external sender!

Dear City Council,

My request is that police equipment such as a Lenco Bearcat and Sniper rifles be struck down from any future budgets. These weapons create a militarized police force in Campbell and do not necessarily enforce a safer community. Instead, we could use these funds to support areas such as education and provide the next generation with the tools they need to continue to bring positive change to our community and beyond. We should focus on finding constructive areas to fund instead of giving support to avenues of violence.

--

Thank you for your time,
Anika Bhattacharjya

Andrea Sanders

To: Ali Bell; Clerks Office
Subject: RE: FOR PUBLIC COMMENT Budget Special Meeting

From: Ali Bell
Sent: Monday, June 15, 2020 1:49 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: FOR PUBLIC COMMENT Budget Special Meeting

WARNING: This email originated from an external sender!

Dear City Council,

I have already been in contact with many of you and I appreciate your engagement and encouragement of my participation.

My request is that police equipment such as a Lenco Bearcat and Sniper rifles be struck down from any future budgets. I feel that this equipment is unnecessary and leads to a militarized police force in Campbell. As a former Youth Commissioner and Day Camp Counselor, I can see the amazing programs Campbell has that could use these funds instead. Think of how much good we could do for our Day Camp, our parks, our streets, and COVID-19 relief with those funds.

Thank you for considering this.

Sincerely,
Ali Bell

Andrea Sanders

Subject: For public comment

-----Original Message-----

From: Farrah Schiff

Sent: Monday, June 15, 2020 1:16 PM

To: Clerks Office <clerksoffice@campbellca.gov>

Subject: For public comment

WARNING: This email originated from an external sender!

Dear Campbell City Council Members and Mayor,

As a resident of Campbell, I wish to voice my input on the proposed revised budget for 2020-21.

We all know that Campbell, like everywhere else, is facing severe economic challenges (in addition to the severe public health ones) due to COVID-19. I understand that the City will try its best to meet those challenges without disrupting services essential to the community.

After reviewing the budget, the biggest allotment seems to go to the police. I'm certain you've received many emails calling upon you to defund the police and to invest those funds back into (or even expand) community services like healthcare, housing, employment, recreation and libraries. As a citizen, taxpayer, and (full disclosure) library employee, I totally agree with this call. The police do not need an expanded budget, nor do they need much of the budget they already have. The citizens of Campbell do, and they need it in their schools, in their parks and communities, in their hospitals and more. We need to invest in ourselves—that is what will keep us safe in the months and years to come. We should be drawing upon models of community safety that invest social and mental health services, affordable and emergency housing (as this was a crisis long before COVID-19, and will continue to be), drug treatment, and more. Economic opportunity, health, and education are proven to be deterrents to crime—policing is not. Policing is a reaction to a perceived problem, not a long-term solution.

I know that this seems like a radical position, but it isn't. While this has been a period of great tragedy and upheaval, it can also be a period to creatively reimagine safety and well-being, and to ensure greater equality and equitable access to public resources.

Please be apart of this movement. Defund the police, and re-invest in our community.

Thank you,
Farrah Schiff

Andrea Sanders

Subject: FW: Police Services: Proposed City Budget FY 2021

From: Kimberly Vanni

Sent: Monday, June 15, 2020 10:12 AM

To: Susan M. Landry <susanl@campbellca.gov>; Rich Waterman <RichW@campbellca.gov>; Paul Resnikoff <paulr@campbellca.gov>; Anne Bybee <anneb@campbellca.gov>; cmooffice@cityofcampbell.com; Web Distribution Finance <Finance@cityofcampbell.com>; Liz Gibbons <lizg@campbellca.gov>

Cc: Clerks Office <clerksoffice@campbellca.gov>

Subject: Police Services: Proposed City Budget FY 2021

WARNING: This email originated from an external sender!

Mayor Landry and Council Members,

I am a resident of Campbell and recently reviewed the proposed budget for FY 2021 in more detail and have a couple questions.

*I noticed that the police personnel budget for FY 2021 is almost double and sometimes more than double that of FY 2020 depending on the position.

