



# *City Council Agenda*

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

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**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](http://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 25, 2020: Councilmember Rich Waterman, Councilmember Anne Bybee, Councilmember Paul Resnikoff, Vice Mayor Elizabeth "Liz" Gibbons, and Mayor Susan M. Landry.

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

Public comment for the City Council meetings will be accepted via email at [ClerksOffice@campbellca.gov](mailto: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\\_us\\_DR4ExSU-0RrP1vQARpA](https://us02web.zoom.us/webinar/register/WN_us_DR4ExSU-0RrP1vQARpA)

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

## **SPECIAL MEETING OF THE CAMPBELL CITY COUNCIL**

Thursday, June 25, 2020 1:00 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\\_us\\_DR4ExSU-0RrP1vQARpA](https://us02web.zoom.us/webinar/register/WN_us_DR4ExSU-0RrP1vQARpA)

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. **Adoption of Fiscal Year 2020-21 (FY 2021) Operating & Capital Budget and 2021-2025 Five-Year Capital Improvement Plan (CIP) and Establishment of the Appropriations Limit for FY 2021 (Resolutions/Roll Call Vote)**

Recommended Action: That the City Council approves the attached resolutions adopting the Fiscal Year (FY) 2021 City Operating and Capital budgets, including transfers, in the amounts of \$69,821,042 and \$22,403,158, respectively, for a combined total budget of \$92,224,200; authorizing the use of \$1,245,338 of the General Fund Economic Fluctuations Reserve in FY 2021 to balance General Fund revenues versus expenditures; adopting findings that the proposed FY 2021-2025 Capital Improvement Plan projects are categorically exempt under the California Environmental Quality Act (CEQA) and are consistent with the City's General Plan; approving the five-year plan total of \$77,840,249, excluding capital project carryover appropriations of \$9,074,541 previously approved, and adopting appropriations for FY 2021 projects of \$10,947,049; directing staff to incorporate within the final adopted and published FY 2021 budget document any changes or adjustments pursuant to this public hearing and any other minor corrections prior to the budget's final publication; and establishing the Appropriations Limit for FY 2021 at \$77,091,302 pursuant to Article XIII B of the California State Constitution.

## **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.

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



*City  
Council  
Report*

Item: 1  
 Category: PUBLIC HEARINGS AND  
 INTRODUCTION OF  
 ORDINANCES  
 Meeting Date: June 25, 2020

**TITLE: Adoption of Fiscal Year 2020-21 (FY 2021) Operating & Capital Budget and 2021-2025 Five-Year Capital Improvement Plan (CIP) and Establishment of the Appropriations Limit for FY 2021 (Resolutions/Roll Call Vote)**

**RECOMMENDED ACTION**

That the City Council approves the attached resolutions adopting the Fiscal Year (FY) 2021 City Operating and Capital budgets, including transfers, in the amounts of \$69,821,042 and \$22,403,158, respectively, for a combined total budget of \$92,224,200; authorizing the use of \$1,245,338 of the General Fund Economic Fluctuations Reserve in FY 2021 to balance General Fund revenues versus expenditures; adopting findings that the proposed FY 2021-2025 Capital Improvement Plan projects are categorically exempt under the California Environmental Quality Act (CEQA) and are consistent with the City's General Plan; approving the five-year plan total of \$77,840,249, excluding capital project carryover appropriations of \$9,074,541 previously approved, and adopting appropriations for FY 2021 projects of \$10,947,049; directing staff to incorporate within the final adopted and published FY 2021 budget document any changes or adjustments pursuant to this public hearing and any other minor corrections prior to the budget's final publication; and establishing the Appropriations Limit for FY 2021 at \$77,091,302 pursuant to Article XIII B of the California State Constitution.

**BACKGROUND**

The primary purpose of this agenda item is to consider for adoption the Proposed Fiscal Year 2020-21 (FY 2021) Operating Budget and 2021-2025 Five-Year Capital Improvement Plan (CIP). The Proposed FY 2021 Operating Budget and 2021-2025 Five-Year Capital Improvement Plan (CIP), Gann Appropriations Limit, and related resolutions are included as attachments. Within the main document on page 1, the City Council will find a Budget Message which provides an overview of the Proposed Operating Budget and CIP. Details regarding the Gann Appropriations Limit can be found on page 55 of the main document. Documents are also available for public viewing at two locations:

- City Council Agenda page - <https://www.ci.campbell.ca.us/agendacenter>
- Finance Department Budget - <https://www.ci.campbell.ca.us/151/Budget>

**DISCUSSION**

Within the main document, please see the Budget Message for discussion of the Proposed Operating Budget and CIP and the Gann Appropriations Limit for factors used in calculating the amount for FY 2021.

**FISCAL IMPACT**

Within the main document, please see Budget Message and financials schedules for fiscal impacts of the Proposed Operating Budget and CIP. Summary level fiscal impacts can also be found within the attached resolutions.

Prepared by:



Will Fuentes, Finance Director

Approved by:



Brian Loventhal, City Manager

**Attachment:**

- a. Resolution - FY 2021 Operating Budget and CIP
- b. Resolution - 2021-2025 CIP General Plan and CEQA Conformance
- c. Resolution - FY 2021 Gann Limit
- d. Proposed FY 2021 Operating Budget and 2021-2025 CIP

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 2021)**

**WHEREAS**, there has been submitted to the City Council a proposed budget for the operation of all departments and facilities of the City of Campbell for FY 2021, and there has been submitted to the City Council a proposed budget for the capital expenditures related to City projects, and

**WHEREAS**, the City Council held meetings to review the proposed operating and capital budget; and the City Council took action to adopt the proposed budget;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council that as of July 1, 2020 the amount of \$69,821,042 be fixed as the amount necessary to meet all municipal operating requirements (excluding any further changes resulting from this public hearing and/or any miscellaneous corrections), and that the amount of \$22,403,158 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 \$92,224,200; and

**BE IT FURTHER RESOLVED** that the City Council authorizes the use of \$1,245,338 of the General Fund Economic Fluctuation Reserve in FY 2021 to balance General Fund revenues versus expenditures; and.

**BE IT FURTHER RESOLVED** that the Finance Director is hereby authorized to make any changes resulting from the public hearing to adopt the FY 2021 operating and capital budget or any miscellaneous corrections due to more refined estimates and incorporate these changes into the final published FY 2021 operating and capital budget document.

**PASSED AND ADOPTED** this day \_\_\_ 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: Resolution - FY 2021 Operating Budget and CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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 \$77,840,249, including first year appropriations of \$10,947,049 for FY 2021 and excluding capital project carryover appropriations of \$9,074,541 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: Resolution - 2021-2025 CIP General Plan and CEQA Conformance (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL  
ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021  
PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA STATE CONSTITUTION**

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

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

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

**WHEREAS**, the City Council of the City of Campbell wishes to establish this appropriations limit for the Fiscal Year 2021 pursuant to Article XIII B of the California State Constitution;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Campbell hereby finds and determines that the appropriations limit for Fiscal Year 2021 is \$77,091,302.

**PASSED AND ADOPTED** this day \_\_\_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: Resolution - FY 2021 Gann Limit (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

# 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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June 25, 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 2021-2025 Five-Year Capital Improvement Plan (CIP). The Operating Budget and CIP serve as a policy document, a financial plan, a communications device, and an operations guide; reflecting the policies, goals, programs and service priorities of the City Council and the community. It was developed based on direction provided by the City Council and feedback received from the Campbell community during the budget development process and recommendations made by each department that I have reviewed and approved.

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

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

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

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

In addition to the items above, staff also discussed strategic priorities and department work plans during study sessions held on April 28 and May 22. Based on feedback received and also accounting for the ongoing impacts of COVID-19, staff revised its work plans for FY 2021. Proposed work plans for FY 2021 are contained within the individual department and budget unit pages of this document. And lastly, on June 9, staff introduced the initial version of the Proposed Fiscal Year 2020-21 (FY 2021) Operating Budget and 2021-2025 Five-Year Capital Improvement Plan (CIP). That version showed a \$2.9 million operating deficit within the General Fund for FY 2021. The revised version currently being presented for adoption reduces the deficit within the General Fund down to \$ **1.2 million** for FY 2021; before any potential savings realized from ongoing discussions with all City labor groups. Should those discussions result in further savings, staff will return to Council in July 2020 to amend the FY 2021 Operating Budget and reduce the General Fund deficit further. The following sections will detail and summarize changes made since June 9.

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

Operating Budget and CIP to restore any services reduced. Additionally, staff continues to revise and develop its 5-year financial projections and will provide Council with a summary forecast during the presentation 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 18, 2020, its investment pool had earned 4.94% 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 **\$92.2 million**; including \$5.6 million in operating transfers out, \$9.1 million in capital transfers out, and \$1.8 million relating to Measure O funded capital projects for the Police Station and Library. Related revenue sources total **\$94.6 million**; including \$5.6 million in operating transfers in, \$9.1 million in capital transfers in, and \$10 million in anticipated Measure O bond proceeds. This results in a slight surplus of approximately \$2.4 million across all City funds. And across all City funds (including capital funds), expenditures for FY 2021 show a 16.2% increase when compared to the FY 2020 Adopted Budget. Additionally, across all City funds (including capital funds), revenues for FY 2021 show a 21.9% increase when compared to the FY 2020 Adopted Budget. These increases are largely due to Measure O capital costs (\$1.8 million) and anticipated debt issuance (\$10 million) as well as an Energy Efficiency Project (ESCO) cost (\$4.0 million) and offsetting loan proceeds (\$4.0 million).

The Proposed FY 2021 Operating and Capital budget for the General Fund totals **\$55.2 million** including \$500,000 for a new COVID-19 Response budget unit, \$575,000 in capital transfers out to support Capital Plan Improvement Reserve (CIPR) and Construction Tax funded projects and \$3.6 million in operating transfers out to support other City operational and debt service funds. General Fund operating transfers include those to the Lighting and Maintenance Fund (\$1.5 million), 2016 Lease Revenue Bond Debt Service Fund (\$769,000), Environmental Services Fund (\$1.0 million), Vehicle Maintenance Replacement Fund (\$97,000), and Information Technology Fund (\$204,000). Related General Fund revenue sources total **\$53.9 million**; including \$1.2 million in operating transfers in from other operational funds to pay for indirect overhead costs. This results in a remaining operating deficit of **\$1.2 million** and is again before any potential savings realized from ongoing labor discussions. In the General Fund, expenditures for FY 2021 show a 1.9% decrease when compared to the FY 2020 Adopted Budget. Additionally, in the General Fund, revenues for FY 2021 show a 3.4% decrease when compared to the FY 2020 Adopted Budget.

To cover the potential General Fund operating deficit in FY 2021 and absent sufficient savings from ongoing labor discussions, staff proposes that 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 \$1.0 million in FY 2021, they could have a remaining balance of \$10.6 million by June 30, 2021; 19.2% of the Proposed FY 2021 General Fund

Operating and Capital budget. This is slightly above Government Finance Officers Association (GFOA) guidance of 16.67% (or two months of expenditures). 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 preserve General Fund Reserve funds when possible. Thus, should the severity of the economic impacts of COVID-19 increase, staff will immediately return to Council at a later date to implement alternate reduction measures discussed with Council on June 9.

## **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, FY 2020 estimated property tax revenues for Campbell were raised to \$17.2 million and reflect growth of \$1.6 million or 10.0% over year-end actuals for FY 2019. This is positive news for the City in regard to its largest revenue source. And as discussed with Council on April 21 and May 22, staff does not expect property taxes to be negatively impacted by COVID-19 in either FY 2020 or FY 2021; even if there are delinquencies or delays in individual taxpayer payments. The City is on a Teeter Plan for property taxes in which it receives 100% of what is supposed to be collected every fiscal year by Santa Clara County. The County is able to offer this guarantee in exchange for keeping 100% of any penalty and interest charges on delinquent property tax payments that would have been owed to the City. It is again possible the State could suspend Teeter Plans in the wake of COVID-19, but staff does not expect that to occur at this time and expects Campbell to receive its full estimated share of property taxes in FY 2020. Additionally, the assessment roll for FY 2021 is nearing completion by the County, and staff does not expect that COVID-19 will have a negative impact on assessed valuations yet. As of May 8, the County Assessor's Office is projecting 4.6% property tax growth for Campbell in FY 2021. This has been factored into the 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.

While the above information is largely positive, as was shared with Council in the May 22 study session, the County has a disagreement with the State of California as to how Educational Revenue Augmentation Fund (ERAF) payments (a component of total property tax revenues) have been calculated by the County in FY 2020. These payments for Campbell are expected to be \$1.2 million in FY 2020 and the County has advised all cities within Santa Clara County to set aside at least 40% of that in

case the State prevails and ERAF funds need to be returned back to the State in the future. That could mean a loss of approx. \$482,000 for the City of Campbell and it would be taken as a reduction in future fiscal-year property tax payments owed to the City; possibly in FY 2021 or FY 2022. Staff did not program this potential reduction into the initial version of the FY 2021 Proposed Budget since it was still very uncertain, but based upon recent actions taken by the Governor's Office and information received from the Cities Association, staff feels it prudent to decrease FY 2021 Property Tax revenue by \$482,000 to account for this likely loss.

- **Sales Tax** is the City's second largest revenue source. While the City has not yet received complete sales tax numbers for all of FY 2020 and won't until late August 2020, it is conservatively estimating a 7.4% decrease in FY 2021 when compared to the FY 2020 Adopted Budget. This is entirely due to current and ongoing COVID-19 shelter in place orders and the assumption that lower consumer confidence and comfort with being in public may slow retail and other spending. However, staff is cautiously projecting a "U" shaped recovery in this revenue area and that spending will start to increase by the end of FY 2021.
- **Charges for Service** is the City's third-largest revenue source, and staff also expects it to be negatively impacted by COVID-19. However, the biggest impact will be felt in FY 2020 due to Recreation camp, class, program, and event revenue for the summer months. This revenue would have normally been mostly received and recorded in the last quarter of FY 2020 and has been largely non-existent due to County public health orders limiting such programs. However, with new County orders effective as of June 5, some of these programs are allowed on a limited basis. Thus, staff expects a partial recovery of these revenues in the last month of FY 2020 and the first two months of FY 2021 followed by a likely near full recovery in the last quarter of FY 2021 to account for summer 2021 camps, classes, programs and events. As a whole in Charges for Service, staff is estimating a 19.6% decrease in FY 2021 when compared to the FY 2020 Adopted Budget. The assumption for this revenue area is also a "U" shaped recovery.
- **Transient Occupancy Tax (TOT)** is the City's fourth-largest General Fund revenue source. TOT is collected by Campbell hotels on behalf of the City and must be reported on and remitted within 30 days of the close of the month being reported. Given reduced personal and business travel due to COVID-19, which is expected to continue into FY 2021 and FY 2022, staff has estimated a 37.3% decrease when FY 2021 is compared to the FY 2020 Adopted Budget. However, while staff estimated that occupancy rates for all hotels would average 15% and room rates would decrease by at least 10% from April through June 2020, staff does expect that some travel activity will begin to resume once shelter in place orders are eased further in FY 2021. Some travel has already resumed. Nevertheless, this will be a slow return to normalcy and local hotels may never return to the level they were prior to COVID-19, both due to public perceptions on and ability to travel and businesses adapting their operations more and more to allow for virtual meetings. The assumption for this revenue area is a long "L" shaped recovery.
- **License & Permits and Other Taxes** are the City's fifth-largest revenue source. With easing of restrictions by the County on construction, the Community Development Department's Building Division resumed processing building and related permits in early

May 2020. And based on actual permits processed thus far as well as conversations with local developers, staff expects that most major anticipated development projects will continue in FY 2021. Only one developer indicated that they would not be pursuing their original plans. Thus, staff has projected 71.9% growth in FY 2021 when compared to the FY 2020 Adopted Budget. However, staff must point out that building permit and other development revenue varies widely from year to year based on planned projects and the City is largely built out. Thus, the City could see fluctuations in building permit revenue in future years and staff will monitor this revenue area to ensure that it meets its target. The assumption for this revenue area is a “V” shaped recovery.

- Bond and Loans** is a new revenue category for FY 2021 and reflects an anticipated \$10 million first issuance of a Measure O bond in August 2020 to support the construction of a new Police Station and a remodeled City Library. This will be followed by a second and final bond issuance in the Spring/Summer of 2022 of approximately \$40 million. Staff had originally anticipated a first issuance of \$7.5 million, but due to project cash flow requirements and currently favorable bond market, staff is recommending a higher initial offering. However, staff will return to Council on July 21 to seek authorization for the first issuance and also set the special assessment tax rate for FY 2021 necessary to support the debt payments. At that time, the amount of the first issuance may be adjusted upwards or downwards based on further analysis and consultation with the City’s financial advisor. If so, staff will recommend a budget adjustment to reflect the true amount of bond proceeds in FY 2021, the projected amount of tax revenue that will be received with the adjusted Measure O tax rate in FY 2021, and the estimated debt service payments for Measure O bonds in FY 2021. Tax revenues and debt service payments, which are both recorded in the Measure O Bond Fund (348), are not included at this time in the Proposed FY 2021 Operating, since the total amount of both is not yet known at this time. Measure O capital costs and Measure O bond proceeds are both recorded in Fund 448. The City is expected to collect \$1.01 million in Measure O tax proceeds in FY 2020 and these monies will be used towards paying future expected debt service payments. Capital and staffing costs for Measure O projects to date have been paid by existing City funds, but will be reimbursed in full once Measure O bond proceeds are received in August 2020.

### Expenditures

- COVID-19** is a new budget unit 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 under budget unit 101.539. These funds could be used to support further virtualization of City services to limit face to face contact, reconfigure public counters to protect both staff and customers, purchase necessary personnel projective equipment (PPE), sanitizing machines, and thermal scanners, account for potential ongoing reimbursable staff time, and assist the local business community in economic recovery efforts. Staff realizes that while this is a significant amount, even the 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 decrease by 1.7% in FY 2021 when compared to the FY 2020 Adopted Budget. In the General Fund, they are expected to decrease by 3.2% when compared to the FY 2020 Adopted Budget. With the exception of one (1.0) Public Safety Dispatcher and a 0.50 FTE non-benefitted, part-time Training Coordinator in the Police Department, which will allow the City to reduce overtime costs by 50% in the Police Department, staff is not recommending any permanent staff increases in FY 2021. In fact, due to proposed layoffs in one area, which would be effective August 1, and various vacancy freezes, which would be in effect either through December 31 or June 30, total full-time equivalent (FTE) units would decrease by 7.33 in FY 2021. And in the Recreation & Community Services Department, temporary positions will be reduced by 25.24 FTEs due to anticipated limited program activity in the first half of FY 2021. Layoffs and other personnel related budget correction strategies included in the Proposed FY 2021 Operating Budget will be discussed in more detail in a subsequent section. As a whole, Employees Services costs are decreasing, but any cost increases in Employee Services are due to contracted bargaining unit increases and normal health care and retirement rate increases. However, as previously mentioned, City leadership is discussing various savings options with labor groups citywide. The potential impacts of those options were discussed with Council in an Executive Session on May 15. Should the City realize any savings from these discussions, they will be again be factored in after the adoption of the budget and will decrease the need to draw down upon reserve funds.

**Supplies, Services, and Capital Outlay** - As a whole across all funds, Supplies, Services, and Capital Outlay expenses are proposed to be increased by 4.6% in FY 2021 when compared to the FY 2020 Adopted Budget. However, this is mainly due to \$500,000 for the new COVID-19 budget, \$426,000 for Fire Service contract increases, and \$202,000 for General Liability Insurance premium increases due to a

tightening insurance market. In the General Fund, they are expected to decrease by 0.9% when compared to the FY 2020 Adopted Budget. This reduction is due to a concerted effort by all City departments to reduce controllable expenditures to only those items which are truly necessary in FY 2021 so as to provide services to the community. And for reference, within the General Fund, training costs have been reduced from \$332,900 in the FY 2020 Adopted Budget down to \$224,000 in the FY 2021 Proposed Budget; a reduction of \$108,900 or 33.3%. Remaining training costs include those which are required to meet professional or other standards.

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

### **BUDGET STRAGIES CONTAINED WITHIN FY 2021 PROPOSAL**

The 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 and detailed, costs in this area have been reduced to essential items only. Items such a travel and training were greatly reduced in all departments and contractual costs were closely examined to determine whether associated services were truly essential and/or could be performed by City personnel instead.
- **Modification of IT Pool Charges to Other Departments** – As an Internal Service, the Information Technology Division charges indirect overhead charges to other City departments monthly so as to support its operations and equitably distribute costs. However, the methodology and amount which departments and the General Fund have been charged has not been examined in several years and has stayed relatively fixed. This resulted in a large buildup of fund balance in Fund 647 as of the fiscal year ending June 30, 2019 (FY 2019). Thus, 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 \$475,000 in appropriations in FY 2021 to support new projects or add to those already in existence. This is in comparison to \$997,000 of CIPR projects appropriations included in the FY 2020 Adopted Budget. Due to this reduction of CIPR funded projects, 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. And lastly, due to an examination of CIPR funded carryover projects that could be closed out or moved to other funding sources, \$753,000 will be returned to the General Fund in FY 2021; helping to reduce the operating deficit down to its current level of \$1.2 million.

### Department Specific Strategies

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

- City Manager's Office** – The City Manager's Office is proposing to freeze its vacant Deputy City Manager position through June 30, 2021; thereby resulting in an estimated savings of approximately \$250,000 in FY 2021. Job functions 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.

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

- Legal Services** – Proposes to 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.
- 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. This would allow the Finance Director and Finance Manager to focus more of their time on long-term strategic and financial issues as opposed to analytical work. The lack of dedicated Financial Analysts within the Finance Department has been identified as a fundamental deficiency and slows the analysis of complex issues, implementation of special projects, and budget preparation. 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 and Planning permitting functions, 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 (\$15 per account), 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. 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. This firm normally is able to generate a 20% increase in year one of their contracts due to enhanced business license audit, discovery, and compliance services. Additionally, staff is aware of numerous businesses that operate in Campbell without a business license, but does not have the capacity to pursue them or discover the entire universe of businesses that don't comply. A dedicated, experienced, and professional firm with available resources and trained on Campbell ordinances, would be able. Services to the community are not anticipated to be negatively impacted by this change, but staff will return to Council to discuss any potential impacts and receive direction from the Council prior to proceeding with this proposal. The Finance Department will also collaborate with the Community Development Department to ensure that the new process is fully in sync with the Building and Planning permitting processes and considers all variables.

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

Additionally, the Community Development Department is proposing to eliminate a 0.13 FTE Planning Intern (\$5,000), a Contract Code Enforcement Officer (\$60,000), a Contract Building Permit Technician (\$100,000), and a 1.0 FTE Economic Development Intern (\$30,000). This 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. Additionally, this would result in Planning staff needing to perform their own studies and research, diverting their attention from project processing. Projects will take longer to process.

- **Recreation and Community Services Department** - The Recreation and Community Services Department proposed to freeze the vacant Recreation and Community Service Director position through December 31, 2020 and cover its duties with a Recreation Service Manager. This would result in a vacancy savings of \$133,000; offset by Acting Pay of \$4,000. The department also has a vacant Recreation Specialist position at a cost of approximately \$108,000 in FY 2021. Staff is proposing to freeze this position for all of 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 25.24. With less temporary staff as well as cost reductions in other areas to offset fee losses, staff is anticipating the following service level modifications to the community in FY 2021:

- Online version of Fall Activity Guide – No printing or mailing
  - Reduced class offerings for Seniors until late Fall 2020
  - Elimination of financial contribution to RYDE program
  - No Summer Concerts 2020
  - No Bike Valet
  - No Park Ambassadors to monitor picnic sites
  - No Field Attendants to monitor appropriate field use and permits
  - Limited rentals to comply with CDC social distancing guidelines
  - No Building Attendants to assist with room set ups or break downs, this will be handled by full-time staff 7 days a week for all rentals through December 2020. Moderate staffing will resume in January 2021
  - Reduced office hours to the public for main Recreation and Adult Services offices
    - Front desk staffed by permanent staff through majority of fiscal year
  - Limited access to visit museum using online time allotment ticket sales
  - Limited school field trips in Spring 2021 with minimal part-time staffing support
  - Booking of Ainsley House will move to Campbell Community Center staff to permit space when requested
  - Reduction of box office hours at Theatre
  - Livestream of events only for first three months in Theatre with gradual approach to reopening live events based on crowd size and social distancing within venue.
  - Only offering Theatre season of shows that are under contract and were postponed due to COVID-19
  - Suspension of Adult Sports Leagues through Winter 2021
  - Drop In Fitness and Fitness class reductions through Fall 2020
  - Youth sport class reductions through Fall 2020
  - Permanent staff used to offset costs to operate fitness center, fitness classes and lifeguards wherever possible
  - Swim team postponed until Fall 2020
  - Cancellation of Oktoberfest Fun Run 2020
  - Modified lap swim usage switching to renting lanes by the hours
  - Modified summer camp program for Summer 2020 utilizing 3 FTEs in ratio to operate summer programs
  - Permanent staff used as camp specialists for on-site supervision in Summer 2021
  - Consolidated pre-school classes
  - Reduced class offerings and class sizes for youth enrichment classes through Fall 2020
  - Reduced temporary personnel for fitness center and aquatics for a portion of the fiscal year to be backfilled by permanent staff or possible extended closures
  - Work experience program for High School students cancelled.
- **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 Community Services Officer permanent position in its Records Division (101.603), one (1.0) non-sworn Community Services Officer permanent position in its Field Services Division (101.605), and a 0.20 FTE non-sworn temporary position in its Records Division (101.603) and vacancy freeze of a 0.50 FTE non-sworn temporary position in its Special Enforcement Division (101.604). This 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.

Additionally, the Police Department is proposing temporarily eliminate its Crossing Guard program in FY 2021 at a cost savings of \$107,000. Historically, the Campbell Police Department has paid for 11 (3.43 FTE) Crossing Guards. In many other jurisdictions in Santa Clara County, the costs associated with Crossing Guards are either shared with the school district or paid entirely by the district. Over the last several years, the City has been in discussions with the Campbell Union School District to help fund these positions and potentially contract out the services. Unfortunately, the school district has not allocated funds to support this vital safety function. Since the upcoming school year is not yet scheduled based on the COVID pandemic, the 3.43 FTE Crossing Guard positions have been removed from the FY 2021 budget. As the budget is evaluated over the coming months, staff will be coordinating with the District to understand the timing for opening schools and their ability to assist in funding the positions.

- **Public Works** – Staff proposes the following reductions within the Public Works Department:
  - Freezing a 1.0 FTE vacant Assistant Civil Engineer position at a savings of \$177,000. This would result in less capacity complete capital projects.
  - Freezing a 1.0 FTE vacant Building Maintenance Worker position at a savings of \$143,000. This would result in less capacity to complete regular building maintenance and capital projects.
  - Freeze a 1.0 FTE vacant Parks Supervisor at a savings of \$195,000; offset by Acting Pay of \$7,000 to another employee from within the ranks. This 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.

#### **OTHER SIGNIFICANT CHANGES AND ITEMS OF NOTE SINCE JUNE 9 BUDGET INTRODUCCION**

- **Modification of Exhibit B** – In order to increase transparency, staff had previously attached a proportional share of unfunded pension liability costs to each employee within Exhibit B. These costs are still contained within the budget, but have been removed from Exhibit B since they will remain with the City regardless if an employee is remains with the City. Instead, they are now shown within each budget unit at the aggregate level only and a note has been attached to every Exhibit B to state what is included in the compensation costs displayed. Total Compensation costs shown include base salary, special pays, and

acting pay (where applicable) as well as all city paid benefit costs such as annual payments for pension (normal cost only), Medicare, worker's compensation, healthcare, and other misc. benefits.

- **Vacancy Costs Reduced** – So as to more realistically estimate the cost of vacant positions to be filled and the savings from vacant positions to remain frozen, staff reduce step levels from top step down to either first step or middle step depending on the nature of the position. This resulted in further costs savings in a number of positions.
- **Return of CIPR Carryover Projects to General Fund Balance** – As was shared with Council at the June 16 special meeting, CIPR funded projects are being closed out and remaining funds can be safely returned to the General Fund (GF) undesignated balance. Staff previously indicated that these savings could equal \$846,149, but discovered one error in its calculations and actuals savings will \$752,957.

### **POTENTIAL REVENUE MEASURES**

While the reductions discussed previously as well as use of City reserve funds are not desirable, staff would also like to note that there are three ways to balance a budget: 1) Reduce Costs, 2) Utilize Reserve Funds, and 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. If applied to gas, electric, telecommunications, and cable television at a 5% rate, staff projects that it could generate \$2.5 to \$3.0 million in new ongoing revenue.
- **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 27<sup>th</sup> 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 22<sup>nd</sup> year an award of "Excellence in Budgeting" has been received from the California Society of Municipal Finance Officers (CSMFO). Copies of both awards appear in the Budget Reference Materials section of this document. It also should be noted that the City's Comprehensive Annual Financial Report has also been an award-winning document for excellence in financial reporting at both the State and national levels for many years.

## **NEXT STEPS**

- **September 15**
  - Closeout of FY 2020 Financials and Final Staff Recommendations and Request for Council Authorization to Use Available General Fund Reserves
  - Update on CIP Carryover balances
- **Second Council Meeting of Every Month Starting August 18, 2020**
  - Financial Status Update Relating to COVID-19 Impacts
  - Budget adjustments if needed, but no sooner than September 15. However, should current labor discussions result in savings, staff will return to Council sooner to adjust the FY 2021 Budget further.
  - Will also revisit vacant positions and use of temporary positions at mid-year or prior should the economy recover quicker than expected.

## **CONCLUSION AND ACKNOWLEDGEMENTS**

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

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

Respectfully submitted,



Brian Loventhal  
City Manager

**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 1<sup>st</sup> of each year, and the budget will be adopted by June 30<sup>th</sup> 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.

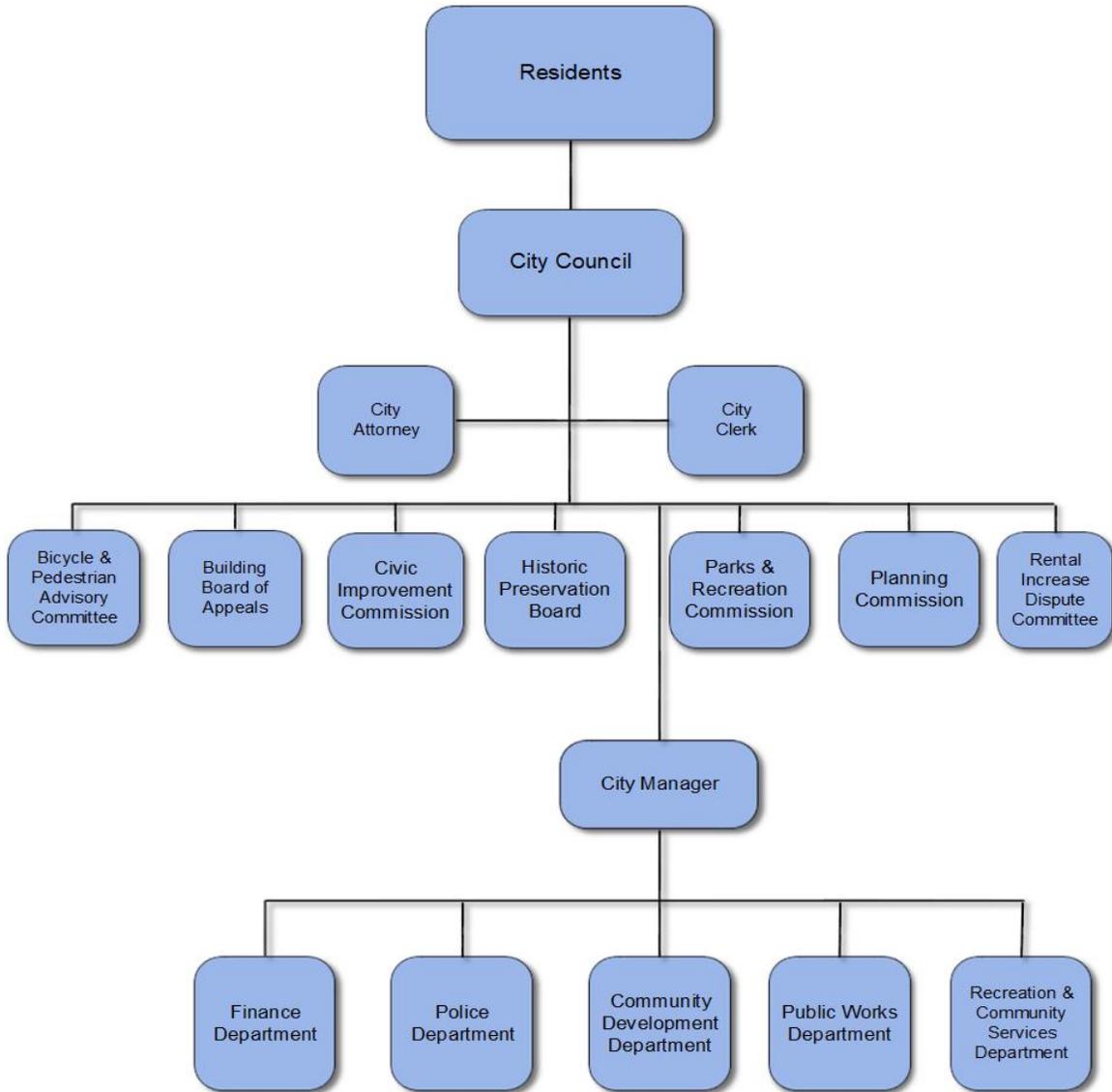
The City will restrict long-term borrowing to the funding of capital improvement projects and equipment. The term of debt shall not exceed the expected useful life of the capital improvement project or equipment. General obligation debt will not exceed 3.75% of the City's assessed value in accordance 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 Bond
435	Capital Projects Fund *
448	Measure O CIP Fund
641	Motor Vehicle Pool
647	Information Technology Pool
690	Workers' Compensation
794	Parks and Museum
795	Recreation - Private Grants
797	Adult Center
798	West Valley Solid Waste JPA

\* Indicates Individual Major Fund

## FUND DESCRIPTIONS

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

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

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

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

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

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

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

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

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

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

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

## FUND DESCRIPTIONS

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

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

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

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

### **CAPITAL PROJECTS FUNDS:**

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

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

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

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

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

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

## REVENUE DEFINITIONS

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

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

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

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

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

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

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

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

## **REVENUE DEFINITIONS**

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

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

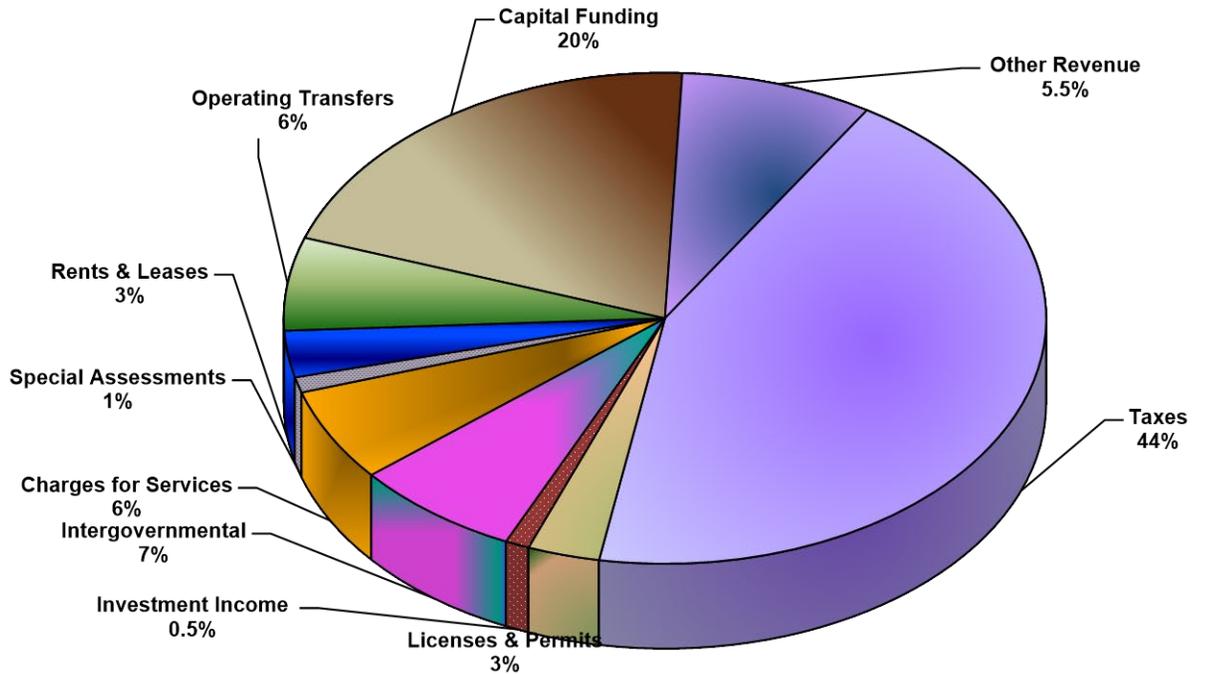
**TRANSACTIONS AND USE TAX** – In November 2008, voters passed Measure O a ¼ cent Transactions and Use Tax “add on” to the sales tax. This tax is also imposed based on the sales price of tangible goods similar to Sales and Use Tax. However, this tax also applies to goods that are delivered into the City,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

