City of Campbell, California

Fiscal Year 2010 – 2011
Operating / Capital Budget

&

2011 – 2015 Five Year
Capital Improvement Plan

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Cover Photo – City of Campbell Events

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Honorable Mayor and Members of the City Council:

I am pleased to present the fiscal year 2010-11 (FY 11) operating and capital budget. The budget is intended to serve as a policy document, a financial plan, a communications device, and an operations guide. The budget reflects the policies, goals, programs and service priorities that the Council and staff are committed to providing to the Campbell community.

The City has managed through difficult economic times for the past 8 years with the most recent year presenting the greatest challenge to-date. Described by many economists and experts as the Great Recession, and likely the worst economic period since the Great Depression, the past couple of years have been very damaging to the fiscal health of many municipalities. From the collapse of the housing and credit markets to a significant rise in unemployment to the troubles in the corporate financial world, the recession has been unprecedented in scope and magnitude, affecting markets and economies around the world. In the latter half of FY 10, however, it appears the bad economic news has subsided with stabilization in the housing and credit markets while unemployment has also appeared to level out. While the economy has ceased from deteriorating further, it has not yet showed significant progress of recovery. In fact, because unemployment is still in double digits, it is widely believed a sustained recovery will take many years to occur.

After experiencing additional shortfalls in revenues this past year, the City, once again, was forced to undertake significant cost cutting steps on top of the $4 million cuts it had already made over the preceding 5-6 years. This led to the development of another set of budget correction strategies consisting of more than 130 separate items and totaling close to $3.2 million (Exhibit 3 of this letter contains the details of the budget correction strategy). Among other things, it involved freezing additional positions, voluntary and involuntary work hour reductions, and offering early retirement incentives. As a result, the budget was balanced without the need to draw from the City's Reserve for Economic Fluctuations. This reserve is specifically established to buffer the City from significant downturns in the economy lasting more than a single year. The City's reserve policies require that whenever this reserve falls below $4 million or the City's five-year financial projections indicate the reserve will fall below this minimum, a plan be submitted to the Council by the following year's budget adoption to get back to the target within five years.

The budgeted level of proposed expenditures are considered necessary and proper, taking into consideration the City's Strategic Plan objectives of providing quality services to our residents. Reserve requirements have been maintained consistent with established and updated financial policies. The result is an overall budget that continues most of the program and service levels from the prior year, which the residents of Campbell have indicated are important to them. However, there are a number of service level reductions incorporated in this year's budget as a result of the budget correction strategies.

BUDGET SUMMARY

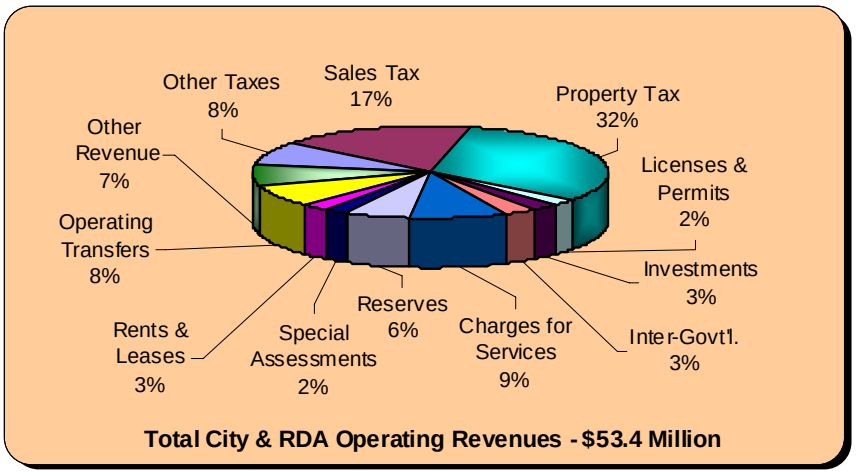
The combined FY 11 operating and capital budget totals $60.1 million, comprised of $49.8 million for the City and $10.3 million for the Redevelopment Agency (RDA). Related revenue sources total $60.6 million comprised of $50.2 million for the City and $10.4 million for the RDA, indicating a balanced budget in which total revenues, including the use of reserves, meet or exceed total expenditures. Excluding capital transfers, the City's budget would be $46.2 million and the RDA's budget would be $10.3 million. The excess of total combined revenue over expenditures is attributable to building a small surplus into the General Fund budget to replenish the Economic Fluctuation Reserve over the next 5 years.

The following table depicts the total operating and capital budget for the City and the RDA at their respective legal levels of appropriation compared to the prior fiscal year:

	FY 2010 - 11			FY 2009 - 10				
	Operating Budget	Capital Budget	Total Adopted Budget	Operating Budget	Capital Budget	Total Adopted Budget	$ Change Operating Budget	% Change
City	$ 42,610,006	$ 3,580,000	$ 46,190,006	$ 45,250,915	$ 2,458,250	$ 47,709,165	$ (2,640,909)	-5.8%
Capital Transfers	-	3,580,000	3,580,000	-	2,364,500	2,364,500	-	n/a
Total City	**42,610,006**	**7,160,000**	**49,770,006**	**45,250,915**	**4,822,750**	**50,073,665**	**(2,640,909)**	**-5.8%**
RDA	10,331,628	-	10,331,628	8,070,709	-	8,070,709	2,260,919	28.0%
Capital Transfers	-	-	-	-	93,750	93,750	-	n/a
Total RDA	**10,331,628**	-	**10,331,628**	**8,070,709**	93,750	**8,164,459**	**2,260,919**	**28.0%**
Total City & RDA	**$ 52,941,634**	**$ 7,160,000**	**$ 60,101,634**	**$ 53,321,624**	**$ 4,916,500**	**$ 58,238,124**	**$ (379,990)**	**-0.7%**

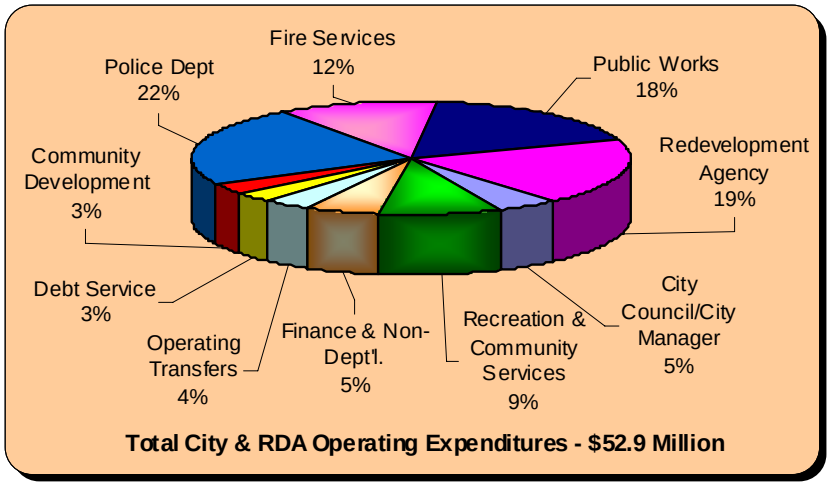
Overall, the total operating budget is 0.7% lower than the previous year. **The City's operating budget, by itself, is lower by $2.6 million (5.8%)**. The RDA expenditures increase is attributable to a higher tax sharing obligation to the County and other taxing jurisdictions in addition to an expected **$0.5 million State takeaway**.

Operating Budget: The total operating portion of the budget is $52.9 million, comprised of $42.6 million for the City and $10.3 million for the RDA. Related revenue sources total $53.4 million comprised of $43.0 million for the City and $10.4 million for the RDA. The budget reflects expenditures that are expected to recur on an annual basis as well as those that may be non-recurring or one-time in nature. The recurring expenditures are generally funded with on-going operating revenues that are expected to be received annually.



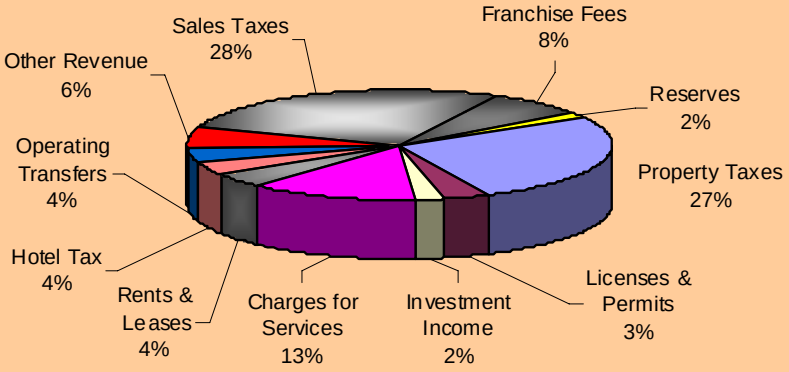
Total City & RDA Operating Revenues - $53.4 Million

Non-recurring or one-time expenditures are typically funded with a combination of one-time revenues, specific reserves and/or unreserved fund balances, all of which are considered to be revenue sources for purposes of presentation within this document. The FY 11 operating budget relies on a total of $3.1 million in non-recurring revenues, reserves and fund balances, to fund operating expenditures. The largest component is $2.2 million from RDA tax increment reserves needed to fund tax sharing obligations and the State takeaway. An additional $0.5 million in General Fund reserves will be used to fund specific expenditures. No funding from the Economic Fluctuations Reserve is contemplated this year.



Total City & RDA Operating Expenditures - $52.9 Million

General Fund operating revenues and expenditures are budgeted at $33.9 million and $33.5 million, respectively, representing a $2.0 million reduction in expenditures from the FY 10 adopted budget. The $0.4 million difference represents budgeted surplus intended to replenish the Reserve for Economic Fluctuations back to its target of $6 million over the next five years.



General Fund Operating Revenue - $33.9 Million

Capital Budget: The City's Capital Improvement Plan (CIP) is used both as a short and medium-range plan for the acquisition, improvement and/or renovation of City assets, infrastructure in particular. The CIP is reviewed and updated annually by a committee of senior management staff. It includes projects and equipment items valued in excess of $25,000. Also included are studies or evaluations that will potentially lead to a capital project. Capital items with a value of less than $25,000 are included in the operating budget in the appropriate capital outlay line item or as a building maintenance special project if related to facility improvements.

The CIP is presented on a five-year horizon in which project scheduling is dependent upon various factors including the urgency of need, availability of funding and staff workload to name a few. The first year of the CIP is incorporated within the operating / capital budget document, and formally appropriated by the City Council. The remaining years function as a project planning and budgeting tool. Any expected operating budget impacts resulting from the CIP are

incorporated into the operating budget.

The City has historically funded various capital projects with General Fund surpluses. Current projections, however, indicate the City anticipates only modest surpluses that are designated for replenishing the Economic Fluctuations Reserve for the next several years. Therefore, the number and scope of proposed capital projects compared to previous years will be reduced.

There are 8 capital projects proposed for funding in FY 11. Project expenditures of $3.58 million plus related inter-fund transfers of an additional $3.58 million total $7.16 million in capital appropriations for the City and RDA combined. The largest component of the projects is $1.5 million for the rehabilitation of Hacienda Avenue with an additional $1.1 million for improvements to Winchester Blvd. The full CIP, along with details of specific projects, can be found in the Capital Improvement Plan tab of this document.

REVENUES

Estimating revenues for the coming year was an extremely difficult task in light of the poorly performing economy. Program managers evaluated comparative historical data in conjunction with necessary inflationary adjustments, changes in volume or activity, and any fee increases. Then, current and forecasted activity changes, based on the latest available information, were taken into consideration to adjust estimates up or down as needed. **Total budgeted revenue for FY 11 is $60.6 million**, including capital funding sources of $7.2 million. This reflects an increase of $1.8 million (3.1%) from the previous year. In looking at only the operating budget component, total revenue is $53.4 million, down $0.3 million from the previous year.

It is important to note that the capital project budget can fluctuate dramatically from year to year depending upon the number and size of projects that are approved. Capital projects are generally one-time and long-term in nature, and they are funded with non-operating revenue so there is no impact on the operating budget funding sources. The operating and capital budgets contain transfers-in totaling $4.1 million and $3.6 million, respectively. Although this has a tendency to make the budget appear higher in total than it actually is, the transfers-in on the revenue side are offset by transfers-out on the expenditure side. Including transfers in the City's adopted budget is done to readily demonstrate that budgets are balanced and match the internal budgeting system.

General Fund: Contained within the budget are a variety of funds, each with its own source(s) of revenue. The budget document is organized by operating department, then by program within the department. The General Fund is the City's largest single fund where the majority of services are budgeted. It funds general services such as police, fire, parks, streets and administration. Therefore, the focus of this section of the budget message is on the General Fund. General Fund operating revenue, excluding capital funding sources and use of operating reserves/beginning fund balances, is estimated to be $32.5 million, **a decrease of $1.9 million (5.5%) from the previous year's adopted budget**. Almost all of this decrease is due to reduced sales tax revenue estimates.

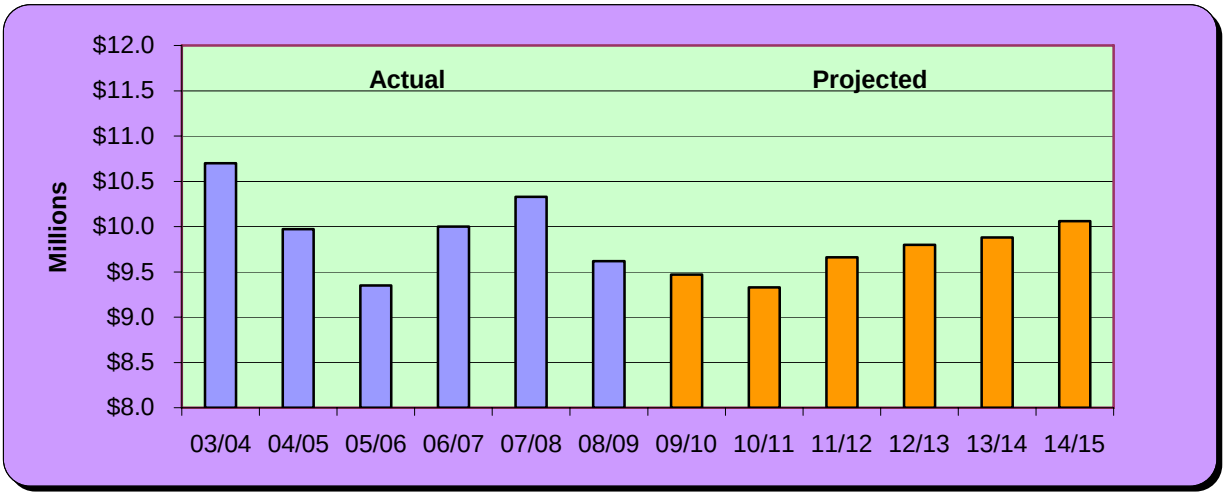
Sales Tax: Sales tax, the single largest revenue source for the General Fund, comprises approximately 28% of its net operating revenue base. Net revenues exclude reserves, which are not considered to be an on-going revenue source. The sales tax base is comprised of over 1,300 diverse businesses throughout the City. While most of the City's largest sales tax producers can be considered stable businesses, they are still subject to fluctuations from

regional and national economic conditions which can have a direct impact on the sales tax revenue base. The loss of any one of these top revenue generators would have a significant financial impact to the City.

Growth in the sales tax base is limited because the City is largely "built out" with little room for new retail development and growing reliance on "in-fill" projects of smaller scale and redevelopment of existing parcels. In addition, increased regional competition and the impact of electronic commerce continue to erode the revenues of some of the City's larger existing sales tax producers. By comparison, other Silicon Valley cities and the State overall have seen higher levels of sales tax growth, on average, due to their capacity to accommodate new retail business when the economy expands. Campbell has also not seen significant growth in its business-to-business segment compared to neighboring cities, making the City's largest revenue source one of the most challenging to deal with in future years.

Consequently, the FY 11 budget of $9.3 million is a net $2 million (17.3%) lower than the adopted FY 10 budget and slightly lower than FY 10 estimated actual. Because the economy is expected to remain weak for the next couple of years, future revenue increases are expected to be modest at best. In fact, revenue growth from existing retail businesses is projected to be 0% for FY 12 based on the latest data available from the City's sales tax consultant and recent trends. Only because of a couple of new retail developments anticipated to be completed in FY 12 does the projected revenue increase. Beyond next year, the growth assumption is a paltry 1% based on a slight improvement in the economy.

Sales Tax Trends – General Fund



The graph above reflects actual sales tax performance for the past seven fiscal years and projected revenue through FY 15.

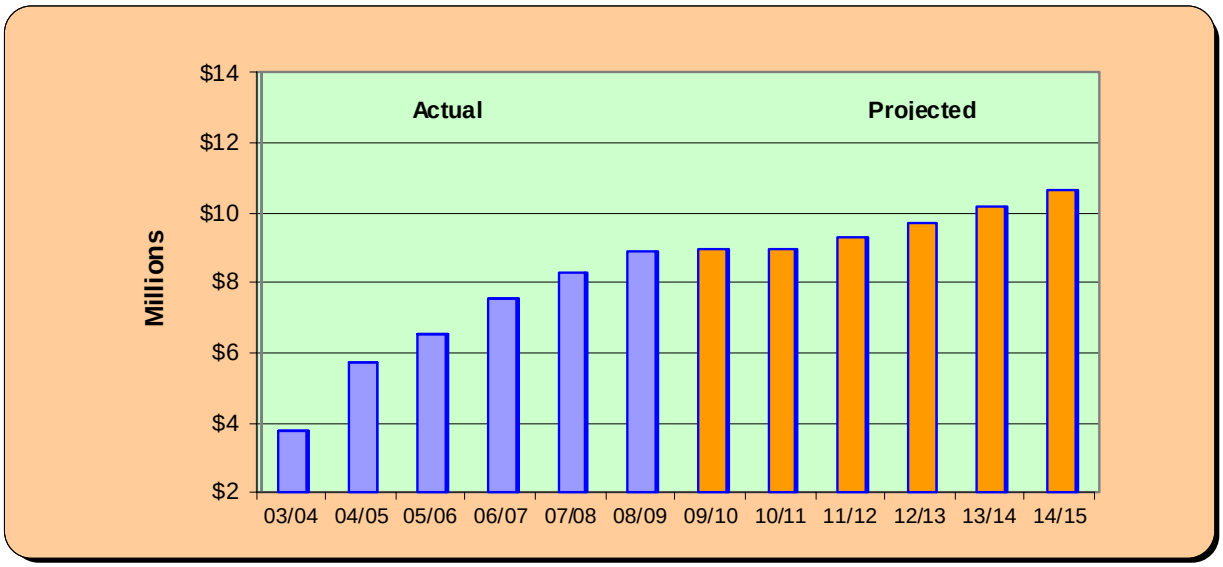
Property Tax: Property tax revenue is the second largest source of revenue to the General Fund, estimated at $9 million or 27% of net operating revenue for FY 11. This is an increase of $0.2 million (2%) from the previous fiscal year's adopted budget but essentially flat (0% growth) from estimated FY 10 revenues. This is due to the unprecedented decline in assessed values in parts of Silicon Valley that began a couple of years ago and has yet to fully recover. The County Assessor indicated negative County-wide growth has only occurred four times in the past 75

years, primarily during the years immediately following the Great Depression of 1929. Clearly, this is an anomaly to the usual positive growth which typically results from the general desirability of the region and the limited housing supply compared to overall demand. Despite the ongoing difficulties in the housing market, it is expected that housing in the Silicon Valley will eventually recover, but this could take several more years. In recent months, real estate sales and housing prices in many parts of Silicon Valley have been up indicating a rebound has already begun.

Beginning in fiscal year 1993, and continuing for the past 16 years, the City has cumulatively lost in excess of $16 million in property tax revenue due to State legislated takeaways. Under the enabling "Education Revenue Augmentation Fund" (ERAF) legislation, the State, as a means to fix a significant budgetary deficit, began diverting local government property tax revenues to the ERAF to help fund its fiscal obligation to schools. The *ongoing* impact to the City is approximately *$1.5 million in annual lost revenue* for which there is no end in sight.

Primary factors in the projection are historical growth in assessed valuation and new construction. The following graph depicts the historical and projected trend for property tax revenues in the General Fund. The significant jump from FY 04 to FY 05 is attributable to legislative action taken by the State that reduced the City's vehicle license fee and replaced it with additional property tax revenue taken from the State's ERAF fund. As discussed, although projected to have no growth next year, future projections anticipate a return of modest growth over the next several years.

Property Tax Trend – General Fund



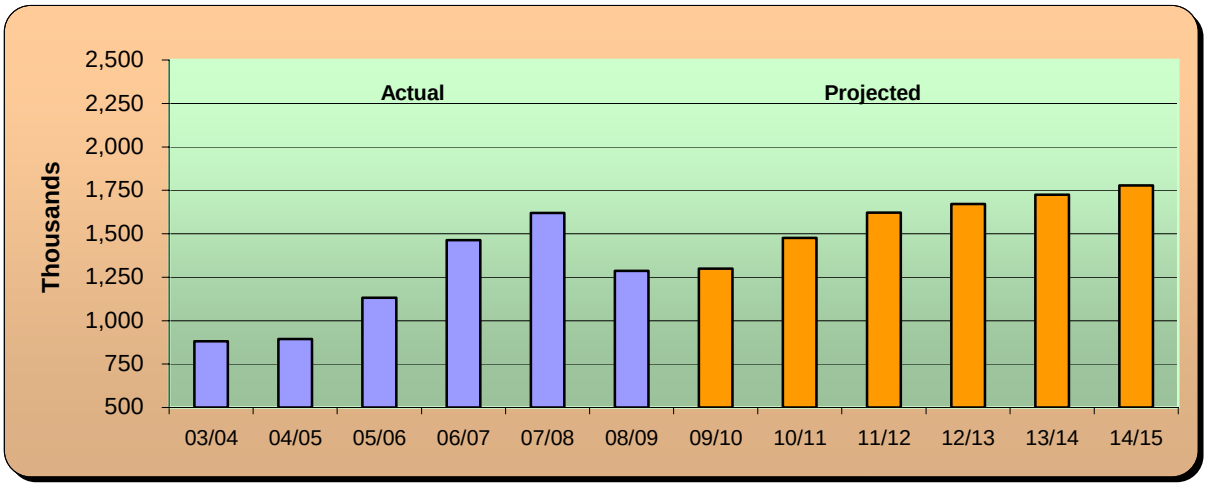
Transient Occupancy Tax: This tax, more commonly referred to as hotel/motel tax, or simply TOT, is derived from a 10% tax that is applied to the room rates of the City's hotels/motels. TOT revenue for FY 11 is budgeted at $1.5 million, reflecting a $0.2 million increase from the revised FY 10 projections. The expected increase is due, in part, to a new 162 room hotel that finished construction and opened mid-way through FY 10. The City's existing hotel/motel revenue is anticipated to also increase slightly based on seeing evidence that this sector has already hit bottom and should be able to at least meet revenue levels from the previous year based on recent data. A ballot measure, contemplated for the November, 2010 election, would increase

the tax rate from 10% to 12%, effective January 1, 2011. This increase has not been included in the long-term projections of revenue.

Key factors in developing the revenue projections are such things as historical trends, the number of available rooms, the occupancy rate, exemptions, new rooms coming on-line, and the weighted average room rate. Historically, Campbell hotels/motels have averaged occupancy rates of 85%. In recent years, occupancy rates have been in the range of 50-75%, however, the most recent two quarters show occupancy to be increasing as average room rates have dropped considerably.

The following chart depicts historical activity and projections for current and future years. The projections also include the anticipated revenues from the new hotel.

Transient Occupancy Tax (TOT) Trend – General Fund



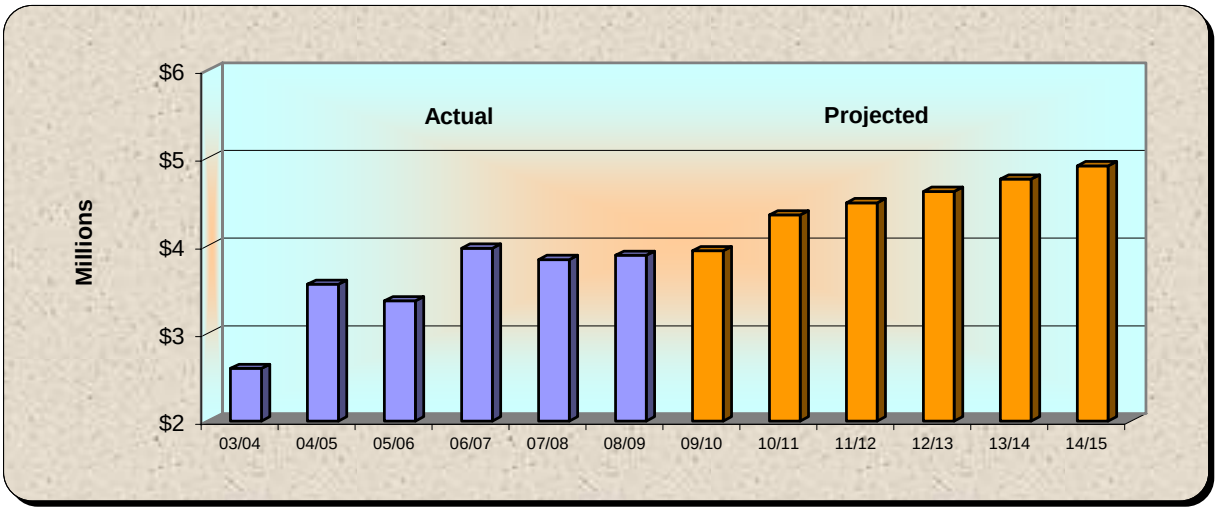
Charges for Services: Charges for services include revenues derived from a variety of sources, the largest being Recreation program fees that consist of classes/lessons, trips/tours, preschool and theater revenues. Other fees are charged for Police and Fire services; engineering services; zoning review and business license processing.

The City maintains a cost allocation plan and user fee model, which serves as the basis for the Schedule of Fees and Charges. A Council-established User Fee Policy framework for establishing appropriate percentages of recovery is the guideline from which fee modifications are proposed and approved annually in conjunction with the budget process. During FY 10, a comprehensive user fee study was performed and most of the recommendations were approved by Council and incorporated into the budget estimates which resulted in increases for many fees in FY 11.

In addition to the cost of providing the service, other factors such as the allowable percentage of recovery, number of participants or attendees, inflationary factor, comparison to other agencies, and the historical trends are analyzed for nearly all fees and charges. The combined revenue for all user fees and charges is anticipated to generate $4.3 million for the General Fund during FY 11, an increase of 10.5% from the previous fiscal year.

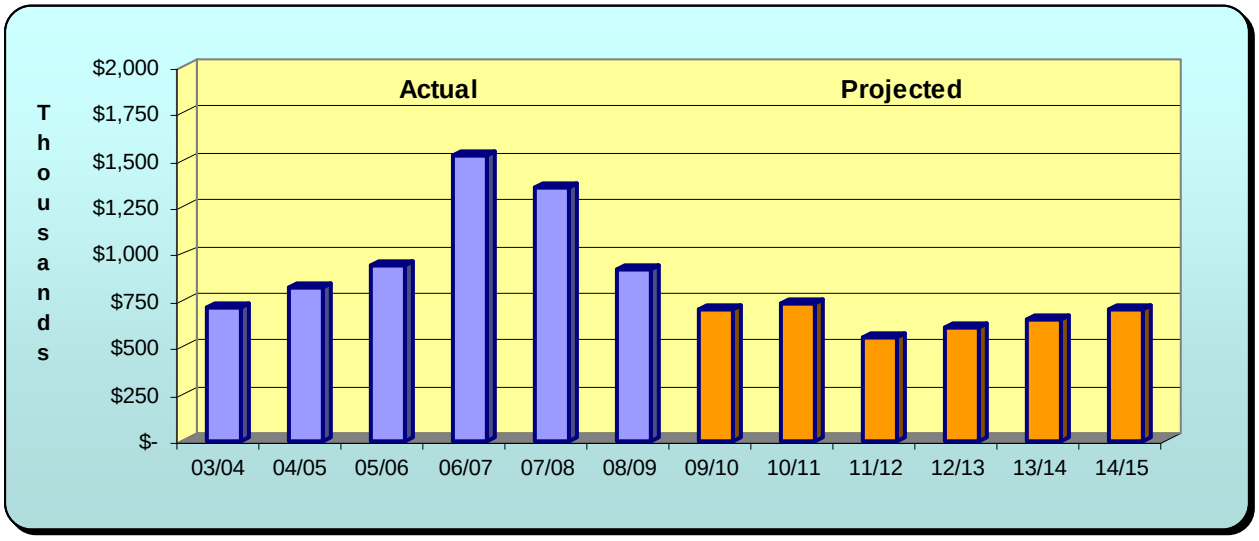
The following chart depicts historical activity and projections for current and future years:

Charges for Services Trend – General Fund



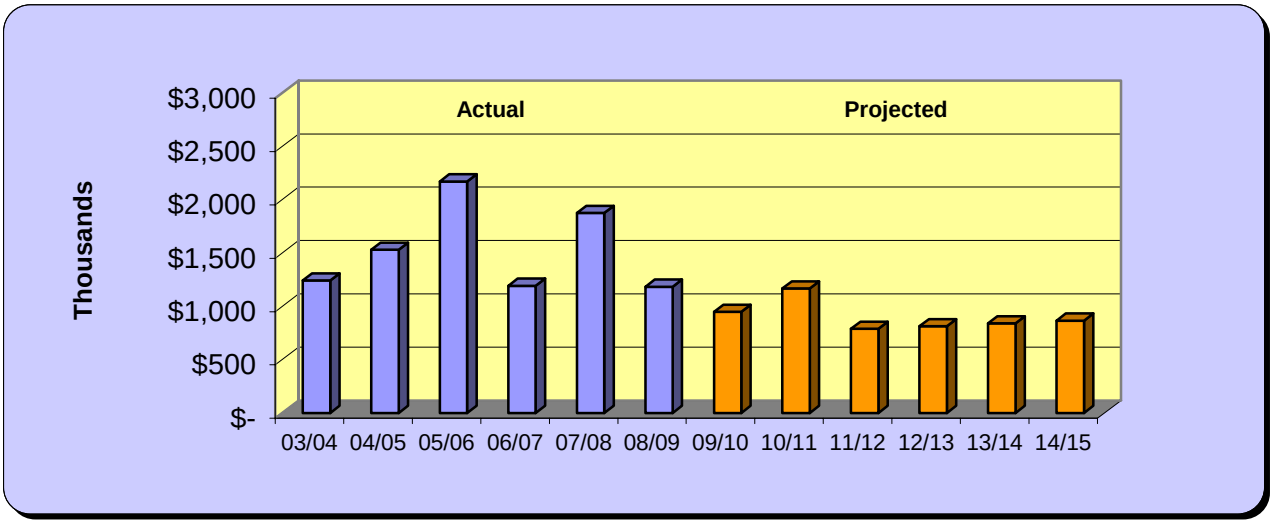
Investment Income: Investment income comprises approximately 2.1% of General Fund net operating revenue and is estimated to be $0.7 million for FY 11, about the same as estimated FY 10 revenue but a decrease of $0.2 million or 19% from the previous year's adopted budget. Investment earnings are expected to decrease due to the Federal Reserve Bank keeping short-term interest rates low to try and stimulate increased economic output. Average interest rate yields are expected to be lower in FY 11 than they were in FY 10. For example, in May 2010, the yield from the City's Local Agency Investment Fund was 0.6% compared to 1.5% in May 2009. The following chart depicts historical activity and projections for current and future years:

Investment Income Trend – General Fund



Licenses & Permits: Revenues in this category are comprised primarily of construction permits and advanced plan check fees. Also included are fire permits and other Building Division fee revenues. Total revenues from this category can fluctuate significantly with the level of development activity from year to year and serve as one measure of how the economy is faring. Budgeted FY 11 revenues are $1.2 million compared with $0.8 million budgeted in FY 10, an increase of 39%. This is due to a significant development project that is anticipated to occur during the year while the overall expectation for development and construction activity continues to be soft. Revenues from this source have declined in recent years, due to the poor economy, and future projections indicate construction activity will continue to lag for sometime to come.

Licenses & Permits – General Fund



Lease Rental Income: The City collects rental income by leasing out space to tenants at its Community Center facility. Lease rental income in FY 11 is projected to be approximately the same as in FY 10 at $1.4 million, representing approximately 4.2% of net General Fund operating revenues. Rental income from this source is reasonably consistent from year to year attributable to having a number of long-term leases. Occupancy has been at or near capacity for the past several years. However, it is expected that due to the severity of the economy, occupancy levels may see a modest decline. The revenue projection is based on actual lease contracts and estimated market rates for available space.

Franchise Tax: Franchise tax revenue is generated from fees charged to various utilities for doing business within the City. The fee is usually computed as a percentage of the gross income of the utility. This revenue source is projected to generate General Fund revenue of approximately $2.6 million for FY 11. This is an increase of $0.2 million from the previous year. The projection is developed from a combination of increased services/customers plus an inflationary factor averaging 3% on the historical amounts generated by utilities operating within the City limits, e.g. cable, water, garbage, gas and electric. Others are set contractually. In developing the electric and gas franchise fees, consideration was given to the changes in market conditions in the State of California, which have tended to generate higher energy costs and produce variations in consumption. However, Campbell has not experienced a significant variance in this revenue source as a result of the current economic state.

Other General Fund Revenues: The remaining significant General Fund revenue sources consist of other miscellaneous income of $0.8 million, operating transfers-in of $1.4 million, representing reimbursements from other funds for services provided by the General Fund, and reserves of $0.5 million that are used to fund operating expenditures. Where appropriate, other revenue sources are projected to reflect modest inflationary increases and/or changes in activity levels.

Revenue - Other Funds

A variety of other funds are contained within the budget and explained in greater detail further in the budget message. In summary, each fund's operating revenue meets or exceeds operating expenditures consistent with established financial policies. Exhibit A within each program budget provides a summary of that program's funding sources and all revenues monitored by that program. Narrative descriptions and account number references pertaining to the particular revenue sources can be found in the budget reference materials section of this document. Charts and graphs for General Fund revenue as well as total City revenue, other than what is presented in this budget message, can be found in the financial summaries section of the budget document. Because this budget is organized by program, funds other than the General Fund are included in the respective operating department's section of the budget along with the General Fund programs. Each program is identified with the fund number at the beginning of each section.

Special Revenue Funds consist of Gas Tax; Lighting and Landscape District; Housing and Community Development; Environmental Services; Parkland Dedication; Asset Forfeiture; Supplemental Law Enforcement; Other Grants; Other Special Revenues; and, RDA Housing.

Gas Tax revenue is considered a State-shared revenue. Projections for this revenue source come directly from the State on an annual basis. Revenue in funds such as the Lighting and Landscape District and Environmental Services are based on rates that are assessed to individual properties depending upon type of service being provided or type of property. Total operating revenues for Special Revenue funds for FY 11 are $5.2 million, down $0.2 million from the previous year due to decreased operating transfers-in from other funds.

Debt Service Funds are incorporated within the budget due to various bond covenant requirements. Local Improvement District (LID) revenue comes from the County of Santa Clara via property tax levies assessed against the properties that received the specific improvements. Certificates of Participation (COP) debt service are funded by the General Fund with an offset from the RDA. RDA debt service funds are funded with tax increment from properties located within the redevelopment project area in Campbell. Such properties start out in a blighted condition and, as they are redeveloped and improved, the RDA receives the incremental growth in property tax over the established base. For presentation purposes, the RDA debt service fund is grouped along with other RDA funds under the Redevelopment Agency tab in the budget document. Total funding sources for Debt Service funds, excluding the RDA fund, for FY 11 are $1.7 million. The RDA Debt Service funding sources for FY 11 are $8.3 million.

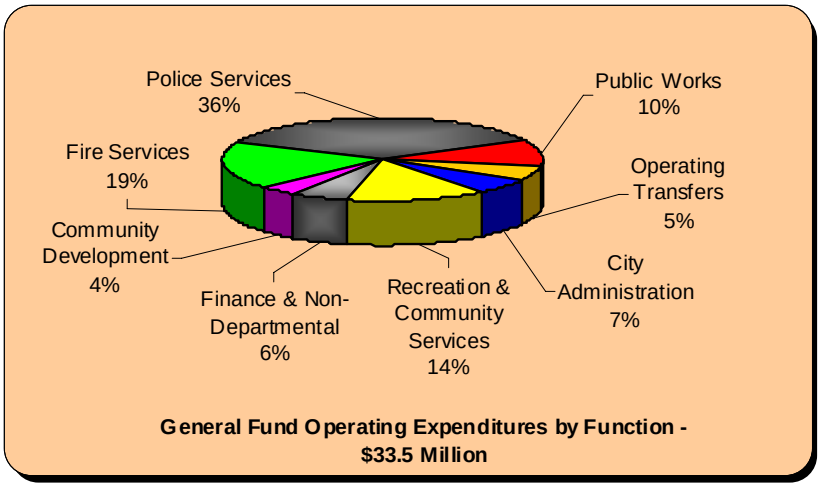
Three **Internal Service Funds** (Motor Vehicle, Information Technology and Workers' Compensation) are presented within the City's budget. Revenues in these funds are generated primarily through charge-backs to user departments depending upon the volume of assets and type of service provided by the specific fund. Costs that get recovered include staff time, repair,

maintenance, claims payout and replacement of assets managed by the particular fund. Total revenues for Internal Service funds for FY 11 are $2.2 million, down $0.6 million from the previous year. This is due to reduced charges for all funds resulting from reduced appropriations.

EXPENDITURES

As previously noted, the FY 11 budget is comprised of operating and capital expenditures for both the City and the Redevelopment Agency totaling $60.1 million. City operating expenditures total $42.6 million, and RDA operating expenditures total $10.3 million for a combined total of $52.9 million.

The General Fund comprises approximately 63% of total City and Redevelopment Agency operating expenditures. Other City funds comprise 17%, and RDA makes up the balance at 20% of the total. **Operating expenditures in the General Fund are budgeted at $33.5 million, which is 5.6% less than the FY 10 adopted budget.** This is net of a $0.5 million increase in the City's fire contract.



General Fund Operating Expenditures by Function - $33.5 Million

Employee Services: Staffing resources are an integral part of the City's annual budget. Page 13 of this budget ("City and Community Information" tab) captures the currently frozen/unfunded positions for the City which total more than 15% of the workforce. The current number of budgeted permanent positions proposed in FY 11 is 155, down seven positions from FY 10.

Salaries and Benefits: Salary and benefit summaries including charts can be found within the financial summaries section of this document, and can also be seen in the departmental budget summaries section, or on Exhibit B-1 of each program budget. These summaries reflect FTE's and budgeted expenditures for both permanent full-time, permanent part-time, and temporary staffing. Exhibit B in each program budget summarizes the various salary and benefit line-items contained within that program's budget.

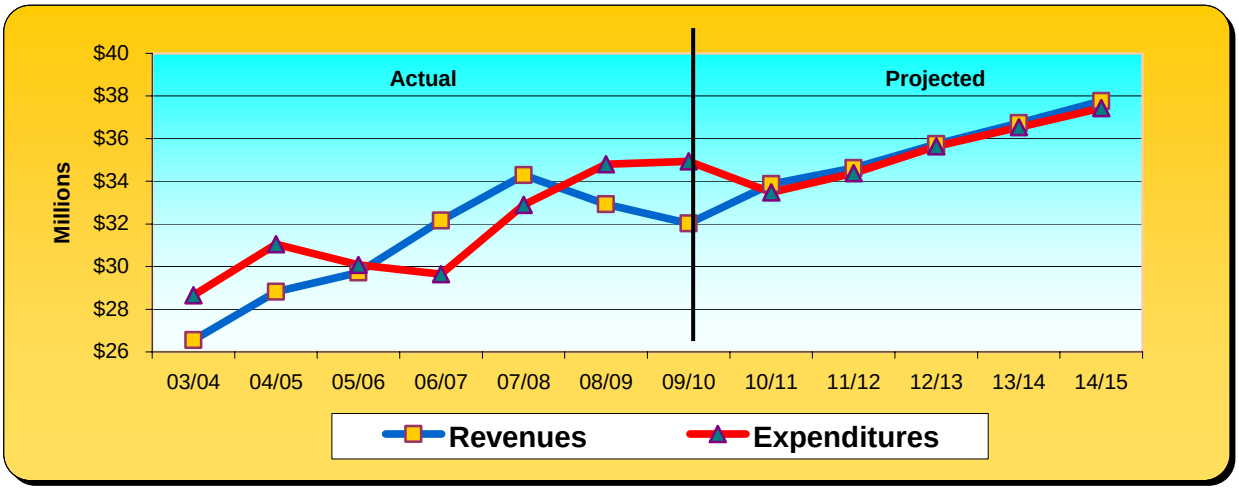
The salaries and benefits category represents all personnel-related costs and makes up the largest component of the General Fund expenditures. In fact, personnel costs are approximately 43% of the total budget and 57% of the General Fund. This number is relatively low compared to many other cities because fire personnel are provided by contract with the County, so do not show up as City personnel costs. For FY 11, salaries and benefits in the operating budget total $22.7 million for all City funds, which is a $1.6 million (6.6%) decrease from the previous fiscal year. The largest contributing factor to the overall decrease was the Budget Correction Strategy that reduced wage expense through voluntary separation incentives, freezing additional positions, shortening work weeks for some, reorganizing departments, and implementing employee furloughs.

In addition, the City Council, the City Manager, the City Attorney, Department Heads and all but two labor groups, who received previously negotiated increases, did not receive any salary increase in the FY 11 budget.

MULTI-YEAR COMPARATIVE ANALYSIS

General Fund - Revenues and Expenditures: The comparative analysis that follows reflects the historical trend between General Fund revenues and expenditures covering the past six years as well as projections through FY 15. City revenues declined sharply following a peak in FY 01 after the "dot-com" era. Subsequently, increased costs combined with the lower revenues to create several years of budget deficits. Two years of significant expenditure cutbacks coupled with a slight growth in revenues brought back the budget into a surplus in FY 07 & FY 08. However, this did not last long as the economy entered into the Great Recession and faltered once again, this time even more severely, while at the same time the City's fire services contract saw a 35% increase over 3 years creating several years of new deficits. The City developed its Budget Correction Strategy that, once again, aligned expenditures with the lowered revenue levels. The following chart depicts actual and projected General Fund operating revenues and expenditures:

Comparative Analysis: General Fund – Revenues to Expenditures



Redevelopment Agency (RDA) Funds: Redevelopment is a primary means to eliminate economic and physical blight from a designated area and to achieve desired development and private investment to revitalize the area. The designated area is commonly referred to as a redevelopment project area. Funding for redevelopment activities comes from incremental growth in property tax revenue within the project area as a result of redevelopment efforts. Such revenue can only be used to fund capital improvements and/or debt service after 20% of the revenue is set aside for affordable housing. The redevelopment operating budget is comprised of three funds: the 20% Housing Fund; the RDA Administration Fund; and the RDA Debt Service Fund.

Operating revenue for FY 11 totals $10.4 million, which is a $2.1 million (25%) increase from the previous fiscal year's adopted budget. Operating expenditures are $10.3 million, a $2.2 million

(27%) increase from the previous fiscal year's adopted budget. The majority of the increase is for higher expected tax-sharing obligations to various recipients of property tax pass-through payments. Additionally, the State has legislated another "take-away" of $0.5 million during FY 11. This is on top of the $2.1 million take-away in FY 10. For future years, revenue projections utilize an average inflation factor of 3%, which takes into consideration the maximum annual increase in assessed value plus a percent for new construction or changes of ownership resulting in reappraisals. Expenditures are projected utilizing a modest inflationary factor.

Internal Service Funds: The City utilizes three internal service funds (more commonly referred to as "pool funds") to finance and account for goods and services provided by one City department to other City departments on a cost reimbursement basis. These funds are: (1) Motor Vehicle; (2) Information Technology (IT); and, (3) Workers' Compensation.

The primary funding source for these funds is user charges. City and RDA program budgets contain line items for charges from the various pool funds. Included in these charges to other City departments or programs are the pro-rata share of the cost of operations of the particular fund in addition to a replacement cost factor whenever physical assets such as vehicles and computers belong to the fund. As operating or replacement costs change or as asset inventories grow, the corresponding changes are reflected in the charges to the user departments. For FY 11, revenues and expenditures in these funds total $2.2 million. Expenditures are $0.5 million (15%) lower than the previous year's adopted budget due to reduced replacement of various pool fund assets compared to the previous year. Annually, any assets scheduled for replacement are funded from reserves within the respective fund. This can and does result in large variances when making year-to-year budgetary comparisons. The various methodologies utilized to determine reserve levels and replacement charges are periodically evaluated and modified. Projections in future years have been estimated using a modest inflationary factor.

Special Revenue Funds Funds in this category are used to account for the proceeds of specific revenue sources that are legally restricted for specified purposes. These are generally created when legally mandated in accordance with State and/or Federal statutes or is otherwise restricted by the funding source. Consistent with the City's financial and administrative policies, revenues in the special revenue funds must meet or exceed expenditures, and one-time monies are not utilized to fund on-going expenditures. To the extent revenue shortfalls exist in a given year, expenditures would either be amended and/or the fund may receive subsidization from the General Fund. In any case, the goal is a balanced budget in all special revenue funds. Listed below are the major funds in this category:

Gas Tax Fund: Gas Tax revenue is derived from State imposed taxes on the purchase of gasoline which, in turn, gets appropriated to cities based on population and other factors. Revenues are restricted for the construction, improvement and maintenance of public streets and roads. Revenue projections are provided annually by the State Controller's office and future years include an inflationary factor on the current year's projection and adjusted for any known variances.

Expenditures in this fund are used for on-going maintenance of the City's street infrastructure. Gas Tax funds, however, are insufficient to fully maintain the City's roads. Revenue and expenditure totals for FY 11 are projected to be $1.3 million, a decrease of 7% over the previous year's adopted budget. Projections for future years utilize a modest inflationary factor approximating 2.5% for revenues and 1.5% for expenditures.

Lighting and Landscape District Fund: The City provides a range of services, which are eligible for funding through the City-wide annual Lighting and Landscape District (LLD) as allowed under the Lighting and Landscaping Act of 1972. Annual levies are established and assessments are collected via property tax bills. The County of Santa Clara bills, collects, and remits LLD revenue to the City of Campbell Lighting and Landscape District fund. Services that are provided include the installation, operation, and maintenance of public lighting, including traffic signals, landscaping, parks and recreational improvements, including play equipment and public restrooms, and other equipment for maintenance of the above, including curb, gutters, sidewalks, irrigation, and drainage improvements.

In FY 11, the operating revenues and expenditures total $2.6 million. This includes operating transfers-in of $0.7 million and transfers-out of $0.1 million. The General Fund accounts for most of the total transfers-in as a subsidy to this fund. In other words, revenues from the assessment are not sufficient to cover the cost of services funded by the LLD. Details related to transfers-out may be found in Exhibit E of Program 775 in the Lighting and Landscape District Fund budget worksheets. Projections for future years are based on inflationary increases approximating 1.5%.

Environmental Services Fund: This fund budgets and accounts for revenues and costs associated with administration and management of the City's solid waste collection and disposal, storm water management, and other environmental programs as needed or required. The City participates in a Solid Waste Joint Powers Authority (JPA) and utilizes a franchised solid waste and recycling provider who bills, collects, and remits revenues to the City related to services provided to Campbell residents and businesses. Fees remitted to the City include storm water, storm drain, solid waste, hazardous waste, and recycling fees. Operating revenues and expenditures for FY 11 are $0.9 million, the same as the previous fiscal year's adopted budget. Future years' costs are based on inflationary increases approximating 1.5%.

ECONOMIC AND FISCAL ISSUES FACING THE CITY

The nation was in one of the longest and deepest recessions experienced since the Great Depression during the second half of FY 08 and through most of FY 09. Due to the nature of municipal government, it generally takes between 1 to 1 ½ years for the City to feel the economic impact of these events. Thus, in FY 09 and FY 10, the City felt the brunt of the damage. This environment has resulted in a major source of **revenue instability** caused by: 1) the prolonged economic weakness which has eroded consumers' ability to make retail purchases, 2) the ongoing hit to key City revenues such as development revenue, sales tax and investment income, and 3) State of California-imposed ERAF (Educational Revenue Augmentation Fund) take-aways of the City's property tax revenues. At the same time, contractual obligations such as fire services and retirement costs, have continued to exert upward pressure on operating expenditures. As a result, the City has been constantly challenged to close a **structural budget deficit** in which on-going revenues are insufficient to fully fund on-going expenditures.

In response to the latest crisis, the City developed a **Budget Correction Strategy** comprised of 130 separate items, totaling $3.2 million, which made significant reductions in expenditures by paring back employee costs while enhancing revenues, primarily through fee increases. The strategy also built in a modest surplus over the next five years to gradually replenish the City's Economic Fluctuations Reserve back to its targeted level of $6 million.

The California and San Francisco Bay Area economies experienced positive growth in FY 10 due to improvement in the troubled housing market from the previous year. Silicon Valley has seen its residential market values improve as well. The average home price in Santa Clara County, for example, increased 29% from $611,014 in January, 2009 to $790,611 in January, 2010. Campbell has experienced similar increases during this time period.

The unemployment rate is also an important economic statistic as to the state of the economy in general. As of June 2010, the State seasonally adjusted unemployment rate was 12.3% compared to 11.6% the prior year. For Santa Clara County, the unadjusted rate was 11.3%, slightly lower than last year's June rate of 11.6%. Campbell has historically trended better than both the County and the State in its unemployment rate. In fact, as of June 2010, **Campbell's unemployment rate was 9.7%**, unadjusted, down from 10% in the prior year. While unemployment statistics are only a piece of the total economic puzzle, they do provide a comparative indicator of how each area is doing relative to a prior period.

Growth and new development within the City pose continuing opportunities and challenges. The City of Campbell is essentially "built out", meaning there are no significant areas of undeveloped land in the city limits available for improvement. Therefore, the challenge is to focus on "in-fill" projects, consisting of smaller individual parcels of land dispersed throughout the City or redevelopment of existing structures whose current use may be enhanced by new development. Four such projects have been approved but not yet built due to the harsh economy. The City's goal is to preserve the quality of life for Campbell residents and provide a variety of balanced land uses via established standards for residential, commercial and industrial development. Strategies include developing and **retaining a diversified and stable economic base**, marketing the community to targeted businesses, and working to retain and grow existing businesses.

Related to the issue of growth and new development, an area of particular concern is **limited retail growth**. The City's largest source of revenue is sales tax, which is used to fund a variety of City services such as police patrol and emergency response, fire and paramedic services, road improvements and other amenities such as parks and senior services. The existing sales tax base is expected to see 0-1% growth over the next several years and, only slightly better growth thereafter.

FY 11 is anticipated to see only slight improvement in the volume of residential and commercial development as construction activity in the region remains sluggish. However, the City has prepared itself to address the overall impacts on the community of future development projects so that they remain manageable and environmentally balanced. The health of the broader economy will also help shape the level of new development activity. In this regard, there has been a significant emphasis placed on **environmental sustainability** and doing what we can to preserve it, including minimizing the City's carbon footprint. The City's practices qualified it as a certified "Green" organization, and it is committed to further exploring a variety of green policies and practices.

The City is also committed to providing reasonable health care coverage to its employees. As the general population ages, more reliance is placed upon the health care system to provide comprehensive coverage for employee and their families. Unfortunately, the **cost of providing health care and other post-retirement benefits coverage** continues to escalate year after year, typically outpacing the City's revenue growth. Accordingly, the City, like all employers, has

to consider how to balance the level of on-going benefits it can offer with the cost of providing them. Based on an actuarial valuation, the City is committed to pre-funding its obligation for providing retired employees health benefits and has budgeted $251,000 in FY 11 to partially fund this obligation.

Employee retirement costs have also been an ongoing challenge to maintaining a balanced budget. One of the initiatives undertaken during the past year was to try and reduce these costs while still remaining competitive in the marketplace. The City made significant strides in **pension reform** by negotiating with its labor groups for a lower second tier of retirement benefits for new hires that will help make it financially sustainable for the long-term. While this will not result in a large savings in this budget year or even the next year, as the workforce turns over, increasingly larger savings will accumulate over time.

Succession planning is a growing issue as more and more of the "baby-boom" generation is attaining the age of retirement and the number of retirees is anticipated to increase over the next five years. This is the situation in Campbell where a significant number of staff, including senior management, is at or near retirement age. The challenge to the City is in being able to manage the loss of institutional knowledge, ensure sufficient resources are available to replace these positions and enable a smooth transition with minimal disruption in operations. The City has been able to take advantage of such transitions to do organizational restructuring and realize savings where feasible. It is anticipated this will continue for several more years.

Another ongoing challenge is the need to maintain the City's **infrastructure, particularly its streets and sidewalks**. More than $18 million dollars have been invested in the City's street infrastructure over the past 12 fiscal years, and work will continue into FY 11 with additional dollars set aside for this purpose. While the overall condition of streets has been good for the past several years, a significant amount of resources are required to maintain a "good" condition rating on an on-going basis. Consistent funding for maintaining this level will continue to be a challenge for the City. The City received Federal Stimulus funds last year that were utilized for street maintenance. However, these were one time funds and much more is needed to adequately maintain the infrastructure at current levels.