The number of FTEs remains the same. Please refer to Exhibit B 101.601, 101.602, 101.603, 101.604 and 101.605.

Some examples:

The Police Chief made \$223,192.00 in 2020 (page 310 2020 budget) and this year is proposed to make \$580,203.00 (page 176 2021 budget). The chief's executive assistant is set to almost double as well.

The Special Enforcement Police Captain made \$207,438.00 (page 329 2020 budget) and this year is proposed to make \$520,061.00 (page 185 2021 budget). The 9 Police Officers on those same pages are also set to double. Police Agents are set to triple.

Can you explain what drives this change?

*As I pointed out previously in an email to the City Manager and Finance, I also noticed some concerning capital improvements: a Lenco BearCat armored vehicle (\$250,000 over 4 years) and sniper rifles (\$75,000 this year). What is the motivating factor to introduce these items, especially given the local and national efforts to demilitarize the police and reallocate Police Services funds towards Community Development? Is this the best use of funds given the negative impact COVID-19 will have on revenue?

I am cc'ing the city clerk so that this email can be recorded for public comment for the upcoming city council meeting.

Thank you,
Kimberly Vanni

Andrea Sanders

To: Kimberly Vanni
Subject: RE: FOR PUBLIC COMMENT Budget Special Meeting

From: Kimberly Vanni
Sent: Monday, June 15, 2020 6:20 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: FOR PUBLIC COMMENT Budget Special Meeting

WARNING: This email originated from an external sender!

Dear City Council,

I have already been in contact with all via email and I appreciate your audience.

My request is that police equipment such as a Lenco Bearcat and Sniper rifles be struck down from any future budgets. I feel that this equipment is unnecessary and leads to a militarized police force in Campbell. I believe these funds could be much better spent on Community Development including COVID-19 relief.

I also request that the City Council make clear why the Police personnel budget is 2x and sometimes 3x for certain positions than the prior year while the head count remains the same.

Thank you.
Kimberly Vanni

Andrea Sanders

To: Margarita Mendoza
Subject: RE: Allocation of Funds in 2020 - 2021 Budget for Armored Vehicle

From: Caitlin Ferrell
Sent: Thursday, June 11, 2020 6:23 PM
To: Campbell City Managers Office <cmoffice@campbellca.gov>
Subject: Allocation of Funds in 2020 - 2021 Budget for Armored Vehicle

WARNING: This email originated from an external sender!

Hi,

The proposed operating budget for FY 2020-21 includes funds allocated for a "Lenco Bearcat" armored vehicle. This a highly inappropriate purchase, particularly for a municipality such as Campbell. In normal times, purchase of such military equipment for use in civilian settings is ridiculous and wasteful, but is *highly inappropriate* during a devastating economic crisis when state and local funds are under such pressure.

My family has lived in Campbell since 1949/1950. I cannot think of a single instance where it would have been even slightly appropriate or necessary for the Campbell PD to use a vehicle designed for war zones. The Campbell PD serves the Campbell community and it does not need equipment fit to wage war on our residents. Moreover, the militaristic displays of force against civilians by police departments across the country during the George Floyd protests have made it clear that we need to end the militarization of police in America.

It is both perplexing and infuriating that when making the necessary cuts to Campbell's budget, city officials considered the armored vehicle to be an essential expenditure for our small city. Particularly in the midst of this economic and health crisis, this tank should have been the first line item cut.

Please be prudent with our tax dollars. Campbell PD does not need a tank. The suggestion that they do is simply absurd, but I would love to know what rationale was provided to and accepted by Campbell officials.

Best,
Caitlin Ferrell

Andrea Sanders

To: Margarita Mendoza
Subject: RE: Police Funding in the 2020/2021 Budget

From: Hannah Norby
Sent: Saturday, June 13, 2020 5:03 PM
To: Campbell City Managers Office <cmoffice@campbellca.gov>
Subject: Police Funding in the 2020/2021 Budget

WARNING: This email originated from an external sender!