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

### Total City Revenue Summary

<u>Revenue Source</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>% Chg. ←→</u>	<u>FY 2021 Proposed</u>
<b>Taxes:</b>						
Property	\$15,251,541	\$16,921,872	\$19,717,165	\$18,110,000	3.1%	\$18,665,700
Sales	14,859,014	15,684,222	14,433,090	15,299,100	-7.4%	14,172,118
Other Taxes	9,698,920	9,539,163	8,443,240	10,155,700	-19.0%	8,229,914
<b>Total Taxes</b>	<b>39,809,475</b>	<b>42,145,257</b>	<b>42,593,495</b>	<b>43,564,800</b>	<b>-5.7%</b>	<b>41,067,732</b>
Licenses & Permits	2,411,868	2,062,086	2,090,252	1,899,500	71.9%	3,265,000
Fines & Forfeitures	303,382	274,478	149,600	362,300	-51.7%	175,000
Investment Income	273,661	1,452,270	833,459	582,577	-14.2%	500,027
Other	5,621,499	4,604,372	6,253,405	4,912,209	28.1%	6,293,370
<b>Total Intergovernmental Revenue</b>	<b>5,621,499</b>	<b>4,604,372</b>	<b>6,253,405</b>	<b>4,912,209</b>	<b>28.1%</b>	<b>6,293,370</b>
Charges for Services	6,485,235	6,677,225	5,212,390	7,166,745	-19.6%	5,762,990
Rentals/Leases	2,813,008	2,913,689	2,503,467	2,915,599	-3.0%	2,828,400
Other Revenue	1,712,686	1,769,713	1,849,726	787,906	511.3%	4,816,599
Special Assessments	1,377,069	1,469,308	1,390,250	1,390,250	0.1%	1,391,600
Charges to Operating Departments	3,510,439	3,465,921	3,103,139	3,346,400	-7.5%	3,096,392
Oper. Fund Reserves (Beg. Fund Balance)	-	-	1,966,198	-	>100.0%	752,957
Interfund Operating Transfers	5,016,682	5,031,165	4,617,933	4,960,601	11.9%	5,551,849
<b>Total Operating Revenue</b>	<b>69,335,004</b>	<b>71,865,484</b>	<b>72,563,315</b>	<b>71,888,887</b>	<b>5.0%</b>	<b>75,501,916</b>
Bonds and Loans	-	20	-	-	>100.0%	10,000,000
Interfund Capital Transfers	5,662,286	1,932,846	14,680,928	5,745,450	58.5%	9,104,049
<b>Total Revenue</b>	<b>\$74,997,290</b>	<b>\$73,798,350</b>	<b>\$87,244,243</b>	<b>\$77,634,337</b>	<b>21.9%</b>	<b>\$94,605,965</b>

**Total City Revenue Summary - \$94,605,965**



## Total City Revenue by Fund

(Includes Capital Project Revenue & Transfers-In)

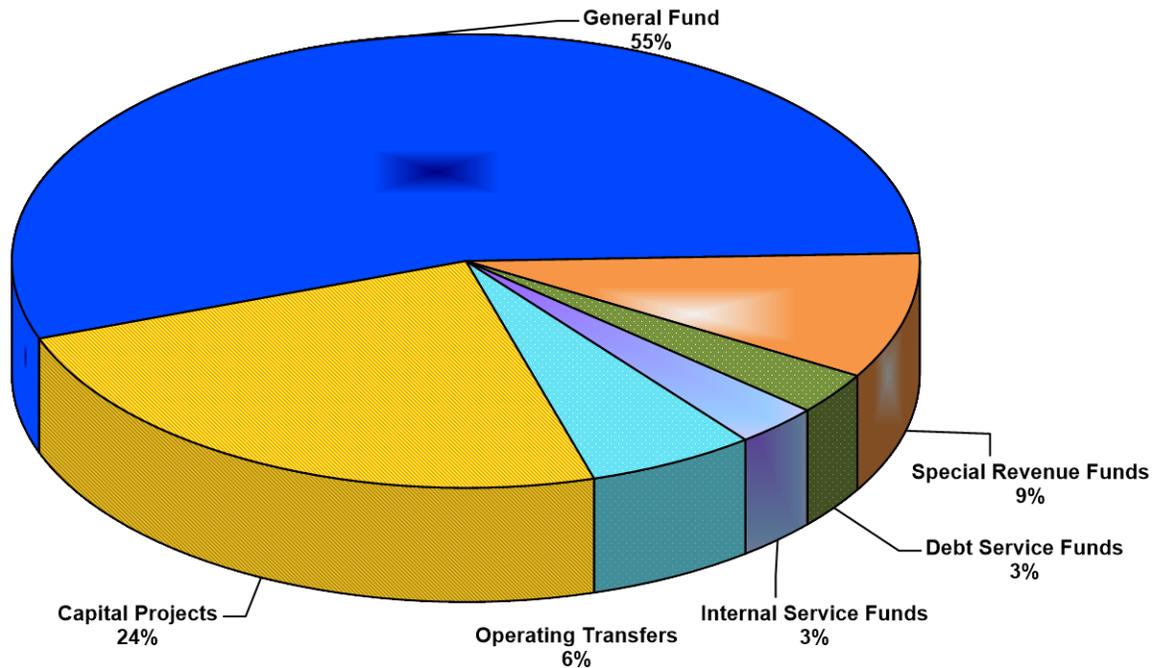
Fund	Fund Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Proposed
101	General Fund	\$51,149,304	\$54,364,113	\$53,298,209	\$55,863,156	-3.4%	\$53,939,894
202	Vehicle Impact Fees	692,962	667,778	808,106	777,250	0.0%	777,250
204	Gas Tax Fund	1,671,009	2,219,550	2,385,227	2,472,089	-2.3%	2,414,067
205	Asset Forfeiture Fund	8,037	23,422	249,117	14,000	-64.3%	5,000
207	Lighting District Fund	4,003,519	4,079,134	4,240,348	3,893,220	1.2%	3,939,598
209	Environmental Svcs Fund	1,444,282	1,521,500	1,082,397	1,467,420	16.6%	1,710,320
210	Supplemental Law Enforce.	140,016	286,529	151,469	-	0.0%	-
211	Federal Aid Urban Fund	-	1	-	-	0.0%	-
212	Other State Grants Fund	2,213,532	512,897	1,752,524	2,187,450	177.4%	6,066,965
216	TDA Grant Fund	63,478	2,078	20,000	20,000	0.0%	20,000
218	Other Federal Grants Fund	106,221	650	145,150	5,000	-100.0%	-
233	Housing Assistance	49,616	83,472	129,639	68,000	0.0%	68,000
236	Comm Facilities Dist #1	143,800	145,397	145,284	145,000	1.3%	146,900
237	Comm Facilities Dist #2	34,922	50,727	37,532	35,250	0.0%	35,250
295	Parkland Dedication Fund	383,643	788,782	484,037	485,827	0.0%	485,827
333	Successor Agency To RDA	1,693,676	1,595,837	1,624,103	-	>100.0%	1,624,128
348	Measure 0 Bond Fund	-	-	1,092,175	-	0.0%	-
367	Debt Service Fund-Lid #30	-	-	537	-	0.0%	-
370	2016 Refunding Lease Rev	854,224	850,097	763,638	762,825	0.9%	769,325
435	Capital Project Fund	5,794,716	2,083,773	14,695,189	5,805,450	57.9%	9,164,049
448	Measure 0 Capital Fund	-	-	-	-	>100.0%	10,000,000
641	Motor Vehicle Pool Fund	1,443,587	1,415,827	1,520,024	1,399,400	3.4%	1,446,400
647	MIS Pool Fund	1,634,585	1,641,153	1,293,771	1,628,000	-14.7%	1,387,992
690	Workers Compensation Fund	892,080	819,825	789,395	605,000	0.0%	605,000
794	Parks And Museum Fund	1,835	6,896	4,033	-	0.0%	-
795	Recreation Grants-Private	27	192	100	-	0.0%	-
797	Senior Center Fund	37	271	267	-	0.0%	-
798	West Valley JPA Fund	578,182	638,448	531,973	-	0.0%	-
<b>Total Revenue &amp; Transfers-In</b>		<b>\$74,997,290</b>	<b>\$73,798,350</b>	<b>\$87,244,243</b>	<b>\$77,634,337</b>	<b>21.9%</b>	<b>\$94,605,965</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**Total City Expenditure Summary**

Fund	Fund Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Proposed
101	<b>General Fund</b>	\$47,526,036	\$49,476,970	\$51,201,087	\$52,236,146	-2.4%	\$51,003,225
	<b>Special Revenue Funds</b>						
204	Gas Tax	1,732,532	1,790,084	1,760,660	1,852,076	7.5%	1,990,180
207	Lighting District	4,062,076	3,926,364	3,920,235	3,781,920	0.3%	3,794,683
208/233	Housing & Community Development	168,938	266,341	183,178	243,650	9.0%	265,679
Misc.	Grants & Other Special Revenue	133,395	108,142	227,184	24,000	10.4%	26,500
448	Measure O	-	-	289,000	331,603	441.2%	1,794,695
	<b>Total Special Revenue Funds</b>	<b>6,096,940</b>	<b>6,090,931</b>	<b>6,380,258</b>	<b>6,233,249</b>	<b>26.3%</b>	<b>7,871,737</b>
Misc.	<b>Debt Service Funds</b>	<b>2,403,405</b>	<b>7,409,639</b>	<b>1,188,606</b>	<b>762,825</b>	<b>212.4%</b>	<b>2,383,428</b>
	<b>Internal Service Funds</b>						
641	Motor Vehicle Pool	1,463,382	1,317,764	1,031,108	1,028,380	6.7%	1,097,788
647	Information Technology Pool	1,362,646	1,473,215	1,798,149	1,477,926	-9.5%	1,337,295
690	Worker's Compensation	478,537	1,256,163	545,801	481,550	-8.6%	440,050
	<b>Total Internal Service Funds</b>	<b>3,304,565</b>	<b>4,047,142</b>	<b>3,375,058</b>	<b>2,987,856</b>	<b>-3.8%</b>	<b>2,875,133</b>
Misc.	<b>Agency Funds</b>	<b>556,990</b>	<b>592,132</b>	<b>657,912</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>
Misc.	<b>Interfund Operating Transfers</b>	<b>5,016,682</b>	<b>5,031,165</b>	<b>4,617,933</b>	<b>4,960,601</b>	<b>14.7%</b>	<b>5,687,519</b>
	<b>Total Operating Expenditures</b>	<b>64,904,619</b>	<b>72,647,978</b>	<b>67,420,854</b>	<b>67,180,677</b>	<b>3.9%</b>	<b>69,821,042</b>
	<b>Capital Projects &amp; Capital Transfers</b>	<b>11,823,714</b>	<b>4,335,307</b>	<b>31,158,536</b>	<b>12,157,900</b>	<b>84.3%</b>	<b>22,403,158</b>
	<b>Total Expenditures</b>	<b>\$76,728,333</b>	<b>\$76,983,285</b>	<b>\$98,579,390</b>	<b>\$79,338,577</b>	<b>16.2%</b>	<b>\$92,224,200</b>

**Total City Expenditures Summary - \$92,224,200**



Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

## Total City Expense by Fund

(Includes Capital Project Expenses & Transfers-Out)

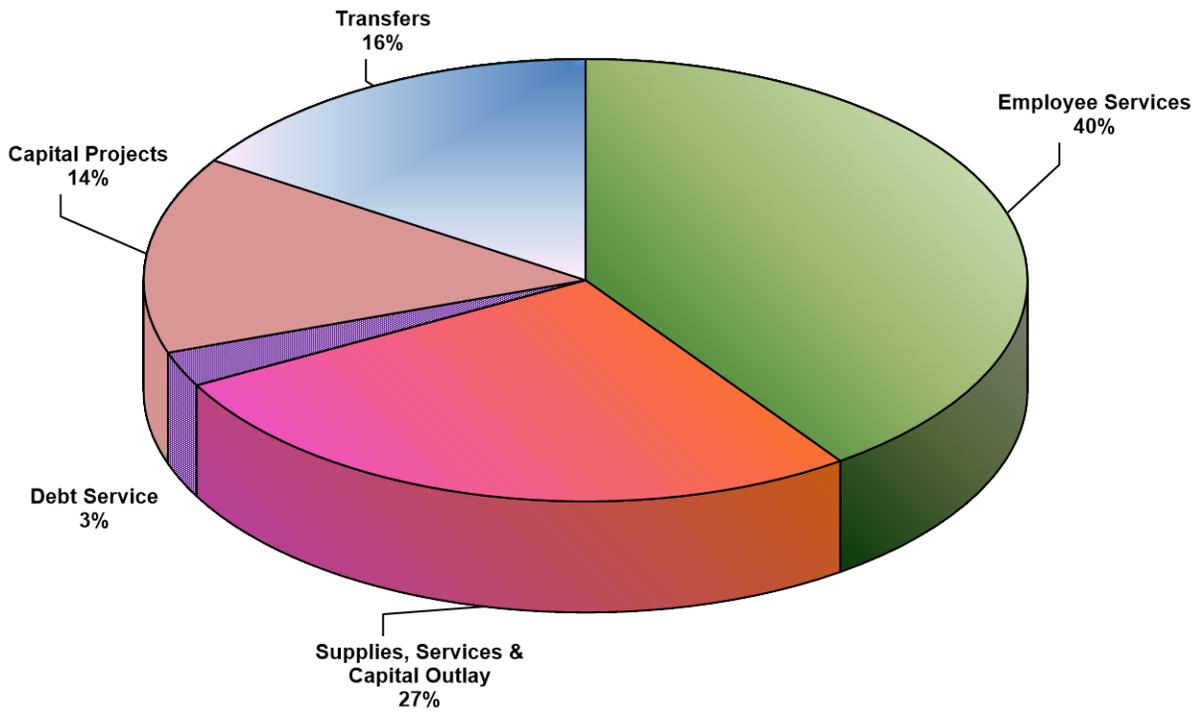
Fund	Fund Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Proposed
101	General Fund	\$53,592,651	\$53,817,057	\$57,330,924	56,242,691	-1.9%	55,185,232
202	Vehicle Impact Fees	1,211,409	-	2,038,825	777,000	0.0%	777,000
204	Gas Tax Fund	2,060,942	1,871,084	3,248,290	2,639,706	3.4%	2,730,180
205	Asset Forfeiture Fund	-	11,100	119,567	19,000	-76.3%	4,500
207	Lighting District Fund	4,346,641	4,037,664	4,031,535	3,893,220	0.3%	3,905,983
208	Housing & Comm Dev Fund	583	432	-	-	0.0%	-
209	Environmental Svcs Fund	1,465,459	1,472,897	1,563,312	1,574,526	8.6%	1,710,196
210	Supplemental Law Enforce.	126,592	148,068	409,436	145,000	-100.0%	-
212	Other State Grants Fund	282,200	287,378	4,530,200	2,187,450	177.4%	6,066,965
216	TDA Grant Fund	15,000	-	557,732	20,000	0.0%	20,000
218	Other Federal Grants Fund	7,919	9,676	1,210,324	5,000	-100.0%	-
233	Housing Assistance	168,355	265,908	183,178	243,650	9.0%	265,679
236	Comm Facilities Dist #1	143,311	143,511	145,000	145,000	1.0%	146,500
237	Comm Facilities Dist #2	7,491	6,631	21,641	23,000	52.2%	35,000
295	Parkland Dedication Fund	774,671	490,077	1,378,199	829,000	11.6%	925,000
333	Successor Agency To RDA	1,549,205	6,560,364	315,351	-	>100.0%	1,614,128
348	Measure 0 Bond Fund	-	-	1,530	-	0.0%	-
370	2016 Refunding Lease Rev	854,200	849,275	871,725	762,825	0.8%	769,300
435	Capital Project Fund	5,804,874	2,116,073	15,594,049	5,805,450	122.7%	12,929,499
448	Measure 0 Capital Fund	-	-	289,000	331,603	456.3%	1,844,695
641	Motor Vehicle Pool Fund	1,536,829	1,488,167	1,621,108	1,618,380	-10.5%	1,448,788
647	MIS Pool Fund	1,744,472	1,559,628	1,914,749	1,594,526	-11.9%	1,405,505
690	Workers Compensation Fund	478,537	1,256,163	545,801	481,550	-8.6%	440,050
798	West Valley JPA Fund	556,990	592,132	657,912	-	0.0%	-
<b>Total Expenditures &amp; Transfers-Out</b>		<b>\$76,728,333</b>	<b>\$76,983,285</b>	<b>\$98,579,390</b>	<b>\$79,338,577</b>	<b>16.2%</b>	<b>\$92,224,200</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

**Total City Expenditures by Type**

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$33,713,906	\$36,266,188	\$37,407,094	\$37,732,384	-1.7%	\$37,096,038
Supplies, Services & Capital Outlay	24,851,898	30,074,104	24,210,950	23,724,867	4.6%	24,811,120
Debt Service	1,322,133	1,276,520	1,184,876	762,825	209.6%	2,362,038
Capital Projects	6,161,428	2,353,238	16,477,608	6,412,450	107.4%	13,299,100
Transfers Out (Operating & Capital)	10,678,968	7,013,234	19,298,861	10,706,051	36.9%	14,655,898
<b>Total Expenditures</b>	<b>\$76,728,333</b>	<b>\$76,983,285</b>	<b>\$98,579,390</b>	<b>\$79,338,577</b>	<b>16.2%</b>	<b>\$92,224,200</b>

**Total City Expenditures by Type - \$92,224,200**



**Schedule of Interfund Transfers (Operating & Capital)****Fiscal Year 2020 & 2021**

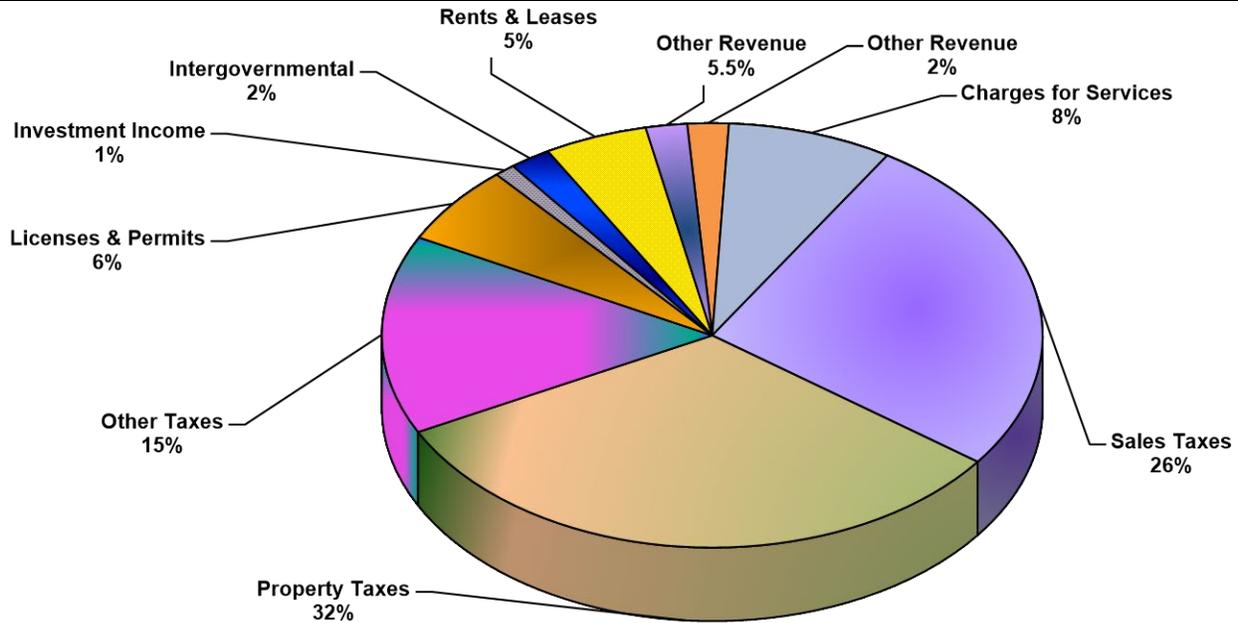
Fund	Fund Description	Estimated Actual		Proposed	
		FY2020 Transfers-In	FY2020 Transfers-Out	FY2021 Transfers-In	FY2021 Transfers-Out
101	General Fund	\$1,006,088	\$6,084,478	\$1,248,626	\$4,182,007
<b>Special Revenue Funds</b>					
202	Vehicle Impact Fees	-	2,038,825	-	777,000
204	Gas Tax	645,300	1,487,630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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

### General Fund Revenue Summary

Revenue Source	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ↔	FY 2021 Proposed
<b>Taxes:</b>						
Property	\$14,037,856	\$15,646,864	\$17,213,100	\$16,967,000	3.3%	\$17,522,700
Sales	14,859,014	15,684,222	14,433,090	15,299,100	-7.4%	14,172,118
Other Taxes	9,698,920	9,539,163	8,443,240	10,155,700	-19.0%	8,229,914
<b>Total Taxes</b>	<b>38,595,790</b>	<b>40,870,249</b>	<b>40,089,430</b>	<b>42,421,800</b>	<b>-5.9%</b>	<b>39,924,732</b>
<b>Licenses &amp; Permits</b>	2,411,868	2,062,086	2,090,252	1,899,500	71.9%	3,265,000
<b>Fines &amp; Forfeitures</b>	303,382	274,478	149,600	362,300	-51.7%	175,000
<b>Investment Income</b>	180,905	998,446	478,000	478,000	-19.6%	384,400
Other	241,485	721,568	842,770	852,970	0.6%	858,475
<b>Total Intergovernmental Revenue</b>	<b>241,485</b>	<b>721,568</b>	<b>842,770</b>	<b>852,970</b>	<b>0.6%</b>	<b>858,475</b>
Charges for Services	4,927,321	5,037,369	3,826,005	5,387,181	-19.6%	4,332,526
Rentals/Leases	2,813,008	2,913,689	2,503,467	2,915,599	-3.0%	2,828,400
Other Revenue	213,057	191,982	346,399	197,050	-13.8%	169,778
Oper. Fund Reserves (Beg. Fund Balance)	-	-	1,966,198	-	>100.0%	752,957
Interfund Operating Transfers	1,462,489	1,294,226	1,006,088	1,348,756	-7.4%	1,248,626
<b>Total Operating Revenue</b>	<b>51,149,304</b>	<b>54,364,093</b>	<b>53,298,209</b>	<b>55,863,156</b>	<b>-3.4%</b>	<b>53,939,894</b>
Bonds and Loans	-	20	-	-	0.0%	-
<b>Total Revenue</b>	<b>\$51,149,304</b>	<b>\$54,364,113</b>	<b>\$53,298,209</b>	<b>\$55,863,156</b>	<b>-3.4%</b>	<b>\$53,939,894</b>

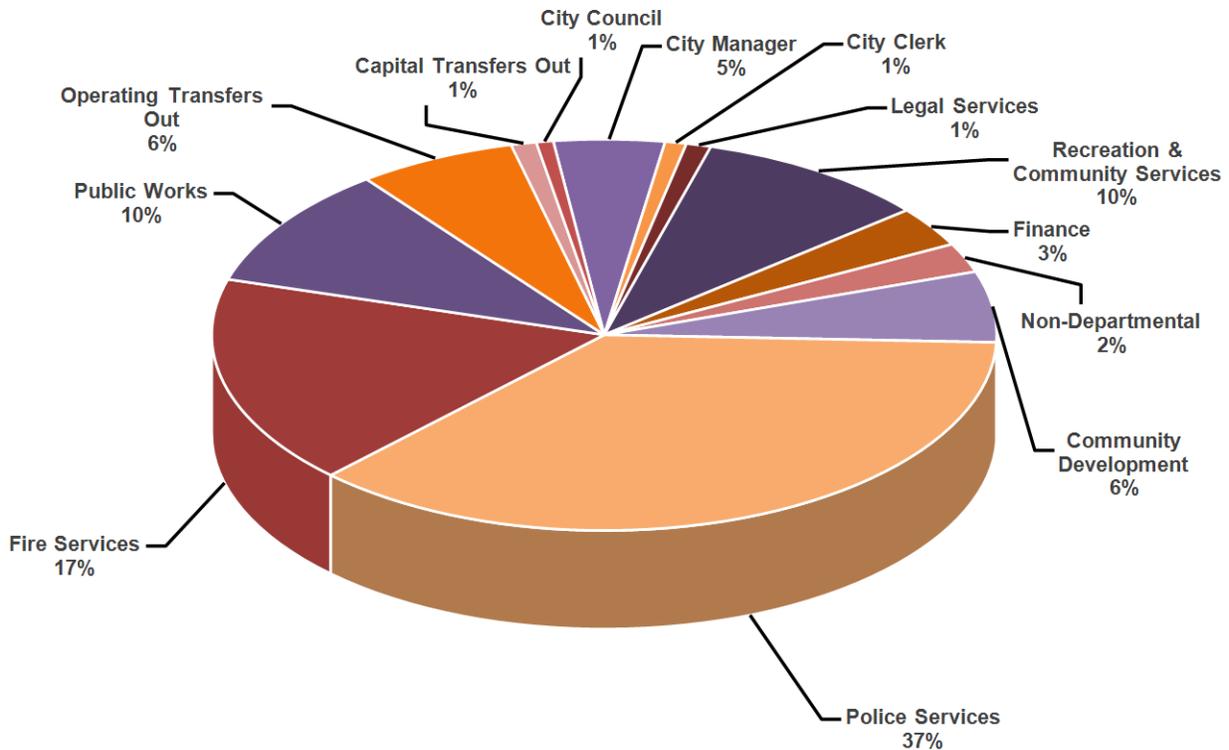
### General Fund Revenue Summary - \$53,939,894



### General Fund Expenditure Summary

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ↔	FY 2021 Proposed
City Council	\$366,227	\$366,716	\$330,012	\$335,772	14.7%	\$384,977
City Manager	1,809,928	2,051,666	3,954,040	2,208,452	14.1%	2,519,173
City Clerk	406,286	537,475	542,128	498,831	-2.7%	485,335
City Attorney	555,351	858,368	564,382	586,749	-4.1%	562,800
Recreation & Community Services	6,235,448	6,663,663	5,711,738	7,061,916	-24.8%	5,312,467
Finance	1,524,631	2,056,701	1,717,554	1,699,769	8.1%	1,837,023
Non-Departmental	2,168,180	1,374,556	1,538,350	1,384,824	-3.5%	1,335,751
Community Development	2,991,055	3,114,633	3,135,408	3,623,865	-10.9%	3,230,286
Police	17,584,240	18,683,062	19,414,292	19,557,252	3.4%	20,229,929
Fire	8,126,844	8,591,974	9,126,693	9,126,693	4.7%	9,552,487
Public Works	5,856,824	5,212,037	5,211,849	6,152,023	-9.7%	5,552,996
Interfund Operating Transfers	2,971,131	3,096,268	2,909,545	2,909,545	24.0%	3,606,923
<b>Total Operating Expenditures</b>	<b>50,596,145</b>	<b>52,607,119</b>	<b>54,155,991</b>	<b>55,145,691</b>	<b>-1.0%</b>	<b>54,610,148</b>
Interfund Capital Transfers	2,996,506	1,209,938	3,174,933	1,097,000	-47.6%	575,084
<b>Total Expenditures</b>	<b>\$53,592,651</b>	<b>\$53,817,057</b>	<b>\$57,330,924</b>	<b>\$56,242,691</b>	<b>-1.9%</b>	<b>\$55,185,232</b>

### General Fund Expenditure Summary - \$55,185,232

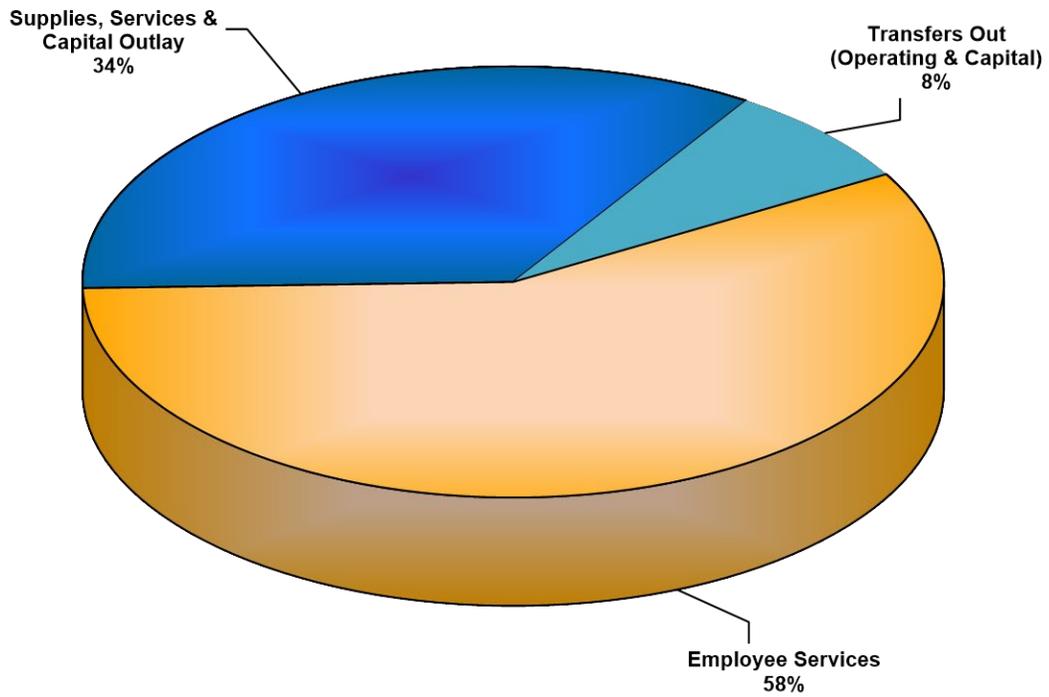


Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**General Fund Expenditures by Type**

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ↔	FY 2021 Proposed
Employee Services	\$28,937,904	\$30,608,690	\$32,412,377	\$33,001,341	-3.2%	\$31,940,167
Supplies, Services & Capital Outlay	18,588,132	18,868,280	18,788,710	19,234,805	-0.9%	19,063,058
Capital Projects	98,978	33,882	45,359	-	0.0%	-
Transfers Out (Operating & Capital)	5,967,637	4,306,206	6,084,478	4,006,545	4.4%	4,182,007
<b>Total Expenditures</b>	<b>\$53,592,651</b>	<b>\$53,817,057</b>	<b>\$57,330,924</b>	<b>\$56,242,691</b>	<b>-1.9%</b>	<b>\$55,185,232</b>