The City also has a significant amount of other **unmet capital needs**. The capital improvement plan contains a long list of desired but unfunded projects (see capital improvement plan tab). In addition, there is another approximately $1.7 million of annual lifecycle and maintenance needs that were identified as not being adequately met. Consequently, the City will be unable to initiate or complete these projects until such time as additional funding becomes available.

Deployment of technology remains an important ongoing issue for the City. To maintain the City's current and proposed standards of performance as well as protect systems from outside attacks and viruses, constant attention and resources are required to ensure systems remain stable and reliable for all users. Additionally, the City's technology infrastructure is aging and many components are reaching end of life. With limited resources available for capital replacements as well as operating budgets, due to the tough economic environment, equipment is being stretched to maximum life-cycle expectancy and bumping up against capacity issues. The City's Technology Master Plan is being revised in the context of revisiting technology expectations in light of the limited funding resources.

FISCAL 11 MAJOR WORK PLAN ITEMS

Departmental work plan items for the upcoming budget year were presented and discussed with the City Council at a study session on May 18th. Major work plan items, in addition to a list of the ongoing responsibilities of each department, can be found within the department program sections of the budget document.

FY 10 SIGNIFICANT ACCOMPLISHMENTS

Despite the ongoing constraints of the budget and lower number of employees, the City was able to realize numerous significant accomplishments during the past year. The key accomplishments, summarized by department, are shown in Exhibit 1 to this budget message.

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, 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.

Performance measures, which track and report work input and related outcomes, are located within each respective program budget section of the document and help Council, staff, and the community to assess trends and strive for continual improvement. Performance reporting assists the Council in establishing policies and priorities related to the quantity, quality and appropriateness of municipal services provided by the City of Campbell. Changes in resource levels can often also be articulated in terms of the impact on performance measures.

FINANCIAL POLICIES

The City of Campbell's Financial Policies were last updated by the City Council in FY 09. Their purpose is to enable consistent management of the City's fiscal resources, establish criteria in which to evaluate the City's financial condition, create a sound financial basis for City operations, promote public confidence, and increase the City's credibility in the eyes of bond rating agencies and potential investors. The policies are detailed in Exhibit 2 of this budget message.

BASIS OF BUDGETING

The City budgets on a modified accrual basis for all funds except for its internal service funds which are budgeted on a full accrual basis. This is consistent with the City's basis of accounting as reported in its Comprehensive Annual Financial Report (CAFR). The City's *Governmental Funds* consist of the General Fund, special revenue funds, debt service funds, and capital project funds for both the City and the RDA. To summarize, under this basis, revenues are

estimated for the fiscal year if they are susceptible to accrual, e.g. amounts can be determined and will be collected within the current period. Principal and interest on general long-term debt are budgeted as expenditures when due, whereas other expenditures are budgeted for liabilities expected to be incurred during the current period or shortly thereafter to pay current liabilities.

Proprietary fund budgets are adopted using the full accrual basis of accounting whereby revenue projections are developed recognizing revenues expected to be earned in the period, and expenditure estimates are developed for all expenses anticipated to be incurred during the fiscal year. The City's proprietary fund type consists only of internal service funds, as the City has no municipally owned utilities or other enterprise activities.

Level of Budgetary Control: The City's budget is a working document that is utilized throughout the organization. Although the expenditure budget is legally adopted by resolution of the City Council at the total City and Redevelopment Agency (RDA) levels, it is important to note that the administrative level of accountability is at the line-item level within each program and fund. The City's financial policies authorize budget adjustments within the adopted budget up to $10,000 or requiring transfers from reserves of less than $5,000 to be approved by the City Manager. These are referred to as administrative budget adjustments. All budget adjustments that increase appropriations or any adjustments to capital projects must be approved by the City Council.

Budget Development: Development of the operating and capital budget is a process that takes place over six months and is summarized by the budget calendar located in the City & Community Information section of this document. The City's financial policies establish a process whereby a budget study session is held with the City Council during the annual budget development process. This meeting is generally held during March/April timeframe. Council is presented with an overview of the City's fiscal condition and proposed work plans for the upcoming year. Because of the significant deficit that confronted the City, the process was modified to include two community meetings, an on-line public survey and employee meetings. Additionally, a special Council budget workshop was convened to discuss possible strategies. A study session was held on May 4th to discuss the recommended Budget Correction Strategy that was ultimately adopted.

This budget document is arranged by department/function, then by program. Each program budget consists of a series of exhibits that are presented at a summary level followed by additional levels of detail. A flow chart of the budget exhibits and narrative on each exhibit, along with a Program/Department/Fund matrix and other reference information, are contained within the budget reference materials section of the document along with an index to facilitate locating specific information.

The City's budget presentation and format incorporate many of the best features of fund order and program order budgets, and provide a document that is distinctive for its readability as well as its utility as a policy document, an operations guide, a communication tool, and a financial management instrument. It is a working tool that contains a considerable amount of information that is utilized at every level of the City organization throughout the fiscal year.

BUDGET AND FINANCIAL AWARDS

For the 17th consecutive year, the City's budget received national recognition by earning the Government Finance Officer's Association (GFOA) "Distinguished Budget Award", a copy of

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 11 budget conforms to GFOA program requirements. The City also received the "Excellence in Operational Budgeting Award" from the California Society of Municipal Finance Officers (CSMFO). This is the 13th consecutive operating budget award the City has received from CSMFO. It should also be noted that the City's Comprehensive Annual Financial Report has been an award-winning document for excellence in financial reporting at both the State and national levels for many years.

CONCLUSION AND ACKNOWLEDGEMENTS

The development of the FY 11 operating and capital budget presented significant challenges due to the unprecedented fiscal environment we face, especially after numerous years of budget cutting. It was only through the cooperation of the City's employees, input and support from our community, and clear guidance and direction of the City Council, were we able to balance service levels with available resources and come up with a balanced budget that does not rely on future reserves. Despite our success in putting together this budget, the City will continue to face tough times for several more years as the economy slowly gets back on its feet. This will require the continued collaboration of all City staff, together with clear direction from the City Council and input from our community to determine our priorities and to allocate available resources to those programs and services that are most important to preserve. The success we've had to date in managing scarce resources is a key reason Campbell remains a vibrant and desirable place to live and work.

The development of this budget was made possible through the knowledge and contributions of many individuals on staff. I wish to thank everyone who participated in the budget process this year, from the Executive Team to line employees, the City Council and members of the community. In particular, I would like to express my sincere appreciation to all Campbell employees, who came together and, once again, made significant sacrifices to address the City's budget challenges. I am proud to work with such a dedicated and collaborative group of professionals. Finally, the Finance Department, under the direction of Jesse Takahashi, deserves recognition for the dedication and hard work required in coordinating, developing, and publishing this budget document.

Respectfully submitted,

Daniel Rich
City Manager

FY 10 SIGNIFICANT ACCOMPLISHMENTS

City Council:

- Implemented new City information booth at Farmers Market.

City Manager's Department:

- Developed options on increasing youth engagement in City government.
- Presented report on elected versus appointed City Clerk and City Treasurer positions.
- Provided technical support to IT for webcasting.
- Promoted Women of Distinctions Awards.
- Analyzed and presented options to City Council on new revenue requiring voter approval.
- Developed and presented a Budget Correction Strategy to City Council.
- Participated in review of elected City Clerk position.
- Began exploring feasibility of paperless agenda process.
- Conducted negotiations with Millmen & Industrial Carpenters (MIC) and Campbell Municipal Employees Association (CMEA), including furloughs and a two-tier pension plan.
- Offered and implemented a Voluntary Separation Plan and a Voluntary Reduction of Hours Program.
- Conducted classification audits for requested positions.
- Assisted and complied with CalPERS audit requirements.
- Conducted benchmark position total compensation salary surveys for affected bargaining units and unrepresented employees.
- Participated in creation and implementation of the Santa Clara County Leadership Academy.
- Enrolled and participated in Santa Clara County Works Program for Subsidized Employment.
- Completed mandatory Federal EEOC-4 reporting for all employees.

Recreation & Community Services:

- Completed participation in the design input/process for Orchard City Banquet Hall and Stojanovich Family Park.
- Developed strategies for improved financial stability of the Heritage Theatre.
- Completed the update of the Museum's Strategic Plan.
- Successfully relocated the Nutrition Program to Room M-50.
- Participation in the design input/process for Orchard City Banquet Hall.
- Completed review of all fees and charges and updated fee schedules.
- Reviewed and updated all facility use policies.

Recreation & Community Services continued:

- Inventoried emergency supplies and relocated the downsized ARK on-site at the Community Center.
- Participation in the design input/process for Stojanovich Family Park.
- Completed the update of the Museum's Strategic Plan.
- Installed a new temporary exhibit "The Many Faces of Fun" at the Ainsley House.
- Installed an outdoor informative text panel at the Ainsley House.
- Museum and Day Camp partnered to offer 3 weeks of a new Summer History Camp.
- Worked with non-profit support group to provide $50,000 in support of Museum staff and programs.
- Participation in the development of strategies for improved financial stability of the Heritage Theatre which will reduce the annual General Fund subsidy.
- Expanded Swim Team to maintain an active base of 225 swimmers.
- Participation in the design input/process for Stojanovich Family Park.
- Expanded Pre-K program and youth classes to generate additional revenue and make best use of specialized pre-school rooms.

Finance:

- Completed set up of an IRS approved trust for pre-funding the City's obligation for post retirement health benefits.
- Issued a joint Request for Proposal with the Town of Los Gatos to conduct a comprehensive user fee and cost allocation study, and completed the study.
- Reviewed the feasibility of implementing a convenience fee to recover costs on credit card payments.
- Supported development of comprehensive Budget Correction Strategy
- Upgraded the Nortel Meridian Telephone System and Call Pilot Voice Messaging Platform.
- Designed specifications, obtained bids, and purchased equipment for Network Attached Storage for Police Department digital files and implemented the VieVu digital video system storage system.
- Completed an evaluation of the Emergency Operations Center technology environment and designed an independent computer network that will be connected to City systems.
- Completed negotiations with the County of Santa Clara to host a Geographical Information System (GIS) and implemented the system.
- Successfully migrated the first City application from a stand-alone server to a VMware environment.
- Configured an Electronic Report Distribution (CJIC Datawatch) for Police Department.
- Implemented an online system that allows licensed contractors to apply and pay for certain types of permits via the Internet.

Finance continued:

- Assisted with an online website promoting Campbell businesses (www.shopincampbell.com).
- Working with the City Manager's Office, identified and negotiated with a vendor to provide live webcasting and the ability to store archived videos of City Council and Planning Commission meetings.
- Implemented the IworQ Work Order Management system for Public Works and provided staff training.
- Renegotiated numerous vendor contracts for on-going equipment maintenance and support reducing costs by 5% – 25%.
- Initiated and developed an ongoing fee for service relationship with the City of Monte Sereno to provide technology services.

Community Development:

- Evaluated fee structure and focused on areas of potential change.
- Implemented Ordinance regarding late night uses in the P-D Zoning.
- Listed additional Heritage Trees.
- Revised submittal requirements of development applications.
- Completed series of Parking Ordinance update study sessions with Planning Commission and conducted one joint study session with Council.
- Certified Housing Element update and received State acceptance.
- Digitized and archived over 3,000 Permits (Plans & Documents), including all of 2007.
- Began creation of 25 new Building Inspection Handouts related to Codes & Construction.
- Re-organized and updated the Building Division Resource Library.
- Established code Enforcement Policy and Procedures.

Legal Services:

- Adoption of Revised Massage ordinance.

Public Safety:

- Assisted with the transition of the Silicon Valley Regional Interoperability Project Joint Funding Agreement and its assets to the Silicon Valley Regional Interoperability Authority Joint Powers Agreement.
- Participated in the planning and implementation of the South Bay Information Sharing System (COPLINK).
- Conducted a series of Personal Emergency Preparedness (PEP) classes for the community.
- Received funding from a federal grant and a donation from the Santa Clara County Specialized Enforcement Team to acquire two License Plate Readers at not cost to the City.

Public Safety continued:

- Focused resources on gang enforcement by completing a multi-year, major investigation of the Nuestra Familia gang resulting in dozens of criminal convictions; helped start the South Bay Gang Alliance; and provided training to hundreds of local law enforcement officers on how to conduct effective gang investigations.
- Received training accreditation through HIDTA (High Density Drug Trafficking Area- a federal program) and provided training classes to over 300 members of law enforcement including DA's, detectives, and corrections personnel.
- Investigated an organized crime ring responsible for vehicle arsons, witness intimidation, and extortion operating between Santa Clara and Monterey Counties. Case still active.
- Conducted educational and undercover sting operations to enforce tobacco laws.
- Used ABAG Risk Mitigation Grant Funds to purchase Vie-Vu personal video cameras for all patrol officers and worked with IT to identify and purchase a large capacity storage device to store the video recordings.
- Worked in conjunction with SVACA to develop guidelines to assist the general public in understanding the processes related to dangerous dogs.

Public Works:

- Completed inventory of public right-of-way and City facilities for ADA Transition Plan update.
- Completed installation of pedestrian countdown signals at all signalized intersections except those at rail crossings.
- Successfully applied for a $1.12 million grant for Winchester Boulevard Improvement project and initiated design.
- Approved final plans and specifications, awarded contracts and began construction of the East Campbell Avenue Improvement Project and Orchard City Banquet Hall renovation project.
- Approved conceptual design of Stojanovich Family Park and began preparation of final design plans and specifications.
- Completed resurfacing and curb ramp installation – Bascom Avenue (ARRA) and Leigh Avenue (Prop 1B).
- Completed design and construction of Salmar Avenue sidewalks.
- Conducted RFP process and awarded contract for Energy Efficiency and Solar Feasibility Study.
- Repainted the historic Campbell Water Tower.
- Completed renovation of Room M-50 at the Campbell Community Center and relocated the Senior Nutrition Program.

Redevelopment Agency:

- Adopted the 2010 thru 2015 RDA Five Year Implementation Plan.

FINANCIAL POLICIES

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

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

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

Annual budgeted operating expenditures shall not exceed annual operating revenues, including budgeted use of reserves. At least one budget study session will be held annually prior to the introduction of the budget to the City Council. The City Manager shall prepare and submit to the City Council annually a proposed operating and capital budget by June 1st of each year, and the budget will be adopted by June 30 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

FINANCIAL POLICIES

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.

A ***Economic Fluctuations Reserve*** shall be maintained, with a target of $6 million, 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 insure 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 112 and 114.

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 112. 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 GFOA. 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 the Government Finance Officers Association (G.F.O.A.).

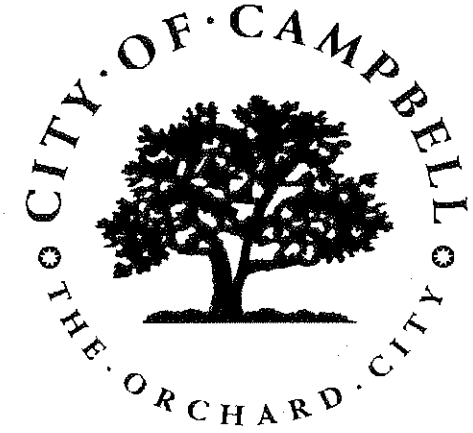
The City will solicit an RFP for audit services no less frequently than every five (5) years. Additionally, an audit firm may be retained for a maximum of 2 consecutive five-year terms. The Council Finance Committee, City Manager, and Finance Director will review the qualifications of prospective firms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


CITY OF CAMPBELL
THE ORCHARD CITY

MEMORANDUM

City of Campbell
City Manager's Department

To: Honorable Mayor and City Council **Date:** April 26, 2010

From: Daniel Rich, City Manager

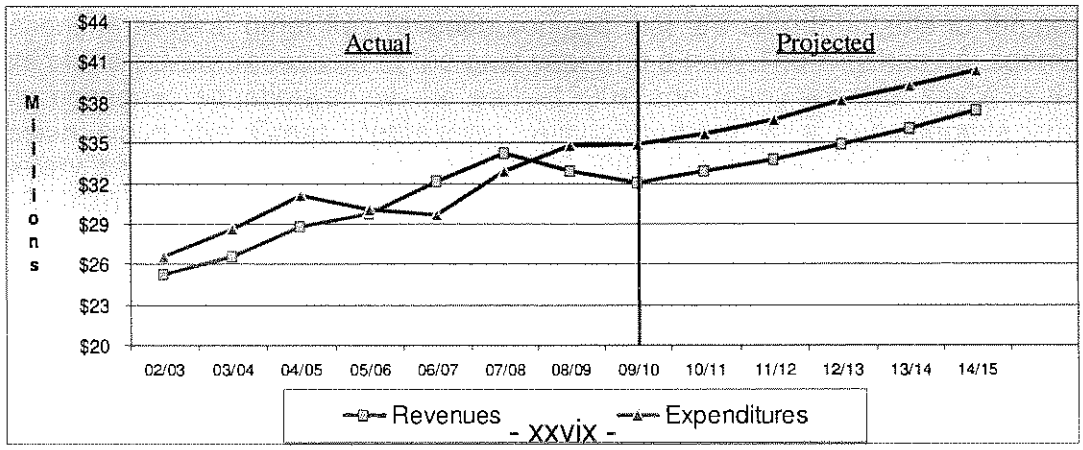
Subject: **FY 11 Budget Correction Strategy**

BACKGROUND

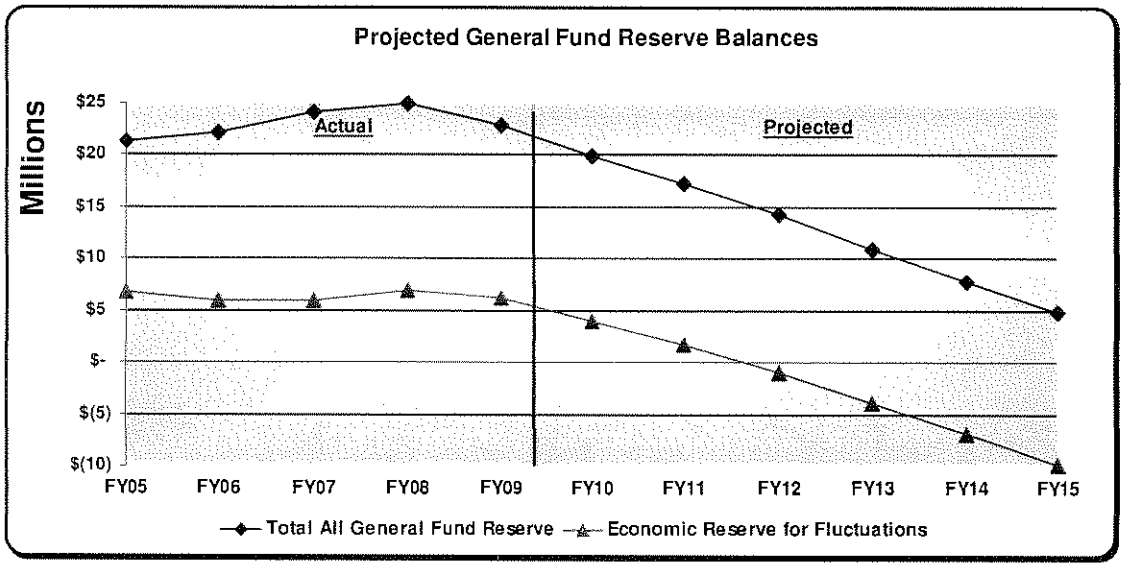
For most of the past seven years, the City has been dealing with unfavorable fiscal conditions in which the local economy has continued to struggle. While there are some signs that the national economy is starting to improve, this is not currently reflected in the City's revenues or financial projections. Most economists believe it will be a long, slow recovery.

At the FY10 Midyear Study Session in February, staff reported that the City's fiscal situation had deteriorated dramatically due to the loss of significant sales tax revenue and reductions in several other key revenue sources that are all attributable to the continuing effects of the severe recession of the past year and a half. The City has not seen the likes of this economic situation since the early 1990s and many experts say it is the worst recession since the Great Depression. Although there is a considerable amount of budgetary savings expected this year ($745,000), the anticipated shortfall in revenues ($2,322,000) will cause the General Fund to reach an estimated total deficit close to $2.9 million. This is $1.6 million worse than the budgeted deficit adopted on July 1. The impact to the Economic Fluctuations Reserve (EFR) is an estimated use of $2.1 million by yearend, up from a budgeted amount of $542,000. As a result, the EFR is expected to be reduced to $4.13 million by June 30, 2010, essentially triggering our financial policy on reserves that requires the development of a plan that would restore the reserve to its $6 million target level within 5 years.

As the chart from the Midyear Study Session below shows, ongoing revenues are insufficient to meet ongoing expenditures for the foreseeable future. Consequently, the City would be required to continue to use reserves for as far as the projections go. In other words, despite all our previous cuts and frozen positions, and the passage of Measure O, we are again faced with a structural budget deficit, which is not a sound financial practice, nor is it sustainable. Projections in February estimated draws on the EFR of between $2.3 and $3.3 million in each of the next five years.



As can be seen on the following chart, unless there is a change in course, the City will totally run out of Economic Fluctuations Reserves in FY 12. Clearly that is not an advisable or sustainable financial strategy.



At the Midyear Study Session, staff outlined, and Council concurred, with a general approach to developing a Budget Correction Strategy (BCS). Key components of the process included target correction goals for each department, a Council Budget Workshop, two community meetings and three employee meetings to share information and gather suggestions, meetings with labor representatives, a management retreat, a user fee study, and an online survey.

At the Budget Workshop in March, Council reviewed the following budget principles, which provided general guidance to staff for the development of a BCS:

Approach

- ✓ Follow prudent financial policies, including setting appropriate reserve target levels
- ✓ Strategies must be realistic and sustainable
- ✓ Reductions will be service based vs. across-the-board
- ✓ Impacts on services will be assessed and prioritized
- ✓ Everything is on the table
- ✓ The plan should include expenditure reductions and revenue enhancements as appropriate
- ✓ Long-term service and capital needs should be considered

Prioritization

1. Maintain soft freeze on vacant positions and explore early separation incentives and voluntary reduction in hours
2. Additional cuts to supplies/services where feasible
3. Increase existing revenue/cost recovery where possible

4. Consider service reductions via reductions to temporary positions first where appropriate
5. Further reduce or eliminate services (impacting employee hours and/or positions)
6. Seek new revenue (via ballot measure)

DISCUSSION

A comprehensive Budget Correction Strategy has now been developed and can be found in Attachment A. The goal of the Strategy is to resolve the structural deficit and gradually replenish the Economic Fluctuations Reserve back to its target level. It is the intent that these strategies would preclude the need for additional and more painful budget adjustments over this period of time, although cost containment will continue to be necessary.

After reviewing initial lists provided by members of the Executive Team, as well as suggestions from employees and residents, the attached recommended Budget Correction Strategy and "B List" of alternatives was developed. This was a very challenging undertaking given that the City has already made millions of dollars of cuts over the past seven years and 19 permanent positions (more than 10% of the workforce) were already frozen before this fiscal year.

The proposed BCS uses a number of approaches to resolve the structural budget deficit, including freezing additional positions and restructuring departments as deemed appropriate, taking advantage of vacancies and voluntary separations; reducing work hours based on voluntary requests; reducing hours involuntarily based on service needs and priorities; reducing supplies/services expenses; renegotiating vendor contracts; and reducing some service levels. Modest across the board personnel savings are also being recommended, and will be necessary for several years, but no layoffs of permanent staff are proposed.

While management has worked hard to minimize the impact of these changes on the community and employees, given the $4+ million in cuts that have been made in previous years, the lists contain many items that will, indeed, have visible service implications. Staff has attempted to articulate the impacts on the attached document. Should Council not agree with some of the recommendations, there are additional options (the "B List") from which Council may choose to consider as replacements for any particular items which it does not wish to include.

The recommended strategy includes over 130 specific items, detailed in Attachment A. *Some* of the more noticeable impacts are:

- 20% reduction in grants to social service agencies
- Increases in numerous fees (permits/classes/fines, etc.)
- Initiation of non-resident surcharge for most Recreation classes/programs
- Annual membership fee for Skate Park
- 50% reduction in street sweeping
- Elimination of adult softball league and Breakfast with Santa event
- Reduction in parks maintenance levels

- Additional 5 frozen positions and reduction in permanent hours totaling 3.5 FTE
- One fewer Traffic Officer
- Departmental reorganizations
- Employee furloughs

The following table summarizes the proposed BCS by department.

Department	Expenditure Reductions	Revenue Increases
City Administration	$74,000	$60,000
Community Development	$211,000	$60,000
Finance	$270,000	$25,000
Rec. & Community Serv.	$166,000	$421,000
Police	$641,000	$25,000
Public Works	$525,000	$187,000
Sub Total	**$1,887,000**	**$778,000**
Additional Ongoing Savings	$285,000	
Additional Year One Savings	$450,000	
One Time Costs	($200,000)	
FY 11 Total	**$3,200,000**	

While the correction strategies address the structural operating deficit and begin replenishing the EFR, they do not provide for bringing back previously unfunded positions and, in fact, add several new unfunded positions to the ongoing list. It is important to emphasize the impact of these frozen positions. The public generally expects the same level of municipal service it has always received, but that just isn't possible anymore under this proposed plan. Staff will continue to strive for high quality, customer-oriented service, but turnaround times and service levels will inevitably suffer to some degree. The organization simply can't achieve the same level of excellence with 15% fewer staff and millions of dollars less in funding. To the extent possible, staff has tried to indicate the impact of the cuts on many of the City's performance measures so the service implications are clear to Council and the community.

The strategies also do not address the City's many unmet needs, such as infrastructure replacement and/or maintenance, a new library and other capital projects including fully investing in our roadway system. However, if the Strategy is maintained and the assumptions upon which it is built play out, there should be some budget savings after year 5 that could be added to the Capital Improvement Plan Reserve or other priorities at that time.

FISCAL IMPACT
The total of all recommended ongoing correction strategies is $2.9 million. In addition, there is approximately $250,000 in net one time savings expected, for a total of $3.2 million in FY 11. The City's annual Fee Schedule will be discussed at the Study Session and then on the agenda for approval at the regular meeting of May 4. Aggregate estimates from recommended fee increases are included in the BCS; should Council not

approve some of the fee increases, or approve additional fees, it will impact the totals given in the BCS.

Staff is still in discussions with County Fire to reduce the currently scheduled cost increases and expects some savings for next year that have been built into the multi-year financial projections.

While staff tries to budget conservatively, it should be noted that any long term financial plan is based on a number of assumptions and estimates of future economic activity and costs that are subject to change and which can not be guaranteed; fluctuations, up and down, *will* occur. Based on the current projections, it appears that the Economic Fluctuations Reserve should be replenished over the course of five years. However, furloughs and/or other employee cost containment efforts will likely be necessary over that period.

ALTERNATIVES
Should Council not be comfortable with the items included as part of the recommended BCS, items from the "B List" (Attachment B) could be substituted in. Should that still not be sufficient, staff can explore other options at Council's direction.

CONCLUSION
While many of the proposed correction strategies will have an adverse impact on service delivery levels and on employees, staff believes that it is necessary to make sufficient corrections now to bring operating expenditures back in line with operating revenues and to eliminate the structural deficit. Doing anything less would simply delay additional tough choices. We need to "reset" our budget and our service levels to match realistic ongoing revenue projections.

Staff will present this information at the Council Study Session on May 4 and will be available to respond to Council questions and take Council's direction at that time. This report will be posted on the City's website and copies will be given to the labor groups. Any employee impacted by the recommended strategies has been privately notified in advance of the public release of the BCS.

Direction on the attached recommendations will enable staff to finalize the development of the FY 11 operating budget, which is scheduled to be formally introduced to Council on June 15 with final adoption scheduled for a special meeting on June 29. When the actual corrections are run through the final budget worksheets, there may be some minor adjustments and/or modifications to the fund balance. Staff will continue to refine the estimates and assumptions, based on the latest information available, up to the time the final budget is brought to Council in June.

Subsequent to adoption of the FY 11 budget, staff will continue to seek cost savings and appropriate revenue enhancements to maintain our long term financial stability.

Before concluding, I would like to express my appreciation to the Executive Team, whose members have worked tirelessly and collaboratively over many months to help develop

this Budget Correction Strategy (though I alone take responsibility for its contents). I am also very appreciative of all City staff, which has remained positive and professional as we worked through this difficult and stressful process. Campbell is a special community, in no small part due to the talented and committed employees that serve it.

Attachments
A. Recommended Budget Correction Strategy
B. "B List" Corrections

cc: Executive Team
Labor Group Representatives

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
CITY MANAGER DEPT						
Council - 501	Have only one RDA meeting per month	Potential longer RDA agendas/meetings; reduction in compensation to RDA Board (Council) members. Less staff time preparing agendas/minutes.	$1,600			
2	Communications	Savings based on actual costs, so no impact.	$700			
3	Eliminate ICLEI membership	Less info re: sustainability/green issues (membership was requirement of carbon footprint study, which was completed)	$600			
4	Eliminate Sustainable Silicon Valley membership	Less information sharing; access to tools on regional "green" issues	$1,000			
5	Reduce conference/meeting expense	Council less access to training, networking and prof. development. Based on current spending, impact should be minimal.	$10,000			
Admin. - 510	Eliminate overtime	Minimal impact.	$300			
6	Reduce Exec Asst. to 36 hours/wk	Less support for CM/ATCM. Council support would be done by the City Clerk's Division. *Performance Measure:* City Manager's Office will respond to citizen concerns within 2 business days ~~90%~~ **85%** of the time.	$9,100			
7	Reduce employee picnic and holiday luncheon (20%)	No public impact; employee satisfaction/morale could be impacted.	$500			
8	Reduce Countywide 2-1-1 support (20%)	Less funding available for countywide 2-1-1 social service referral system	$500			
9	Reduce Social Service Subgrants (20%)	Cuts City's support of regional social services funding for residents. Based on requests this year, only $3,000 would have to be cut from funded agencies.	$10,000			
10	Reduce memberships/subscriptions	Staff will have to rely more on Internet searches.	$500			
11	Reduce professsional development/meetings	Fewer career development opportunities.	$500			
Clerk - 511	Reduce Office Expense	Minimal impact.	$4,000			
13	Reduce Professional Development	Fewer career development opportunities.	$500			
14				Increase Fees related to the Business License based on User Fee Study and Cost Allocation Plan Results.	$ 60,000	Additional cost to businesses; Campbell costs still a the low end of regional cities.
HR - 515	Reduce Office Expense/ Dues/Subscriptions	Minor impact on efficiency due to fewer supplies and professional educational material.	$1,500			
16	Reduce recruitment related expenses	May impact outreach to certain applicant groups; less funding for formal testing.	$3,500			

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect service level and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
17	Eliminate Temp Staffing	No funding available for paid internships and back-up coverage eliminated.	$3,400			
18	Reduce Labor Attorney fees	May need budget adjustment therer are unusually challenging labor issues	$3,000			
19	Reduce Professional Development	less networking/training opportunities	$2,000			
20	Reduce Staff Development	Reduced funding for citywide items such as management retreat and tuition reimbursement.	$5,000			
Total			**$58,200**		**$60,000**	
CITY ATTORNEY						
21	Switch Matthew Bender on-line svc to new contract	Minor impact on access to some current legal publications.	$13,700			
22	Eliminate Prof Dev & Mtgs	Less professional development and potentially less information on timely legal issues.	$2,100			
			$15,800			
RECREATION & COMMUNITY SERVICES DEPT.						
Admin. - 524	Eliminate contracting out for Rec. Brochure typesetting	Bring back in-house, with some impact on clerical staff.	$10,700			
24	Reduce travel budget for Park & Recreation Commissioners	Reduces conference attendance for Commissioners	$1,000			
Adult - 526				Increase Adult Center Membership Fees from $14 to $20	$5,200	Potential to lose some participants due to fee increase and potential complaints from participants. *Performance Measure*: Percent of desired membership base of 1700. *Change to*: Percent of desired membership base of 1100. (FY 09 actual was 1104)
26				Implement $4 Non-Resident surcharge for Adult Center Membership	$2,200	Potential to lose some participants due to fee increase. May affect membership *Performance Measure*.
27				Increase number of Senior Fitness Passes sold; based on current sales	$14,800	No price increase proposed; just increased # of participants to match current actuals.
28				Add 3 former Adult Ed classes and 2 new classes from another center + Increase overall class fees where market will bear.	$33,000	Potential to lose some participants due to fee increase. May affect *Performance Measure*: Classes will average 80% of capacity

Exhibit 3

	Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
29		Eliminate two supplements of Courier Senior Newsletter printing/mailing	Reduces print opportunities to market new trips or classes (short-notice plays/shows) after newsletter has already been printed & mailed; will still utilize internet, flyers, etc. May affect *Performance Measure*: Classes will average 80% of capacity.	$900			
	Comm Cntr. - 527	1. Eliminate vacant CC Mgr position; 2. Promote 1 Rec Supv to a Rec. Svcs Mgr.; 3. Eliminate Rec. Supv and backfill position w/ .6 FTE Rec. Specialist	Reduce Rec. staffing by .4 FTE and at a lower level of responsibility (RDA has taken on CCC leasing; Museum, HT & CCC operations will be managed by others). As part of overall changes in the department, some staff intensive and low revenue programs/classes/special events will be eliminated (such as Crafts Faires, Breakfast w/Santa, ice skating, golf, volleyball, arts & crafts, Adult Softball, some trips).	$103,000			
31		Eliminate Building Attendant Special Event Support	None - Others are now including these expenses in their own budgets so staff is appropriately charged where used.	$800			
32		Eliminate Field Attendants	Reduce late afternoon & weekend staff supervision of field use/misuse, picnic area issues & education re: policing dogs in parks. Building Attendants will do spot checking. *This was a Service Level Enhancement.*	$12,900	CUSD is taking back scheduling & revenue for rental of their fields (est. loss of revenue: $1,650)	-$1,650	
33					Increase by $3/hour fees for non-exclusive uses of parks, fields and track.	$2,200	Most use is by personal trainers, etc. They will likely pass this cost on to their clients.
34					Reinstitute non-resident surcharge for facility rentals: additional $5/hr for gyms and mtg rooms); $25/hr for OCBH rentals.	$21,000	Additional cost to non-residents (typical in other cities). Impact to many non-resident church orgs. that use the gyms and mtg. rooms. Will create some Admin complexity for staff who interpret policy & collect fees.
35					Increase hourly rates of room rentals by approx. 15% to bring fees in line with neighboring agencies.	$44,000	Likely to lose some customers due to higher costs. May encourage people to rent smaller, less expensive rooms.

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
36				Change fee structure to hourly rate ($1/hour) instead of $550/season for field use by local youth sports groups.	$4,000	Most cities charge this way, and proposed fee is at the low end, but likely to result in complaints from YSOrgs. NOTE: revenue impact will be less than originally anticipated due to CUSD taking back their field scheduling & associated rental revenue.
37				Institute annual Membership Fee of $25/yr to Skate Park participants (currently free). $5 guest pass for one week.	$15,000	Loss of free, safe and supervised after-school option for kids. Admin. impact on front-line staff to process membership cards. Likely to lose some participation by older skaters. *Skate Park was Service Level Enhancement.*
Museum - 528	Reduction of Museum Ed. Coordinator position to 3/4 time (voluntary reduction).	Education Program reduced to 4 days/week and availability/response time for event rentals impacted. 20% reduction in Ed. Program participants/revenue. *Performance Measure*: ~~90%~~ **80%** of available school program dates are booked.	$18,000		-$4,000	
39				Increase rental rates for Ainsley Garden rentals by $500/event.	$12,000	Some potential loss of business. However, our rates are low compared to other Garden wedding sites; new rates will still be competitive.
40				Increase Museum Ed. Program admission fees by $1/person to $6/child. The minimum admission would be $120 for up to 20 students.	$3,700	No services expected to be impacted; Foundation Scholarships will help schools who cannot afford increase.
Theatre - 529				Increase base rent and rehearsal time fees by 5-6%	$2,900	Not expected to impact number of rentals. Increased fees do not affect current contracts (full year's worth of increases will not be realized until FY 11/12).
42				Increase Theatre Facility Fee for tickets over $30 & shift a portion of Facility Fee to HT for Operations. (this was approved by Council previously)	$47,000	Most ticket purchasers won't notice; some add'l mgt.complexity for HT Manager in communicating & negotiating new fee w/rental clients.

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cuts (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
43	Reduce Box Office hours by 8 hours per week	Reduces full-service Box Office. Will be more difficult to get a live body by phone and customers may get frustrated. May result in a loss of some ticket sales revenue.	$6,200			
531/532				Increase cost per participant for adult fitness, tennis and sports classes.	$10,500	Increased cost to participants but should have little affect on registration/participation.
44				Increase registration fee for Oktoberfest and Valentine Fun Run by $5.	$10,500	Increased cost to participants but should have little affect on registration/participation.
45				Increase Masters and Pre-Masters monthly swim fee by $5	$1,000	Increased cost to participants but should have little affect on registration/participation.
46				Increase monthly Swim Team fee by $5/month per swimmer. (reduced fee for multiple swimmers from one family available).	$9,000	May lose some swimmers; A large number (about 70%) of participants are non-residents - impacted by general non-resident fee proposal below.
47				Increase Drop-In fees (adult lap swim, rec. swim, fitness classes, weight room, gym and corprate passes). All increasing from $5 to $7 per visit except rec. swim (from $1.50 to $2.00) and corporate pass program (increases 10%).	$22,700	May lose some swimmers to adjacent pools if our fees are higher. Cash handling of $1 bills for change will be more labor intensive (having cash on hand to make change).
48				Increase adult sports league (volleyball and men's/women's basketball) fees by 10-13%.	$8,900	Could lose some teams reducing league size & revenues.
49	Eliminate all (3) adult softball leagues.	Elimination of a traditional Rec. program. Serves 225 players (about 30% are Campbell residents). Loss of $1,625 net revenue. Leagues are available in neighboring communities (most have lights and can accommodate more teams in each league). Also saves field prep by PW.	$12,875		$14,500	
50				Increase Swim Lesson fees from $55 to $60 per week.	$11,000	May lose some participants to other pools (Westmont is closed this summer, so we expect full enrollment at CCC pool).

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
51	Eliminate Spring Boutique & Holiday Craft Faire	Eliminates events for the community, but these events happen frequently at alternate locations (churches, bazaars). Saves considerable staff time (not captured monitarily here). Potential for additional room rental income.			-$2,000	
52	Eliminate Breakfast with Santa program (very labor intensive + no facility for 2010 due to OCBH Remodel).	Eliminates a popular event that has been running since 1990. OCB losed for remodel until 2011/12. Storytime w/Santa event will continue.			-$100	
53				3% increase in Kindergarten Prep fees & add additional class.	$25,200	Monthly fee increase of $12/mo. for program participants + expansion of a desired program/service. Little to no effect on enrollment expected.
54				Increase in non-refundable holding fee for Pre-School reg from $75 to $100.	$5,800	Higher fee ($25) for beginning Pre-School parents (young families).
55				Increase fees for Day Camp by 3% to $5.58/hr.	$22,000	Increases expenses for familes enrolled in Summer Day Camp, but still in line with competing programs.
56				Re-institute non-resident surcharge for class/program registrations (other than Adult Center classes). Computed at $5 for classes under $50; $7 for classes between $50-$100 & $10 for classes $100+.	$81,000	Likely to lose some non-resident customers, and incease in complaints, but provides residents a visible benefit. Most cities have a similar fee. Impact to staff who have to implement & monitor. *Performance Measures* (Programs 531 and 532): class capacity are likely to go down somewhat; % residents is likely to go up somewhat; revenue to expense ratio's likely to improve due to fee increases.
			$166,375		**$421,350**	
FINANCE DEPT						

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
Acct. - 535	Eliminate Executive Admin Position (voluntary separation)	Eliminating this position will require redistributing all essential activities to other staff members. This will increase workload for others including management staff. Shift of Cashiering function from City Clerk will provide some additional capacity for Finance and maintains front counter presence. May delay response times on certain information requests and require additional overtime during budget season.	$96,000			
58	Reduce Office Supplies Expense	May have minor impact on quality of work output	$1,500			
59	Reduce Professional Development Budget	Inability to remain abreast of current professional development topics may have negative long-term impact.	$1,500			
60	Increase Mandated Cost Reimbursement Estimate based on FY09 filings				$ 15,000	No impact; based on actual results.
Non-Dept. - 540	Reduce armored car service to three days per week.	Reduction may cause additional staff time to be spent reconciling bank account transactions at month end. Cash on hand amounts will increase. May delay the bank rec process. Cash vault transactions may be delayed.	$3,000			
62	Reduce pay-as-you-go budget for retiree health reimbursements based on actual payments over last two years.	Reduces budget amount to actual. May increase if number of employees eligible for benefit choose to retire early.	$17,000			
63	Eliminate water service	Some employees may not like filtered tap water.	$3,500			
64	Insurance and Surety Bonds	Reduce premium budget based on FY10. Unexpected claims experience could cause actual premium to exceed budget.	$15,000			
65	Reduce misc interest expense based on market rates.	No service impact.	$700			
IT - 547	AT&T Enhanced Alternate Call Routing of Police Non-Emergency Numbers	No impact on Day to Day operations; alternative method for emergency rerouting of telephones created.	$2,000			
67	Renegotiation of eleven service/maintenance contracts, or changing providers to achieve savings	No noticable service impact.	$86,000			
68	Left-Hand Storage Network	Using lease financing vs. outright purchase.	$6,000			
69	Phone System Support	Nortel upgrade completed in FY 10 so additional cost no longer needed.	$2,000			
70	Autocad Subscription	Existing version meeting needs; no upgrade needed at this time.	$7,800			
71	Track - It Help Desk Management Software - Maintenance	In-house IT staff will do maintanence	$1,500			

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
72				Contracting in IT services for Monte Sereno	$10,000	
73	Professional Development & Meetings	Decrease will require using alternative training methods (MISAC, Cross Training with other cities)	$2,000			
74	City-Wide Specialized Technical Training	Decrease will require using alternative training methods (In-House IT Staff Providing Training)	$3,500			
75	Reduce Miscellaneous Supplies	No noticable impact; reduced need	$2,700			
76	.2 FTE Reduction in IT Technician staffing	Slower response to helpdesk requests, website updates and systems maintenance. *IT staffing increases was a service level enhancement.*	$19,000			
			$270,700		**$ 25,000**	
COMMUNITY DEVELOPMENT DEPARTMENT						
550 +	Reduce the Executive Assistant to 36 hours	No significant impact on service delivery.	$8,000			
78	Freeze the Senior Planner Position	This places more responsibility on the Planning staff to take up work load including Planning Commission support. If/when developement activity picks up, additional staffing or contract assistance may be required. Performance Measures: ~~90%~~ **80%** of call backs/emails within 1 business day; ~~90%~~ **80%** of minor building permits receive response within 5 days.	128,000			
79	Reduce Senior Building Inspector to .5 FTE (voluntary separation as of Dec. 30; this change would be effective 7/1).	Plan Check duties can be handled by other staff due to lower permit volume with some outsourcing as needed. May require a field inspector to be in office when Building Official is away which will affect inspection response time. Performance Measures: ~~95%~~ **85%** of all inspections are made within one day; Complete preliminary plan review for completeness within ~~2~~ **3** days 90% of the time.	$68,000			
80	Eliminate half-time Office Assistant	With the merging of RDA and CDD, this persons duties can be picked up by the CDD Executive Assistant and Recreation clerical staff (which previously staffed Community Center leasing). Savings is for the General Fund (RDA will save an additional $36,000).	$7,000			

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
81				Increase fees as appropriate based on User Fee study	$60,000	Increased cost to those submitting development proposals; greater cost recovery for the City.
			$211,000		**$60,000**	
POLICE DEPARTMENT						
601	Reduce Supplies and Services	Modest impact on efficiency due to reduced supplies, subscriptions and contract legal services.	$2,700			
82	Reduce Training and Staff Development	Fewer non-mandatory training opportunities and funds for staff development.	$10,000			
602	Reduce Supplies and Services	Minimal impact.	$30,500			
603	Reduce Supplies and Services	Modest impact on efficiency due to reduced supplies.	$5,600			
604	Reduce Supplies and Services	Modest impact on efficiency due to reduced supplies such as safety equipment, reference materials and printing/processsing expenses.	$4,400			
605+	Reduce Supplies and Services	Modest impact on efficiency due to reduced supplies such as first aid, uniform replacements and emergency clean up costs.	$6,400			
87	Digital In-Car Video Systems	No anticipated impact; all car systems have been replaced.	$9,000			
88	Reduce budgeted Executive Assistant position to .80 FTE.	Staffed at this level for past year; some tasks redistributed to other employees.	$18,000			
89	Overtime Reductions	No anticipated impact to services, but may need to request additional funds if we experience any unforeseen circumstances.	$11,000			
90	Reduce overtime costs by changing the fee waiver to 25% for Special Events serving alcohol	Community groups (Chamber and DCBA) will need to cover 75% of the staffing costs for Special Events with alcohol.	$12,000			
91	Silicon Valley Animal Control Authority (SVACA)	10% reduction in Authority costs will affect some service levels, such as reduced field hours, fewer adoptions, increased fees.	$37,000			
92	Eliminate Part-Time Police Clerk	Citation data entry will need to be transferred to other Records Specialists which will result in data entry delays.	$13,500			
93	Eliminate Sworn Captain Position	Increased on-call responsibilities for other two Captains. Decreased tactical expertise at the Command level. Reduced ability to effectively respond to major critical incidents.	$234,000			
94	Unfund Systems Specialist Position	Increased workload for Civilian Manager, support staff and I.T. staff. Upcoming technology projects may take longer to implement. Decreased participation in county-wide technology projects.	$115,000			

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
95	Create Support Services Manager Position	Cost savings to City by reclassifying Captain to a non-sworn position. Will manage Records, Communications and department technology issues.	-$169,000			
96	Reduce miminum shift for Crossing Guards	No noticable impact on service level - peak times will still be fully covered; reduction in compensation for part time crossing guards	$20,000			
97	Reduce Public Safety Assistant to .5FTE (temp CSO position)	Transfer of duties to Patrol CSO, which will require Officers to pick up additional non-emergency calls. Increased duties for Traffic Officers/Supervisor. Some decrease in AVASA revenues due to learning curve of reassigned staff. *Performance Outcome:* Respond to abandoned vehicle complaints ~~100%~~ **80%** of the time within 48 hours.	$28,000			
98	Civilianization of Personnel Research and Training (PRT) Agent position. Reassign Community Services Officer Position from Investigations to PRT at 0.80 FTE.	Admin. Sergeant will need to take on additional responsibilities and some delay in processing permits and training responsibilities.	$17,000			
99	Reduce .5 FTE Records Specialist	Decrease in productivity in Records impacting release of public records requests, increased wait times on phones and at front counter, citation and report processing. *Performance Outcome:* ~~***95%***~~ **85%** of report requests will be processed within 7 business days of receipt.	$46,000			
100	Eliminate 1 Traffic Officer Position (one of two additionally frozen positions)	Reduce and delayed response to non injury collisions. Reduced traffic citation production and decreased revenue related to traffic fines. Reduced responsiveness to traffic complaints. *Performance Outcome:* Maintain a Traffic Enforcement Index of 21. [Currently achieving 60, which is likely to come down with one fewer officer, but measure still expected to be met.]	$172,500			
101	Reduce budgeted Parking CSO position to .80 FTE (based on voluntary request and actual hours worked).	No impact on service, as this is actual hours worked; will be reduced salary savings.	$17,000			
102				Increase parking and false alarm fees	$25,000	Modest increase in parking fines and restructuring of the false alarm fee based on data from User Fee study.
			$640,600		**$25,000**	
PUBLIC WORKS DEPARTMENT						

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
701 +	Reduce Office Specialist 10% *(voluntary reduction)*	Reduced administrative support/responsiveness to public inquiries	$7,500			
104	Reduction in Executive Project Manager hours 40%	Slower response to solid waste issues and reduced support for engineering/environmental programs and special projects.	$22,000			
105	Reduce Professional Development/Meetings	Modest impact on career development opportunities.	$3,000			
106	Reduce Intern funding	Reduced support for traffic, engineering and land development; special projects and responsiveness to traffic and citizen inquiries;collision database not updated as frequently.	$15,000			
107	Reduce Assistant Engineer by 10% (voluntary reduction)	Reduced support for traffic, land development and engineering; special projects and responsiveness to traffic and citizen inquiries. *Performance Measure*: ~~90%~~ **80%** of Traffic Service Requests responded to within 30 days.	$12,000			
730 - Engin.	Reduce Sr. PW Inspector by 10% (voluntary reduction)	Minimal impact on inspections as private development has slowed.	$13,000			
109	Eliminate Sr. Civil Engineer as of Dec. 30 (voluntary separation)	Mandatory Environmental Programs will need to be staffed by others; will require readjusting project priorities and will lead to reduced capacity for capital projects and extend land development review times. *Performance Measure*: ~~90%~~ **80%** of development application reviews completed within 10 working days.	$83,000			
110	Reduce outside plan check and map signing	Not needed due to slowdown in development; may be increased costs in future if demand increases (should be revenue offset).	$15,000			
745	Reduce Garage Sale advertising	No printed map; reduced advertising. Will still use internet and other tools.	$3,000			
750 - Vehicle Maint.	Extend vehicle replacement	May impact maintenance	$54,000			
113	Purchase of used vehicles where appropriate	No noticable impact	$10,000			
114	Reduce 1 Mechanic to 50% (voluntary separation in Dec.)	Reduced service level/response times (increased vehicle maintenance was a service level enhancement). May have to increase contracting out of some repairs. *Performance Measures*: ~~95%~~ **80%** of preventative maintenance is completed on schedule; Public Safety vehicle availability is ~~90%~~ **85%**.	$47,000			
760 - Streets	Reduce Temporary Labor	Decreased flexibility; less downtown sweeping; reduced leaf pick up.	$9,000			

Exhibit 3

Division	Description of Cut (what exactly is being proposed)	Impact of Cut (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
116	Reduce Centerline striping and thermoplastic by 50%	Degredation of striping and legends	$21,000			
117	Decrease frequency of Street and Parking Lot Sweeping by 50%	Dirtier parking lots more debris/leaves on streets.	$57,000			
770 - Lighting	Reduce Utility Expense	None; savings from inductive lighting and LED lights on trees downtown.	$6,000			
119	Reduce Temporary Hours 20%	Lower service levels; *Performance Measure*: ~~95%~~ **85%** of streetlight outages repaired within 10 working days.	$8,000			
120	Reduce Pole Replacement by 80%	Degredation of poles.	$17,500			
121	Eliminate Holiday Tree lighting (Roosevelt and Library trees)	Less festive holiday environment.	$4,000			
775 - Parks	Reduce Street Tree Maintenance by 12%	Reduction in aesthetic pruning and spraying	$15,000			
123	Reduce Parks Temporary labor by 20%	Reduction in service levels, impacting aesthetics/park cleanliness primarily in the spring and fall timeframe (increased park maintenance was a service level enhancement). *Performance Measure*: ~~95%~~ **90%** of landscape medians, parks and civic grounds maintained at a rating of 3 on a 4 point scale.	$20,000			
530 - Building Maint.	Reduce .5 Office Assistant to .3 FTE	Reduced support; some will be picked up by other PW clerical staff now that Building is part of PW. Slower response to tenant and building maintenance issues.	$15,000			
125	Eliminate Vacation Relief	Minor impact on service; slower responses at times.	$5,000			
126	Lower cost for custodial	None; contract came in lower than budgeted.	$37,000			
127	Reduce Special Project Expense	Noticable impact on facilities (ex: painting, replace carpeting, upgrade restrooms…)	$26,000			
128				Increase Solid Waste Franchise Fees by 2.5%	$195,000	Increase garbage rates to SF by 63 cents/month over what it otherwise would be
129				Increased USA Marking Fees	$2,000	Service provided to Los Gatos
130				Allocate Traffic Engineer, City Engineer and Maintenance Staff to Capital Projects	$65,000	Reduces funding for capital project constuction and design
131				Increase in Fees (more than offset by lost revenue due to decreased development activity)	-$75,000	More complaints from developers over fees
			$525,000		**$187,000**	
City Total			**$1,887,675**		**$778,350**	

Exhibit 3

Division	Description of Cut (what activity is being proposed)	Impact of Cuts (how will it affect services and/or performance measures)	Savings	Description of Increased Revenue	Revenue	Impact of Revenue change
CITYWIDE ACTIONS:						**Ongoing Savings:**
	Budget at actual v top step	Will more closely reflect estimated actual expenditures; no built in budget savings	$200,000			**$200,000**
	Furloughs - Misc. employees @ 56 hours	Reduced work days; delays in service to the public. Reduction in compensation for employees	$283,000	not ongoing savings		
	Furloughs - Safety @ 36 hours		$67,000	not ongoing savings		
	two year take from CIPR		$100,000	not ongoing savings		
	Environmental Fund transfer		$60,000			**$60,000**
	Reduce management auto allowances 50%		$25,000			**$25,000**
Ongoing Citywide Savings						**$285,000**
Total Ongoing Budget Corrections						**$2,951,025**
One time cost of separation benefits			-$200,000			
Total Year One Budget Corrections			**$3,201,025**			
Other ideas to pursue:						
	online donations					
	adjust thermostats in City buildings					
	energy efficiency recommendations					
	Farmers Market revenue					
	debt restructuring					
	Eliminate City Treasurer Position		$13,000	Savings in FY 13 if ballot measure successful		
	Merge Communications with LGMSPD					
	Lease space on Monopole Tower to Cell Phone companies					

Exhibit 3

B List

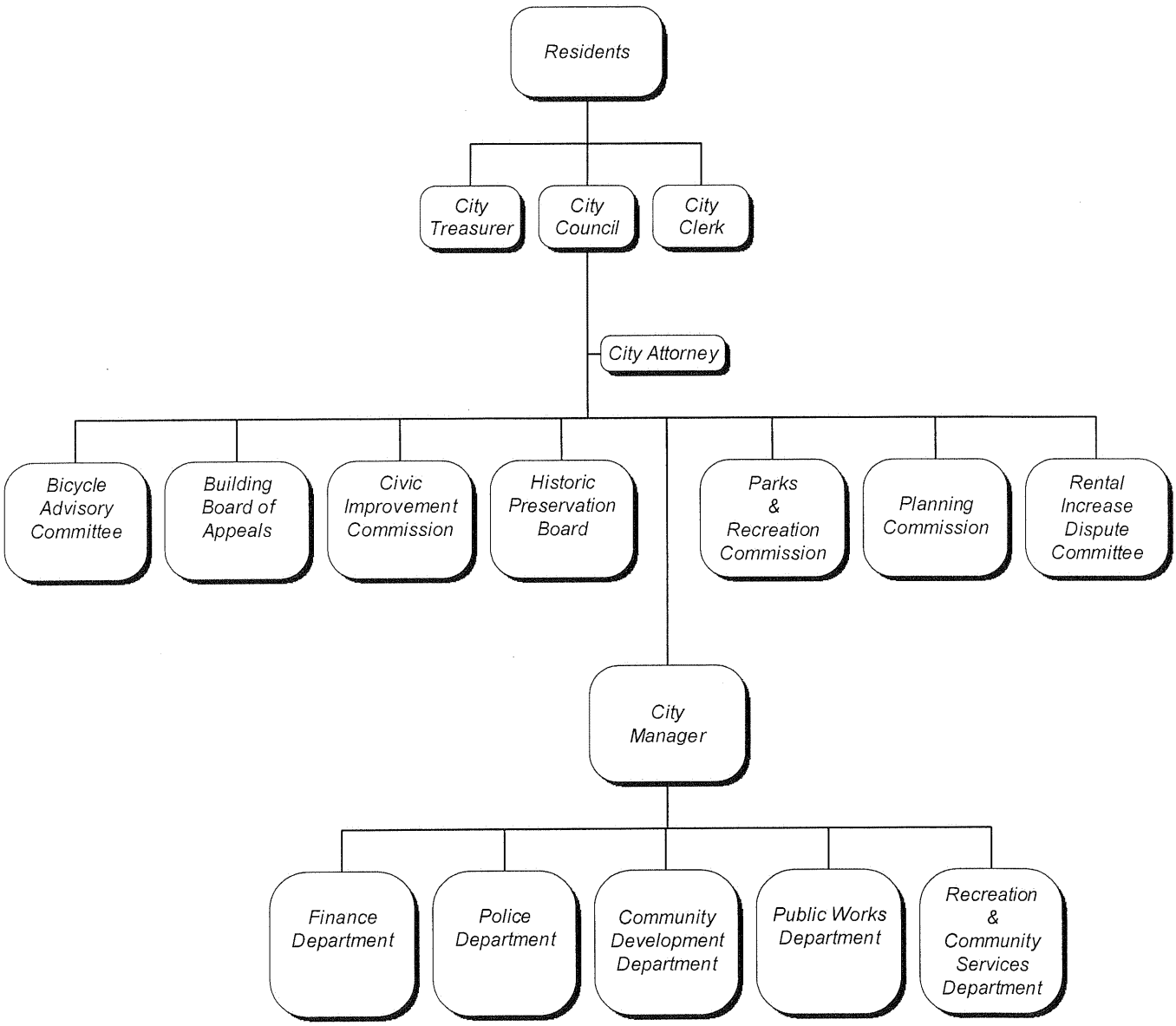
updated 4-26-10

Dept.	Description of Cut (what exactly is being proposed)	Impact (how will it affect services and performance measures)	Savings	Description of Increased Revenue	$ Rev.
City Manager					
	Eliminate commissioners' dinner	Reduced ability to formally recognize commissioners for their volunteer service	$5,000		
	Ellminate cablecasting program	Cuts new webcasting AND ch. 26 programming	$17,600		
	Eliminate or reduce Chamber of Commerce Information & Referral Contract	Chamber may not be able to promote the City and its businesses to the same extent.	$10,000		
	Eliminate membership in US Conference of Mayors	Less networking and information sharing	$3,600		
	Eliminate Employee Service/Retirement Awards	Negative impact on employee morale	$5,000		
	Eliminate Volunteer Luncheon	Reduced ability to formally recognize volunteers for their service; perhaps fewer volunteers.	$5,500		
R&CS					
		Approx. 100 seniors may be affected throughout the course of a year		Assess $10 cancellation fee for Adult Center transactions that are non-emergency medically related	$1,000
	Eliminate/Reduce Case Management services (was a Service Level Enhancement).	Significant impact on staff to assume labor intensive case mgt. responsibilities that assist low-income, frail & those w/ no family support/advocacy.	$7,500		
	Close skate park 2 days per week (*alternative to "A" list proposal*)	Less availability of free, supervised youth program	$3,500		

	Eliminate rental of Westmont Pool in summer saving rental fee of $13,200 and staff fee of apprx $9,000 (must be done for 2010; this would be for future years).	Closing Westmont Pool would create a facility issue for Swim Team (we have so many kids we'd still have to rent some pool time elsewhere during summer months) & would eliminate the ability to offer the popular Sea Turtles Day Camp @ Fischer Park (combination of camp & swim lessons + only program we offer in the San Tomas neighborhood);	$22,200		-$25,000.00
	Eliminate Recreation Swim (1.75 hours/day four days per week in summer). $3000 revenue loss. Could substitute for fee-based lessons instead (= $17,600 net gain) .	Eliminating Rec Swim would have a significant impact on City & tenant Day Camp programs + add'l outside camps & summer school programs			$17,600
Finance					
	Reduce Muni Consultants Sales Tax Audit Fees	Fees are offset by additional revenue collections. Net result is likely to be $0	$4,000		
Polic					
	Eliminate Crossing Guards (*savings beyond "A" list item*)	Decreased safety at school related intersections.	$85,000		
	Elimination of SWAT Team including training, supplies, uniforms, etc.	This would eliminate the SWAT team requiring us to pay other agencies for critical incident & search warrant responses (estimate from SJPD based on last year's incidents is $140,000). Reduced tactical expertise for Police personnel due to elimination of specialized training.	$38,600		
Public Works					

	Reduce custodial services to 3x per week for most City facilities		$7,500		
	Further Reduce Parks Temporary labor (*beyond "A" list*)	Impact on service level would be significant; the elimination of weekend maintenance shifting permanent employees to an alternative weekend schedule which would in turn require reductions in such things as mowing, maintaining landscaping, graffiti abatement, safety inspections, etc. that occur during the weeks.	$30,000		
Comn					
	Graffiti Abatement	Increased visual blight in the community (*this was a Service Level Enhancement*).	$10,000		
B list - subtotal:			**$255,000**		
Citywide					
Revenue from increase in Business License Tax			$215,000		
Revenue from increase in Transient Occupancy Tax			$260,000		
Possible B list:			**$730,000**		**-6400**

General Organization
2010 - 2011



CITY OFFICIALS

CITY COUNCIL & REDEVELOPMENT AGENCY BOARD

Mayor - Evan D. Low

Vice Mayor - Jason Baker

Councilmember - Daniel E. Furtado

Councilmember - Jane P. Kennedy

Councilmember - Michael F. Kotowski

Note: Mayor serves an annual term from November to November. Names and positions are as of July 1, 2010.