To Whom It May Concern:

As a citizen of Campbell, I have deep concerns about the soon-to-be-implemented city budget, specifically in regards to the funds allocated to policing.

I recognize that the CPD does important and difficult work. However, the amount of money being offered to them simply isn't reasonable, especially in this cultural and political climate.

36% of our budget will go to the police, while only 10% goes to recreation and community service. Only 6% goes to community development. This is heartbreaking and unjustifiable.

\$250,200 *alone* goes to purchasing a Lenco BearCat armored vehicle, while \$262, 802 goes to housing assistance. Why do we need to turn Campbell's police force into a military unit? What could we achieve if we demilitarized our police force and used that money to put people into houses?

When we invest in our communities, we make a city that's safer and stronger and in less need of policing. People of color often don't trust the CPD, because they haven't earned that trust. They respond to poverty and prejudice with guns and (nearly) tanks. This isn't working.

The police do too much, including many things which just don't call for a person with a gun. We need social workers, mental health experts, and people from the community in so many situations. We don't send the fire department to negotiate a hostage situation. Why would we send police to deal with a person in a mental health crisis?

We need to demilitarize the police and reallocate those funds to actually invest in our community. In our people.

I deeply appreciate all that you have done for our city, especially in this extremely difficult time. I love Campbell and I love its people. We deserve to be safe and happy, and having men, women, and children living on the streets, while police are armed like they're going to invade a foreign country doesn't achieve that.

I hope this email finds you and your loved ones safe and healthy.

Sincerely,

Hannah Norby
Campbell, CA 95008

Andrea Sanders

To: Aiko Matsumura
Subject: RE: FOR PUBLIC COMMENT

From: Aiko Matsumura
Sent: Saturday, June 13, 2020 12:33 PM
To: Clerks Office <clerksoffice@campbellca.gov>
Subject: FOR PUBLIC COMMENT

WARNING: This email originated from an external sender!

Dear City Council Members,

In reviewing the proposed fiscal year 2020-2021 operating budget, I noted that 36% of the budget is assigned for police services in the name of public safety. I watched the Campbell Planning Commission Meeting from 6/9/2020 where budget items were discussed and Police Chief Berg justified spending a quarter of a million dollars on an armored personal carrier. His argument was for the futures possibility of its need, even though we currently have access to it with neighboring departments. This is unfortunately another example of using fear to justify the gradual militarizing of law enforcement.

While I recognize that all departments have faced reductions due to the impact of Covid-19, the police department remains with 36% of the budget, while other less funded and pertinent departments such as Community Development and Recreation & Community Services faced reductions down to 6% and 10%, respectively. Chief Berg is advocating for equipment that we may need in the future, while resources and funding that are currently needed for our children, senior citizens, families, and environment are being slashed.

Commissioner Ching asked an important question on how this purchase impacts the public perception and feeling of safety from the Campbell citizens. As a non-white member of Campbell, I would like to be clear. Having any increase presence from police and their equipment does not enhance my sense of safety in the community. From observation and from hearing stories, people of color are more likely to be harassed and are less safe with a police presence. Seeing police patrolling as I take my walks around Campbell is another reminder of police brutality that is disproportionately affecting people of color in this county. While I am incredibly privileged, I am not 100% confident that my POC peers' encounter with the police will be unbiased and fair.

While I commend Campbell Police for limiting their presence at the recent Black Lives Matter protest on 6/7/2020, I am recognizing that the shift to fight systemic racism starts from within and in my local community. Thus, I am advocating funds to be shifted to other pertinent areas such as the Recreation & Community Services department, to serve those in need. As a community member, I am advocating for the beginning of a global shift where our city funds move towards education, healthcare, and housing with an explicit emphasis on fighting systemic racism to achieve what Chief Berg is asking for, a safe community, but for all community members. We do not have the luxury to gloss over “minute details” that do anything less than fight for racial justice. Let's avoid being a complicit Campbell and do better.

Thank you very much in advance.