**General Fund Expenditures by Type - \$55,185,232**

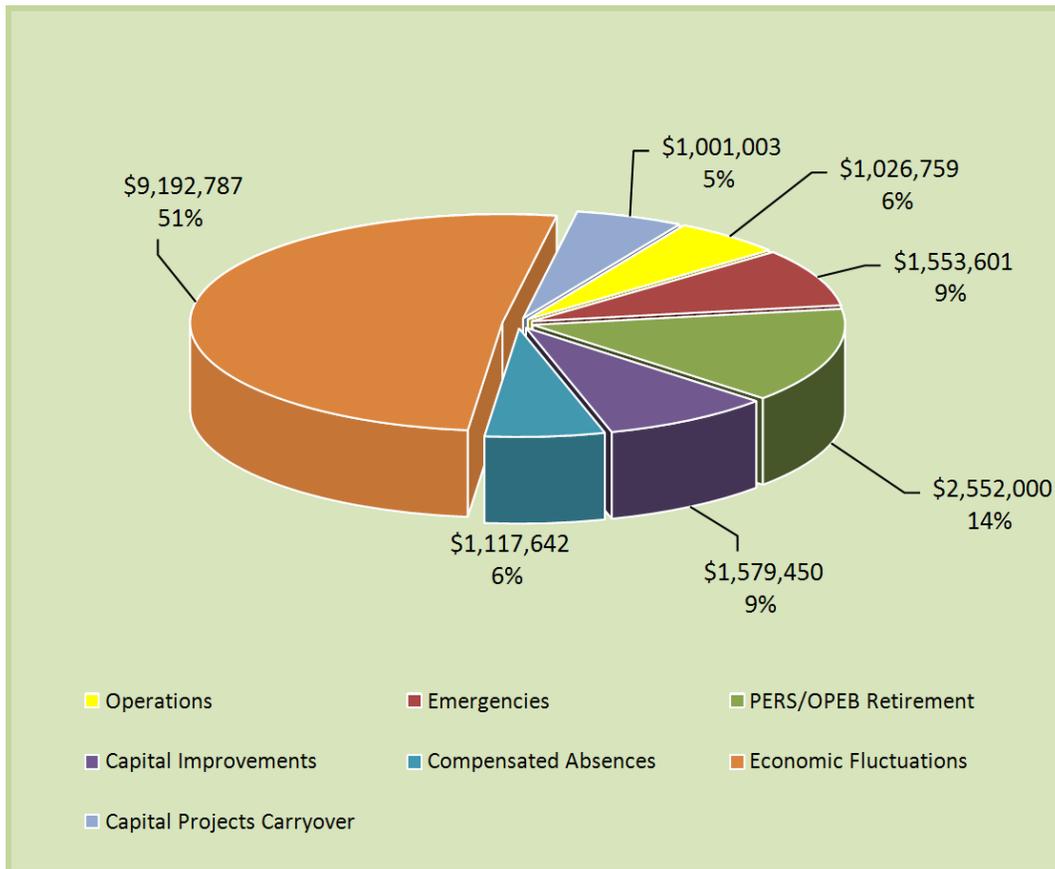


## Major General Fund Reserves / Designations - Comparative Statistics (FY 2016 thru FY 2020)

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

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

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



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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
	<b><u>Property Taxes:</u></b>					
4001	Current Year: Secured - All Funds	\$13,449,005	\$14,395,093	\$16,616,036	\$16,110,000	\$16,053,400
4002	Unsecured - All Funds	641,389	751,215	743,470	704,000	694,800
4003	Prior Year: Secured	-	1,601	-	-	-
4004	Unsecured - All Funds	-	-	-	-	-
4005	Other Property Taxes - All Funds	-	23,307	-	-	-
4006	Penalties - Delinquent Property Taxes	-	-	-	-	-
4007	RPTTF Pass Thru - General Fund	172,927	201,775	236,876	180,000	183,300
4008	Residual RPTTF Distribute - General Fund	504,891	641,987	872,000	635,000	915,100
4011	Property Tax - ERAF	445,583	862,590	1,204,200	446,000	777,500
5001	Street Lighting Assessments	1,198,903	1,275,921	1,210,000	1,210,000	1,210,000
5002	Special Assessments	-	-	-	-	-
5004	Special Assessments - CFD #1 (Cambrian 36)	143,268	145,033	145,000	145,000	146,350
5005	Special Assessments - CFD #2	34,898	48,355	35,250	35,250	35,250
	Sub-Total	16,590,864	18,346,876	21,062,832	19,465,250	20,015,700
	<b><u>Taxes Other Than Property Taxes:</u></b>					
4110	Sales and Use Tax - All Funds	11,993,871	12,747,628	11,324,080	12,051,000	11,150,977
4111	Measure B Street Maintenance - Sales Tax	-	-	-	-	-
4112	Transactions & Use Tax - All Funds	2,865,143	2,936,594	2,724,610	2,860,000	2,636,262
4113	Property 172 Public Safety	-	-	384,400	388,100	384,879
4115	Sales Tax Backfill	-	-	-	-	-
4120	Franchises: P G & E - Electric	440,615	401,067	450,000	450,000	464,900
4121	Franchises: P G & E - Gas	114,787	97,180	119,000	119,000	122,900
4122	Franchises: Cable TV	620,906	588,416	635,000	635,000	656,019
4123	Franchises: Garbage	2,056,036	2,089,673	2,160,000	2,160,000	2,231,496
4124	Franchises: San Jose Water	236,962	241,006	248,000	248,800	248,800
4125	Franchises: AT&T	116,991	98,205	124,000	124,000	128,104
4150	Motel Tax (Transient Lodging)	4,554,949	4,768,870	3,145,800	4,785,400	3,002,060
4151	Construction Tax	85,406	26,451	53,140	95,000	179,000
4152	Business Licenses	698,184	693,263	716,925	726,000	862,500
4153	Property Transfer Tax	761,583	519,407	782,000	800,000	319,900
4155	Farmers Market In Lieu (Business License)	12,500	15,625	9,375	12,500	14,235
	Sub-Total	24,557,934	25,223,385	22,876,330	25,454,800	22,402,032
	<b><u>Licenses and Permits - General Fund</u></b>					
4210	Construction Permits	1,727,591	1,391,341	1,448,791	1,300,000	2,362,000
4211	Advanced Plan Check Fee	434,337	426,433	419,112	300,000	571,000
4212	Building Dept General Revenue	16,209	34,640	45,466	21,000	39,000
4213	Plan Check Fee - Title 24 Energy	59,817	41,958	50,271	50,000	95,000
4214	Permit Track Software Fee	-	17,392	31,112	57,000	57,000
4241	Fire Permits	172,100	149,752	95,200	170,300	140,000
4242	Bicycle License	134	200	-	200	-
4243	Animal License Fees	-	-	-	-	-
4271	Truck Permits	1,680	370	300	1,000	1,000
	Sub-Total	2,411,868	2,062,086	2,090,252	1,899,500	3,265,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
	<b><u>Fines, Forfeitures and Penalties - General Fund</u></b>					
4310	Vehicle Code Fines-City	88,703	61,558	50,000	100,000	37,500
4320	Vehicle Code Fines-County	141,264	125,838	35,000	136,000	75,000
4330	Vehicle Code Fines-State	56,661	53,551	38,300	100,000	37,500
4371	Code Enforcement Fines	16,754	33,531	26,300	26,300	25,000
4390	Misc Fines	-	-	-	-	-
	Sub-Total	303,382	274,478	149,600	362,300	175,000
	<b><u>Revenue From Use of Money &amp; Property:</u></b>					
4410	Investment Earnings - All Funds	621,330	881,345	758,271	562,577	479,477
4431	GASB 31 Market Value Adjustment - All Funds	(383,613)	527,633	1,000	-	-
4450	Other Interest - General Fund	35,944	43,292	74,188	20,000	20,550
4810	Rents / Leases (Real & Personal)-All Funds	1,721,885	1,785,200	1,804,500	1,754,144	2,044,150
4819	Other Rental Income - All Funds	-	-	-	-	-
5101	User Fees - Motor Pool	1,329,400	1,328,130	1,329,400	1,329,400	1,329,400
5104	User Fees - IT Pool	1,412,000	1,411,992	1,059,000	1,412,000	1,161,992
	Sub-Total	4,736,946	5,977,592	5,026,359	5,078,121	5,035,569
	<b><u>Revenues From Other Agencies:</u></b>					
4510	Gasoline Tax 2105	231,860	234,257	221,000	237,122	229,250
4511	Gasoline Tax 2106	154,050	154,536	144,000	155,587	149,799
4512	Gasoline Tax 2107	301,751	294,604	276,000	309,699	275,789
4513	Gasoline Tax 2107.5	6,000	6,000	6,000	6,000	6,000
4514	Gasoline Tax - MOE 7104	-	-	-	-	-
4516	Gasoline Tax 2103 - Gas Excise Tax	166,385	142,636	318,000	367,733	365,429
4518	Road Maintenance and Rehabilitation Act (SB1)	250,355	831,116	720,000	700,000	740,000
4519	SAB TCRF Loan	48,572	-	49,000	48,148	-
4520	Community Development Block Grant	7,458	-	-	-	-
4522	ISTEA Grant	-	-	-	-	-
4523	Other Grants	98,301	-	145,000	10,000	-
4524	Federal Crime Bill Grant - All Funds	-	-	-	-	-
4525	TDA Grants	63,478	-	20,000	20,000	20,000
4526	Supplemental Law Enforcement	139,416	148,747	147,614	100,000	100,000
4527	Office of Traffic Safety	-	-	-	-	-
4528	VTA Funded Grant	98,809	1,644	215,000	1,215,000	1,215,000
4529	HES Grant	-	-	-	-	-
4531	DOJ Grant	462	3,133	-	5,000	-
4532	Local Law Enforcement Grant	-	-	-	-	-
4533	Beverage Container Grant	-	10,881	10,000	10,000	10,000
4534	Safe Route 2 School Grant	-	-	-	-	-
4535	Surface Transportation Program	-	-	-	-	-
4536	Proposition 42 Gas Sales Tax	-	-	-	-	-
4537	Homeland Security Grant	-	-	-	-	-
4539	Local Street and Roads	-	-	-	-	-
4540	State Prop 1B	-	-	-	-	-
4542	Signal Maint Cost Sharing	5,032	5,224	2,500	2,500	2,500
4543	Other State Grants	1,816,682	194,286	715,450	165,450	-
4544	Transit Shelter Advertising	2,775	19,013	6,000	6,000	6,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
4545	CLETEP-Tech Eqmt Grant	-	-	-	-	-
4546	Highway Safety Improvement (HSIP)	-	-	-	-	-
4550	ABAG Grant	47,633	-	-	-	-
4551	Prop 84 IRWM-ABAG	-	-	-	-	-
4552	Vehicle Emmissions Reduction by Schools (VERBS)	-	-	-	-	-
4553	State Housing Grant - B E G I N	-	-	-	-	-
4554	One Bay Area Grant (OBAG)	-	-	-	-	-
4555	Anti Drug Abuse Grant	-	-	-	-	-
4556	AB 109 Public Safety Realignment	-	-	-	-	-
4557	High Intensity Drug Trafficking Area Grant	-	-	-	-	-
4558	Arson Contract Training	-	-	4,000	4,000	4,000
4559	Arson County Fire Dept	-	424,000	430,000	430,000	430,000
4560	RATTF Reimbursement	24,030	125,706	137,000	100,000	100,000
4561	Senior Nutrition Program	83,362	73,854	70,470	70,470	69,475
4562	Ansley House	-	-	-	-	-
4562	Ainsley House Grant	-	-	-	-	-
4563	Water District Grant	-	-	-	-	-
4564	Santa Clara County Open Space Authority	9,088	1,638	-	-	-
4565	Bay Area Air Quality Management District - Veh	20,000	-	-	-	-
4571	VTA Meas B Vehicle Registration	221,101	262,969	797,000	797,000	797,000
4572	VTA Meas B Regionla Project	-	-	-	-	-
4580	Motor Vehicle In Lieu Fees - General Fund	45,523	20,494	45,000	45,000	46,500
4581	Homeowners' Property Tax Relief - All Funds	37,746	44,304	44,584	35,000	41,600
4582	Abandoned Vehicle Fees - All Funds	67,191	37,027	50,000	75,000	60,000
4583	State Trailer Coach In Lieu Tax	-	-	-	-	-
4584	Mandated Costs - All Funds	27	7,500	84,000	20,000	40,000
4585	SCC - Auto Burglary - All Funds	-	-	-	-	-
4586	Off-Highway Vehicle Fees - All Funds	-	-	-	-	-
4587	Office of Emergency Services (OES) Reimbursements	-	-	-	-	-
4588	Post Reimbursements - All Funds	18,577	20,840	26,300	12,500	12,500
4590	RDA trust Admin	51,200	27,765	21,330	-	21,390
4591	RPPTF	1,642,380	1,556,501	1,592,741	-	1,592,738
	Sub-Total	5,659,245	4,648,676	6,297,989	4,947,209	6,334,970
	<b><u>Charges for Current Services:</u></b>					
4609	Program Fees - Museum - All Funds	28,406	31,037	19,098	30,600	6,120
4610	Comm. Services - Ainsley House Rental - All Funds	32,232	36,085	16,600	35,000	18,155
4611	Comm Services - Museum Admission Fee - All Funds	6,650	8,042	6,500	7,000	2,730
4612	Comm Services - Sr Citizen Program - All Funds	214,922	224,082	123,000	226,000	166,793
4613	Program Fees: Sports - All Funds	456,105	460,380	350,000	548,735	263,986
4614	Program Fees: Aquatics - All Funds	194,400	189,261	130,000	227,987	195,037
4616	Program Fees: Picnic Fees - All Funds	26,164	27,231	15,000	26,400	26,400
4617	Program Fees: Day Camps - All Funds	408,886	444,692	110,000	437,000	456,180
4618	Program Fees: Trips & Tours - All Funds	2,028	-	-	-	-
4619	Program Fees: Classes - All Funds	477,330	491,399	300,000	496,600	385,301
4620	Program Fees: Preschool - All Funds	363,161	368,677	275,500	370,700	253,226
4621	Program Fees: Special Events - All Funds	-	-	1,050	-	-
4622	Program Fees: Fitness - All Funds	175,028	167,973	137,748	170,000	54,180
4623	Sales of Historical Calendars - All Funds	-	-	-	-	-
4624	Program Fees: Homework Center - All Funds	-	-	-	-	-

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

<b>AC #</b>	<b>Description</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Estimated</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Proposed</b>
4625	Fund Raising - All Funds	-	646	-	-	-
4626	Program Fees: Classes - Adult Services - All Funds	110,756	147,082	80,000	129,700	96,085
4627	Vending Machine Sales - All Funds	2,172	2,613	2,650	2,400	2,400
4628	Comm Services - Skate Park Income	34,725	33,740	21,000	31,862	19,582
4629	Comm Services - Drop In Classes	128,674	144,656	116,500	162,300	123,240
4630	Comm Group - Special Events - All Funds	52,958	47,520	48,375	55,225	55,225
4631	Comm Group - Theatre Revenue	6,236	3,146	1,554	2,000	1,000
4632	Comm Group - Theatre Preservation Charge	56,727	57,961	35,000	59,000	21,805
4633	Comm Serves - Facility Fee	16,439	19,464	10,000	25,922	10,633
4634	Facility Rental Surcharge	-	11,063	17,000	-	12,000
4643	Comm. Services - Concession & Merchandise	3,838	3,819	1,479	3,900	1,125
4644	Comm. Services - Theater Ticket Sales	246,803	251,290	230,300	239,100	98,106
4645	Sponsor/Program Advertising	49,500	50,188	46,500	52,400	18,500
4646	Theatre Program Ads	4,575	5,875	6,725	6,050	2,025
4652	Business License Application Fee - All Funds	-	-	-	-	-
4660	Zoning Application Fees Planning - All Funds	409,730	627,328	437,776	600,000	400,000
4661	Microfilming Fee - All Funds	34,049	31,837	28,319	40,000	74,000
4662	Nuisance Abatement - All Funds	-	-	-	-	-
4663	Rental Dispute Resolution Fees - All Funds	62,444	60,604	65,800	65,800	65,800
4664	Dumpster Enclosure	-	-	-	-	-
4667	Program Fees: Hazelwood/Rosemary Pre-School - Gen.	-	-	29	-	-
4668	Architectural Advisor Fee	-	-	-	-	-
4669	Storm Water Impact Fee	-	784	-	-	-
4670	General Plan Maintenance Fee	99,791	76,825	235,702	125,000	125,000
4671	Code Enforcement Fee - All Funds	-	-	-	-	-
4690	Other Filing Fees - All Funds	7,069	5,010	5,200	7,300	7,300
4691	Special Police Department Services - All Funds	52,726	48,571	40,800	55,000	55,000
4692	Hazardous Materials Response Charges	156,834	131,662	140,900	132,600	103,000
4693	False Alarm Fees-PD - All Funds	28,830	5,303	5,000	5,000	5,000
4694	Other Current Service Charges - All Funds	-	-	-	-	-
4697	Paramedic Ambulance Fees - All Funds	-	-	-	-	-
4698	Cost Recovery - DUI - All Funds	7,210	-	13,600	5,000	7,000
4699	Cost Recovery - Towing - All Funds	-	-	-	-	-
4700	Cost Recovery - Booking Fees - All Funds	-	-	-	-	-
4701	Cost Recovery - All Funds	-	-	-	-	-
4701	Cost Recovery-Public Works	-	2,279	1,274	-	-
4704	Cost Recovery - Police Department	6,205	10,249	11,000	14,000	14,000
4705	Contract Revenue	2,411	4,255	3,194	10,000	10,000
4706	SCCSET Data Queries - Police Department	-	-	-	-	-
4707	CAL NENA Reimbursement - Police Department	2,011	-	5,000	3,000	10,000
4708	Phone System Maint Reimbursement - 911	-	-	-	-	-
4709	Vehicle Charging Stations	23,846	22,874	25,880	20,000	20,000
4710	Successor Agency Reimbursement	-	2,000	2,000	2,000	2,000
4720	Storm Water Fee	385,390	381,322	-	394,100	45,000
4721	Storm Drain Fees	37,628	38,420	20,000	20,000	20,000
4722	Eng & Subdivision Filing Fees - All Funds	393,199	558,770	350,000	408,000	408,000
4723	Pub Works - Special Projects - All Funds	-	-	-	-	-
4724	Solid Waste Rate Fees	415,677	549,886	556,464	556,464	556,464
4725	Project Salaries Revenue - All Funds	562,198	246,977	370,000	575,000	762,992
4727	Motor Pool Reimbursement	-	-	774	-	-
4728	Traffic Engineering Fees - All Funds	50	950	10,000	-	-

**Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)**

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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
4730	Metricom Encroachment Agreement - All Funds	-	14	-	-	-
4731	Vehicle Impact Fees (Construction)	215,362	161,220	300,000	300,000	300,000
4732	Vehicle Impact Fees (Garbage)	477,600	477,600	477,000	477,000	477,000
4735	Community Garden Fees	3,606	3,528	3,600	3,600	3,600
4750	94 Housing Bond Admin Fee	-	-	-	-	-
4760	Sale of Maps & Publications - All Funds	2,654	1,035	1,500	2,000	2,000
	<b>Sub-Total</b>	<b>6,485,235</b>	<b>6,677,225</b>	<b>5,212,390</b>	<b>7,166,745</b>	<b>5,762,990</b>
	<b>Other Revenues:</b>					
4111	Measure A - Street Maintenance					
4810	Rents & Leases - All Funds					
4811	Donations - Heritage Theater	-	-	-	-	-
4812	Donations - Historical Museum	1,032	1,994	3,214	-	-
4813	Donations - Senior Citizens Center	(50)	(250)	-	-	-
4815	Donations - Ainsley Capital	-	-	-	-	-
4816	Donations - Meal	15,758	12,532	14,500	14,500	10,788
4817	Donations - Misc. - All Funds	3,952	-	2,100	1,000	1,000
4817	Donations - Vehicle/Equipment Maintenance	-	-	-	-	-
4818	Donations - Parks	-	-	10,000	-	-
4819	Other Rental Income	1,091,123	1,128,490	698,967	1,161,455	784,250
4820	Donations - DARE Promotion - All Funds	-	-	-	-	-
4821	Donations - Youth Scholar - All Funds	2,375	6,096	6,951	-	-
4841	ABAG Insurance Refund - All Funds	-	-	-	-	-
4824	Recreation Grant - Private	-	-	-	-	-
4825	Donations - Recreation	-	1,700	700	-	-
4827	Donations - State of the City	-	-	-	-	-
4828	CMBL Police Foundation	-	-	-	-	-
4890	Successor Agency ROPS Admin Reimb	22,200	22,200	20,000	20,000	21,390
4892	Asset Seizures	8,037	22,172	246,172	14,000	5,000
4910	Transaction process fee	-	-	6,000	-	-
4920	Park Dedication Fees	356,338	622,569	400,000	400,000	400,000
4921	Project Revenue - All Funds	132,430	150,927	10,000	60,000	60,000
4922	AB 939 Recycling - SCC	89,928	84,425	49,356	49,356	49,356
4924	Notice/Improvement/Obligation	19,708	2,995	-	6,100	6,100
4950	Lease Revenue	-	-	-	-	-
4951	COP Debt Service Abatement	-	-	-	-	-
4960	Sale of Real or Personal Property - All Funds	31,204	19,359	12,681	12,000	10,000
4961	Gain on Sale	-	-	-	-	-
4962	Insurance Recovery - All Funds	127,556	22,495	309,169	7,500	7,500
4963	Insurance Claims Refunds	9,442	-	-	-	-
4965	Other Revenue - All Funds	302,936	148,898	167,523	134,500	4,170,465
4966	Principal Repayment - All Funds	-	35	50,000	50,000	50,000
4967	Expense Abatement - Bus Passes - All Funds	-	-	-	-	-
4968	Expense Abatement - Misc. - All Funds	-	-	718	-	-
4969	Inspection Escrow	-	-	-	-	-
4968	Expense Abatement - Miscellaneous - Other Funds	-	-	-	-	-
4970	West Valley - JPA	124,724	176,244	65,643	-	-
4971	Tree In Lieu Fee - All Funds	15,115	25,320	25,000	18,950	25,000
4972	Use Fees-Campbell Union School District	-	-	-	-	-
4973	Parking in Lieu Fee	-	-	-	-	-

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
4975	JPA Solid Waste	450,000	450,000	450,000	-	-
4990	Capital Contributions Revenue-Motor Vehicle Pool	-	-	-	-	-
5142	Premiums - Workers' Compensation Insurance	769,039	725,799	714,739	605,000	605,000
5144	Premiums - Long-Term Disability (LTD) Insurance	-	-	-	-	-
6020	Sale of Bonds	-	-	-	-	10,000,000
6021	Proceeds of Refunding Debt	-	-	-	-	-
6023	Bond Premium	-	-	-	-	-
6040	Loan Proceeds - RDA Capital Projects	-	-	-	-	-
6070	Cash Over/Short - All Funds	-	20	-	-	-
	Sub-Total	3,572,848	3,624,021	3,263,432	2,554,361	16,205,849
	<b>Total Revenues - All Funds (Exhibit A)</b>	64,318,322	66,834,339	65,979,184	66,928,286	79,197,110
6899	Operating Transfers-In - All Funds	5,016,682	5,031,165	4,617,933	4,960,601	5,551,849
6999	Capital Transfers-In - All Funds	5,662,286	1,932,846	14,680,928	5,745,450	9,104,049
6799	Residual Equity Transfer-in - From RDA Housing	-	-	-	-	-
6090	Beginning Fund Balance- Operating - All Funds	-	-	1,966,198	-	752,957
6091	Beginning Fund Balance - Capital - All Funds	-	-	-	-	-
	<b>Total Sources of Revenues</b>	\$74,997,290	\$73,798,350	\$87,244,243	\$77,634,337	\$94,605,965

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
	<b><u>Property Taxes:</u></b>					
4001	Current Year: Secured - General Fund	\$12,457,859	\$13,399,976	\$14,381,800	\$15,100,000	\$15,043,400
4002	Unsecured - General Fund	572,541	670,583	664,300	704,000	694,800
4003	Prior Year: Secured	-	1,601	-	-	-
4004	Unsecured - General Fund	-	-	-	-	-
4005	Other Property Taxes - General Fund	-	20,743	-	-	-
4006	Penalties - Delinquent Property Taxes	-	-	-	-	-
4007	RPTTF Pass Thru - General Fund	44,200	50,409	51,000	50,000	53,300
4008	Residual RPTTF Distribute - General Fund	504,891	641,987	872,000	632,000	912,100
4011	Property Tax - ERAF	424,671	822,019	1,204,200	446,000	777,500
5001	Street Lighting Assessments	-	-	-	-	-
5002	Special Assessments	-	-	-	-	-
5004	Special Assessments - CFD #1 (Cambrian 36)	-	-	-	-	-
5005	Special Assessments - CFD #2	-	-	-	-	-
	Sub-Total	14,004,162	15,607,316	17,173,300	16,932,000	17,481,100
	<b><u>Taxes Other Than Property Taxes:</u></b>					
4110	Sales and Use Tax - General Fund	11,993,871	12,747,628	11,324,080	12,051,000	11,150,977
4111	Measure B Street Maintenance - Sales Tax	-	-	-	-	-
4112	Transactions & Use Tax - General Fund	2,865,143	2,936,594	2,724,610	2,860,000	2,636,262
4113	Property 172 Public Safety	-	-	384,400	388,100	384,879
4115	Sales Tax Backfill	-	-	-	-	-
4120	Franchises: P G & E - Electric	440,615	401,067	450,000	450,000	464,900
4121	Franchises: P G & E - Gas	114,787	97,180	119,000	119,000	122,900
4122	Franchises: Cable TV	620,906	588,416	635,000	635,000	656,019
4123	Franchises: Garbage	2,056,036	2,089,673	2,160,000	2,160,000	2,231,496
4124	Franchises: San Jose Water	236,962	241,006	248,000	248,800	248,800
4125	Franchises: AT&T	116,991	98,205	124,000	124,000	128,104
4150	Motel Tax (Transient Lodging)	4,554,949	4,768,870	3,145,800	4,785,400	3,002,060
4151	Construction Tax	85,406	26,451	53,140	95,000	179,000
4152	Business Licenses	698,184	693,263	716,925	726,000	862,500
4153	Property Transfer Tax	761,583	519,407	782,000	800,000	319,900
4155	Farmers Market In Lieu (Business License)	12,500	15,625	9,375	12,500	14,235
	Sub-Total	24,557,934	25,223,385	22,876,330	25,454,800	22,402,032
	<b><u>Licenses and Permits - General Fund</u></b>					
4210	Construction Permits	1,727,591	1,391,341	1,448,791	1,300,000	2,362,000
4211	Advanced Plan Check Fee	434,337	426,433	419,112	300,000	571,000
4212	Building Dept General Revenue	16,209	34,640	45,466	21,000	39,000
4213	Plan Check Fee - Title 24 Energy	59,817	41,958	50,271	50,000	95,000
4214	Permit Track Software Fee	-	17,392	31,112	57,000	57,000
4241	Fire Permits	172,100	149,752	95,200	170,300	140,000
4242	Bicycle License	134	200	-	200	-
4243	Animal License Fees	-	-	-	-	-
4271	Truck Permits	1,680	370	300	1,000	1,000
	Sub-Total	2,411,868	2,062,086	2,090,252	1,899,500	3,265,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
	<b><u>Fines, Forfeitures and Penalties - General Fund</u></b>					
4310	Vehicle Code Fines-City	88,703	61,558	50,000	100,000	37,500
4320	Vehicle Code Fines-County	141,264	125,838	35,000	136,000	75,000
4330	Vehicle Code Fines-State	56,661	53,551	38,300	100,000	37,500
4371	Code Enforcement Fines	16,754	33,531	26,300	26,300	25,000
4390	Misc Fines	-	-	-	-	-
	Sub-Total	303,382	274,478	149,600	362,300	175,000
	<b><u>Revenue From Use of Money &amp; Property:</u></b>					
4410	Investment Earnings - General Fund	505,043	545,267	461,000	468,000	374,400
4431	GASB 31 Market Value Adjustment - General Fund	(329,493)	442,006	1,000	-	-
4450	Other Interest - General Fund	5,355	11,173	16,000	10,000	10,000
4810	Rents / Leases (Real & Personal)-General Fund	1,721,885	1,785,200	1,804,500	1,754,144	2,044,150
4819	Other Rental Income - General Fund	-	-	-	-	-
5101	User Fees - Motor Pool	-	-	-	-	-
5104	User Fees - IT Pool	-	-	-	-	-
	Sub-Total	1,902,790	2,783,645	2,282,500	2,232,144	2,428,550
	<b><u>Revenues From Other Agencies:</u></b>					
4510	Gasoline Tax 2105	-	-	-	-	-
4511	Gasoline Tax 2106	-	-	-	-	-
4512	Gasoline Tax 2107	-	-	-	-	-
4513	Gasoline Tax 2107.5	-	-	-	-	-
4514	Gasoline Tax - MOE 7104	-	-	-	-	-
4516	Gasoline Tax 2103 - Gas Excise Tax	-	-	-	-	-
4518	Road Maintenance and Rehabilitation Act (SB1)	-	-	-	-	-
4519	SAB TCRF Loan	-	-	-	-	-
4520	Community Development Block Grant	-	-	-	-	-
4522	ISTEA Grant	-	-	-	-	-
4523	Other Grants	-	-	-	-	-
4524	Federal Crime Bill Grant - General Fund	-	-	-	-	-
4525	TDA Grants	-	-	-	-	-
4526	Supplemental Law Enforcement	-	-	-	100,000	100,000
4527	Office of Traffic Safety	-	-	-	-	-
4528	VTA Funded Grant	-	-	-	-	-
4529	HES Grant	-	-	-	-	-
4531	DOJ Grant	-	3,133	-	-	-
4532	Local Law Enforcement Grant	-	-	-	-	-
4533	Beverage Container Grant	-	-	-	-	-
4534	Safe Route 2 School Grant	-	-	-	-	-
4535	Surface Transportation Program	-	-	-	-	-
4536	Proposition 42 Gas Sales Tax	-	-	-	-	-
4537	Homeland Security Grant	-	-	-	-	-
4539	Local Street and Roads	-	-	-	-	-
4540	State Prop 1B	-	-	-	-	-
4542	Signal Maint Cost Sharing	-	-	-	-	-
4543	Other State Grants	-	-	-	-	-
4544	Transit Shelter Advertising	2,775	19,013	6,000	6,000	6,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
4545	CLETEP-Tech Eqmt Grant	-	-	-	-	-
4546	Highway Safety Improvement (HSIP)	-	-	-	-	-
4550	ABAG Grant	-	-	-	-	-
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	-	-	-	-	-
4557	High Intensity Drug Trafficking Area Grant	-	-	-	-	-
4558	Arson Contract Training	-	-	4,000	4,000	4,000
4559	Arson County Fire Dept	-	414,000	420,000	420,000	420,000
4560	RATTF Reimbursement	24,030	125,706	137,000	100,000	100,000
4561	Senior Nutrition Program	83,362	73,854	70,470	70,470	69,475
4562	Ansley House	-	-	-	-	-
4562	Ainsley House Grant	-	-	-	-	-
4563	Water District Grant	-	-	-	-	-
4564	Santa Clara County Open Space Authority	-	-	-	-	-
4565	Bay Area Air Quality Management District - Veh	-	-	-	-	-
4571	VTA Meas B Vehicle Registration	-	-	-	-	-
4572	VTA Meas B Regionla Project	-	-	-	-	-
4580	Motor Vehicle In Lieu Fees - General Fund	45,523	20,494	45,000	45,000	46,500
4581	Homeowners' Property Tax Relief - General Fund	33,694	39,549	39,800	35,000	41,600
4582	Abandoned Vehicle Fees - General Fund	67,191	37,027	50,000	75,000	60,000
4583	State Trailer Coach In Lieu Tax	-	-	-	-	-
4584	Mandated Costs - General Fund	27	7,500	84,000	20,000	40,000
4585	SCC - Auto Burglary - General Fund	-	-	-	-	-
4586	Off-Highway Vehicle Fees - General Fund	-	-	-	-	-
4587	Office of Emergency Services (OES) Reimbursements	-	-	-	-	-
4588	Post Reimbursements - General Fund	18,577	20,840	26,300	12,500	12,500
	Sub-Total	275,179	761,116	882,570	887,970	900,075
	<b>Charges for Current Services:</b>					
4609	Program Fees - Museum - General Fund	28,406	31,037	19,098	30,600	6,120
4610	Comm. Services - Ainsley House Rental - General Fund	32,232	36,085	16,600	35,000	18,155
4611	Comm Services - Museum Admission Fee - General Fund	6,650	8,042	6,500	7,000	2,730
4612	Comm Services - Sr Citizen Program - General Fund	214,922	224,082	123,000	226,000	166,793
4613	Program Fees: Sports - General Fund	456,105	460,380	350,000	548,735	263,986
4614	Program Fees: Aquatics - General Fund	194,400	189,261	130,000	227,987	195,037
4616	Program Fees: Picnic Fees - General Fund	26,164	27,231	15,000	26,400	26,400
4617	Program Fees: Day Camps - General Fund	408,886	444,692	110,000	437,000	456,180
4618	Program Fees: Trips & Tours - General Fund	2,028	-	-	-	-
4619	Program Fees: Classes - General Fund	477,330	491,399	300,000	496,600	385,301
4620	Program Fees: Preschool - General Fund	363,161	368,677	275,500	370,700	253,226
4621	Program Fees: Special Events - General Fund	-	-	1,050	-	-
4622	Program Fees: Fitness - General Fund	175,028	167,973	137,748	170,000	54,180
4623	Sales of Historical Calendars - General Fund	-	-	-	-	-
4624	Program Fees: Homework Center - General Fund	-	-	-	-	-
4625	Fund Raising - General Fund	-	646	-	-	-
4626	Program Fees: Classes - Adult Services - General Fund	110,756	147,082	80,000	129,700	96,085

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

<b>AC #</b>	<b>Description</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Estimated</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Proposed</b>
4627	Vending Machine Sales - General Fund	2,172	2,613	2,650	2,400	2,400
4628	Comm Services - Skate Park Income	34,725	33,740	21,000	31,862	19,582
4629	Comm Services - Drop In Classes	128,674	144,656	116,500	162,300	123,240
4630	Comm Group - Special Events - General Fund	52,958	47,520	48,375	55,225	55,225
4631	Comm Group - Theatre Revenue	6,236	3,146	1,554	2,000	1,000
4632	Comm Group - Theatre Preservation Charge	56,727	57,961	35,000	59,000	21,805
4633	Comm Serves - Facility Fee	16,439	19,464	10,000	25,922	10,633
4634	Facility Rental Surcharge	-	11,063	17,000	-	12,000
4643	Comm. Services - Concession & Merchandise	3,838	3,819	1,479	3,900	1,125
4644	Comm. Services - Theater Ticket Sales	246,803	251,290	230,300	239,100	98,106
4645	Sponsor/Program Advertising	49,500	50,188	46,500	52,400	18,500
4646	Theatre Program Ads	4,575	5,875	6,725	6,050	2,025
4652	Business License Application Fee - General Fund	-	-	-	-	-
4660	Zoning Application Fees Planning - General Fund	409,730	627,328	437,776	600,000	400,000
4661	Microfilming Fee - General Fund	34,049	31,837	28,319	40,000	74,000
4662	Nuisance Abatement - General Fund	-	-	-	-	-
4663	Rental Dispute Resolution Fees - General Fund	62,444	60,604	65,800	65,800	65,800
4664	Dumpster Enclosure	-	-	-	-	-
4667	Program Fees: Hazelwood/Rosemary Pre-School - Gen.	-	-	29	-	-
4668	Architectural Advisor Fee	-	-	-	-	-
4669	Storm Water Impact Fee	-	784	-	-	-
4670	General Plan Maintenance Fee	99,791	76,825	235,702	125,000	125,000
4671	Code Enforcement Fee - General Fund	-	-	-	-	-
4690	Other Filing Fees - General Fund	7,069	5,010	5,200	7,300	7,300
4691	Special Police Department Services - General Fund	52,726	48,571	40,800	55,000	55,000
4692	Hazardous Materials Response Charges	156,834	131,662	140,900	132,600	103,000
4693	False Alarm Fees-PD - General Fund	28,830	5,303	5,000	5,000	5,000
4694	Other Current Service Charges - General Fund	-	-	-	-	-
4697	Paramedic Ambulance Fees - General Fund	-	-	-	-	-
4698	Cost Recovery - DUI - General Fund	7,210	-	13,600	5,000	7,000
4699	Cost Recovery - Towing - General Fund	-	-	-	-	-
4700	Cost Recovery - Booking Fees - General Fund	-	-	-	-	-
4701	Cost Recovery - General Fund	-	-	200	-	-
4701	Cost Recovery-Public Works	-	-	200	-	-
4704	Cost Recovery - Police Department	6,205	10,249	11,000	14,000	14,000
4705	Contract Revenue	-	-	-	-	-
4706	SCCSET Data Queries - Police Department	-	-	-	-	-
4707	CAL NENA Reimbursement - Police Department	2,011	-	5,000	3,000	10,000
4708	Phone System Maint Reimbursement - 911	-	-	-	-	-
4709	Vehicle Charging Stations	-	-	-	-	-
4710	Successor Agency Reimbursement	-	-	-	-	-
4720	Storm Water Fee	-	-	-	-	-
4721	Storm Drain Fees	-	-	-	-	-
4722	Eng & Subdivision Filing Fees - General Fund	393,199	558,770	350,000	408,000	408,000
4723	Pub Works - Special Projects - General Fund	-	-	-	-	-
4724	Solid Waste Rate Fees	-	-	-	-	-
4725	Project Salaries Revenue - General Fund	562,198	246,977	370,000	575,000	762,992
4727	Motor Pool Reimbursement	-	-	-	-	-
4728	Traffic Engineering Fees - General Fund	50	950	10,000	-	-
4730	Metricom Encroachment Agreement - General Fund	-	14	-	-	-
4731	Vehicle Impact Fees (Construction)	-	-	-	-	-

**Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)**

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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
4732	Vehicle Impact Fees (Garbage)	-	-	-	-	-
4735	Community Garden Fees	3,606	3,528	3,600	3,600	3,600
4750	94 Housing Bond Admin Fee	-	-	-	-	-
4760	Sale of Maps & Publications - General Fund	2,654	1,035	1,500	2,000	2,000
	Sub-Total	4,927,321	5,037,369	3,826,205	5,387,181	4,332,526
	<b>Other Revenues:</b>					
4111	Measure A - Street Maintenance					
4810	Rents & Leases - General Fund	-	-	-	-	-
4811	Donations - Heritage Theater	-	-	-	-	-
4812	Donations - Historical Museum	-	-	1,775	-	-
4813	Donations - Senior Citizens Center	-	-	-	-	-
4815	Donations - Ainsley Capital	-	-	-	-	-
4816	Donations - Meal	15,758	12,532	14,500	14,500	10,788
4817	Donations - Misc. - General Fund	3,952	-	2,100	1,000	1,000
4817	Donations - Vehicle/Equipment Maintenance	-	-	-	-	-
4818	Donations - Parks	-	-	-	-	-
4819	Other Rental Income	1,091,123	1,128,490	698,967	1,161,455	784,250
4820	Donations - DARE Promotion - General Fund	-	-	-	-	-
4821	Donations - Youth Scholar - General Fund	2,375	6,096	6,951	-	-
4841	ABAG Insurance Refund - General Fund	-	-	-	-	-
4824	Recreation Grant - Private	-	-	-	-	-
4825	Donations - Recreation	-	1,700	700	-	-
4827	Donations - State of the City	-	-	-	-	-
4828	CMBL Police Foundation	-	-	-	-	-
4890	Successor Agency ROPS Admin Reimb	17,526	19,000	20,000	20,000	21,390
4892	Asset Seizures	-	-	-	-	-
4910	Transaction process fee	-	-	6,000	-	-
4920	Park Dedication Fees	-	-	-	-	-
4921	Project Revenue - General Fund	-	-	-	-	-
4922	AB 939 Recycling - SCC	-	-	-	-	-
4924	Notice/Improvement/Obligation	19,708	2,995	-	6,100	6,100
4950	Lease Revenue	-	-	-	-	-
4951	COP Debt Service Abatement	-	-	-	-	-
4960	Sale of Real or Personal Property - General Fund	-	-	2,000	2,000	-
4961	Gain on Sale	-	-	-	-	-
4962	Insurance Recovery - General Fund	137	1,168	130,500	2,500	2,500
4963	Insurance Claims Refunds	9,442	-	-	-	-
4965	Other Revenue - General Fund	129,044	123,134	136,397	132,000	103,000
4966	Principal Repayment - General Fund	-	35	-	-	-
4967	Expense Abatement - Bus Passes - General Fund	-	-	-	-	-
4968	Expense Abatement - Misc. - General Fund	-	-	476	-	-
4969	Inspection Escrow	-	-	-	-	-
4968	Expense Abatement - Miscellaneous - Other Funds	-	-	-	-	-
4970	West Valley - JPA	-	-	-	-	-
4971	Tree In Lieu Fee - General Fund	15,115	25,320	25,000	18,950	25,000
4972	Use Fees-Campbell Union School District	-	-	-	-	-
4973	Parking in Lieu Fee	-	-	-	-	-
4990	Capital Contributions Revenue-Motor Vehicle Pool	-	-	-	-	-
5142	Premiums - Workers' Compensation Insurance	-	-	-	-	-