CITY ADMINISTRATIVE STAFF

City Manager - Daniel Rich

City Clerk - Anne Bybee (Elected)

City Treasurer - Gerald Kennedy (Elected)

City Attorney - William Seligmann

Community Development Director - Kirk Heinrichs

Finance Director - Jesse Takahashi

Recreation & Community Services Director - Cynthia Bojorquez

Police Chief - Gregory Finch

Public Works Director - Robert Kass

Community Vision

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

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

Campbell city government will be increasingly Fiscally self-reliant, provide more effective Basic municipal services and foster Regional cooperation and local partnerships.

Community Goals

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

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

To have attractive residential neighborhoods and business districts.

To retain a friendly, small-town atmosphere.

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

Mission Statement

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

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

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

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

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

CAMPBELL STATEMENT OF VALUES

Preamble:

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

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

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

Community

As I serve Campbell:

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

Honesty

As I serve Campbell:

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

Civility

As I serve Campbell:

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

CAMPBELL STATEMENT OF VALUES

Equality

As I serve Campbell:

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

Teamwork

As I serve Campbell:

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

Accountability

As I serve Campbell:

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

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

Adopted 3/21/06
Updated 2/17/09, Resolution #10998

CAMPBELL STRATEGIC PLAN ELEMENTS & OBJECTIVES

1.0 Land Use

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

2.0 Financial Health

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

3.0 Transportation

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

4.0 Public Safety

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

5.0 Community Services / Recreation

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

CAMPBELL STRATEGIC PLAN ELEMENTS & OBJECTIVES

6.0 Open Space/Cultural/Historical

6.1. Sufficient open space to meet the needs of the community and partnerships with schools and other special districts for public use of open space lands.

6.2. Additional open space in each of the areas identified as deficient in the open space element of the City's General Plan.

6.3. A balance of active and passive uses for the City's open space areas.

6.4. Sufficient locally originated historic and cultural activities/opportunities in the community.

7.0 Environmental Programs

7.1. Extend life of landfill space through increased recycling and conservation efforts.

7.2. Programs to prevent illegal disposal of hazardous waste materials.

7.3. Participation in water quality protection programs and water conservation efforts.

7.4. Participation in local and regional efforts to improve air quality through traffic congestion management.

8.0 Community Participation

8.1. A community where residents and business are well informed about community issues an programs.

8.2. Clear and effective communication between the City organization and the Campbell Community.

8.3. Participation of residents and businesses in City government activities.

Adopted 11/94
Updated 3/99

COUNCIL COMMITTEE RESPONSIBILITIES

MAYOR LOW

Advisory Commissioner Appointment Interview Committee
City Attorney & City Manager Performance/Compensation Committee
CDBG Program Committee (Alternate)
Education Liaison Subcommittee
Emergency Preparedness Council (Alternate)
Joint Venture Leadership Group Liaison
Legislative Subcommittee
Recycling Waste Reduction Commission*
Santa Clara County Cities Mayor's Selection Committee
West Valley Mayors and Managers
West Valley Solid Waste Authority JPA

VICE MAYOR BAKER

Advisory Commissioner Appointment Interview Committee
City Attorney Performance/Compensation Committee
City Manager Performance/Compensation Committee
County Library District JPA Board of Directors (Alternate)
County Expressway Policy Advisory Board (Alternate)
Economic Development Committee
Housing Rehabilitation Loan Committee
Santa Clara Cities Association Board of Directors (Alt)
Santa Clara Valley Water District:
- County Water Commission
- Flood Control Advisory Commission (Alternate)

Silicon Valley Animal Control Authority Board (Alternate)
20% Housing Committee (RDA)
Valley Transportation Authority Policy Advisory Committee (Alternate)
West Valley Sanitation District (Alternate)

COUNCILMEMBER FURTADO

Association of Bay Area Governments
ABAG Executive Board*
County Library District JPA Board of Directors
Emergency Preparedness Council
Housing Trust – Board of Directors*
League of California Cities:*
- Board of Directors
- Peninsula Division Council Liaison
- Public Safety Policy Committee

Legislative Subcommittee
National League of Cities*
- Board of Directors
- Public Safety Steering Committee

Santa Clara Cities Association – Board of Directors
20% Housing Committee (RDA)
West Valley Sanitation District

COUNCILMEMBER KENNEDY

Association of Bay Area Governments (ABAG) (Alternate)
Campbell Historical Museum & Ainsley House Foundation Liaison
Downtown Committee
Economic Development Committee
Finance Committee
Friends of the Heritage Theatre Liaison
Housing Bond Advisory Committee (County) (Alternate)
Santa Clara Valley Water District:
- County Water Commission (Alternate)
- Flood Control Advisory Committee

Silicon Valley Animal Control Authority Board (SVACA)

COUNCIL MEMBER KOTOWSKI

CDBG Program Committee (County)
County Expressway Policy Advisory Board
Downtown Committee
Education Liaison Subcommittee
Finance Committee
Housing Bond Advisory Committee (County)
Housing Rehab. Loan Committee (Alternate)
League of California Cities:*
- Community Services Policy Committee

Valley Transportation Authority Policy Advisory Committee
West Valley Solid Waste Authority JPA (Alternate)

Council Responsibilities Effective 1/05/10

***Appointed by other agencies**

COMMISSIONS, COMMITTEES AND ADVISORY BOARDS

Planning Commission

Elizabeth Gibbons , Chairperson
Michael Rocha, Vice Chairperson
Theresa Alster
Jeffrey Cristina
Mark A. Ebner
Philip Reynolds Jr.
Robert A. Roseberry

Civic Improvement Commission

Traci Mitchell, Chairperson
Madalyn Perrine, Vice Chairperson
Jacquie Davidson
Ann Herosy
Frank Jewett
Cheryl Kupras
Susan Tobias

Historical Preservation Board

JoElle Hernandez, Chairperson
Susan Blake, Vice Chairperson
Jule Heinzler
Joyce Mestrovich
Masel Sheehan

Bicycle Committee

Herman Wadler, Chairperson
Lara Smith, Vice Chairperson
Brian Conroy
Andrea Shaheen Sehestedt
David Pasfield
Geoff Bradley (Alternate)

Parks & Recreation Commission

Jann Harbor, Chairperson
Richard Waterman, Vice Chairperson
Bruce Baker
Aaron Bueno
Charles Gibson
Scott Hughes
Paul Resnikoff

Building Board of Appeals

Bruno Marcelic
Jim Morelan
Jay Perrine
Kevin Salazar
Todd Zeman

Rental Increase Fact Finding Committee

Matthew Minic
Eric Bracher
John W. Figueroa
Phil Doetsch
Vacant

Note: Names and positions as of July 1, 2010.

PERMANENT AUTHORIZED BUDGETED PERSONNEL POSITIONS
FISCAL YEAR 2010 - 2011

Job Classification	Number of Positions		Dept.	Monthly Pay Ranges
City Manager	1		CM	N/A
Community Development Director	1		CD	$ 10,704 - $ 14,321
Finance Director	1		FIN	10,704 - 14,321
Recreation & Community Services Director	1		R&CS	10,704 - 14,321
Public Works Director	1		PW	10,704 - 14,321
Police Chief	1		PD	10,704 - 14,321
Police Captain	2		PD	10,610 - 12,899
City Engineer	1		PW	10,203 12,402
Human Resources Manager	1		CM	9,968 - 12,116
Public Works Superintendent	1		PW	9,042 - 10,990
Senior Civil Engineer (1 FTE until 12/31/10 then will be frozen.) #	2		PW	9,042 - 10,990
Traffic Engineer	1		PW	9,042 - 10,990
Building Division Manager/Building Official	1		CD	9,042 - 10,990
Planning Manager	1		CD	9,042 - 10,990
Information Technology Manager	1		FIN	8,939 - 10,866
Assistant to the City Manager	1		CM	8,688 - 10,557
Recreation Manager	1		R&CS	8,686 - 10,557
Finance Manager	1		FIN	8,686 - 10,557
Police Sergeant	7		PD	8,115 - 9,865
City Clerk	1		CM	7,777 - 9,452
Support Services Manager	1		PD	7,752 - 9,423
Associate Civil Engineer	1		PW	7,666 - 9,318
Facilities Maintenance Manager	1		R&CS	7,392 - 8,985
Information Technology Administrator	1		FIN	7,312 - 8,888
Recreation Services Manager	1		R&CS	7,312 - 8,888
Police Agent	6		PD	7,297 - 8,868
Senior Public Works Inspector (FTE reduced to .9) #	1		PW	7,132 - 8,669
Redevelopment Coordinator	1		CM	7,065 - 8,587
Park Maintenance Supervisor	1		PW	6,846 - 8,320
Police Officer	24		PD	6,832 - 8,297
Assistant Engineer (1 FTE reduced to .9) #	2		PW	6,791 - 8,254
Public Works Inspector	1		PW	6,676 - 8,115
Building Inspector	2		CD	6,676 - 8,115
Assistant/Associate Planner	2		CD	6,662 - 8,097
Communications Supervisor	1		PD	6,460 - 7,852
Code Enforcement Officer/Inspector	1		CD	6,248 - 7,595
Lighting & Traffic Signal Supervisor	1		PW	6,231 - 7,574
Equipment Maintenance Supervisor	1		PW	6,231 - 7,574
Street Maintenance Field Supervisor	1		PW	6,170 7,499
Information Technology Technician (1 FTE reduced to .8) #	2		FIN	6,154 - 7,481
Police Officer Trainee (1 FTE = .5) #	1		PD	6,146 -
Accountant	2		FIN	6,142 - 7,466
Recreation Program Supervisor	4		R&CS	6,084 - 7,395
Senior Services Supervisor	1		R&CS	6,084 - 7,395
Police Records Supervisor	1		PD	5,656 - 6,875
Executive Assistant to the City Manager (Reduced to .9) #	1	***	CM	5,630 - 6,843

PERMANENT AUTHORIZED BUDGETED PERSONNEL POSITIONS
FISCAL YEAR 2010 - 2011

Job Classification	Number of Positions		Dept.	Monthly Pay Ranges
Public Safety Dispatcher	8		PD	$ 5,588 - $ 6,793
Senior Museum Specialist	1		R&CS	5,279 - 6,417
Accounting Technician	1	***	FIN	5,228 - 6,354
Lighting & Traffic Signal Technician	1		PW	5,210 - 6,334
Mechanic II (1 FTE voluntary separation 12/31/10)#	1		PW	5,068 - 6,162
Building Maintenance Lead Worker	1		R&CS	5,065 - 6,157
Executive Assistant (1 FTE reduced to .9 & 1 FTE reduced to .8)#	4		*	4,986 - 6,060
Deputy City Clerk	1		CM	4,986 - 6,060
Recreation Program Coordinator	1		R&CS	4,754 - 5,779
Community Services Officer (2 FTE's reduced .20 ea = 4.6 FTE's.)	5		PD	4,738 - 5,759
Park Maintenance Lead Worker	2		PW	4,720 - 5,737
Street Maintenance Lead Worker	1		PW	4,720 - 5,737
Property/Evidence Specialist	1		PD	4,690 - 5,701
Accounting Clerk II	2		FIN	4,646 - 5,648
Permit Technician	1		CD	4,627 - 5,624
Building Maintenance Worker	2		R&CS	4,607 - 5,600
Museum Education Coordinator (FTE =.75)#	1		R&CS	4,528 - 5,504
Office Specialist (1 FTE reduced to 9.)#	2		PW	4,521 - 5,495
Police Records Specialist (1 FTE reduced .5 = 4.5)#	5		PD	4,444 - 5,404
Senior Office Assistant	1		R&CS	4,303 - 5,231
Street Maintenance Worker II	3		PW	4,289 - 5,219
Park Maintenance Worker II	8		PW	4,289 - 5,219
Utility Worker	1		R&CS	4,171 - 5,070
Office Assistant	3		**	3,895 - 4,734
Park Maintenance Worker I	1		PW	3,886 - 4,725
Street Maintenance Worker I	2		PW	3,886 - 4,725
Total Permanent Full-Time Positions	**150**			

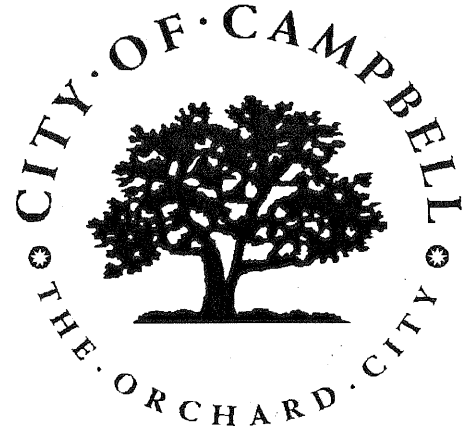
Permanent Part-Time	Number of Positions		Dept.	Hourly Pay Ranges
Housing & Community Development Coordinator	0.75		CD	39.15 - 47.58
Public Safety Dispatcher	0.50		PD	32.24 - 39.19
Human Resources Technician (2 @ .75)	1.50	***	CM	30.04 - 36.51
Office Assistant	0.80		PW	21.70 - 26.37
Nutrition Site Manager	0.50		R&CS	19.05 - 23.16
Food Server	0.50		R&CS	13.20 - 16.02
Total Permanent Part-Time Positions	**4.55**			

* CD, PD, PW, R&CS

** FIN (1), PW (1), R&CS (2)

*** Confidential

FTE Reduced due to Budget Correction Strategy


CITY OF CAMPBELL
THE ORCHARD CITY

FROZEN / UNFUNDED POSITIONS
FISCAL YEAR 2010 - 2011

Permanent Full or Part-Time Positions	Number of Positions (FTE's)	Dept.
Administrative Analyst I	1.00	PW
Administrative Services Director	1.00	CM
Assistant Engineer	1.10	PW
Assistant Planner	1.00	CD
Associate Civil Engineer	1.00	PW
Associate Planner	1.00	CD
Community Center Manager	1.00	R&CS
Community Services Officer	3.00	PD
Executive Assistant	1.30	CD/FIN/PD
Executive Assistant to the City Manager	0.10	CM
Information Technologies Technician	0.20	FIN
Lighting & Traffic Signal Assistant	1.00	PW
Mechanic I/II	1.00	PW
Museum Education Coordinator	0.25	R&CS
Office Assistant	1.20	CD/PW
Office Specialist	0.20	PW/R&CS
Police Captain	1.00	PD
Police Sergeant	1.00	PD
Police Officer	4.00	PD
Police Records Specialist	1.50	PD
Public Safety Dispatcher	0.75	PD
Public Safety Systems Specialist	1.00	PD
Recreation Coordinator	2.00	R&CS
Recreation Manager (Replaces Community Center Manager)	(1.00)	R&CS
Redevelopment Manager	1.00	RDA
Senior Building Inspector	1.00	CD
Senior Civil Engineer	1.60	PW
Senior Planner	1.00	CD
Senior Public Works Inspector	0.10	PW
Support Services Manager (Replaces Police Captain)	(1.00)	PD
Utility Worker	1.00	R&CS
Total Frozen / Unfunded Permanent Full-Time Positions	**30.3**	

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

FROM: Jeanette Watson
Unofficial Town Historian & Councilwoman

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

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

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

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

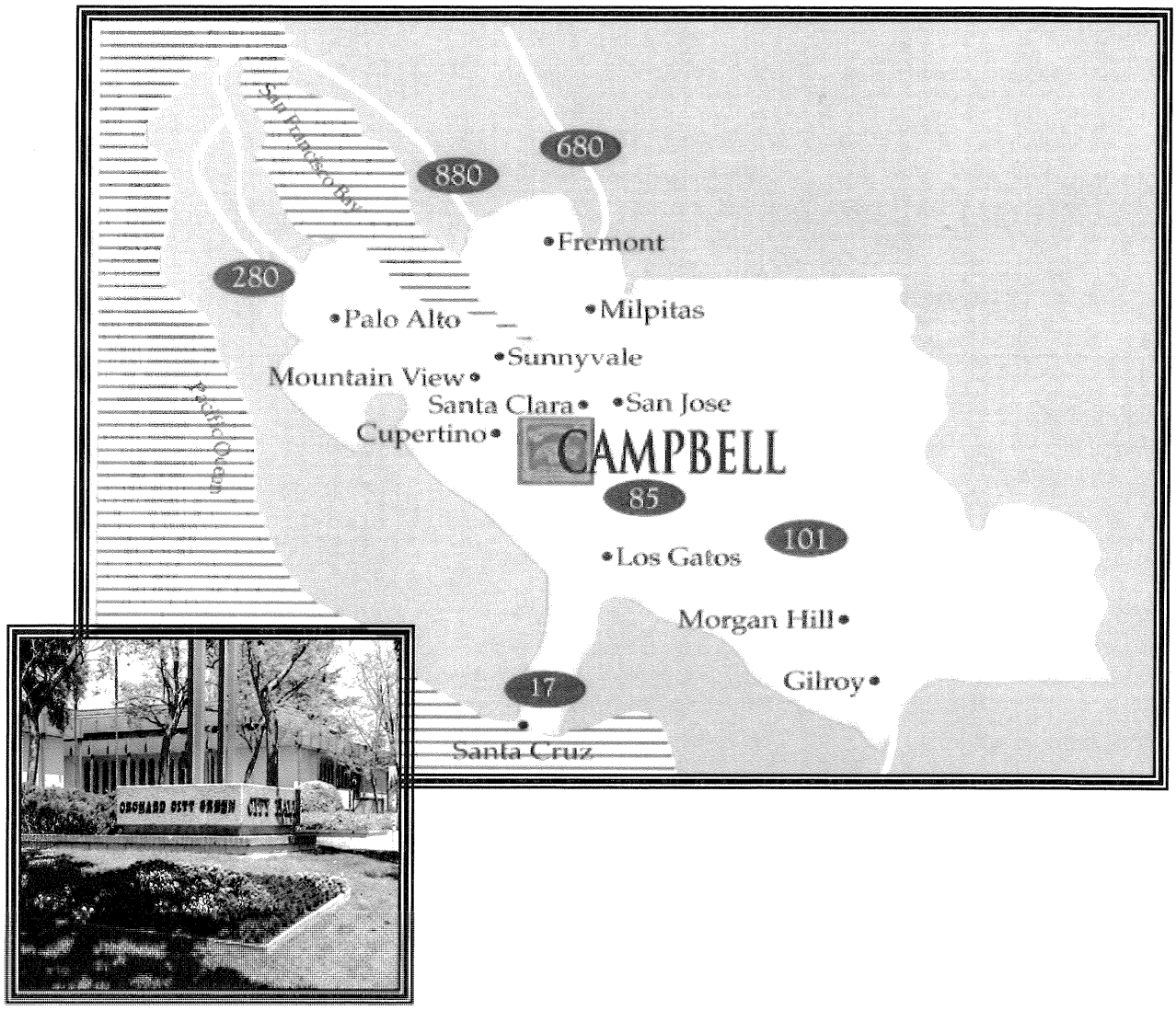
I have to admit one thing that we failed to do, however. You established your town in 1888 according to your beliefs: that of a prohibitionist. Well, I'm sorry to say your town has various establishments that carry you - know - what; but, we have a wonderful program for our kids called DARE which is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

You'd be happy to know that we've had women on our City Council since 1985. It took thirty-three years to accomplish that feat. I'm sure that surprises you because there were three women on the first "town-council" which was established in 1892 at an Old Settler's Day celebration. However, the town wasn't incorporated so it didn't count. In 1888, when you recorded your first subdivision, you hoped it would be an incorporated city someday, but the earliest attempt in 1906 failed. However, your celebration continues and is the second oldest public celebration in the State; and, we're a city besides!

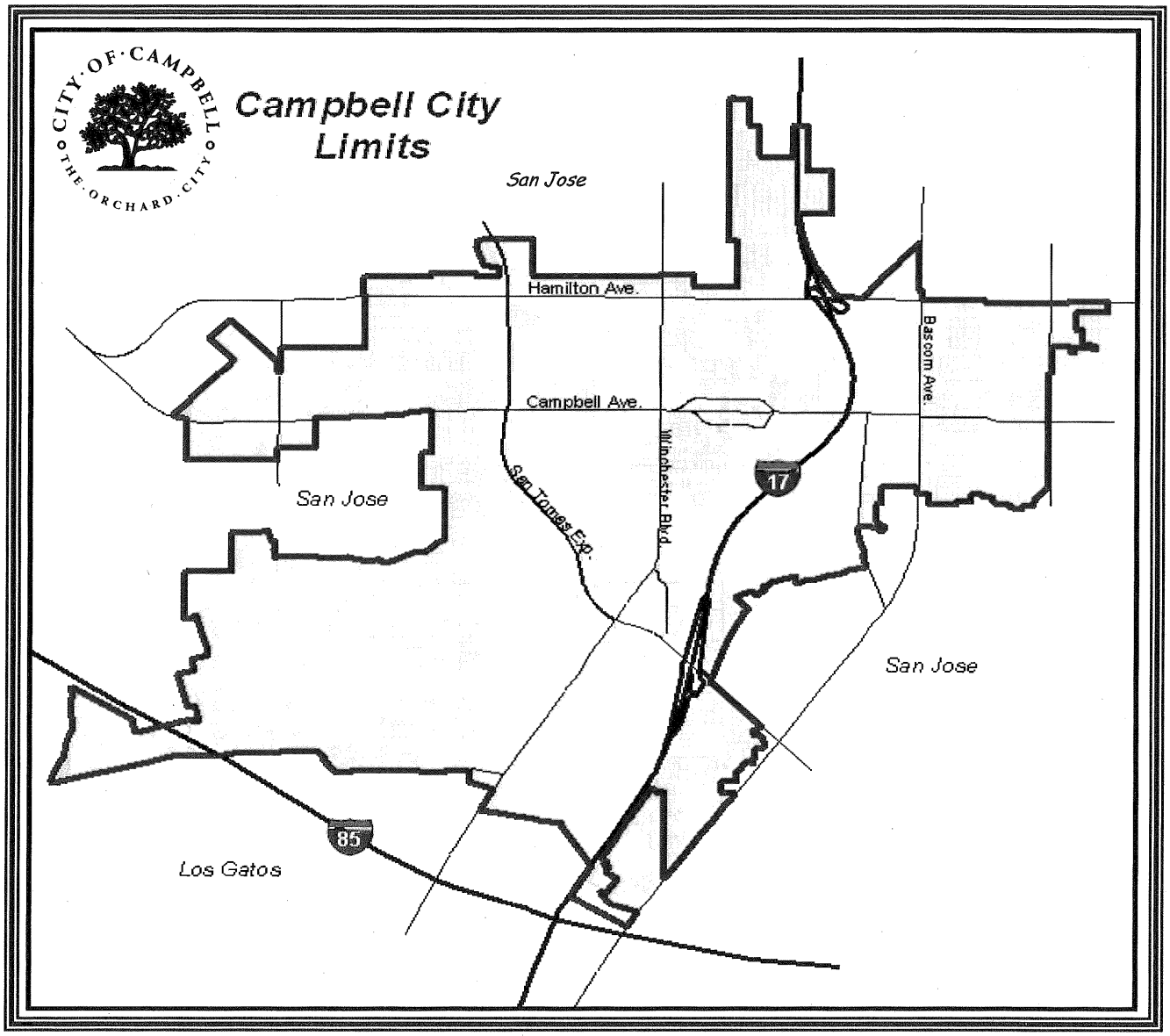
When you helped establish the first water company, the bank, and the Board of Trade, I wonder if you ever realized how your town would grow and develop. This note is just to thank you for giving us a good example to follow. In your town, you knew everyone. I don't know everyone, but as Will Rogers said,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

Your faithful servant, JMW

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



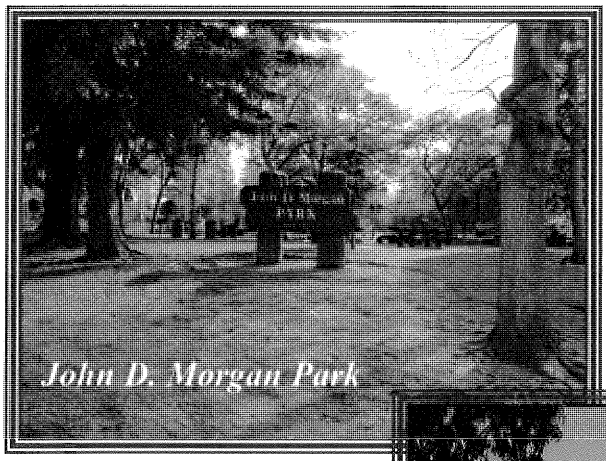
Campbell Community Profile – Demographic Statistics (General)

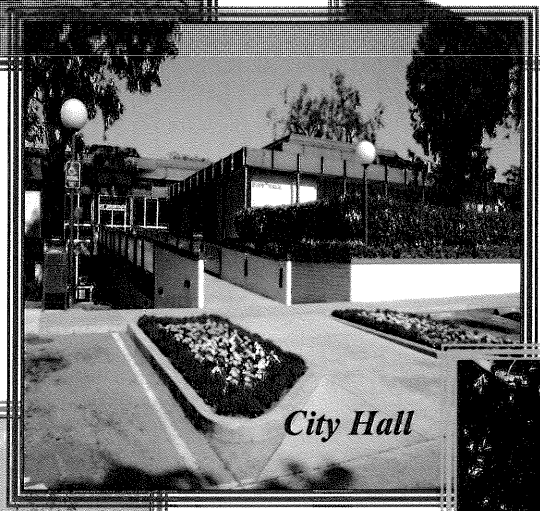


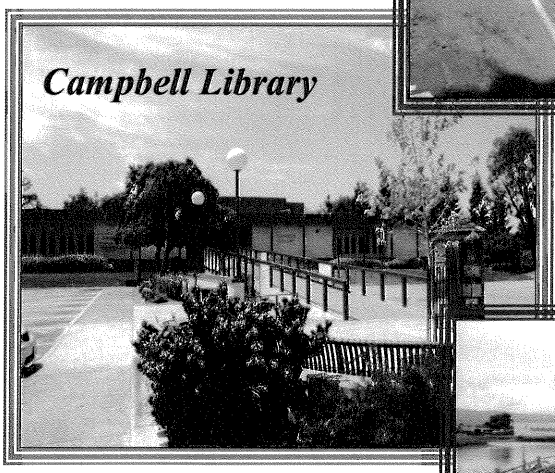
- 50 Miles South of San Francisco
- Surrounded on Three Sides by San Jose
- 6.7 Square Miles
- Incorporated - March, 1952
- General Law City
- Council/Manager Form of Government
- Population - 40, 860 (As of 1/1/10 - CA Department of Finance)
- 19,857 Registered Voters
- 17,553 (88.4%) Votes Cast in Last General Election
- Public Safety - 67 Police Employees (41.5 Sworn)
- Public Safety - Two Fire Stations
- Public Safety - Fire Services Contracted with the County of Santa Clara
- Total Permanent Positions – 180 *

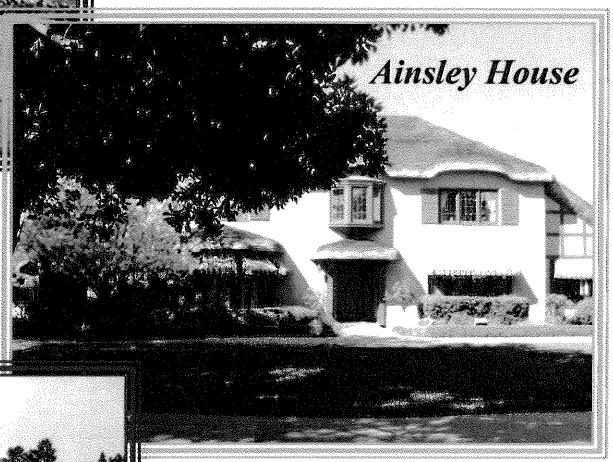
* As of 7/1109 – 30.3 Frozen or Unfunded Positions

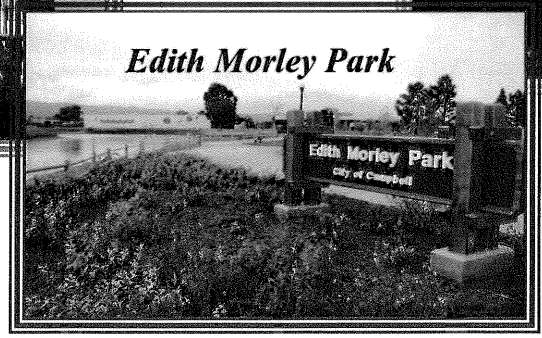
Campbell Community Profile – Demographic Statistics (Infrastructure)









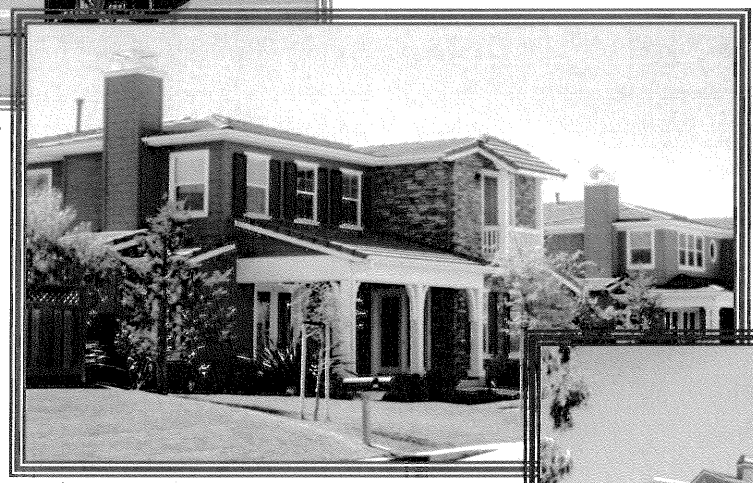


Category	2010
Miles of Streets (Major / Secondary)	14.3 / 89.0
Miles of Sewers (Storm / Sanitary) [1]	42.25 / 484.0
Miles of Sidewalks	78.5
Street Lights	2,535
Parks - Number of Acres	107

[1] West Valley Sanitation District

Campbell Community Profile – Demographic Statistics (Housing)

Apartments



Single Family Homes

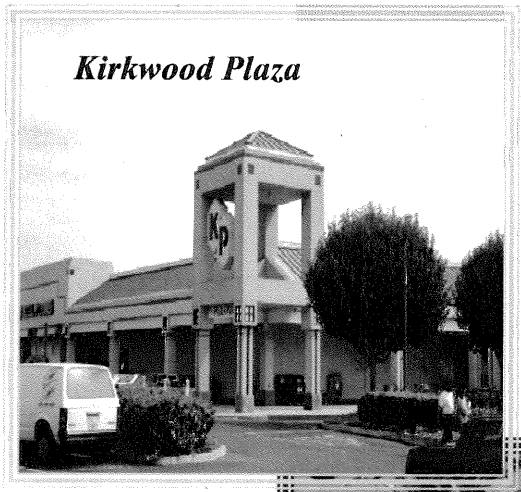
Condominiums

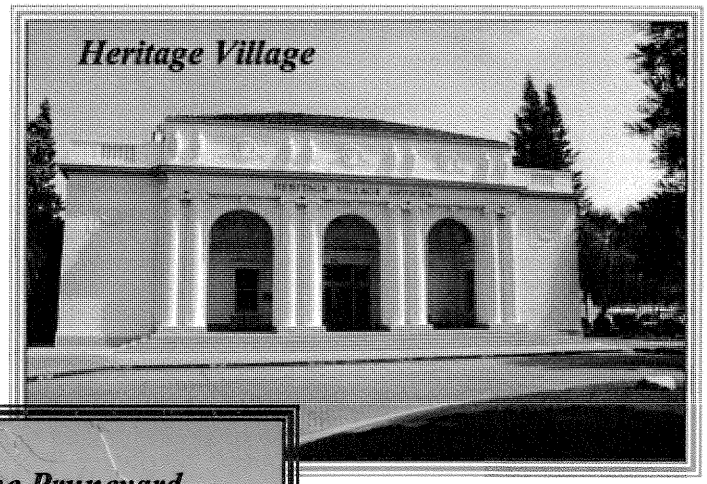
Category	2010	2009	2008	2007
Average Household Size [1]	2.37	2.4	2.4	2.4
Number of Households [1]	16,852	16,465	16,855	16,483
Median Age [1]	39.4	35.2 / 39.1	35.2	35.2
Average Single Family Home [2]	$790,611	$611,014	$881,882	$856,000
% of Households with Income of $75,000 or Greater [1]	49.6%	47.27%	45.40%	44.80%

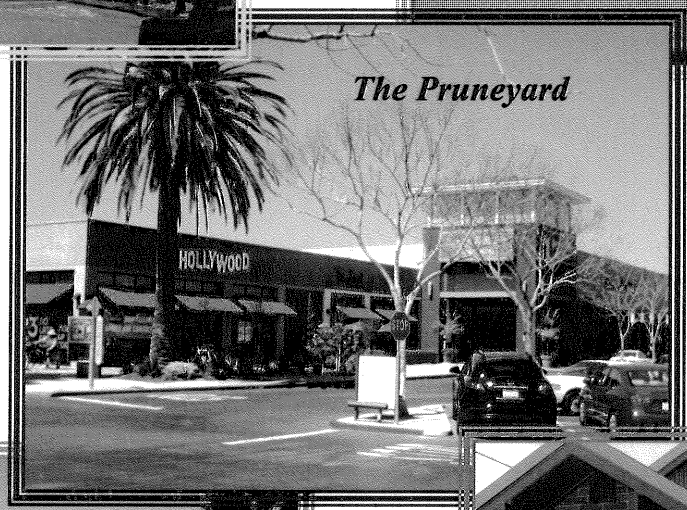
[1] U S Census Bureau - American Fact Finder/Campbell

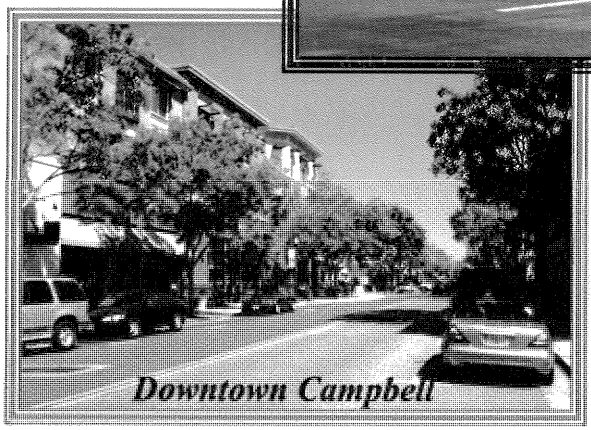
[2] SCC Association of Realtors 12/09

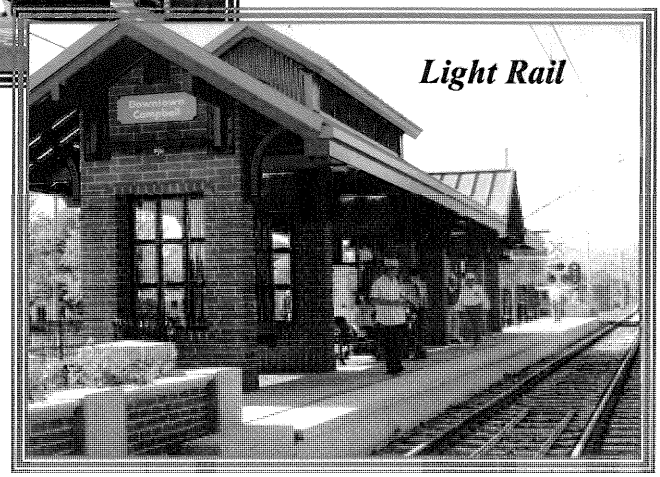
Campbell Community Profile – Demographic Statistics (Employment & Education)











Category	2010	2009	2008	2007
Jobs per Household [1]	1.61	1.66	1.40	1.35
Employed Residents [1]	30,794	29,873	30,858	29,294
Mean Family Income [1]	$96,548	$89,285	$94,249	$82,967
% of Adults over 25 with Bachelor's Degree or Higher [1]	44.1%	44.80%	40.00%	40.00%

[1] U S Census Burreau - American Fact Finder/Campbell

Major Employers

(100 or More Employees - Listed Alphabetically)

Barracuda Networks Inc ~ Manufacturing (210)
Century 21 Alpha ~ Real Estate Agents (129)
Children's Recovery Center ~ Hospital (111)
City of Campbell ~ Government (157)
Durham School Services LP ~ Service (144)
Fry's Electronics, Inc. ~ Retail (287)
Home Depot ~ Retail (209)
Kaiser Permanete Medical Group ~ Outpatient (116)
Kohl's ~ Retail (112)
Mohler, Nixon & Willaims Accountancy ~ Service (178)
Pacific Netsoft, Inc. ~ Service (138)
Safeway ~ Retail / Grocery (143)
Signature Building Maintenance Inc ~ Service (118)
Whole Foods ~ Retail / Grocery (250)

Principal Property Taxpayers

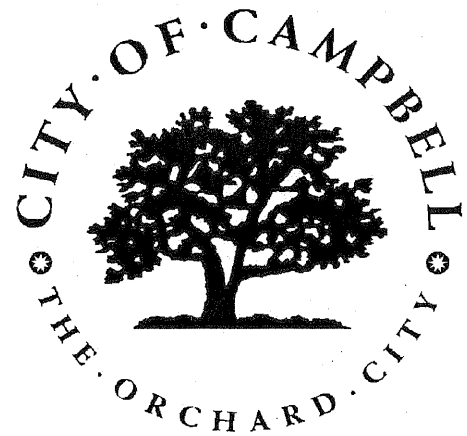
(Listed Alphabetically)

747 Camden LLC ~ Commercial Real Estate
Bay Apartment Communities Inc. ~ Residential Real Estate
Blackhawk Parent LLC ~ Retail / Electronics
Buzolich Lynn A Etal. ~ Commercial Real Estate
Campbell Technology Park LLC ~ Commercial Real Estate
Hamilton Plaza Investors, LLC ~ Commercial Real Estate
Hines Vaf Northern Cal Properties LP ~ Commercial Real Estate
Kirkorian Partnership ~ Residential Real Estate
Legacy III Campbell LLC ~ Residential Real Estate
Lyon The Commons Apts. LLC ~ Residential Real Estate

Top 40 Sales Tax Producers

(Listed Alphabetically)

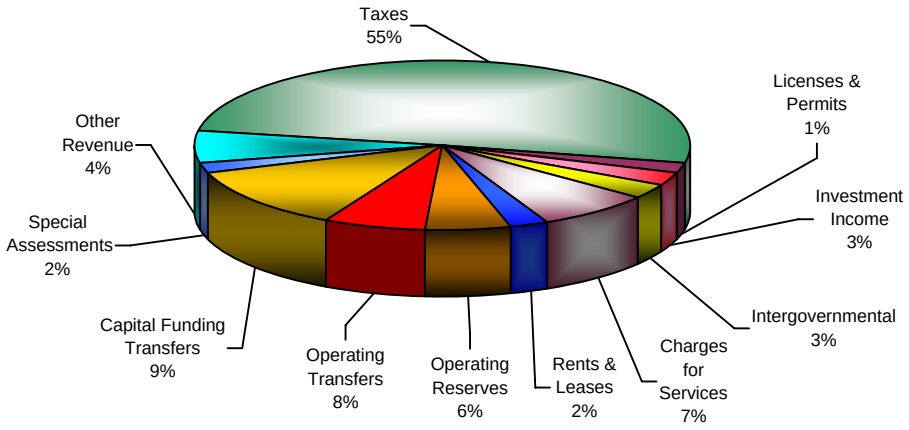
America's Tire~ Retail Auto Supply
Arco AM/PM Mini-Mart ~ Service Station
Barnes & Noble Bookstore ~ Stationery/Books
Bed Bath & Beyond ~ Retail Store
Chevron Station ~ Service Station
Clement Support Services ~ Plumbing & Electrical
CVS / Pharmacy ~ Retail Drug Store
DVD Play ~ Retail Movie Rental
Economy Lumber ~ Retail Building Materials
El Burro Restaurants ~ Restaurant
Elephant Bar - Restaurant
Fry's Electronics ~ Retail Appliance Store
Groupware Technology Company ~ Services
Home Depot ~ Retail Building Materials
Joe Escobar Diamonds ~ Retail Jewelry Store
Kohl's Department Store ~ Retail Department Store
Marshall's Department Store ~ Department Store
Nob Hill General Stores ~ Grocery Store
Officemax ~ Retail Office Equipment Store
Outback Steakhouse ~ Restaurant
Pacific Office Designs ~ Office Equipment
Petsmart ~ Retail Pet Supplies
Railway Distributing ~ Retail Building Materials
Regrid Power ~ Electrical Contractor
Rock Bottom Brewery ~ Restaurant
Ross Dress for Less ~ Department Store
Rotten Robbie ~ Service Station
RV Cloud Company ~ Retail Building Materials
Safeway Stores ~ Retail Grocery Store
San Jose Camera Shop ~ Retail Camera Store
Shell Service Stations ~ Service Station
Sierra Pacific Turf Supply ~ Retail Nursery
Staples Office Superstore - Retail Office Supplies
Tactx Medical ~ Medical Device Design & Development
Telecom Management Solutions ~
Tesoro Service Stations ~ Service Station
Trudy's ~ Retail Women's Apparel
Valero Service Stations ~ Service Station
Walgreens Drug Store ~ Retail Drug Store
Whole Foods Market ~ Grocery Store


CITY·OF·CAMPBELL
THE·ORCHARD·CITY

Total City & RDA Revenue Summary

Revenue Source	08/09 Actual	09/10 Adopted	% Change	10/11 Adopted	% Change
Taxes:					
Property	$ 17,023,987	$ 16,637,338	-2.27%	$ 16,907,338	1.62%
Sales	9,625,398	11,280,000	17.19%	9,330,000	-17.29%
Franchise	2,368,279	2,383,122	0.63%	2,588,000	8.60%
Transient Occupancy Taxes	1,287,184	1,600,000	24.30%	1,476,000	-7.75%
Other Taxes	424,792	415,000	-2.31%	395,000	-4.82%
Total Taxes	30,729,640	32,315,460	5.16%	30,696,338	-5.01%
Licenses & Permits	1,184,414	837,500	-29.29%	1,166,500	39.28%
Fines & Forfeitures	315,701	312,500	-1.01%	319,500	2.24%
Investment Income	2,214,339	1,595,039	-27.97%	1,394,652	-12.56%
Intergovernmental Revenues:					
In-Lieu Tax	176,389	210,000	19.06%	130,000	-38.10%
Gasoline Tax	936,798	731,000	-21.97%	731,000	0.00%
Community Development Block Grant	133,214	129,067	-3.11%	136,452	5.72%
Other	334,012	584,755	75.07%	655,553	12.11%
Total Intergovernmental Revenue	1,580,413	1,654,822	4.71%	1,653,005	-0.11%
Charges for Services	4,181,394	4,216,316	0.84%	4,702,716	11.54%
Other Revenue	1,753,124	1,643,352	-6.26%	1,629,425	-0.85%
Rentals/Leases	1,381,239	1,395,000	1.00%	1,409,840	1.06%
Special Assessments	1,193,316	1,194,411	0.09%	1,186,740	-0.64%
Charges to Operating Departments	2,721,992	2,432,121	-10.65%	2,038,642	-16.18%
Operating Fund Reserves (Beg. Fund Bal.)	-	1,609,753	100.00%	3,080,666	91.38%
Interfund Operating Transfers	3,791,810	4,506,180	18.84%	4,126,791	-8.42%
Total Operating Revenue	**51,047,382**	**53,712,454**	**5.22%**	**53,404,815**	**-0.57%**
Capital Project Funding (Beg. Fund Bal.)	-	1,435,850	100.00%	1,677,000	16.79%
Capital Project Funding (Rev./Grants/Debt)	3,998,359	1,120,200	-71.98%	1,903,000	69.88%
Interfund Capital Transfers	5,277,920	2,458,250	-53.42%	3,580,000	45.63%
Total Revenue	**$ 60,323,661**	**$ 58,726,754**	**-2.65%**	**$ 60,564,815**	**3.13%**

Total City & RDA Revenue Summary - $60,564,815



Total City & RDA Revenue by Fund

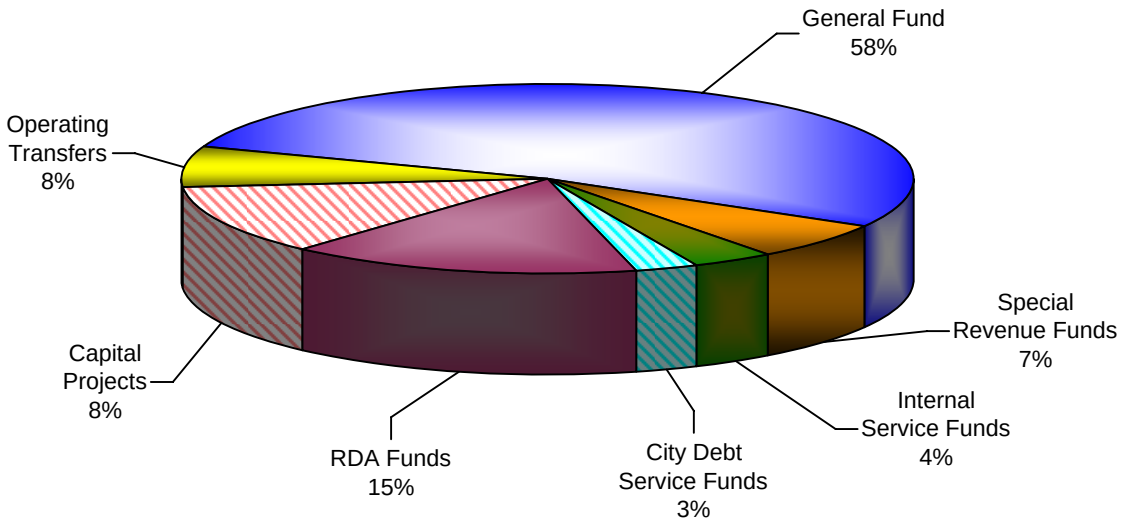
(Includes Capital Project Revenue & Transfers-In)