Sincerely,
Aiko Matsumura

Andrea Sanders

Subject: FW: Campbell Budget

From: Eric Vitiello

Sent: Wednesday, June 10, 2020 12:16 PM

To: Clerks Office <clerksoffice@campbellca.gov>; Campbell City Managers Office <cmoffice@campbellca.gov>

Subject: Campbell Budget

WARNING: This email originated from an external sender!

My Representatives,

As a new resident in 2020 and previous small town Mayor, I'm pleased to see that Campbell's capital planning and budget is so transparent and comprehensive. This year has been a trying time for everyone, and it's certainly clear that coronavirus has had a direct and measurable impact on Campbell.

The current civil unrest has brought to light a disparity in the treatment of Black individuals, and highlighted the imbalance of power police departments wield. Our officers wear too many hats: from traffic enforcement, suicide prevention, working with the mentally ill, all the way to dealing with more violent issues such as robberies and hostage situations and many more. These are very different tasks, requiring drastically different skills. No person could possibly be an expert at handling all of these issues.

The current total proposed general fund expenditure for FY21 is \$56MM, of that amount a full 35% (\$20.3MM) is allocated to Police, an **increase** of 4.7% over the previous year, whereas Community Services receives \$5.6MM amounting to a 1.4% **decrease** YoY. The increase in Police force funding is despite the cutting of multiple non-sworn positions, some of which are Community Services Officers.

I highly encourage you to reevaluate the distribution of funds and responsibilities across the city, particularly the Police and Community Services divisions, making sure that the right areas are handling the right things. Taking pressure off the police department by creating a new traffic enforcement division separate from the police department, as well as increasing community outreach programs to help the underprivileged would go a long way to creating a better balance and move towards a more preventative rather than reactive method of maintaining peace.

There is a reason that my family recently moved to Campbell - it is a fantastic city. But can be better.

Thank you,

Eric Vitiello

Andrea Sanders

To: sameer.pradhan@gmail.com
Subject: RE: Proposed City Budget for FY 2021

From: Sameer Pradhan
Sent: Sunday, June 14, 2020 10:00 PM
To: Susan M. Landry <susanl@campbellca.gov>; Rich Waterman <RichW@campbellca.gov>; Paul Resnikoff <paulr@campbellca.gov>; Anne Bybee <anneb@campbellca.gov>; Campbell City Managers Office <cmoffice@campbellca.gov>; Web Distribution Finance <Finance@cityofcampbell.com>
Cc: Clerks Office <clerksoffice@campbellca.gov>
Subject: Proposed City Budget for FY 2021

WARNING: This email originated from an external sender!

cc'ing Clerk's Office

Dear Mayor Landry and Council Members,

I am a resident of the city of Campbell. I reviewed the proposed budget for FY 2021 regarding which I had a few questions -

- I noticed that the police personnel budget allocation for FY 2021 is almost double that of FY 2020. The number of FTEs are not increasing. However, the personnel costs are doubling. I am referring to exhibit B 101.601, 101.604 and 101.605 in both year budgets (showing snapshot of both years below). For example, police capt allocation is going up from \$207,438 to \$514,499. For police agent, the budget is actually tripling. Can you please explain what drives the change?

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE ADMINISTRATION		EXHIBIT B 101.601				
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed	FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	FY 2021 Proposed		
Police Chief	1.00	1.00	1.00	1.00	\$	550,203
Executive Assistant	0.80	0.80	0.80	0.80		111,708
Communications and Public Engagement Coordinator	-	0.50	-	1.00		165,678
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

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE - ADMINISTRATION		EXHIBIT B 101.601				
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed	FY 2021 Proposed
	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended	FY 2020 Adopted		
Police Chief	1.00	1.00	1.00	1.00	\$	550,203
Executive Assistant	0.80	0.80	0.80	0.80		111,708
Communications and Public Engagement Coordinator *	-	-	0.50	-		165,678
Communications and Public Engagement Coordinator	-	-	-	1.00		-
* 2-year Limited Term. Balance of position in Program 510						
TOTAL	1.80	1.80	2.30	2.80	\$	857,540