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

AC #	Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
5144	Premiums - Long-Term Disability (LTD) Insurance	-	-	-	-	-
6021	Proceeds of Refunding Debt	-	-	-	-	-
6023	Bond Premium	-	-	-	-	-
6040	Loan Proceeds - RDA Capital Projects	-	-	-	-	-
6070	Cash Over/Short - General Fund	-	20	-	-	-
	Sub-Total	1,304,180	1,320,491	1,045,366	1,358,505	954,028
	<b>Total Revenues - General Fund (Exhibit A)</b>	49,686,816	53,069,887	50,326,123	54,514,400	51,938,311
6899	Transfers-In - General Fund	1,462,489	1,294,226	1,006,088	1,348,756	1,248,626
6999	Transfers-In - General Fund	-	-	-	-	-
6799	Residual Equity Transfer-in - From RDA Housing	-	-	-	-	-
6090	Beginning Fund Balance- Operating - General Fund	-	-	1,966,198	-	752,957
6091	Beginning Fund Balance - Capital - General Fund	-	-	-	-	-
	<b>Total Sources of Revenues</b>	\$51,149,304	\$54,364,113	\$53,298,409	\$55,863,156	\$53,939,894

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2021**

	<b>Employee Services</b>	<b>Supplies &amp; Services</b>	<b>Capital Improve.</b>	<b>Debt Service</b>	<b>Transfers Out</b>	<b>Proposed FY 2021</b>
<b>General Government Administration:</b>						
501 City Council	\$149,574	\$235,403	-	-	-	\$384,977
510 CM - Administration	722,482	73,555	-	-	-	796,037
511 CM - City Clerk	275,760	209,575	-	-	-	485,335
515 CM - Human Resources	933,254	289,883	-	-	-	1,223,136
516 CM - Workers Compensation	-	440,050	-	-	-	440,050
518 CM - Measure O	316,100	80,000	-	-	-	396,100
539 CM - Covid Response	-	500,000	-	-	-	500,000
535 Finance - Accounting	1,509,945	327,078	-	-	-	1,837,023
540 Finance - Non-Departmental	(100,000)	1,435,751	-	-	-	1,335,751
543 Finance - 2002 COP Debt Svc.	-	-	-	-	-	-
544 Finance - 1997 COP Debt Svc.	-	-	-	-	-	-
548 Finance - 2016 Refunding Lease Revenue Bond	-	-	-	769,300	-	769,300
547 CM - IT Services	871,537	465,758	18,610	-	-	1,355,905
549 Finance - CFD #1	-	3,500	-	-	-	3,500
560 City Attorney	352,573	210,227	-	-	-	562,800
815 Successor Agency	-	21,390	-	1,592,738	-	1,614,128
<b>Sub-total</b>	<b>5,031,225</b>	<b>4,292,170</b>	<b>18,610</b>	<b>2,362,038</b>	<b>-</b>	<b>11,704,043</b>
<b>Recreation &amp; Community Services:</b>						
524 Administration	290,050	76,875	-	-	-	366,925
525 Senior Nutrition	94,119	98,994	-	-	-	193,113
526 Adult Services	448,623	104,860	-	-	-	553,483
527 Community Center	829,507	483,969	-	-	-	1,313,477
528 Museum	260,438	93,526	-	-	-	353,964
529 Theater	-	748,469	-	-	-	748,469
531 Sports & Aquatics	629,252	191,681	-	-	-	820,933
532 Pre-School, Day Camp & Enrich Classes	672,491	289,613	-	-	-	962,104
<b>Sub-total</b>	<b>3,224,480</b>	<b>2,087,987</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,312,467</b>
<b>Public Safety:</b>						
601 PD - Administration	976,045	459,514	-	-	-	1,435,559
602 PD - Communications	2,340,448	363,996	-	-	-	2,704,444
603 PD - Records	1,245,129	137,124	-	-	-	1,382,253
604 PD - Special Enforcement Svcs.	4,417,811	293,380	-	-	-	4,711,192
605 PD - Field Services	9,013,001	983,480	-	-	-	9,996,481
610 Fire Administration	-	9,552,487	-	-	-	9,552,487
<b>Sub-total</b>	<b>17,992,435</b>	<b>11,789,981</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>29,782,416</b>
<b>Community Development:</b>						
550 CD - Planning	423,331	112,686	-	-	-	536,017
551 CD - Current Planning	905,730	58,044	-	-	-	963,774
552 CD - Policy Development	162,590	8,881	-	-	-	171,471
553 CD - CDBG Housing	-	-	-	-	-	-
554 CD - Building	1,032,333	321,987	-	-	-	1,354,319
556 CD - Economic Development	175,883	28,822	-	-	-	204,705
557 CD - Housing Assistance	42,879	222,800	-	-	-	265,679
<b>Sub-total</b>	<b>2,742,746</b>	<b>753,219</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,495,966</b>
<b>Public Works:</b>						
701 PW - Administration	622,017	87,388	-	-	-	709,405
715 PW - Environmental Services	-	-	-	-	-	-
720 PW - Transportation Eng.	364,923	52,994	-	-	-	417,917
730 PW - Engineering	1,281,029	105,393	-	-	-	1,386,421
740 PW - Land Development	804,807	162,815	-	-	-	967,621

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

	<b>Employee Services</b>	<b>Supplies &amp; Services</b>	<b>Capital Improve.</b>	<b>Debt Service</b>	<b>Transfers Out</b>	<b>Proposed FY 2021</b>
745 PW - Maint. Administration	527,400	78,130	-	-	-	605,530
750 PW - Vehicle & Equip. Maint..	480,743	617,045	301,000	-	-	1,398,788
760 PW - Street Maintenance	1,158,330	831,851	-	-	-	1,990,180
770 PW - Signals & Lighting Maint.	528,823	510,133	-	-	-	1,038,956
775 PW - Park Maintenance	1,757,456	1,133,941	-	-	-	2,891,397
780 PW - Building Maintenance	579,621	886,480	-	-	-	1,466,101
741 PW - CFD #2	-	23,000	-	-	-	23,000
<b>Sub-total</b>	<b>8,105,148</b>	<b>4,489,168</b>	<b>301,000</b>	-	-	<b>12,895,316</b>
980 Operating Transfers Out (GF)	-	-	-	-	5,551,849	5,551,849
980 Transfers Out (Misc. Funds)	-	-	-	-	-	-
950 Capital Projects	766,000	1,933,595	11,678,499	-	-	14,378,094
990 Capital Transfers Out	-	-	-	-	9,104,049	9,104,049
<b>Sub-total</b>	<b>766,000</b>	<b>1,933,595</b>	<b>11,678,499</b>	-	<b>14,655,898</b>	<b>29,033,992</b>
<b>Total - City</b>	<b>\$37,862,035</b>	<b>\$25,346,120</b>	<b>\$11,998,109</b>	<b>\$2,362,038</b>	<b>\$14,655,898</b>	<b>\$92,224,200</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2021**

	General Fund	Special Revenue	Debt Service	Capital Projects	Internal Service	Trust & Agency
<b>General Government Administration:</b>						
501 City Council	\$384,977	-	-	-	-	-
510 CM - Administration	796,037	-	-	-	-	-
511 CM - City Clerk	485,335	-	-	-	-	-
515 CM - Human Resources	1,223,136	-	-	-	-	-
516 CM - Workers Compensation	-	-	-	-	440,050	-
518 CM - Measure O	-	396,100	-	-	-	-
535 Finance - Accounting	1,837,023	-	-	-	-	-
539 Finance - Covid Response	500,000	-	-	-	-	-
540 Finance - Non-Departmental	1,335,751	-	-	-	-	-
543 Finance - 2002 COP Debt Svc.	-	-	-	-	-	-
544 Finance - 1997 COP Debt Svc.	-	-	-	-	-	-
548 Finance - 2016 Refunding Lease Revenue	-	-	-	-	-	-
548 Bond	-	-	769,300	-	-	-
547 CM - IT Services	-	-	-	-	1,355,905	-
549 Finance - CFD #1	-	3,500	-	-	-	-
560 City Attorney	562,800	-	-	-	-	-
815 Successor Agency	-	-	-	-	-	1,614,128
<b>Sub-total</b>	<b>7,125,060</b>	<b>399,600</b>	<b>769,300</b>	<b>-</b>	<b>1,795,955</b>	<b>1,614,128</b>
<b>Recreation &amp; Community Services:</b>						
524 Administration	366,925	-	-	-	-	-
525 Senior Nutrition	193,113	-	-	-	-	-
526 Adult Services	553,483	-	-	-	-	-
527 Community Center	1,313,477	-	-	-	-	-
528 Museum	353,964	-	-	-	-	-
529 Theater	748,469	-	-	-	-	-
531 Sports & Aquatics	820,933	-	-	-	-	-
532 Pre-School, Day Camp & Enrich Classes	962,104	-	-	-	-	-
<b>Sub-total</b>	<b>5,312,467</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Public Safety:</b>						
601 PD - Administration	1,435,559	-	-	-	-	-
602 PD - Communications	2,704,444	-	-	-	-	-
603 PD - Records	1,382,253	-	-	-	-	-
604 PD - Special Enforcement Svcs.	4,711,192	-	-	-	-	-
605 PD - Field Services	9,996,481	-	-	-	-	-
610 Fire Administration	9,552,487	-	-	-	-	-
<b>Sub-total</b>	<b>29,782,416</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Community Development:</b>						
550 CD - Planning	536,017	-	-	-	-	-
551 CD - Current Planning	963,774	-	-	-	-	-
552 CD - Policy Development	171,471	-	-	-	-	-
553 CD - CDBG Housing	-	-	-	-	-	-
554 CD - Building	1,354,319	-	-	-	-	-
556 CD - Economic Development	204,705	-	-	-	-	-
557 CD - Housing Assistance	-	265,679	-	-	-	-
<b>Sub-total</b>	<b>3,230,286</b>	<b>265,679</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Public Works:</b>						
701 PW - Administration	709,405	-	-	-	-	-
715 PW - Environmental Services	-	-	-	-	-	-
720 PW - Transportation Eng.	417,917	-	-	-	-	-
730 PW - Engineering	1,386,421	-	-	-	-	-
740 PW - Land Development	967,621	-	-	-	-	-

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

	<b>General Fund</b>	<b>Special Revenue</b>	<b>Debt Service</b>	<b>Capital Projects</b>	<b>Internal Service</b>	<b>Trust &amp; Agency</b>
745 PW - Maint. Administration	605,530	-	-	-	-	-
750 PW - Vehicle & Equip. Maint..	-	-	-	-	1,398,788	-
760 PW - Street Maintenance	-	1,990,180	-	-	-	-
770 PW - Signals & Lighting Maint.	-	1,038,956	-	-	-	-
775 PW - Park Maintenance	-	2,891,397	-	-	-	-
780 PW - Building Maintenance	1,466,101	-	-	-	-	-
741 PW - CFD #2	-	23,000	-	-	-	-
<b>Sub-total</b>	<b>5,552,996</b>	<b>5,943,533</b>	-	-	<b>1,398,788</b>	-
980 Operating Transfers Out (GF)	3,606,923	1,845,326	-	-	99,600	-
980 Transfers Out (Misc. Funds)	-	-	-	-	-	-
950 Capital Projects	-	-	-	14,378,094	-	-
990 Capital Transfers Out	575,084	8,528,965	-	-	-	-
<b>Sub-total</b>	<b>4,182,007</b>	<b>10,374,291</b>	-	<b>14,378,094</b>	<b>99,600</b>	-
<b>Total - City</b>	<b>\$55,185,232</b>	<b>\$16,983,103</b>	<b>\$769,300</b>	<b>\$14,378,094</b>	<b>\$3,294,343</b>	<b>\$1,614,128</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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	$1.0373 \times 1.0037$	1.0411
FY 2020-21 Limit	$\$74,047,932 \times 1.0411$	\$77,091,302
Appropriations Subject to Limit		<u>42,950,667</u>
Appropriations under Limit		<u><u>\$34,140,635</u></u>

## Fund Balance Analysis Fiscal Year 2021

Fund Description	Fund #	Beginning Fund Balance Estimated FY 2021	Proposed Revenues & Transfers FY 2021	Proposed Expenditures & Transfers FY 2021	Ending Fund Balance Estimated FY 2021	% Balance Change Begin to Ending
General Fund	101	\$ 22,995,104	\$ 53,939,894	\$ 55,185,232	\$ 21,749,765	-5.4%
Vehicle Impact Fees	202	257,200	777,250	777,000	257,450	0.1%
Gas Tax	203, 204	(729,151)	2,414,067	2,730,180	(1,045,264)	-43.4%
Drug Enforcement - Asset Forfeiture	205	183,938	5,000	4,500	184,438	0.3%
Lighting and Landscaping District	207	(33,615)	3,939,598	3,905,983	-	100.0%
Housing & Com Dev Block Grant	208	346	-	-	346	0.0%
Environmental Services	209	291,886	1,710,320	1,710,196	292,011	0.0%
Supplemental Law Enforcement	210	11,537	-	-	11,537	0.0%
State/Other Grants	212	(2,497,589)	6,066,965	6,066,965	(2,497,589)	0.0%
T.D.A.	216	(537,732)	20,000	20,000	(537,732)	0.0%
Other Federal Grants	218	(1,065,067)	-	-	(1,065,067)	0.0%
Housing Assistance Fund	233	9,104,717	68,000	265,679	8,907,038	-2.2%
Community Facilities District #1	236	4,743	146,900	146,500	5,143	8.4%
Community Facilities District #2	237	137,337	35,250	35,000	137,587	0.2%
Parkland Dedication Trust	295	3,874,029	485,827	925,000	3,434,856	-11.3%
Successor Agency to RDA	333	(157,370)	1,624,128	1,614,128	(147,370)	6.4%
Measure O Bond Fund	348	1,090,645	-	-	1,090,645	0.0%
L.I.D. Debt Service	367	31,811	-	-	31,811	0.0%
2016 Refunding Lease Revenue Bonds	370	(104,142)	769,325	769,300	(104,117)	0.0%
Capital Projects	435	801,446	9,164,049	12,929,499	(2,964,004)	-469.8%
Measure O CIP	448	(289,000)	10,000,000	1,844,695	7,866,305	2821.9%
Motor Vehicle Pool	641	355,540	1,446,400	1,448,788	353,153	-0.7%
Information Technologies Pool	647	346,589	1,387,992	1,405,505	329,076	-5.1%
Worker's Compensation Pool	690	1,430,610	605,000	440,050	1,595,560	11.5%
Parks and Museum Trust	794	154,353	-	-	154,353	0.0%
Recreation Grants-Private	795	5,944	-	-	5,944	0.0%
Senior Citizen Trust	797	15,916	-	-	15,916	0.0%
West Valley JPA	798	195,534	-	-	195,534	0.0%
<b>Total</b>		<u>\$ 35,875,559</u>	<u>\$ 94,605,965</u>	<u>\$ 92,224,200</u>	<u>\$ 38,257,323</u>	6.6%

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

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**Fund Balance Analysis  
Fiscal Year 2020**

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

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

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

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	FY 2021 Proposed
<b>Fund balance, July 1</b>	\$ 28,924,111	\$ 26,480,764	\$ 27,027,819	27,027,819	\$ 22,995,104
<b>REVENUES:</b>					
Property Taxes	14,037,856	15,646,864	17,213,100	16,967,000	17,522,700
Sales and Use Taxes	14,859,014	15,684,222	14,433,090	15,299,100	14,172,118
Franchise and other taxes	9,698,920	9,539,163	8,443,240	10,155,700	8,229,914
Licenses and permits	2,411,868	2,062,086	2,090,252	1,899,500	3,265,000
Fines and forfeitures	303,382	274,478	149,600	362,300	175,000
Investment income	180,905	998,446	478,000	478,000	384,400
Intergovernmental revenues	241,485	721,568	842,770	852,970	858,475
Charges for services	4,927,321	5,037,369	3,826,005	5,387,181	4,332,526
Other revenues	3,026,065	3,105,671	2,849,866	3,112,649	2,998,178
Operating Fund Reserves (Beg. Fund Balance)	-	-	1,966,198	-	752,957
Operating transfers-in	1,462,489	1,294,226	1,006,088	1,348,756	1,248,626
Bond sales	-	20	-	-	-
Total revenues	<u>51,149,304</u>	<u>54,364,113</u>	<u>53,298,209</u>	<u>55,863,156</u>	<u>53,939,894</u>
<b>EXPENDITURES:</b>					
Benefits	9,661,058	11,052,287	13,154,772	11,414,423	11,580,368
Other Charges	1,927,483	1,928,975	1,597,604	1,926,101	1,693,453
Rents & Leases	881,806	579,176	528,851	942,000	643,950
Salaries	18,395,040	18,977,226	18,728,753	20,644,918	19,715,849
Supplies & Services	16,759,627	16,973,186	17,236,465	17,308,704	17,369,605
Operating transfers-out	2,971,131	3,096,268	2,909,545	2,909,545	3,606,923
Total operating expenditures	<u>50,596,145</u>	<u>52,607,119</u>	<u>54,155,991</u>	<u>55,145,691</u>	<u>54,610,148</u>
Capital transfers-out	2,996,506	1,209,938	3,174,933	1,097,000	575,084
Total expenditures	<u>53,592,651</u>	<u>53,817,057</u>	<u>57,330,924</u>	<u>56,242,691</u>	<u>55,185,232</u>
<b>FUND BALANCES:</b>					
Committed	21,592,179	21,743,975	18,195,104	21,848,284	17,249,765
Assigned	4,528,456	4,257,115	3,800,000	3,800,000	3,500,000
Unassigned	360,129	1,026,729	1,000,000	1,000,000	1,000,000
Total reserves or designations	<u>26,480,764</u>	<u>27,027,819</u>	<u>22,995,104</u>	<u>26,648,284</u>	<u>21,749,765</u>
<b>Fund balance - June 30</b>	<u>\$ 26,480,764</u>	<u>\$ 27,027,819</u>	<u>\$ 22,995,104</u>	<u>\$ 26,648,284</u>	<u>\$ 21,749,765</u>

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

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

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

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

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

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

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

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

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

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

<u>Description</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Proposed</u>
<b>Fund balance, July 1</b>	\$ 1,742,764	\$ 1,732,606	\$ 1,700,305	\$ 1,700,305	\$ 801,446
<b>REVENUES:</b>					
Investment income	-	-	4,261	-	-
Other revenues	132,430	150,927	10,000	60,000	60,000
Capital transfers-in	5,662,286	1,932,846	14,680,928	5,745,450	9,104,049
Total revenues	<u>5,794,716</u>	<u>2,083,773</u>	<u>14,695,189</u>	<u>5,805,450</u>	<u>9,164,049</u>
<b>EXPENDITURES:</b>					
Benefits	563,658	246,977	370,000	367,000	766,000
Supplies & Services	5,241,216	1,869,096	15,224,049	5,438,450	12,163,499
Total operating expenditures	<u>5,804,874</u>	<u>2,116,073</u>	<u>15,594,049</u>	<u>5,805,450</u>	<u>12,929,499</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>5,804,874</u>	<u>2,116,073</u>	<u>15,594,049</u>	<u>5,805,450</u>	<u>12,929,499</u>
<b>FUND BALANCES:</b>					
Committed	1,732,606	1,700,305	801,446	1,700,305	(2,964,004)
Total reserves or designations	<u>1,732,606</u>	<u>1,700,305</u>	<u>801,446</u>	<u>1,700,305</u>	<u>(2,964,004)</u>
<b>Fund balance - June 30</b>	<u>\$ 1,732,606</u>	<u>\$ 1,700,305</u>	<u>\$ 801,446</u>	<u>\$ 1,700,305</u>	<u>\$ (2,964,004)</u>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Proposed</u>
<b>Fund balance, July 1</b>	\$ 5,625	\$ 5,652	\$ 5,844	\$ 5,844	\$ 5,944
<b>REVENUES:</b>					
Investment income	27	192	100	-	-
Total revenues	<u>27</u>	<u>192</u>	<u>100</u>	<u>-</u>	<u>-</u>
<b>EXPENDITURES:</b>					
Supplies & Services	-	-	-	-	-
Total operating expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital transfers-out	-	-	-	-	-
Total expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES:</b>					
Committed	<u>5,652</u>	<u>5,844</u>	<u>5,944</u>	<u>5,844</u>	<u>5,944</u>
Total reserves or designations	<u>5,652</u>	<u>5,844</u>	<u>5,944</u>	<u>5,844</u>	<u>5,944</u>
<b>Fund balance - June 30</b>	\$ <u>5,652</u>	\$ <u>5,844</u>	\$ <u>5,944</u>	\$ <u>5,844</u>	\$ <u>5,944</u>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Proposed</u>
<b>Fund balance, July 1</b>	\$ 15,340	\$ 15,377	\$ 15,648	\$ 15,648	\$ 15,916
<b>REVENUES:</b>					
Investment income	87	521	267	-	-
Other revenues	(50)	(250)	-	-	-
<b>Total revenues</b>	<u>37</u>	<u>271</u>	<u>267</u>	<u>-</u>	<u>-</u>
<b>EXPENDITURES:</b>					
Supplies & Services	-	-	-	-	-
<b>Total operating expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital transfers-out	-	-	-	-	-
<b>Total expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCES:</b>					
Committed	<u>15,377</u>	<u>15,648</u>	<u>15,916</u>	<u>15,648</u>	<u>15,916</u>
<b>Total reserves or designations</b>	<u>15,377</u>	<u>15,648</u>	<u>15,916</u>	<u>15,648</u>	<u>15,916</u>
<b>Fund balance - June 30</b>	<u>\$ 15,377</u>	<u>\$ 15,648</u>	<u>\$ 15,916</u>	<u>\$ 15,648</u>	<u>\$ 15,916</u>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted</u>	<u>FY 2021 Proposed</u>
Employee Services	\$ 121,323	\$ 126,385	\$ 131,473	\$ 128,572	\$ 149,574
Supplies, Services & Capital Outlay	244,904	240,331	198,539	207,200	235,403
<b>Total Before Transfers</b>	<u>366,227</u>	<u>366,716</u>	<u>330,012</u>	<u>335,772</u>	<u>384,977</u>
<b>Appropriation Total</b>	<u>\$ 366,227</u>	<u>\$ 366,716</u>	<u>\$ 330,012</u>	<u>\$ 335,772</u>	<u>\$ 384,977</u>

**Staffing (Full-Time Equivalents)**

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Summary of Exhibits PROGRAM : CITY COUNCIL						EXHIBIT A 101.501
Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 121,323	\$ 126,385	\$ 131,473	\$ 128,572	16.3%	\$ 149,574
Supplies, Services & Capital Outlay	244,904	240,331	198,539	207,200	13.6%	235,403
Total Before Transfers	366,227	366,716	330,012	335,772	14.7%	384,977
<b>Appropriation Total</b>	<b>\$ 366,227</b>	<b>\$ 366,716</b>	<b>\$ 330,012</b>	<b>\$ 335,772</b>	<b>14.7%</b>	<b>\$ 384,977</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : CITY COUNCIL						EXHIBIT B 101.501
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Council Member *	5.00	5.00	5.00	-	5.00	\$ 144,371
* Council positions are not full-time						
<b>TOTAL</b>	5.00	5.00	5.00	-	5.00	\$ 144,371

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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

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

### Staffing (Full-Time Equivalents)

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : CITY MANAGER ADMINISTRATION						EXHIBIT B 101.510
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
City Manager	1.00	1.00	1.00	-	1.00	\$ 326,403
Executive Assistant to the City Manager	1.00	1.00	1.00	-	1.00	150,406
Deputy City Manager *	1.00	1.00	1.00	(1.00)	-	-
Administrative Analyst I	-	-	1.00	-	1.00	166,433
Administrative Analyst I	0.90	0.90	-	-	-	-
Communications and Public Engagement Coordinator	0.50	0.50	-	-	-	-
* Vacant freeze- full year						
<b>TOTAL</b>	4.40	4.40	4.00	(1.00)	3.00	\$ 643,242

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : CITY MANAGER - CITY CLERK						EXHIBIT B 101.511
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
City Clerk *	1.00	1.00	1.00	(0.50)	0.50	\$ 95,073
Deputy City Clerk	1.00	1.00	1.00	-	1.00	152,385
* Vacant freeze- half year						
<b>TOTAL</b>	2.00	2.00	2.00	(0.50)	1.50	\$ 247,458

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 706,957	\$ 788,735	\$ 714,622	\$ 893,709	4.4%	\$ 933,254
Supplies, Services & Capital Outlay	184,166	318,099	228,697	282,701	2.5%	289,883
Total Before Transfers	891,123	1,106,834	943,320	1,176,410	4.0%	1,223,136
<b>Appropriation Total</b>	<b>\$ 891,123</b>	<b>\$ 1,106,834</b>	<b>\$ 943,320</b>	<b>\$ 1,176,410</b>	<b>4.0%</b>	<b>\$ 1,223,136</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : CITY MANAGER - HUMAN RESOURCES						EXHIBIT B 101.515
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed	
Human Resources Manager *	0.80	0.80	0.80	0.20	1.00	\$ 263,594
Human Resources Representative	0.75	1.00	1.00	-	1.00	138,765
Human Resources Analyst	1.00	1.00	1.00	-	1.00	150,661
* .2 FTE no longer allocated to Workman's Comp						
<b>TOTAL</b>	2.55	2.80	2.80	0.20	3.00	\$ 553,020

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ (213,137)	\$ 609,939	\$ 43,001	\$ -	0.0%	\$ -
Supplies, Services & Capital Outlay	691,674	646,223	502,800	481,550	-8.6%	440,050
Total Before Transfers	478,537	1,256,163	545,801	481,550	-8.6%	440,050
<b>Appropriation Total</b>	<b>\$ 478,537</b>	<b>\$ 1,256,163</b>	<b>\$ 545,801</b>	<b>\$ 481,550</b>	<b>-8.6%</b>	<b>\$ 440,050</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : CITY MANAGER - WORKERS COMPENSATION						EXHIBIT B 690.516
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Human Resources Manager *	0.20	0.20	0.20	(0.20)	-	\$ -
* FTE fully charged to General fund beginning -----						
<b>TOTAL</b>	0.20	0.20	0.20	(0.20)	-	\$ -

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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

EXHIBIT /  
 647.547

PROGRAM : CITY MANAGER - INFORMATION TECHNOLOGY

Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 702,255	\$ 836,765	\$ 781,754	\$ 820,435	6.2%	\$ 871,53
Supplies, Services & Capital Outlay	660,391	636,450	1,016,395	657,491	-29.2%	465,75
Capital projects	229,129	36,813	67,000	67,000	-72.2%	18.61
Total Before Transfers	1,591,774	1,510,028	1,865,149	1,544,926	-12.2%	1,355,90
<b>Appropriation Total</b>	<b>\$ 1,591,774</b>	<b>\$ 1,510,028</b>	<b>\$ 1,865,149</b>	<b>\$ 1,544,926</b>	<b>-12.2%</b>	<b>\$ 1,355,90</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

**EXHIBIT E**  
**647.547**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed	FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed		
Information Technology Manager	1.00	1.00	1.00	-	1.00	\$ 226,09	
Information Technology Administrator	1.00	1.00	3.00	-	3.00	554,55	
Information Technology System Administrator *	1.00	1.00	-	-	-		
Information Technology Technician	2.00	2.00	-	-	-		
* 2-Year Limited Term - Extended							
<b>TOTAL</b>	5.00	5.00	4.00	-	4.00	\$ 780,65	

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 - MEASURE O CIP FUND

EXHIBIT A  
 448.518

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : CITY MANAGER - MEASURE O CIP FUND						EXHIBIT B 448.518
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Senior Public Works Project Manager (Senior Civil Engineer) *  * 4-Year Limited Term	-	-	1.00	-	1.00	\$ 221,591
<b>TOTAL</b>	-	-	1.00	-	1.00	\$ 221,591

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ -	\$ -	\$ 2,004,722	\$ -	0.0%	\$ -
Supplies, Services & Capital Outlay	-	-	110,144	-	>100.0%	500,000
Total Before Transfers	-	-	2,114,866	-	>100.0%	500,000
<b>Appropriation Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,114,866</b>	<b>\$ -</b>	<b>&gt;100.0%</b>	<b>\$ 500,000</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

# 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 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Proposed</u>
Employee Services	\$ 3,672,324	\$ 3,926,841	\$ 3,293,285	4,231,961	\$ 3,224,480
Supplies, Services & Capital Outlay	2,511,555	2,702,940	2,383,200	2,829,955	2,087,987
Capital Projects	51,569	33,882	35,253	-	-
<b>Total Before Transfers</b>	6,235,448	6,663,663	5,711,738	7,061,916	5,312,467
<b>Appropriation Total</b>	\$ 6,235,448	\$ 6,663,663	\$ 5,711,738	7,061,916	\$ 5,312,467

### Staffing (Full-Time Equivalents)

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

## RECREATION & COMMUNITY PROGRAM SUMMARY

### Staffing (Full-Time Equivalents)

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

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

**MISSION STATEMENT**

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

**ONGOING RESPONSIBILITIES**

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

**MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020-2021**

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

**EXHIBIT B**  
**101.524**

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

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

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

**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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 93,667	\$ 111,292	\$ 111,654	\$ 82,440	14.2%	\$ 94,119
Supplies, Services & Capital Outlay	95,566	94,072	105,930	102,968	-3.9%	98,994
Total Before Transfers	189,234	205,364	217,585	185,408	4.2%	193,113
<b>Appropriation Total</b>	<b>\$ 189,234</b>	<b>\$ 205,364</b>	<b>\$ 217,585</b>	<b>\$ 185,408</b>	<b>4.2%</b>	<b>\$ 193,113</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

EXHIBIT B  
 101.525

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

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

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

EXHIBIT B  
 101.526

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

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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

EXHIBIT A  
 101.527

PROGRAM : RECREATION & COMMUNITY SERVICES - COMMUNITY CENTER

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL  
OPERATING BUDGET - Personnel Allocations

EXHIBIT B  
101.527

PROGRAM : RECREATION & COMMUNITY SERVICES - COMMUNITY CENTER

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

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 293,969	\$ 310,242	\$ 258,246	\$ 304,496	-14.5%	\$ 260,438
Supplies, Services & Capital Outlay	126,718	118,849	106,930	123,838	-24.5%	93,526
Total Before Transfers	420,688	429,091	365,176	428,334	-17.4%	353,964
<b>Appropriation Total</b>	<b>\$ 420,688</b>	<b>\$ 429,091</b>	<b>\$ 365,176</b>	<b>\$ 428,334</b>	<b>-17.4%</b>	<b>\$ 353,964</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES						EXHIBIT B 101.528
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed	
Recreation Supervisor *	0.75	0.75	0.75	-	0.75	117,640
Museum Collections Specialist	1.00	1.00	1.00	-	1.00	107,522
* Reclassed from Sr. Museum Specialist						
<b>TOTAL</b>	1.75	1.75	1.75	-	1.75	\$ 225,162

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

**MISSION STATEMENT**

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

**ONGOING RESPONSIBILITIES**

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL  
OPERATING BUDGET - Personnel Allocations

EXHIBIT B  
101.531

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

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

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

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

**EXHIBIT B**  
**101.532**

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

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

# 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 2020 Adopted</u>	<u>FY 2021 Proposed</u>
Employee Services	\$ 1,772,277	\$ 1,489,345	\$ 1,594,001	1,652,983	\$ 1,409,945
Supplies, Services & Capital Outlay	1,923,846	1,945,423	1,668,433	1,436,610	1,766,329
Debt Service	854,200	849,275	871,725	762,825	769,300
<b>Total Before Transfers</b>	<b>4,550,323</b>	<b>4,284,043</b>	<b>4,134,159</b>	<b>3,852,418</b>	<b>3,945,574</b>
<b>Appropriation Total</b>	<b>\$ 4,550,323</b>	<b>\$ 4,284,043</b>	<b>\$ 4,134,159</b>	<b>3,852,418</b>	<b>\$ 3,945,574</b>

### Staffing (Full-Time Equivalents)

<u>Permanent Positions</u>	<u>FY 2018 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Adopted</u>	<u>Change ←→</u>	<u>FY 2021 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	-	-	-
<b>Permanent</b>	<b>8.80</b>	<b>8.80</b>	<b>8.80</b>	<b>-</b>	<b>8.80</b>
<b>Limited-Term Positions</b>					
<b>Temporary Positions</b>					
Clerical Relief	0.30	-	-	-	-
<b>Temporary</b>	<b>0.30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Full Time Equivalents</b>	<b>9.10</b>	<b>8.80</b>	<b>8.80</b>	<b>-</b>	<b>8.80</b>

**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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 1,154,134	\$ 1,199,051	\$ 1,299,001	\$ 1,430,183	5.6%	\$ 1,509,945
Supplies, Services & Capital Outlay	370,497	857,649	418,553	269,586	21.3%	327,078
Total Before Transfers	1,524,631	2,056,701	1,717,554	1,699,769	8.1%	1,837,023
<b>Appropriation Total</b>	<b>\$ 1,524,631</b>	<b>\$ 2,056,701</b>	<b>\$ 1,717,554</b>	<b>\$ 1,699,769</b>	<b>8.1%</b>	<b>\$ 1,837,023</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations 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	Change ↔	FY 2021 Proposed	
Finance Director	1.00	1.00	1.00	-	1.00	\$ 272,510
Finance Manager	1.00	1.00	1.00	-	1.00	218,992
Senior Accountant	1.00	1.00	-	-	-	-
Accountant	1.00	1.00	2.00	-	2.00	270,467
Payroll / Accounting Technician	1.00	1.00	1.00	-	1.00	126,019
Accounting Clerk II	2.00	2.00	2.00	-	2.00	255,440
Office Assistant	1.00	1.00	1.00	-	1.00	110,828
Executive Assistant	0.80	0.80	0.80	-	0.80	100,672
<b>TOTAL</b>	<b>8.80</b>	<b>8.80</b>	<b>8.80</b>	<b>-</b>	<b>8.80</b>	<b>\$ 1,354,928</b>