Fund	Fund Description	08/09 Actual	09/10 Adopted	10/11 Adopted	$ Change	% Change
101	General Fund	$ 33,201,582	$ 36,294,267	$ 35,445,220	$ (849,047)	-2.34%
202	Vehicle Impact Fees	109,726	180,000	200,000	20,000	11.11%
204	Gas Tax	1,311,717	1,479,500	1,347,100	(132,400)	-8.95%
205	Asset Forfeiture (Drug Enforcement)	2,973	5,000	3,500	(1,500)	-30.00%
207	Lighting District	2,817,234	2,713,459	2,612,562	(100,897)	-3.72%
208	Housing & Community Develop.	246,918	395,920	400,255	4,335	1.09%
209	Environmental Services	835,125	862,300	915,300	53,000	6.15%
210	Supplemental Law Enforcement	102,271	-	-	-	0.00%
211	Federal Urban Aid Fund	3,426	50,000	30,000	(20,000)	0.00%
212	State/County Grants	3,514,935	343,000	80,000	(263,000)	-76.68%
216	TDA Grant (Federal)	26,971	39,000	18,000	(21,000)	-53.85%
218	Other Federal Grants	38,168	363,400	1,641,600	1,278,200	351.73%
223	Low & Moderate Income Housing	1,737,929	1,567,000	1,567,000	-	0.00%
295	Parkland Dedication	88,321	662,500	-	(662,500)	-100.00%
364	Debt Service - RDA	6,458,900	6,093,338	8,264,383	2,171,045	35.63%
366	Debt Service - 1993/2002 COP	622,287	876,242	874,368	(1,874)	-0.21%
367	Debt Service - LID 30	58,550	54,411	46,740	(7,671)	-14.10%
368	Debt Service - 1997 COP	732,367	730,131	732,636	2,505	0.34%
431	City COP Projects	1,107	-	-	-	0.00%
434	RDA Administration/Projects	110,867	716,185	537,029	(179,156)	-25.02%
435	Capital Projects	5,421,920	2,458,250	3,580,000	1,121,750	45.63%
437	RDA Bond Proceeds	105,078	43,750	-	(43,750)	-100.00%
641	Motor Vehicle Pool	966,332	1,181,000	1,023,400	(157,600)	-13.34%
647	Information Technology Pool	1,051,261	1,138,500	812,000	(326,500)	-28.68%
690	Worker's Compensation	721,992	432,121	381,242	(50,879)	-11.77%
693	Heritage Theatre Fund	-	-	-	-	0.00%
794	Museum Trust	34,743	42,000	47,000	5,000	11.90%
797	Senior Center Trust	961	5,480	5,480	-	0.00%
	Total Revenue & Transfers-In	**$ 60,323,661**	**$ 58,726,754**	**$ 60,564,815**	**$ 1,838,061**	**3.13%**

Total City & RDA Expenditure Summary

Fund	Fund Description	08/09 Actual	09/10 Adopted	% Change	10/11 Adopted	% Change
101	**General Fund**	$ 32,528,822	$ 33,357,479	2.55%	$ 31,652,781	-5.11%
	Special Revenue Funds:					
204	Gas Tax	1,102,018	1,165,428	5.75%	1,041,587	-10.63%
207	Lighting District	2,717,745	2,613,459	-3.84%	2,512,562	-3.86%
208	Housing & Community Develop.	234,474	390,165	66.40%	396,056	1.51%
Misc.	Grants & Other Special Revenue	105,719	-	-100.00%	-	0.00%
	Total City Special Revenue	4,159,956	4,169,052	0.22%	3,950,205	-5.25%
Misc.	**City Debt Service Funds**	1,658,239	1,659,684	0.09%	1,652,644	-0.42%
	Redevelopment Agency Funds:					
223	Low & Moderate Income Housing	370,428	1,268,662	242.49%	1,426,015	12.40%
364	RDA Debt Service	4,890,676	5,408,904	10.60%	7,692,782	42.22%
434	RDA Administration/Projects	376,851	410,873	9.03%	326,607	-20.51%
	Total RDA Funds	5,637,955	7,088,439	25.73%	9,445,404	33.25%
	Internal Service Funds:					
641	Motor Vehicle Pool	1,126,035	1,073,933	-4.63%	946,953	-11.82%
647	Information Technology Pool	1,111,475	1,035,133	-6.87%	785,789	-24.09%
690	Worker's Compensation	(123,570)	431,724	-449.38%	381,067	-11.73%
	Total Internal Service Funds	2,113,940	2,540,790	20.19%	2,113,809	-16.81%
Misc.	Interfund Operating Transfers	3,791,810	4,506,180	18.84%	4,126,791	-8.42%
	Total Operating Expenditures	**49,890,722**	**53,321,624**	**6.88%**	**52,941,634**	**-0.71%**
Misc.	**Capital Projects & Capital Transfers**	11,013,682	4,916,500	-55.36%	7,160,000	45.63%
	Total Expenditures	**$ 60,904,404**	**$ 58,238,124**	**-4.38%**	**$ 60,101,634**	**3.20%**

Total City & RDA Expenditure Summary - $60,101,634



Total City & RDA Expenditures by Fund

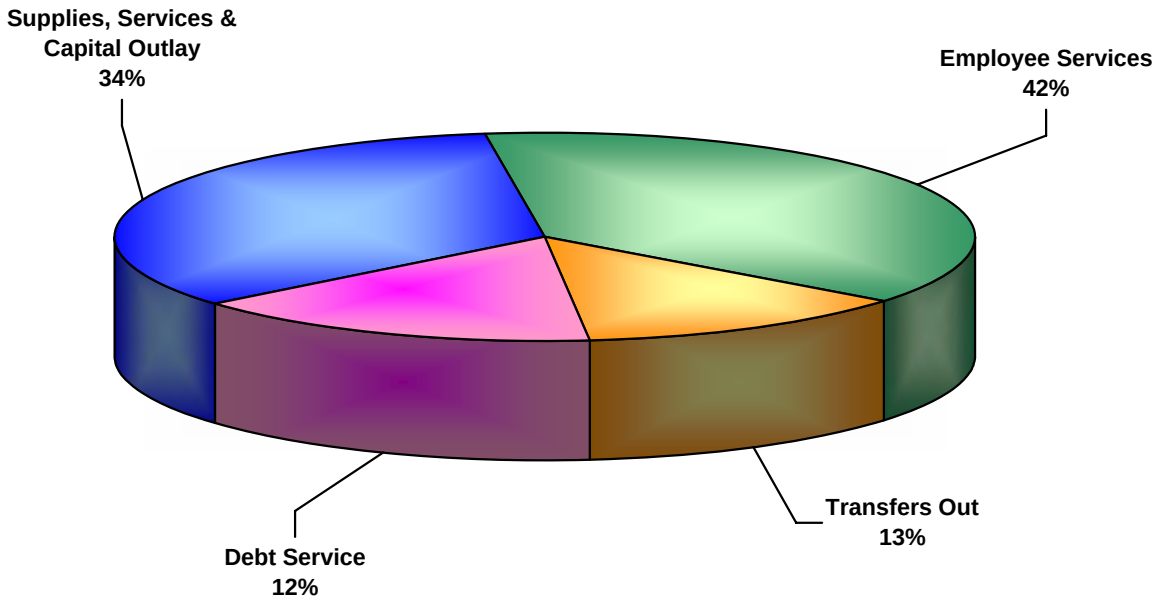
(Includes Capital Project Expenditures & Transfers-Out)

Fund	Fund Description	08/09 Actual	09/10 Adopted	10/11 Adopted	$ Change	% Change
101	General Fund	$ 35,383,658	$ 36,220,762	$ 35,050,955	$ (1,169,807)	-3.23%
202	Vehicle Impact Fees	-	180,000	200,000	20,000	n/a
204	Gas Tax	1,269,911	1,464,199	1,347,100	(117,099)	-8.00%
205	Asset Forfeiture (Drug Enforcement)	5,000	5,000	3,500	(1,500)	-30.00%
207	Lighting District	2,817,745	2,713,459	2,612,562	(100,897)	-3.72%
208	Housing & Community Develop.	234,474	390,165	396,056	5,891	1.51%
209	Environmental Services	882,384	862,300	915,300	53,000	6.15%
210	Supplemental Law Enforcement	105,719	-	-	-	0.00%
211	Federal Urban Aid Fund	50,000	50,000	30,000	(20,000)	-40.00%
212	State/County Grants	3,060,492	343,000	80,000	(263,000)	-76.68%
216	TDA Grant (Federal)	26,971	39,000	18,000	(21,000)	-53.85%
218	Other Federal Grants	202,954	363,400	1,641,600	1,278,200	351.73%
223	Low & Moderate Income Housing	463,201	1,377,863	1,530,216	152,353	11.06%
295	Parkland Dedication	753,430	662,500	-	(662,500)	-100.00%
364	Debt Service - RDA	4,948,125	6,051,661	8,264,383	2,212,722	36.56%
366	Debt Service - 1993/2002 COP	874,776	876,242	874,368	(1,874)	-0.21%
367	Debt Service - LID 30	52,443	54,411	46,740	(7,671)	-14.10%
368	Debt Service - 1997 COP	732,020	730,131	732,636	2,505	0.34%
431	City COP Projects	-	-	-	-	0.00%
432	RDA 1999 TAB Projects	-	-	-	-	0.00%
433	RDA COP Projects	-	-	-	-	0.00%
434	RDA Administration/Projects	591,010	716,185	537,029	(179,156)	-25.02%
435	Capital Projects	5,745,313	2,458,250	3,580,000	1,121,750	45.63%
437	RDA Bond Proceeds	490,078	18,750	-	(18,750)	100.00%
641	Motor Vehicle Pool	1,176,847	1,123,933	996,953	(126,980)	-11.30%
647	Information Technology Pool	1,133,183	1,057,709	810,689	(247,020)	-23.35%
687	Long-Term Disability Insurance *	-	-	-	-	0.00%
690	Worker's Compensation	(123,570)	431,724	381,067	(50,657)	-11.73%
692	Federal Unemployment *	-	-	-	-	0.00%
693	Heritage Theatre Fund	-	-	-	-	0.00%
794	Museum Trust	32,111	42,000	47,000	5,000	11.90%
797	Senior Center Trust	5,680	5,480	5,480	-	0.00%
	Total Expenditures & Transfers-Out	**$ 60,913,955**	**$ 58,238,124**	**$ 60,101,634**	**$ 1,863,510**	**3.20%**

Total City & RDA Expenditures by Type

Description	08/09 Actual	09/10 Adopted	% Change	10/11 Adopted	% Change
Employee Services	$ 23,991,852	$ 24,342,232	1.46%	$ 22,731,162	-6.62%
Supplies, Services & Capital Outlay	21,254,560	19,932,874	-6.22%	20,388,255	2.28%
Debt Service	6,607,364	6,998,588	5.92%	9,275,426	32.53%
Transfers Out (Operating & Capital)	9,060,179	6,964,430	-23.13%	7,706,791	10.66%
Total Expenditures	**$ 60,913,955**	**$ 58,238,124**	**-4.39%**	**$ 60,101,634**	**3.20%**

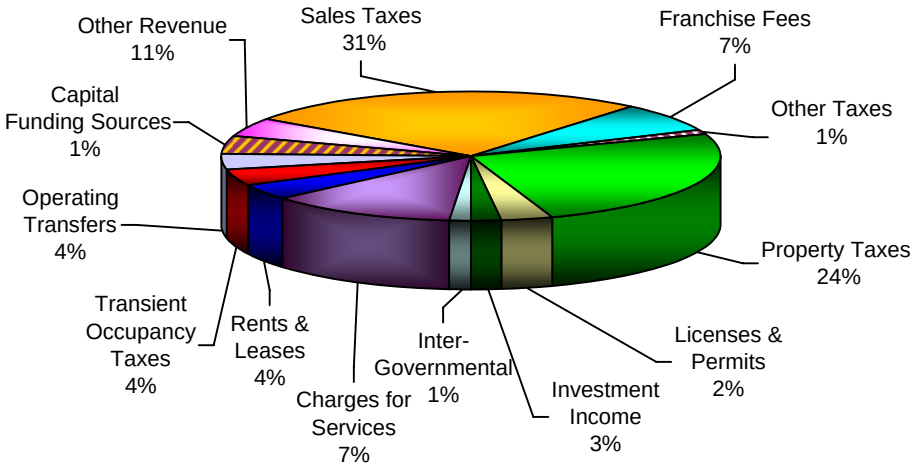
Total City & RDA Expenditures by Type - $60,101,634



General Fund Revenue Summary

Revenue Source	08/09 Actual	09/10 Adopted	% Change	10/11 Adopted	% Change
Taxes:					
Property	$ 8,882,191	$ 8,787,000	-1.07%	$ 8,977,000	2.16%
Sales	9,625,398	11,280,000	17.19%	9,330,000	-17.29%
Franchise	2,368,279	2,383,122	0.63%	2,588,000	8.60%
Transient Occupancy Taxes	1,287,184	1,600,000	24.30%	1,476,000	-7.75%
Other Taxes	424,792	415,000	-2.31%	395,000	-4.82%
Total Taxes	22,587,844	24,465,122	8.31%	22,766,000	-6.95%
Licenses & Permits	1,184,414	837,500	-29.29%	1,166,500	39.28%
Investment Income	1,119,361	900,000	-19.60%	729,000	-19.00%
Intergovernmental Revenues:					
In-Lieu Tax	176,389	210,000	19.06%	130,000	-38.10%
Other	206,309	281,755	36.57%	296,853	5.36%
Total Intergovernmental Revenue	382,698	491,755	28.50%	426,853	-13.20%
Charges for Services	3,888,825	3,934,516	1.17%	4,346,834	10.48%
Other Revenue:					
Rentals/Leases	1,381,239	1,395,000	1.00%	1,409,840	1.06%
Fines & Forfeitures	315,701	312,500	-1.01%	319,500	2.24%
Other Miscellaneous Revenue	1,142,645	768,762	-32.72%	807,705	5.07%
Reserves (Beg. Fund Balance)	-	1,171,000	100.00%	521,000	-55.51%
Interfund Operating Transfers	1,128,479	1,255,712	11.27%	1,374,988	9.50%
Total Other Revenue	3,968,064	4,902,974	23.56%	4,433,033	-9.58%
Total Operating Revenue	**33,131,206**	**35,531,867**	**7.25%**	**33,868,220**	**-4.68%**
Capital Project Funding	70,376	762,400	100.00%	1,577,000	106.85%
Total General Fund Revenue	**$ 33,201,582**	**$ 36,294,267**	**9.31%**	**$ 35,445,220**	**-2.34%**

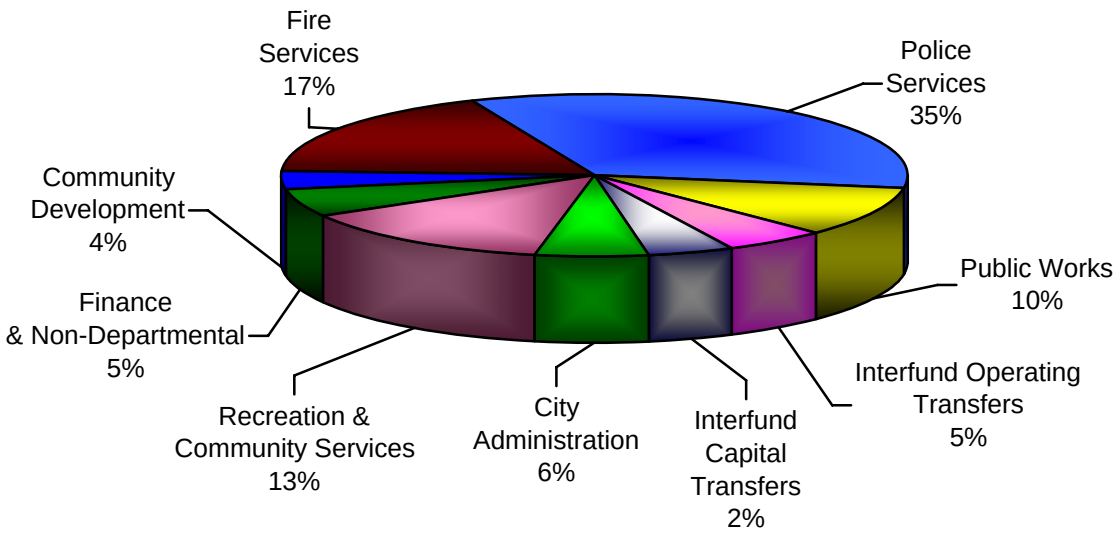
General Fund Revenue Summary - $35,445,220



General Fund Expenditure Summary

Description	08/09 Actual	09/10 Adopted	% Change	10/11 Adopted	% Change
City Council	$ 254,409	$ 267,275	5.06%	$ 251,421	-5.93%
City Manager	1,287,201	1,230,743	-4.39%	1,149,775	-6.58%
City Clerk	459,996	424,840	-7.64%	414,843	-2.35%
City Attorney	251,484	239,980	-4.57%	226,568	-5.59%
City Treasurer	14,144	15,182	7.34%	16,397	8.00%
Recreation & Community Services	4,804,984	4,948,429	2.99%	4,716,121	-4.69%
Finance	1,146,678	1,195,231	4.23%	1,137,540	-4.83%
Non-Departmental	590,525	741,600	25.58%	859,092	15.84%
Community Development	1,603,829	1,586,981	-1.05%	1,232,443	-22.34%
Police	12,740,753	12,781,827	0.32%	11,880,145	-7.05%
Fire	5,540,030	6,016,036	8.59%	6,256,685	4.00%
Public Works	3,834,789	3,909,355	1.94%	3,511,751	-10.17%
Interfund Operating Transfers	2,140,165	2,173,683	1.57%	1,821,174	-16.22%
Total Operating Expenditures	**34,668,987**	**35,531,162**	**2.49%**	**33,473,955**	**-5.79%**
Interfund Capital Transfers	714,671	689,600	-3.51%	1,577,000	128.68%
Total Expenditures	**$ 35,383,658**	**$ 36,220,762**	**2.37%**	**$ 35,050,955**	**-3.23%**

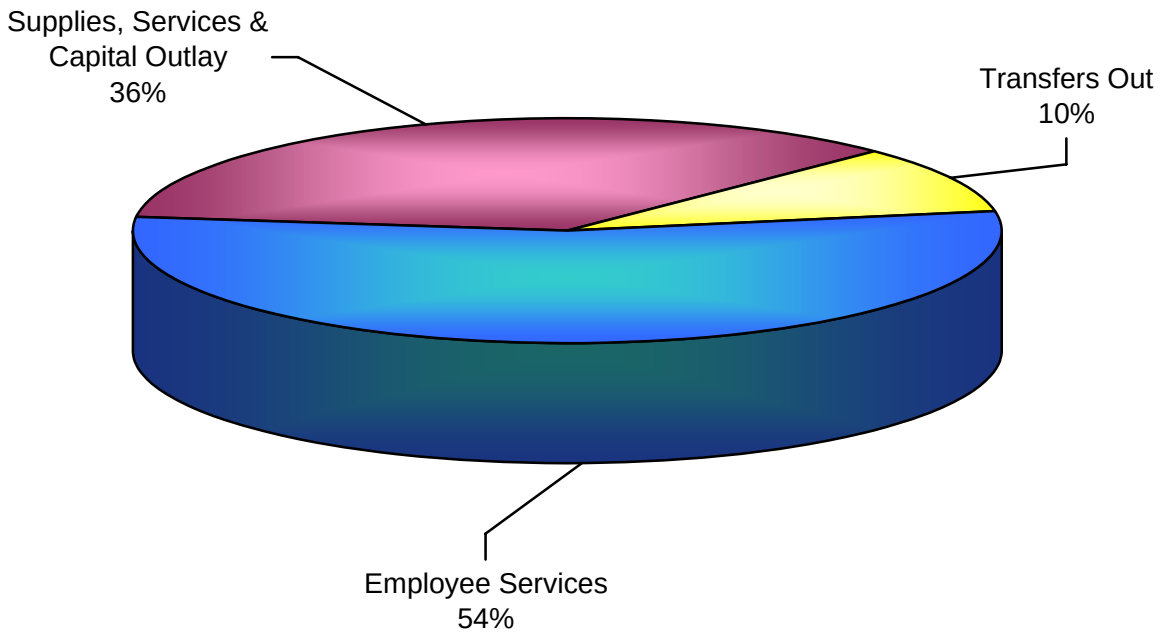
General Fund Expenditure Summary - $35,050,955



General Fund Expenditures by Type

Description	07/08 Actual	09/10 Adopted	% Change	10/11 Adopted	% Change
Employee Services	$ 20,323,341	$ 20,638,987	1.55%	$ 19,207,608	-6.94%
Supplies, Services & Capital Outlay	12,205,481	12,718,492	4.20%	12,445,173	-2.15%
Transfers Out (Operating & Capital)	2,854,836	2,863,283	0.30%	3,398,174	18.68%
Total Expenditures	**$ 35,383,658**	**$ 36,220,762**	**2.37%**	**$ 35,050,955**	**-3.23%**

General Fund Expenditures by Type - $35,050,955



Schedule of Interfund Transfers (Operating & Capital)
Fiscal Year 2010-2011

Fund	Fund Description	Adopted 09/10 Transfers-In	Adopted 09/10 Transfers-Out	Adopted 10/11 Transfers-In	Adopted 10/11 Transfers-Out
101	General Fund	$ 1,255,712	$ 2,863,283	$ 1,374,988	$ 3,398,174
Special Revenue Funds:					
204	Gas Tax	366,000	298,771	299,000	305,513
202	Vehicle Impact Fees	-	180,000	-	200,000
205	Drug Enforcement/Asset Forfeiture	-	5,000	-	3,500
207	Lighting District	900,959	100,000	718,062	100,000
208	Housing & Community Development	47,600	-	42,600	-
209	Environmental Services	555,000	862,300	438,000	915,300
210	Supplemental Law Enforcement	-	-	-	-
211	Federal Urban Aid	-	50,000	-	30,000
212	State/Other Grants	-	343,000	-	80,000
216	TDA Grant (Federal)	-	39,000	-	18,000
218	Other Federal Grants	-	363,400	-	1,641,600
223	RDA Housing	-	109,201	-	104,201
295	Parkland Dedication Trust	-	662,500	-	-
Debt Service Funds:					
364	Debt Service - RDA	200,000	642,757	200,000	571,601
366	Debt Service - 1993/2002 COP	114,085	-	113,042	-
367	Debt Service - LID #30	-	1,100	-	1,100
368	Debt Service - 1997 COP	427,639	-	430,070	-
Capital Project Funds:					
431	City Bond Proceeds	-	-	-	-
434	RDA Administration/Projects	615,185	305,312	511,029	210,422
435	Capital Projects Fund	2,458,250	-	3,580,000	-
437	RDA Bond Proceeds	-	18,750	-	-
Internal Service Funds:					
641	Motor Vehicle Pool	24,000	50,000	-	50,000
647	Information Technology Pool	-	22,576	-	24,900
690	Workers Compensation Pool	-	-	-	-
Fiduciary Funds:					
794	Parks & Museum Trust	-	42,000	-	47,000
797	Senior Center Trust	-	5,480	-	5,480
	Total Transfers	**$ 6,964,430**	**$ 6,964,430**	**$ 7,706,791**	**$ 7,706,791**

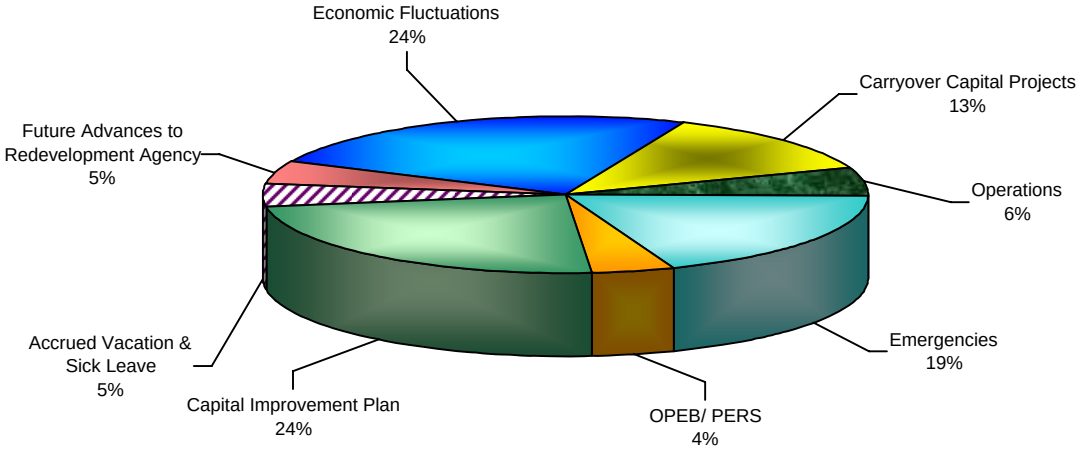
Major General Fund Reserves / Designations - Comparative Statistics

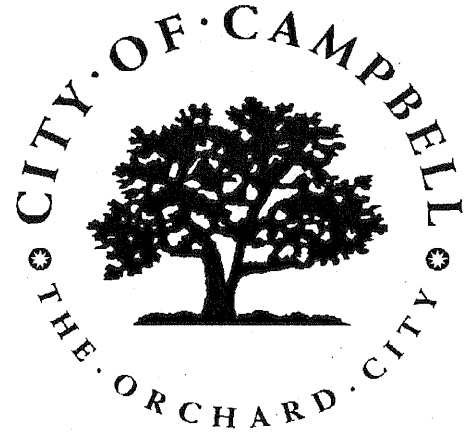
(Fiscal Years 06/07 thru 10/11)

Reserves & Designations	Actual 6/30/2007	Actual 6/30/2008	Actual 06/30/09	Estimated 06/30/10	Estimated 06/30/11
Operations	$ 1,000,000	$ 1,000,000	$ 974,600	$ 1,000,000	$ 1,000,000
Emergencies	3,119,155	3,446,093	3,320,058	3,160,100	3,334,722
OPEB/PERS Retirement	1,000,000	1,350,000	1,232,000	1,082,000	773,000
Capital Improvement Plan	5,169,732	4,889,766	4,378,645	4,351,000	4,167,504
Long Term Vacation & Sick Leave	844,000	844,000	878,970	867,300	828,970
Future Advances to Redevelopment Agency	1,600,000	1,400,000	1,200,000	1,000,000	800,000
Economic Fluctuations	6,000,000	7,000,000	6,271,000	4,500,000	4,271,000
Carryover Capital Projects	4,165,393	3,860,597	3,750,339	3,172,000	2,285,000

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

Major General Fund Reserves & Designations - 6/30/11 (Estimated)




CITY·OF·CAMPBELL
THE·ORCHARD·CITY

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
All Funds Estimated Revenues

A/C #	Description	Actual 2005-2006	Actual 2006-2007	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
	Property Taxes:						
4001	Current Year: Secured -General Fund	$ 6,692,397	$ 7,172,379	$ 7,908,811	$ 8,411,235	$ 8,787,000	**$ 8,977,000**
4001	Secured - Lighting District Fund	500,084	549,115	610,678	650,566	640,000	**720,000**
4001	Secured - 20% Housing Fund	1,037,965	1,169,930	1,337,353	1,486,937	1,442,000	**1,442,000**
4001	Secured - Debt Service Fund - RDA	4,151,860	4,679,722	5,349,414	5,947,747	5,768,338	**5,768,338**
4002	Unsecured - General Fund	383,157	396,371	463,446	470,956	-	**-**
4002	Unsecured - Lighting District Fund	46,358	47,897	-	56,546	-	**-**
4011	Property Tax - ERAF	(557,992)	-	-	-	-	**-**
5001	Street Lighting Assessments	1,101,438	1,102,798	1,136,457	1,135,051	1,140,000	**1,140,000**
5002	Special Assessments	56,336	56,399	58,742	58,266	54,411	**46,740**
		13,411,603	15,174,611	16,864,901	18,217,304	17,831,749	**18,094,078**
	Taxes Other Than Property Taxes:						
4110	Sales and Use Tax- General Fund	7,500,545	7,679,557	7,684,885	6,676,690	9,580,000	**6,230,000**
4112	Transactions & Use Tax- General Fund	-	-	-	403,130	1,700,000	**1,400,000**
4115	Sales Tax Backfill	1,846,439	2,370,272	2,649,946	2,545,578	-	**1,700,000**
4120	Franchises: P G & E Electric	309,857	342,228	350,901	365,522	365,000	**365,000**
4121	P G & E Gas	103,303	109,183	104,260	121,783	110,000	**100,000**
4122	Cable TV	297,384	356,392	389,592	396,917	400,532	**380,000**
4123	Garbage	520,303	753,489	1,345,905	1,314,346	1,350,000	**1,545,000**
4124	San Jose Water	116,121	124,164	130,533	134,940	140,000	**140,000**
4125	AT&T	-	-	1,872	34,770	17,590	**58,000**
4150	Motel Tax (Transient Lodging)	1,132,495	1,463,140	1,619,111	1,287,184	1,600,000	**1,476,000**
4151	Construction Tax	303,943	20,415	129,027	10,639	10,000	**-**
4152	Business Licenses	202,101	203,145	233,162	232,424	215,000	**215,000**
4153	Property Transfer Tax	352,535	344,991	290,036	192,369	200,000	**180,000**
		12,685,026	13,766,976	14,929,230	13,716,292	15,688,122	**13,789,000**
	Licenses and Permits - General Fund						
4210	Construction Permits	1,661,412	818,163	1,395,014	825,817	600,000	**750,000**
4211	Advanced Plan Check Fee	341,463	268,282	331,277	252,636	140,000	**300,000**
4212	Building Dept General Revenue	7,028	4,014	6,479	2,506	4,000	**5,000**
4213	Plan Check Fee - Title 24 Energy	63,656	28,625	54,342	15,153	18,000	**36,000**
4241	Fire Permits	93,815	73,349	86,463	87,918	75,000	**75,000**
4243	Animal License Fees	-	-	-	-	-	**-**
4271	Truck Permits	2,464	960	976	384	500	**500**
		2,169,838	1,193,393	1,874,551	1,184,414	837,500	**1,166,500**
	Fines, Forfeitures and Penalties - General Fund						
4310	Vehicle Code Fines-City	77,745	78,057	64,114	101,408	-	**-**
4320	Vehicle Code Fines-County	160,438	187,092	191,586	176,098	312,000	**319,000**
4330	Vehicle Code Fines-State	52,198	48,761	43,929	34,646	-	**-**
4371	Code Enforcement Fines	-	-	-	3,000	-	**-**
4390	Misc Fines	6,976	522	999	549	500	**500**
		297,357	314,432	300,628	**315,701**	**312,500**	**319,500**
	Revenue From Use of Money & Property:						
4410	Investment Earnings - General Fund	1,048,460	1,377,218	1,308,612	883,274	900,000	**714,000**
4410	Investment Earnings -Gas Tax Fund	-	-	59,884	5,096	-	**-**
4410	Investment Earnings - Housing & Comm. Dev. Fund	16,504	13,114	-	8,155	10,000	**-**
4410	Investment Earnings -Environmental Services	5,603	8,485	-	6,954	-	**-**
4410	Investment Earnings -Supplemental Law Enforcement	3,402	4,166	-	1,720	-	**-**
4410	Investment Earnings - Federal Aid Urban Fund	6,554	6,227	-	2,657	-	**-**
4410	Investment Earnings -20% Housing Fund	177,691	248,157	618,526	186,880	125,000	**125,000**
4410	Investment Earnings - Parkland Dedication Fund	72,244	89,282	86,258	37,367	-	**-**
4410	Investment Earnings -Debt Service Funds (COP & RDA)	253,899	330,439	-	241,939	125,000	**125,000**
4410	Investment Earnings - City COP Capital Projects	66,096	64,967	-	1,107	-	**-**
4410	Investment Earnings - RDA Tax Allocation Bonds	130,059	148,827	139,588	84,000	25,000	**-**
4410	Investment Earnings - RDA COP Capital Projects	-	-	-	-	-	**-**
4410	Investment Earnings - RDA Admin. / Capital Project Fund	47,512	77,004	69,439	36,496	25,000	**25,000**
4410	Investment Earnings -Heritage Theater	4,586	3,399	-	-	-	**-**
4410	Investment Earnings -Parks & Museum Fund	5,720	5,416	-	2,773	-	**-**
4410	Investment Earnings -Senior Center Fund	1,084	1,206	-	726	-	**-**
4410	Investment Earnings -West Valley JPA	1,952	-	-	3,055	-	**-**
4431	GASB 31 Market Value Adjustment - General Fund	(119,180)	122,287	24,191	210,245	-	**-**
4431	GASB 31 Market Value Adjustment - Other Funds	(76,312)	74,637	-	141,257	-	**-**
4450	Other Interest - General Fund	10,705	20,606	139,601	25,841	-	**15,000**
4450	Other Interest - All Funds except General Fund	486,160	516,412	418,341	444,039	410,039	**390,652**
5101	User Fees - Motor Pool	718,490	868,820	952,980	950,000	950,000	**855,400**
5104	User Fees - IT Pool	744,900	944,900	1,050,000	1,050,000	1,050,000	**802,000**
		3,606,129	4,925,569	4,867,420	4,323,581	3,620,039	**3,052,052**

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
All Funds Estimated Revenues

A/C #	Description	Adopted Fiscal Year Budget 2010 - 2011					
		General	Special Revenue	Debt Service	Internal Service	RDA	Other
	Property Taxes:						
4001	Current Year: Secured -General Fund	$ 8,977,000	$ -	$ -	$ -	$ -	$ -
4001	Secured - Lighting District Fund	-	720,000	-	-	-	-
4001	Secured - 20% Housing Fund	-	-	-	-	1,442,000	-
4001	Secured - Debt Service Fund - RDA	-	-	-	-	5,768,338	-
4002	Unsecured - General Fund	-	-	-	-	-	-
4002	Unsecured - Lighting District Fund	-	-	-	-	-	-
4011	Property Tax - ERAF	-	-	-	-	-	-
5001	Street Lighting Assessments	-	1,140,000	-	-	-	-
5002	Special Assessments	-	-	46,740	-	-	-
		8,977,000	**1,860,000**	**46,740**	**-**	**7,210,338**	**-**
	Taxes Other Than Property Taxes:						
4110	Sales and Use Tax- General Fund	6,230,000	-	-	-	-	-
4112	Transactions & Use Tax- General Fund	1,400,000	-	-	-	-	-
4115	Sales Tax Backfill	1,700,000	-	-	-	-	-
4120	Franchises: P G & E Electric	365,000	-	-	-	-	-
4121	P G & E Gas	100,000	-	-	-	-	-
4122	Cable TV	380,000	-	-	-	-	-
4123	Garbage	1,545,000	-	-	-	-	-
4124	San Jose Water	140,000	-	-	-	-	-
4125	AT&T	58,000	-	-	-	-	-
4150	Motel Tax (Transient Lodging)	1,476,000	-	-	-	-	-
4151	Construction Tax	-	-	-	-	-	-
4152	Business Licenses	215,000	-	-	-	-	-
4153	Property Transfer Tax	180,000	-	-	-	-	-
		13,789,000	**-**	**-**	**-**	**-**	**-**
	Licenses and Permits - General Fund						
4210	Construction Permits	750,000	-	-	-	-	-
4211	Advanced Plan Check Fee	300,000	-	-	-	-	-
4212	Building Dept General Revenue	5,000	-	-	-	-	-
4213	Plan Check Fee - Title 24 Energy	36,000	-	-	-	-	-
4241	Fire Permits	75,000	-	-	-	-	-
4243	Animal License Fees	-	-	-	-	-	-
4271	Truck Permits	500	-	-	-	-	-
		1,166,500	**-**	**-**	**-**	**-**	**-**
	Fines, Forfeitures and Penalties -General Fund						
4310	Vehicle Code Fines-City	-	-	-	-	-	-
4320	Vehicle Code Fines-County	319,000	-	-	-	-	-
4330	Vehicle Code Fines-State	-	-	-	-	-	-
4371	Code Enforcement Fines	-	-	-	-	-	-
4390	Misc Fines	500	-	-	-	-	-
		319,500	**-**	**-**	**-**	**-**	**-**
	Revenue From Use of Money & Property:						
4410	Investment Earnings - General Fund	714,000	-	-	-	-	-
4410	Investment Earnings -Gas Tax Fund	-	-	-	-	-	-
4410	Investment Earnings - Housing & Comm. Dev. Fund	-	-	-	-	-	-
4410	Investment Earnings -Environmental Services	-	-	-	-	-	-
4410	Investment Earnings -Supplemental Law Enforcement	-	-	-	-	-	-
4410	Investment Earnings - Federal Aid Urban Fund	-	-	-	-	-	-
4410	Investment Earnings -20% Housing Fund	-	-		-	125,000	-
4410	Investment Earnings - Parkland Dedication Fund	-	-	-	-	-	-
4410	Investment Earnings -Debt Service Funds (COP & RDA)	-	-	-	-	125,000	-
4410	Investment Earnings - City COP Capital Projects	-	-	-	-	-	-
4410	Investment Earnings - RDA Tax Allocation Bonds	-	-	-	-	-	-
4410	Investment Earnings - RDA COP Capital Projects	-	-	-	-	-	-
4410	Investment Earnings - RDA Admin. / Capital Project Fund	-	-	-	-	25,000	-
4410	Investment Earnings -Heritage Theater	-	-	-	-	-	-
4410	Investment Earnings -Parks & Museum Fund	-	-	-	-	-	-
4410	Investment Earnings -Senior Center Fund	-	-	-	-	-	-
4410	Investment Earnings -West Valley JPA	-	-	-	-	-	-
4431	GASB 31 Market Value Adjustment - General Fund	-	-	-	-	-	-
4431	GASB 31 Market Value Adjustment - Other Funds	-	-	-	-	-	-
4450	Other Interest - General Fund	15,000	-	-	-	-	-
4450	Other Interest - All Funds except General Fund	-	-	390,652	-	-	-
5101	User Fees - Motor Pool	-	-	-	855,400	-	-
5104	User Fees - IT Pool	-	-	-	802,000	-	-
		729,000	**-**	**390,652**	**1,657,400**	**275,000**	**-**

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
All Funds Estimated Revenues

A/C #	Description	Actual 2005-2006	Actual 2006-2007	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
	Revenues From Other Agencies:						
4510	Gasoline Tax 2105	235,909	235,141	234,956	199,175	240,000	**240,000**
4511	Gasoline Tax 2106	155,766	156,547	154,599	132,090	165,000	**165,000**
4512	Gasoline Tax 2107	314,631	314,338	314,412	265,200	320,000	**320,000**
4513	Gasoline Tax 2107.5	6,000	6,000	6,000	-	6,000	**6,000**
4515	Traffic Congestion AB2928	-	286,236	-	-	-	**-**
4516	Revenue & Tax Code - 7360 - Gas Excise Tax	-	-	-	-	-	**314,600**
4520	Community Development Block Grant	155,378	145,072	142,757	133,214	129,067	**136,452**
4523	Other Grants	207,677	2,160	139,297	488,775	16,000	**18,000**
4524	Federal Crime Bill Grant - All Funds except General Fund	-	-	-	-	-	**-**
4525	TDA Grants	586,811	24,308	-	26,971	39,000	**18,000**
4526	Supplemental Law Enforcement	100,000	100,000	100,000	100,000	100,000	**100,000**
4527	Office of Traffic Safety	-	-	-	-	-	**-**
4528	Valley Transportation Authority Grant	110,249	11,800	-	-	-	**-**
4529	HES Grant	27,702	-	-	-	-	**-**
4530	TEA Grant	-	-	-	-	-	**1,120,000**
4531	DOJ Grant	-	-	-	4,806	4,000	**3,600**
4532	Local Law Enforcement Grant	9,689	-	-	-	-	**-**
4533	Beverage Container Grant	10,434	10,308	-	10,427	7,500	**5,000**
4534	Safe Route 2 School Grant	-	-	-	-	255,000	**-**
4535	Surface Transportation Program	-	-	-	-	-	**500,000**
4536	Proposition 42 Gas Sales Tax	172,414	-	-	340,333	380,000	**-**
4537	Homeland Security Grant	10,830	-	-	-	-	**-**
4540	State Prop 1B	-	-	-	632,158	-	**-**
4542	Signal Maint Cost Sharing	4,043	2,222	7,404	2,342	2,500	**2,500**
4543	Other State Grants	9,646	(1,590)	-	135,972	75,000	**-**
4544	Transit Shelter Advertising	5,245	5,021	5,691	5,088	5,000	**5,000**
4545	CLETEP-Tech Eqmt Grant	49,355	-	-	-	-	**-**
4546	Highway Safety Improvement (HSIP)	-	-	-	33,363	356,400	**-**
4550	ABAG Grant	-	-	-	-	-	**15,000**
4561	Senior Nutrition Program	36,870	36,306	40,871	44,736	45,755	**45,853**
4562	Ainsley House Grant	-	-	25,000	-	-	**-**
4563	Water District Grant	261,900	1,723,564	428,654	2,258,030	-	**-**
4564	SCC Open Space Authority	-	-	-	-	-	**65,000**
4580	Motor Vehicle In Lieu Fees - General Fund	283,919	268,973	219,538	176,389	210,000	**130,000**
4581	Homeowners' Property Tax Relief - General Fund	41,052	42,078	43,716	44,051	40,000	**45,000**
4581	Homeowners' Property Tax Relief Except Gen. Fund	4,913	5,021	5,224	5,274	-	**-**
4582	Abandoned Vehicle Fees - General Fund	72,731	63,343	82,276	83,283	55,000	**55,000**
4583	State Trailer Coach In Lieu Tax	-	-	-	-	-	**-**
4584	Mandated Costs -General Fund	31,111	83,875	47,279	10,566	10,000	**25,000**
4586	Off-Highway Vehicle Fees - General Fund	1,454	-	-	-	1,000	**1,000**
4588	Post Reimbursements - General Fund	3,881	49,763	35,951	16,243	25,000	**20,000**
		2,909,610	3,570,486	2,033,625	5,148,486	2,487,222	**3,356,005**
	Charges for Current Services:						
4609	Program Fees - General Fund	11,462	12,043	14,246	21,336	26,620	**26,890**
4610	Comm. Services - Ainsley House Rental - General Fund	33,323	18,531	30,475	30,558	41,025	**43,025**
4611	Comm Services - Museum Admission Fee General Fund	7,876	5,297	6,612	7,662	6,650	**6,850**
4612	Comm Services - Sr Citizen Program General Fund	137,843	160,861	187,883	196,444	88,590	**154,306**
4613	Program Fees: Sports - General Fund	318,065	335,332	341,524	330,579	385,929	**366,174**
4614	Program Fees: Aquatics - General Fund	236,212	230,422	232,124	245,486	236,531	**279,947**
4616	Program Fees: Picnic Fees - General Fund	18,750	20,730	20,206	20,411	20,000	**20,000**
4617	Program Fees: Day Camps - General Fund	288,822	308,606	342,732	345,452	322,830	**356,699**
4618	Program Fees: Trips & Tours - General Fund	3,406	2,425	1,980	2,133	2,250	**-**
4619	Program Fees: Classes - General Fund	438,613	498,892	551,290	560,782	560,170	**521,359**
4620	Program Fees: Preschool- General Fund	214,722	294,371	271,406	287,525	297,540	**338,998**
4621	Program Fees: Special Events - General Fund	15,227	26,055	6,789	9,551	9,225	**-**
4622	Program Fees: Fitness - General Fund	214,081	244,910	309,557	307,361	376,416	**436,266**
4625	Fund Raising - General Fund	-	-	-	-	3,150	**3,075**
4626	Program Fees: Classes - Adult Services - General Fund	-	-	-	-	96,240	**125,570**
4627	Vending Machine Sales - General Fund	8,183	8,410	6,674	9,452	8,200	**8,200**
4630	Comm Group - Special Events - General Fund	31,660	16,854	17,663	30,888	32,000	**38,800**
4631	Comm Group - Thrater Revenue	10	3,250	5,492	3,334	3,500	**29,500**
4632	Comm Group - Thrater Preservation Charge	48,946	79,312	43,758	59,737	72,800	**-**
4633	Comm Serves - Facility Fee	-	-	-	-	-	**14,250**
4643	Comm. Services - Concession & Merchandise	3,809	11,519	3,225	3,554	3,400	**2,875**
4644	Comm. Services - Theater Ticket Sales	128,158	179,865	187,142	245,709	226,000	**232,550**
4645	Sponsor/Program Advertising	59,650	67,518	60,637	69,432	61,250	**67,500**
4646	Theatre Program Ads	-	-	1,300	5,725	8,000	**7,000**
4652	Business License Application Fee - General Fund	77,359	77,072	78,716	81,274	80,000	**140,000**
4660	Zoning Application Fees Planning - General Fund	290,593	352,002	249,206	184,536	150,000	**175,000**
4661	Microfilming Fee- General Fund	13,317	8,143	11,140	7,451	8,000	**10,000**
4663	Rental Dispute Resolution Fees - All Funds except Gen. Fund	54,019	59,515	59,140	65,831	58,000	**60,082**
4668	Architectural Advisor Fee	-	-	1,500	-	-	**-**
4669	Storm Water Impact Fee	100	-	3,905	-	-	**-**
4670	General Plan Maintenance Fee	65,139	36,014	68,914	41,117	35,000	**-**
4671	Code Enforcement Fee - General Fund	8,045	3,459	3,037	348	2,000	**2,000**
4690	Other Filing Fees - General Fund	9,141	6,178	8,466	14,286	10,000	**5,000**
4691	Special Police Department Services - General Fund	24,351	20,106	23,076	19,671	23,000	**23,000**

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
All Funds Estimated Revenues

A/C #	Description	Adopted Fiscal Year Budget 2010 - 2011					
		General	Special Revenue	Debt Service	Internal Service	RDA	Other
	Revenues From Other Agencies:						
4510	Gasoline Tax 2105	-	240,000	-	-	-	-
4511	Gasoline Tax 2106	-	165,000	-	-	-	-
4512	Gasoline Tax 2107	-	320,000	-	-	-	-
4513	Gasoline Tax 2107.5	-	6,000	-	-	-	-
4515	Traffic Congestion AB2928	-	-	-	-	-	-
4516	Revenue & Tax Code - 7360 - Gas Excise Tax	-	314,600	-	-	-	-
4520	Community Development Block Grant	-	136,452	-	-	-	-
4523	Other Grants	-	18,000	-	-	-	-
4524	Federal Crime Bill Grant - All Funds except General Fund	-	-	-	-	-	-
4525	TDA Grants	-	18,000	-	-	-	-
4526	Supplemental Law Enforcement	100,000	-	-	-	-	-
4527	Office of Traffic Safety		-	-	-	-	-
4528	Valley Transportation Authority Grant	-	-	-	-	-	-
4529	HES Grant	-	-	-	-	-	-
4530	TEA Grant	-	1,120,000	-	-	-	-
4531	DOJ Grant	-	3,600	-	-	-	-
4532	Local Law Enforcement Grant	-	-	-	-	-	-
4533	Beverage Container Grant	-	5,000	-	-	-	-
4534	Safe Route 2 School Grant	-	-	-	-	-	-
4535	Surface Transportation Program	-	500,000	-	-	-	-
4536	Proposition 42 Gas Sales Tax	-	-	-	-	-	-
4537	Homeland Security Grant	-	-	-	-	-	-
4540	State Prop 1B	-	-	-	-	-	-
4542	Signal Maint Cost Sharing	-	2,500	-	-	-	-
4543	Other State Grants	-	-	-	-	-	-
4544	Transit Shelter Advertising	5,000	-	-	-	-	-
4545	CLETEP-Tech Eqmt Grant	-	-	-	-	-	-
4546	Highway Safety Improvement (HSIP)	-	-	-	-	-	-
4550	ABAG Grant	-	15,000	-	-	-	-
4561	Senior Nutrition Program	45,853	-	-	-	-	-
4562	Ainsley House Grant	-	-	-	-	-	-
4563	Water District Grant	-	-	-	-	-	-
4564	SCC Open Space Authority	-	65,000	-	-	-	-
4580	Motor Vehicle In Lieu Fees - General Fund	130,000	-	-	-	-	-
4581	Homeowners' Property Tax Relief - General Fund	45,000	-	-	-	-	-
4581	Homeowners' Property Tax Relief Except Gen. Fund	-	-	-	-	-	-
4582	Abandoned Vehicle Fees - General Fund	55,000	-	-	-	-	-
4583	State Trailer Coach In Lieu Tax	-	-	-	-	-	-
4584	Mandated Costs - General Fund	25,000	-	-	-	-	-
4586	Off-Highway Vehicle Fees - General Fund	1,000	-	-	-	-	-
4588	Post Reimbursements - General Fund	20,000	-	-	-	-	-
		426,853	2,929,152	-	-	-	-
	Charges for Current Services:						
4609	Program Fees - General Fund	26,890	-	-	-	-	-
4610	Comm. Services - Ainsley House Rental - General Fund	43,025	-	-	-	-	-
4611	Comm Services - Museum Admission Fee General Fund	6,850	-	-	-	-	-
4612	Comm Services - Sr Citizen Program General Fund	154,306	-	-	-	-	-
4613	Program Fees: Sports - General Fund	366,174	-	-	-	-	-
4614	Program Fees: Aquatics - General Fund	279,947	-	-	-	-	-
4616	Program Fees: Picnic Fees - General Fund	20,000	-	-	-	-	-
4617	Program Fees: Day Camps - General Fund	356,699	-	-	-	-	-
4618	Program Fees: Trips & Tours - General Fund	-	-	-	-	-	-
4619	Program Fees: Classes - General Fund	521,359	-	-	-	-	-
4620	Program Fees: Preschool- General Fund	338,998	-	-	-	-	-
4621	Program Fees: Special Events - General Fund	-	-	-	-	-	-
4622	Program Fees: Fitness - General Fund	436,266	-	-	-	-	-
4625	Fund Raising - General Fund	3,075	-	-	-	-	-
4626	Program Fees: Classes - Adult Services - General Fund	125,570	-	-	-	-	-
4627	Vending Machine Sales - General Fund	8,200	-	-	-	-	-
4630	Comm Group - Special Events - General Fund	38,800	-	-	-	-	-
4631	Comm Group - Thrater Revenue	29,500	-	-	-	-	-
4632	Comm Group - Thrater Preservation Charge	-	-	-	-	-	-
4633	Comm Serves - Facility Fee	14,250	-	-	-	-	-
4643	Comm. Services - Concession & Merchandise	2,875	-	-	-	-	-
4644	Comm. Services - Theater Ticket Sales	232,550	-	-	-	-	-
4645	Sponsor/Program Advertising	67,500	-	-	-	-	-
4646	Theatre Program Ads	7,000	-	-	-	-	-
4652	Business License Application Fee - General Fund	140,000	-	-	-	-	-
4660	Zoning Application Fees Planning - General Fund	175,000	-	-	-	-	-
4661	Microfilming Fee- General Fund	10,000	-	-	-	-	-
4663	Rental Dispute Resolution Fees - All Funds except Gen. Fund	-	60,082	-	-	-	-
4668	Architectural Advisor Fee	-	-	-	-	-	-
4669	Storm Water Impact Fee	-	-	-	-	-	-
4670	General Plan Maintenance Fee	-	-	-	-	-	-
4671	Code Enforcement Fee - General Fund	2,000	-	-	-	-	-
4690	Other Filing Fees - General Fund	5,000	-	-	-	-	-
4691	Special Police Department Services - General Fund	23,000	-	-	-	-	-

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
All Funds Estimated Revenues