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE - SPECIAL ENFORCEMENT DIVISION					EXHIBIT B 101.604
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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	795,000
Police Officer *	8.00	9.00	9.00	9.00	2,060,919
Community Services Officer	0.75	0.75	0.75	0.75	118,261
* 1 FTE funded by County of Santa Clara - Fire Department					
TOTAL	13.75	14.75	14.75	14.75	\$ 4,371,319

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE - SPECIAL ENFORCEMENT DIVISION				
Permanent Personnel	Full-Time Equivalents (FTE's)			
	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended	FY 2020 Adopted
Police Captain	1.00	1.00	1.00	1.00
Police Sergeant	2.00	2.00	2.00	2.00
Police Agent	2.00	2.00	2.00	2.00
Police Officer *	8.00	8.00	9.00	9.00
Community Services Officer **	1.75	0.75	0.75	0.75
* 1 FTE funded by County of Santa Clara - Fire Department				
** 1 FTE eliminated in FY17 - Added 1 FTE Temporary Public Safety Assistant				
TOTAL	14.75	13.75	14.75	14.75

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE - FIELD SERVICES					EXHIBIT B 101.605
Permanent Personnel	Full-Time Equivalents (FTE's)				FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	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	1,361,484
Police Agent	4.00	4.00	4.00	4.00	1,582,424
Police Officer *	20.00	21.00	21.00	21.00	4,823,785
Community Services Officer	1.80	1.00	3.00	2.08	299,876
* 1 FTE funded by County of Santa Clara - Fire Department					
TOTAL	31.60	32.00	34.00	33.08	\$ 8,862,067

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocation PROGRAM : POLICE - FIELD SERVICES				
Permanent Personnel	Full-Time Equivalents (FTE's)			
	FY 2017 Actual	FY 2018 Actual	FY 2019 Amended	FY 2020 Adopted
Police Captain	1.00	1.00	1.00	1.00
Police Sergeant	5.00	5.00	5.00	5.00
Police Agent	4.00	4.00	4.00	4.00
Police Officer *	20.00	20.00	21.00	21.00
Community Services Officer	1.80	1.80	1.00	3.00
* 1 FTE funded by County of Santa Clara - Fire Department				
TOTAL	31.80	31.80	32.00	34.00

- I see that capital improvement summaries list two new items - Bearcat armored vehicle (\$750,000) and new replacement pistols (\$150,000) targeted for FY 2023/24. What is the motivating factor to introduce these items, especially given the local and national efforts to reform police departments to be oriented towards a community based policing approach rather than a militaristic approach? Is this the best use of funds given that the city will have a budget shortfall due to covid-19 related revenue drop?

cc'ing city clerk so that this email can be recorded for public comment for the upcoming city council meeting.

Thank you
Sameer Pradhan

Andrea Sanders

To: Liz Gibbons
Subject: RE: 2020-2021 Budget - It is time to take some bold steps

From: Christopher Mock
Date: June 10, 2020 at 11:02:03 AM PDT
To: Liz Gibbons <lizg@campbellca.gov>
Subject: 2020-2021 Budget - It is time to take some bold steps

Dear Vice Mayor Gibbons,

My name is Christopher Mock, I am a Campbell resident and also a history/ social science teacher at Westmont High School. I am writing to you today (and all other members of the city council separately) to urge you and the city to take bold, proactive steps to move the city forward. I have always been a very politically informed and active person but I am trying to be more active at the local level now, which so frequently is ignored despite its importance. We find ourselves in the midst of two transformative events right now, the coronavirus global pandemic, and an awakening if you will of many people to push for finally addressing systemic racism and police brutality that has plagued our country for hundreds of years. I know it might be easy to see the latter as sort of a distant problem, one that a city like Campbell, in the liberal Silicon Valley doesn't have to worry about, but I think that would be a mistake. As we have seen for many years now it just takes one horrific instance to really bring to light the systemic issues that still exist in most communities. We are not immune from them either. Our black and brown communities here face challenges many of us never even have to think about. I see it at school on a daily basis. So I am urging you to be bold and proactive. Instead of reacting when inevitably a tragedy occurs in our community, let's address it before it happens. That is why I am suggesting the mayor and the Campbell City Council take the following steps:

1. Force Campbell PD to change its policies to increase accountability and limit officer discretion. I read through the Campbell PD Policy Manual myself and there is one thing I noticed throughout the sections, and especially in the "Use of Force" section, which is very vague language and policies that continually end with leaving it up to officer discretion. This is simply not good enough. We have seen and we know that leaving it up to officer discretion is frequently not in the best interest of the community and the citizens they are tasked with serving. I understand it can be a very difficult, stressful, and even dangerous job but we can't allow that to force us to set extremely low standards. I honestly look at it similarly to teachers, giving us flexibility and trust that we are going to do our jobs sound great, but without oversight it frequently comes at the expense of those we are tasked with serving. Yes officers should be able to defend themselves but frequently the policies that empower them to do so put citizens themselves in danger, and we need to stop being ok with police misconduct under the guise of self-defense. So while I appreciated the Campbell PD's recent statement about the "8 Can't Wait" policies and their removal of carotid restraint from their policy handbook it is not enough. I appreciate good intent, but intent alone is not enough. The City Council must step in and make sure these policies are very clearly articulated in the policy handbook and implemented. Leaving it up to officer discretion doesn't cut it anymore.
2. The city must start to drastically reallocate its resources and defund the Campbell PD. This does NOT mean completely eliminating all funding towards some sort of community safety or policing service, but it must be drastically reduced. While I have never had any negative experiences with the Campbell PD or hold any personal bad

blood towards them the reality is that we spend entirely too much on policing in our town. I looked over the city's budget and budget proposal for the next year and I was astonished. First of all overall we are spending somewhere between 20-25% of our city's budget on policing alone (depending on the year). I was even more surprised to see that in a time where the city and local governments are legitimately worried about a loss of revenue due to the pandemic you are suggesting increasing the budget for the police! This does not make sense. What our town needs is more funding going towards economic development to support small businesses, which employ people and will help the city's revenue. This will also lessen the burden on community support systems and welfare that will be needed for families who find themselves without work. This money should also be going towards addressing the extreme housing and homelessness crisis we have in our area. Even before the pandemic we have MANY people who can barely get by even though they are working full time jobs. I even have long term concerns about being able to afford to live in the area myself, even though I am very privileged in many ways. I have a secure full time teaching job and my fiancée works at a mental health non-profit, and we both love what we do but we are faced with the reality that we will probably never be able to afford to buy anything in this area, and we have had many advantages throughout our lives and are certainly not poor. I know you are aware of this housing crisis yet when you look at the city's budget we are spending around \$20 million dollars on policing in a small town while only devoting \$262,802 on housing assistance and \$233,562 on economic development. We are spending about 5x as much just on administration or record keeping for the Campbell PD than either of those. This is unacceptable and inexplicable. These are just two examples as well. It is time the city completely rethink its priorities. Increasing spending on policing is not the answer, investing in our community is. It is time to lead rather than follow. These changes might be difficult but they are necessary. It might be time to go back to the drawing board with our model on policing in our community and start from scratch because spending 1/4 of our budget in policing alone is not the answer to the very real issues we are facing.

Thank you for taking the time to read my email and I sincerely hope you actually take some time to think about it and maybe reevaluate our priorities. Just know that everything going on has refocused and reenergized me to pay attention to what is going on in my own community, and I know I am not alone. You are going to be under increased scrutiny and pressure so I would urge you and the City of Campbell to lead and not follow. You never want to be the elected official who is behind the people, they don't tend to last very long in office.

Sincerely,

--

Christopher Mock

Social Science Teacher

Teacher Technology Coach

Westmont High School

"Education is our passport to the future, for tomorrow belongs to the people who prepare for it today." -- Malcolm X