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Clerical Relief	0.30	-	-	-	-	\$ -
<b>TOTAL</b>	<b>0.30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 618,143	\$ 290,293	\$ 295,000	\$ 222,800	-144.9%	\$ (100,000)
Supplies, Services & Capital Outlay	1,550,038	1,084,262	1,243,350	1,162,024	23.6%	1,435,751
Total Before Transfers	2,168,180	1,374,556	1,538,350	1,384,824	-3.5%	1,335,751
<b>Appropriation Total</b>	<b>\$ 2,168,180</b>	<b>\$ 1,374,556</b>	<b>\$ 1,538,350</b>	<b>\$ 1,384,824</b>	<b>-3.5%</b>	<b>\$ 1,335,751</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Debt Service	854,200	849,275	871,725	762,825	0.8%	769,300
Total Before Transfers	854,200	849,275	871,725	762,825	0.8%	769,300
<b>Appropriation Total</b>	<b>\$ 854,200</b>	<b>\$ 849,275</b>	<b>\$ 871,725</b>	<b>\$ 762,825</b>	<b>0.8%</b>	<b>\$ 769,300</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Supplies, Services & Capital Outlay	3,311	3,511	5,000	5,000	-30.0%	3,500
Total Before Transfers	3,311	3,511	5,000	5,000	-30.0%	3,500
<b>Appropriation Total</b>	<b>\$ 3,311</b>	<b>\$ 3,511</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>-30.0%</b>	<b>\$ 3,500</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

# 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

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

### Staffing (Full-Time Equivalents)

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

**COMMUNITY DEVELOPMENT PROGRAM SUMMARY**

**Staffing (Full-Time Equivalents)**

<b>Temporary Positions</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Adopted</b>	<b>Change ←→</b>	<b>FY 2021 Proposed</b>
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	-	-	-	-
<b>Temporary</b>	3.53	1.77	1.77	(1.13)	0.64
<b>Total Full Time Equivalents</b>	<u>16.53</u>	<u>16.77</u>	<u>16.77</u>	<u>(1.63)</u>	<u>15.14</u>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : COMMUNITY DEVELOPMENT - ADMINISTRATION						EXHIBIT B 101.550
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Community Development Director *	0.90	0.90	0.90	-	0.90	\$ 245,582
Executive Assistant	1.00	1.00	1.00	-	1.00	133,355
* 0.10 FTE Allocated to Prog 556						
<b>TOTAL</b>	1.90	1.90	1.90	-	1.90	\$ 378,937

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 701,920	\$ 772,804	\$ 627,819	\$ 899,427	0.7%	\$ 905,730
Supplies, Services & Capital Outlay	36,678	87,027	75,502	128,002	-54.7%	58,044
Total Before Transfers	738,598	859,831	703,321	1,027,429	-6.2%	963,774
<b>Appropriation Total</b>	<b>\$ 738,598</b>	<b>\$ 859,831</b>	<b>\$ 703,321</b>	<b>\$ 1,027,429</b>	<b>-6.2%</b>	<b>\$ 963,774</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : COMMUNITY DEVELOPMENT - CURRENT PLANNING						EXHIBIT B 101.551
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Assistant/Associate Planner *	0.70	0.70	0.70	-	0.70	\$ 116,013
Assistant/Associate Planner **	1.00	1.00	-	-	-	-
Assistant/Associate Planner	-	-	1.00	-	1.00	140,177
Senior Planner ***	1.30	1.30	1.30	-	1.30	254,734
Planning Technician **	1.00	1.00	-	-	-	-
Planning Technician	-	-	1.00	-	1.00	124,620
Code Enforcement Officer	-	1.00	1.00	-	1.00	158,356
* Balance Funded in Program 552						
** Limited- Term Positions						
*** Balance Funded in Programs 552 & 557						
<b>TOTAL</b>	4.00	5.00	5.00	-	5.00	\$ 793,900

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Planning Intern	0.13	0.13	0.13	(0.13)	-	\$ -
<b>TOTAL</b>	0.13	0.13	0.13	-0.13	-	\$ -

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT						EXHIBIT B 101.552
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Senior Planner *	0.50	0.50	0.50	-	0.50	\$ 95,751
Assistant/Associate Planner **	0.30	0.30	0.30	-	0.30	49,720
* Balance Funded in Programs 551 & 557						
** Balance Funded in Program 551						
<b>TOTAL</b>	0.80	0.80	0.80	-	0.80	\$ 145,470

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 916,258	\$ 1,060,560	\$ 1,199,533	\$ 1,118,393	-7.7%	\$ 1,032,333
Supplies, Services & Capital Outlay	514,943	291,676	287,314	411,065	-21.7%	321,987
Total Before Transfers	1,431,202	1,352,235	1,486,847	1,529,458	-11.5%	1,354,319
<b>Appropriation Total</b>	<b>\$ 1,431,202</b>	<b>\$ 1,352,235</b>	<b>\$ 1,486,847</b>	<b>\$ 1,529,458</b>	<b>-11.5%</b>	<b>\$ 1,354,319</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : COMMUNITY DEVELOPMENT - BUILDING DIVISION						EXHIBIT B 101.554
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Building Division Manager / Bldg Official **	1.00	1.00	1.00	(0.50)	0.50	\$ 104,871
Building Inspector	2.00	2.00	3.00	-	3.00	508,410
Building Inspector *	-	1.00	-	-	-	-
Code Enforcement Officer	0.93	-	-	-	-	-
Permit Technician	1.00	1.00	1.00	-	1.00	122,885
Senior Building Inspector *	1.00	1.00	-	-	-	-
Senior Building Inspector	-	-	1.00	-	1.00	170,140
* Limited Term Positions ** Vacant freeze- half year						
<b>TOTAL</b>	5.93	6.00	6.00	(0.50)	5.50	\$ 906,306

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Temporary Building Inspector	0.88	-	-	-	-	-
Building Intern	0.64	0.64	0.64	-	0.64	\$ 20,400
<b>TOTAL</b>	1.52	0.64	0.64	-	0.64	\$ 20,400

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 104,274	\$ 161,770	\$ 133,660	\$ 182,695	-3.7%	\$ 175,883
Supplies, Services & Capital Outlay	18,400	31,020	28,812	31,301	-7.9%	28,822
Total Before Transfers	122,674	192,790	162,472	213,996	-4.3%	204,705
<b>Appropriation Total</b>	<b>\$ 122,674</b>	<b>\$ 192,790</b>	<b>\$ 162,472</b>	<b>\$ 213,996</b>	<b>-4.3%</b>	<b>\$ 204,705</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : COMMUNITY DEVELOPMENT - ECONOMIC DEVELOPMENT						EXHIBIT B 101.556
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Community Development Director *	0.10	0.10	0.10	-	0.10	\$ 27,287
Economic Development Specialist **	1.00	1.00	-	-	-	-
Economic Development Specialist	-	-	1.00	-	1.00	130,988
* Balance in Program 550 ** 2-Year Limited Term						
<b>TOTAL</b>	1.10	1.10	1.10	-	1.10	\$ 158,275

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Economic Development Intern	1.00	1.00	1.00	(1.00)	-	\$ -
<b>TOTAL</b>	1.00	1.00	1.00	(1.00)	-	\$ -

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 54,773	\$ 37,206	\$ 30,478	\$ 40,850	5.0%	\$ 42,879
Supplies, Services & Capital Outlay	113,581	228,703	152,700	202,800	9.9%	222,800
Total Before Transfers	168,355	265,908	183,178	243,650	9.0%	265,679
<b>Appropriation Total</b>	<b>\$ 168,355</b>	<b>\$ 265,908</b>	<b>\$ 183,178</b>	<b>\$ 243,650</b>	<b>9.0%</b>	<b>\$ 265,679</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : COMMUNITY DEVELOPMENT - HOUSING ASSISTANCE						EXHIBIT B 233.557
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Senior Planner *	0.20	0.20	0.20	-	0.20	\$ 38,300
* Balance Funded in Programs 551 & 552						
<b>TOTAL</b>	0.20	0.20	0.20	-	0.20	\$ 38,300

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted</u>	<u>FY 2021 Proposed</u>
Employee Services	\$ 385,494	\$ 329,033	\$ 337,171	338,873	\$ 352,573
Supplies, Services & Capital Outlay	169,858	529,335	227,212	247,876	210,227
<b>Total Before Transfers</b>	<b>555,351</b>	<b>858,368</b>	<b>564,382</b>	<b>586,749</b>	<b>562,800</b>
<b>Appropriation Total</b>	<b>\$ 555,351</b>	<b>\$ 858,368</b>	<b>\$ 564,382</b>	<b>586,749</b>	<b>\$ 562,800</b>

**Staffing (Full-Time Equivalents)**

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : LEGAL SERVICES						EXHIBIT B 101.560
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
City Attorney*	1.00	1.00	1.00	-	1.00	\$ 309,384
* Retainer per contract						
<b>TOTAL</b>	1.00	1.00	1.00	-	1.00	\$ 309,384

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 Actual</u>	<u>FY 2019 Actual</u>	<u>FY 2020 Estimated</u>	<u>FY 2020 Adopted</u>	<u>FY 2021 Proposed</u>
Employee Services	\$ 15,395,356	\$ 16,504,696	\$ 17,194,615	17,366,594	\$ 17,992,435
Supplies, Services & Capital Outlay	2,315,476	2,280,366	2,424,221	2,190,658	2,237,494
Capital Projects	-	46,068	231,200	-	-
<b>Total Before Transfers</b>	17,710,832	18,831,130	19,850,035	19,557,252	20,229,929
<b>Appropriation Total</b>	\$ 17,710,832	\$ 18,831,130	\$ 19,850,035	19,557,252	\$ 20,229,929

### Staffing (Full-Time Equivalents)

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

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

**MISSION STATEMENT**

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

**ONGOING RESPONSIBILITIES**

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

**MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2020 - 2021**

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

CITY OF CAMPBELL OPERATING BUDGET - Summary of Exhibits PROGRAM : POLICE ADMINISTRATION						EXHIBIT A 101.601
Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 625,429	\$ 704,526	\$ 902,218	\$ 821,417	18.8%	\$ 976,045
Supplies, Services & Capital Outlay	426,423	491,223	522,375	431,246	6.6%	459,514
Total Before Transfers	1,051,851	1,195,749	1,424,593	1,252,663	14.6%	1,435,559
<b>Appropriation Total</b>	<b>\$ 1,051,851</b>	<b>\$ 1,195,749</b>	<b>\$ 1,424,593</b>	<b>\$ 1,252,663</b>	<b>14.6%</b>	<b>\$ 1,435,559</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

**EXHIBIT B**  
**101.601**

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

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Training Coordinator	-	-	-	0.50	0.50	\$ 41,600
<b>TOTAL</b>	-	-	-	0.50	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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 1,978,622	\$ 2,117,948	\$ 2,074,573	\$ 2,193,962	6.7%	\$ 2,340,448
Supplies, Services & Capital Outlay	441,617	307,362	274,431	312,048	16.6%	363,996
Total Before Transfers	2,420,239	2,425,310	2,349,004	2,506,010	7.9%	2,704,444
<b>Appropriation Total</b>	<b>\$ 2,420,239</b>	<b>\$ 2,425,310</b>	<b>\$ 2,349,004</b>	<b>\$ 2,506,010</b>	<b>7.9%</b>	<b>\$ 2,704,444</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : POLICE COMMUNICATIONS						EXHIBIT B 101.602
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Support Services Manager *	0.50	0.50	0.50	-	0.50	\$ 102,060
Communications Supervisor	1.00	1.00	1.00	-	1.00	185,793
Public Safety Dispatcher	9.00	9.00	9.00	1.00	10.00	1,601,679
Public Safety Systems Specialist	1.00	1.00	1.00	-	1.00	165,331
* Balance in Program 603						
<b>TOTAL</b>	11.50	11.50	11.50	1.00	12.50	\$ 2,054,864

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Part-Time Dispatcher (Per Diem Basis)	0.15	0.15	0.15	-	0.15	\$ 10,000
<b>TOTAL</b>	0.15	0.15	0.15	-	0.15	\$ 10,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 1,133,906	\$ 1,149,419	\$ 1,164,400	\$ 1,358,695	-8.4%	\$ 1,245,129
Supplies, Services & Capital Outlay	141,006	180,254	125,278	148,507	-7.7%	137,124
Total Before Transfers	1,274,912	1,329,673	1,289,679	1,507,202	-8.3%	1,382,253
<b>Appropriation Total</b>	<b>\$ 1,274,912</b>	<b>\$ 1,329,673</b>	<b>\$ 1,289,679</b>	<b>\$ 1,507,202</b>	<b>-8.3%</b>	<b>\$ 1,382,253</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : POLICE RECORDS DIVISION						EXHIBIT B 101.603
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Support Services Manager *	0.50	0.50	0.50	-	0.50	\$ 102,060
Police Records Supervisor	1.00	1.00	1.00	-	1.00	155,725
Police Records Specialist	6.00	6.00	6.00	-	6.00	728,922
Property/Evidence Specialist	1.00	1.00	1.00	-	1.00	121,637
Community Services Officer	1.00	1.00	1.00	(0.92)	0.08	12,038
* Balance of Position in Program 602						
<b>TOTAL</b>	9.50	9.50	9.50	(0.92)	8.58	\$ 1,120,381

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Part-Time Police Clerk	0.20	0.20	0.20	(0.20)	-	\$ -
<b>TOTAL</b>	0.20	0.20	0.20	(0.20)	-	\$ -

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 3,735,142	\$ 4,125,433	\$ 3,661,817	\$ 4,380,558	0.9%	\$ 4,417,811
Supplies, Services & Capital Outlay	285,759	250,411	360,511	230,568	27.2%	293,380
Total Before Transfers	4,020,901	4,375,843	4,022,328	4,611,126	2.2%	4,711,192
<b>Appropriation Total</b>	<b>\$ 4,020,901</b>	<b>\$ 4,375,843</b>	<b>\$ 4,022,328</b>	<b>\$ 4,611,126</b>	<b>2.2%</b>	<b>\$ 4,711,192</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations PROGRAM : POLICE - SPECIAL ENFORCEMENT DIVISION						EXHIBIT B 101.604
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed	
Police Captain	1.00	1.00	1.00	-	1.00	\$ 325,956
Police Sergeant	2.00	2.00	2.00	-	2.00	553,814
Police Agent	2.00	2.00	2.00	-	2.00	504,193
Police Officer *	8.00	9.00	9.00	-	9.00	1,854,467
Community Services Officer	0.75	0.75	0.75	-	0.75	107,953
* 1 FTE funded by County of Santa Clara - Fire Department						
<b>TOTAL</b>	13.75	14.75	14.75	-	14.75	\$ 3,346,383

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 7,795,665	\$ 8,305,370	\$ 9,256,370	\$ 8,611,962	4.7%	\$ 9,013,001
Supplies, Services & Capital Outlay	1,020,672	1,051,117	1,072,318	1,068,289	-7.9%	983,480
Total Before Transfers	8,816,337	9,356,487	10,328,688	9,680,251	3.3%	9,996,481
<b>Appropriation Total</b>	<b>\$ 8,816,337</b>	<b>\$ 9,356,487</b>	<b>\$ 10,328,688</b>	<b>\$ 9,680,251</b>	<b>3.3%</b>	<b>\$ 9,996,481</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations 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	Change ↔	FY 2021 Proposed	
Police Captain	1.00	1.00	1.00	-	1.00	\$ 324,964
Police Sergeant	5.00	5.00	5.00	-	5.00	1,363,813
Police Agent	4.00	4.00	4.00	-	4.00	1,000,798
Police Officer *	20.00	21.00	21.00	-	21.00	4,105,598
Community Services Officer	1.80	1.00	3.00	(0.92)	2.08	274,489
* 1 FTE funded by County of Santa Clara - Fire Department						
<b>TOTAL</b>	31.80	32.00	34.00	(0.92)	33.08	\$ 7,069,662

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

# 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Supplies, Services & Capital Outlay	8,126,844	8,591,974	9,126,693	9,126,693	4.7%	9,552,487
Total Before Transfers	8,126,844	8,591,974	9,126,693	9,126,693	4.7%	9,552,487
<b>Appropriation Total</b>	<b>\$ 8,126,844</b>	<b>\$ 8,591,974</b>	<b>\$ 9,126,693</b>	<b>\$ 9,126,693</b>	<b>4.7%</b>	<b>\$ 9,552,487</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

# Public Works

## Programs:

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

**PUBLIC WORKS PROGRAM SUMMARY`**

**Expenditure Summary**

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**PUBLIC WORKS PROGRAM SUMMARY**

**Staffing (Full-Time Equivalents)**

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**PUBLIC WORKS PROGRAM SUMMARY**

**Temporary Positions**

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 647,100	\$ 615,267	\$ 530,690	\$ 682,473	-8.9%	\$ 622,017
Supplies, Services & Capital Outlay	92,397	81,313	79,298	99,054	-11.8%	87,388
Total Before Transfers	739,496	696,580	609,987	781,527	-9.2%	709,405
<b>Appropriation Total</b>	<b>\$ 739,496</b>	<b>\$ 696,580</b>	<b>\$ 609,987</b>	<b>\$ 781,527</b>	<b>-9.2%</b>	<b>\$ 709,405</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

**EXHIBIT E**  
**101.701**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed	FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed		
Public Works Director	1.00	1.00	1.00	-	1.00	\$	288,01
Executive Assistant	1.00	1.00	1.00	-	1.00		133,41
Office Specialist	1.00	1.00	1.00	-	1.00		121,71
Environmental Programs Specialist	-	-	1.00	(1.00)	-		
<b>TOTAL</b>	3.00	3.00	4.00	(1.00)	3.00	\$	543,13

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed	FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed		
Executive Project Manager	0.40	0.40	-	-	-		
Office Intern	0.80	0.50	0.50	(0.40)	0.10	\$	2,0
Office Assistant - Part-Time	-	0.20	0.20	-	0.20		12,0
<b>TOTAL</b>	1.20	1.10	0.70	(0.40)	0.30	\$	14,00

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 329,076	\$ 367,364	\$ 355,805	\$ 339,353	7.5%	\$ 364,923
Supplies, Services & Capital Outlay	35,314	57,209	49,087	77,052	-31.2%	52,994
Total Before Transfers	364,390	424,573	404,892	416,405	0.4%	417,917
<b>Appropriation Total</b>	<b>\$ 364,390</b>	<b>\$ 424,573</b>	<b>\$ 404,892</b>	<b>\$ 416,405</b>	<b>0.4%</b>	<b>\$ 417,917</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : PUBLIC WORKS - TRANSPORTATION ENGINEERING						EXHIBIT B 101.720
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed	
Traffic Engineer	1.00	1.00	1.00	-	1.00	\$ 231,037
Assistant Engineer	0.50	0.50	0.50	-	0.50	82,433
<b>TOTAL</b>	1.50	1.50	1.50	-	1.50	\$ 313,470

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed	
Traffic Engineering Assistant (Intern)	0.50	0.50	0.50	(0.10)	0.40	\$ 14,000
<b>TOTAL</b>	0.50	0.50	0.50	(0.10)	0.40	\$ 14,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 1,087,990	\$ 1,077,832	\$ 1,088,466	\$ 1,419,400	-9.7%	\$ 1,281,029
Supplies, Services & Capital Outlay	108,380	107,513	94,782	113,592	-7.2%	105,393
Capital projects	1,120	-	10,107	-	0.0%	-
Total Before Transfers	1,197,490	1,185,345	1,193,354	1,532,992	-9.6%	1,386,421
<b>Appropriation Total</b>	<b>\$ 1,197,490</b>	<b>\$ 1,185,345</b>	<b>\$ 1,193,354</b>	<b>\$ 1,532,992</b>	<b>-9.6%</b>	<b>\$ 1,386,421</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

**EXHIBIT B**  
**101.730**

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed	FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed		
City Engineer *	0.50	0.50	0.50	-	0.50	\$	136,976
Senior Civil Engineer	1.00	1.00	1.00	-	1.00		224,605
Assistant Engineer ***	1.00	1.00	1.00	(1.00)	-		-
Senior Public Works Inspector	1.00	1.00	1.00	-	1.00		178,324
Associate Engineer	1.00	1.00	1.00	-	1.00		182,625
Assistant Engineer **	1.00	1.00	1.00	-	1.00		176,880
Engineer Technician I	1.00	1.00	1.00	-	1.00		133,724
* Balance of Position in Program 740							
** Limited Term Position							
*** Vacant freeze- full year							
<b>TOTAL</b>	6.50	6.50	6.50	(1.00)	5.50	\$	1,033,133

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed	FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ←→	FY 2021 Proposed		
Engineering Assistant (Intern)	0.50	0.50	0.50	(0.10)	0.40	\$	14,000
Project Engineer/Inspector	0.75	0.70	0.80	(0.20)	0.60		90,000
GIS Technician	0.25	-	-	-	-		-
Engineering Technician	-	0.25	0.25	0.10	0.35		20,000
<b>TOTAL</b>	1.50	1.45	1.55	-0.2	1.35	\$	124,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 663,931	\$ 701,528	\$ 628,345	\$ 771,684	4.3%	\$ 804,807
Supplies, Services & Capital Outlay	742,490	240,321	81,114	530,854	-69.3%	162,815
Total Before Transfers	1,406,421	941,849	709,459	1,302,538	-25.7%	967,621
<b>Appropriation Total</b>	<b>\$ 1,406,421</b>	<b>\$ 941,849</b>	<b>\$ 709,459</b>	<b>\$ 1,302,538</b>	<b>-25.7%</b>	<b>\$ 967,621</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

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

EXHIBIT B  
 101.740

Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed	FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed		
Senior Civil Engineer	1.00	1.00	1.00	-	1.00	\$ 224,660	
Assistant Engineer	1.00	1.00	1.00	-	1.00	163,284	
City Engineer *	0.50	0.50	0.50	-	0.50	136,976	
Public Works Inspector	1.00	1.00	1.00	-	1.00	172,206	
* Balance of Position in Program 730							
<b>TOTAL</b>	<b>3.50</b>	<b>3.50</b>	<b>3.50</b>	<b>-</b>	<b>3.50</b>	<b>\$ 697,126</b>	

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Engineering Assistant (Intern)	0.50	0.50	0.50	(0.10)	0.40	\$ 14,000
GIS Technician	0.25	-	-	-	-	-
Engineering Technician	-	0.25	0.25	(0.10)	0.15	12,000
<b>TOTAL</b>	<b>0.75</b>	<b>0.75</b>	<b>0.75</b>	<b>-0.2</b>	<b>0.55</b>	<b>\$ 26,000</b>

**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 #2						EXHIBIT A 237.741
Description	FY 2018 Actual	FY 2019 Actual	FY 2020 Estimated	FY 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Supplies, Services & Capital Outlay	3,491	2,631	17,641	19,000	21.1%	23,000
Total Before Transfers	3,491	2,631	17,641	19,000	21.1%	23,000
<b>Appropriation Total</b>	<b>\$ 3,491</b>	<b>\$ 2,631</b>	<b>\$ 17,641</b>	<b>\$ 19,000</b>	<b>21.1%</b>	<b>\$ 23,000</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 428,272	\$ 456,161	\$ 484,712	\$ 495,900	6.4%	\$ 527,400
Supplies, Services & Capital Outlay	69,308	60,671	56,764	65,498	19.3%	78,130
Capital projects	1,963	-	-	-	0.0%	-
Total Before Transfers	499,543	516,832	541,475	561,398	7.9%	605,530
<b>Appropriation Total</b>	<b>\$ 499,543</b>	<b>\$ 516,832</b>	<b>\$ 541,475</b>	<b>\$ 561,398</b>	<b>7.9%</b>	<b>\$ 605,530</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : PUBLIC WORKS - MAINTENANCE ADMINISTRATION						EXHIBIT B 101.745
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Public Works Superintendent	1.00	1.00	1.00	-	1.00	\$ 225,926
Office Assistant	1.00	1.00	1.00	-	1.00	111,570
Executive Assistant	1.00	1.00	1.00	-	1.00	134,569
<b>TOTAL</b>	3.00	3.00	3.00	-	3.00	\$ 472,065

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Office Assistant	-	0.10	0.10	(0.10)	-	\$ -
<b>TOTAL</b>	-	0.10	0.10		-	\$ -

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 444,073	\$ 451,024	\$ 433,291	\$ 423,117	13.6%	\$ 480,743
Supplies, Services & Capital Outlay	1,019,309	866,740	597,817	605,263	1.9%	617,045
Capital projects	28,446	120,403	540,000	540,000	-44.3%	301,000
Total Before Transfers	1,491,829	1,438,167	1,571,108	1,568,380	-10.8%	1,398,788
<b>Appropriation Total</b>	<b>\$ 1,491,829</b>	<b>\$ 1,438,167</b>	<b>\$ 1,571,108</b>	<b>\$ 1,568,380</b>	<b>-10.8%</b>	<b>\$ 1,398,788</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : PUBLIC WORKS - VEHICLE & EQUIPMENT MAINTENANCE						EXHIBIT B 641.750
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Equipment Maintenance Supervisor	1.00	1.00	1.00	-	1.00	\$ 164,879
Mechanic I / II	1.90	1.90	1.90	-	1.90	269,233
<b>TOTAL</b>	2.90	2.90	2.90	-	2.90	\$ 434,112

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 972,464	\$ 987,009	\$ 932,925	\$ 1,043,986	11.0%	\$ 1,158,330
Supplies, Services & Capital Outlay	760,068	803,076	827,735	808,090	2.9%	831,851
Total Before Transfers	1,732,532	1,790,084	1,760,660	1,852,076	7.5%	1,990,180
<b>Appropriation Total</b>	<b>\$ 1,732,532</b>	<b>\$ 1,790,084</b>	<b>\$ 1,760,660</b>	<b>\$ 1,852,076</b>	<b>7.5%</b>	<b>\$ 1,990,180</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : PUBLIC WORKS - STREET MAINTENANCE						EXHIBIT B 204.760
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Street Maintenance Lead Worker	2.00	2.00	2.00	-	2.00	\$ 274,116
Maintenance Worker I / II	4.00	4.00	4.00	-	4.00	520,597
Street Maintenance Supervisor	1.00	1.00	1.00	-	1.00	190,530
<b>TOTAL</b>	7.00	7.00	7.00	-	7.00	\$ 985,242

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Maint. Worker-Stormwater Inlet Inspection and	0.65	0.50	0.50	0.10	0.60	\$ 30,000
Maint. Worker-Street Tree Trimming*	0.35	0.50	0.50	0.10	0.60	30,000
* Funded from Environmental Services, Fund 209						
<b>TOTAL</b>	1.00	1.00	1.00	0.20	1.20	\$ 60,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 434,477	\$ 448,147	\$ 424,751	\$ 458,128	15.4%	\$ 528,823
Supplies, Services & Capital Outlay	507,292	555,057	684,047	493,730	3.3%	510,133
Total Before Transfers	941,769	1,003,204	1,108,798	951,858	9.2%	1,038,956
Transfers Out	173,265	-	-	-	0.0%	-
<b>Appropriation Total</b>	<b>\$ 768,504</b>	<b>\$ 1,003,204</b>	<b>\$ 1,108,798</b>	<b>\$ 951,858</b>	<b>9.2%</b>	<b>\$ 1,038,956</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs 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	Change ←→	FY 2021 Proposed	
Lighting & Traffic Signal Supervisor	1.00	1.00	1.00	-	1.00	\$ 183,318
Lighting & Traffic Signal Technician	1.00	1.00	1.00	-	1.00	151,703
Lighting & Traffic Signal Assistant	1.00	1.00	1.00	-	1.00	136,506
<b>TOTAL</b>	3.00	3.00	3.00	-	3.00	\$ 471,526

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

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

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 1,804,505	\$ 1,735,408	\$ 1,574,282	\$ 1,712,924	2.6%	\$ 1,757,456
Supplies, Services & Capital Outlay	1,315,802	1,187,751	1,237,156	1,117,138	1.5%	1,133,941
Total Before Transfers	3,120,307	2,923,160	2,811,437	2,830,062	2.2%	2,891,397
<b>Appropriation Total</b>	<b>\$ 3,120,307</b>	<b>\$ 2,923,160</b>	<b>\$ 2,811,437</b>	<b>\$ 2,830,062</b>	<b>2.2%</b>	<b>\$ 2,891,397</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : PUBLIC WORKS - PARK MAINTENANCE						EXHIBIT B 207.775
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Park Maintenance Supervisor *	1.00	1.00	1.00	(1.00)	-	\$ -
Park Maintenance Lead Worker	3.00	3.00	3.00	-	3.00	427,679
Maintenance Worker I/II	7.00	7.00	6.00	-	6.00	759,386
Senior Park Maint Worker/Arborist	1.00	1.00	1.00	-	1.00	154,213
Environmental Programs Specialist	-	-	-	1.00	1.00	122,336
* Vacant freeze- full year						
<b>TOTAL</b>	12.00	12.00	11.00	-	11.00	\$ 1,463,614

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Temporary Labor (Parks)	3.50	2.75	3.00	(1.00)	2.00	\$ 80,000
Temporary Labor (Trees)	-	0.75	0.75	0.25	1.00	40,000
<b>TOTAL</b>	3.50	3.50	3.75	-	3.00	\$ 120,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2020 Adopted	% Chg. ←→	FY 2021 Proposed
Employee Services	\$ 642,953	\$ 639,899	\$ 508,924	\$ 723,957	-19.9%	\$ 579,621
Supplies, Services & Capital Outlay	962,205	806,959	1,243,758	833,206	6.4%	886,480
Capital projects	44,326	-	-	-	0.0%	-
Total Before Transfers	1,649,484	1,446,858	1,752,682	1,557,163	-5.8%	1,466,101
<b>Appropriation Total</b>	<b>\$ 1,649,484</b>	<b>\$ 1,446,858</b>	<b>\$ 1,752,682</b>	<b>\$ 1,557,163</b>	<b>-5.8%</b>	<b>\$ 1,466,101</b>

CITY OF CAMPBELL OPERATING BUDGET - Personnel Allocations & Total Compensation Costs PROGRAM : PUBLIC WORKS - BUILDING MAINTENANCE						EXHIBIT B 101.780
Permanent Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	FY 2021 Proposed	
Building Maintenance Supervisor	1.00	1.00	1.00	-	1.00	\$ 171,756
Building Maintenance Lead Worker	1.00	1.00	1.00	-	1.00	154,927
Building Maintenance Worker *	2.00	2.00	2.00	(1.00)	1.00	131,051
* 1 FTE- Vacant freeze- full year						
<b>TOTAL</b>	4.00	4.00	4.00	(1.00)	3.00	\$ 457,734

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

Temporary Personnel	Full-Time Equivalents (FTE's)					FY 2021 Proposed
	FY 2018 Actual	FY 2019 Actual	FY 2020 Adopted	Change ↔	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	(0.10)	0.40	40,000
<b>TOTAL</b>	1.20	0.90	1.00	(0.10)	0.90	\$ 70,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 60 projects of which 14 are new, 14 have appropriations within the five-year plan, and 32 projects were previously approved and have a balance listed as a "carryover" amount.

<b>New Capital Projects</b>	<b>Total Budget</b>	<b>Timing</b>	<b>Source of Funds</b>
Campbell Park Bicycle Pathway	\$ 150,000	Year 1	Parkland
City Hall Main Breaker Replacement	55,000	Year 1	CIPR
City Hall UPS for Emergency Phones & Computers	60,000	Year 1	CIPR
Community Center C-Wing Breezeway Reroofing	50,000	Year 2	CIPR
Community Center Track Resurfacing	350,000	Year 3	Parkland
Community Center Transformer Replacement	200,000	Year 3	CIPR
Energy Efficiency Projects (ESCO)	4,065,049	Year 1	CIPR/Loans
General Hazardous Materials Survey of C.C. Buildings	150,000	Years 1 & 2	CIPR
Hamilton Ave. Hwy. 17 Southbound Offramp - Prelim.	1,507,000	Years 4 & 5	Grants / Private
JDM Parking Lots	240,000	Year 3	Parkland
JDM Restrooms Improvement - Budd	839,000	Years 4 & 5	Parkland
Lenco Bearcat (Armored Rescue Vehicle)	250,200	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

<b>Additional Appropriations</b>	<b>Total Budget</b>	<b>Timing</b>	<b>Source of Funds</b>
Annual Street Maintenance	\$ 17,444,930	Annual	CIPR/Grants/VIF
Bike/Pedestrian Traffic Safety Improvements	280,747	Annual	Construction Tax /Grants

<b>Existing Projects</b>	<b>Total Budget</b>	<b>Timing</b>	<b>Source of Funds</b>
Auxiliary Gym Upgrades	\$ 54,000		Carryover
ADA Transition Plan Improvements	238,024	Years 2 & 4	CIPR
CAD/RMS/MDC Replacement	55,869		Carryover
Campbell Avenue / Leigh Avenue Safety Improvements	40,000		Carryover
Campbell Park Improvements - Design	171,052		Carryover
Campbell Park Improvements	1,500,000	Year 2	Parkland
Campbell Avenue and Page Street Traffic Signal	332,000	Years 3 & 4	Grants / Private
Civic Center - Refresh Improvements	29,558		Carryover
Community Center Bathroom Upgrades	119,693		Carryover
Community Center - Sports Fields Irrigation Upgrades	8,716		Carryover

Community Development and PW Floor Space Plan	3,524		Carryover
Downtown Campbell Pedestrian Improvements	45,000		Carryover
Eden Avenue Sidewalk Improvements	156,236		Carryover
Harriet Avenue Sidewalks	1,150,000	Years 2 & 3	Grants / Private
Harriet Avenue Traffic Calming	628,124		Carryover
Harriet/McCoy/STAR Traffic Signal (14GG)	11,772		Carryover
JDM Improvements - Budd - Construction	2,076,921	Years 1 & 2	Grants / Parkland
JDM Improvements – Rincon - Design	46,000	Year 5	Parkland
JDM Rincon Recreation Building Assessment	50,000	Year 4	Parkland
In-Car Video System	70,000		Carryover
Misc. Storm Drainage Improvements	200,000	Years 3 & 5	Env. Services
Mobile EOC	550,000		Carryover
Patrol and SWAT Sniper Rifles	75,000		Carryover
St. Anton Signal Project	54,716		Carryover
San Tomas Aquino Creek Trail	371,452		Carryover
Service Center Portable Building Replacement	99,670		Carryover
Sidewalk/Curb and Gutter Replacement	475,000	Annual	Construction Tax
Silicon Valley Radio Communications System	643,991		Carryover
Traffic Calming Improvements	66,161		Carryover
Traffic and Street Sign Replacement	253,577	Years 1 - 3	CIPR
Virginia Park Improvements	320,000	Years 4 & 5	Parkland
Winchester Boulevard Resurfacing	1,226,808		Carryover

<b>Total 5-Year Capital Projects</b>	<b>\$ 86,914,790</b>
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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
Energy Efficiency Projects (ESCO)	4,065,049
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
<b>TOTAL</b>	<b>\$ 10,947,049</b>

### Project Funding Sources

Revenue for project expenditures comes from a number of funding sources, both restricted and discretionary. Nearly 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 \$37 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 \$15. million (18%); Vehicle Impact Fees are contributing a total \$5.6 million (6%) towards annual street maintenance; Parkland Dedication fees to pay for improvement projects at various parks or recreational facilities are funding a total of \$5 million (6%); Gas Tax (SB1) funds are providing an additional \$5.3 million (6%) towards annual street maintenance work; Capital Improvement Plan Reserves (CIPR) are contributing \$4.7 million (5%); and Construction Tax and Environmental Services Funds are providing \$1 million (1%) of the total \$86.9 million in the 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 \$193,958 of CIPR beginning in FY 2022 through FY 2025.

## Planning Commission Review

The Planning Commission held a Public Hearing to consider the proposed CIP on June 9, 2020. During that meeting, the Commission found the five-year CIP is consistent with the City's General Plan, and found the proposed projects in the CIP to be either categorically exempt under the California Environmental Quality Act (CEQA), or to have been considered under previous project approvals.