A/C #	Description	Actual 2005-2006	Actual 2006-2007	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
4692	Hazardous Materials Response Charges	126,228	144,109	142,273	150,323	130,000	**130,000**
4693	False Alarm Fees-PD- General Fund	19,500	19,578	18,543	22,971	20,000	**38,000**
4694	Other Current Service Charges - General Fund	-	750	250	200	-	**-**
4698	Cost Recovery - DUI - General Fund	68	5,828	25,673	15,687	10,000	**18,000**
4700	Cost Recovery - Booking Fees - General Fund	528	52,476	-	18,257	-	**-**
4701	Cost Recovery-Public Works	-	12,347	16,046	21,081	15,000	**17,000**
4704	Cost Recovery - Police Department	-	-	-	-	40,000	**40,000**
4705	Contract Revenue	-	-	-	-	-	**10,000**
4720	Storm Water Fee	198,800	198,800	198,800	198,800	198,800	**258,800**
4721	Storm Drain Fees	75,757	28,048	26,513	10,013	10,000	**10,000**
4722	Eng & Subdivision Filing Fees - General Fund	353,424	266,064	306,214	232,299	260,000	**185,000**
4724	Solid Waste Rate Fees	532,802	333,638	2,427	-	-	**-**
4725	Project Salaries Revenue - General Fund	207,036	226,035	298,168	361,639	350,000	**500,000**
4728	Traffic Engineering Fees - General Fund	26	65	2,561	4	-	**-**
4731	Vehicle Impact Fees (Garbage)	-	-	-	109,726	105,000	**50,000**
4732	Vehicle Impact Fees (Construction)	-	-	-	-	75,000	**150,000**
4750	94 Housing Bond Admin Fee	-	294,616	-	-	-	**-**
4760	Sale of Maps & Publications - General Fund	1,644	1,232	4,577	2,234	1,000	**1,000**
		4,276,695	4,671,278	4,191,860	4,350,859	4,469,116	**4,902,716**
	Other Revenues:						
4810	Rents & Leases	1,295,578	1,350,023	1,357,176	1,381,239	1,395,000	**1,409,840**
4811	Donations - Heritage Theater	41,500	-	-	-	-	**-**
4812	Donations - Historical Museum	55,314	30,314	32,426	31,193	42,000	**47,000**
4813	Donations - Senior Citizens Center	3,225	582	808	53	5,480	**5,480**
4815	Donations - Ainsley Capital	-	80,000	-	-	-	**-**
4816	Donations - Meal	8,077	10,171	12,860	12,853	9,600	**10,200**
4817	Donations - Misc. - General Fund	36,519	100	-	55	-	**-**
4817	Donations - Vehicle/Equipment Maintenance	-	-	-	1,000	-	**-**
4818	Donations - Parks	718	804	650	111	-	**-**
4819	Other Rental Income	700,626	701,172	673,281	762,874	677,962	**715,505**
4821	Donations - Youth Scholar - General Fund	1,419	2,122	1,658	3,142	-	**-**
4892	Asset Seizures	901	21,091	-	2,973	5,000	**3,500**
4920	Park Dedication Fees (Quimby)	322,825	301,602	413,130	39,648	-	**-**
4921	Project Revenue - General Fund	3,000	-	-	41,500	-	**-**
4921	Project Revenue - Capital Project. Fund	297,558	27,090	91,268	144,000	-	**-**
4922	AB 939 Recycling - SCC	65,512	63,117	63,714	47,597	57,000	**57,000**
4924	Notice/Improvement/Obligation	20,582	36,049	-	17,684	15,000	**5,000**
4951	COP Debt Service Abatement	400,000	400,000	400,000	400,000	400,000	**400,000**
4960	Sale of Real or Personal Property -General Fund	4,189	4,037	4,477	3,222	3,000	**3,000**
4960	Sale of Real or Personal Property. - All Funds except Gen. Fund	-	-	-	300	7,000	**7,000**
4961	Gain on Sale	16,211	15,800	(1,060)	-	-	**-**
4962	Insurance Recovery - General Fund	16,269	53,630	14,257	12,160	10,000	**10,000**
4962	Insurance Recovery - Lighting District Fund	7,709	10,653	5,043	2,032	15,000	**15,000**
4962	Insurance Recovery -Motor Vehicle Pool Fund	6,375	9,589	6,476	1,502	10,000	**10,000**
4962	Insurance Recovery - Workers' Compensation Fund	207,992	135,315	-	-	-	**-**
4965	Other Revenue -General Fund	77,222	73,398	208,579	286,010	49,000	**64,000**
4965	Other Revenue - All Funds except Gen. & Comm. Center Fund	153,031	246,531	249,372	101,361	3,500	**3,500**
4965	Other Revenue -Community Center Fund	19,857	-	-	182	-	**-**
4966	Principal Repayment	-	-	-	(1,792)	329,610	**273,240**
4967	Expense Abatement - Bus Passes -General Fund	288	783	201	(4,770)	-	**-**
4970	West Valley - JPA	122,497	-	-	160,803	-	**-**
4971	Tree In Lieu Fee - General Fund	4,537	-	-	2,748	-	**-**
4972	Use Fees-Campbell Union School District	-	188	5,318	4,985	4,200	**-**
4990	Capital Contributions Revenue-IT Pool	30,690	9,018	-	-	-	**-**
5142	Premiums - Workers' Compensation Insurance	483,845	722,445	910,417	721,992	432,121	**381,242**
6070	Cash Over/Short - General Fund	9	1	(22)	(1)	-	**-**
		4,404,075	4,305,625	4,450,029	4,176,656	3,470,473	3,420,507
	Total Revenues - All Funds (Exhibit A)	**43,760,333**	**47,922,370**	49,512,244	**51,433,293**	**48,716,721**	**48,100,358**
	Transfers-In - General Fund	1,374,696	1,063,259	1,041,033	1,128,479	1,255,712	**1,374,988**
	Transfers-In - All Funds except General Fund	5,726,548	5,401,881	5,618,576	7,941,251	5,708,718	**6,331,803**
6090	Beginning Fund Balance-**Operating** - General Fund	-	-	-	-	1,171,000	**521,000**
6090	Beg. Fund Balance -**Operating** -All Funds except Gen. Fund	-	-	-	-	438,753	**2,559,666**
6091	Beginning Fund Balance - **Capital** -General Fund	-	-	-	-	679,600	**1,577,000**
6091	Beg. Fund Balance - **Capital** -All Funds except Gen. Fund	-	-	-	-	756,250	**100,000**
	Total Sources of Revenues	**$ 50,861,577**	**$ 54,387,510**	**$ 56,171,853**	**$ 60,503,023**	**$ 58,726,754**	**$ 60,564,815**

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
All Funds Estimated Revenues

A/C #	Description	Adopted Fiscal Year Budget 2010 - 2011					
		General	Special Revenue	Debt Service	Internal Service	RDA	Other
4692	Hazardous Materials Response Charges	130,000	-	-	-	-	-
4693	False Alarm Fees-PD- General Fund	38,000	-	-	-	-	-
4694	Other Current Service Charges - General Fund	-	-	-	-	-	-
4698	Cost Recovery - DUI - General Fund	18,000	-	-	-	-	-
4700	Cost Recovery - Booking Fees - General Fund	-	-	-	-	-	-
4701	Cost Recovery-Public Works	-	17,000	-	-	-	
4704	Cost Recovery - Police Department	40,000	-	-	-	-	-
4705	Contract Revenue	-	-	-	10,000	-	-
4720	Storm Water Fee	-	258,800	-	-	-	-
4721	Storm Drain Fees	-	10,000	-	-	-	-
4722	Eng & Subdivision Filing Fees - General Fund	185,000	-	-	-	-	-
4724	Solid Waste Rate Fees	-	-	-	-	-	-
4725	Project Salaries Revenue - General Fund	500,000	-	-	-	-	-
4728	Traffic Engineering Fees - General Fund	-	-	-	-	-	-
4731	Vehicle Impact Fees (Garbage)	-	50,000	-	-	-	-
4732	Vehicle Impact Fees (Construction)	-	150,000	-	-	-	-
4750	94 Housing Bond Admin Fee	-	-	-	-	-	-
4760	Sale of Maps & Publications - General Fund	1,000	-	-	-	-	-
		4,346,834	545,882	-	10,000	-	-
	Other Revenues:						
4810	Rents & Leases	1,409,840	-	-	-	-	-
4811	Donations - Heritage Theater	-	-	-	-	-	-
4812	Donations - Historical Museum	-	-	-	-	-	47,000
4813	Donations - Senior Citizens Center	-	-	-	-	-	5,480
4815	Donations - Ainsley Capital						
4816	Donations - Meal	10,200	-	-	-	-	
4817	Donations - Misc. - General Fund	-	-	-	-	-	-
4817	Donations - Vehicle/Equipment Maintenance	-	-	-	-	-	-
4818	Donations - Parks	-	-	-	-	-	-
4819	Other Rental Income	715,505	-	-	-	-	-
4821	Donations - Youth Scholar - General Fund	-	-	-	-	-	-
4892	Asset Seizures	-	3,500	-	-	-	-
4920	Park Dedication Fees (Quimby)	-	-	-	-	-	-
4921	Project Revenue - General Fund	-	-	-	-	-	-
4921	Project Revenue - Capital Project. Fund	-	-	-	-	-	-
4922	AB 939 Recycling - SCC	-	57,000	-	-	-	-
4924	Notice/Improvement/Obligation	5,000	-	-	-	-	
4951	COP Debt Service Abatement	-	-	400,000	-	-	-
4960	Sale of Real or Personal Property -General Fund	3,000	-	-	-	-	-
4960	Sale of Real or Personal Property. - All Funds except Gen. Fund	-	-	-	7,000	-	-
4961	Gain on Sale	-	-	-	-	-	-
4962	Insurance Recovery - General Fund	10,000	-	-	-	-	-
4962	Insurance Recovery - Lighting District Fund	-	15,000	-	-	-	-
4962	Insurance Recovery -Motor Vehicle Pool Fund	-	-	-	10,000	-	-
4962	Insurance Recovery - Workers' Compensation Fund	-	-	-	-	-	-
4965	Other Revenue -General Fund	64,000	-	-	-	-	-
4965	Other Revenue - All Funds except Gen. & Comm. Center Fund	-	2,500	-	-	1,000	-
4965	Other Revenue -Community Center Fund	-	-	-	-	-	-
4966	Principal Repayment	-	-	273,240	-	-	-
4967	Expense Abatement - Bus Passes -General Fund	-	-	-	-	-	-
4970	West Valley - JPA	-	-	-	-	-	-
4971	Tree In Lieu Fee - General Fund	-	-	-	-	-	-
4972	Use Fees-Campbell Union School District	-	-	-	-	-	-
4990	Capital Contributions Revenue-IT Pool	-	-	-	-	-	-
5142	Premiums - Workers' Compensation Insurance	-	-	-	381,242	-	-
6070	Cash Over/Short - General Fund	-	-	-	-	-	-
		2,217,545	78,000	673,240	398,242	1,000	52,480
	Total Revenues - All Funds (Exhibit A)	**31,972,232**	**5,413,034**	**1,110,632**	**2,065,642**	**7,486,338**	**52,480**
	Transfers-In - General Fund	1,374,988		-	-	-	-
	Transfers-In - All Funds except General Fund	-	1,497,662	743,112	-	511,029	3,580,000
6090	Beginning Fund Balance-**Operating** - General Fund	521,000	-	-	-	-	-
6090	Beg. Fund Balance -**Operating** - All Funds except Gen. Fund	-	237,621	2,171,045	151,000	-	-
6091	Beginning Fund Balance - **Capital** -General Fund	1,577,000	-	-	-	-	-
6091	Beg. Fund Balance - **Capital** -All Funds except Gen. Fund	-	100,000	-	-	-	-
	Total Sources of Revenues	**$ 35,445,220**	**$ 7,248,317**	**$ 4,024,789**	**$ 2,216,642**	**$ 7,997,367**	**$ 3,632,480**

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
Summary of Expenditures by Government Function and Fund

	General	Special Revenue / Trust	Debt Service	Capital Projects	Internal Service	RDA
General Government Administration:						
501 City Council	$ 251,421	$ -	$ -	$ -	$ -	$ -
510 CM - Administration	580,494	-	-	-	-	-
511 CM - City Clerk	414,843	-	-	-	-	-
515 CM - Human Resources	569,281	-	-	-	-	-
516 CM - W.C. & Self Insurance	-	-	-	-	381,067	-
535 Finance - Accounting	1,137,540	-	-	-	-	-
540 Finance - Non-Departmental	859,092	-	-	-	-	-
541 Finance - LID Debt Service	-	-	46,740	-	-	-
543 Finance - City COP Debt Svc.	-	-	874,368	-	-	-
544 Finance - 1997 COP Debt Svc.	-	-	732,636	-	-	-
545 Finance - City Treasurer	16,397	-	-	-	-	-
547 Finance - IT Services	-	-	-	-	810,689	-
560 City Attorney	226,568	-	-	-	-	-
Sub-total	**4,055,636**	**-**	**1,653,744**	**-**	**1,191,756**	**-**
Recreation & Community Services:						
524 Administration	317,905	-	-	-	-	-
525 Senior Nutrition	155,475	-	-	-	-	-
526 Adult Services	518,555	-	-	-	-	-
527 Community Center	700,640	-	-	-	-	-
528 Museum	278,587	-	-	-	-	-
529 Theater	770,024	-	-	-	-	-
531 Sports & Aquatics	867,001	-	-	-	-	-
532 Special Interest Classes	1,107,934	-	-	-	-	-
Sub-total	**4,716,121**	**-**	**-**	**-**	**-**	**-**
Public Safety:						
601 PD - Administration	700,230	-	-	-	-	-
602 PD - Communications	1,476,753	-	-	-	-	-
603 PD - Records	923,369	-	-	-	-	-
604 PD - Special Enforcement Svcs.	2,468,301	-	-	-	-	-
605 PD - Field Services	6,311,492	-	-	-	-	-
610 Fire Administration	6,256,685	-	-	-	-	-
Sub-total	**18,136,830**	**-**	**-**	**-**	**-**	**-**
Community Development,:						
550 CD - Planning	207,252	-	-	-	-	-
551 CD - Current Planning	198,580	-	-	-	-	-
552 CD - Policy Development	168,062	-	-	-	-	-
553 CD - Housing	-	243,953	-	-	-	-
554 CD - Bldg. Codes Regulations	658,549	-	-	-	-	-
555 CD - CDBG	-	152,103	-	-	-	-
Sub-total	**1,232,443**	**396,056**	**-**	**-**	**-**	**-**

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
Summary of Expenditures by Government Function and Fund

	Employee Services	Supplies, Services & Capital Outlay	Capital Improvements	Debt Service	Transfers Out	Adopted 2010-2011
General Government Administration:						
501 City Council	$ 122,726	$ 128,695	$ -	$ -	$ -	251,421
510 CM - Administration	479,704	100,790	-	-	-	580,494
511 CM - City Clerk	226,070	188,773	-	-	-	414,843
515 CM - Human Resources	297,516	271,765	-	-	-	569,281
516 CM - W.C. & Self Insurance	35,317	345,750	-	-	-	381,067
535 Finance - Accounting	909,595	227,945	-	-	-	1,137,540
540 Finance - Non-Departmental	117,392	741,700	-	-	-	859,092
541 Finance - LID Debt Service	-	-	-	45,640	1,100	46,740
543 Finance - City COP Debt Svc.	-	-	-	874,368	-	874,368
544 Finance - 1997 COP Debt Svc.	-	-	-	732,636	-	732,636
545 Finance - City Treasurer	14,512	1,885	-	-	-	16,397
547 Finance - IT Services	498,626	287,163	-	-	24,900	810,689
560 City Attorney	223,295	3,273	-	-	-	226,568
Sub-total	**2,924,753**	**2,297,739**	**-**	**1,652,644**	**26,000**	**6,901,136**
Recreation & Community Services:						
524 Administration	248,345	69,560	-	-	-	317,905
525 Senior Nutrition	99,475	56,000	-	-	-	155,475
526 Adult Services	400,114	118,441	-	-	-	518,555
527 Community Center	363,370	337,270	-	-	-	700,640
528 Museum	203,652	74,935	-	-	-	278,587
529 Theater	18,599	751,425	-	-	-	770,024
531 Sports & Aquatics	714,980	152,021	-	-	-	867,001
532 Special Interest Classes	764,532	343,402	-	-	-	1,107,934
Sub-total	**2,813,067**	**1,903,054**	**-**	**-**	**-**	**4,716,121**
Public Safety:						
601 PD - Administration	400,149	300,081	-	-	-	700,230
602 PD - Communications	1,261,163	215,590	-	-	-	1,476,753
603 PD - Records	822,337	101,032	-	-	-	923,369
604 PD - Special Enforcement Svcs.	2,334,402	133,899	-	-	-	2,468,301
605 PD - Field Services	5,545,141	766,351	-	-	-	6,311,492
610 Fire Administration	-	6,256,685	-	-	-	6,256,685
Sub-total	**10,363,192**	**7,773,638**	**-**	**-**	**-**	**18,136,830**
Community Development,:						
550 CD - Planning	172,082	35,170	-	-	-	207,252
551 CD - Current Planning	181,582	16,998	-	-	-	198,580
552 CD - Policy Development	159,804	8,258	-	-	-	168,062
553 CD - Housing	79,595	164,358	-	-	-	243,953
554 CD - Bldg. Codes Regulations	556,492	102,057	-	-	-	658,549
555 CD - CDBG	16,883	135,220	-	-	-	152,103
Sub-total	**1,166,438**	**462,061**	**-**	**-**	**-**	**1,628,499**

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
Summary of Expenditures by Government Function and Fund

	General	Special Revenue / Trust	Debt Service	Capital Projects	Internal Service	RDA
Public Works:						
701 PW - Administration	478,805	-	-	-	-	-
715 PW - Environmental Services	-	815,300	-	-	-	-
720 PW - Transportation Eng.	243,563	-	-	-	-	-
730 PW - Engineering	999,304	-	-	-	-	-
740 PW - Land Development	336,486	-	-	-	-	-
745 PW - Maint. Administration	333,755	-	-	-	-	-
750 PW - Vehicle & Equip. Maint..	-	-	-	-	996,953	-
760 PW - Street Maintenance	-	1,347,100	-	-	-	-
770 PW - Signals & Lighting Maint.	-	649,091	-	-	-	-
775 PW - Park Maintenance	-	1,963,471	-	-	-	-
530 PW - Building Maintenance	1,119,838	-	-	-	-	-
Sub-total	**3,511,751**	**4,774,962**	**-**	**-**	**996,953**	**-**
980 Operating Transfers Out	1,821,174	-	-		-	-
980 Transfers Out (Misc. Funds)	-	122,580	-		-	-
950 Capital Projects	-	-	-	3,580,000		
990 Capital Transfers Out	1,577,000	2,003,000	-	-	-	-
Sub-total	**3,398,174**	**2,125,580**	**-**	**3,580,000**	**-**	**-**
Total - City (except RDA)	**35,050,955**	**7,296,598**	**1,653,744**	**3,580,000**	**2,188,709**	**-**
Redevelopment Agency:						
815 RDA - Administration	-	-	-	-	-	537,029
816 RDA - Debt Service	-	-	-	-	-	8,264,383
817 RDA - 20% Housing	-	-	-	-	-	1,530,216
Total - RDA	**-**	**-**	**-**	**-**	**-**	**10,331,628**
Total - City & RDA	**$ 35,050,955**	**$ 7,296,598**	**$ 1,653,744**	**$ 3,580,000**	**$ 2,188,709**	**$ 10,331,628**

City of Campbell - Operating/Capital Budget
Fiscal Year 2010 - 2011
Summary of Expenditures by Government Function and Fund

	Employee Services	Supplies, Services & Capital Outlay	Capital Improvements	Debt Service	Transfers Out	Adopted 2010-2011
Public Works:						
701 PW - Administration	417,079	61,726	-	-	-	478,805
715 PW - Environmental Services	-	-	-	-	815,300	815,300
720 PW - Transportation Eng.	224,183	19,380	-	-	-	243,563
730 PW - Engineering	941,077	58,227	-	-	-	999,304
740 PW - Land Development	252,520	83,966	-	-		336,486
745 PW - Maint. Administration	289,907	43,848	-	-	-	333,755
750 PW - Vehicle & Equip. Maint..	291,582	655,371	-	-	50,000	996,953
760 PW - Street Maintenance	679,469	362,118	-	-	305,513	1,347,100
770 PW - Signals & Lighting Maint.	270,065	379,026	-	-	-	649,091
775 PW - Park Maintenance	1,262,493	600,978	-	-	100,000	1,963,471
530 PW - Building Maintenance	445,813	674,025	-	-	-	1,119,838
Sub-total	**5,074,188**	**2,938,665**	**-**	**-**	**1,270,813**	**9,283,666**
980 Operating Transfers Out	-	-	-	-	1,821,174	1,821,174
980 Transfers Out (Misc. Funds)	-	-	-	-	122,580	122,580
950 Capital Projects	500,500	-	3,079,500	-	-	3,580,000
990 Capital Transfers Out	-	-	-	-	3,580,000	3,580,000
Sub-total	**500,500**	**-**	**3,079,500**	**-**	**5,523,754**	**9,103,754**
Total - City (except RDA)	**22,842,138**	**15,375,157**	**3,079,500**	**1,652,644**	**6,820,567**	**49,770,006**
Redevelopment Agency:						
815 RDA - Administration	238,499	88,108	-	-	210,422	537,029
816 RDA - Debt Service	-	70,000	-	7,622,782	571,601	8,264,383
817 RDA - 20% Housing	150,525	1,275,490	-	-	104,201	1,530,216
Total - RDA	**389,024**	**1,433,598**	**-**	**7,622,782**	**886,224**	**10,331,628**
Total - City & RDA	**$ 23,231,162**	**$ 16,808,755**	**$ 3,079,500**	**$ 9,275,426**	**$ 7,706,791**	**$ 60,101,634**

DEBT MANAGEMENT

Debt management is of particular interest to many readers of budget documents. To ensure the City manages its debt appropriately, policies have been adopted and are adhered to. Long-term borrowing is restricted to the funding of capital improvement projects and equipment. Additionally, the term of a respective debt financing shall not exceed the expected useful life of the capital improvement project. There are a number of limitations and restrictions contained in the various bond indentures. The City is in compliance with all significant limitations and restrictions.

Debt Service Summary: The following is a summary of the City and Redevelopment Agency's long term debt obligations and outstanding balances as of July 1, 2010 (excluding special assessment debt):

Issue	Annual Debt Service	Outstanding Principal	Outstanding Interest	Total
City:				
Certificates of Participation	$ 1,603,603	$ 20,615,843	$ 15,249,527	$ 35,865,370
Redevelopment Agency:				
Tax Allocation Bonds	2,169,237	22,730,000	17,860,879	$ 40,590,879
Total City & RDA Debt	**$ 3,772,840**	**$ 43,345,843**	**$ 33,110,406**	**$ 76,456,249**

General Obligation Debt: The City presently has no general obligation debt.

Certificates of Participation: The City has two outstanding debt issues totaling $20.6 million. The certificates, which mature in 2028 and 2032, respectively, are payable from tax increment revenue generated by the Redevelopment Agency and operating revenues of the City.

The proceeds of the debt were used to fund various capital improvements to City facilities and provide for deferred street maintenance projects. The City is obligated under the terms of the issuance to appropriate 100% of the annual debt service maturities. In July, 2002 the City received ratings of A+ from Standard and Poors (S&P) and A1 from Moody's Investors Service. Both rating agencies noted the City's impressive program of financial risk management and the well-reasoned allocation of reserve levels. In June 2009, S&P upgraded the City's rating to AAA.

Certificates of Participation FY 11 to Maturity

Description	Final Maturity Date	Amount of Original Issue	Outstanding Principal	Outstanding Interest	Total
1997 Certificates of Participation	2028	$ 13,480,000	$ 12,945,000	$ 9,472,738	$ 22,417,738
2002 Certificates of Participation	2032	11,930,843	7,670,843	6,602,632	14,273,475
Total		**$ 25,410,843**	**$ 20,615,843**	**$ 16,075,370**	**$ 36,691,213**

DEBT MANAGEMENT

Tax Allocation Bonds: The Redevelopment Agency (RDA) has two outstanding debt issues totaling $22.7 million. The bonds, which mature in 2032 and 2033, respectively, are limited obligations of the RDA and are payable exclusively from tax increment revenues generated in the project area and from reserve accounts set up with proceeds of the bond issues.

The proceeds of these bonds were used to finance a variety of projects in the redevelopment project area including renovation of Campbell's historic performing arts theater and construction of a parking garage in the City's downtown. The combined issues have annual aggregate debt service payments averaging $1.9 million. In March 2010, Standard and Poors upgraded the RDA's credit rating to A-.

Redevelopment Agency Tax Allocation Bonds – FY 11 to Maturity

Description	Final Maturity Date	Amount of Original Issue	Outstanding Principal	Outstanding Interest	Total
2002 Tax Allocation Bonds	2033	$ 15,300,000	$ 11,045,000	$ 9,491,859	$ 20,536,859
2005 Tax Allocation Bonds	2032	12,300,000	11,685,000	9,420,221	21,105,221
Total City & RDA Debt		**$ 27,600,000**	**$ 22,730,000**	**$ 18,912,080**	**$ 41,642,080**

Annual debt service payments for all long-term debt, excluding special assessments debt for the next five years and beyond is summarized in the following table:

Annual Debt Service Payments to Maturity

Fiscal Year	Total Principal	Total Interest	Total Debt Service
2011	1,675,000	2,097,840	3,772,840
2012	1,745,000	2,025,205	3,770,205
2013	1,015,000	1,966,809	2,981,809
2014	1,050,000	1,923,588	2,973,588
2015	1,100,000	1,876,044	2,976,044
Thereafter	35,660,843	23,220,920	58,881,763
Total	**$ 42,245,843**	**$ 33,110,406**	**$ 75,356,249**

DEBT MANAGEMENT

Special Assessment Debt: The City acts as agent for the property owners of parcels upon which assessments were made for local improvements. Assessments are levied by the County on the property tax bill. Remaining debt service requirements for special assessment bonds will be paid from future assessments. The City is not liable for the repayment of special assessment district bonds as such bonds are secured by fixed lien assessments on real property. The budgeted FY 11 debt service is $50,000.

Special Assessment Debt - FY 11 to Maturity

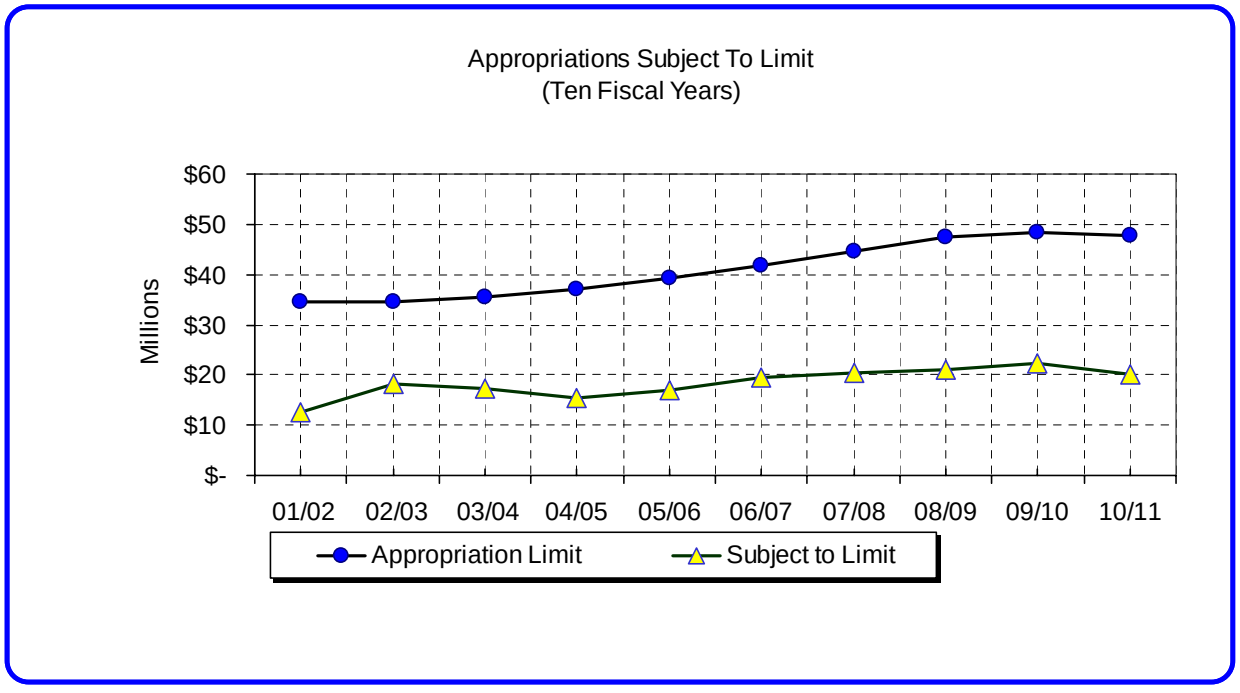
Description	Final Maturity Date	Amount of Original Issue	Outstanding Principal	Outstanding Interest	Total
L.I.D. No. 30 - Series 30	2012	$ 666,471	$ 165,000	$ 13,582	$ 178,582

GANN APPROPRIATIONS LIMIT

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

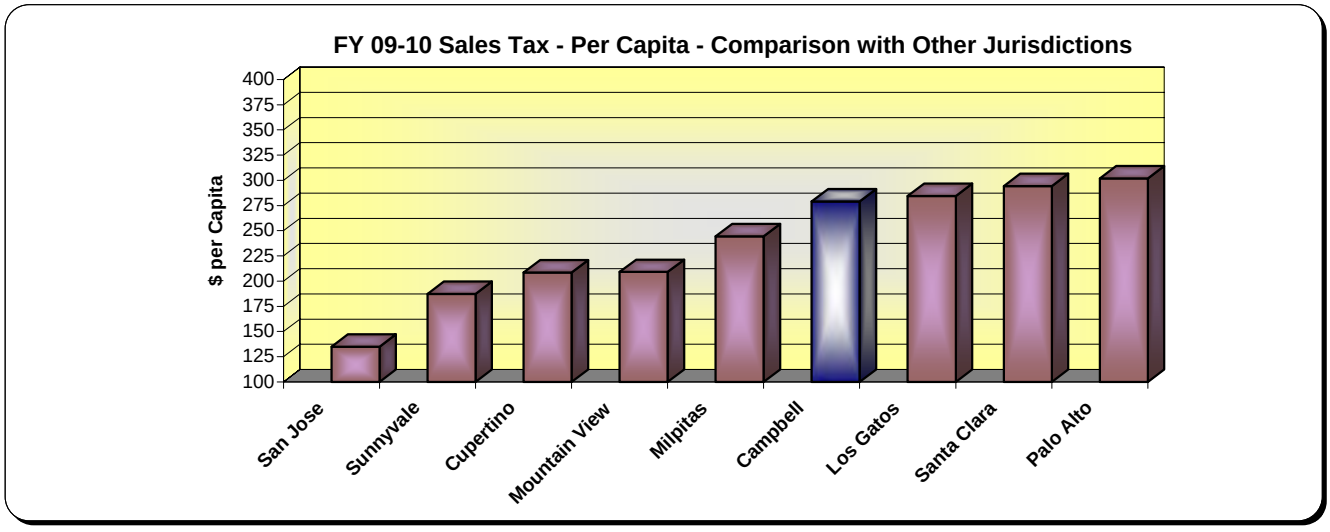
The limit is different for each agency and the limit changes each year. Each year's limit is based on the amount of tax proceeds that were authorized to be spent in fiscal year 1978-79 in each agency, modified for changes in inflation and population in each subsequent year. Proposition 111 has modified those factors to allow cities to choose either the growth in California Per Capita Income or the growth in non-residential assessed valuation due to new construction in the City. Alternatively, the City could select a population growth factor represented by the population growth in Santa Clara County. Each year the City establishes its appropriations limit for the following fiscal year. The City of Campbell's appropriation limit for fiscal 2010-11 of $47.7 million was adopted by Council via Resolution #11179, on June 29, 2010.

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 2010-11 calculations indicate the City of Campbell will again be significantly below the appropriations or spending limit. The City's appropriations limit of $47.7 million for fiscal 2010-11 is approximately $0.6 million lower than the fiscal 2009-10 limit of $48.3 million. For fiscal 2010-11, the City's proceeds of taxes are projected to be $20.2 million. This is $27.5 million or 42.4% under 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.



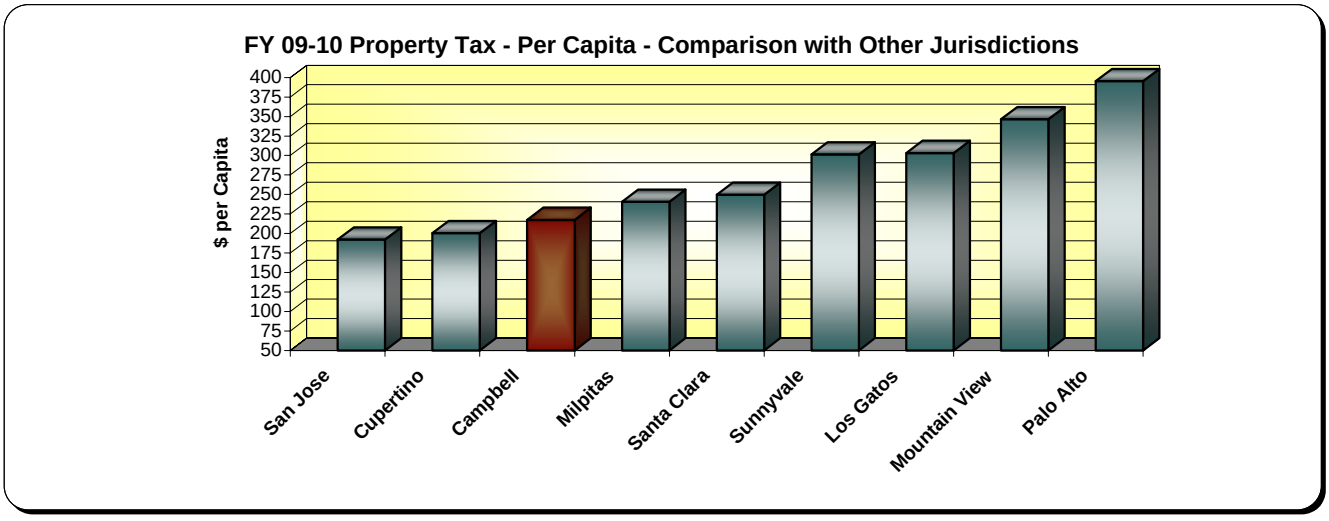
Sales Tax
Comparison With Other Jurisdictions
FY 05-06 through FY 09-10

City	Actual 2005-06	Actual 2006-07	Actual 2007-08	Budgeted 2008-09	Budgeted 2009-10
Campbell	$9,346,984	$10,049,829	$10,334,830	$10,200,000	$11,280,000
% of General Fund	31%	31%	30%	28%	31%
Per Capita	244.05	261.66	260.01	253.98	279.07
Cupertino	$9,650,000	$11,252,341	$13,155,000	$13,390,000	$11,649,000
% of General Fund	32%	26%	31%	32%	29%
Per Capita	180.54	203.99	238.84	241.04	208.61
Los Gatos	$8,655,566	$9,509,947	$9,345,432	$8,700,000	$8,677,460
% of General Fund	27%	29%	28%	27%	27%
Per Capita	298.72	328.05	318.28	288.37	284.53
Milpitas	$16,227,888	$17,382,981	$16,173,366	$16,573,000	$17,302,000
% of General Fund	24%	20%	24%	23%	25%
Per Capita	250.62	265.17	243.31	239.72	244.32
Mountain View	$16,019,000	$17,223,000	$17,273,548	$17,400,730	$15,673,950
% of General Fund	20%	20%	20%	20%	18%
Per Capita	222.38	239.22	235.78	235.36	209.07
Palo Alto	$20,316,000	$22,194,817	$22,600,000	$22,400,000	$19,700,000
% of General Fund	16%	18%	18%	17%	16%
Per Capita	325.58	354.46	356.65	350.00	301.78
San Jose	$140,327,107	$149,962,080	$157,814,015	$152,536,000	$135,795,000
% of General Fund	18%	22%	23%	22%	20%
Per Capita	149.11	153.97	160.17	169.77	134.87
Santa Clara	$38,142,524	$43,271,143	$41,691,543	$40,307,000	$34,500,000
% of General Fund	31%	31%	28%	27%	23%
Per Capita	349.59	388.93	364.95	348.97	294.26
Sunnyvale	$21,316,412	$30,852,313	$29,705,343	$26,000,000	$26,000,000
% of General Fund	21%	25%	22%	23%	23%
Per Capita	159.62	227.32	218.87	189.04	187.28



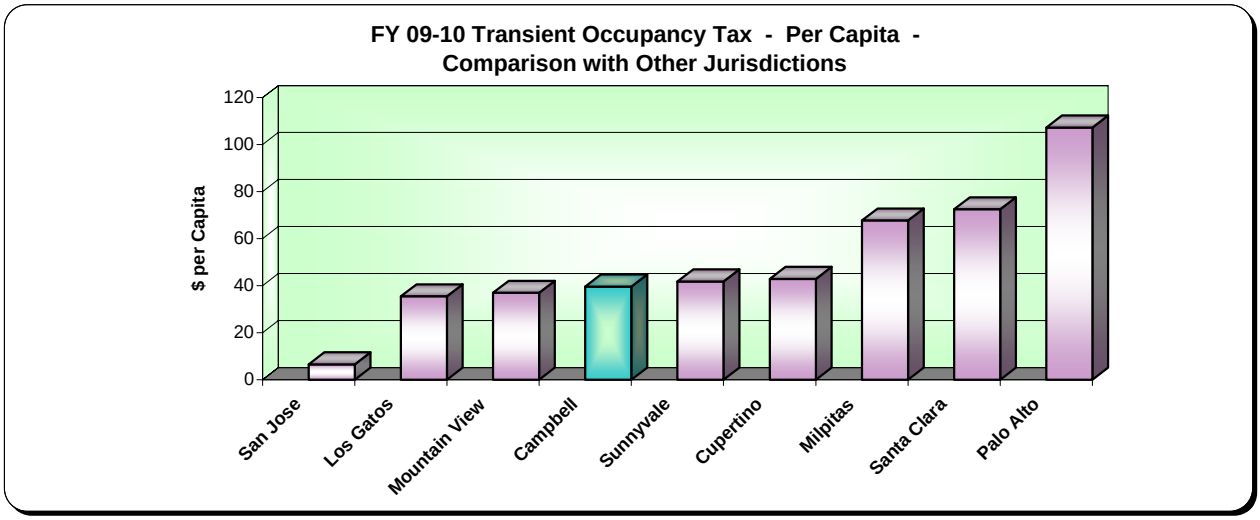
Property Tax
Comparison With Other Jurisdictions
FY 05-06 through FY 09-10

City	Actual 2005-06	Actual 2006-07	Actual 2007-08	Budgeted 2008-09	Budgeted 2009-10
Campbell	$6,517,562	$7,568,750	$8,322,288	$8,437,000	$8,787,000
% of General Fund	22%	24%	24%	23%	24%
Per Capita	170.17	197.06	209.38	210.08	217.39
Cupertino	$4,743,000	$6,480,283	$10,385,000	$11,272,000	11,190,000
% of General Fund	16%	15%	24%	27%	28%
Per Capita	88.73	117.48	188.55	202.91	200.39
Los Gatos	$7,755,200	$8,635,991	$9,178,819	$9,225,106	$9,248,120
% of General Fund	24%	26%	28%	24%	28%
Per Capita	267.64	297.91	312.61	305.77	303.25
Milpitas	$14,417,392	$15,750,192	$16,800,792	$17,056,000	$17,037,000
% of General Fund	21%	18%	25%	23%	25%
Per Capita	222.66	240.26	252.75	246.71	240.58
Mountain View	$21,135,000	$22,027,000	$23,681,223	$24,888,760	$25,985,220
% of General Fund	27%	26%	27%	28%	30%
Per Capita	293.41	305.95	323.24	336.64	346.60
Palo Alto	$18,754,000	$21,466,426	$23,100,000	$23,500,000	$25,800,000
% of General Fund	15%	17%	18%	18%	21%
Per Capita	300.54	342.83	364.54	367.19	395.22
San Jose	$166,559,696	$191,825,613	$208,878,360	$208,267,000	$193,468,000
% of General Fund	22%	28%	30%	30%	28%
Per Capita	176.98	196.95	211.99	231.79	192.14
Santa Clara	$22,032,336	$25,468,193	$27,591,808	$28,566,000	$29,254,000
% of General Fund	18%	18%	19%	19%	19%
Per Capita	201.94	228.91	241.53	247.32	249.52
Sunnyvale	$41,199,278	$35,815,933	$38,948,749	$41,259,440	$41,834,737
% of General Fund	40%	29%	29%	37%	37%
Per Capita	308.51	263.89	286.98	299.99	301.35



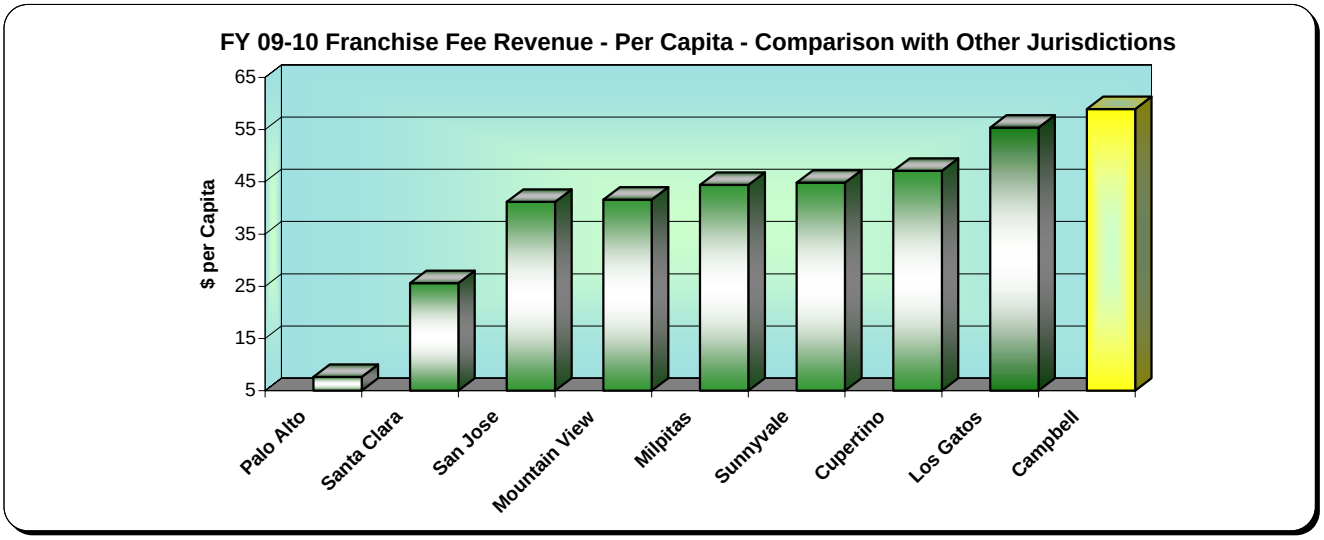
Transient Occupancy Tax
Comparison With Other Jurisdictions
FY 05-06 through FY 09-10

City	Actual 2005-06	Actual 2006-07	Actual 2007-08	Budgeted 2008-09	Budgeted 2009-10
Campbell	$1,132,495	$1,463,140	$1,617,111	$1,600,000	$1,600,000
% of General Fund	4%	5%	5%	4%	4%
Per Capita	29.57	38.09	40.68	39.84	39.58
Cupertino	$2,100,000	$2,511,184	$2,711,590	$2,660,000	$2,394,000
% of General Fund	7%	6%	6%	6%	6%
Per Capita	39.29	45.52	49.23	47.88	42.87
Los Gatos	$1,028,664	$1,108,257	$1,245,078	$1,100,000	$1,080,000
% of General Fund	3%	3%	4%	3%	3%
Per Capita	35.50	38.23	42.40	36.46	35.41
Milpitas	$4,535,325	$5,153,656	$5,755,842	$5,788,000	$4,793,000
% of General Fund	7%	6%	9%	8%	7%
Per Capita	70.04	78.62	86.59	83.72	67.68
Mountain View	$3,177,000	$3,936,000	$4,298,983	$4,200,160	$2,771,980
% of General Fund	4%	5%	5%	5%	3%
Per Capita	44.10	54.67	58.68	56.81	36.97
Palo Alto	$6,393,000	$6,708,199	$8,000,000	$8,400,000	$7,000,000
% of General Fund	5%	5%	6%	7%	6%
Per Capita	102.45	107.13	126.25	131.25	107.23
San Jose	$7,688,090	$8,600,000	$9,560,000	$9,972,000	$6,553,000
% of General Fund	1%	1%	1%	1%	1%
Per Capita	8.17	8.83	9.70	11.10	6.51
Santa Clara	$9,341,790	$10,306,555	$11,278,026	$11,794,000	$8,500,000
% of General Fund	8%	7%	8%	8%	6%
Per Capita	85.62	92.64	98.72	102.11	72.50
Sunnyvale	$5,633,159	$6,479,842	$7,350,255	$5,637,015	$5,796,280
% of General Fund	5%	5%	5%	5%	5%
Per Capita	42.18	47.74	54.16	40.99	41.75



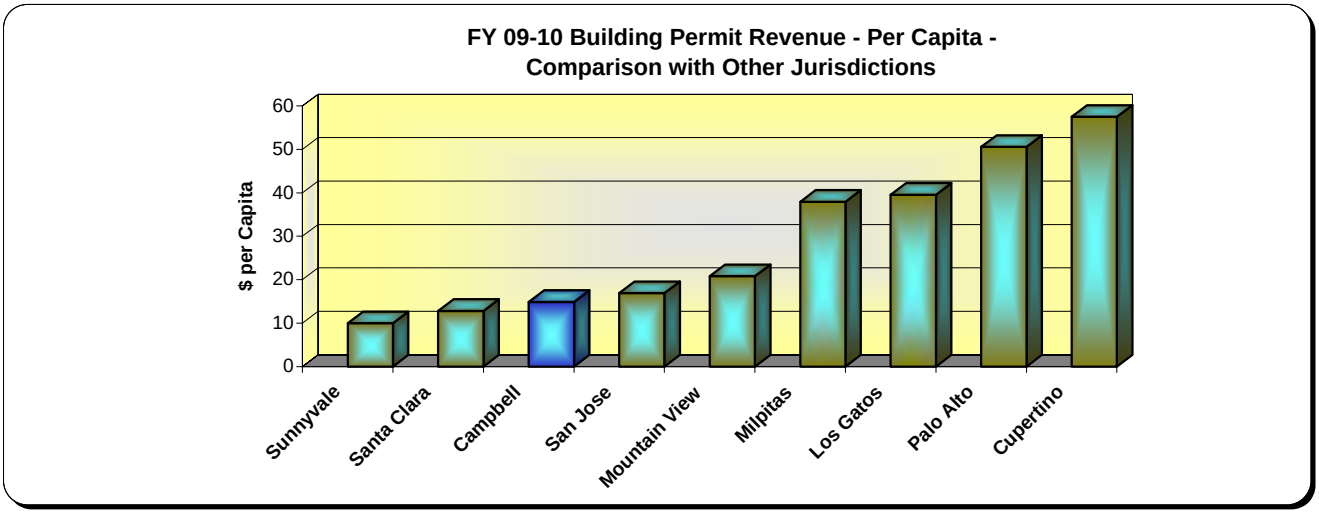
Franchise Fee Revenue
Comparison With Other Jurisdictions
FY 05-06 through FY 09-10

City	Actual 2005-06	Actual 2006-07	Actual 2007-08	Budgeted 2008-09	Budgeted 2009-10
Campbell	$1,346,968	$1,685,456	$2,323,063	$2,225,000	$2,383,122
% of General Fund	4%	5%	7%	6%	7%
Per Capita	35.17	43.88	58.44	55.40	58.96
Cupertino	$2,200,000	$2,537,018	$2,547,000	$2,630,000	2,630,000
% of General Fund	7%	6%	6%	6%	6%
Per Capita	41.16	45.99	46.24	47.34	47.10
Los Gatos	$1,130,190	$1,162,038	$1,659,829	$1,665,600	$1,689,260
% of General Fund	3%	4%	5%	5%	5%
Per Capita	39.00	40.09	56.53	55.21	55.39
Milpitas	$2,643,392	$2,911,593	$2,967,817	$3,060,000	$3,145,000
% of General Fund	4%	3%	4%	4%	5%
Per Capita	40.82	44.42	44.65	44.26	44.41
Mountain View	$3,205,000	$2,936,000	$2,955,434	$3,046,912	$3,118,498
% of General Fund	4%	3%	3%	3%	4%
Per Capita	44.49	40.78	40.34	41.21	41.60
Palo Alto	$291,000	$511,546	$407,006	$500,000	$500,000
% of General Fund	0%	0%	0%	0%	0%
Per Capita	4.66	8.17	6.42	7.81	7.66
San Jose	$36,759,856	$40,415,138	$41,063,799	$41,621,000	$41,422,000
% of General Fund	5%	6%	6%	6%	6%
Per Capita	39.06	41.49	41.68	46.32	41.14
Santa Clara	$2,907,192	$3,166,797	$3,281,082	$3,000,000	$3,000,000
% of General Fund	2%	2%	2%	2%	2%
Per Capita	26.65	28.46	28.72	25.97	25.59
Sunnyvale	$5,531,248	$5,713,842	$5,855,124	$6,177,593	$6,227,378
% of General Fund	5%	5%	4%	6%	6%
Per Capita	41.42	42.10	43.14	44.92	44.86



Building Permits
Comparison With Other Jurisdictions
FY 05-06 through FY 09-10

City	Actual 2005-06	Actual 2006-07	Actual 2007-08	Budgeted 2008-09	Budgeted 2009-10
Campbell	$1,661,412	$818,163	$1,395,014	$750,000	$600,000
% of General Fund	6%	3%	4%	2%	2%
Per Capita	43.38	21.30	35.10	18.67	14.84
Cupertino	$3,370,000	$3,322,226	$2,656,000	$2,980,000	$3,210,000
% of General Fund	11%	8%	6%	7%	8%
Per Capita	63.05	60.23	48.22	53.64	57.49
Los Gatos	$1,552,466	$1,206,055	$1,277,288	$1,395,000	$1,205,270
% of General Fund	5%	4%	4%	4%	4%
Per Capita	53.58	41.60	43.50	46.24	39.52
Milpitas	$5,740,022	$4,933,979	$4,096,505	$3,856,000	$2,686,000
% of General Fund	8%	6%	6%	5%	4%
Per Capita	88.65	75.27	61.63	55.77	37.93
Mountain View	$2,282,000	$2,388,000	$3,177,783	$2,750,737	$1,558,500
% of General Fund	3%	3%	3%	3%	2%
Per Capita	31.68	33.17	43.38	37.21	20.79
Palo Alto	$5,224,000	$3,672,863	$3,400,000	$3,800,000	$3,300,000
% of General Fund	4%	3%	3%	3%	3%
Per Capita	83.72	58.66	53.66	59.38	50.55
San Jose	$23,955,292	$21,853,857	$19,700,000	$21,900,000	$17,000,000
% of General Fund	3%	3%	3%	3%	2%
Per Capita	25.45	22.44	19.99	24.37	16.88
Santa Clara	$1,969,172	$1,912,577	$1,785,221	$1,750,000	$1,500,000
% of General Fund	2%	1%	1%	1%	1%
Per Capita	18.05	17.19	15.63	15.15	12.79
Sunnyvale	$2,138,495	$2,696,569	$3,587,657	$1,843,457	$1,382,593
% of General Fund	2%	2%	3%	2%	1%
Per Capita	16.01	19.87	26.43	13.40	9.96



Fund Balance Analysis
Fiscal Year 2010 - 2011

Fund Description	Fund #		Beginning Fund Balance Estimated	Total Revenues & Transfers Adopted*	Total Expenditures & Transfers Adopted	Ending Fund Balance Estimated
General Fund	101		$ 20,972,110	$ 33,347,220	$ 35,050,955	$ 19,268,375
Gas Tax	202, 203, 204		862	1,547,100	1,547,100	862
Drug Enforcement	205		9,565	5,000	5,000	9,565
Lighting and Landscaping District	207		-	2,612,562	2,612,562	-
Community Development Block Grant	208		1,387,396	239,134	396,056	1,230,474
Environmental Services	209		685,045	768,800	915,300	538,545
Supplemental Law Enforcement	210		-	-	-	-
Federal Aid Urban	211		78,946	-	50,000	28,946
State/Other Grants	212		-	343,000	343,000	-
T.D.A.	216		-	39,000	39,000	-
Other Federal Grants	218		-	363,400	363,400	-
RDA - Low and Moderate Housing	223		7,039,852	1,567,000	1,530,216	7,076,636
Parkland Dedication Trust	295		1,067	-	65,000	(63,933)
L.I.D. Debt Service	360, 367		122,883	46,740	46,740	122,883
RDA Debt Service	364		2,547,725	6,093,338	8,264,383	376,680
2002 C.O.P. Debt Service	366		7,699,371	874,368	874,368	7,699,371
1997 C.O.P. Debt Service	368		4,485	732,636	732,636	4,485
City C.O.P. Projects	431		140,412	-	-	140,412
RDA - Administration/Projects	434		304,447	537,029	537,029	304,447
Capital Projects	435		33,600	3,580,000	3,580,000	33,600
RDA - 2002 T.A.B. Projects	437		2,092,640	25,000	18,750	2,098,890
Motor Vehicle Pool	641	**	1,456,884	872,400	996,953	1,332,331
Information Technologies Pool	647	**	1,752,931	812,000	810,689	1,754,242
Workers' Compensation Trust	690	**	1,492,355	381,242	381,067	1,492,530
Parks and Museum Trust	794		112,603	42,000	42,000	112,603
Senior Citizen Trust	797		20,246	5,480	5,480	20,246
Total			**$ 47,955,424**	$ 54,834,449	**$ 59,207,684**	**$ 43,582,189**

* Total revenues exclude beginning fund balance amounts.
** Fund Balance represents total equity for the Internal Service Funds.

Fund Balance Analysis
Fiscal Year 2009 - 2010

Fund Description	Fund #		Beginning Fund Balance Actual	Total Revenues & Transfers Estimated*	Total Expenditures & Transfers Estimated	Ending Fund Balance Estimated
General Fund	101		$ 23,950,028	$ 31,643,540	$ 34,621,458	$ 20,972,110
Gas Tax	202, 203, 204		411,113	1,663,048	2,073,299	862
Drug Enforcement	205		9,565	5,000	5,000	9,565
Lighting and Landscaping District	207		3	2,740,461	2,740,464	-
Community Development Block Grant	208		1,457,894	320,009	390,507	1,387,396
Environmental Services	209		802,224	828,300	945,479	685,045
Supplemental Law Enforcement	210		528	117,356	117,884	-
Federal Aid Urban	211		78,946	-	-	78,946
State/Other Grants	212		587,212	582,388	1,169,600	-
T.D.A.	216		1,025	22,815	23,840	-
Other Federal Grants	218		(220,657)	1,004,404	783,747	-
Federal JAG Recovery Act	219		-	33,062	33,062	-
RDA - Low and Moderate Housing	223		10,792,816	1,567,000	5,319,964	7,039,852
Parkland Dedication Trust	295		1,112,492	108,083	1,219,508	1,067
L.I.D. Debt Service	360, 367		122,883	54,411	54,411	122,883
RDA Debt Service	364		2,506,048	6,093,338	6,051,661	2,547,725
2002 C.O.P. Debt Service	366		7,699,371	876,242	876,242	7,699,371
1997 C.O.P. Debt Service	368		4,485	730,131	730,131	4,485
City C.O.P. Projects	431		140,412	-	-	140,412
RDA - Administration/Projects	434		1,125,195	641,185	1,461,933	304,447
Capital Projects	435		33,600	4,874,101	4,874,101	33,600
RDA - 2002 T.A.B. Projects	437		3,022,640	25,000	955,000	2,092,640
Motor Vehicle Pool	641	**	1,611,691	991,000	1,145,807	1,456,884
Information Technologies Pool	647	**	1,805,318	1,050,000	1,102,387	1,752,931
Workers' Compensation Trust	690	**	1,492,307	432,121	432,073	1,492,355
Parks and Museum Trust	794		107,771	49,332	44,500	112,603
Senior Citizen Trust	797		25,650	76	5,480	20,246
Total			**$ 58,680,559**	**$ 56,452,403**	**$ 67,177,538**	**$ 47,955,424**

* Total revenues exclude beginning fund balance amounts.
** Fund Balance represents total equity for the Internal Service Funds.

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

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$25,275,174	$26,132,103	$23,950,028	$20,972,110
REVENUES:				
Property Taxes	8,366,004	9,074,560	8,805,266	9,157,000
Sales and Use Taxes	10,334,831	9,222,268	9,538,242	9,330,000
Franchise and other taxes	4,601,370	4,058,592	4,022,711	4,064,000
Licenses and permits	2,522,921	1,427,477	1,288,664	1,381,500
Fines and fortfeitures	344,844	315,701	436,679	319,500
Investment income	1,357,262	1,119,360	420,984	729,000
Intergovernmental revenues	439,010	382,698	336,717	426,853
Charges for services	3,109,064	3,948,564	3,425,308	4,345,834
Other revenues	2,357,038	2,523,884	2,110,500	2,218,545
Operating transfers-in	1,040,033	1,128,479	1,258,469	1,374,988
Total operating revenues	34,472,377	33,201,583	31,643,540	33,347,220
Residual equity transfers-in	-	-	-	-
Total revenues	34,472,377	33,201,583	31,643,540	33,347,220
EXPENDITURES:				
General Government	11,262,924	11,684,678	10,179,299 *	10,004,200
Public Safety	16,987,652	18,280,783	18,081,477	18,136,830
Public Works	2,493,102	2,563,361	3,680,549 *	3,511,751
Operating transfers-out	2,288,784	2,140,165	2,035,791	1,821,174
Total operating expenditures	33,032,462	34,668,987	33,977,116	33,473,955
Capital transfers-out	582,986	714,671	644,342	1,577,000
Total expenditures	33,615,448	35,383,658	34,621,458	35,050,955

* Building Maintenance Program was reclassfied from General Government to Public Works in FY09/10.

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

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
FUND BALANCES:				
Reserved for encumbrances	109,115	99,505	96,576	75,000
Reserved for LT vacations and sick leave	844,000	878,970	867,261	867,261
Reserved for LID street maintenance	152,756	112,756	72,756	32,756
Unreserved designated:				
Designated for capital improvements	4,889,765	4,380,952	4,553,584	4,200,470
Designated for carryover capital projects	4,188,621	3,750,339	3,172,000	2,285,000
Designated for economic fluctuations	7,000,000	6,271,000	4,500,000	4,500,000
Designated for emergencies	3,446,093	3,320,058	3,160,100	3,334,722
Designated for future advances RDA	1,400,000	1,200,000	1,000,000	800,000
Designated for liability insurance	299,088	238,052	238,052	198,052
Designated for construction tax	498,730	434,369	310,838	310,838
Designated for operations	1,000,000	974,600	1,000,000	1,000,000
Designated for change in fair value of investments	-	210,245	30,667	-
Designated for Heritage Theater	363,105	281,352	328,276	328,276
Designated for unemployment insurance	90,830	65,830	60,000	63,000
Designated for OPEB/PERS	1,350,000	1,232,000	1,082,000	773,000
Designated for worker's compensation	500,000	500,000	500,000	500,000
Total reserves or designations:	26,132,103	23,950,028	20,972,110	19,268,375
Fund balance - June 30	$26,132,103	$23,950,028	$20,972,110	$19,268,375

CITY OF CAMPBELL
GAS TAX FUNDS (202, 203, 204)
REVENUES - EXPENDITURES - FUND BALANCES

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$ 376,715	$ 259,580	$ 411,113	$ 862
REVENUES:				
Special Gas Tax 2105	234,956	199,175	240,000	240,000
Special Gas Tax 2106	154,599	132,090	165,000	165,000
Special Gas Tax 2107	314,412	265,200	320,000	320,000
Special Gas Tax 2107.5	6,000	-	6,000	6,000
Proposition 42 Gas Tax	-	340,333	380,000	314,600
Vehicle Impact Fees		112,350	180,000	200,000
Other revenues	9,088	6,296	2,500	2,500
Operating transfers-in	356,000	366,000	369,548	299,000
Total revenues	1,075,055	1,421,444	1,663,048	1,547,100
EXPENDITURES:				
PW-Street Maintenance	973,527	1,102,018	1,101,996	1,041,587
Operating transfers-out	50,590	135,362	191,771	305,513
Total operating expenditures	1,024,117	1,237,380	1,293,767	1,347,100
Capital transfers-out	168,073	32,531	779,532	200,000
Total expenditures	1,192,190	1,269,911	2,073,299	1,547,100
FUND BALANCES:				
Reserved	259,581	301,388	10,677	10,677
Unreserved, undesignated	9,814	109,725	(9,815)	(9,815)
Total reserves or designations	269,395	411,113	862	862
Fund balance - June 30	$ 259,580	$ 411,113	$ 862	$ 862

LIGHTING DISTRICT FUND (207)
REVENUES - EXPENDITURES - FUND BALANCES

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$ 127,571	$ 513	$ 3	$ -
REVENUES:				
Lighting & Landscaping Assessments	1,136,457	1,135,051	1,140,000	1,140,000
Property tax	665,871	707,112	640,000	720,000
Insurance claims refund	5,043	2,032	15,000	15,000
Other revenues	22,034	29,010	17,500	19,500
Operating transfers-in	893,378	944,030	927,961	718,062
Total revenues	2,722,783	2,817,235	2,740,461	2,612,562
EXPENDITURES:				
PW-signals & lighting maintenance	734,645	735,155	732,412	649,091
PW-Park Maintenance	1,975,196	1,982,590	1,908,052	1,863,471
Operating transfers-out	140,000	100,000	100,000	100,000
Capital transfers-out	-	-	-	-
Total expenditures	2,849,841	2,817,745	2,740,464	2,612,562
FUND BALANCES:				
Reserved for vacation and sick leave	65,223	72,689		
Unreserved	(64,710)	(72,686)	-	-
Total reserves or designations:	513	3	-	-
Fund balance - June 30	$ 513	$ 3	$ -	$ -

CITY OF CAMPBELL
HOUSING & COMMUNITY DEVELOPMENT ACT FUND (208)
REVENUES - EXPENDITURES - FUND BALANCES

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$1,441,898	$1,445,450	$ 1,457,894	$ 1,387,396
REVENUES:				
Investment income	18,622	8,155	10,000	-
CDBG Grants	142,757	133,214	134,409	136,452
Other revenues	59,507	66,073	133,000	60,082
Operating transfers-in	14,000	39,476	42,600	42,600
Total revenues	234,886	246,918	320,009	239,134
EXPENDITURES:				
Housing	91,606	78,977	242,736	243,953
Rehabilitation	139,728	155,497	147,771	152,103
Total expenditures	231,334	234,474	390,507	396,056
FUND BALANCES:				
Reserved for loans receivable	1,147,154	1,335,105	1,335,105	1,205,474
Reserved for vacation and sick leave	24,197	24,197	25,000	25,000
Unreserved, designated	274,099	98,592	27,291	-
Total reserves or designations:	1,445,450	1,457,894	1,387,396	1,230,474
Fund balance - June 30	$1,445,450	$1,457,894	$ 1,387,396	$ 1,230,474

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

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$ 836,886	$ 849,484	$ 802,224	$ 685,045
REVENUES:				
Solid waste fees	2,428	-	-	-
AB939 recycling	63,714	47,597	57,000	57,000
Storm water fees	198,800	198,800	198,800	258,800
Storm drain fees	26,513	10,013	10,000	10,000
Beverage container grant	-	10,427	7,500	5,000
Investment income	9,880	8,595	-	-
Other revenue	-	4,692	-	-
Operating transfers-in	555,000	555,000	555,000	438,000
Total revenues	856,335	835,124	828,300	768,800
EXPENDITURES:				
Operating transfers-out	833,000	870,300	868,300	815,300
Total operating expenditures	833,000	870,300	868,300	815,300
Capital transfers-out	10,737	12,084	77,179	100,000
Total expenditures	843,737	882,384	945,479	915,300
FUND BALANCES:				
Reserved	849,484	802,224	685,045	538,545
Subtotal reserves or designations:	849,484	802,224	685,045	538,545
Fund balance - June 30	$ 849,484	$ 802,224	$ 685,045	$ 538,545

CITY OF CAMPBELL
REDEVELOPMENT AGENCY FUND (223)
REVENUES - EXPENDITURES - FUND BALANCES

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$9,425,176	$ 9,518,087	$ 10,792,816	$ 7,039,852
REVENUES:				
Property tax	1,337,353	1,486,937	1,442,000	1,442,000
Investment income	260,642	239,071	125,000	125,000
Other revenues	25,785	11,921	-	-
Total revenues	1,623,780	1,737,929	1,567,000	1,567,000
EXPENDITURES:				
RDA Housing	136,429	147,869	163,048	176,015
Housing grant & loans	1,259,491	222,558	4,983,189	1,250,000
Operating transfers-out	65,497	92,773	104,201	104,201
Total operating expenditures	1,461,417	463,200	5,250,438	1,530,216
Capital transfers-out	69,452	-	69,526	-
Total expenditures	1,530,869	463,200	5,319,964	1,530,216
FUND BALANCES:				
Reserved for loans receivable	2,985,897	2,962,219	2,950,000	2,950,000
Reserved, other	408,956	43,565	100,000	100,000
Unreserved, undesignated	6,123,234	7,787,032	3,989,852	4,026,636
Subtotal reserves or designations:	9,518,087	10,792,816	7,039,852	7,076,636
Fund balance - June 30	$9,518,087	$10,792,816	$ 7,039,852	$ 7,076,636

CITY OF CAMPBELL
1915 ACT BOND FUNDS (360 & 367)
REVENUES - EXPENDITURES - FUND BALANCES

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$ 112,150	$ 116,776	$ 122,883	$ 122,883
REVENUES:				
Special assessments	58,742	58,266	54,411	46,740
Investment income	334	284	-	-
Total revenues	59,076	58,550	54,411	46,740
EXPENDITURES:				
Principal retirement	35,000	35,000	40,000	35,000
Interest and fiscal charges	15,139	12,662	10,000	7,329
Other charges	3,311	3,781	3,311	3,311
Operating transfers-out	1,000	1,000	1,100	1,100
Total expenditures	54,450	52,443	54,411	46,740
FUND BALANCES:				
Designated for debt service	116,777	122,883	122,883	122,883
Total reserves or designations:	116,777	122,883	122,883	122,883
Fund balance - June 30	$ 116,776	$ 122,883	$ 122,883	$ 122,883

CITY OF CAMPBELL
REDEVELOPMENT AGENCY FUND (364)
REVENUES - EXPENDITURES - FUND BALANCES

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$ (597,349)	$ 995,272	$ 2,506,048	$ 2,547,725
REVENUES:				
Property tax	5,349,414	5,947,747	5,768,338	5,768,338
Investment income	377,579	311,154	125,000	125,000
Operating transfers-in	200,000	200,000	200,000	200,000
Total revenues	5,926,993	6,458,901	6,093,338	6,093,338
EXPENDITURES:				
Inter-governmental	2,076,040	2,299,453	2,570,000	4,853,616
Debt service-principal retirement	510,000	935,000	1,232,890	1,243,240
Debt service-interest and fiscal charges	1,682,010	1,645,943	1,597,714	1,587,626
Debt service-other charges	13,810	10,280	8,300	8,300
Operating transfers-out	52,512	57,449	642,757	571,601
Total expenditures	4,334,372	4,948,125	6,051,661	8,264,383
FUND BALANCES:				
Designated for debt service	995,272	2,506,048	2,547,725	376,680
Total reserves or designations:	995,272	2,506,048	2,547,725	376,680
Fund balance - June 30	$ 995,272	$ 2,506,048	$ 2,547,725	$ 376,680

CITY OF CAMPBELL
C.O.P. DEBT SERVICE FUND (366)
REVENUES - EXPENDITURES - FUND BALANCES

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$8,196,950	$7,951,860	$ 7,699,371	$ 7,699,371
REVENUES:				
Interest payments	135,608	128,247	128,247	110,856
Debt service reimbursement from RDA	400,000	400,000	400,000	400,000
Principal repayment	(20,700)	(20,700)	233,910	250,470
Other revenue	1,665	521	-	-
Operating transfers-in	112,918	114,219	114,085	113,042
Total revenues	629,491	622,287	876,242	874,368
EXPENDITURES:				
Principal repayments	545,000	565,000	585,000	605,000
Interest and fiscal charges	327,556	309,776	289,642	267,768
Bond issuance costs and agent fees	2,025	-	1,600	1,600
Total expenditures	874,581	874,776	876,242	874,368
FUND BALANCES:				
Reserved	7,951,860	7,699,371	7,699,371	7,699,371
Total reserves or designations:	7,951,860	7,699,371	7,699,371	7,699,371
Fund balance - June 30	$7,951,860	$7,699,371	$ 7,699,371	$ 7,699,371

CITY OF CAMPBELL
1997 C.O.P. DEBT SERVICE FUND (368)
REVENUES - EXPENDITURES - FUND BALANCES

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$ 2,129	$ 4,138	$ 4,485	$ 4,485
REVENUES:				
Investment income	282,733	281,703	281,792	279,796
Other revenue	21,609	20,700	20,700	22,770
Operating transfers-in	432,483	429,964	427,639	430,070
Total revenues	736,825	732,367	730,131	732,636
EXPENDITURES:				
Principal retirement	50,000	50,000	50,000	55,000
Interest and fiscal charges	684,816	682,020	680,131	677,636
Total expenditures	734,816	732,020	730,131	732,636
FUND BALANCES:				
Unreserved, designated	4,138	4,485	4,485	4,485
Total reserves or designations:	4,138	4,485	4,485	4,485
Fund balance - June 30	$ 4,138	$ 4,485	$ 4,485	$ 4,485

CITY OF CAMPBELL
CAPITAL PROJECTS - RDA FUND (434)
REVENUES - EXPENDITURES - FUND BALANCES

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Fund balance, July 1	$1,820,409	$1,605,337	$ 1,125,195	$ 304,447
REVENUES:				
Investment income	130,647	46,425	26,000	25,000
Other Revenue	249,372	64,442	-	1,000
Operating transfers-in	-	-	615,185	511,029
Total revenues	380,019	110,867	641,185	537,029
EXPENDITURES:				
RDA Administration	378,080	376,850	431,579	326,607
Operating transfers-out	172,011	180,448	233,860	210,422
Total operating expenditures	550,091	557,298	665,439	537,029
Capital transfers-out	45,000	33,711	796,494	-
Total expenditures	595,091	591,009	1,461,933	537,029
FUND BALANCES:				
Unreserved, designated for projects	1,605,337	1,125,195	304,447	304,447
Total reserves or designations:	1,605,337	1,125,195	304,447	304,447
Fund balance - June 30	$1,605,337	$1,125,195	$ 304,447	$ 304,447

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

Description	06/07 Actual	07/08 Actual	08/09 Estimated	09/10 Adopted
Fund balance, July 1	$ 104,200	$ 356,993	$ 135,884	$ 135,884
REVENUES:				
Project revenues	27,089	91,269	-	-
Capital transfers-in	3,380,711	2,719,730	4,535,000	2,458,250
Total revenues	3,407,800	2,810,999	4,535,000	2,458,250
EXPENDITURES:				
Capital outlay	3,155,007	3,032,108	4,535,000	2,458,250
Total expenditures	3,155,007	3,032,108	4,535,000	2,458,250
FUND BALANCES:				
Reserved	356,993	135,884	135,884	135,884
Total reserves or designations:	356,993	135,884	135,884	135,884
Fund balance - June 30	$ 356,993	$ 135,884	$ 135,884	$ 135,884

CITY OF CAMPBELL
MOTOR VEHICLE POOL FUND (641)
REVENUE - EXPENSES - RETAINED EARNINGS

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Retained earnings at beginning of year	$ 1,439,460	$1,367,440	$ 1,156,925	$ 1,002,118
REVENUES:				
Users fees and charges	952,980	950,000	950,000	855,400
Other revenue	6,476	2,502	10,000	10,000
Gain (loss) from sale of assets	-	-	7,000	7,000
Operating transfers - in	105,000	13,830	24,000	-
Total revenues	1,064,456	966,332	991,000	872,400
EXPENSES:				
Personnel services	328,385	280,717	334,492	291,582
Services and supplies	489,445	581,106	511,315	405,371
Depreciation	268,646	264,212	250,000	250,000
Operating transfers-out	50,000	50,812	50,000	50,000
Total operating expenses	1,136,476	1,176,847	1,145,807	996,953
Total expenses	1,136,476	1,176,847	1,145,807	996,953
Net income (loss)	(72,020)	(210,515)	(154,807)	(124,553)
EQUITY:				
Retained earnings at end of the year	1,367,440	1,156,925	1,002,118	877,565
Contributed capital	454,766	454,766	454,766	454,766
Total equity	$ 1,822,206	$1,611,691	$ 1,456,884	$ 1,332,331

CITY OF CAMPBELL
INFORMATION TECHNOLOGIES FUND (647)
REVENUES - EXPENSES - RETAINED EARNINGS

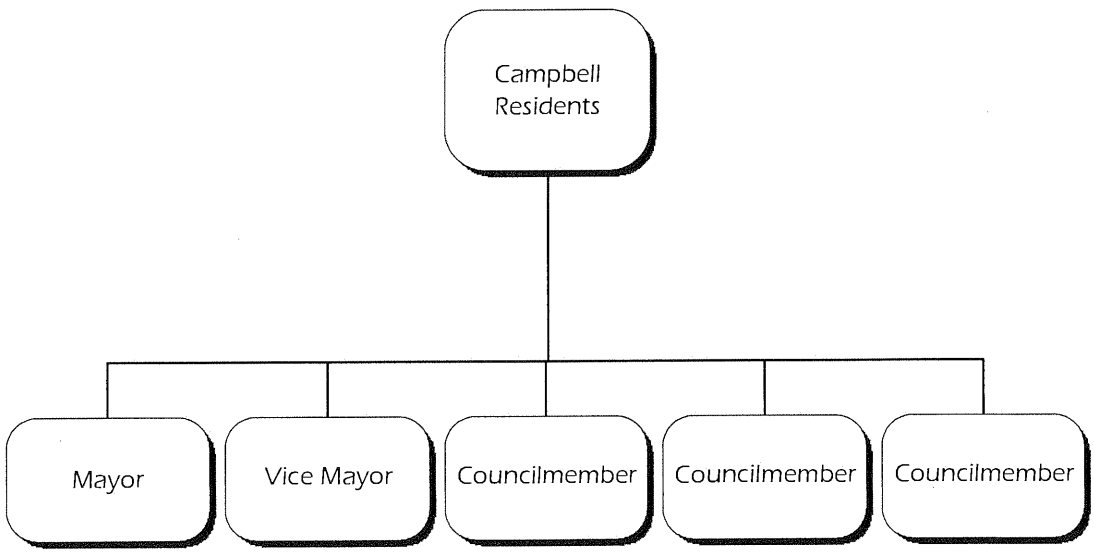
Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Retained earnings at beginning of year	$ 605,365	$ 500,998	$ 419,076	$ 366,689
REVENUES:				
Users fees and charges	1,050,000	1,050,000	1,050,000	802,000
Other income	8,550	449	-	10,000
Operating transfers-in	42,646	812	-	-
Total revenues	1,101,196	1,051,261	1,050,000	812,000
EXPENSES:				
Personnel Services	350,469	481,686	532,604	498,626
Services and supplies	552,733	409,425	547,207	289,487
Depreciation	281,686	220,364	-	-
Operating transfers-out	20,675	21,708	22,576	22,576
Total expenses	1,205,563	1,133,183	1,102,387	810,689
Net income (loss)	(104,367)	(81,922)	(52,387)	1,311
EQUITY:				
Retained earnings at end of the year - Reserved for capital replacement	500,998	419,076	366,689	368,000
Contributed capital	1,386,242	1,386,242	1,386,242	1,386,242
Total equity	$ 1,887,240	$1,805,318	$ 1,752,931	$ 1,754,242

CITY OF CAMPBELL
WORKERS' COMPENSATION FUND (690)
REVENUES - EXPENSES - RETAINED EARNINGS

Description	07/08 Actual	08/09 Actual	09/10 Estimated	10/11 Estimated
Retained earnings at beginning of year	$ (202,236)	$ 646,744	$ 1,492,307	$ 1,492,355
REVENUES:				
Charges to operating departments	910,471	721,992	432,121	381,242
Total revenues	910,471	721,992	432,121	381,242
EXPENSES:				
Personnel services	33,326	35,600	35,974	35,317
Services and supplies	440,185	251,528	346,099	345,750
Change in accrual	(412,020)	(410,699)	50,000	-
Total expenses	61,491	(123,571)	432,073	381,067
Net income (loss)	848,980	845,563	48	175
EQUITY:				
Retained earnings at end of year - Reserved for future claims	$ 646,744	$1,492,307	$ 1,492,355	$ 1,492,530

City Council

City Council
2010 - 2011



Mayor & Council serve as Redevelopment Agency
Chairperson and Board Members, respectively.

CITY COUNCIL SUMMARY

Staffing (Full-Time Equivalents)

Budgeted Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Council Members	5.00	5.00	5.00	5.00
Total Budgeted Positions	**5.00**	**5.00**	**5.00**	**5.00**

Expenditure Summary

Description	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Employee Services	$ 108,971	$ 111,117	$ 122,477	$ 122,726
Supplies & Other Services & Capital Outlay	137,038	143,291	144,798	128,695
Debt Service	-	-	-	-
Total Before Transfers	246,009	254,408	267,275	251,421
Transfers-Out	-	-	-	-
Appropriation Total	246,009	254,408	267,275	251,421
Less Transfers-In	54,340	55,662	57,825	54,235
Net Cost	$ 191,669	$ 198,746	$ 209,450	$ 197,186

Revenue Summary

Total Revenue Monitored by Department	$ -	$ -	$ -	$ -

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 association to strengthen local government.

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

EXHIBIT A
101.501

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 108,971	$ 111,117	$ 122,477	$ 122,726
Supplies, Services & Capital Outlay (Exhibit C)	137,038	143,291	144,798	128,695
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	246,009	254,408	267,275	251,421
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 246,009	$ 254,408	$ 267,275	$ 251,421

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 191,669	$ 198,746	$ 209,450	$ 197,186
Gas Tax	204	9899	50,590	52,362	54,075	52,375
RDA - Administration	434	9899	3,750	3,300	3,750	1,860
TOTAL			$ 246,009	$ 254,408	$ 267,275	$ 251,421

REVENUES MONITORED BY THIS PROGRAM

Gas Tax - Transfers In	101	6899	$ 50,590	$ 52,362	$ 54,075	$ 52,375
RDA - Administration - Transfers In	101	6899	3,750	3,300	3,750	1,860
TOTAL			$ 54,340	$ 55,662	$ 57,825	$ 54,235

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: CITY COUNCIL

EXHIBIT B
101.501

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.501.7001 Personnel - Regular	$ 39,693	$ 37,777	$ 38,725	$ 37,075
101.501.7002 Personnel - Temporary	-	-	-	-
101.501.7003 Personnel - Overtime	-	750	-	-
101.501.7005 Personnel - POST	-	-	-	-
101.501.7103 Personnel - Holiday Pay	-	-	-	-
101.501.7104 Meal Allowance	-	-	-	-
101.501.7105 Uniform Allowance	-	-	-	-
101.501.7106 Retirement	2,910	3,187	4,147	4,045
101.501.7107 Dental Insurance	7,915	8,059	8,100	8,040
101.501.7108 Group Health Insurance	46,186	49,458	60,000	62,100
101.501.7109 Group Life Insurance	946	961	1,200	1,200
101.501.7110 Workers' Compensation Insurance	322	288	143	128
101.501.7111 Unemployment Insurance	-	-	-	-
101.501.7112 Group Disability Insurance	50	-	-	-
101.501.7113 Medicare	892	711	562	538
101.501.7114 Auto Allowance	9,601	9,748	9,600	9,600
101.501.7118 Other Benefit Pay	-	-	-	-
101.501.7119 Social Security	-	-	-	-
101.501.7122 Deferred Compensation Contribution	456	178	-	-
101.501.7126 PARS 457 Retirement	-	-	-	-
101.501.7115 Cell Phone Allowance	-	-	-	-
101.501.7121 Leave Balance Payout				-
101.501.7130 Project Overhead Cost				
TOTAL	**$ 108,971**	**$ 111,117**	**$ 122,477**	$ 122,726

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: CITY COUNCIL

EXHIBIT B-1
101.501

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Council Member *	5.00	5.00	5.00	5.00	$ 35,425
Redevelopment Agency Board **					1,650
* City Council also serves as RDA Board Members. Council / RDA is not a full-time position.					
** Operating Transfer from RDA for Salary & Benefits.					
TOTAL	**5.00**	**5.00**	**5.00**	**5.00**	**$ 37,075**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

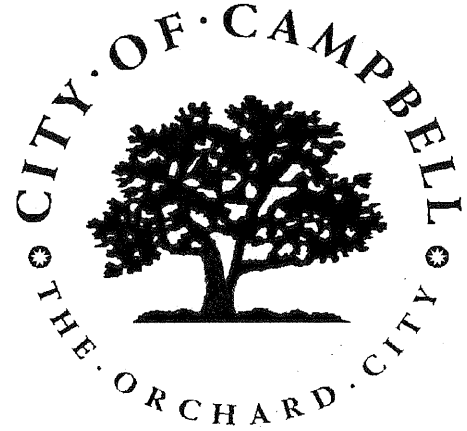
CITY OF CAMPBELL **EXHIBIT C**
OPERATING BUDGET - Supplies & Services Summary **101.501**
PROGRAM: CITY COUNCIL

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.501.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.501.7421 Communications - Phones	-	1,959	2,000	1,000
101.501.7422 Advertising	-	-	-	-
101.501.7423 Clothing and Personal Expense	-	-	-	-
101.501.7424 Office Expense	83	490	250	500
101.501.7425 Minor Tools & Equipment	-	-	-	-
101.501.7427 Special Departmental Expense	8,780	5,179	7,000	7,000
101.501.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.501.7429 Maintenance & Operation of Equipment	1,001	665	-	-
101.501.7430 Professional & Specialized Services	22,962	17,808	17,600	17,600
101.501.7431 Promotional Expense*	-	-	-	-
101.501.7432 Other Contractual Services	-	-	-	-
101.501.7433 Insurance and Surety Bonds	-	-	-	-
101.501.7434 Memberships, Dues, Books	77,396	84,615	87,948	82,595
101.501.7435 Professional Development & Meetings	26,816	32,575	30,000	20,000
101.501.7437 Staff Development	-	-	-	-
101.501.7438 Other Charges	-	-	-	-
101.501.7441 Special Community Services	-	-	-	-
101.501.7442 Insurance Claims Expense	-	-	-	-
101.501.7548 User Charges - Photocopy/Fax	-	-	-	-
101.501.7549 User Charges - Communications Pool	-	-	-	-
101.501.7550 User Charges - Motor Pool	-	-	-	-
101.501.7551 User Charges - IT Pool	-	-	-	-
101.501.7884 Machinery & Equipment	-	-	-	-
* Moved to 101.601 in FY 02/03				
TOTAL	**$ 137,038**	**$ 143,291**	**$ 144,798**	**$ 128,695**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: CITY COUNCIL

EXHIBIT C-1
101.501

Description	10/11 Adopted
7421 COMMUNICATIONS - PHONES	
Cell phones	$ 1,000
7424 OFFICE EXPENSE	
Office Supplies	500
7427 SPECIAL DEPARTMENTAL EXPENSE	
Advisory Commission Recognition Dinner	5,000
Cablecasting Program Supplies and Internet Service	1,350
Miscellaneous Supplies	200
Photography	100
Plaques, Awards & Promotional Items	350
	7,000
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Cablecasting Services Contract	17,600
7434 MEMBERSHIPS, DUES & BOOKS	
Books	
Dues:	
Association of Bay Area Governments (ABAG)	7,520
League of California Cities	14,300
National League of Cities	3,300
Peninsula Division of League of California Cities	100
Santa Clara County Cities Association	4,900
Santa Clara County Transportation Authority (Congestion Management) *	52,375
Subscriptions: Business Journal	100
	82,595
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	
Conferences and Meetings	20,000
* Funded From Gas Tax	
TOTAL	$ 128,695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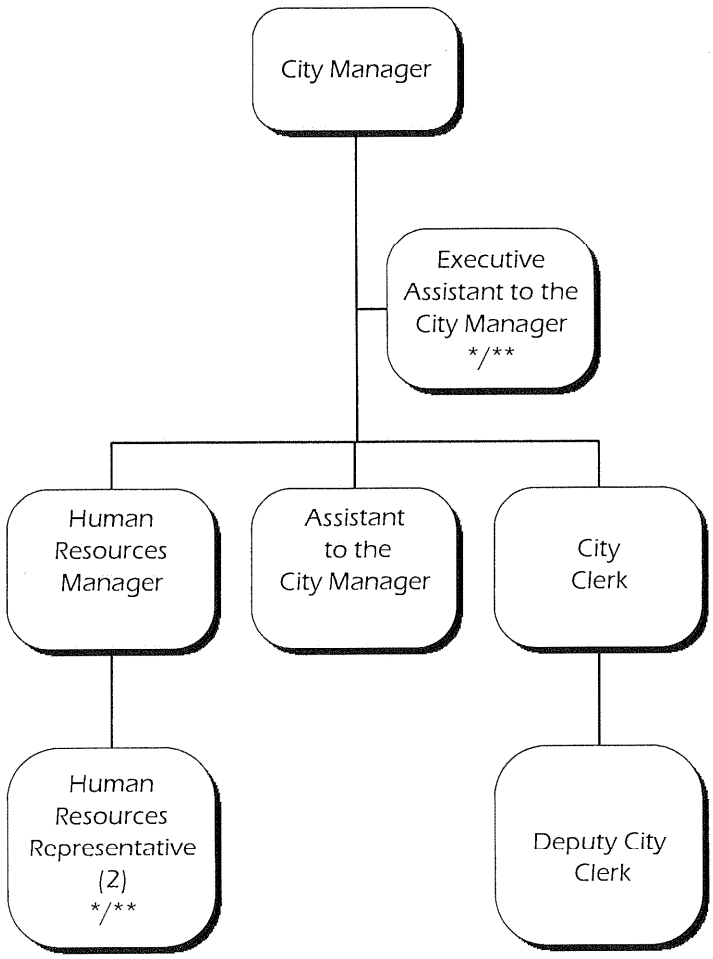
City Manager

City Manager's Office
2010 - 2011



* Confidential
** Permanent Part-Time

CITY MANAGER DEPARTMENT SUMMARY

Staffing (Full-Time Equivalents)

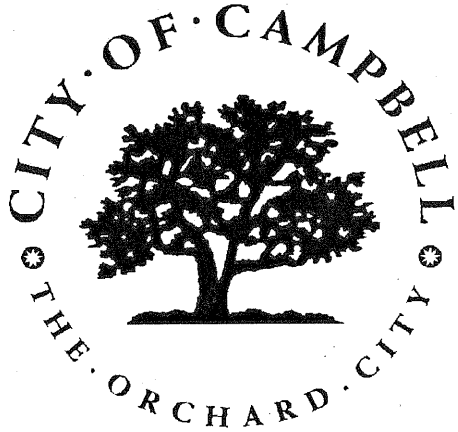
Budgeted Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Assistant to the City Manager	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Executive Assistant to the City Manager	1.00	1.00	1.00	0.90
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Representative	0.75	0.75	0.75	1.50
Office Assistant	1.00	1.00	1.00	-
Office Specialist	1.00	1.00	1.00	-
Total Budgeted Positions	**8.75**	**8.75**	**8.75**	**7.40**
Temporary Positions				
Temporary Clerical Assistance	-	-	-	-
Summer Intern	-	-	0.08	-
Total Temporary Positions	**-**	**-**	**0.08**	**-**
Total Staffing	**8.75**	**8.75**	**8.83**	**7.40**

Expenditure Summary

Description	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Employee Services	$ 1,087,080	$ 1,136,723	$ 1,163,626	$ 1,038,607
Supplies & Other Services & Capital Outlay	497,302	486,905	923,681	907,078
Debt Service	-	-	-	-
Total Before Transfers	1,584,382	1,623,628	2,087,307	1,945,685
Transfers-Out	-	-	-	-
Appropriation Total	1,584,382	1,623,628	2,087,307	1,945,685
Less Transfers-In	64,978	66,638	72,244	93,944
Net Cost	$ 1,519,404	$ 1,556,990	$ 2,015,063	$ 1,851,741

Revenue Summary

Total Revenue Monitored by Department	$ 1,614,014	$ 1,462,606	$ 1,166,943	$ 819,242


CITY·OF·CAMPBELL
THE·ORCHARD·CITY

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 7-year Capital Improvement Plan.
- Provide public information to the community through the Campbell Profile newsletter, City website, press releases and Government Channel 26.
- Provide staff support to the City Council and Civic Improvement Commission.
- Monitor and analyze proposed legislation and, where appropriate recommend positions.
- Supervise City-wide purchasing and procurement approval process.
- Assist with review of CDBG and Social Service Sub-grant applications.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Assist with a ballot measure for converting City Clerk and City Treasurer positions from elected to appointed (carryover) as well as the Revenue Measure, if pursued.
- Review and update City's policy on Gift Acceptance and Donations. #
- Explore the roles and responsibilities of the Council liaison to the Friends of the Heritage Theatre and Museum Foundation.
- Audit City's cable franchise for compliance.
- Pursue "Poetry in Motion" project. *
- Orient new Councilmembers.
- Evaluate going to a two-year funding cycle for social service sub-grants and Community Development Block Grant (CDBG) allocations.

Lower priority will only be done if resources are available.
* Projects suggested by Boards & Commissions or Council.

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Quarterly Council Agenda items presented as scheduled 90% of time.	82%	88%	93%
2	City Manager's Office will respond to citizen concerns within 2 business days 85% of time. #	**	100%	96%
3	Review and process Purchase Orders within 2 business days 90% of time.	100%	100%	100%
4	Civic Improvement Commission agenda packets will be completed and transmitted 4 business days prior to meeting 95% of time.	100%	100%	100%
5	Civic Improvement Commission annual Workplan Items will meet timelines 90% of time.	100%	100%	100%
6	Public Information Workplan Items will meet timelines 90% of time.	100%	***	***

* 6 months only.
** Data not fully collected.
*** Data reported at fiscal year end.
# This is a reduced standard due to the Budget Correction Strategy.

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

EXHIBIT A
101.510

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 517,763	$ 506,852	$ 509,484	$ 479,704
Supplies, Services & Capital Outlay (Exhibit C)	178,080	123,935	115,283	100,790
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	695,843	630,787	624,767	580,494
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 695,843	$ 630,787	$ 624,767	$ 580,494

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 630,865	$ 564,149	$ 552,523	$ 508,250
Environmental Services	209	9899	17,500	17,500	17,500	17,500
RDA - 20% Housing	223	9899	17,655	18,272	19,185	19,185
RDA - Administration	434	9899	29,823	30,866	35,559	35,559
TOTAL			$ 695,843	$ 630,787	$ 624,767	$ 580,494

REVENUES MONITORED BY THIS PROGRAM

Cable TV Franchise Fee	101	4122	$ 389,592	$ 396,917	$ 400,532	$ 380,000
Environmental Services - Transfers In	101	6899	17,500	17,500	17,500	17,500
RDA - 20% Housing - Transfers In	101	6899	17,655	18,272	19,185	19,185
RDA - Administration - Transfers In	101	6899	29,823	30,866	35,559	35,559
Telephone Franchise Fee	101	4125	1,872	34,770	17,590	58,000
TOTAL			$ 456,442	$ 498,325	$ 490,366	$ 510,244

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: CITY MANAGER - ADMINISTRATION

EXHIBIT B
101.510

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.510.7001 Personnel - Regular	$ 393,036	$ 391,003	$ 404,432	$ 380,830
101.510.7002 Personnel - Temporary	12,749	-	-	-
101.510.7003 Personnel - Overtime	554	5	300	-
101.510.7005 Personnel - POST	-	-	-	-
101.510.7103 Personnel - Holiday Pay	-	-	-	-
101.510.7104 Meal Allowance	-	-	-	-
101.510.7105 Uniform Allowance	-	-	-	-
101.510.7106 Retirement	45,749	44,547	43,311	41,552
101.510.7107 Dental Insurance	4,775	4,836	4,587	4,776
101.510.7108 Group Health Insurance	32,951	36,914	35,774	35,505
101.510.7109 Group Life Insurance	570	577	744	480
101.510.7110 Workers' Compensation Insurance	3,182	2,443	1,497	1,310
101.510.7111 Unemployment Insurance	-	-	-	-
101.510.7112 Group Disability Insurance	2,211	2,237	3,050	2,902
101.510.7113 Medicare	5,951	5,846	5,869	5,522
101.510.7114 Auto Allowance	7,246	7,320	7,320	3,660
101.510.7118 Other Benefit Pay	5,037	7,484	-	-
101.510.7119 Social Security	-	-	-	-
101.510.7122 Deferred Compensation Contribution	3,598	3,640	2,600	2,327
101.510.7126 PARS 457 Retirement	154	-	-	-
101.510.7115 Cell Phone Allowance	-	-	-	840
101.510.7121 Leave Balance Payout				-
101.510.7130 Project Overhead Cost				
TOTAL	**$ 517,763**	**$ 506,852**	**$ 509,484**	**$ 479,704**

CITY OF CAMPBELL **EXHIBIT B-1**
OPERATING BUDGET - Personnel Allocation **101.510**
PROGRAM: CITY MANAGER - ADMINISTRATION

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
City Manager	1.00	1.00	1.00	1.00	$ 183,638
Assistant to the City Manager	0.80	1.00	1.00	1.00	123,286
Executive Assistant to the City Manager	1.00	1.00	1.00	0.90	73,906
Office Specialist (Confidential)	0.50	-	-	-	-
Office Assistant *	0.10	0.10	0.10	-	-
* Moved to Program 535 in FY 11					
TOTAL	**3.40**	**3.10**	**3.10**	**2.90**	**$ 380,830**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: CITY MANAGER - ADMINISTRATION

EXHIBIT C
101.510

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.510.7420 Utilities - Electricity/Gas	$ -			
101.510.7421 Communications - Phones	771	1,050	$ 700	$ -
101.510.7422 Advertising	-	-	-	-
101.510.7423 Clothing and Personal Expense	-	-	-	-
101.510.7424 Office Expense	1,558	869	1,000	1,300
101.510.7425 Minor Tools & Equipment	-	-	-	-
101.510.7427 Special Departmental Expense	2,011	3,840	4,000	3,500
101.510.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.510.7429 Maintenance & Operation of Equipment	425	201	-	-
101.510.7430 Professional & Specialized Services	80,207	15,753	1,000	-
101.510.7431 Promotional Expense	2,500	12,500	12,500	12,000
101.510.7432 Other Contractual Services	44,873	45,285	50,000	43,000
101.510.7433 Insurance and Surety Bonds	-	-	-	-
101.510.7434 Memberships, Dues, Books	3,466	2,561	4,000	3,500
101.510.7435 Professional Development & Meetings	4,182	3,793	4,000	3,500
101.510.7437 Staff Development	-	-	-	-
101.510.7438 Other Charges	-	-	-	-
101.510.7441 Special Community Services	-	-	-	-
101.510.7442 Insurance Claims Expense	-	-	-	-
101.510.7548 User Charges - Photocopy/Fax	-	-	-	-
101.510.7549 User Charges - Communications Pool	-	-	-	-
101.510.7550 User Charges - Motor Pool	4	-	-	-
101.510.7551 User Charges - IT Pool	38,083	38,083	38,083	33,990
101.510.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 178,080**	**$ 123,935**	**$ 115,283**	**$ 100,790**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: CITY MANAGER - ADMINISTRATION	EXHIBIT C-1 101.510
Description	**10/11 Adopted**
7424 OFFICE EXPENSE	
Office Supplies - Printed Forms	1,300
7427 SPECIAL DEPARTMENTAL EXPENSE	
Citywide Employee Recognition	750
Civic Improvement Commission Project	250
Departmental Employee Recognition	200
Employees' Holiday Event/Annual Picnic Potluck	2,000
Special Supplies, Film Processing & Awards	300
	3,500
7431 PROMOTIONAL EXPENSE	
Countywide 2-1-1 Initiative (United Way Silicon Valley)	2,000
Chamber of Commerce Information & Referral Contract	10,000
	12,000
7432 OTHER CONTRACTUAL SERVICES	
Social Service Grants: *	
Catholic Charities / Ombudsman Program	5,750
Live Oak Adult Day Services	5,000
Outreach & Escort - Case Management Services	7,500
Saratoga Adult Care Center	4,000
Second Harvest Food Bank / Brown Bag Program	7,500
Teen Counseling Center	7,500
The Health Trust / Meals on Wheels	5,750
	43,000
7434 MEMBERSHIPS, DUES & BOOKS	
Dues: International City Management Association (ICMA); Chamber of Commerce; Municipal Management Assistants Northern California (MMANC); California Association of Public Information Officers (CAPIO), National Notary Association, SCCCMA, WVM&M	2,750 750
	3,500
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	3,500
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**33,990**
* As Approved by City Council on 05/18/10	
TOTAL	$ 100,790

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.
- Administer the City's Business License Program.
- 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.
- Receive and reconcile daily accounts receivable revenues.
- Prepare/publish public notices consistent with statutory requirements.
- Manage City Clerk public records utilizing document imaging system.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Conduct November 2, 2010 General Municipal election.
- Monitor compliance of AB1234 – Ethics Training for elected and appointed officials.
- Assist with review of Gift and Donation Policy.
- Assist with review and possible implementation of paperless agenda process. (carryover)

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	100% of legal notification requirements for Council Meetings are met.	100%	100%	100%
2	90% of the Minutes, Resolutions and Ordinances will be scanned into document imaging within two weeks of City Council approval.	100%	100%	75%
3	90% of the Minutes of City Council Meetings will be accurately prepared for approval at the next regular Council Meeting.	90%	100%	100%
4	90% of the City Council meeting follow-up (correspondence, confirming documents, signatures, copy distribution, document filing) will be completed within two weeks of Council meeting date.	100%	100%	100%

*6 months only

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

EXHIBIT A
101.511

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 296,174	$ 295,667	$ 311,923	**$ 226,070**
Supplies, Services & Capital Outlay (Exhibit C)	95,812	164,331	112,917	**188,773**
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	391,986	459,998	424,840	**414,843**
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 391,986**	**$ 459,998**	**$ 424,840**	**$ 414,843**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 391,986	$ 459,998	$ 424,840	**$ 393,143**
RDA 20% Housing	223	9899	-	-	-	**4,340**
RDA Administration	434	9899	-	-	-	**17,360**
TOTAL			**$ 391,986**	**$ 459,998**	**$ 424,840**	**$ 414,843**

REVENUES MONITORED BY THIS PROGRAM

Business License Fee *	101	4152	$ 233,162	$ 232,424	$ 215,000	$ -
Business License Application & Processing Fee *	101	4652	78,716	81,274	80,000	-
Expense Abatement-Bus Passes	101	4967	201	(4,770)	-	-
Cash Over/Short	101	6070	-	(1)	-	-
RDA - 20% Housing - Transfer In	101	6899	-	-	4,340	**4,340**
RDA - Administration - Transfer In	101	6899	-	-	17,360	**17,360**
* Cashiering & Business License moved to Accounting Program 535 for FY 11.						
TOTAL			**$ 312,079**	**$ 308,927**	**$ 316,700**	**$ 21,700**

CITY OF CAMPBELL — **EXHIBIT B**
OPERATING BUDGET - Employee Services Summary — **101.511**
PROGRAM: CITY MANAGER - CITY CLERK

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.511.7001 Personnel - Regular	$ 218,922	$ 220,346	$ 236,205	$ 171,496
101.511.7002 Personnel - Temporary	-	383	-	-
101.511.7003 Personnel - Overtime	-	47	-	-
101.511.7005 Personnel - POST	-	-	-	-
101.511.7103 Personnel - Holiday Pay	-	-	-	-
101.511.7104 Meal Allowance	-	-	-	-
101.511.7105 Uniform Allowance	-	-	-	-
101.511.7106 Retirement	26,643	24,834	25,295	18,712
101.511.7107 Dental Insurance	4,515	4,394	4,698	3,216
101.511.7108 Group Health Insurance	31,004	30,642	32,770	23,617
101.511.7109 Group Life Insurance	539	524	696	432
101.511.7110 Workers' Compensation Insurance	1,797	1,417	874	590
101.511.7111 Unemployment Insurance	-	-	-	-
101.511.7112 Group Disability Insurance	1,919	1,731	2,530	1,860
101.511.7113 Medicare	3,496	3,533	3,425	2,487
101.511.7114 Auto Allowance	1,920	1,920	1,920	960
101.511.7118 Other Benefit Pay	1,909	2,486	-	-
101.511.7119 Social Security	-	-	-	-
101.511.7122 Deferred Compensation Contribution	3,510	3,410	3,510	2,340
101.511.7126 PARS 457 Retirement	-	-	-	-
101.511.7115 Cell Phone Allowance	-	-	-	360
101.511.7121 Leave Balance Payout				-
101.511.7130 Project Overhead Cost				
TOTAL	**$ 296,174**	**$ 295,667**	**$ 311,923**	**$ 226,070**

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

EXHIBIT B-1
101.511

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
City Clerk	1.00	1.00	1.00	1.00	$ 110,388
Deputy City Clerk	1.00	1.00	1.00	1.00	61,108
Office Assistant *	0.90	0.90	0.90	-	-
* Moved to #535 in FY 11					
TOTAL	2.90	2.90	2.90	2.00	$ 171,496

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL — **EXHIBIT C**
OPERATING BUDGET - Supplies & Services Summary — **101.511**
PROGRAM: CITY MANAGER - CITY CLERK

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.511.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.511.7421 Communications - Phones	349	382	400	-
101.511.7422 Advertising	15,888	16,567	16,700	16,700
101.511.7423 Clothing and Personal Expense	-	-	-	-
101.511.7424 Office Expense	37,801	34,734	48,000	43,500
101.511.7425 Minor Tools & Equipment	-	-	-	-
101.511.7427 Special Departmental Expense	116	543	1,000	900
101.511.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.511.7429 Maintenance & Operation of Equipment	5,827	6,359	6,900	7,000
101.511.7430 Professional & Specialized Services	6,763	5,053	9,000	8,000
101.511.7431 Promotional Expense	-	-	-	-
101.511.7432 Other Contractual Services	-	-	-	-
101.511.7433 Insurance and Surety Bonds	-	-	-	-
101.511.7434 Memberships, Dues, Books	1,025	544	1,015	1,015
101.511.7435 Professional Development & Meetings	836	1,241	2,500	2,500
101.511.7436 Election Expense	-	71,706	-	98,500
101.511.7437 Staff Development	-	-	-	-
101.511.7441 Special Community Services	-	-	-	-
101.511.7442 Insurance Claims Expense	-	-	-	-
101.511.7548 User Charges - Photocopy/Fax	-	-	-	-
101.511.7549 User Charges - Communications Pool	-	-	-	-
101.511.7550 User Charges - Motor Pool	5	-	200	200
101.511.7551 User Charges - IT Pool	27,202	27,202	27,202	10,458
101.511.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 95,812**	**$ 164,331**	**$ 112,917**	**$ 188,773**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: CITY MANAGER - CITY CLERK	EXHIBIT C-1 101.511
Description	**10/11 Adopted**
7422 ADVERTISING	
Legal Notices, Ordinances, Resolutions, Notice to Bidders, Display Ads, Etc.	**$ 16,700**
7424 OFFICE EXPENSE	
Office Supplies	2,500
Postage for All Departments	41,000
	43,500
7427 SPECIAL DEPARTMENTAL EXPENSE	
Frames for City Council Proclamations/Resolutions	400
Minute, Ordinance & Resolution Books	200
Office Equipment	300
	900
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Mailing Machine - 48 Month Lease	6,000
Supplies for Postage Machine	500
U.S. Audio (Sony Recorder Maintenance & Supplies)	500
	7,000
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Codification of Ordinances Amending Campbell Municipal Code	8,000
7434 MEMBERSHIPS, DUES & BOOKS	
Books	100
Dues	465
Notary Renewal	300
Subscriptions	150
	1,015
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	**2,500**
7436 Election Expense	
November 2, 2010 General Municipal Election	98,500
7550 USER CHARGES - MOTOR POOL	
Pool Vehicle Rental	**200**
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**10,458**
TOTAL	**$ 188,773**

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 WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Meet and confer with all employee groups.
- Provide Sexual Harassment Training for all employees.
- Assist Information Technologies Division with implementation of new CalPERS reporting system.
- Conduct classification analysis and develop specifications for newly created positions as a result of Budget Corrections Strategy.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Complete 90% of recruitments in 2.5 months or less (time measured from date filing opens to date Eligibility List is established).	100%	100%	100%
2	90% of recruitments begin within two (2) weeks of approval to fill the position.	100%	100%	100%
3	Provide 22,000 volunteer hours to City programs annually.	22,021	21,340	21,354**
4	Employee inquiries regarding benefits and compensation are addressed within 3 working days 90% of the time	100%	100%	100%

*6 months only
** For calendar year 2009

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

EXHIBIT A
101.515

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 239,817	$ 298,604	$ 306,245	$ 297,516
Supplies, Services & Capital Outlay (Exhibit C)	195,246	357,809	299,731	271,765
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	435,063	656,413	605,976	569,281
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 435,063	$ 656,413	$ 605,976	$ 569,281

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 411,063	$ 636,413	$ 447,976	$ 569,281
General Fund - Unemployment Reserve*	101	6090	24,000	20,000	25,000	-
General Fund - OPEB Reserve	101	6090	-	-	133,000	-
* Beginning Fund Balance -						
Unemployment Insurance Reserve						
TOTAL			$ 435,063	$ 656,413	$ 605,976	$ 569,281