## Assumptions and Operating Budget Impacts

The 2021-25 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
- 4 Unfunded List

## Capital Improvement Plan Summaries By Category

Community Center	Carryover	FY 2021	FY 2022	FY 2023	FY2024	FY 2025	TOTAL
<b>Project</b>							
(NEW) General Hazardous Materials Survey of C.C. Buildings	-	\$90,000	\$60,000	-	-	-	\$150,000
Community Center - Sports Fields Irrigation Upgrades	\$8,716	-	-	-	-	-	\$8,716
<b>Sub-total</b>	<b>\$8,716</b>	<b>\$90,000</b>	<b>\$60,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$158,716</b>

Parks & Open Space							
<b>Project</b>							
(NEW) Campbell Park Bicycle Pathway	-	\$150,000	-	-	-	-	\$150,000
Campbell Park Improvements - Design	\$171,052	-	-	-	-	-	\$171,052
Campbell Park Improvements	-	-	\$1,500,000	-	-	-	\$1,500,000
(NEW) Community Center Track Resurfacing	-	-	-	\$350,000	-	-	\$350,000
JDM Improvements - Budd - Construction	\$276,921	\$1,775,000	\$25,000	-	-	-	\$2,076,921
JDM Improvements - Rincon - Design	-	-	-	-	-	\$46,000	\$46,000
(NEW) JDM Parking Lots	-	-	-	\$240,000	-	-	\$240,000
(NEW) JDM Restrooms Improvement - Budd	-	-	-	-	\$108,000	\$731,000	\$839,000
JDM Rincon Recreational Building Assessment	-	-	-	-	\$50,000	-	\$50,000
San Tomas Aquino Creek Trail	\$371,452	-	-	-	-	-	\$371,452
Virginia Park Improvements	-	-	-	-	\$70,000	\$250,000	\$320,000
<b>Sub-total</b>	<b>\$819,425</b>	<b>\$1,925,000</b>	<b>\$1,525,000</b>	<b>\$590,000</b>	<b>\$228,000</b>	<b>\$1,027,000</b>	<b>\$6,114,425</b>

Public Facility (Buildings)							
<b>Project</b>							
ADA Transition Plan Improvements	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024
Auxiliary Gym Upgrades	\$54,000	-	-	-	-	-	\$54,000
(NEW) City Hall Main Breaker Replacement	-	\$55,000	-	-	-	-	\$55,000
Civic Center - Refresh Improvements	\$29,588	-	-	-	-	-	\$29,588
Community Center Bathroom Upgrades	\$119,693	-	-	-	-	-	\$119,693
(NEW) Community Center C-Wing Breezeway Reroofing	-	-	\$50,000	-	-	-	\$50,000
(NEW) Community Center Transformer Replacement	-	-	-	\$200,000	-	-	\$200,000
Community Development and PW Floor Space Plan	\$3,524	-	-	-	-	-	\$3,524
(New) Energy Efficiency Projects (ESCO)	-	\$4,065,049	-	-	-	-	\$4,065,049
(NEW) Measure O - Civic Center Improvements	\$289,000	\$1,843,000	\$11,079,000	\$20,874,000	\$13,932,000	\$1,983,000	\$50,000,000
Service Center Portable Building Replacement	\$99,670	-	-	-	-	-	\$99,670
<b>Sub-total</b>	<b>\$733,499</b>	<b>\$5,963,049</b>	<b>\$11,179,000</b>	<b>\$21,074,000</b>	<b>\$13,982,000</b>	<b>\$1,983,000</b>	<b>\$54,914,549</b>

Public Facility (Equipment)							
<b>Project</b>							
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
<b>Sub-total</b>	<b>\$750,869</b>	<b>-</b>	<b>\$62,550</b>	<b>\$62,550</b>	<b>\$212,550</b>	<b>\$62,550</b>	<b>\$1,151,000</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

Public Facility (I-T)	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Public Facility (I-T)</b>							
Project							
(NEW) City Hall UPS for Emergency Phones & Computers	-	\$60,000	-	-	-	-	\$60,000
Silicon Valley Radio Communications System (SVRCS)	\$643,991	-	-	-	-	-	\$643,991
<b>Sub-total</b>	<b>\$643,991</b>	<b>\$60,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$703,991</b>
<b>Streets &amp; Signals</b>							
Project							
Annual Street Maintenance	\$3,559,930	\$2,729,000	\$2,789,000	\$2,789,000	\$2,789,000	\$2,789,000	\$17,444,930
Bike/Pedestrian & Traffic Safety Improvements	\$55,747	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$280,747
Campbell Avenue / Leigh Avenue Safety Improvements	\$40,000	-	-	-	-	-	\$40,000
Campbell Avenue and Page Street Traffic Signal	-	-	-	\$60,000	\$272,000	-	\$332,000
Downtown Campbell Pedestrian Improvements	\$45,000	-	-	-	-	-	\$45,000
Eden Avenue Sidewalk Improvements	\$156,236	-	-	-	-	-	\$156,236
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp	-	-	-	-	\$507,000	\$1,000,000	\$1,507,000
Harriet Avenue Sidewalks	-	-	\$1,000,000	\$150,000	-	-	\$1,150,000
Harriet Avenue Traffic Calming	\$628,124	-	-	-	-	-	\$628,124
Harriet/McCoy/STAR Traffic Signal (14GG)	\$11,772	-	-	-	-	-	\$11,772
Miscellaneous Storm Drainage Improvements	\$100,000	-	-	\$50,000	-	\$50,000	\$200,000
St. Anton Signal Project	\$54,716	-	-	-	-	-	\$54,716
Sidewalk/Curb and Gutter Replacement	\$100,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$475,000
Traffic Calming Improvements	\$66,161	-	-	-	-	-	\$66,161
Traffic & Street Sign Replacement	\$73,577	\$60,000	\$60,000	\$60,000	-	-	\$253,577
Winchester Boulevard Resurfacing	\$1,226,778	-	-	-	-	-	\$1,226,778
<b>Sub-total</b>	<b>\$6,118,041</b>	<b>\$2,909,000</b>	<b>\$3,969,000</b>	<b>\$3,229,000</b>	<b>\$3,688,000</b>	<b>\$3,959,000</b>	<b>\$23,872,041</b>
<b>GRAND TOTAL</b>	<b>\$9,074,541</b>	<b>\$10,947,049</b>	<b>\$16,795,550</b>	<b>\$24,955,550</b>	<b>\$18,110,550</b>	<b>\$7,031,550</b>	<b>\$86,914,790</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

## Capital Improvement Plan Summaries By Responsible Department

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Police</b>							
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
<b>Sub-total</b>	<b>\$1,394,860</b>	<b>-</b>	<b>\$62,550</b>	<b>\$62,550</b>	<b>\$212,550</b>	<b>\$62,550</b>	<b>\$1,795,060</b>

<b>Public Works</b>							
Project							
ADA Transition Plan Improvements	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024
Annual Street Maintenance	\$3,559,930	\$2,729,000	\$2,789,000	\$2,789,000	\$2,789,000	\$2,789,000	\$17,444,930
Bike/Pedestrian & Traffic Safety Improvements	\$55,747	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$280,747
Campbell Avenue / Leigh Avenue Safety Improvements	\$40,000	-	-	-	-	-	\$40,000
Campbell Avenue and Page Street Traffic Signal	-	-	-	\$60,000	\$272,000	-	\$332,000
(NEW) Campbell Park Bicycle Pathway	-	\$150,000	-	-	-	-	\$150,000
Campbell Park Improvements - Design	\$171,052	-	-	-	-	-	\$171,052
Campbell Park Improvements	-	-	\$1,500,000	-	-	-	\$1,500,000
(NEW) City Hall Main Breaker Replacement	-	\$55,000	-	-	-	-	\$55,000
(NEW) City Hall UPS for Emergency Phones & Computers	-	\$60,000	-	-	-	-	\$60,000
Civic Center - Refresh Improvements	\$29,588	-	-	-	-	-	\$29,588
Community Center Bathroom Upgrades	\$119,693	-	-	-	-	-	\$119,693
(NEW) Community Center C-Wing Breezeway Renovation	-	-	\$50,000	-	-	-	\$50,000
Community Center - Sports Fields Irrigation Upgrades	\$8,716	-	-	-	-	-	\$8,716
(NEW) Community Center Track Resurfacing	-	-	-	\$350,000	-	-	\$350,000
(NEW) Community Center Transformer Replacement	-	-	-	\$200,000	-	-	\$200,000
Community Development and PW Floor Space Plan	\$3,524	-	-	-	-	-	\$3,524
Downtown Campbell Pedestrian Improvements	\$45,000	-	-	-	-	-	\$45,000
Eden Avenue Sidewalk Improvements	\$156,236	-	-	-	-	-	\$156,236
(New) Energy Efficiency Projects (ESCO)	-	\$4,065,049	-	-	-	-	\$4,065,049
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp	-	-	-	-	\$507,000	\$1,000,000	\$1,507,000
Harriet Avenue Sidewalks	-	-	\$1,000,000	\$150,000	-	-	\$1,150,000
Harriet Avenue Traffic Calming	\$628,124	-	-	-	-	-	\$628,124
Harriet/McCoy/STAR Traffic Signal (14GG)	\$11,772	-	-	-	-	-	\$11,772
JDM Improvements - Budd - Construction	\$276,921	\$1,775,000	\$25,000	-	-	-	\$2,076,921
JDM Improvements - Rincon - Design	-	-	-	-	-	\$46,000	\$46,000
(NEW) JDM Parking Lots	-	-	-	\$240,000	-	-	\$240,000
(NEW) JDM Restrooms Improvement - Budd	-	-	-	-	\$108,000	\$731,000	\$839,000
JDM Rincon Recreational Building Assessment	-	-	-	-	\$50,000	-	\$50,000

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

Public Works (Continued)	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
(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
St. Anton Signal Project	\$54,716	-	-	-	-	-	\$54,716
San Tomas Aquino Creek Trail	\$371,452	-	-	-	-	-	\$371,452
Service Center Portable Building Replacement	\$99,670	-	-	-	-	-	\$99,670
Sidewalk/Curb and Gutter Replacement	\$100,000	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$475,000
Traffic Calming Improvements	\$66,161	-	-	-	-	-	\$66,161
Traffic & Street Sign Replacement	\$73,577	\$60,000	\$60,000	\$60,000	-	-	\$253,577
Virginia Park Improvements	-	-	-	-	\$70,000	\$250,000	\$320,000
Winchester Boulevard Resurfacing	\$1,226,656	-	-	-	-	-	\$1,226,656
<b>Sub-total</b>	<b>\$7,625,559</b>	<b>\$10,857,049</b>	<b>\$16,673,000</b>	<b>\$24,893,000</b>	<b>\$17,898,000</b>	<b>\$6,969,000</b>	<b>\$84,915,600</b>

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
<b>Sub-total</b>	<b>\$54,000</b>	<b>\$90,000</b>	<b>\$60,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$204,000</b>

<b>GRAND TOTAL</b>	<b>\$9,074,541</b>	<b>\$10,947,049</b>	<b>\$16,795,550</b>	<b>\$24,955,550</b>	<b>\$18,110,550</b>	<b>\$7,031,550</b>	<b>\$86,914,660</b>
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Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

## Capital Improvement Plan Summaries By Funding Source

Capital Improvement Reserve	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Project							
ADA Transition Plan Improvements	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024
Annual Street Maintenance	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,200,000
CAD/RMS/MDC Replacement	\$55,869	-	-	-	-	-	\$55,869
Campbell Avenue / Leigh Avenue Safety Improvements	\$40,000	-	-	-	-	-	\$40,000
(NEW) City Hall Main Breaker Replacement	-	\$55,000	-	-	-	-	\$55,000
(NEW) City Hall UPS for Emergency Phones & Computers	-	\$60,000	-	-	-	-	\$60,000
Civic Center - Refresh Improvements	\$29,588	-	-	-	-	-	\$29,588
Community Center Bathroom Upgrades	\$119,693	-	-	-	-	-	\$119,693
(NEW) Community Center C-Wing Breezeway Reroofing	-	-	\$50,000	-	-	-	\$50,000
Community Center - Sports Fields Irrigation Upgrades	\$8,716	-	-	-	-	-	\$8,716
(NEW) Community Center Transformer Replacement	-	-	-	\$200,000	-	-	\$200,000
Community Development and PW Floor Space Plan	\$3,524	-	-	-	-	-	\$3,524
Downtown Campbell Pedestrian Improvements	\$45,000	-	-	-	-	-	\$45,000
Energy Efficiency Projects (ESCO)	-	\$10,084	-	-	-	-	\$10,084
(NEW) General Hazardous Materials Survey of C.C. Buildings	-	\$90,000	\$60,000	-	-	-	\$150,000
Harriet Avenue Sidewalks	-	-	-	\$150,000	-	-	\$150,000
Harriet Avenue Traffic Calming	\$628,124	-	-	-	-	-	\$628,124
Harriet/McCoy/STAR Traffic Signal (14GG)	\$11,772	-	-	-	-	-	\$11,772
(NEW) Lenco Bearcat (Armored Rescue Vehicle)	-	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200
St. Anton Signal Project	\$54,716	-	-	-	-	-	\$54,716
(NEW) Service Pistol Replacement	-	-	-	-	\$150,000	-	\$150,000
Sidewalk / Curb Gutter Improvements	\$25,000	-	-	-	-	-	\$25,000
Silicon Valley Radio Communications System (SVRCS)	\$643,991	-	-	-	-	-	\$643,991
Traffic & Street Sign Replacement	\$73,577	\$60,000	\$60,000	\$60,000	-	-	\$253,577
Winchester Boulevard Resurfacing	\$264,954	-	-	-	-	-	\$264,954
<b>Sub-total</b>	<b>\$2,342,548</b>	<b>\$475,084</b>	<b>\$482,550</b>	<b>\$672,550</b>	<b>\$462,550</b>	<b>\$262,550</b>	<b>\$4,697,832</b>
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
<b>Sub-total</b>	<b>\$201,596</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$701,596</b>
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
<b>Sub-total</b>	<b>\$289,000</b>	<b>\$1,843,000</b>	<b>\$11,079,000</b>	<b>\$20,874,000</b>	<b>\$13,932,000</b>	<b>\$1,983,000</b>	<b>\$50,000,000</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

Environmental Services Funds	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Project</b>							
Eden Avenue Sidewalk Improvements	\$131,548	-	-	-	-	-	\$131,548
Miscellaneous Storm Drainage Improvements	\$100,000	-	-	\$50,000	-	\$50,000	\$200,000
<b>Sub-total</b>	<b>\$231,548</b>	-	-	<b>\$50,000</b>	-	<b>\$50,000</b>	<b>\$331,548</b>

<b>Gas Tax (SB 1)</b>							
<b>Project</b>							
Annual Street Maintenance	\$1,400,000	\$740,000	\$800,000	\$800,000	\$800,000	\$800,000	\$5,340,000
<b>Sub-total</b>	<b>\$1,400,000</b>	<b>\$740,000</b>	<b>\$800,000</b>	<b>\$800,000</b>	<b>\$800,000</b>	<b>\$800,000</b>	<b>\$5,340,000</b>

<b>Grants / Private</b>							
<b>Project</b>							
Annual Street Maintenance	\$1,177,450	\$1,012,000	\$1,012,000	\$1,012,000	\$1,012,000	\$1,012,000	\$6,237,450
Bike/Pedestrian and Traffic Safety Improvements	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
Campbell Avenue and Page Street Traffic Signal	-	-	-	\$60,000	\$272,000	-	\$332,000
Energy Efficiency Projects (ESCO)	-	\$4,054,965	-	-	-	-	\$4,054,965
(NEW) Hamilton Ave. Hwy. 17 Southbound Offramp	-	-	-	-	\$507,000	\$1,000,000	\$1,507,000
Harriet Avenue Sidewalks	-	-	\$1,000,000	-	-	-	\$1,000,000
In-Car Video System	\$70,000	-	-	-	-	-	\$70,000
JDM Improvements - Budd - Construction	-	\$1,000,000	-	-	-	-	\$1,000,000
Mobile EOC	\$550,000	-	-	-	-	-	\$550,000
Patrol and SWAT Sniper Rifles	\$75,000	-	-	-	-	-	\$75,000
San Tomas Aquino Creek Trail	\$251,452	-	-	-	-	-	\$251,452
Service Center Portable Building Replacement	\$99,670	-	-	-	-	-	\$99,670
<b>Sub-total</b>	<b>\$2,243,572</b>	<b>\$6,086,965</b>	<b>\$2,032,000</b>	<b>\$1,092,000</b>	<b>\$1,811,000</b>	<b>\$2,032,000</b>	<b>\$15,297,537</b>

<b>Parkland Dedication</b>							
<b>Project</b>							
Auxiliary Gym Upgrades	\$54,000	-	-	-	-	-	\$54,000
(NEW) Campbell Park Bicycle Pathway	-	\$150,000	-	-	-	-	\$150,000
Campbell Park Improvements - Design	\$171,052	-	-	-	-	-	\$171,052
Campbell Park Improvements	-	-	\$1,500,000	-	-	-	\$1,500,000
(NEW) Community Center Track Resurfacing	-	-	-	\$350,000	-	-	\$350,000
JDM Improvements - Budd - Construction	\$276,921	\$775,000	\$25,000	-	-	-	\$1,076,921
JDM Improvements - Rincon - Design	-	-	-	-	-	\$46,000	\$46,000
(NEW) JDM Parking Lots	-	-	-	\$240,000	-	-	\$240,000
(NEW) JDM Restrooms Improvement - Budd	-	-	-	-	\$108,000	\$731,000	\$839,000
JDM Rincon Recreational Building Assessment	-	-	-	-	\$50,000	-	\$50,000
San Tomas Aquino Creek Trail	\$120,000	-	-	-	-	-	\$120,000
Virginia Park Improvements	-	-	-	-	\$70,000	\$250,000	\$320,000
<b>Sub-total</b>	<b>\$621,973</b>	<b>\$925,000</b>	<b>\$1,525,000</b>	<b>\$590,000</b>	<b>\$228,000</b>	<b>\$1,027,000</b>	<b>\$4,916,973</b>

<b>Vehicle Impact Fees - Building Permits</b>							
<b>Project</b>							
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
<b>Sub-total</b>	<b>\$780,912</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$2,280,912</b>

<b>Vehicle Impact Fees -Garbage</b>							
<b>Project</b>							
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
<b>Sub-total</b>	<b>\$963,392</b>	<b>\$477,000</b>	<b>\$477,000</b>	<b>\$477,000</b>	<b>\$477,000</b>	<b>\$477,000</b>	<b>\$3,348,392</b>

<b>GRAND TOTAL</b>	<b>\$9,074,541</b>	<b>\$10,947,049</b>	<b>\$16,795,550</b>	<b>\$24,955,550</b>	<b>\$18,110,550</b>	<b>\$7,031,550</b>	<b>\$86,914,790</b>
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Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

## CIP Cash Flow Analysis FY 2021 Through FY 2025

### CIPR - Designated Fund Balance - Fund 101

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Designated CIP Fund Balance--July 1	\$1,984,450	\$1,579,450	\$1,104,366	\$815,774	\$337,182	\$68,591	\$1,984,450
Add Projected Revenues:							
CIPR Financial Policy Transfer (\$1.5M/yr Target)	-	-	193,958	193,958	193,959	193,959	775,834
Total Projected Resources	-	-	193,958	193,958	193,959	193,959	775,834
Less Projected Expenditures:							
Five Year CIP Proposed	405,000	475,084	482,550	672,550	462,550	262,550	2,760,284
Sub-Total Expenditures	405,000	475,084	482,550	672,550	462,550	262,550	2,760,284
<b>Projected Available Fund Balance</b>	<b>\$1,579,450</b>	<b>\$1,104,366</b>	<b>\$815,774</b>	<b>\$337,182</b>	<b>\$68,591</b>	<b>\$-</b>	<b>\$-</b>

### FIVE YEAR CIP - RECAP BY PROJECT

ADA Transition Plan	\$50,000	\$-	\$50,000	\$-	\$50,000	\$-	\$150,000
Annual Street Maintenance	200,000	200,000	200,000	200,000	200,000	200,000	1,200,000
Harriet Avenue Sidewalks	-	-	-	150,000	-	-	150,000
Sidewalk / Curb and Gutter Improvements	25,000	-	-	-	-	-	25,000
Silicon Valley Radio Communications System	70,000	-	-	-	-	-	70,000
Traffic & Street Sign Replacement	60,000	60,000	60,000	60,000	-	-	240,000
(NEW) - City Hall Main Breaker Replacement	-	55,000	-	-	-	-	55,000
(NEW) - City Hall UPS for Emergency Phones & Comps	-	60,000	-	-	-	-	60,000
(NEW) - Energy Conservation & Infrastructure Improv	-	10,084	-	-	-	-	10,084
(NEW) - Community Center C-Wing Breezeway Reroof	-	-	50,000	-	-	-	50,000
(NEW) - Comm Center Transformer Replacement	-	-	-	200,000	-	-	200,000
(NEW) - Gen Hazardous Materials Survey of CC Bldgs	-	90,000	60,000	-	-	-	150,000
(NEW) - Lenco Bearcat (Armored Rescue Vehicle)	-	-	62,550	62,550	62,550	62,550	250,200
(NEW) - Service Pistol Replacement	-	-	-	-	150,000	-	150,000
<b>Totals</b>	<b>\$405,000</b>	<b>\$475,084</b>	<b>\$482,550</b>	<b>\$672,550</b>	<b>\$462,550</b>	<b>\$262,550</b>	<b>\$2,760,284</b>

## CIP Cash Flow Analysis FY 2021 Through FY 2025

### CIPR Carryover - Designated Fund Balance - Fund 101

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Designated CIP Fund Balance--July 1	\$1,702,509	\$-	\$-	\$-	\$-	\$-	\$1,702,509
Add Projected Appropriations:							
Encumbered Capital Projects	421,851	-	-	-	-	-	421,851
Transfers from Capital Projects	88,917	-	-	-	-	-	88,917
Mid-Year Adjustments	71,165	-	-	-	-	-	71,165
Total Projected Resources	581,933	-	-	-	-	-	581,933
Less Projected Expenditures:							
Carryover Projects	1,433,688	-	-	-	-	-	1,433,688
Return to General Fund Undesignated	752,957	-	-	-	-	-	752,957
Expenditures for Completed Projects	97,797	-	-	-	-	-	97,797
Sub-Total Expenditures	2,284,442	-	-	-	-	-	2,284,442
<b>Projected Available Fund Balance</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>

### FIVE YEAR CIP - RECAP BY PROJECT

Harriet/McCoy/STAR Traffic Signal	\$11,772	\$-	\$-	\$-	\$-	\$-	\$11,772
Civic Center - Refresh Improvements	29,588	-	-	-	-	-	29,588
CAD/RMS/MDC Replacement	55,869	-	-	-	-	-	55,869
ADA Transition Plan Improvements	88,024	-	-	-	-	-	88,024
Community Center Bathroom Upgrades	40,000	-	-	-	-	-	40,000
Community Center - Sports Fields Irrigation Upgrades	8,716	-	-	-	-	-	8,716
Silicon Valley Radio Communications System (SVRCS)	573,991	-	-	-	-	-	573,991
St Anton Signal Project	54,716	-	-	-	-	-	54,716
Community Development and PW Floor Space Plan	3,524	-	-	-	-	-	3,524
Community Center Bathroom Upgrades	79,693	-	-	-	-	-	79,693
Harriet Avenue Traffic Calming	124,264	-	-	-	-	-	124,264
Winchester Boulevard Resurfacing	264,954	-	-	-	-	-	264,954
Campbell Avenue/Leigh Avenue Safety Improvements	40,000	-	-	-	-	-	40,000
Downtown Campbell Pedestrian Improvements	45,000	-	-	-	-	-	45,000
Traffic & Street Sign Replacement	13,577	-	-	-	-	-	13,577
<b>Totals</b>	<b>\$1,433,688</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$1,433,688</b>

**CIP Cash Flow Analysis  
FY 2021 Through FY 2025**

**Construction Tax - Designated Fund Balance - Fund 101**

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Designated Fund Balance--July 1	\$1,001,003	\$616,088	\$695,088	\$675,088	\$655,088	\$635,088	\$1,001,003
Add Projected Revenues:							
Construction Tax	53,140	179,000	80,000	80,000	80,000	80,000	552,140
Total Projected Revenues	53,140	179,000	80,000	80,000	80,000	80,000	552,140
Less Projected Expenditures:							
Five Year CIP Proposed	201,596	100,000	100,000	100,000	100,000	100,000	701,596
Prior Year Adjustment	236,459	-	-	-	-	-	236,459
Sub-Total Expenditures	438,055	100,000	100,000	100,000	100,000	100,000	938,055
<b>Projected Fund Balance Designation</b>	<b>\$616,088</b>	<b>\$695,088</b>	<b>\$675,088</b>	<b>\$655,088</b>	<b>\$635,088</b>	<b>\$615,088</b>	<b>\$615,088</b>
<b><u>FIVE YEAR CIP - RECAP BY PROJECT</u></b>							
Bike/Pedestrian and Traffic Safety Improvements	\$10,747	\$-	\$-	\$-	\$-	\$-	\$10,747
Bike, Ped and Traffic Safety Improvements	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Eden Avenue Sidewalk Improvements	24,688	-	-	-	-	-	24,688
Sidewalk / Curb and Gutter Improvements	75,000	75,000	75,000	75,000	75,000	75,000	450,000
Traffic Calming Improvements	66,161	-	-	-	-	-	66,161
Totals	\$201,596	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$701,596

**CIP Cash Flow Analysis  
FY 2021 Through FY 2025**

**Environmental Services - Storm Drain Fund Balance - Fund 209**

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Fund Balance--July 1	\$772,802	\$423,052	\$316,046	\$209,040	\$52,034	\$(54,972)	\$772,802
Add Projected Revenues:							
Storm Drain Fees	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Beverage Container Grant	10,000	10,000	10,000	10,000	10,000	10,000	60,000
Storm Water Fees	-	45,000	45,000	45,000	45,000	45,000	225,000
Solid Waste Fees	556,464	556,464	556,464	556,464	556,464	556,464	3,338,784
AB 919 Recycling	49,356	49,356	49,356	49,356	49,356	49,356	296,136
Transfers In	437,000	437,000	437,000	437,000	437,000	437,000	2,622,000
Investment income	9,577	500	500	500	500	500	12,077
Total Projected Revenues	1,082,397	1,118,320	1,118,320	1,118,320	1,118,320	1,118,320	6,673,997
Less Projected Expenditures:							
Operational Transfers Out	1,200,598	1,225,326	1,225,326	1,225,326	1,225,326	1,225,326	7,327,228
Five Year CIP Proposed	231,548	-	-	50,000	-	50,000	331,548
Sub-Total Expenditures	1,432,146	1,225,326	1,225,326	1,275,326	1,225,326	1,275,326	7,658,776
<b>Projected Fund Balance</b>	<b>\$423,052</b>	<b>\$316,046</b>	<b>\$209,040</b>	<b>\$52,034</b>	<b>\$(54,972)</b>	<b>\$(211,978)</b>	<b>\$(211,978)</b>
<b><u>FIVE YEAR CIP - RECAP BY PROJECT</u></b>							
Eden Avenue Sidewalk Improvements	\$131,548	\$-	\$-	\$-	\$-	\$-	\$131,548
Misc Storm Drain Improvements	100,000	-	-	50,000	-	50,000	200,000
Totals	\$231,548	\$-	\$-	\$50,000	\$-	\$50,000	\$331,548

## CIP Cash Flow Analysis FY 2021 Through FY 2025

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

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Fund Balance--July 1	\$-	\$-	\$-	\$-	\$-	\$-	\$-
Add Projected Revenues:							
Federal Grants (SLESF, HSIP)	185,260	-	-	-	-	-	185,260
State Grant (VERBS, EOC)	715,450	-	1,000,000	-	-	-	1,715,450
Local Grants (SCC VLF, SCC AIPG, MTC)	678,600	1,215,000	215,000	215,000	215,000	215,000	2,753,600
Measure B (LSF)	797,000	797,000	797,000	797,000	797,000	797,000	4,782,000
Measure B (VTA)	-	-	-	-	-	1,000,000	1,000,000
TDA Grants (Fund 216)	254,742	20,000	20,000	20,000	20,000	20,000	354,742
Cresleigh Homes	-	-	-	60,000	272,000	-	332,000
Private Grant (Developer Fees)	-	-	-	-	507,000	-	507,000
Loans and Financing (PG&E and CEC)	-	4,054,965	-	-	-	-	4,054,965
Corp Yard Land Sale Proceeds (F435)	99,670	-	-	-	-	-	99,670
Contribution from City of San Jose	16,709	-	-	-	-	-	16,709
Total Projected Revenues	<u>2,747,432</u>	<u>6,086,965</u>	<u>2,032,000</u>	<u>1,092,000</u>	<u>1,811,000</u>	<u>2,032,000</u>	<u>15,801,397</u>
Less Projected Expenditures:							
Five Year CIP Proposed	2,747,432	6,086,965	2,032,000	1,092,000	1,811,000	2,032,000	15,801,397
Sub-Total Expenditures	<u>2,747,432</u>	<u>6,086,965</u>	<u>2,032,000</u>	<u>1,092,000</u>	<u>1,811,000</u>	<u>2,032,000</u>	<u>15,801,397</u>
<b>Projected Available Fund Balance</b>	<u>\$-</u>						
<b><u>FIVE YEAR CIP - RECAP BY PROJECT</u></b>							
Annual Street Maintenance	\$1,177,450	\$1,012,000	\$1,012,000	\$1,012,000	\$1,012,000	\$1,012,000	\$6,237,450
Bike / Ped and Traffic Safety Improvements	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Campbell Ave. / Page St. Signal	-	-	-	60,000	272,000	-	332,000
Hamilton Ave. Hwy. 17 Southbound Offramp - Prelim.	-	-	-	-	507,000	1,000,000	1,507,000
Harriet Avenue Sidewalks	-	-	1,000,000	-	-	-	1,000,000
Harriet Avenue Traffic Calming	503,860	-	-	-	-	-	503,860
In-Car Video System	70,000	-	-	-	-	-	70,000
JDM Improvements - Budd	-	1,000,000	-	-	-	-	1,000,000
San Tomas Aquino Creek Trail	251,452	-	-	-	-	-	251,452
Mobile EOC	550,000	-	-	-	-	-	550,000
Patrol and SWAT Sniper Rifles	75,000	-	-	-	-	-	75,000
Service Center Portable Building Replacement	99,670	-	-	-	-	-	99,670
(NEW) - Energy Conservation & Infrastructure Improvements	-	4,054,965	-	-	-	-	4,054,965
Totals	<u>\$2,747,432</u>	<u>\$6,086,965</u>	<u>\$2,032,000</u>	<u>\$1,092,000</u>	<u>\$1,811,000</u>	<u>\$2,032,000</u>	<u>\$15,801,397</u>

**CIP Cash Flow Analysis  
FY 2021 Through FY 2025**

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

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Available Reserve--July 1	\$782,968	\$102,968	\$102,968	\$102,968	\$102,968	\$102,968	\$782,968
Add Projected Revenues:							
State SB 1 Proceeds	720,000	740,000	800,000	800,000	800,000	800,000	4,660,000
Total Projected Revenues	720,000	740,000	800,000	800,000	800,000	800,000	4,660,000
Less Projected Expenditures:							
Five Year CIP Proposed	1,400,000	740,000	800,000	800,000	800,000	800,000	5,340,000
Sub-Total Expenditures	1,400,000	740,000	800,000	800,000	800,000	800,000	5,340,000
<b>Projected Available Fund Balance</b>	<b>\$102,968</b>						
<b><u>FIVE YEAR CIP - RECAP BY PROJECT</u></b>							
Annual Street Maintenance	\$1,400,000	\$740,000	\$800,000	\$800,000	\$800,000	\$800,000	\$5,340,000
Totals	\$1,400,000	\$740,000	\$800,000	\$800,000	\$800,000	\$800,000	\$5,340,000

## CIP Cash Flow Analysis FY 2021 Through FY 2025

### Vehicle Impact - Fund Balance - Fund 202

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Available Fund Balance--July 1	\$1,487,920	\$551,720	\$551,970	\$552,220	\$552,470	\$552,720	\$1,487,920
Add Projected Revenues:							
Vehicle Impact Fees	300,000	300,000	300,000	300,000	300,000	300,000	1,500,000
Solid Waste Vehicle Impact Fees	477,000	477,000	477,000	477,000	477,000	477,000	2,385,000
Investment income	31,106	250	250	250	250	250	32,106
Total Projected Revenues	808,106	777,250	777,250	777,250	777,250	777,250	3,917,106
Less Projected Expenditures:							
Five Yr. CIP Proposed	1,744,305	777,000	777,000	777,000	777,000	777,000	5,629,305
Sub-Total Expenditures	1,744,305	777,000	777,000	777,000	777,000	777,000	5,629,305
<b>Projected Available Fund Balance</b>	<b>\$551,720</b>	<b>\$551,970</b>	<b>\$552,220</b>	<b>\$552,470</b>	<b>\$552,720</b>	<b>\$552,970</b>	<b>\$552,470</b>
<b><u>FIVE YEAR CIP - RECAP BY PROJECT</u></b>							
Annual Street Maintenance	\$5,480	\$-	\$-	\$-	\$-	\$-	\$5,480
Annual Street Maintenance - Garbage Fees	477,000	477,000	477,000	477,000	477,000	477,000	2,862,000
Annual Street Maintenance - Permit Fees	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
Winchester Boulevard Resurfacing	961,825	-	-	-	-	-	961,825
Totals	\$1,744,305	\$777,000	\$777,000	\$777,000	\$777,000	\$777,000	\$5,629,305

## CIP Cash Flow Analysis FY 2021 Through FY 2025

### Measure O - Fund Balance - Fund 448

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Available Fund Balance--July 1	\$-	\$(289,000)	\$7,868,000	\$36,789,000	\$15,915,000	\$1,983,000	\$-
Add Projected Revenues:							
Measure O Bond Proceeds	-	10,000,000	40,000,000	-	-	-	50,000,000
Total Projected Revenues	-	10,000,000	40,000,000	-	-	-	50,000,000
Less Projected Expenditures:							
Five Year CIP Proposed	289,000	1,843,000	11,079,000	20,874,000	13,932,000	1,983,000	50,000,000
Sub-Total Expenditures	289,000	1,843,000	11,079,000	20,874,000	13,932,000	1,983,000	50,000,000
<b>Projected Available Fund Balance</b>	<b>\$(289,000)</b>	<b>\$7,868,000</b>	<b>\$36,789,000</b>	<b>\$15,915,000</b>	<b>\$1,983,000</b>	<b>\$-</b>	<b>\$1,983,000</b>
<b><u>FIVE YEAR CIP - RECAP BY PROJECT</u></b>							
(NEW) - Measure O Design and Construction	\$289,000	\$1,843,000	\$11,079,000	\$20,874,000	\$13,932,000	\$1,983,000	\$50,000,000
Totals	\$289,000	\$1,843,000	\$11,079,000	\$20,874,000	\$13,932,000	\$1,983,000	\$50,000,000

## CIP Cash Flow Analysis FY 2021 Through FY 2025

### Parkland Dedication - Fund Balance - Fund 295

	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total FY 20-25
Cash Balance--July 1	\$4,734,252	\$4,367,951	\$3,928,778	\$2,882,353	\$2,750,000	\$2,977,000	\$4,734,252
Add: Projected Revenues:							
Investment Income	84,037	85,827	78,576	57,647	55,000	59,540	420,626
Parkland Ded. Fees	400,000	400,000	400,000	400,000	400,000	400,000	2,400,000
Total Projected Revenues	484,037	485,827	478,576	457,647	455,000	459,540	2,820,626
Less Projected Expenditures:							
Five Year CIP Proposed	621,973	925,000	1,525,000	590,000	228,000	1,027,000	4,916,973
Return to Parkland Dedication Fund	191,750	-	-	-	-	-	-
Expenditures for Completed Projects	36,615	-	-	-	-	-	-
Sub-Total Expenditures	850,338	925,000	1,525,000	590,000	228,000	1,027,000	4,916,973
<b>Projected Available Fund Balance</b>	<b>\$4,367,951</b>	<b>\$3,928,778</b>	<b>\$2,882,353</b>	<b>\$2,750,000</b>	<b>\$2,977,000</b>	<b>\$2,409,540</b>	<b>\$2,409,540</b>
<b><u>FIVE YEAR CIP - RECAP BY PROJECT</u></b>							
Auxiliary Gym Upgrades	54,000	-	-	-	-	-	54,000
Campbell Park Improvements - Design	171,052	-	-	-	-	-	171,052
Campbell Park Improvements	-	-	1,500,000	-	-	-	1,500,000
JDM Improvements - Budd	-	775,000	25,000	-	-	-	800,000
JDM Improvements - Rincon	-	-	-	-	-	46,000	46,000
JDM Park Improvements - Budd	276,921	-	-	-	-	-	276,921
JDM Rincon Recreational Bldg Assessment	-	-	-	-	50,000	-	50,000
San Tomas Aquino Creek Trail	120,000	-	-	-	-	-	120,000
(NEW) - Virginia Park Improvements	-	-	-	-	70,000	250,000	320,000
(NEW) - Campbell Park Bicycle Pathway	-	150,000	-	-	-	-	150,000
(NEW) - Community Center Track Resurfacing	-	-	-	350,000	-	-	350,000
(NEW) - JDM Parking Lots	-	-	-	240,000	-	-	240,000
(NEW) - JDM Restrooms Improvement - Budd	-	-	-	-	108,000	731,000	839,000
Totals	\$621,973	\$925,000	\$1,525,000	\$590,000	\$228,000	\$1,027,000	\$4,916,973
<b>CIP Totals--All Expenditures</b>	<b>\$ 9,074,541</b>	<b>\$ 10,947,049</b>	<b>\$ 16,795,550</b>	<b>\$ 24,955,550</b>	<b>\$ 18,110,550</b>	<b>\$ 7,031,550</b>	<b>\$ 86,914,790</b>

**CAPITAL PROJECT**

<b>Project #:</b>	17-DD	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Parks and Open Space	<b>Original Approp:</b>	\$1,500,000
		<b>Carry Over to next Fiscal Year:</b>	\$1,500,000
		<b>Additional Approps:</b>	

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	\$1,500,000	-	-	-	\$1,500,000
<b>Total</b>	-	<b>\$1,500,000</b>	-	-	-	<b>\$1,500,000</b>

Project Manager: Amy Olay, City Engineer

## CAPITAL PROJECT

**Project #:** 17-DD  
**Program #:** 730  
**Department:** Public Works  
**Category:** Parks and Open Space

**Project Title:** Campbell Park Improvements

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	\$100,000	-	-	-	\$100,000
Construction	-	\$1,300,000	-	-	-	\$1,300,000
City Staff	-	\$100,000	-	-	-	\$100,000
<b>Total</b>	-	<b>\$1,500,000</b>	-	-	-	<b>\$1,500,000</b>
Staff Hours	-	1,000	-	-	-	1,000

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Personnel	-	-	-	-	-	-
Supplies & Services	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
<b>Total</b>	-	-	-	-	-	-
Funding Source	-	-	-	-	-	-
Additional Revenue	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition		x				
Design		x				
Bids received		x				
Bid Award		x				
Construction		x				

## CAPITAL PROJECT

<b>Project #:</b>	18-PP	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Parks and Open Space	<b>Original Approp:</b>	\$1,800,000
		<b>Carry Over to next Fiscal Year:</b>	\$2,076,921
		<b>Additional Approps:</b>	

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Grant	-	\$1,000,000	-	-	-	-	\$1,000,000
Park Fees	-	775,000	25,000	-	-	-	\$800,000
Carryover	\$276,921	-	-	-	-	-	\$276,921
<b>Total</b>	<b>\$276,921</b>	<b>\$1,775,000</b>	<b>\$25,000</b>	-	-	-	<b>\$2,076,921</b>

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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	\$180,000	-	-	-	-	\$180,000
Construction	-	\$1,570,000	-	-	-	-	\$1,570,000
City Staff	-	\$25,000	\$25,000	-	-	-	\$50,000
Carryover	\$276,921	-	-	-	-	-	\$276,921
<b>Total</b>	<b>\$276,921</b>	<b>\$1,775,000</b>	<b>\$25,000</b>	-	-	-	<b>\$2,076,921</b>
Staff Hours	-	250	250	-	-	-	500

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition							
Design		x					
Bids received		x					
Bid Award		x					
Construction			x				

**CAPITAL PROJECT**

<b>Project #:</b>	21-RR	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Parks and Open Space	<b>Original Approp:</b>	\$320,000
		<b>Carry Over to next Fiscal Year:</b>	\$320,000
		<b>Additional Approps:</b>	

**Project Title:** Virginia Park Improvements

**Project Description**

This project will enhance and expand amenities located at Virginia Park and will include the design and reconstruction of the playgrounds to increase play value that includes a new play structure and surface treatment. Other amenities will be determined as needed upon completion of the conceptual design phase.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; 5.3 -Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

**Alternatives**

Do not move forward with improvements - repair elements as needed.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	-	\$70,000	\$250,000	\$320,000
<b>Total</b>	-	-	-	<b>\$70,000</b>	<b>\$250,000</b>	<b>\$320,000</b>

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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-		-	\$20,000	-	\$20,000
Construction	-		-	-	\$200,000	\$200,000
City Staff	-		-	\$50,000	\$50,000	\$100,000
<b>Total</b>	-		-	<b>\$70,000</b>	<b>\$250,000</b>	<b>\$320,000</b>
Staff Hours	-		-	500	500	1,000

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				X		
Bids received				X		
Bid Award					X	
Construction					X	

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	19-BB	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Public Facility - Buildings	<b>Original Approp:</b>	\$100,000
		<b>Carry Over to next Fiscal Year:</b>	\$238,024
		<b>Additional Approps:</b>	

**Project Title: ADA Transition Plan Improvements**

**Project Description**

Consistent with the City's Americans with Disability Act (ADA) Transition Plan, this project continues to implement identified improvements at the Community Center, Service Center, City Hall, and other City facilities. Scope of work includes modifications to doors, bathroom fixtures, and public counters.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objective 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

**Alternatives**

Phase improvements and revise funding levels.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$138,024	-	\$50,000	-	\$50,000	-	\$238,024
<b>Total</b>	<b>\$138,024</b>	<b>-</b>	<b>\$50,000</b>	<b>-</b>	<b>\$50,000</b>	<b>-</b>	<b>\$238,024</b>

Project Manager: Amy Olay, City Engineer

## CAPITAL PROJECT

**Project #:** 19-BB  
**Program #:** 730  
**Department:** Public Works  
**Category:** Public Facility - Buildings

**Project Title:** ADA Transition Plan Improvements

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		-	\$43,000		\$43,000		\$86,000
City Staff		-	\$7,000		\$7,000		\$14,000
<b>Total</b>	<b>\$138,024</b>	<b>-</b>	<b>\$50,000</b>	<b>-</b>	<b>\$50,000</b>	<b>-</b>	<b>\$238,024</b>
Staff Hours		-	70		70		140

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition			X		X		
Design			X		X		
Bids received			X		X		
Bid Award			X		X		
Construction							

**CAPITAL PROJECT**

<b>Project #:</b>	19-KK	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	10 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Streets and Signals	<b>Original Approp:</b>	\$300,000
		<b>Cumulative Expenditures:</b>	\$46,423
		<b>Carry Over to next Fiscal Year:</b>	\$253,577
		<b>Additional Approps:</b>	

**Project Title:** Traffic & Street Sign Replacement

**Project Description**

A multi-year project to bring the City's Traffic and Street Name signs into mandatory Federal Reflective compliance. It is estimated that 60% of the City's signs do not meet the current federal guidelines.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

Supports Strategic Objective 4.4 - a reduced number of traffic accidents and associated injuries.

**Alternatives**

1. Increase the annual funding to complete the Federally Required Compliance Project earlier.
2. Fund at a reduced amount through the operating budget.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR		\$60,000	\$60,000	\$60,000	-	-	\$180,000
<b>Total</b>	<b>\$73,577</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	-	-	<b>\$253,577</b>

**Project Manager:** Ron Taormina, Street Maintenance Field Supervisor

**CAPITAL PROJECT**

**Project #:** 19-KK  
**Program #:** 730  
**Department:** Public Works  
**Category:** Streets and Signals

**Project Title:** Traffic & Street Sign Replacement

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		\$45,000	\$45,000	\$45,000	-	-	\$135,000
City Staff		\$5,000	\$5,000	\$5,000	-	-	\$15,000
Equipment		\$10,000	\$10,000	\$10,000	-	-	\$30,000
<b>Total</b>	<b>\$73,577</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	-	-	<b>\$253,577</b>

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition		x	x	x			
Design							
Bids received		x	x	x			
Bid Award		x	x	x			
Construction		x	x	x			

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	19-LL	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Streets	<b>Original Approp:</b>	\$375,000
		<b>Carry Over to next Fiscal Year:</b>	\$475,000
		<b>Additional Approps:</b>	

**Project Title:** Sidewalk, Curb, & Gutter Improvements

**Project Description**

This annual project proposes to replace newly damaged sidewalks that are identified for replacement or grinding. The City uses concrete and no longer uses asphalt as sidewalk replacement material when removing sections of sidewalk. Sidewalk grinds are performed on raised sidewalks where the sidewalk deflection is less than 1 and 1/2 inches. Curb and gutters are replaced in kind when the damaged or raised curb and gutter prohibits safe pedestrian access to travel ways. These locations are typically at intersections or in front of crosswalks. Curb and gutter water flow issues are not a criteria for replacement under this ongoing maintenance project proposal.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

Strategic Plan Objective 3.1 - Safe residential neighborhoods. Strategic Plan Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles.

**Alternatives**

1. Continue to replace damaged sidewalk with asphalt.
2. Do not replace any curb and gutter.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Construction Tax		\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
<b>Total</b>	<b>\$100,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$475,000</b>

Project Manager: Alex Mordwinow, Public Works Superintendent

## CAPITAL PROJECT

**Project #:** 19-LL  
**Program #:** 730  
**Department:** Public Works  
**Category:** Streets

**Project Title:** Sidewalk, Curb, & Gutter Improvements

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
<b>Total</b>	<b>\$100,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$475,000</b>
Staff Hours							

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition							
Design							
Bids received		x	x	x	x	x	
Bid Award		x	x	x	x	x	
Construction		x	x	x	x	x	

**CAPITAL PROJECT**

<b>Project #:</b>	21-GG	<b>New Project:</b>	Yes
<b>Program #:</b>	524	<b>Useful Life:</b>	20 years
<b>Department:</b>	Recreation & Community Services		
<b>Category:</b>	Community Center	<b>Original Approp:</b>	\$150,000
		<b>Carry Over to next Fiscal Year:</b>	\$150,000
		<b>Additional Approps:</b>	

**Project Title: General Hazardous Materials Survey of Community Center Buildings**

**Project Description**

This project will be a comprehensive survey of all facilities at the Campbell Community Center to assess the presence of lead, asbestos, and polychlorinated biphenyls (PCB's). This survey would identify areas where hazardous materials are present through comprehensive testing and develop a plan of action for instances where thresholds are exceeded. The plan will prioritize areas that need to be addressed and provide direction and a starting point for ongoing inspection for the safety of all Community Center users. The goal of this project would be to begin in areas of the campus where children are present regularly (classrooms primarily) and complete the remainder of the campus (rental spaces) the following year. Once created, this document and related action steps will be in place for the next 20+ years with tri-annual inspections as annual preventative maintenance.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

General Plan OSP 2- Provide and maintain attractive, safe, clean and comfortable open space, park land and recreational facilities and programs for maximum community use, benefit and enjoyment.

**Alternatives**

Conducting this survey is the first and very important step in addressing a potential safety hazard at the Campbell Community Center. Having this plan in place provides the City the opportunity to be proactive rather than reactive when dealing with these sensitive safety topics. Ultimately, having this survey and reports will provide public transparency and specific plans in place to handle any issue that may arise in the future.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$90,000	\$60,000	-	-	-	\$150,000
<b>Total</b>	<b>\$90,000</b>	<b>\$60,000</b>	-	-	-	<b>\$150,000</b>

Project Manager: Natasha Bissell, Acting RCS Director

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

**Project #:** 21-GG  
**Program #:** 524  
**Department:** Recreation & Community Services  
**Category:** Community Center

**Project Title:** General Hazardous Materials Survey of Community Center Buildings

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	\$90,000	\$60,000	-	-	-	\$150,000

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition	x	x				
Design	x	x				
Bids received	x	x				
Bid Award	x	x				
Construction	x	x				

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-BB	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Streets	<b>Original Approp:</b>	\$13,885,000
		<b>Carry Over to next Fiscal Year:</b>	\$17,444,929
		<b>Additional Approps:</b>	

**Project Title:** Annual Street Maintenance

**Project Description**

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

**Relationship to Strategic Goals, Objectives, and Action Strategies**

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

**Alternatives**

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

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,000,000
VIF (Building)	-	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
VIF (Garbage)	-	\$477,000	\$477,000	\$477,000	\$477,000	\$477,000	\$2,385,000
VLF	-	\$215,000	\$215,000	\$215,000	\$215,000	\$215,000	\$1,075,000
VTA-Measure B	-	\$797,000	\$797,000	\$797,000	\$797,000	\$797,000	\$3,985,000
State Funding (SB 1)	-	\$740,000	\$800,000	\$800,000	\$800,000	\$800,000	\$3,940,000
Carryover	\$3,559,929	-	-	-	-	-	\$3,559,929
<b>Total</b>	<b>\$3,559,929</b>	<b>\$2,729,000</b>	<b>\$2,789,000</b>	<b>\$2,789,000</b>	<b>\$2,789,000</b>	<b>\$2,789,000</b>	<b>\$17,444,929</b>

Project Manager: Amy Olay, City Engineer

**CAPITAL PROJECT**

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

**Project Title:** Annual Street Maintenance

<b>Capital Cost Detail</b>							
	<b>Carryover</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>TOTAL</b>
Professional Services	-	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
Construction	-	\$2,290,000	\$2,350,000	\$2,350,000	\$2,350,000	\$2,350,000	\$11,690,000
City Staff	-	\$389,000	\$389,000	\$389,000	\$389,000	\$389,000	\$1,945,000
Carryover	\$3,559,929	-	-	-	-	-	\$3,559,929
<b>Total</b>	<b>\$3,559,929</b>	<b>\$2,729,000</b>	<b>\$2,789,000</b>	<b>\$2,789,000</b>	<b>\$2,789,000</b>	<b>\$2,789,000</b>	<b>\$17,444,929</b>
Staff Hours		3,890	3,890	3,890	3,890	3,890	19,450

<b>Operating Budget Impacts</b>							
	<b>Carryover</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>TOTAL</b>
<b>Total</b>	-	-	-	-	-	-	-

<b>Project Schedule/Cash Flow</b>							
		<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>TOTAL</b>
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**

<b>Project #:</b>	21-AA	<b>New Project:</b>	Yes
<b>Program #:</b>	780	<b>Useful Life:</b>	15 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Public Facility - Buildings	<b>Original Approp:</b>	\$55,000
		<b>Carry Over to next Fiscal Year:</b>	\$55,000
		<b>Additional Approps:</b>	

**Project Title:** City Hall Main Breaker Replacement

**Project Description**

Install new 50 Amp sub-panel in the IT Electrical Room and connect it to the Police Department Uninterruptable Power Supply (UPS). New UPS will ensure that critical equipment such as emergency phones and computers will have uninterrupted power in the event of a PG&E power failure.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objectives 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.

**Alternatives**

Do not implement project and existing phone and computers will be susceptible to loss of electricity in the event of a power failure.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$55,000	-	-	-	-	\$55,000
<b>Total</b>	<b>\$55,000</b>	-	-	-	-	<b>\$55,000</b>

**Project Manager:** Alex Mordwinow, Public Works Superintendent

**CAPITAL PROJECT**

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

**Project Title:** City Hall Main Breaker Replacement

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	\$55,000	-	-	-	-	\$55,000
<b>Total</b>	<b>\$55,000</b>	-	-	-	-	<b>\$55,000</b>

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design						
Bids received	x					
Bid Award	x					
Construction	x					

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-NN	<b>New Project:</b>	Yes
<b>Program #:</b>	780	<b>Useful Life:</b>	15 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Public Facility - Buildings	<b>Original Approp:</b>	\$60,000
		<b>Carry Over to next Fiscal Year:</b>	\$60,000
		<b>Additional Approps:</b>	

**Project Title:** City Hall IT Department UPS for Emergency Phones and Computers

**Project Description**

Install new 2,000 amp main breaker and distribution breaker sub-panel for the City Hall building. This phase of work is necessary to complete the Police Department Uninterruptable Power Supply (UPS) system upgrade.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objectives 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.

**Alternatives**

Do not implement project and failure of the main breaker will result in a loss of power to the City Hall Building.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$60,000	-	-	-	-	\$60,000
<b>Total</b>	<b>\$60,000</b>	-	-	-	-	<b>\$60,000</b>

**Project Manager:** Alex Mordwinow, Public Works Superintendent

**CAPITAL PROJECT**

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

**Project Title:** City Hall IT Department UPS for Emergency Phones and Computers

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	\$60,000	-	-	-	-	\$60,000
<b>Total</b>	<b>\$60,000</b>	-	-	-	-	<b>\$60,000</b>
Staff Hours						

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design						
Bids received	x					
Bid Award	x					
Construction	x					

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-EE	<b>New Project:</b>	Yes
<b>Program #:</b>	780	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Public Facility - Buildings	<b>Original Approp:</b>	\$50,000
		<b>Carry Over to next Fiscal Year:</b>	\$50,000
		<b>Additional Approps:</b>	

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

**Project Description**

Remove and reinstall 3 existing HVAC units, remove existing tar and gravel flat roof, install new TMS 60 mil roofing material and new rain gutters.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objectives 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.

**Alternatives**

Continue to repair roof leaks as needed.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	\$50,000	-	-	-	\$50,000
<b>Total</b>	-	<b>\$50,000</b>	-	-	-	<b>\$50,000</b>

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	-	\$50,000	-	-	-	\$50,000
<b>Total</b>	-	<b>\$50,000</b>	-	-	-	<b>\$50,000</b>
Staff Hours						

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design						
Bids received		x				
Bid Award		x				
Construction		x				

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-FF	<b>New Project:</b>	Yes
<b>Program #:</b>	780	<b>Useful Life:</b>	50 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Public Facility - Buildings	<b>Original Approp:</b>	\$200,000
		<b>Carry Over to next Fiscal Year:</b>	\$200,000
		<b>Additional Approps:</b>	

**Project Title:** Community Center Transformer Replacement

**Project Description**

Remove the existing transformer from the Community Center basement and install new transformer to meet current codes.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objectives 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.

**Alternatives**

Do not implement project and failure of the existing transformer will result in a loss of power to the Community Center.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	-	\$200,000	-	-	\$200,000
<b>Total</b>	-	-	<b>\$200,000</b>	-	-	<b>\$200,000</b>

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		-	\$200,000	-	-	\$200,000
<b>Total</b>		-	<b>\$200,000</b>	-	-	<b>\$200,000</b>
Staff Hours						

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design						
Bids received			x			
Bid Award			x			
Construction			x			

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-HH	<b>New Project:</b>	Yes
<b>Program #:</b>	605	<b>Useful Life:</b>	15 years
<b>Department:</b>	Police Department		
<b>Category:</b>	Equipment	<b>Original Approp:</b>	\$250,200
		<b>Carry Over to next Fiscal Year:</b>	\$250,200
		<b>Additional Approps:</b>	

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

**Project Description**

The Campbell Police Department acquired a V150 armored rescue vehicle from the Department of Defense 1033 program in 1998. At the request of the Department of Defense the vehicle was returned on August 22, 2019 having reached the end of its service life. As a result, the Campbell Police Department has had to rely on other agencies in the County to provide armored rescue vehicles and personnel for the following needs and or potential needs: Ability to immediately support patrol incidents allowing officers to safely deploy to an area without exposing themselves to potential harm. Safety transport EMS personnel and conduct rescues during critical incidents involving the threat of gun fire to include active shooter scenarios. Provided more options and ability to deploy less lethal alternatives to safely resolve incidents. Safe environment to conduct field negotiations over a PA in proximity to the suspect. Support SWAT operations including but not limited to search warrant and arrest warrant service, barricaded subject(s) and hostage situations. Ability to breach doors and windows, deploy cameras and robots without exposing personnel to harm during SWAT operations. Not having an armored rescue vehicle does not allow officer to regularly train with the specialized vehicle requiring outside agencies to provide trained personnel to assist. The Lenco Bearcat would fill this need and is the same armored rescue vehicle used by other agencies in our County. This would also allow us to conduct joint training with other agencies and support each other's operations with the same equipment each agency is trained on and familiar with. Once an order is placed, the average build and delivery time is 9 months.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

Supports Strategic Objective 4.1 - An improved feeling of safety within the community and 4.5 - An effective emergency preparedness program.

**Alternatives**

Continue to rely on outside agencies to provide personnel and vehicle when available.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200
<b>Total</b>	-	<b>\$62,550</b>	<b>\$62,550</b>	<b>\$62,550</b>	<b>\$62,550</b>	<b>\$250,200</b>

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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Equipment	-	\$62,550	\$62,550	\$62,550	\$62,550	\$250,200
<b>Total</b>	-	<b>\$62,550</b>	<b>\$62,550</b>	<b>\$62,550</b>	<b>\$62,550</b>	<b>\$250,200</b>
Staff Hours		40				

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition		x				
Design		x				
Bids received		x				
Bid Award		x				
Construction						

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-JJ	<b>New Project:</b>	Yes
<b>Program #:</b>	605	<b>Useful Life:</b>	10 years
<b>Department:</b>	Police Department		
<b>Category:</b>	Equipment	<b>Original Approp:</b>	\$150,000
		<b>Carry Over to next Fiscal Year:</b>	\$150,000
		<b>Additional Approps:</b>	

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	-	-	-	\$150,000	-	\$150,000
<b>Total</b>	-	-	-	<b>\$150,000</b>	-	<b>\$150,000</b>

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Equipment	-	-	-	\$150,000	-	\$150,000
<b>Total</b>	-	-	-	<b>\$150,000</b>	-	<b>\$150,000</b>
Staff Hours						

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition				x		
Design						
Bids received				x		
Bid Award				x		
Construction						

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

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

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR			\$150,000			\$150,000
Grant		\$1,000,000				\$1,000,000
<b>Total</b>	-	<b>\$1,000,000</b>	<b>\$150,000</b>	-	-	<b>\$1,150,000</b>

Project Manager: Amy Olay, City Engineer

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

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

**Project Title:** Harriet Avenue Sidewalks

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	\$100,000	-	-	\$100,000
Construction	-	\$1,000,000		-	-	\$1,000,000
City Staff	-	-	\$50,000	-	-	\$50,000
<b>Total</b>	-	<b>\$1,000,000</b>	<b>\$150,000</b>	-	-	<b>\$1,150,000</b>
Staff Hours	-	-	500	-	-	500

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design		x				
Bids received		x				
Bid Award		x				
Construction		x	x			

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	20-CC	<b>New Project:</b>	No
<b>Program #:</b>	780	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Streets and Signals	<b>Original Approp:</b>	\$225,000
		<b>Carry Over to next Fiscal Year:</b>	\$280,747
		<b>Additional Approps:</b>	

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
TDA Grant	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
Construction	\$35,747	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$160,747
<b>Total</b>	<b>\$55,747</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$280,747</b>

Project Manager: Matthew Jue, Traffic Engineer

**CAPITAL PROJECT**

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

**Project Title:** Bike/Pedestrian and Traffic Safety Improvements

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	-	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
City Staff	-	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$25,000
<b>Total</b>	<b>\$55,747</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$45,000</b>	<b>\$280,747</b>
Staff Hours		60	60	60	60	60	300

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
<b>Total</b>		-	-	-	-	-	

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	
Acquisition							
Design		x	x	x	x	x	
Bids received		x	x	x	x	x	
Bid Award		x	x	x	x	x	
Construction		x	x	x	x	x	

**CAPITAL PROJECT**

**Project #:** 21-MM **New Project:** Yes  
**Program #:** 518 **Useful Life:** 30 years  
**Department:** City Manager  
**Category:** Public Facility - Buildings **Original Approp:** \$50,000,000  
**Carry Over to next Fiscal Year:** \$50,000,000  
**Additional Approps:**

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

**Project Description**

Measure O allows the City to issue up to \$50 million in general obligation bonds to construct and/or renovate City facilities to house the Police and Library services. This project will address the objectives and needs of the Measure O Program as approved by the Campbell voters in November 2018 and as approved by the City Council. In FY 2023 and FY 2024 funding for Furniture, Fixtures, and Equipment (FF&E) will be needed. At this time, this amount is reflected as “Unfunded.”

**Relationship to Strategic Goals, Objectives, and Action Strategies**

Supports Strategic Objectives 3.1 - Safe residential neighborhoods and 3.3 - Streets that safely and This project will address Strategic Plan Objectives 1.8. A vibrant downtown that serves as the focal point of the community; 2.3. Effective City services at appropriate service levels, using resources in the most cost efficient manner; 4.5. An effective emergency preparedness program; and 5.3. Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

**Alternatives**

There are no viable alternatives to this project. Measure O was a 2018 ballot measure approved by voters authorizing the sale of general obligation bonds for the purpose of constructing or renovating facilities that serve the Police Department and Library. Funds cannot be used for other purposes outside that scope.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Unfunded	-	-	-	\$1,500,000	\$1,500,000	-	\$3,000,000
Debt Obligation	\$289,000	\$1,843,000	\$11,079,000	\$20,874,000	\$13,932,000	\$1,983,000	\$50,000,000
<b>Total</b>	<b>\$289,000</b>	<b>\$1,843,000</b>	<b>\$11,079,000</b>	<b>\$20,874,000</b>	<b>\$13,932,000</b>	<b>\$1,983,000</b>	<b>\$53,000,000</b>

Project Manager: WooJae Kim, Senior Public Works Project Manager

**CAPITAL PROJECT**

**Project #:** 21-MM  
**Program #:** 518  
**Department:** City Manager  
**Category:** Public Facility - Buildings

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

Capital Cost Detail							
	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	\$85,000	\$1,550,000	\$2,730,000	\$1,430,000	\$1,788,000	-	\$7,583,000
Construction		\$50,000	\$8,105,000	\$19,200,000	\$11,900,000	\$1,800,000	\$41,055,000
City Staff	\$204,000	\$243,000	\$244,000	\$244,000	\$244,000	\$183,000	\$1,362,000
Equipment	-	-	-	\$1,500,000	\$1,500,000	-	\$3,000,000
<b>Total</b>	<b>\$289,000</b>	<b>\$1,843,000</b>	<b>\$11,079,000</b>	<b>\$22,374,000</b>	<b>\$15,432,000</b>	<b>\$1,983,000</b>	<b>\$53,000,000</b>
Staff Hours							

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition							
Design		x	x	x	x	x	
Bids received		x	x	x	x	x	
Bid Award		x	x	x	x	x	
Construction		x	x	x	x	x	

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-JJ	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Streets and Signals	<b>Original Approp:</b>	\$100,000
		<b>Carry Over to next Fiscal Year:</b>	\$200,000
		<b>Additional Approps:</b>	

**Project Title: Miscellaneous Storm Drainage Improvements**

**Project Description**

This biennial maintenance project provides minor drainage improvements to streets to increase safety and decrease pavement deterioration. Environmental Services Funds support this project.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project addresses Strategic Plan Objective 3.4 - Streets that are safe, clean, and well- maintained; and Objective 3.6 - Streets that serve the needs of adjacent land uses.

**Alternatives**

1. Allow current conditions to remain and continue stop gap maintenance efforts.
2. Submit each individual location / project site and improvement to the City Council for approval.

Source	Carryover	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Env'tl. Services	-	-	-	\$50,000	-	\$50,000	\$100,000
Carryover	\$100,000	-	-	-	-	-	\$100,000
<b>Total</b>	<b>\$100,000</b>	-	-	<b>\$50,000</b>	-	<b>\$50,000</b>	<b>\$200,000</b>

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction				\$43,000		\$43,000	\$86,000
City Staff				\$7,000		\$7,000	\$14,000
Carryover	\$100,000						\$100,000
<b>Total</b>	<b>\$100,000</b>	-	-	<b>\$50,000</b>	-	<b>\$50,000</b>	<b>\$200,000</b>
Staff Hours				100		100	200

Operating Budget Impacts							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>		-	-	-	-	-	-

Project Schedule/Cash Flow							
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition							
Design							
Bids received				x		x	
Bid Award				x		x	
Construction				x		x	

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

## CAPITAL PROJECT

<b>Project #:</b>	21-XX	<b>New Project:</b>	Yes
<b>Program #:</b>	730	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Streets and Signals	<b>Original Approp:</b>	\$1,507,000
		<b>Carry Over to next Fiscal Year:</b>	\$1,507,000
		<b>Additional Approps:</b>	

**Project Title:** Hamilton Ave. Hwy. 17 Southbound Offramp

### Project Description

To improve operations, the widening of SR17 southbound/Hamilton Avenue off-ramp is planned for three left turn lanes, one through lane and one right turn lane. The project is included on the Valley Transportation Authority (VTA) Valley Transportation Plan 2040 (VTP 2040) Highway Project List for \$1 million in anticipated future grant funds through the VTA Measure B program. The preliminary design effort will prepare the project to apply for additional grant funding. The current funding of \$507,000 is through developer contributions collected.

### Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objectives 3.5 - Regional improvements that meet the transportation needs of Campbell residents and businesses; 3.6 - Streets that serve the needs of adjacent land uses; and 3.7 - Streets that operates efficiently and effectively.

### Alternatives

Defer implementing the project.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Grant - VTA Measure B	-	-	-	-	\$1,000,000	\$1,000,000
Private	-	-	-	\$507,000	-	\$507,000
<b>Total</b>	-	-	-	<b>\$507,000</b>	<b>\$1,000,000</b>	<b>\$1,507,000</b>

**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

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	-	\$407,000	-	\$407,000
Construction	-	-	-	-	\$850,000	\$850,000
City Staff	-	-	-	\$100,000	\$150,000	\$250,000
<b>Total</b>	-	-	-	<b>\$507,000</b>	<b>\$1,000,000</b>	<b>\$1,507,000</b>
Staff Hours	-	-	-	1,000	1,500	2,500

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				x	x	
Bids received						
Bid Award					x	
Construction						

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-KK	<b>New Project:</b>	Yes
<b>Program #:</b>	730	<b>Useful Life:</b>	10 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Parks and Open Space	<b>Original Approp:</b>	\$150,000
		<b>Carry Over to next Fiscal Year:</b>	\$150,000
		<b>Additional Approps:</b>	

**Project Title:** Campbell Park Bicycle Pathway

**Project Description**

The project will construct a bicycle pathway at Campbell Park to connect users between East Campbell Avenue and the existing pathway accessing the Los Gatos Creek Trail to provide a separated path between bicyclists and playground/picnic area users.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; and 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

**Alternatives**

Do not implement project and keep existing path adjacent to the playground with potential for conflicts between bicycle and pedestrian traffic.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	\$150,000	-	-	-	-	\$150,000
<b>Total</b>	<b>\$150,000</b>	-	-	-	-	<b>\$150,000</b>

**Project Manager:** Amy Olay, City Engineer

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

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

**Project Title:** Campbell Park Bicycle Pathway

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	\$5,000	-	-	-	-	\$5,000
Construction	\$135,000	-	-	-	-	\$135,000
City Staff	\$10,000	-	-	-	-	\$10,000
<b>Total</b>	<b>\$150,000</b>	-	-	-	-	<b>\$150,000</b>
Staff Hours	100					100

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design	x					
Bids received	x					
Bid Award	x					
Construction	x					

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-TT	<b>New Project:</b>	Yes
<b>Program #:</b>	780	<b>Useful Life:</b>	15 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Parks and Open Space	<b>Original Approp:</b>	\$350,000
		<b>Carry Over to next Fiscal Year:</b>	\$350,000
		<b>Additional Approps:</b>	

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

**Project Description**

This project will resurface the track at the Campbell Community Center.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; and 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

**Alternatives**

Defer resurfacing of the track.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	\$350,000			
<b>Total</b>	-	-	<b>\$350,000</b>			

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction		-	\$350,000	-	-	\$350,000
<b>Total</b>		-	<b>\$350,000</b>	-	-	<b>\$350,000</b>

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design			x			
Bids received			x			
Bid Award			x			
Construction			x			

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b> 21-00	<b>New Project:</b> No
<b>Program #:</b> 730	<b>Useful Life:</b> 20 years
<b>Department:</b> Public Works	
<b>Category:</b> Parks and Open Space	<b>Original Approp:</b> \$46,000
	<b>Carry Over to next Fiscal Year:</b> \$46,000
	<b>Additional Approps:</b>

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

**Project Description**

This project will fund the design phase of to identify enhancements and amenities located on the north end of John D. Morgan Park, near Rincon Avenue. The design and renovation of the playgrounds will increase play value to include a new play structure and surface treatments. Other amenities will be determined as needed upon completion of the conceptual design phase.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; and 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

**Alternatives**

Do not move forward with improvements – repair elements as needed.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	-	-	\$46,000	\$46,000
<b>Total</b>	-	-	-	-	<b>\$46,000</b>	<b>\$46,000</b>

Project Manager: Amy Olay, City Engineer

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	-	-	\$23,000	\$23,000
City Staff	-	-	-	-	\$23,000	\$23,000
<b>Total</b>	-	-	-	-	<b>\$46,000</b>	<b>\$46,000</b>
Staff Hours	-	-	-	-	230	230

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design					x	
Bids received					x	
Bid Award					x	
Construction						

**CAPITAL PROJECT**

<b>Project #:</b>	21-UU	<b>New Project:</b>	Yes
<b>Program #:</b>	730	<b>Useful Life:</b>	10 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Parks and Open Space	<b>Original Approp:</b>	\$240,000
		<b>Carry Over to next Fiscal Year:</b>	\$240,000
		<b>Additional Approps:</b>	

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

**Project Description**

The project will resurface and restripe the three parking lots at John D Morgan Park. The parking lot nearest Budd Avenue will include reconfigurations and improvements for additional standard and accessible parking spaces in compliance with American Disability Act (ADA) Guidelines.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objective 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

**Alternatives**

Defer implementing project.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	\$240,000	-	-	\$240,000
<b>Total</b>	-	-	<b>\$240,000</b>	-	-	<b>\$240,000</b>

**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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	\$10,000	-	-	\$10,000
Construction	-	-	\$220,000	-	-	\$220,000
City Staff	-	-	\$10,000	-	-	\$10,000
<b>Total</b>	-	-	<b>\$240,000</b>	-	-	<b>\$240,000</b>
Staff Hours	-	-	100	-	-	100

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design			X			
Bids received			X			
Bid Award			X			
Construction			X			

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-VV	<b>New Project:</b>	Yes
<b>Program #:</b>	730	<b>Useful Life:</b>	15 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Parks and Open Space	<b>Original Approp:</b>	\$839,000
		<b>Carry Over to next Fiscal Year:</b>	\$839,000
		<b>Additional Approps:</b>	

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

**Project Description**

This project will replace the current restroom building (built in 2004) located on the Budd Avenue side of the John D. Morgan Park with increased capacity and accessible accommodations.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objective 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

**Alternatives**

Defer implementing project until a new structure is necessary due to failures.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-	-	\$108,000	\$731,000	\$839,000
<b>Total</b>	-	-	-	<b>\$108,000</b>	<b>\$731,000</b>	<b>\$839,000</b>

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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	-	\$30,000		\$30,000
Construction	-	-	-		\$664,000	\$664,000
City Staff	-	-	-	\$78,000	\$67,000	\$145,000
<b>Total</b>	-	-		<b>\$108,000</b>	<b>\$731,000</b>	<b>\$839,000</b>

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				x		
Bids received					x	
Bid Award					x	
Construction					x	

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	21-PP	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	5 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Parks and Open Space	<b>Original Approp:</b>	\$50,000
		<b>Carry Over to next Fiscal Year:</b>	\$50,000
		<b>Additional Approps:</b>	

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

**Project Description**

The Recreation building located on the Rincon Avenue side of John D. Morgan Park is in need of updates. This project will study the existing facility and assess the needs for update in order to anticipate future growth of John D. Morgan Park. This work was identified in the Parks Maintenance Program Assessment Management Initiative as presented to the City Council on November 17, 2015.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project will address Strategic Plan Objectives 5.2 - Enhanced recreational opportunities for Campbell residents; 5.3 -Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment.