REVENUES MONITORED BY THIS PROGRAM

TOTAL			$ -	$ -	$ -	$ -

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

EXHIBIT B
101.515

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.515.7001 Personnel - Regular	$ 170,232	$ 224,574	$ 229,712	$ 224,039
101.515.7002 Personnel - Temporary	12,673	625	2,400	-
101.515.7003 Personnel - Overtime	-	-	-	-
101.515.7005 Personnel - POST	-	-	-	-
101.515.7103 Personnel - Holiday Pay	-	-	-	-
101.515.7104 Meal Allowance	-	-	-	-
101.515.7105 Uniform Allowance	-	-	-	-
101.515.7106 Retirement	21,119	25,570	24,600	28,477
101.515.7107 Dental Insurance	3,224	4,545	3,666	4,406
101.515.7108 Group Health Insurance	18,690	26,759	33,859	29,860
101.515.7109 Group Life Insurance	386	542	672	672
101.515.7110 Workers' Compensation Insurance	1,717	1,755	859	771
101.515.7111 Unemployment Insurance	-	-	-	-
101.515.7112 Group Disability Insurance	1,399	1,877	2,567	2,009
101.515.7113 Medicare	2,857	3,546	3,366	3,249
101.515.7114 Auto Allowance	1,610	1,536	1,536	768
101.515.7118 Other Benefit Pay	3,589	4,165	-	-
101.515.7119 Social Security	-	-	-	-
101.515.7122 Deferred Compensation Contribution	2,156	3,102	2,977	2,977
101.515.7126 PARS 457 Retirement	165	8	31	-
101.515.7115 Cell Phone Allowance	-	-	-	288
101.515.7121 Leave Balance Payout				-
101.515.7130 Project Overhead Cost				
TOTAL	**$ 239,817**	**$ 298,604**	**$ 306,245**	**$ 297,516**

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

EXHIBIT B-1
101.515

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Human Resources Manager *	0.80	0.80	0.80	0.80	$ 113,183
Human Resources Representative **	0.75	1.50	1.50	1.50	110,856
Assistant to the City Manager ***	0.20	-	-	-	-
Office Specialist (Confidential)	0.50	-	-	-	-
* Balance of Position in #516 ** Confidential 2 - 3/4 Positions					
TOTAL	2.25	2.30	2.30	2.30	$ 224,039

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Summer Intern	-	-	0.08	-	$ -
TOTAL	-	-	0.08	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: CITY MANAGER - HUMAN RESOURCES

EXHIBIT C
101.515

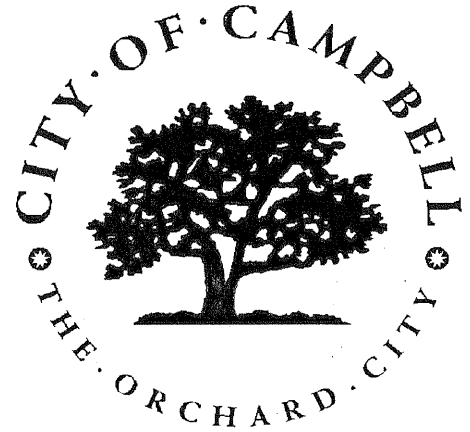
Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.515.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.515.7421 Communications - Phones	365	547	400	-
101.515.7422 Advertising	752	1,104	1,500	500
101.515.7423 Clothing and Personal Expense	-	-	-	-
101.515.7424 Office Expense	3,683	1,428	2,000	750
101.515.7425 Minor Tools & Equipment	-	-	-	-
101.515.7427 Special Departmental Expense	4,078	3,239	6,000	5,400
101.515.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.515.7429 Maintenance & Operation of Equipment	-	-	-	-
101.515.7430 Professional & Specialized Services	60,107	91,974	75,150	69,650
101.515.7431 Promotional Expense	-	-	-	-
101.515.7432 Other Contractual Services	-	-	-	-
101.515.7433 Insurance and Surety Bonds	-	-	-	-
101.515.7434 Memberships, Dues, Books	1,775	1,747	1,500	750
101.515.7435 Professional Development & Meetings	8,415	4,471	5,000	3,500
101.515.7437 Staff Development	26,608	20,082	33,700	27,400
101.515.7438 Other Charges	-	-	-	-
101.515.7441 Special Community Services	4,273	4,865	5,500	5,000
101.515.7442 Insurance Claims Expense	17,179	26,612	25,000	25,000
101.515.7548 User Charges - Photocopy/Fax	-	-	-	-
101.515.7549 User Charges - Communications Pool	-	-	-	-
101.515.7550 User Charges - Motor Pool	25	-	100	100
101.515.7551 User Charges - IT Pool	10,881	10,881	10,881	8,715
101.515.7625 Retiree Health Rebate	57,105	72,859	133,000	125,000
101.515.7626 Retiree Health Prefunding (OPEB)	-	118,000	-	-
101.515.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 195,246**	**$ 357,809**	**$ 299,731**	**$ 271,765**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: CITY MANAGER - HUMAN RESOURCES

EXHIBIT C-1
101.515
Page 1

Description	10/11 Adopted
7422 ADVERTISING	$ 500
7424 OFFICE EXPENSE	
Office Supplies & Forms	750
7427 SPECIAL DEPARTMENTAL EXPENSE	
City-wide Safety Supplies	700
Fingerprinting - All New Permanent Employees and Temporary Recreation Employees as Required by Law	3,000
Oral Board Expenses	1,000
Negotiations Lunches	400
Travel Reimbursement - Out of Area Job Candidates	300
	5,400
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Attorney Fees - Labor Relations	5,000
Bilingual Testing	300
Cal Opps	1,500
CalPERS Health Administration Fee - Employee Benefit Specialists (EBS)	4,500
CalPERS Retired Members Health - EBS	1,500
City-Wide Safety Program / Injury & Illness Prevention Program (IIPP) Contract	17,500
Employee Relations Service (Includes Dues & Special Projects)	8,850
Hearing Conservation Program	700
Hepatitis B Vaccinations	1,100
Pre-employment Physicals (Not Clerical/Administrative)	3,000
Psychological Services (Critical Incident Debriefing/Fitness for Duty Evaluation)	1,100
Public Agency Retirement Systems (PARS) - Alternative to Social Security	12,000
Section 125 Administration Fee - EBS	11,100
Test Rental and Administration Fees	1,500
	69,650
7434 MEMBERSHIPS, DUES & BOOKS	
Books, Dues & Subscriptions	750
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	
Conferences & Meetings - Human Resources Manager	1,500
Conference / Seminar - HR Staff	1,500
H/R Related Seminars - Liebert, Cassidy, Whitmore, etc.	500
	3,500
SUB-TOTAL	$ 80,550

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Summary PROGRAM: CITY MANAGER - HUMAN RESOURCES	EXHIBIT C-1 101.515 Page 2
Description	**10/11 Adopted**
7437 STAFF DEVELOPMENT	
Annual Management Group/Department Head Training	$ 2,500
Central Tuition Reimbursement	12,000
Employee Relations Consortium	3,000
Healthy Lifestyle	1,500
Human Resources Training (Sexual Harassment)	2,400
Management Talent Exchange Program (MTEP)	1,000
Service & Retirement Awards Program	5,000
	27,400
7441 SPECIAL COMMUNITY SERVICES	
Volunteer Recognition	**5,000**
7442 INSURANCE CLAIMS EXPENSE	
Payment of Unemployment Claims (Extended Payment of Claims) *	**25,000**
7550 USER CHARGES - MOTOR POOL	
Pool Vehicle Rental	**100**
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**8,715**
7625 RETIREE HEALTH REBATE	
Upon retirement from the City of Campbell, employees who have completed at least seventeen years of service are eligible for health insurance reimbursement for self only up to $325 per month **	**125,000**
* Funded from Unemployment Reserve ** Funded from OPEB Reserve	
TOTAL	**$ 271,765**


CITY OF CAMPBELL
THE ORCHARD CITY

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	90% of claims are responded to within 5 working days.	100%	100%	100%
2	Number of recordable industrial injures	N/A	14	7
3	Percent of annual increase (decrease) in the number of recordable work related injuries.	(17%)	16%	(50%)

*6 months only

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

EXHIBIT A
690.516

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 33,326	$ 35,600	$ 35,974	**$ 35,317**
Supplies, Services & Capital Outlay (Exhibit C)	28,164	(159,170)	395,750	**345,750**
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	61,490	(123,570)	431,724	381,067
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 61,490**	**$ (123,570)**	**$ 431,724**	**$ 381,067**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Workers' Comp. Trust	690	5142	$ 910,471	$ 721,992	$ 432,121	$ 381,242
Workers' Comp. Ins. - Beg. Fund Bal.	690	6090	(848,981)	(845,562)	-	-
Insurance Claims Reimbursements	690	4962	-	-	-	-
TOTAL			**61,490**	**$ (123,570)**	**$ 432,121**	**$ 381,242**

REVENUES MONITORED BY THIS PROGRAM

Workers' Compensation:						
Charges to Operating Departments	690	5142	$ 910,471	$ 721,992	$ 432,121	$ 381,242
Insurance Claims Reimbursements	690	4962	-	-	-	-
TOTAL			**$ 910,471**	**$ 721,992**	**$ 432,121**	**$ 381,242**

CITY OF CAMPBELL — **EXHIBIT B**
OPERATING BUDGET - Employee Services Summary — **690.516**
PROGRAM: CITY MANAGER - WORKERS COMPENSATION INSURANCE

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
690.516.7001 Personnel - Regular	$ 25,438	$ 27,741	$ 28,947	$ 28,296
690.516.7002 Personnel - Temporary	-	-	-	-
690.516.7003 Personnel - Overtime	-	-	-	-
690.516.7005 Personnel - POST	-	-	-	-
690.516.7103 Personnel - Holiday Pay	-	-	-	-
690.516.7104 Meal Allowance	-	-	-	-
690.516.7105 Uniform Allowance	-	-	-	-
690.516.7106 Retirement	3,175	3,187	3,100	3,087
690.516.7107 Dental Insurance	312	312	324	322
690.516.7108 Group Health Insurance	2,183	2,243	2,213	2,362
690.516.7109 Group Life Insurance	37	37	48	48
690.516.7110 Workers' Compensation Insurance	205	170	107	97
690.516.7111 Unemployment Insurance	-	-	-	-
690.516.7112 Group Disability Insurance	158	158	223	223
690.516.7113 Medicare	350	392	420	410
690.516.7114 Auto Allowance	384	384	384	192
690.516.7118 Other Benefit Pay	876	768	-	-
690.516.7119 Social Security	-	-	-	-
690.516.7122 Deferred Compensation Contribution	208	208	208	208
690.516.7126 PARS 457 Retirement	-	-	-	-
690.516.7115 Cell Phone Allowance	-	-	-	72
690.516.7121 Leave Balance Payout				-
690.516.7130 Project Overhead Cost				
TOTAL	**$ 33,326**	**$ 35,600**	**$ 35,974**	**$ 35,317**

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

EXHIBIT B-1
690.516

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Human Resources Manager *	0.20	0.20	0.20	0.20	$ 28,296
* Balance of Position in #515					
TOTAL	0.20	0.20	0.20	0.20	$ 28,296

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: CITY MANAGER - WORKERS COMPENSATION INSURANCE

EXHIBIT C
690.516

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
690.516.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
690.516.7421 Communications - Phones	-	-	-	-
690.516.7422 Advertising	-	-	-	-
690.516.7423 Clothing and Personal Expense	-	-	-	-
690.516.7424 Office Expense	17	-	50	50
690.516.7425 Minor Tools & Equipment	-	-	-	-
690.516.7427 Special Departmental Expense	-	-	-	-
690.516.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
690.516.7429 Maintenance & Operation of Equipment	-	-	-	-
690.516.7430 Professional & Specialized Services	(31,256)	59,263	53,700	53,700
690.516.7431 Promotional Expense	-	-	-	-
690.516.7432 Other Contractual Services	-	-	-	-
690.516.7433 Insurance and Surety Bonds	128,881	44,736	42,000	42,000
690.516.7434 Memberships, Dues, Books	-	-	-	-
690.516.7435 Professional Development & Meetings	-	-	-	-
690.516.7437 Staff Development	-	-	-	-
690.516.7438 Other Charges	-	-	-	-
690.516.7441 Special Community Services	-	-	-	-
690.516.7442 Insurance Claims Expense	342,542	147,530	250,000	250,000
690.516.7548 User Charges - Photocopy/Fax	-	-	-	-
690.516.7549 User Charges - Communications Pool	-	-	-	-
690.516.7668 Change in Accrual W/C Losses	(412,020)	(410,699)	50,000	-
690.516.7669 Reimbursable W/C Claims Expense	-	-	-	-
690.516.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 28,164**	**$ (159,170)**	**$ 395,750**	**$ 345,750**

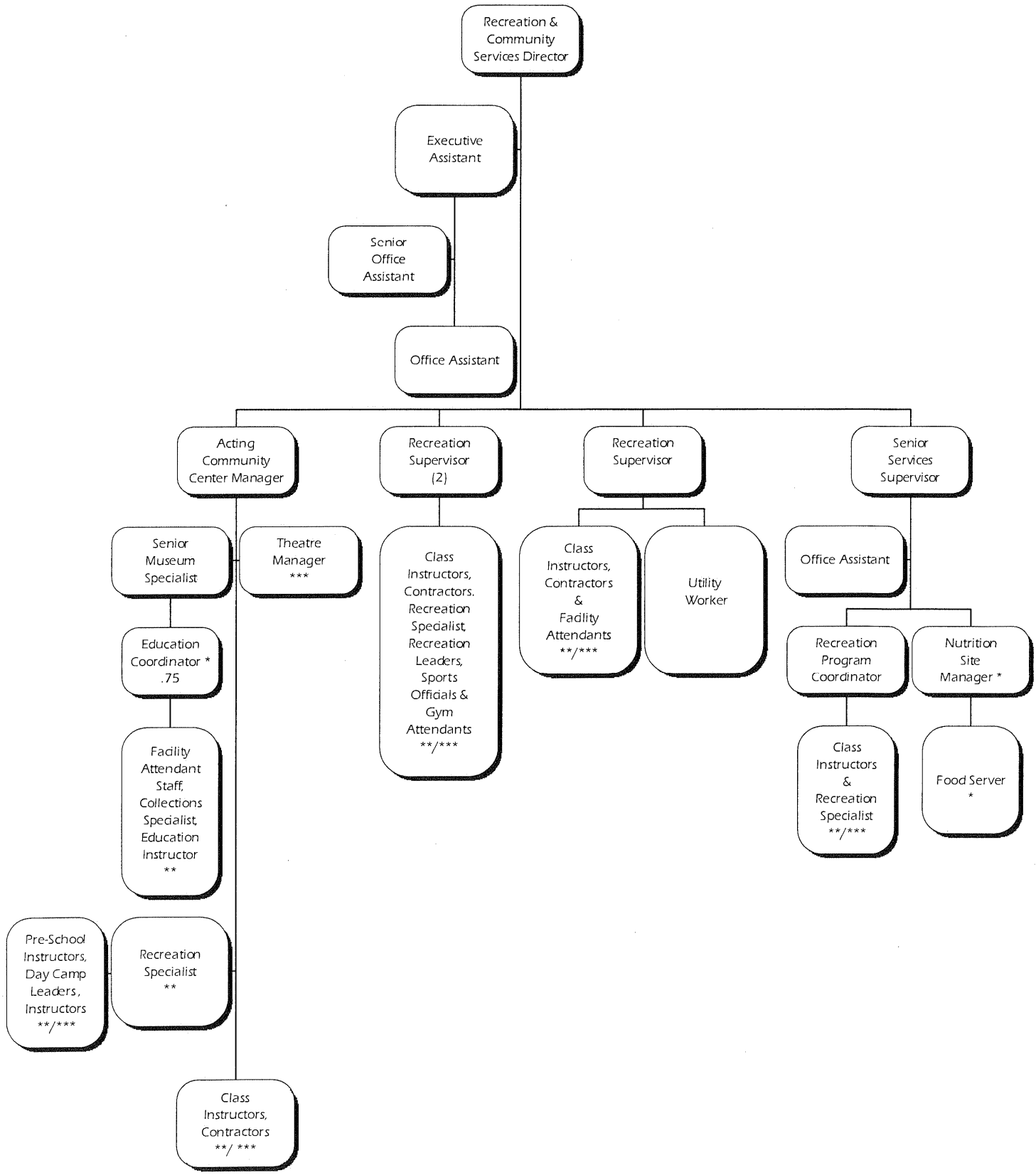
CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: CITY MANAGER - WORKERS COMPENSATION INSURANCE

EXHIBIT C-1
690.516

Description	10/11 Adopted
7424 OFFICE EXPENSE	
Supplies, Forms, Etc.	$ 50
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Actuarial Review	2,900
Department of Industrial Relations (DOIR) Self-Insurance Fee	8,800
Third-Party Administrator Fees (Tri-Star)	42,000
	53,700
7433 INSURANCE & SURETY BONDS	
Excess Workers' Compensation Insurance over $1,000,000 Self-Insured Retention (SIR)	**42,000**
7442 INSURANCE CLAIMS EXPENSE	
Disability Payments to Employees, Medical Fees, Legal Fees, Etc.	**250,000**
7668 CHANGE IN ACCRUAL	
Workers' Compensation Losses *	-
* Funded with One-Time Revenue - Beginning Fund Balance	
TOTAL	**$ 345,750**

Recreation & Community Services

Recreation and Community Services Department
2010 - 2011



* Permanent Part-Time
** Temporary Part-Time
*** Contract

RECREATION & COMMUNITY SERVICES DEPARTMENT SUMMARY

Staffing (Full-Time Equivalents)

Budgeted Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Building Maintenance Lead Worker	1.00	1.00	-	-
Facilities Maintenance Manager	1.00	1.00	-	-
Building Maintenance Worker	2.00	2.00	-	-
Community Center Coordinator	1.00	-	-	-
Community Center Manager	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	1.00
Food Server	0.50	0.50	0.50	0.50
Historic Resources Supervisor	1.00	-	-	-
Museum Education Coordinator	-	1.00	1.00	0.75
Museum Specialist	1.00	1.00	1.00	1.00
Nutrition Site Manager	0.50	0.50	0.50	0.50
Office Assistant	3.25	3.25	2.00	2.00
Recreation & Community Svcs. Director	1.00	1.00	1.00	1.00
Recreation Program Coordinator	3.00	1.00	1.00	1.00
Recreation Program Supervisor	3.00	4.00	4.00	3.00
Recreation Services Manager	-	-	-	1.00
Senior Office Assistant	1.00	1.00	1.00	1.00
Senior Services Supervisor	1.00	1.00	1.00	1.00
Utility Worker	2.00	1.00	-	1.00
Total Budgeted Positions	**24.25**	**21.25**	**15.00**	**14.75**
Temporary Positions				
Aquatic Instructor / Lifeguard	4.34	4.39	4.65	1.75
Bldg. Attendants - Building Attendants - Wknite	1.23	1.40	1.40	1.39
Bldg. Attendants - Building Attendants - Wkend	1.55	1.60	1.60	1.49
Bldg. Attendants - Concert Series	0.04	0.07	0.07	-
Bldg. Attendants - Musuem Support	0.02	0.02	0.02	0.02
Bldg. Attendants - Enhanced Skate Park Supvr.	0.24	-	-	-
Bldg. Attendants - Special Events	0.05	0.05	0.05	-
Class Instructors	4.27	5.36	5.41	4.22
Clerical Relief	0.33	0.34	0.29	0.14
Collections Specialist	-	-	0.31	0.23
Day Camp Recreation Leaders	5.34	5.38	5.38	5.99
Day Camp Recreation Specialist	0.62	-	0.17	0.19
Day Camp Senior Recreation Specialist	0.62	0.62	0.56	0.25
Drama Camp Instructor	0.04	0.04	-	-
Education Specialist	-	-	-	-
Facility Attendance Staff	0.29	0.56	0.56	0.51
Facility Attendants / Scorers	1.32	1.47	1.49	2.34

RECREATION & COMMUNITY SERVICES DEPARTMENT SUMMARY

Staffing (Full-Time Equivalents)

Temporary Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Fitness Program Staff	3.11	3.41	4.13	5.39
Food Server - Relief	0.02	0.02	0.02	0.02
Lifeguard/Instructor	0.12	0.12	0.12	0.11
Maintenance Staff Vacation Relief	0.15	0.15	0.04	-
Museum Aide	-	-	-	-
Museum Education Instructor	-	-	-	0.13
Park/Field Attendant	0.65	0.67	0.50	-
Pre-School Aides	1.53	1.54	1.54	2.03
Pre-School Instructors	1.86	1.88	1.94	2.30
Recreation Coordinator	0.79	-	-	-
Parks & Recreation Commission Assistant	0.02	0.02	-	-
Recreation Specialist	0.31	0.23	0.23	0.84
Site Manager - Relief	0.03	0.03	0.03	0.03
Skate Park Attendant	0.92	0.92	0.92	0.91
Special Event Leaders	0.16	0.16	0.09	-
Special Event Specialist/Instructor	0.10	0.10	0.19	-
Sports League Officials	1.27	1.33	1.15	1.03
Sports Specialist	0.38	0.38	0.38	-
Summer Concert Event Staff	-	-	-	0.09
Swim Team Coaches	-	-	-	3.04
Weekend Work Furlough Supervisor	0.23	0.19	-	-
Total Temporary Positions	**31.95**	**32.45**	**33.24**	**34.44**
Total Staffing	**56.20**	**53.70**	**48.24**	**49.19**

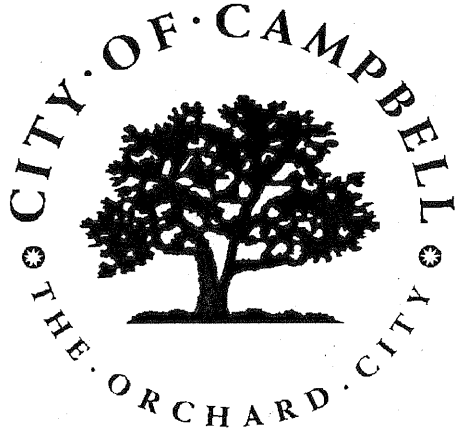
RECREATION & COMMUNITY SERVICES DEPARTMENT SUMMARY

Expenditure Summary

Description	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Employee Services	$ 3,255,200	$ 3,257,486	$ 2,901,242	$ 2,813,067
Supplies & Other Services & Capital Outlay	2,618,622	2,880,931	2,047,212	1,903,054
Debt Service	-	-	-	-
Total Before Transfers	5,873,822	6,138,417	4,948,454	4,716,121
Transfers-Out	-	-	-	-
Appropriation Total	5,873,822	6,138,417	4,948,454	4,716,121
Less Transfers-In	47,000	52,680	47,480	52,480
Net Cost	$ 5,826,822	$ 6,085,737	$ 4,900,974	$ 4,663,641

Revenue Summary

Total Revenue Monitored by Department	$ 4,668,469	$ 4,939,334	$ 4,947,833	$ 5,212,042


CITY·OF·CAMPBELL
THE·ORCHARD·CITY

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 financial and productivity measures.
- Assist in the development of program work plans and monitor progress.
- Serve as staff to the Park and Recreation Commission.
- Complete the departmental budget preparation process for fiscal year 2011-2012.
- 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 Park & Recreation Commission in formulating their goals for 2012.
- Facilitate ongoing emergency preparedness training for staff.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Perform financial analysis of major recreation programs and implement strategies to make the Recreation Department more self-supporting.
- Assist the Museum Foundation in their efforts to take their proposed Firehouse Museum Enhancement project through the City's approval process. *
- Facilitate the Parks and Recreation Commission in their exploration of the creation of a non-profit foundation to support parks and recreation programs and projects. *

*Projects suggested by Boards & Commissions or Council

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Percent actual to budgeted revenue for overall department.	100%	100.4%	54.8%
2	Percent actual to budgeted expenditures for overall department.	95%	94%	46.7%

* 6 months only

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

EXHIBIT A
101.524

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 289,649	$ 278,376	$ 318,102	$ 248,345
Supplies, Services & Capital Outlay (Exhibit C)	72,441	77,803	90,762	69,560
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	362,090	356,179	408,864	317,905
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 362,090	$ 356,179	$ 408,864	$ 317,905

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 362,090	$ 356,179	$ 408,864	$ 317,905
TOTAL			$ 362,090	$ 356,179	$ 408,864	$ 317,905

REVENUES MONITORED BY THIS PROGRAM

Donations - Youth Scholarships	101	4821	$ 1,658	$ 3,142	$ -	$ -
TOTAL			$ 1,658	$ 3,142	$ -	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: RECREATION & COMMUNITY SERVICES - ADMINISTRATION

EXHIBIT B
101.524

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.524.7001 Personnel - Regular	$ 218,793	$ 211,913	$ 246,491	$ 170,230
101.524.7002 Personnel - Temporary	4,235	9,159	3,000	3,000
101.524.7003 Personnel - Overtime	99	-	-	-
101.524.7005 Personnel - POST	-	-	-	-
101.524.7103 Personnel - Holiday Pay	-	-	-	-
101.524.7104 Meal Allowance	-	-	-	-
101.524.7105 Uniform Allowance	-	-	-	-
101.524.7106 Retirement	26,521	21,727	26,397	18,574
101.524.7107 Dental Insurance	3,501	3,055	3,645	2,251
101.524.7108 Group Health Insurance	24,112	21,629	25,344	16,532
101.524.7109 Group Life Insurance	419	348	540	317
101.524.7110 Workers' Compensation Insurance	1,947	1,389	942	596
101.524.7111 Unemployment Insurance	-	-	-	-
101.524.7112 Group Disability Insurance	1,533	1,255	2,046	1,414
101.524.7113 Medicare	1,238	1,132	3,618	2,512
101.524.7114 Auto Allowance	2,640	2,160	2,640	1,320
101.524.7118 Other Benefit Pay	1,902	2,115	-	-
101.524.7119 Social Security	-	-	-	-
101.524.7122 Deferred Compensation Contribution	2,665	2,436	2,665	1,560
101.524.7126 PARS 457 Retirement	44	58	774	39
101.524.7115 Cell Phone Allowance	-	-	-	-
101.524.7121 Leave Balance Payout				30,000
101.524.7130 Project Overhead Cost				
TOTAL	**$ 289,649**	**$ 278,376**	**$ 318,102**	**$ 248,345**

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: RECREATION & COMMUNITY SERVICES - ADMINISTRATION

EXHIBIT B-1
101.524

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Recreation & Community Svcs. Director	1.00	1.00	1.00	1.00	$ 145,808
Executive Assistant *	0.25	0.25	0.25	0.20	14,148
Office Assistant **	1.00	1.00	1.00	0.20	10,274
* Balance in Prog #531 & #532					
** Balance in Prog #531 & #532					
TOTAL	**2.25**	**2.25**	**2.25**	**1.40**	**$ 170,230**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Clerical Relief (Vacation/Holiday)	0.07	0.07	0.07	0.07	3,000
Parks & Rec Commission Assistant	0.02	0.02	-	-	-
TOTAL	**0.09**	**0.09**	**0.07**	**0.07**	**$ 3,000**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: RECREATION & COMMUNITY SERVICES - ADMINISTRATION

EXHIBIT C
101.524

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.524.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.524.7421 Communications - Phones	841	715	1,260	960
101.524.7422 Advertising	-	-	-	-
101.524.7423 Clothing and Personal Expense	-	-	-	-
101.524.7424 Office Expense	6,983	7,223	6,500	7,000
101.524.7425 Minor Tools & Equipment	-	-	-	-
101.524.7427 Special Departmental Expense	35,506	37,928	38,100	35,170
101.524.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.524.7429 Maintenance & Operation of Equipment	-	-	-	-
101.524.7430 Professional & Specialized Services	208	3,610	14,340	1,200
101.524.7431 Promotional Expense	-	-	-	-
101.524.7432 Other Contractual Services	-	-	-	-
101.524.7433 Insurance and Surety Bonds	-	-	-	-
101.524.7434 Memberships, Dues, Books	484	541	800	800
101.524.7435 Professional Development & Meetings	6,545	6,930	8,000	7,000
101.524.7437 Staff Development	102	-	-	-
101.524.7438 Other Charges	-	-	-	-
101.524.7441 Special Community Services	-	(906)	-	-
101.524.7442 Insurance Claims Expense	-	-	-	-
101.524.7548 User Charges - Photocopy/Fax	-	-	-	-
101.524.7549 User Charges - Communications Pool	-	-	-	-
101.524.7550 User Charges - Motor Pool	10	-	-	-
101.524.7551 User Charges - IT Pool	21,762	21,762	21,762	17,430
101.524.7621 Youth Scholarship Program	-	-	-	-
101.524.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 72,441**	**$ 77,803**	**$ 90,762**	**$ 69,560**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: RECREATION & COMMUNITY SERVICES - ADMINISTRATION

EXHIBIT C-1
101.524

Description	10/11 Adopted
7421 COMMUNICATIONS	
E-Mail Newsletter Fees	$ 360
FAX Line	600
	960
7424 OFFICE EXPENSE	
Office Supplies & Printing Expenses	7,000
7427 SPECIAL DEPARTMENTAL EXPENSE	
American Society of Composers, Authors & Performers (ASCAP) BMI Licensing Fee	620
Department Meetings	300
Departmental Employee Recognition	450
Lettering Machine Supplies	300
Motion Picture License	500
Recreation Activities Brochure (3 Per Year)	33,000
	35,170
7430 PROFESSIONAL & SPECIAL SERVICES	
Hepatitis B Vaccines (Lifeguards/Building Attendants)	200
TB Testing - Lifeguards, Day Camp Leaders, Instructors, Etc.	1,000
	1,200
7434 MEMBERSHIPS, DUES & BOOKS	
Books	100
Dues (Includes Parks & Recreation Commission)	500
Subscriptions	200
	800
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	**7,000**
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**17,430**
TOTAL	$ 69,560

SENIOR NUTRITION PROGRAM 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 health and welfare counseling, and assistance with information and referral.
- Coordinate VTA ParaTransit services with Outreach, Inc. for those individuals who cannot access the Nutrition Program by using public or private transportation.
- Coordinate monthly volunteer opportunities for approximately 10 volunteers.
- Provide on-going training to staff and volunteers on health and safety standards for food handling and operations.
- Provide on-going training for staff and volunteers in Universal Precautions and emergency procedures.
- Seek donations from individuals and service groups.
- Maintain attendance levels consistent with the City and County budget support.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Total number of meals served as a percent of meals budgeted.	110%	97%	96%
2	Average number of meals served per day as percent of meals budgeted.	42 100%	44 105%	40 95%

*6 months only

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: REC & COMM SERVICES - SENIOR CITIZENS - NUTRITION PROGRAM

EXHIBIT A
101.525

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 55,490	$ 56,367	$ 76,009	$ 99,475
Supplies, Services & Capital Outlay (Exhibit C)	55,672	59,688	54,509	56,000
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	111,162	116,055	130,518	**155,475**
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 111,162**	**$ 116,055**	**$ 130,518**	**$ 155,475**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenue	101	Misc.	$ 57,431	$ 58,466	$ 75,163	**$ 99,422**
Program Revenue	101	Misc.	53,731	57,589	55,355	**56,053**
TOTAL			**$ 111,162**	**$ 116,055**	**$ 130,518**	$ 155,475

REVENUES MONITORED BY THIS PROGRAM

County's Share of Nutrition Program	101	4561	$ 23,854	$ 35,745	$ 28,255	**$ 28,698**
County's Share of Personnel Costs	101	4561	17,017	8,991	17,500	**17,155**
Meal Donations	101	4816	12,860	12,853	9,600	**10,200**
TOTAL			**$ 53,731**	**$ 57,589**	**$ 55,355**	$ 56,053

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: REC & COMM SERVICES - SENIOR CITIZENS - NUTRITION PROGRAM

EXHIBIT B
101.525

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.525.7001 Personnel - Regular	$ 32,518	$ 33,578	$ 40,631	$ 58,791
101.525.7002 Personnel - Temporary	1,191	968	1,150	1,150
101.525.7003 Personnel - Overtime	-	-	-	-
101.525.7005 Personnel - POST	-	-	-	-
101.525.7103 Personnel - Holiday Pay	-	-	-	-
101.525.7104 Meal Allowance	-	-	-	-
101.525.7105 Uniform Allowance	-	-	-	75
101.525.7106 Retirement	3,896	3,706	4,351	9,977
101.525.7107 Dental Insurance	3,114	3,120	3,240	3,779
101.525.7108 Group Health Insurance	10,984	11,534	22,848	15,941
101.525.7109 Group Life Insurance	372	372	480	451
101.525.7110 Workers Compensation Insurance	1,340	1,007	758	1,668
101.525.7111 Unemployment Insurance	-	-	-	-
101.525.7112 Group Disability Insurance	350	363	630	1,004
101.525.7113 Medicare	412	422	606	869
101.525.7114 Auto Allowance	-	-	-	-
101.525.7118 Other Benefit Pay	-	-	-	-
101.525.7119 Social Security	-	-	-	-
101.525.7122 Deferred Compensation Contribution	1,298	1,284	1,300	1,755
101.525.7126 PARS 457 Retirement	15	13	15	15
101.525.7115 Cell Phone Allowance	-	-	-	-
101.525.7121 Leave Balance Payout				4,000
101.525.7130 Project Overhead Cost				
TOTAL	$ 55,490	$ 56,367	$ 76,009	$ 99,475

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: REC & COMM SERVICES - SENIOR CITIZENS - NUTRITION PROGRAM

EXHIBIT B-1
101.525

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Nutrition Site Manager	0.50	0.50	0.50	0.50	$ 19,260
Food Server	0.50	0.50	0.50	0.50	13,388
Senior Services Supervisor *	-	-	-	0.20	17,265
Utility Worker **	-	-	-	0.15	8,878
* Balance in Prog #526 FY 11					
** Balance in Prog #526, #527, #531, & #532 FY 11					
TOTAL	1.00	1.00	1.00	1.35	$ 58,791

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Relief Site Manager	0.025	0.025	0.025	0.025	600
Relief Food Server	0.025	0.025	0.025	0.025	550
TOTAL	0.05	0.05	0.05	0.05	$ 1,150

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: REC & COMM SERVICES - SENIOR CITIZENS - NUTRITION PROGRAM

EXHIBIT C
101.525

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.525.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.525.7421 Communications - Phones	-	-	-	-
101.525.7422 Advertising	-	-	-	-
101.525.7423 Clothing and Personal Expense	-	-	-	-
101.525.7424 Office Expense	-	-	-	-
101.525.7425 Minor Tools & Equipment	-	-	-	-
101.525.7427 Special Departmental Expense	6,918	7,243	5,941	5,872
101.525.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.525.7429 Maintenance & Operation of Equipment	-	-	-	-
101.525.7430 Professional & Specialized Services	-	-	-	-
101.525.7431 Promotional Expense	-	-	-	-
101.525.7432 Other Contractual Services	48,754	52,445	48,568	50,128
101.525.7433 Insurance and Surety Bonds	-	-	-	-
101.525.7434 Memberships, Dues, Books	-	-	-	-
101.525.7435 Profeesional Development & Meetings	-	-	-	-
101.525.7437 Staff Development	-	-	-	-
101.525.7438 Other Charges	-	-	-	-
101.525.7441 Special Community Services	-	-	-	-
101.525.7442 Insurance Claims Expense	-	-	-	-
101.525.7548 User Charges - Photocopy/Fax	-	-	-	-
101.525.7549 User Charges - Communications Pool	-	-	-	-
101.525.7550 User Charges - Motor Pool	-	-	-	-
101.525.7883 Improvements Other than Buildings	-	-	-	-
101.525.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 55,672**	**$ 59,688**	**$ 54,509**	**$ 56,000**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: REC & COMM SERVICES - SENIOR CITIZENS - NUTRITION PROGRAM

EXHIBIT C-1
101.525

Description	10/11 Adopted
7427 SPECIAL DEPARTMENTAL EXPENSE	
Operations Costs (Serving Dishes/Flatware; Paper Products; Laundry Srvcs, Office Supplies)	$ 2,722
Plasticware	3,000
Pre-Packaged Meals	150
	5,872
7432 OTHER CONTRACTUAL SERVICES	
Food Costs (10,416 Meals @ $4.323 Each)	45,028
Payment to Santa Clara County:	
1/2 of Daily Contributions for FY 10/11	5,100
	50,128
TOTAL	**$ 56,000**

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 fitness, 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 the "younger" senior adult.
- Develop and provide leisure, cultural, wellness and educational programs.
- Publish a bi-monthly newsletter to advertise Adult Center programs and services.
- Serve as the primary community resource for information and referral for Senior Adult Services.
- Supervise the Nutrition Program, and coordinate with Santa Clara County.
- 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 for approximately 50 volunteers.
- Provide supervision for delivery of Case Management Services.
- Continue marketing efforts to sustain participation levels.
- Produce camera-ready Senior Adult pages for Recreation Activities brochure.
- Facilitate training for staff in CPR, Universal Precautions and Emergency Procedures.
- Provide consistent, exceptional customer service in all program offerings.
- Generate revenue from classes to achieve 125% cost recovery factor to help support non-fee based programs and services.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010-2011

- Expand programming to offer revenue-producing classes in the new divided Orchard City Banquet Hall.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Attain 90% or better of desired membership base of 1,200.	93%	92%	75%
2	Number of classes offered.	180	206	108
3	Attain 80% or better enrollment in all classes. **	75%	80%	80%
4	Percent of resident enrollees in classes is 50% or greater.	41%	40%	44%
5	Ratio of gross revenues to division direct expenses is 40% or greater.	40%	42%	44%
6	1% of overall division budget is funded by donations & other external sources.	2%	1%	1.5%

* 6 months only
** This is a reduced standard due to the Budget Correction Strategy.

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

EXHIBIT A
101.526

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 345,932	$ 353,682	$ 372,042	$ 400,114
Supplies, Services & Capital Outlay (Exhibit C)	121,023	120,168	110,240	118,441
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	466,955	473,850	482,282	518,555
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 466,955	$ 473,850	$ 482,282	$ 518,555

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 466,955	$ 468,170	$ 476,802	$ 230,124
Senior Trust - Transfers In	797	9899	-	5,680	5,480	5,480
Program Revenues	101	*	-	-	-	282,951
* Account #4612, #4625, and #4626						
TOTAL			$ 466,955	$ 473,850	$ 482,282	$ 518,555

REVENUES MONITORED BY THIS PROGRAM

Classes	101	4612	$ 187,883	$ 196,444	$ 88,590	$ 154,306
Fund Raiser	101	4625	-	-	3,150	3,075
Program Fees	101	4626	-	-	96,240	125,570
Senior Trust	101	6899	-	5,680	5,480	5,480
TOTAL			$ 187,883	$ 202,124	$ 193,460	$ 288,431

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: RECREATION & COMMUNITY SERVICES - ADULT SERVICES

EXHIBIT B
101.526

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.526.7001 Personnel - Regular	$ 204,531	$ 211,915	$ 213,882	$ 200,672
101.526.7002 Personnel - Temporary	67,058	67,856	81,767	106,360
101.526.7003 Personnel - Overtime	-	-	-	-
101.526.7005 Personnel - POST	-	-	-	-
101.526.7103 Personnel - Holiday Pay	-	-	-	-
101.526.7104 Meal Allowance	-	-	-	-
101.526.7105 Uniform Allowance	-	-	-	75
101.526.7106 Retirement	24,572	23,576	22,905	21,895
101.526.7107 Dental Insurance	4,671	4,678	4,860	4,744
101.526.7108 Group Health Insurance	31,730	33,349	34,272	34,834
101.526.7109 Group Life Insurance	558	558	720	566
101.526.7110 Workers' Compensation Insurance	4,376	3,311	2,154	3,103
101.526.7111 Unemployment Insurance	-	-	-	-
101.526.7112 Group Disability Insurance	1,780	1,782	2,232	2,195
101.526.7113 Medicare	1,835	1,875	4,287	4,452
101.526.7114 Auto Allowance	-	-	-	-
101.526.7118 Other Benefit Pay	47	-	-	-
101.526.7119 Social Security	-	-	-	-
101.526.7122 Deferred Compensation Contribution	3,902	3,900	3,900	3,835
101.526.7126 PARS 457 Retirement	872	882	1,063	1,383
101.526.7115 Cell Phone Allowance	-	-	-	-
101.526.7121 Leave Balance Payout				16,000
101.526.7130 Project Overhead Cost				
TOTAL	**$ 345,932**	**$ 353,682**	**$ 372,042**	**$ 400,114**

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

EXHIBIT B-1
101.526

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Senior Services Supervisor *	1.00	1.00	1.00	0.80	$ 69,058
Recreation Program Coordinator	1.00	1.00	1.00	1.00	67,478
Office Assistant	1.00	1.00	1.00	1.00	55,257
Utility Worker **	-	-	-	0.15	8,879
* Balance in Program #525 FY 11					
** Balance in Program #525, #531, #532 FY 11					
TOTAL	**3.00**	**3.00**	**3.00**	**2.95**	**$ 200,672**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Lifeguard/Instructor	0.12	0.12	0.12	0.11	$ 2,760
Class Instructors	1.13	1.16	1.16	1.58	94,200
Clerical Relief	0.06	0.06	0.06	0.07	2,400
Recreation Specialist (Trips) *	0.23	0.23	0.23	0.24	7,000
* $4,680 Funded from Senior Trust Fund $2,340 Revenue Offset					
TOTAL	**1.54**	**1.57**	**1.57**	**2.00**	**$ 106,360**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: RECREATION & COMMUNITY SERVICES - ADULT SERVICES

EXHIBIT C
101.526

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.526.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.526.7421 Communications - Phones	-	-	-	-
101.526.7422 Advertising	-	-	-	-
101.526.7423 Clothing and Personal Expense	-	-	-	-
101.526.7424 Office Expense	8,603	7,905	8,768	8,286
101.526.7425 Minor Tools & Equipment	-	-	-	-
101.526.7427 Special Departmental Expense	5,303	15,558	6,690	6,690
101.526.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.526.7429 Maintenance & Operations of Equipment	175	90	300	300
101.526.7430 Professional & Specialized Services	-	-	-	-
101.526.7431 Promotional Expense	-	-	-	-
101.526.7432 Other Contractual Services	4,377	6,894	7,500	7,500
101.526.7433 Insurance and Surety Bonds	-	-	-	-
101.526.7434 Memberships, Dues, Books	690	690	690	160
101.526.7435 Professional Developoment & Meetings	-	-	-	-
101.526.7437 Staff Development	129	-	-	-
101.526.7438 Other Charges	2,410	1,995	1,500	1,900
101.526.7441 Special Community Services	66,662	54,394	52,100	67,410
101.526.7442 Insurance Claims Expense	-	-	-	-
101.526.7548 User Charges - Photocopy/Fax	-	-	-	-
101.526.7549 User Charges - Communications Pool	-	-	-	-
101.526.7550 User Charges - Motor Pool	32	-	50	50
101.526.7551 User Charges - IT Pool	32,642	32,642	32,642	26,145
101.526.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 121,023**	**$ 120,168**	**$ 110,240**	**$ 118,441**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: RECREATION & COMMUNITY SERVICES - ADULT SERVICES

EXHIBIT C-1
101.526

Description	10/11 Adopted
7424 OFFICE EXPENSE	
Newsletter Mailing & Permit (Revenue Offset)	$ 1,019
Office Supplies	200
Printing of Monthly Newsletter (Revenue Offset)	7,067
	8,286
7427 SPECIAL DEPARTMENTAL EXPENSE	
Coffee Service (Revenue Offset)	200
Flash Passes (Revenue Offset)	3,600
Information & Referral Books (Trust Fund)	500
Recreation Program Supplies	2,390
	6,690
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Piano Tuning, TV, VCR, Pool Table Repair, Keyboard, Etc. (Trust Fund)	300
7432 OTHER CONTRACTUAL SERVICES	
Case Management Augmentation	7,500
7434 MEMBERSHIPS, DUES & BOOKS	
Dues - Supervisor & Coordinator	160
7438 OTHER CHARGES	
Credit Card Fees - Mastercard & VISA	1,900
7441 SPECIAL COMMUNITY SERVICES	
Program Expenses for Trips (Revenue Offset)	65,950
Program Expenses for Special Events/Fund Raisers (Revenue Offset)	1,460
	67,410
7550 USER CHARGES - MOTOR POOL	
Use of City Pool Vehicles	50
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	26,145
TOTAL	$ 118,441

COMMUNITY CENTER FUND - (101)
Recreation & Community Services - Campbell Community Center Program (527)
Program Manager - Community Center Manager

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.
- Provide efficient and courteous service to all customers.
- Maximize lease and rental revenues to support operating expenses and increase the contribution to the General Fund to offset program overhead costs.
- Conduct annual surveys of comparable rental facilities and recommend modifications to the fee schedule accordingly to maintain fees at the mid-range of like facilities.
- Manage property and tenant needs at the Community Center (with support from RDA.)
- Negotiate tenant leases and rental rates to achieve a minimum of a 3% increase in revenue over the previous year (RDA).
- Identify Capital Improvement and building maintenance projects at the Community Center.
- Provide facility needs support to Recreation and Adult Services division programs.
- Supervise youth basketball, tennis and sports camps programs.
- Staff, program and supervise the Skate Park.
- 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.
- Coordinate emergency preparedness issues and readiness for the department.
- Manage the City's vending machine contract.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Market, advertise and facilitate the re-opening of the Orchard City Banquet Hall.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	80% of available short-term rental space is scheduled.	60%	56%	49%
2	Tenant lease rates are 90% or better of market rates for comparable office space in the Campbell/West Valley area..	99%	135%	124%
3	90 % of available square footage of identified lease space is leased.	97%	95%	94%
4	50% of available athletic field time is reserved.	41%	48%	52%

* 6 months only

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: REC & COMMUNITY SERVICES - CAMPBELL COMMUNITY CENTER

EXHIBIT A
101.527

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 409,290	$ 414,599	$ 429,966	$ 363,370
Supplies, Services & Capital Outlay (Exhibit C)	431,087	417,474	397,746	337,270
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	840,377	832,073	827,712	**700,640**
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 840,377**	**$ 832,073**	**$ 827,712**	**$ 700,640**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenue	101	Misc.	$ 840,377	$ 832,073	$ 827,712	$ 700,640
TOTAL			**$ 840,377**	**$ 832,073**	**$ 827,712**	**$ 700,640**

REVENUES MONITORED BY THIS PROGRAM

Program Fees-Picnic Fees	101	4616	$ 20,206	$ 20,411	$ 20,000	$ 20,000
Special Events:						
Community Group Sponsored*	101	4630	17,663	30,513	32,000	**1,800**
Tenant Lease Income	101	4810	1,266,086	1,295,357	1,300,000	**1,314,000**
Other Rental Income	101	4819	439,720	399,429	353,282	**404,000**
School District Use Fees	101	4972	5,318	4,985	4,200	-
Other Income	101	4965	21,714	22,304	22,000	**37,000**
Vending Machine Concession **	101	4627	-	-	-	**8,200**
* Administered by RDA in FY 09/10						
** Moved from Prog #531 FY 11						
TOTAL			**$ 1,770,707**	**$ 1,772,999**	**$ 1,731,482**	**$ 1,785,000**

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: REC & COMMUNITY SERVICES - CAMPBELL COMMUNITY CENTER

EXHIBIT B
101.527

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.527.7001 Personnel - Regular	$ 204,844	$ 219,314	$ 217,637	$ 174,262
101.527.7002 Personnel - Temporary	116,141	115,453	133,652	118,480
101.527.7003 Personnel - Overtime	74	90	1,000	1,000
101.527.7005 Personnel - POST	-	-	-	-
101.527.7103 Personnel - Holiday Pay	-	-	-	-
101.527.7104 Meal Allowance	-	-	-	-
101.527.7105 Uniform Allowance	-	-	-	300
101.527.7106 Retirement	24,951	24,583	23,307	19,014
101.527.7107 Dental Insurance	4,043	4,368	4,050	4,020
101.527.7108 Group Health Insurance	27,275	30,415	28,344	29,521
101.527.7109 Group Life Insurance	483	505	600	480
101.527.7110 Workers' Compensation Insurance	17,905	6,800	8,202	5,384
101.527.7111 Unemployment Insurance	-	-	-	-
101.527.7112 Group Disability Insurance	1,662	1,615	2,083	1,860
101.527.7113 Medicare	3,956	4,392	5,108	4,259
101.527.7114 Auto Allowance	1,152	797	1,152	-
101.527.7118 Other Benefit Pay	2,070	1,323	-	-
101.527.7119 Social Security	-	-	-	-
101.527.7122 Deferred Compensation Contribution	3,223	3,445	3,094	3,250
101.527.7126 PARS 457 Retirement	1,511	1,499	1,737	1,540
101.527.7115 Cell Phone Allowance	-	-	-	-
101.527.7121 Leave Balance Payout				-
101.527.7130 Project Overhead Cost				
TOTAL	**$ 409,290**	**$ 414,599**	**$ 429,966**	**$ 363,370**

CITY OF CAMPBELL — **EXHIBIT B-1**
OPERATING BUDGET - Personnel Allocation — **101.527**
PROGRAM: REC & COMMUNITY SERVICES - CAMPBELL COMMUNITY CENTER

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Center Manager *	0.60	0.60	0.60	-	$ -
Community Center Supervisor **	0.90	0.90	0.90	0.90	77,691
Senior Office Assistant	1.00	1.00	1.00	1.00	61,053
Utility Worker ***	-	-	-	0.60	35,518
* Position eliminated FY 11					
** Balance of Position in Program #531					
*** Transferred from Prog #530 FY 11 Balance in Prog #525, #526, #531, & #532					
TOTAL	**2.50**	**2.50**	**2.50**	**2.50**	**$ 174,262**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Support Staff	0.20	0.25	0.25	0.25	$ 9,620
Building Attendant - Weeknights	1.23	1.40	1.40	1.39	34,584
Building Attendants - Weekends	1.55	1.60	1.60	1.49	43,260
Skate Park Attendants	0.92	0.92	0.92	0.91	20,900
Park/Field Attendant	0.65	0.67	0.50	-	-
Class Instructor (Skate Park) (Revenue Offset)	0.25	0.25	0.25	0.27	10,116
Building Attendant (Concert Series)	-	-	-	-	-
Building Attendant (Special Event Support)	0.05	0.05	0.05	-	-
TOTAL	**4.85**	**5.14**	**4.97**	**4.31**	**$ 118,480**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: REC & COMMUNITY SERVICES - CAMPBELL COMMUNITY CENTER

EXHIBIT C
101.527

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.527.7420 Utilities - Electricity/Gas	$ 373,603	$ 366,660	$ 363,600	$ 297,240
101.527.7421 Communications - Phones	1,480	1,228	600	325
101.527.7422 Advertising	5,294	1,195	-	-
101.527.7423 Clothing and Personal Expense	812	411	500	500
101.527.7424 Office Expense	-	-	-	-
101.527.7425 Minor Tools & Equipment	-	7,546	6,200	7,400
101.527.7427 Special Departmental Expense	11,936	6,191	3,750	3,450
101.527.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.527.7429 Maintenance & Operation of Equipment	852	1,094	1,450	1,450
101.527.7430 Professional & Specialized Services	93	-	-	-
101.527.7431 Promotional Expense	-	-	-	5,000
101.527.7432 Other Contractual Services	-	-	-	-
101.527.7433 Insurance and Surety Bonds	-	-	-	-
101.527.7434 Memberships, Dues, Books	315	155	325	175
101.527.7435 Professional Development & Training	-	-	-	-
101.527.7437 Staff Development	300	-	-	-
101.527.7438 Other Charges	20,081	16,629	5,000	4,300
101.527.7441 Special Community Services	-	44	-	-
101.527.7548 User Charges - Photocopy/Fax	-	-	-	-
101.527.7549 User Charges - Communications Pool	-	-	-	-
101.527.7550 User Charges - Motor Pool	-	-	-	-
101.527.7551 User Charges - IT Pool	16,321	16,321	16,321	17,430
101.527.7884 Machinery & Equipment	-	-	-	-
TOTAL	$ 431,087	$ 417,474	$ 397,746	$ 337,270

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: REC & COMMUNITY SERVICES - CAMPBELL COMMUNITY CENTER

EXHIBIT C-1
101.527

Description	10/11 Adopted
7420 UTILITIES	
PG&E (Community Center) *	$ 222,600
Sewer (Community Center)	12,000
Water (Community Center)	62,640
	297,240
7421 COMMUNICATIONS	
Cell Phones for Field Attendants & Building Attendants	325
7423 CLOTHING & PERSONAL EXPENSE	
Shirts & Sweatshirts for Part-Time Staff	**500**
7425 MINOR TOOLS & EQUIPMENT	
A E Defibrilator for OCBH	1,200
Meeting Room Equipment (Portable Whiteboard, Surge Protectors, Ext. Cords, etc.)	1,200
Replacement Signs (New Tenants, Vandalism Replacement)	5,000
	7,400
7427 SPECIAL DEPARTMENTAL EXPENSE	
Meeting Supplies	150
Miscellaneous Batteries, Flashlights, Emergency Preparedness, Etc.	500
Safety, First Aid, Personal Protective Equipment (PPE)	2,400
Skate Park Membership Supplies	400
	3,450
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Repairs to Microphones, TV's, PA's, AV Equipment, Projector Bulbs, etc.	250
Skate Park Equipment Parts for Repairs, Replacement & Services, Etc.	1,200
	1,450
7431 PROMOTIONAL EXPENSE	
OCBH /CCC Updated Marketing Materials (design & printing)	2,500
OCBH Grand Opening	2,500
	5,000
7434 MEMBERSHIPS, DUES & BOOKS	
California Park & Recreation Society (CPRS)	**175**
7438 OTHER CHARGES	
Credit Card Transaction Fees	4,300
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	17,430
* Portion attributable to Heritage Theatre - Transferred to Program #529	
TOTAL	**$ 337,270**

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 35% of cost of Museum's operational costs.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Explore additional programming opportunities to generate visitorship and revenue.
- Create an online exhibit.
- Consider implementing a lecture series.
- Conserve the breakfast table at the Ainsley House.
- Develop policy to set a goal for the level of General Fund support to the Museum.*

*Projects suggested by Boards & Commissions or Council

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Ainsley Gardens are rented 70% of the available time.	80%	67%	41%
2	80% of available school program dates are booked. **	71%	82%	76%
3	Total number of Museum attendance.	5,625	6,664	3,678
4	Education programs recover 80% or better of direct costs.	122%	116%	158%
5	11% of overall division budget if funded through donations & other external sources.	12%	11%	13.6%
6	The ratio of gross revenues to division expenses is 35% or better.	20%	30%	25%

* 6 months only.
** This is a reduced standard due to the Budget Correction Strategy.