**Alternatives**

Defer assessment study.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Park Fees	-	-		\$50,000	-	\$50,000
<b>Total</b>	-	-	-	<b>\$50,000</b>	-	<b>\$50,000</b>

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 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	-	\$40,000	-	\$40,000
City Staff	-	-	-	\$10,000	-	\$10,000
<b>Total</b>	-	-	-	<b>\$50,000</b>	-	<b>\$50,000</b>
Staff Hours	-	-	-	100	-	100

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				x		
Bids received						
Bid Award						
Construction						

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**CAPITAL PROJECT**

<b>Project #:</b>	20-DD	<b>New Project:</b>	No
<b>Program #:</b>	730	<b>Useful Life:</b>	20 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Streets and Signals	<b>Original Approp:</b>	\$595,000
		<b>Carry Over to next Fiscal Year:</b>	\$595,000
		<b>Additional Approps:</b>	

**Project Title: Campbell Avenue and Page Street Traffic Signal**

**Project Description**

This project will signalize the intersection of East Campbell Avenue and Page Street. The project schedule is contingent on the Cresleigh Homes Development Project completing their frontage improvements along East Campbell Avenue. The project is funded by City and developer contributions taken from recent development projects either already collected or conditioned which include the St. Anton project (\$60,000), Pruneyard Office Building project (\$85,000), Cresleigh Homes project (\$187,000). The City portion includes CIPR (\$90,000) and advance funding by CIPR for the future redevelopment of the Greylands site (estimate of \$173,000). The portion of funding for City staff reflects the City's responsibility to deliver the traffic signal including final design and construction.

**Relationship to Strategic Goals, Objectives, and Action Strategies**

This project addresses Strategic Plan Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles, and Objective 3.4 - Streets that are safe, clean, and well maintained.

**Alternatives**

Delay construction of the traffic signal to a future date until Greylands site redevelops.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
Private	-	-	\$60,000	\$272,000	-	\$332,000
<b>Total</b>	-	-	<b>\$60,000</b>	<b>\$272,000</b>	-	<b>\$332,000</b>

**Project Manager: Amy Olay, City Engineer**

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

## CAPITAL PROJECT

**Project #:** 20-DD  
**Program #:** 730  
**Department:** Public Works  
**Category:** Streets and Signals

**Project Title:** Campbell Avenue and Page Street Traffic Signal

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Professional Services	-	-	\$50,000	-	-	\$50,000
Construction	-	-		\$272,000	-	\$272,000
City Staff	-	-	\$10,000		-	\$10,000
<b>Total</b>	-	-	<b>\$60,000</b>	<b>\$272,000</b>	-	<b>\$332,000</b>
Staff Hours	-	-	100	-	-	100

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design				x		
Bids received						
Bid Award					x	
Construction					x	

## CAPITAL PROJECT

<b>Project #:</b>	21-00	<b>New Project:</b>	Yes
<b>Program #:</b>	730	<b>Useful Life:</b>	15 years
<b>Department:</b>	Public Works		
<b>Category:</b>	Public Facility - Buildings	<b>Original Approp:</b>	\$4,065,049
		<b>Carry Over to next Fiscal Year:</b>	\$4,065,049
		<b>Additional Approps:</b>	

**Project Title: Energy Efficiency Projects (ESCO)**

### Project Description

In February 2020, the City Council approved an energy contract with Syserco Energy Solutions (Syserco) to conduct six energy efficiency projects and infrastructure improvements at various City facilities. The identified projects are estimated to collectively generate savings that will be used to finance the cost of the improvements. The identified projects are: 1. Energy Management System upgrades at City Hall and the Community Center; 2. HVAC Unit Replacements at City Hall and Community Center; 3. HVAC Unit Refurbishments at City Hall and the Community Center; 4. Interior/Exterior LED Lighting Efficiency Upgrades at City Hall, the Community Center, 2nd St Parking Garage, Corp Yard, Campbell Museum, Ainsley House and various park sites; 5. Duct work sealing at City Hall; and 6. LED Lighting Retrofit Upgrades of remaining non-LED City-owned street lights.

The City anticipates receiving resources to fund these improvements through the California Energy Commission's 1% loan program and PG&E's On-Bill Financing (OBF) program to finance most of the ESCO improvement project costs, with a small amount of funds from the CIPR.

The proposed energy conservation and infrastructure improvement projects at City facilities are estimated to reduce electrical consumption by 1,640,000 kWh annually and natural gas consumption by 23,172 therms annually. The proposed energy conservation projects will also reduce annual greenhouse gas emissions by 862 metric tons.

### Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses Strategic Plan Objective 2.0 - Financial Health, Objective 2.3 - Effective City services at appropriate service levels, using resources in the most cost efficient manner.

### Alternatives

There are no viable alternatives to this project. The City Council approved the ESCO contract which identified the six energy efficiency projects stated in the Project Description section. An agreement with Syserco has been signed and financing applications to PG&E OBF program and CEC 1% Loan Program have been submitted.

Source	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Total
CIPR	\$10,084	-	-	-	-	\$10,084
Private (PG&E OBF)	\$2,416,797	-	-	-	-	\$2,416,797
Private (CEC Loan)	\$1,638,168	-	-	-	-	\$1,638,168
<b>Total</b>	<b>\$4,065,049</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$4,065,049</b>

Project Manager: Alex Mordwinow, Public Works Superintendent

**CAPITAL PROJECT**

**Project #:** 21-00  
**Program #:** 730  
**Department:** Public Works  
**Category:** Public Facility - Buildings

**Project Title:** Energy Efficiency Projects (ESCO)

Capital Cost Detail						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Construction	\$4,065,049	-	-	-	-	\$4,065,049
<b>Total</b>	<b>\$4,065,049</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$4,065,049</b>

Operating Budget Impacts						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
<b>Total</b>	-	-	-	-	-	-

Project Schedule/Cash Flow						
	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	TOTAL
Acquisition						
Design	x					
Bids received						
Bid Award						
Construction	x					

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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
<b>Sub-Total</b>		<b>\$20,836,000</b>	

#### Community Center

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

#### 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
<b>Sub-Total</b>		<b>\$20,475,000</b>	

## FY 2021-2025 CAPITAL IMPROVEMENT PLAN

### UNFUNDED PROJECTS--SORTED BY CIP CATEGORY

#### Public Facility - Building

Project	Newly Added	Total	Priority
Ainsley House Garden Patio		\$110,000	Medium
City Hall Renovation		20,000,000	High
Citywide Building Assessment	X	90,000	Medium
Comm. Dev. & Pub. Works Floor Space Imps.		250,000	Medium
Measure O - Police Dept. Furniture, Fixtures & Equipment	X	3,000,000	High
Museum Warehouse Storage		94,000	Medium
Parking Guidance Systems for City Garages	X	200,000	Medium
Resurfacing of Public Parking Lots [Downtown, Parks]		150,000	Medium
Service Center Administrative Building Renovation		900,000	Medium
<b>Sub-Total</b>		<b>\$24,794,000</b>	

#### TOTAL UNFUNDED PROJECTS

TOTAL	Total
	<u><u>\$71,555,000</u></u>

**BUDGET REFERENCE MATERIALS**

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**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 2021)**

**WHEREAS**, there has been submitted to the City Council a proposed budget for the operation of all departments and facilities of the City of Campbell for FY 2021, and there has been submitted to the City Council a proposed budget for the capital expenditures related to City projects, and

**WHEREAS**, the City Council held meetings to review the proposed operating and capital budget; and the City Council took action to adopt the proposed budget;

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council that as of July 1, 2020 the amount of \$69,821,042 be fixed as the amount necessary to meet all municipal operating requirements (excluding any further changes resulting from this public hearing and/or any miscellaneous corrections), and that the amount of \$22,403,158 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 \$92,224,200; and

**BE IT FURTHER RESOLVED** that the City Council authorizes the use of \$1,245,338 of the General Fund Economic Fluctuation Reserve in FY 2021 to balance General Fund revenues versus expenditures; and.

**BE IT FURTHER RESOLVED** that the Finance Director is hereby authorized to make any changes resulting from the public hearing to adopt the FY 2021 operating and capital budget or any miscellaneous corrections due to more refined estimates and incorporate these changes into the final published FY 2021 operating and capital budget document.

**PASSED AND ADOPTED** this day \_\_\_\_ 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: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 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 \$77,840,249, including first year appropriations of \$10,947,049 for FY 2021 and excluding capital project carryover appropriations of \$9,074,541 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: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption 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 2021  
PURSUANT TO ARTICLE XIII B OF THE CALIFORNIA STATE CONSTITUTION**

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

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

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

**WHEREAS**, the City Council of the City of Campbell wishes to establish this appropriations limit for the Fiscal Year 2021 pursuant to Article XIII B of the California State Constitution;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Campbell hereby finds and determines that the appropriations limit for Fiscal Year 2021 is \$77,091,302.

**PASSED AND ADOPTED** this day \_\_\_\_ 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: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating & Capital Budgets)

**BUDGET REFERENCE MATERIALS****Permanent Authorized Budgeted Personnel Positions**

<b>Job Classification</b>	<b>FY 2018 Number of Positions</b>	<b>FY 2019 Number of Positions</b>	<b>FY 2020 Number of Positions</b>	<b>Change ←→</b>	<b>FY 2021 Number of Positions</b>
Administrative Analyst I	-	-	1.00	-	1.00
Arborist	1.00	1.00	1.00	-	1.00
Accountant	1.00	1.00	2.00	-	2.00
Accounting Clerk II	2.00	2.00	2.00	-	2.00
Accounting Technician	1.00	1.00	1.00	-	1.00
Assistant Engineer - <u>Vacant freeze full year (1 FTE)</u>	2.00	2.00	2.00	(1.00)	1.00
Assistant/Associate Planner	1.00	1.00	2.00	-	2.00
Associate Engineer	1.00	1.00	1.00	-	1.00
Building Division Manager/Building Official- <u>Vacant freeze half year</u>	1.00	1.00	1.00	(0.50)	0.50
Building Inspector	2.00	2.00	3.00	-	3.00
Building Maintenance Lead Worker	1.00	1.00	1.00	-	1.00
Building Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Building Maintenance Worker - <u>Vacant freeze full year (1 FTE)</u>	2.00	2.00	2.00	(1.00)	1.00
City Attorney	1.00	1.00	1.00	-	1.00
City Clerk- <u>Vacant freeze half year</u>	1.00	1.00	1.00	(0.50)	0.50
City Council	5.00	5.00	5.00	-	5.00
City Engineer	1.00	1.00	1.00	-	1.00
City Manager	1.00	1.00	1.00	-	1.00
Code Enforcement Officer	1.00	1.00	1.00	-	1.00
Communications and Public Engagement Coordinator	-	-	1.00	-	1.00
Communications Supervisor	1.00	1.00	1.00	-	1.00
Community Development Director	1.00	1.00	1.00	-	1.00
Community Services Officer	3.00	2.00	4.00	(1.83)	2.17
Deputy City Clerk	1.00	1.00	1.00	-	1.00
Deputy City Manager- <u>Vacant freeze full year</u>	1.00	1.00	1.00	(1.00)	-
Economic Development Specialist	-	-	1.00	-	1.00
Engineer Technician I	-	-	1.00	-	1.00
Environmental Programs Coordinator	-	-	1.00	-	1.00
Equipment Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Executive Assistant	3.00	3.00	3.00	-	3.00
Executive Assistant to the City Manager	1.00	1.00	1.00	-	1.00
Finance Director	1.00	1.00	1.00	-	1.00
Finance Manager	1.00	1.00	1.00	-	1.00
Human Resources Analyst	1.00	1.00	1.00	-	1.00
Human Resources Manager	1.00	1.00	1.00	-	1.00
Human Resources Representative	1.00	1.00	1.00	-	1.00
Information Technology Administrator	1.00	1.00	3.00	-	3.00
Information Technology Manager	1.00	1.00	1.00	-	1.00
Information Technology Technician	2.00	2.00	-	-	-
Lighting & Traffic Signal Assistant	1.00	1.00	1.00	-	1.00
Lighting & Traffic Signal Supervisor	1.00	1.00	1.00	-	1.00
Lighting & Traffic Signal Technician	1.00	1.00	1.00	-	1.00
Maintenance Worker I/II	11.00	11.00	10.00	-	10.00
Mechanic I/II	1.00	1.00	1.00	-	1.00
Museum Collections Specialist	1.00	1.00	1.00	-	1.00
Office Assistant	3.00	2.00	2.00	-	2.00
Office Specialist	2.00	3.00	3.00	-	3.00
Park Maintenance Lead Worker	3.00	3.00	3.00	-	3.00
Park Maintenance Supervisor- <u>Vacant freeze full year</u>	1.00	1.00	1.00	(1.00)	-
Permit Technician	1.00	1.00	1.00	-	1.00
Planning Technician	-	-	1.00	-	1.00
Police Agent	6.00	6.00	6.00	-	6.00
Police Captain	2.00	2.00	2.00	-	2.00

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

## BUDGET REFERENCE MATERIALS

### Permanent Authorized Budgeted Personnel Positions

Job Classification	FY 2018 Number of Positions	FY 2019 Number of Positions	FY 2020 Number of Positions	Change ←→	FY 2021 Number of Positions
Police Chief	1.00	1.00	1.00	-	1.00
Police Officer	28.00	30.00	30.00	-	30.00
Police Records Specialist	6.00	6.00	6.00	-	6.00
Police Records Supervisor	1.00	1.00	1.00	-	1.00
Police Sergeant	7.00	7.00	7.00	-	7.00
Property/Evidence Specialist	1.00	1.00	1.00	-	1.00
Public Safety Dispatcher	9.00	9.00	9.00	1.00	10.00
Public Safety Systems Specialist	1.00	1.00	1.00	-	1.00
Public Works Director	1.00	1.00	1.00	-	1.00
Public Works Inspector	1.00	1.00	1.00	-	1.00
Public Works Superintendent	1.00	1.00	1.00	-	1.00
Recreation & Community Services Director - <u>Vacant freeze half year</u>	1.00	1.00	1.00	(0.50)	0.50
Recreation Program Coordinator	1.00	1.00	1.00	-	1.00
Recreation Supervisor	3.00	3.00	3.00	-	3.00
Recreation Services Manager	1.00	1.00	1.00	-	1.00
Recreation Specialist- <u>Vacant freeze full year- 1 FTE</u>	5.00	5.00	6.00	(1.00)	5.00
Senior Accountant	1.00	1.00	-	-	-
Senior Building Inspector	-	-	1.00	-	1.00
Senior Civil Engineer	2.00	2.00	2.00	-	2.00
Senior Planner	2.00	2.00	2.00	-	2.00
Senior Public Works Inspector	1.00	1.00	1.00	-	1.00
Senior Services Supervisor	1.00	1.00	1.00	-	1.00
Street Maintenance Lead Worker	2.00	2.00	2.00	-	2.00
Street Maintenance Supervisor	1.00	1.00	1.00	-	1.00
Support Services Manager	1.00	1.00	1.00	-	1.00
Traffic Engineer	1.00	1.00	1.00	-	1.00
Utility Worker	1.00	1.00	1.00	-	1.00
<b>Total Permanent Full-Time Positions</b>	<b>162.00</b>	<b>163.00</b>	<b>174.00</b>	<b>(7.33)</b>	<b>166.67</b>
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	-	-	-	-
<b>Total Permanent Part-Time Positions</b>	<b>5.95</b>	<b>5.00</b>	<b>5.00</b>	<b>-</b>	<b>5.00</b>
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	-	-	-	-
<b>Total Limited-Term Positions</b>	<b>8.90</b>	<b>10.40</b>	<b>2.00</b>	<b>-</b>	<b>2.00</b>

Attachment: Proposed FY 2021 Operating Budget and 2021-2025 CIP (Adoption of Fiscal Year (FY) 2020-21 Operating &amp; Capital Budgets)

## Andrea Sanders

---

**To:** Cindy Campbell  
**Subject:** RE: Budget meeting

**From:** Cindy Campbell <CCAMPBELL@campbellca.gov>  
**Sent:** Tuesday, June 23, 2020 10:11 AM  
**To:** Andrea Sanders <asanders@campbellca.gov>  
**Subject:** Budget meeting

Good Morning Andrea~

I am forwarding Kari Pierce's email from June 16, 2020. Please include this on the City Council Agenda for the meeting scheduled for June 25, 2020. Please advise if you need any other information from me at this point.

Sincerely,  
Cindy Campbell

---

**From:** Kari Pierce <KPierce@campbellca.gov>  
**Sent:** Tuesday, June 16, 2020 5:27 PM  
**To:** Web Distribution City Clerk <WebDistributionCityClerk@campbellca.gov>  
**Subject:** Budget meeting

Dear Honorable Mayor and Council Members,

My name is Kari Pierce, I am currently President for Campbell Civilian Employees Association (CPCEA). I am writing you tonight in regards to the upcoming budget proposal and staffing cuts that are inevitably going to be occurring. I completely understand that the City needs to come up with a reduced budget due to reduced revenues; the points that were discussed in our meeting with the City seem to only delay/offset the costs until next year. What happens when the budget is the same next year? Will we again be asked to continue to delay raises and cash out benefits?

We currently have 3 members that are eligible for retirement. One of the positions that is being cut is someone who was planning to retire in 1 year. We are asking that you take in to consideration an early retirement incentive, "Golden Handshake", to the members who qualify. In 2010, the City was facing budget issues and offered an incentive city wide. I know quite a few people took advantage of this. We want to make sure that our members that are taken care of. If the City will allow this to happen, it could make a horrible situation for some a little better. The 3 employees that qualify are currently Tier 1 PERS; with 2 positions cut, there will only be a need to fill 1 position and that position will be hired at Tier 3.

Thank you for listening and thank you for your time.



**Kari Pierce**

**Public Safety Dispatcher**

Campbell Police Department  
70. N. First Street | Campbell, CA 95008  
408.866.2121  
[kpierce@campbellca.gov](mailto:kpierce@campbellca.gov)

## Andrea Sanders

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**To:** Sue Townsend  
**Subject:** RE: For Public Comment

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

From: Sue Townsend  
Sent: Monday, June 22, 2020 9:20 PM  
To: Clerks Office <clerksoffice@campbellca.gov>  
Subject: For Public Comment

WARNING: This email originated from an external sender!

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As a resident of Campbell for over 17 years, I feel that spending \$250k for a militarized vehicle is not needed to protect the citizens of Campbell and the money would be better spent in other areas; library, social services, etc.

Sue Townsend

**Andrea Sanders**

---

**To:** DeeDee Abodeely  
**Subject:** RE: FOR PUBLIC COMMENT

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

From: DeeDee Abodeely  
Sent: Monday, June 22, 2020 9:14 PM  
To: Clerks Office <clerksoffice@campbellca.gov>  
Subject: FOR PUBLIC COMMENT

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To whom It may concern,

I just learned that Campbell wants to buy a militarized vehicle with a heavy price tag. As we already have one, an additional vehicle like this is not needed. This does NOT fit into Campbell's General Plan. There are SO many other things Campbell needs to spend \$ on. Let's put that \$ into improving our parks, recreational center and sidewalks. This purchase should not be approved.

Thank you,  
DeeDee Beckstrom  
Campbell resident

## Andrea Sanders

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

**From:** Nicole Meehan  
**Sent:** Sunday, June 21, 2020 1:48 PM  
**To:** Clerks Office <clerksoffice@campbellca.gov>  
**Subject:** FOR PUBLIC COMMENT (BUDGET)

WARNING: This email originated from an external sender!

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At a time when budget cuts resulting from the Covid-19 pandemic are forcing recreation programs and activities to be slashed and temporary staff cut, I'm extremely disheartened to see that the city is considering funding the purchase of a Lenco Bearcat Armored Rescue Vehicle, potentially paying \$250,200 over the course of five years starting in FY21/22. The fact that such a vehicle can be borrowed for the very limited times when it may be needed should be enough to suggest that it is not an expenditure that the city needs to take on right now. Rather, I'd like to see more protection for (and, if you have the funds, greater investment in) programs that benefit more members of our community. I realize that Covid-19 requires some adjustments to the way recreation programs and services are offered, but I hope Councilmembers recognize how having a broad expanse of classes and activities — from pre-schoolers to seniors — benefits and strengthens the Campbell community. The city should be working as diligently as possible to provide the funding and staff support needed to bring the life and laughter back to the halls of the community center. Instead of spending precious funds to the tune of \$62,550 a year to buy a vehicle that will spend most of its time sitting in a parking lot, how about using that money to rehire some of the temporary staff who were laid off so that more recreation classes can be offered or reopen the skatepark or have a limited concert schedule in 2021, or...think about your favorite Campbell program/activity/resource and insert it here.

I know you have tough decisions to make and I appreciate your time and thoughtful consideration of what best serves the Campbell community.

Thank you.  
Nicole Meehan

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 – Email Correspondence

**Date:** June 25, 2020

---

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

## Andrea Sanders

---

**To:** Anna Rosenbluth  
**Subject:** RE: FOR PUBLIC COMMENT - 6/25/2020

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

From: Anna Rosenbluth  
Sent: Thursday, June 25, 2020 10:15 AM  
To: Clerks Office <clerksoffice@campbellca.gov>  
Subject: FOR PUBLIC COMMENT - 6/25/2020

WARNING: This email originated from an external sender!

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Dear Mayor, Vice Mayor, and Council:

While I know this is a budget meeting, the conversation around the Lenco Bearcat Armored Vehicle (which I understand has been removed from this year's budget, but simply POSTPONED to be purchased in 2022) raises concern with me.

I would like a commitment from Council to discuss our policing policy during FY 2020/2021. Please make it one of your main priorities for the year - I know these are normally set in January, but I ask that you amend your priorities to include this.

I am grateful the CPD published their #8cantwait standing - but now we need to discuss it with them and see where we can improve. I am grateful that CPD has always been kind in my interactions with them - I do not think they are the enemy. CPD has a history of being a leader in policing and encouraging a focus on the community - I want them to continue to be leaders with a community focus.

Policing has changed and evolved over the years. We do not police the way we did 100 years ago, so why freeze ourselves in this moment, when the evidence we have shows that many of our current policing practices are harmful to our communities?

The police are not the only profession being asked to reflect on how they function - this email is not an attack on our police. Many industries, including my own - public history - have to reflect. The difference I see is that, in my industry, we acknowledge the role of colonialism in our narrative. We understand that historically, museums were white spaces -telling the stories of white communities or displaying the art of white artists. At our annual conferences the discussions are FULL of talks on how to remove these narrow narratives, how to tell the stories that have been largely ignored, and how to get people of color through our doors. We work directly with colleagues of color to identify what changes are needed. We willingly reflect on how the actions of our predecessors have shaped the current museum world, the history that is taught in our schools, and what we can do today to fix it.

I ask the police to reflect. I ask nothing more from the police than I ask of myself and my profession.

Yet, it is even more pressing that the police reflect and take action, because when museums mess up lives are not ruined. I cannot say the same for the police.

I want CPD and the City of Campbell to continue to be a leader in policing and policing policy. They can do this with honest reflection on the policies they follow and the training they have received.

While I know the Bearcat is postponed in this budget, I ask that it be removed all together. Vice Mayor Liz Gibbons suggested this at the 6/16 meeting. As she noted, the vehicle can always be added back in after our

COMMUNITY has real and honest discussions about our policing policies - if the community agrees it is needed.

Thank you for reading my thoughts. Again, I ask council to commit to making these discussions a priority in FY 2020/2021. Campbell cannot solve it all! But, we can be leaders in our nation and identify what we can do on a local level.

If you are looking for a beginners guide to understand some of the flaws in our current policing system, I highly recommend you watch "13th"  
(especially the polices enacted through the 1970s, 80s, and 90s).

Thank you for your time,

Anna Rosenbluth

Citizen of Campbell

(These are personal opinions, as a citizen, and do not reflect my role as a city employee)

**Andrea Sanders**

---

**To:** Margarita Mendoza  
**Subject:** RE: Online Form Submittal: Contact Us (Dropdown)

**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com) <[noreply@civicplus.com](mailto:noreply@civicplus.com)>  
**Sent:** Wednesday, June 24, 2020 12:08 PM  
**To:** Campbell City Managers Office <[cmoffice@campbellca.gov](mailto:cmoffice@campbellca.gov)>  
**Subject:** Online Form Submittal: Contact Us (Dropdown)

WARNING: This email originated from an external sender!

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Contact Us (Dropdown)

First Name	Chad
Last Name	Harris
Address1	<i>Field not completed.</i>
Address2	<i>Field not completed.</i>
City	Campbell
State	CA
Zip	95008
Phone Number	<i>Field not completed.</i>
Email Address	
Whom would you like to contact?	Mayor
Question / Comment	I came across this  <a href="https://www.change.org/p/prevent-campbell-pd-from-purchasing-250-000-armored-military-vehicle?signed=true">https://www.change.org/p/prevent-campbell-pd-from-purchasing-250-000-armored-military-vehicle?signed=true</a>  Is this true that the Campbell police plan to buy an armored vehicle? If true, I'm very disappointed that funds would be spent like this. Why does Campbell need one of these? This is straight militarizing the police. Buying things like this only promotes the use of them and attracts people that will want to work where they can use them. Very disappointed if true!  Chad

---

## Andrea Sanders

---

**To:** Leanne Haghighi  
**Subject:** RE: FOR PUBLIC COMMENT

>  
> -----Original Message-----  
> From: Leanne Haghighi  
> Sent: Wednesday, June 24, 2020 12:03 PM  
> To: Clerks Office <clerksoffice@campbellca.gov>  
> Subject: FOR PUBLIC COMMENT  
>  
> WARNING: This email originated from an external sender!

> \_\_\_\_\_  
>  
> As a resident of Campbell for more than 10 years, I have enjoyed the small town feel the city has to offer alongside access to community events, local parks and trails, and high quality schools. I appreciate the work this committee puts in to ensure our financial priorities align with the General Plan. I am writing to express my concern over the proposed purchase of a \$250,000 militarized vehicle for use by Campbell PD. I do not believe this purchase is in alignment with our city's General Plan for the following reasons: Campbell PD already has a mutual aid agreement with surrounding communities to share police resources (see page HS-3 of the General Plan), Campbell PD was able to secure a similar vehicle for the last 20 years through the 1033 Program without using city money that could be better spent, and there is a lack of transparency regarding exactly how this vehicle has kept/could keep citizens safe. In the 20 years that Campbell had access to the militarized vehicle from the 1033 Program, how many times was it necessary to utilize this vehicle and in what manner? I am curious exactly how this vehicle keeps our citizens safe. I understand Chief Berg is attempting to use the Denny's hostage situation as justification for the purchase of the vehicle, stating "We didn't have a vehicle and had to borrow one using mutual aid."

> (See pg 5 of Campbell Commission Planning Minutes from June 9th.); however, the borrowing of a vehicle using mutual aid aligns with the stated General Plan, so why the need to spend our General Funds to purchase something we can borrow through mutual aid? Lastly, it is of grave concern that our chief shared "there could be the potential need at some point for crowd control to occur under approved guidelines and policies if deemed necessary." I sincerely hope that Campbell PD could find another way to control crowds in our small city. I urge you to please spend our General Funds on what closely aligns to our city's stated mission and goals, keeping our city a "friendly community [that is able to] develop a stronger sense of identity, characterized by the active involvement of its citizens and businesses in all aspects of community life."

>  
> Sincerely,  
> -Leanne Haghighi

## Andrea Sanders

---

**Subject:** FW: Come on you guys

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

From: Vince Cortez

Sent: Tuesday, June 23, 2020 6:55 PM

To: Clerks Office <clerksoffice@campbellca.gov>

Subject: Come on you guys

WARNING: This email originated from an external sender!

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Are you serious? Do you really need an armored police vehicle in Campbell? Let's be smarter than the steel armor and invest this money into something more positive for our community. This is not the time to spend money on Police toys!

Sent from my iPhone

## Andrea Sanders

---

**To:** Jeff Lewis  
**Subject:** RE: FOR PUBLIC COMMENT - Campbell Bearcat

**From:** Jeff Lewis  
**Sent:** Tuesday, June 23, 2020 3:44 PM  
**To:** Clerks Office <clerksoffice@campbellca.gov>  
**Subject:** FOR PUBLIC COMMENT - Campbell Bearcat

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I would like to add the following comment for the Campbell PD's proposed Bearcat purchase using Measure O funds:

This was NOT what the community had in mind when Measure O was passed. The ballot text read: "To provide a police emergency operations center that is fully operational during a disaster and an innovative library in seismically safe, accessible, and energy-efficient facilities meeting current safety codes". I'd love to see what \$250,000 could do for our library and its programs. We should be investing in our community. CPD is certainly entitled to responsible use of some of the bond's funds, but militarizing our department is NOT the way to go. If this bearcat purchase happens, I will never again vote for a measure to fund CPD. I appreciate the consideration!

--  
**Jeff M. Lewis**  
LandESCAPE Visuals | Founder  
Escaype | CEO and Co-Founder  
e-mail | [lewis.jeffrey.m@gmail.com](mailto:lewis.jeffrey.m@gmail.com)  
website | [landESCAPEvisuals.com](http://landESCAPEvisuals.com)

**Andrea Sanders**

---

**Subject:** RE: FOR PUBLIC COMMENT: Bearcat Tank

**From:** Tung Dao

**Sent:** Tuesday, June 23, 2020 3:47 PM

**To:** Clerks Office <clerksoffice@campbellca.gov>

**Subject:** FOR PUBLIC COMMENT: Bearcat Tank

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Hello,

I believe that the funds should not be used on investing in military grade equipment. They would be better used invested into our communities.

Thank you,  
Tung

## Andrea Sanders

---

**To:** Kat Richter  
**Subject:** RE: public comment re: second tank

**From:** Kat Richter  
**Sent:** Thursday, June 25, 2020 1:07 PM  
**To:** Clerks Office <clerksoffice@campbellca.gov>  
**Subject:** public comment re: second tank

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Hello,

I am disappointed that the city of campbell is considering using funds that voters elected to be used for library improvement to buy a second armored tank.

The police don't need to be heavily armed. In general, it is considered unwise to provide weapons to dangerous people. The campbell police department doesn't need a second tank, but the people of Campbell want improved library services.

Seriously, get your priorities in order.

--Kat

## Andrea Sanders

---

**To:**  
**Subject:** RE: question for city council meeting at 1pm 06/25/2020

**From:**  
**Sent:** Thursday, June 25, 2020 12:13 PM  
**To:** Clerks Office <clerksoffice@campbellca.gov>  
**Subject:** question for city council meeting at 1pm 06/25/2020

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Why is it important to budget (if even in the future) or spend money on military style equipment, when all around us communities are focusing on alternatives to deadly force. Wouldn't it be better to spend the money on social services such as mental health and education as a means of crime prevention.

Thank you,  
Paula Yuhara

## Andrea Sanders

---

**To:** Erin Vokey  
**Subject:** RE: Purchase of armored vehicle

**From:** Erin Vokey  
**Sent:** Thursday, June 25, 2020 10:50 AM  
**To:** Clerks Office <clerksoffice@campbellca.gov>  
**Subject:** Purchase of armored vehicle

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To Whom it May Concern:

I am writing to you as I have recently learned that the city of Campbell is looking into purchasing an armored vehicle for its police force for \$250,000.

I vehemently oppose this idea. Right now, what our community needs is to invest more in CUSD (which are facing 10% budget cuts for the 2020-2021 school year), we also need to invest in programs for our youth, like youth centers and programs to help keep our youth out of trouble and off the streets. The root of the problems we face today lay in education and proper programs to help our youth. We must invest in their future, not a quarter of a million dollar armored vehicle!!!

Sincerely,

Erin Vokey

Mayor & City Council Members:

The Campbell Police Department has proposed a non-negotiable elimination of two **full-time** CSO positions, of which I am one, as a budget reduction. I am asking for early retirement- compensation and a PERS years of service adjustment. Why?

There are 4 Full time CSOs: 2 Patrol and 2 "Office." It is the 2 "office" CSO's being eliminated. One assigned to Records, and I am assigned to Administration performing Training & Permits duties. The Training position is important to ensure all mandates, including critical legislative and OSHA mandates, are being met, among other essential functions.

The job retention path provided for the 2 positions is to "bump" a patrol CSO. However, the proposed Records budget has a .08 CSO position at a cost of \$12,038, therefore, it's possible the Records CSO has an additional path available. No such alternate path exists for me. I have been with the PD for 20 years. A Patrol CSO, something I have never done, is not a practical option for me being 63 years old. In fact, in the history of the CPD, there has never been a 63 year old full time patrol CSO.

In my 10 years of training experience and resource awareness, Police Administration has requested me to research and acquire current and relevant police training options. Since officer training has become a publicly scrutinized topic, my experience enables me to effectively assist Administration. However, a new **HALF-TIME** training coordinator is proposed. Are the cost savings worth the compromise of my abilities?

After a previous temporary reduction in hours, I was returned to full time in 2018. My intention was to retire in August 2021 when I would have 3 sequential years of full-time employment, therefore maximizing my CALPERS retirement benefits. I am only one year away from this desired retirement date, therefore seeking the compensation requested.

THANK YOU FOR YOUR TIME AND CONSIDERATION

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 – Revised Resolution

**Date:** June 25, 2020

---

The purpose of this desk item is to revise the FY 2021 CIP General Plan and CEQA Compliance Resolution to include updated CEQA language.

It should also be noted that a portion of the recommended action for this item has been amended to add in the language “exempt from review” and now reads as follows:

That the City Council approves the attached resolutions adopting the Fiscal Year (FY) 2021 City Operating and Capital budgets, including transfers, in the amounts of \$69,821,042 and \$22,403,158, respectively, for a combined total budget of \$92,224,200; authorizing the use of \$1,245,338 of the General Fund Economic Fluctuations Reserve in FY 2021 to balance General Fund revenues versus expenditures; adopting findings that the proposed FY 2021-2025 Capital Improvement Plan projects are exempt from review under the California Environmental Quality Act (CEQA) and are consistent with the City's General Plan; approving the five-year plan total of \$77,840,249, excluding capital project carryover appropriations of \$9,074,541 previously approved, and adopting appropriations for FY 2021 projects of \$10,947,049; directing staff to incorporate within the final adopted and published FY 2021 budget document any changes or adjustments pursuant to this public hearing and any other minor corrections prior to the budget's final publication; and establishing the Appropriations Limit for FY 2021 at \$77,091,302 pursuant to Article XIIB of the California State Constitution.

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  
CAMPBELL GENERAL PLAN PURSUANT TO § 65401 OF THE STATE OF CALIFORNIA  
GOVERNMENT CODE AND EXEMPT FROM REVIEW UNDER THE CALIFORNIA  
ENVIRONMENTAL QUALITY ACT (CEQA)**

**WHEREAS**, after due consideration of all evidence presented, the City Council does find as follows with respect to the FY 2021-2025 CIP:

1. The proposed CIP is consistent with the Campbell General Plan, pursuant to §65401 of the State of California Government Code;
2. The proposed CIP is exempt from review under the California Environmental Quality Act (CEQA) in that it is not a “project” as defined by Public Resources Code § 21065 being an administrative activity of the City that will not result in direct or indirect physical changes to the environment pursuant to CEQA Guidelines § 15378.

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

1. The CIP is consistent with the Campbell General Plan; and
2. No substantial evidence has been presented from which a reasonable argument could be made that the CIP projects would have a significant adverse impact on the environment.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council finds the proposed GIP to be consistent with the Campbell General Plan pursuant to § 65401 of the State of California Government Code and exempt from review under the California Environmental Quality Act (CEQA); and,

**BE IT FURTHER RESOLVED** that the City Council approves the Fiscal Year 2021-2025 Capital Improvement Plan with projects totaling \$77,840,249, including first year appropriations of \$10,947,049 for FY 2021 and excluding capital project carryover appropriations of \$9,074,541 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