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

EXHIBIT A
101.528

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 196,850	$ 212,630	$ 231,855	**$ 203,652**
Supplies, Services & Capital Outlay (Exhibit C)	75,545	86,289	77,467	**74,935**
Debt Service (Exhibit D)	-	-	-	**-**
Total Before Transfers	272,395	298,919	309,322	**278,587**
Transfers Out (Exhibit E)	-	-	-	**-**
APPROPRIATION TOTAL	**$ 272,395**	**$ 298,919**	**$ 309,322**	**$ 278,587**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 185,224	$ 207,363	$ 193,027	**$ 154,822**
Museum Program Revenues	101	Misc.	55,171	59,556	74,295	**76,765**
Museum Trust	794	9899	32,000	32,000	42,000	**47,000**
TOTAL			**$ 272,395**	**$ 298,919**	**$ 309,322**	**$ 278,587**

REVENUES MONITORED BY THIS PROGRAM

Program Fees	101	4609	$ 14,246	$ 21,336	$ 26,620	**$ 26,890**
Rental Fees	101	4610	30,475	30,558	41,025	**43,025**
Admission Fees	101	4611	6,612	7,662	6,650	**6,850**
Miscellaneous Revenue	101	4965	3,838	-	-	**-**
Museum Trust - Transfers In	101	6899	32,000	32,000	32,000	**32,000**
Museum Trust - Donated Funding for Collections Specialist by Museum Foundation (Reimbursable basis)	101	6899	-	-	10,000	**15,000**
TOTAL			**$ 87,171**	**$ 91,556**	**$ 116,295**	**$ 123,765**

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES

EXHIBIT B
101.528

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.528.7001 Personnel - Regular	$ 135,629	$ 133,554	$ 154,987	$ 133,917
101.528.7002 Personnel - Temporary	9,844	29,809	22,806	21,516
101.528.7003 Personnel - Overtime	1,263	394	-	-
101.528.7005 Personnel - POST	-	-	-	-
101.528.7103 Personnel - Holiday Pay	-	-	-	-
101.528.7104 Meal Allowance	-	-	-	-
101.528.7105 Uniform Allowance	-	-	-	-
101.528.7106 Retirement	16,379	14,959	16,598	14,612
101.528.7107 Dental Insurance	3,265	3,263	3,402	3,377
101.528.7108 Group Health Insurance	19,991	22,462	23,954	21,845
101.528.7109 Group Life Insurance	390	389	504	408
101.528.7110 Workers' Compensation Insurance	3,567	1,346	2,234	1,554
101.528.7111 Unemployment Insurance	-	-	-	-
101.528.7112 Group Disability Insurance	1,265	1,222	1,600	1,414
101.528.7113 Medicare	1,978	2,223	2,578	2,254
101.528.7114 Auto Allowance	192	96	192	96
101.528.7118 Other Benefit Pay	257	(70)	-	-
101.528.7119 Social Security	-	-	-	-
101.528.7122 Deferred Compensation Contribution	2,702	2,595	2,704	2,379
101.528.7126 PARS 457 Retirement	128	388	296	280
101.528.7115 Cell Phone Allowance	-	-	-	-
101.528.7121 Leave Balance Payout				-
101.528.7130 Project Overhead Cost				
TOTAL	$ 196,850	$ 212,630	$ 231,855	$ 203,652

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES

EXHIBIT B-1
101.528

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Senior Museum Specialist	1.00	1.00	1.00	1.00	$ 74,930
Community Center Manager *	0.10	0.10	0.10	-	-
Education Coordinator **	1.00	1.00	1.00	0.75	49,533
Acting Community Center Manager ***	-	-	-	0.10	9,454
TOTAL	2.10	2.10	2.10	1.85	$ 133,917

* Position eliminated & replaced by Acting Comm Cntr Mgr FY 11
** Voluntary reduction of hours FY 11
*** Balance in Prog #529 & #532 FY 11

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Facility Attendant Staff	0.29	0.31	0.31	0.26	$ 6,600
Building Attendant (Museum Support)	0.02	0.02	0.02	0.02	576
Maternity Leave	-	0.21	-	-	-
Class Instructor	-	0.15	0.15	0.10	3,210
Collections Specialist **	-	-	0.31	0.23	7,170
Museum Education Instructor **	-	-	-	0.13	3,960
TOTAL	0.31	0.69	0.79	0.74	$ 21,516

** Funded by Museum Foundation

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES

EXHIBIT C
101.528

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.528.7420 Utilities - Electricity/Gas	$ 13,537	$ 15,621	$ 15,000	$ 15,000
101.528.7421 Communications - Phones	951	982	1,030	1,030
101.528.7422 Advertising	4,662	6,148	5,000	5,000
101.528.7423 Clothing and Personal Expense	-	-	-	-
101.528.7424 Office Expense	403	347	400	400
101.528.7425 Minor Tools & Equipment	-	-	-	-
101.528.7427 Special Departmental Expense	11,267	10,367	11,000	12,700
101.528.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.528.7429 Maintenance & Operation of Equipment	2,743	895	1,500	1,500
101.528.7430 Professional & Specialized Services	-	-	-	-
101.528.7431 Promotional Expense	2,199	11,127	3,000	3,000
101.528.7432 Other Contractual Services	17,540	18,540	18,275	18,275
101.528.7433 Insurance and Surety Bonds	-	-	-	-
101.528.7434 Memberships, Dues, Books	430	500	500	500
101.528.7435 Professional Development & Meetings	-	-	-	-
101.528.7437 Staff Development	-	-	-	-
101.528.7438 Other Charges	-	-	-	100
101.528.7441 Special Community Services	-	-	-	-
101.528.7442 Insurance Claims Expense	-	-	-	-
101.528.7548 User Charges - Photocopy/Fax	-	-	-	-
101.528.7549 User Charges - Communications Pool	-	-	-	-
101.528.7550 User Charges - Motor Pool	51	-	-	-
101.528.7551 User Charges - IT Pool	21,762	21,762	21,762	17,430
101.528.7884 Machinery & Equipment	-	-	-	-
TOTAL	$ 75,545	$ 86,289	$ 77,467	$ 74,935

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES	EXHIBIT C-1 101.528 Page 1
Description	**10/11 Adopted**
7420 UTILITIES - ELEC/GAS	
PG&E (Museum & Ainsley House)	$ 10,900
Sewer (Museum & Ainsley House)	500
Water (Museum & Ainsley House)	3,600
	15,000
7421 COMMUNICATIONS - PHONES	
Telephone Line for Alarm System, Computer Network, FAX Machine (Visa/ MC)	1,030
7422 ADVERTISING	
Yellow Pages, Wedding Guide & Individual Exhibit Brochures	5,000
7424 OFFICE EXPENSE	
Museum Operations	400
7427 SPECIAL DEPARTMENTAL EXPENSE	
Ainsley House School Program Supplies	1,050
Collections Supplies	500
Conservation of Artifacts	1,000
Educational Programs	5,150
Exhibit Expenses (NEW: Outdoor Text Panel & Ainsley House Exhibit)	2,500
Garden Supplies	500
Other Program Supplies (Family Fun Spooky Night, Open House)	750
Tea Program Supplies	850
Volunteer Training Supplies	400
	12,700
7429 MAINTENANCE AND OPERATION OF EQUIPMENT	
Ainsley House Alarm Monitoring & Repairs	750
Historical Museum Alarm Monitoring & Repairs	750
	1,500
7431 PROMOTIONAL EXPENSE	
Marketing Expenses - School Program Brochure	3,000
SUB - TOTAL	**$ 38,630**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: RECREATION & COMMUNITY SERVICES - MUSEUM SERVICES

EXHIBIT C-1
101.528
Page 2

Description	10/11 Adopted
7432 OTHER CONTRACTUAL SERVICES	
Awning Cleaning	$ 775
Museum Custodial Services	17,500
	18,275
7434 MEMBERSHIPS, DUES & BOOKS	
Books / Dues	**500**
7438 OTHER CHARGES	
Credit Card Transation Fees	100
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**17,430**
TOTAL	$ 74,935

GENERAL FUND - (101)
Recreation & Community Services - Heritage Theatre Program (529)
Program Manager – Community Center 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 $100,000 in support per year.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Work with the Friends of the Heritage Theatre to explore fundraising options to support Theatre operations.
- Develop and enact a marketing program to reach and attract more corporate uses of the Theatre.
- Work with Finance/IT to evaluate alternative credit card processors.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	70% of all prime dates are booked.	46%	68%	62%
2	Sponsorship revenue is 7% of overall Theatre expenses.	9%	8.4%	5.7%
3	Ratio of gross revenues (net of P&E) to expenses is 70% or greater.	77%	88%	80%
4	80% of available tickets for City sponsored events will be sold..	94%	78%	68%
5	General Fund subsidy of Theatre Program to be $100,000/year or less.	N/A	$141,491**	TBD

* 6 months only
** New: From FY 04 to FY 09 this subsidy came from the Theatre Reserve for Operations; in FY 10 from GF.

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: RECREATION & COMMUNITY SERVICES - THEATER

EXHIBIT A
101.529

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 45,009	$ 31,684	$ 47,679	$ 18,599
Supplies, Services & Capital Outlay (Exhibit C)	596,704	801,357	741,293	751,425
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	641,713	833,041	788,972	770,024
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 641,713	$ 833,041	$ 788,972	$ 770,024

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Theater Revenues	101	Misc.	$ 491,480	$ 691,550	$ 615,580	$ 652,680
Transfer/shift from P&E Reserve	101	6090	-	-	-	15,000
General Fund Beginning Fund Bal. *	101	6090	150,233	141,491	-	
General Fund Miscellaneous	101	Misc.	-	-	173,392	102,347
* Theatre Reserve						
TOTAL			$ 641,713	$ 833,041	$ 788,972	$ 770,027

REVENUES MONITORED BY THIS PROGRAM

Theater Revenue Donations	101	4631	$ 5,492	$ 3,334	$ 3,500	$ 3,500
FOHT Operation Support	101	4631	-	-	-	26,000
Theater Preservation & Facility Surcharge **	101	4632	43,758	59,737	72,800	46,650
Facility Fee	101	4633	-	-	-	14,250
Concession & Merchandise	101	4643	3,225	3,554	3,400	2,875
Ticket Sales	101	4644	187,142	245,709	226,000	232,550
Sponsorships	101	4645	60,632	69,812	50,000	55,000
Program Advertising	101	4646	1,300	5,725	8,000	7,000
Theatre Rental Income	101	4819	233,562	363,445	324,680	311,505
Other Revenue	101	4965	127	(29)	-	-
** Restricted for Capital Improvements						
or Enhancements						
Portion to be shifted to Operations						
TOTAL			$ 535,238	$ 751,287	$ 688,380	$ 699,330

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: RECREATION & COMMUNITY SERVICES - THEATER

EXHIBIT B
101.529

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.529.7001 Personnel - Regular	$ 34,593	$ 24,506	$ 37,838	$ 14,182
101.529.7002 Personnel - Temporary	-	-	-	-
101.529.7003 Personnel - Overtime	-	-	-	-
101.529.7005 Personnel - POST	-	-	-	-
101.529.7103 Personnel - Holiday Pay	-	-	-	-
101.529.7104 Meal Allowance	-	-	-	-
101.529.7105 Uniform Allowance	-	-	-	-
101.529.7106 Retirement	4,267	2,813	4,052	1,547
101.529.7107 Dental Insurance	468	332	486	241
101.529.7108 Group Health Insurance	3,443	2,352	3,319	1,771
101.529.7109 Group Life Insurance	56	40	72	36
101.529.7110 Workers' Compensation Insurance	284	245	140	149
101.529.7111 Unemployment Insurance	-	-	-	-
101.529.7112 Group Disability Insurance	238	156	335	167
101.529.7113 Medicare	-	105	549	206
101.529.7114 Auto Allowance	576	288	576	144
101.529.7118 Other Benefit Pay	772	609	-	-
101.529.7119 Social Security	-	-	-	-
101.529.7122 Deferred Compensation Contribution	312	238	312	156
101.529.7126 PARS 457 Retirement	-	-	-	-
101.529.7115 Cell Phone Allowance	-	-	-	-
101.529.7121 Leave Balance Payout				-
101.529.7130 Project Overhead Cost				
TOTAL	**$ 45,009**	**$ 31,684**	**$ 47,679**	**$ 18,599**

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: RECREATION & COMMUNITY SERVICES - THEATER

EXHIBIT B-1
101.529

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Center Manager *	0.30	0.30	0.30	-	$ -
Acting Community Center Manager **				0.15	14,182
* Position eliminated & replaced by Acting Comm Cntr Mgr FY 11					
** Balance in Program #528 & #532					
TOTAL	**0.30**	**0.30**	**0.30**	**0.15**	**$ 14,182**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL — **EXHIBIT C**
OPERATING BUDGET - Supplies & Services Summary — **101.529**
PROGRAM: RECREATION & COMMUNITY SERVICES - THEATER

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.529.7420 Utilities - Electricity/Gas	$ 17,496	$ 41,271	$ 40,200	$ 40,200
101.529.7421 Communications - Phones	-	589	600	840
101.529.7422 Advertising	40,664	57,173	52,600	52,600
101.529.7423 Clothing and Personal Expense	-	-	-	-
101.529.7424 Office Expense	8,638	7,817	9,200	9,000
101.529.7425 Minor Tools & Equipment	-	7	100	100
101.529.7427 Special Departmental Expense	30,801	35,224	34,000	42,320
101.529.7428 Maintenance of Bldgs. Struct. & Grounds	1,815	-	1,500	1,500
101.529.7429 Maintenance & Operation of Equipment	2,350	7,215	6,300	8,100
101.529.7430 Professional & Specialized Services	411,278	562,874	500,681	495,100
101.529.7431 Promotional Expense	-	-	-	-
101.529.7432 Other Contractual Services	28,511	29,093	30,470	29,720
101.529.7433 Insurance and Surety Bonds	6,517	8,323	9,000	7,500
101.529.7434 Memberships, Dues, Books	-	-	-	-
101.529.7435 Professional Development & Meetings	-	-	-	-
101.529.7437 Staff Development	-	-	-	-
101.529.7438 Other Charges	15,992	19,129	24,000	38,300
101.529.7441 Special Community Services	-	-	-	-
101.529.7442 Insurance Claims Expense	-	-	-	-
101.529.7548 User Charges - Photocopy/Fax	-	-	-	-
101.529.7549 User Charges - Communications Pool	-	-	-	-
101.529.7550 User Charges - Motor Pool	-	-	-	-
101.529.7551 User Charges - IT Pool	32,642	32,642	32,642	26,145
101.529.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 596,704**	**$ 801,357**	**$ 741,293**	**$ 751,425**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: RECREATION & COMMUNITY SERVICES - THEATER	EXHIBIT C-1 101.529 Page 1
Description	10/11 Adopted
7420 UTILITIES	
Gas & Electricity	$ 36,000
Sewer	1,200
Water	3,000
	40,200
7421 COMMUNICATIONS	
Cell Phone for Production Manager	**840**
7422 ADVERTISING	
Marketing for Co-produced & Season Shows	52,000
Theater Marketing & Advertising	600
	52,600
7424 OFFICE EXPENSE	
Box Office Supplies	1,500
Office Supplies	1,500
Postage	6,000
	9,000
7425 MINOR TOOLS & EQUIPMENT	
Tool Box & Miscellaneous Tools	**100**
7427 SPECIAL DEPARTMENTAL EXPENSE	
First Aid Kits, Supplies & Equipment	100
Maintenance & Janitorial Supplies	200
Photo Framing	220
Piano Tuning	500
Production Equipment & Supplies	2,500
Special Program Expenses based on 1 Season (6 Shows):	
Catering for Performers (Shows)	7,800
Performer Lodging	3,000
Performer Transportation	3,000
Program Printing (Moved from 7422 in FY 07/08 & Added Programs for Co-Promotes)	6,500
Special Equipment Rental	18,500
	42,320
7428 MAINTENANCE OF BUILDINGS, STRUCTURES & GROUNDS	
General Repairs for Customer Use-Related Damages (Reimbursable)	**1,500**
SUB - TOTAL	**$ 146,560**

Description			10/11 Adopted
7429 MAINTENANCE & OPERATION OF EQUIPMENT			
Preventative Maintenance Agreements:			
Fire Sprinkler System (Once every 5 yrs: 2004 - 2009 - 2014)			-
HVAC System			1,500
Repairs to Walkie Talkies, Elevators, etc.			500
Routine Service & Repairs:			
Lighting Equipment			250
Microphone & Public Address System Repairs			250
Service Agreements:			
D&V Sound Annual Maintenance Contract			1,500
Elevator Maintenance			2,000
Fire / Intrusion / Burglar Alarm Monitoring			600
Rigging/Drapery Service (Once every 5 yrs: 2010 - 2015 - 2020)			1,500
			8,100
7430 PROFESSIONAL & SPECIALIZED SERVICES			
Contract for Theater Management & Theater Manager			153,379
Fund Development & Volunteer Expenses			1,000
In-House Production Talent (Based on One Season)			90,000
Other Reimbursable Expenses			700
Part-Time Labor (Technicians, Box Office Staff, Production Manager)			210,021
On-going Operations:			
Box Office & House Manager	$	49,231	
Marketing/Media Relations		37,500	
Production Manager		4,375	
Technical Staff		19,330	
		110,436	
Reimbursable Labor:			
Box Office @ Events		11,355	
House Manager @ Events		9,375	
Technical Staff		78,855	
		99,585	
		$ 210,021	
Co-promote Producer Split			40,000
			495,100
SUB - TOTAL			**$ 649,760**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: RECREATION & COMMUNITY SERVICES - THEATER	EXHIBIT C-1 101.529 Page 3
Description	**10/11 Adopted**
7432 OTHER CONTRACTUAL SERVICES	
Box Office Ticketing Software Support	$ 2,400
Carpet Cleaning	4,320
Custodial Services & Upholstery Cleaning	19,200
Security Services for In-House Productions	3,800
	29,720
7433 INSURANCE & SURETY BONDS	
Show Insurance (Annual Policy Based on Attendance or Square Feet & Number of Shows)	**7,500**
7438 OTHER CHARGES	
American Society of Composers, Authors & Producers (ASCAP) / Broadcast Music, Inc. License Fee (Based on 5 Shows & Rentals)	2,500
Credit Card Transaction & Bank Fees	16,600
Internet Ticketing Fees	10,200
NAGBOR Fees (Net Adjusted Gross Box Office Receipts)	9,000
	38,300
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/FAX	**26,145**
TOTAL	**$ 751,425**

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.
- Maintain cooperative relationships with CUSD & CUHSD to facilitate joint use of facilities for City 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 and maintain class enrollment at 90% of capacity or better.
- 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 and maintain participation at 90% of league capacity or better.
  - Maintain a minimum of 700 active players in the adult women's basketball league.
  - Maintain a minimum of 44 teams per season in the adult volleyball leagues.
- Encourage community health, fitness and competition by providing two annual fun runs for all ages that bring visitors to Campbell and create community excitement.
- Coordinate entertainment and obtain sponsors for the Summer Concert series.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010-2011

- Work with Building Maintenance to analyze all operational costs of Aquatics and develop a plan to increase cost recovery.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Attain 90% of capacity or better in all programs.	84%	85%	89%
2	Percent of resident enrollees in programs is 55% or greater.	51%	49%	56%
3	Ratio of gross revenues to division expenses is 107% or greater.	113%	109%	79%
4	Sponsorship funds are 120% of overall Summer Concert direct expenses.	16%	0%	0%
5	Revenue for Drop-In Programs to exceed direct expenses by 50%	N/A	N/A	TBD**

* 6 months only
** New FY 11

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: REC & COMM SERVICES - SPORTS, AQUATICS & FITNESS

EXHIBIT A
101.531

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 614,212	$ 647,023	$ 687,386	$ 714,980
Supplies, Services & Capital Outlay (Exhibit C)	174,272	175,919	193,103	152,021
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	788,484	822,942	880,489	867,001
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 788,484	$ 822,942	$ 880,489	$ 867,001

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 788,484	$ 822,942	$ 880,489	$ 867,001
TOTAL			$ 788,484	$ 822,942	$ 880,489	$ 867,001

REVENUES MONITORED BY THIS PROGRAM

Program Fees:						
Sports	101	4613	$ 341,524	$ 330,579	$ 385,929	$ 366,174
Aquatics	101	4614	232,124	245,486	236,531	279,947
Fitness	101	4622	309,557	307,362	376,416	436,266
Vending Machine Concession *	101	4627	6,674	9,452	8,200	-
Summer Concerts	101	4645	5	(5)	11,250	12,500
TOTAL			$ 889,884	$ 892,874	$ 1,018,326	$ 1,094,887

* Moved to Program #527 FY 11

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: REC & COMM SERVICES - SPORTS, AQUATICS & FITNESS

EXHIBIT B
101.531

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.531.7001 Personnel - Regular	$ 115,009	$ 120,481	$ 124,657	$ 146,760
101.531.7002 Personnel - Temporary	410,034	454,712	489,734	494,581
101.531.7003 Personnel - Overtime	4,956	6,073	2,000	2,000
101.531.7005 Personnel - POST	-	-	-	-
101.531.7103 Personnel - Holiday Pay	-	-	-	-
101.531.7104 Meal Allowance	-	-	-	-
101.531.7105 Uniform Allowance	-	-	-	25
101.531.7106 Retirement	13,239	12,683	13,350	16,013
101.531.7107 Dental Insurance	2,137	2,137	2,398	3,136
101.531.7108 Group Health Insurance	14,394	15,234	16,908	23,026
101.531.7109 Group Life Insurance	255	255	355	374
101.531.7110 Workers' Compensation Insurance	39,767	19,693	19,654	9,321
101.531.7111 Unemployment Insurance	-	-	-	-
101.531.7112 Group Disability Insurance	815	814	1,101	1,451
101.531.7113 Medicare	6,487	7,205	8,938	9,328
101.531.7114 Auto Allowance	-	-	-	-
101.531.7118 Other Benefit Pay	-	-	-	-
101.531.7119 Social Security	-	-	-	-
101.531.7122 Deferred Compensation Contribution	1,783	1,781	1,924	2,535
101.531.7126 PARS 457 Retirement	5,336	5,955	6,367	6,430
101.531.7115 Cell Phone Allowance	-	-	-	-
101.531.7121 Leave Balance Payout				-
101.531.7130 Project Overhead Cost				
TOTAL	**$ 614,212**	**$ 647,023**	**$ 687,386**	**$ 714,980**

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: REC & COMM SERVICES - SPORTS, AQUATICS & FITNESS

EXHIBIT B-1
101.531

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Recreation Supervisor	1.00	1.00	1.00	1.00	$ 86,323
Executive Assistant *	0.38	0.38	0.38	0.40	28,296
Community Center Supervisor **	0.10	0.10	0.10	0.10	8,632
Office Assistant ***	-	-	-	0.40	20,549
Utility Worker ****	-	-	-	0.05	2,960
* Balance in Program #524 & #532					
** Balance in Program #527					
*** Balance in Program #524 & #532 FY 11					
**** Balance in Program #525, #526, #527, #532 FY 11 (From Prog #530)					
TOTAL	1.48	1.48	1.48	1.95	$ 146,760

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
SPORTS:					
Sports Specialist *	0.38	0.38	-	-	-
Sports League Officials	1.27	1.33	1.15	1.03	39,900
Facility Attendants / Scorers	1.32	1.47	1.49	2.34	48,740
Sports Class Instructors	0.51	0.51	0.47	0.42	26,400
AQUATICS:					
Swim Team Coaches (5)	-	-	-	3.04	112,280
Aquatic Instructor/Lifeguard	4.34	4.39	4.65	1.75	40,059
FITNESS:					
Fitness Program Specialist	0.33	0.42	0.48	0.48	20,000
Fitness Program Staff	2.78	2.99	3.65	3.68	114,900
Fitness Program Class Instructors	1.30	1.39	1.55	1.23	89,600
SUMMER CONCERTS					
Event Staff (was Building Attendant)	0.40	0.07	0.07	0.09	2,702
* Sports Specialist absorbed into other programs/positions					
TOTAL	12.63	12.95	13.51	14.06	$ 494,581

CITY OF CAMPBELL — **EXHIBIT C**
OPERATING BUDGET - Supplies & Services Summary — **101.531**
PROGRAM: REC & COMM SERVICES - SPORTS, AQUATICS & FITNESS

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.531.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.531.7421 Communications - Phones	-	-	-	-
101.531.7422 Advertising	-	-	-	-
101.531.7423 Clothing and Personal Expense	-	-	-	-
101.531.7424 Office Expense	-	-	-	-
101.531.7425 Minor Tools & Equipment	-	-	-	-
101.531.7427 Special Departmental Expense	21,667	31,231	21,203	14,385
101.531.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.531.7429 Maintenance & Operation of Equipment	7,912	4,816	4,600	5,060
101.531.7430 Professional & Specialized Services	-	-	-	-
101.531.7431 Promotional Expense				
101.531.7432 Other Contractual Services	96,334	89,412	97,129	79,869
101.531.7433 Insurance and Surety Bonds	-	-	-	-
101.531.7434 Memberships, Dues, Books	475	415	550	300
101.531.7435 Professional Development & Meetings	-	-	-	-
101.531.7437 Staff Development	70	-	-	-
101.531.7438 Other Charges	10,041	8,302	11,000	10,500
101.531.7441 Special Community Services	21,339	25,422	42,300	28,834
101.531.7548 User Charges - Photocopy/Fax	-	-	-	-
101.531.7549 User Charges - Communications Pool	-	-	-	-
101.531.7550 User Charges - Motor Pool	113	-	-	-
101.531.7551 User Charges - IT Pool	16,321	16,321	16,321	13,073
101.531.7882 Buildings	-	-	-	-
101.531.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 174,272**	**$ 175,919**	**$ 193,103**	**$ 152,021**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: REC & COMM SERVICES - SPORTS, AQUATICS & FITNESS	EXHIBIT C-1 101.531
Description	**10/11 Adopted**
7427 SPECIAL DEPARTMENTAL EXPENSE	
Aquatics & Swim Team Supplies (Lane Line, Kickboards, Lifeguard & First Aid Supplies)	$ 1,600
Fitness / Lap Swim Supplies / Weight Room Supplies / Tables & Chairs	4,100
Fitness Room Equipment Replacement (3 Spin Bikes)	3,000
Sports Program Supplies	4,085
Summer Concert Banners	1,000
Westmont Aquatics Supplies	600
	14,385
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Maintenance and Parts for Fitness Center Equipment	5,060
7432 OTHER CONTRACTUAL SERVICES	
Payment for Sport Camp (Soccer Camps) and Contract Class Instructors	**79,869**
7434 MEMBERSHIPS, DUES & BOOKS	
Books, Dues, Subscriptions	300
7438 OTHER CHARGES	
Credit Card Transaction Fees	**10,500**
7441 SPECIAL COMMUNITY SERVICES	
Aquatics Supplies	1,000
Fitness Supplies (Includes Fun Run Supplies)	9,500
Sports Supplies	9,400
Summer Concert Band Fees	6,400
Willow Glen Pool Rental (Swim Team Summer 2010)	2,534
	28,834
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**13,073**
TOTAL	**$ 152,021**

GENERAL FUND - (101)
Recreation & Community Services - Special Interest Classes Program (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.
- Consistently provide an exceptional customer experience in all programs.
- Hire qualified staff for classes, pre-school, camps and provide additional training for specific skills desired to provide a safe and well-supervised program.
- Use volunteer staff whenever possible to reduce staff cost.
- 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 to increase enrollment, maximize revenue and achieve enrollment at a minimum of 80% of capacity and with 55% resident participation.
- Generate revenues of at least 125% of the direct costs for pre-school, camps and classes to contribute to department and city-wide overhead.
- Partner with SC County Fire make our community more safe and prepared for emergencies by offering safety training workshops to the public.
- Offer life-skills (sewing, cooking, driver's education, babysitting classes, and leader-in-training program) to foster independence, confidence and self-esteem.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Incorporate fitness, wellness and nutrition concepts into youth programs to help address the childhood obesity issue.
- Explore more partnerships with off-site contractors and neighboring agencies to provide special interest classes.
- Work with IT and the City Attorney to pursue test use of social media tools.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Attain 90% of capacity or better in all programs.	74%	71%	74.1%
2	50% or better of special interest class enrollees shall be residents.	41%	55%	52%
3	Ratio of gross revenues to division expenses is 115% or greater.	106%	114%	63.5%

* 6 months only

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: REC & COMM SERVICES - SPECIAL INTEREST CLASSES

EXHIBIT A
101.532

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 741,849	$ 689,385	$ 738,203	$ 764,532
Supplies, Services & Capital Outlay (Exhibit C)	361,442	382,546	382,092	343,402
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	1,103,291	1,071,931	1,120,295	1,107,934
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 1,103,291	$ 1,071,931	$ 1,120,295	$ 1,107,934

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 1,103,291	$ 1,071,931	$ 1,120,295	$ 1,107,934
TOTAL			$ 1,103,291	$ 1,071,931	$ 1,120,295	$ 1,107,934

REVENUES MONITORED BY THIS PROGRAM

Program Fees:						
Day Camp	101	4617	$ 342,732	$ 345,452	$ 322,830	$ 356,699
Trips & Tours	101	4618	1,980	2,133	2,250	-
Classes	101	4619	551,290	560,782	560,170	521,359
Pre-School	101	4620	271,406	287,525	297,540	338,998
Special Events	101	4621	6,789	9,551	9,225	-
TOTAL			$ 1,174,197	$ 1,205,443	$ 1,192,015	$ 1,217,056

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: REC & COMM SERVICES - SPECIAL INTEREST CLASSES

EXHIBIT B
101.532

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.532.7001 Personnel - Regular	$ 186,853	$ 170,817	$ 203,421	$ 209,036
101.532.7002 Personnel - Temporary	439,111	443,881	440,841	465,474
101.532.7003 Personnel - Overtime	1,915	1,183	2,000	2,000
101.532.7005 Personnel - POST	-	-	-	-
101.532.7103 Personnel - Holiday Pay	-	-	-	-
101.532.7104 Meal Allowance	-	-	-	-
101.532.7105 Uniform Allowance	-	-	25	25
101.532.7106 Retirement	22,375	18,967	21,784	22,808
101.532.7107 Dental Insurance	3,704	3,095	3,839	4,181
101.532.7108 Group Health Insurance	25,023	21,945	27,075	30,702
101.532.7109 Group Life Insurance	442	369	569	535
101.532.7110 Workers' Compensation Insurance	42,760	10,471	18,703	7,793
101.532.7111 Unemployment Insurance	-	-	-	-
101.532.7112 Group Disability Insurance	1,413	1,179	1,763	2,213
101.532.7113 Medicare	9,454	9,231	9,371	9,809
101.532.7114 Auto Allowance	-	-	-	720
101.532.7118 Other Benefit Pay	-	-	-	-
101.532.7119 Social Security	-	-	-	-
101.532.7122 Deferred Compensation Contribution	3,092	2,593	3,081	3,185
101.532.7126 PARS 457 Retirement	5,707	5,654	5,731	6,051
101.532.7115 Cell Phone Allowance	-	-	-	-
101.532.7121 Leave Balance Payout				-
101.532.7130 Project Overhead Cost				
TOTAL	$ 741,849	$ 689,385	$ 738,203	$ 764,532

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: REC & COMM SERVICES - SPECIAL INTEREST CLASSES

EXHIBIT B-1
101.532

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Recreation Program Supervisor *	2.00	2.00	2.00	1.00	$ 86,323
Executive Assistant **	0.37	0.37	0.37	0.40	28,296
Acting Community Center Manager ***	-	-	-	0.75	70,908
Utility Worker ****	-	-	-	0.05	2,960
Office Assistant **	-	-	-	0.40	20,549
* Reduced FTE by 1.0 FY 11					
** Balance in Prog #524 & #531					
*** Balance in Prog #528, #529					
**** Balance in Prog #525, #526, #531 FY 11					
TOTAL	**2.37**	**2.37**	**2.37**	**2.60**	**$ 209,036**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Day Camp Senior Recreation Specialist	0.62	0.62	0.56	0.25	$ 11,440
Day Camp Recreation Specialist	0.35	-	0.17	0.19	6,400
Day Camp Recreation Leader I, II, III	5.34	5.38	5.38	5.99	133,176
Special Events Recreation Specialist	0.10	0.10	0.10	-	-
Special Events Recreation Leader II	0.16	0.16	0.09	-	-
Class Instructors	2.10	1.90	1.88	1.85	96,125
PreSchool Teacher	1.86	1.88	1.94	2.30	114,797
PreSchool Aides	1.53	1.54	1.54	2.03	64,528
Drama Camp Instructor	0.04	0.04	-	-	-
Recreation Specialist	-	-	-	0.60	39,008
TOTAL	**12.10**	**11.62**	**11.66**	**13.21**	**$ 465,474**

CITY OF CAMPBELL — **EXHIBIT C**
OPERATING BUDGET - Supplies & Services Summary — **101.532**
PROGRAM: REC & COMM SERVICES - SPECIAL INTEREST CLASSES

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.532.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.532.7421 Communications - Phones	80	-	100	50
101.532.7422 Advertising	-	-	-	-
101.532.7423 Clothing and Personal Expense	-	-	-	-
101.532.7424 Office Expense	-	-	-	-
101.532.7425 Minor Tools & Equipment	-	-	-	-
101.532.7427 Special Departmental Expense	5,437	4,143	7,400	5,600
101.532.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.532.7429 Maintenance & Operation of Equipment	-	-	-	-
101.532.7430 Professional & Specialized Services	-	-	-	-
101.532.7431 Promotional Expense	-	-	-	-
101.532.7432 Other Contractual Services	214,420	214,072	230,850	199,749
101.532.7433 Insurance and Surety Bonds	-	-	-	-
101.532.7434 Memberships, Dues, Books	459	365	540	540
101.532.7435 Professional Development & Meetings	-	-	-	-
101.532.7437 Staff Development	244	28	-	-
101.532.7438 Other Charges	30,122	30,330	18,000	17,500
101.532.7441 Special Community Services	88,868	111,846	103,440	106,890
101.532.7442 Insurance Claims Expense	-	-	-	-
101.532.7548 User Charges - Photocopy/Fax	-	-	-	-
101.532.7549 User Charges - Communications Pool	-	-	-	-
101.532.7550 User Charges - Motor Pool	50	-	-	-
101.532.7551 User Charges - IT Pool	21,762	21,762	21,762	13,073
101.532.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 361,442**	**$ 382,546**	**$ 382,092**	**$ 343,402**

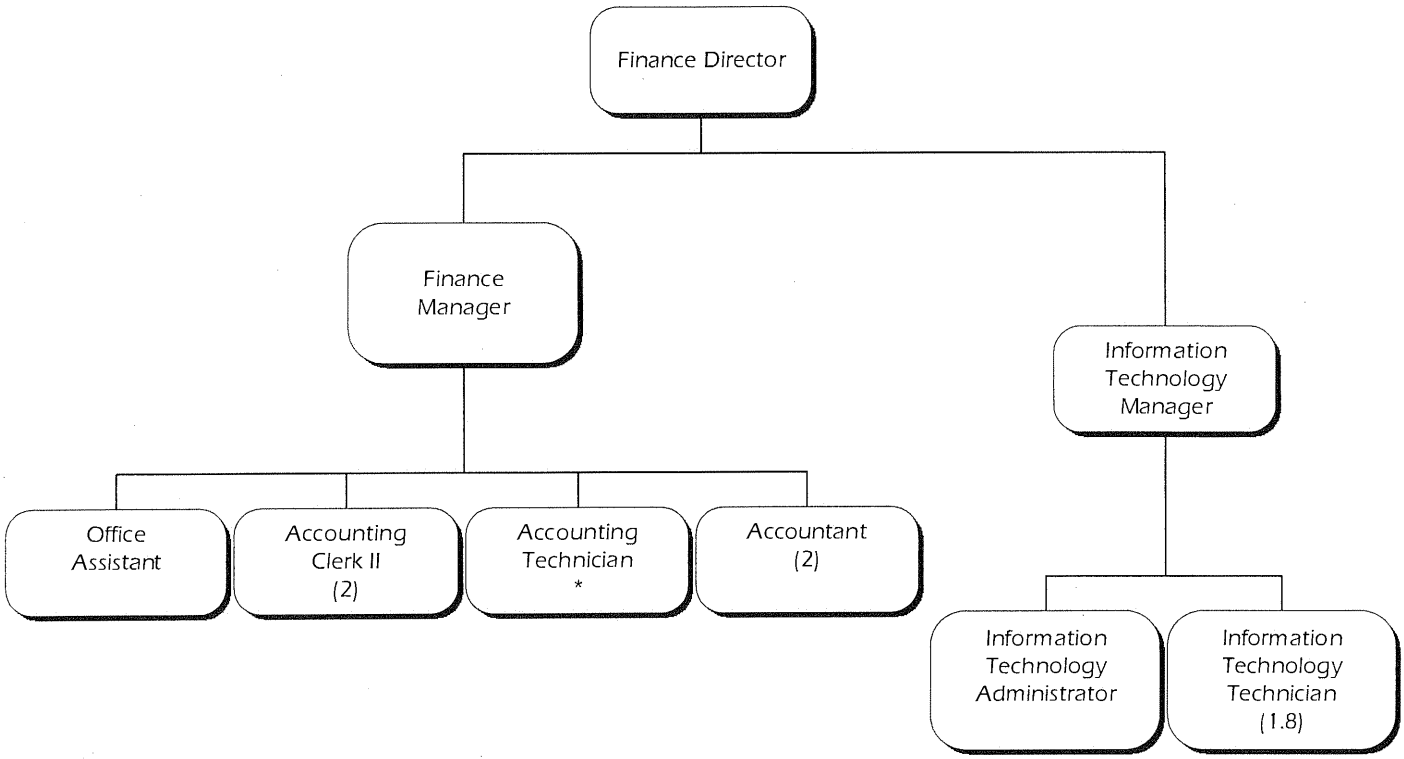
CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: REC & COMM SERVICES - SPECIAL INTEREST CLASSES

EXHIBIT C-1
101.532

Description	10/11 Adopted
7421 COMMUNICATIONS - PHONES	
Reimbursement for Personal Cell Phone Usage During Day Camp	$ 50
7427 SPECIAL DEPARTMENTAL EXPENSE	
Expendable Supplies - Classes	1,900
Expendable Supplies - Day Camp	1,200
Expendable Supplies - Pre-School	2,400
Laminating Machine Supplies	100
	5,600
7432 OTHER CONTRACTUAL SERVICES	
Payment for Contract Class Instructors (Art Classes; Boating; Gardening; Pruneridge Golf, EZ Computers, Music Together, Gymnastics, Planet Granite, Economic Driving School)	199,749
7434 MEMBERSHIPS, DUES & BOOKS	
Dues	480
Subscriptions	60
	540
7438 OTHER CHARGES	
Credit Card Transaction Fees	**17,500**
7441 SPECIAL COMMUNITY SERVICES	
Classes	8,950
Day Camps (Trip Buses; Day camp T-Shirts, Etc.)	86,600
Pre-School	11,340
	106,890
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**13,073**
TOTAL	**$ 343,402**

Finance Department

Finance Department
2010 - 2011



* Confidential

FINANCE DEPARTMENT SUMMARY

Staffing (Full-Time Equivalents)

Budgeted Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Accountant	1.87	1.87	1.87	1.87
Accounting Clerk II	2.00	2.00	2.00	2.00
Finance Manager	1.00	1.00	1.00	1.00
Accounting Technician	1.00	1.00	1.00	1.00
City Treasurer (Elected)	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	-
Finance Director	1.00	1.00	1.00	1.00
Office Assistant	-	-	-	1.00
Information Technology Manager	1.00	1.00	1.00	1.00
Information Technology Administrator	1.00	1.00	1.00	1.00
Information Technology Technician	2.00	2.00	2.00	1.80
Total Budgeted Positions	**12.87**	**12.87**	**12.87**	**12.67**
Temporary Positions				
Finance Intern / IT Support	-	-	-	-
Total Temporary Positions	**-**	**-**	**-**	**-**
Total Staffing	**12.87**	**12.87**	**12.87**	**12.67**

Expenditure Summary

Description	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Employee Services	$ 1,263,938	$ 1,430,036	$ 1,517,915	$ 1,540,125
Supplies & Other Services & Capital Outlay	1,763,251	1,567,537	1,469,231	1,258,693
Debt Service	1,662,846	1,658,239	1,659,684	1,652,644
Total Before Transfers	4,690,035	4,655,812	4,646,830	4,451,462
Transfers-Out	21,675	22,708	23,676	26,000
Appropriation Total	4,711,710	4,678,520	4,670,506	4,477,462
Less Transfers-In	799,518	763,375	768,909	772,621
Net Cost	$ 3,912,192	$ 3,915,145	$ 3,901,597	$ 3,704,841

Revenue Summary

Total Revenue Monitored by Department	$ 25,048,661	$ 23,598,288	$ 24,010,060	$ 22,273,632

GENERAL FUND - (101)
Finance Department – Accounting Services Program (535)
Program Manager – 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.
- Effectively 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.
- Prepare semi-annual reserve balance estimates.
- 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 an annual update of the City's User Fee and Cost Allocation models.
- Assist with development of the City's annual budget.
- Serve as member of Capital Improvement Plan (CIP) Committee and assist with development of the seven-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.
- Assist the Redevelopment Agency in maintaining an active economic development business retention program.
- Monitor service levels and performance reporting standards for this program.
- Update and reconcile capital assets quarterly.
- Provide assistance and training to users of the Pentamation Financial System.
- Assist departments in the monitoring and reporting of performances measures.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Assist with the review and update City's policy on Gift Acceptance. #
- Implement new CalPERS reporting system (HR, IT).
- Explore upgrade of financial system to FinPlus version 4.3 (All Departments).
- Implement Employee Access Center (HR).
- Implement electronic distribution of monthly financial reports.
- Complete required actuarial study update for post-retirement health benefits.
- Assist Recreation Department with evaluation of alternative credit card processors for Heritage Theatre (R&CS).

Lower priority will only be done if resources are available.

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	90% of invoices are processed within 45 days.	100%	100%	98%
2	Number of A/P checks generated annually.	5,801	5,861	2,827
3	Number of invoices processed annually.	10,982	11,727	6,035
4	90% of the time, distribute accurate month-end reports to departments within ten working days after the end of each accounting period.	70%	83%	70%
5	100% of the time, file all mandatory State and Federal reports within required timelines.	100%	100%	100%
6	Percent of time an unqualified audit opinion is received.	100%	100%	100%
7	80% of audit management letter comments implemented.	100%	100%	100%
8	95% of budget calendar milestones are met.	90%	100%	100%
9	90% of time miscellaneous accounts receivable billings are generated within 30 days.	95%	98%	98%
10	100% of bi-weekly payroll will be processed accurately and on schedule.	100%	100%	100%
11	100% of the time, all State and Federal required payroll reports will be prepared accurately and timely.	100%	100%	100%
12	Number of payroll checks generated annually.	8,431	8,308	4,350
13	90% of business license billings will be generated within 30 days of scheduled expiration date.	100%	100%	100%

*6 Months only

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

EXHIBIT A
101.535

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 901,028	$ 936,007	$ 972,014	$ 909,595
Supplies, Services & Capital Outlay (Exhibit C)	246,883	210,672	223,217	227,945
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	1,147,911	1,146,679	1,195,231	1,137,540
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 1,147,911	$ 1,146,679	$ 1,195,231	$ 1,137,540

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 1,003,317	$ 997,166	$ 1,039,855	$ 979,840
RDA - 20 % Housing Program	223	9899	11,005	11,390	11,959	11,959
LID #30 Fund	367	9899	1,000	1,000	1,100	1,100
RDA - Administration	434	9899	47,085	48,733	51,169	51,169
Motor Vehicle Pool	641	9899	10,000	10,000	10,000	10,000
Information Technologies Pool	647	9899	20,675	21,708	22,576	24,900
Environmental Services	209	9899	31,000	31,000	31,000	31,000
RDA Debt Service (2% Property Tax)	364	9899	23,829	25,682	27,572	27,572
TOTAL			$ 1,147,911	$ 1,146,679	$ 1,195,231	$ 1,137,540

REVENUES MONITORED BY THIS PROGRAM

Property Tax	101	4001-06	$ 8,322,288	$ 8,882,191	$ 8,787,000	$ 8,977,000
Sales and Use Tax	101	4110	7,684,885	6,676,690	9,580,000	6,230,000
Sales Tax Backfill	101	4115	2,649,946	2,545,578	-	1,700,000
Transactions & Use Tax	101	4112	-	403,130	1,700,000	1,400,000
Franchise - Electric	101	4120	350,901	365,522	365,000	365,000
Franchise - Gas	101	4121	104,260	121,783	110,000	100,000
Transient Occupancy Tax	101	4150	1,619,111	1,287,184	1,600,000	1,476,000
Real Property Transfer Tax	101	4153	290,036	192,369	200,000	180,000
Investment Earnings	101	4410	1,310,570	883,274	900,000	714,000
GASB 31 Market Value Adjustment	101	4431	19,797	210,245	-	-
Other Interest	101	4450	26,895	25,841	-	15,000
State M.V.I.L. Tax	101	4580	219,538	176,389	210,000	130,000
H.O.P.T.R. Tax	101	4581	43,716	44,051	40,000	45,000
Reimb. - Mandated Cost	101	4584	47,279	10,566	10,000	25,000
Off-Hwy. MV License Tax	101	4586	-	-	1,000	1,000
Sale of Real/Personal Property	101	4960	4,382	3,222	3,000	3,000
Insurance Claims Refund	101	4962	14,257	12,160	10,000	10,000
Other Revenue	101	4965	158,903	243,230	25,000	25,000
Business License Tax	101	4152	-	-	-	215,000
Business License Processing Fee	101	4652	-	-	-	140,000
Misc. Fund Transfers-In	101	6899	-	-	155,376	157,700
Economic Fluctuations Reserve	101	6090	-	-	542,000	-
Construction Tax Reserve	101	6090	-	-	50,000	-
TOTAL			$ 22,866,764	$ 22,083,425	$ 24,288,376	$ 21,908,700

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: FINANCE - ACCOUNTING

EXHIBIT B
101.535

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.535.7001 Personnel - Regular	$ 667,469	$ 707,627	$ 748,704	$ 690,738
101.535.7002 Personnel - Temporary	350	-	-	-
101.535.7003 Personnel - Overtime	15,978	5,114	4,000	4,000
101.535.7005 Personnel - POST	-	-	-	-
101.535.7103 Personnel - Holiday Pay	-	-	-	-
101.535.7104 Meal Allowance	-	-	-	-
101.535.7105 Uniform Allowance	-	-	-	-
101.535.7106 Retirement	81,349	79,463	80,179	75,366
101.535.7107 Dental Insurance	11,833	12,298	12,323	12,607
101.535.7108 Group Health Insurance	80,889	87,533	90,324	94,732
101.535.7109 Group Life Insurance	1,414	1,466	1,890	1,655
101.535.7110 Workers' Compensation Insurance	5,831	4,497	2,799	2,389
101.535.7111 Unemployment Insurance	-	-	-	-
101.535.7112 Group Disability Insurance	4,910	5,021	6,603	6,599
101.535.7113 Medicare	9,427	9,899	10,914	10,074
101.535.7114 Auto Allowance	4,594	4,560	4,560	2,280
101.535.7118 Other Benefit Pay	7,402	8,678	-	-
101.535.7119 Social Security	-	-	-	-
101.535.7122 Deferred Compensation Contribution	9,577	9,851	9,718	9,155
101.535.7126 PARS 457 Retirement	5	-	-	-
101.535.7115 Cell Phone Allowance	-	-	-	-
101.535.7121 Leave Balance Payout				-
101.535.7130 Project Overhead Cost	-	-	-	-
TOTAL	**$ 901,028**	**$ 936,007**	**$ 972,014**	**$ 909,595**

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

EXHIBIT B-1
101.535

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Finance Director	1.00	1.00	1.00	1.00	$ 149,261
Finance Manager	1.00	1.00	1.00	1.00	123,286
Accountant *	1.87	1.87	1.87	1.87	162,972
Accounting Technician (Confidential)	1.00	1.00	1.00	1.00	74,199
Executive Assistant **	1.00	1.00	1.00	-	-
Accounting Clerk II	2.00	2.00	2.00	2.00	125,763
Office Assistant ***	-	-	-	1.00	55,257
TOTAL	7.87	7.87	7.87	7.87	$ 690,738

* 0.1 FTE in 208.553
0.03 FTE in 208.555
** Position Eliminated FY 11
*** Moved from #511 & 510 FY 11

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: FINANCE - ACCOUNTING

EXHIBIT C
101.535

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.535.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.535.7421 Communications - Phones	1,077	529	1,250	1,250
101.535.7423 Clothing and Personal Expense	-	-	-	-
101.535.7424 Office Expense	4,844	8,074	7,500	6,000
101.535.7425 Minor Tools & Equipment	-	2,421	-	-
101.535.7427 Special Departmental Expense	1,085	73	800	800
101.535.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.535.7429 Maintenance & Operation of Equipment	750	790	800	800
101.535.7430 Professional & Specialized Services	67,048	31,656	37,700	39,490
101.535.7431 Promotional Expense	-	-	-	-
101.535.7432 Other Contractual Services	-	-	-	-
101.535.7433 Insurance and Surety Bonds	-	-	-	-
101.535.7434 Memberships, Dues, Books	1,844	1,670	1,650	1,650
101.535.7435 Professional Development & Meetings	3,211	2,622	4,500	3,000
101.535.7437 Staff Development	-	-	-	-
101.535.7438 Other Charges	117,978	113,870	120,000	120,000
101.535.7439 Bad Debts	-	-	-	-
101.535.7440 Fees Paid to State	-	-	-	-
101.535.7442 Insurance Claims Expense	-	-	-	-
101.535.7548 User Charges - Photocopy/Fax	-	-	-	-
101.535.7549 User Charges - Communications Pool	-	-	-	-
101.535.7550 User Charges - Motor Pool	79	-	50	50
101.535.7551 User Charges - IT Pool	48,967	48,967	48,967	54,905
101.535.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 246,883**	**$ 210,672**	**$ 223,217**	**$ 227,945**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: FINANCE - ACCOUNTING	EXHIBIT C-1 101.535
Description	10/11 Adopted
7421 COMMUNICATIONS - PHONES	
Modem Charges	$ 1,250
7424 OFFICE EXPENSE	
Check & Other Forms Printing	3,250
Specialized Printing of Tabs for Budget, Capital Improvement Plan and Annual Financial Report	1,500
Office Supplies	1,250
	6,000
7427 SPECIAL DEPARTMENTAL EXPENSE	
Departmental Employee Recognition	300
Meeting Expenses	500
	800
7429 MAINTENANCE AND OPERATION OF EQUIPMENT	
Filing System + Folder Sealer	800
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Annual Audit - $39,590 ($5,800 Budgeted in RDA)	33,790
Budget and CAFR Review Program	850
Collection Services Fees (A/R & DUI)	900
Direct & Overlapping Bonded Debt Statement	500
Mandated Cost Reimbursement	2,100
Off-Site Storage	1,350
	39,490
7434 MEMBERSHIPS, DUES & BOOKS	
Dues: Government Finance Officer's Association (GFOA); California Society of Municipal Finance Officers (CSMFO); Notary; & American Payroll Association (APA)	950
Subscriptions / Publications: Payroll Newsletters; American Payroll Association (APA) Guide; Gov't. Report Newsletter; Gov't. Accounting/Audit Update Financial Reporting; Misc. Governmental Publications	700
	1,650
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	3,000
7438 OTHER CHARGES	
Property Tax Administration Fees - County	120,000
7550 USER CHARGES - MOTOR POOL	
Use of City Pool Cars	50
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	54,905
TOTAL	$ 227,945

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.
- Provide proof of insurance relating to debt issues in October of each year.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Number of liability claims filed.	18	19	8
2	Total annual liability and property claims expense.	$96,296	$61,300	$4,000
3	Liability and property claims premium no more than 3% of total annual payroll.	1.36%	1.45%	1.00%

*6 Months only

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: FINANCE - NON-DEPARTMENTAL

EXHIBIT A
101.540

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ 117,392
Supplies, Services & Capital Outlay (Exhibit C)	680,172	725,277	741,600	741,700
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	680,172	725,277	741,600	859,092
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 680,172	$ 725,277	$ 741,600	$ 859,092

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 592,000	$ 595,374	$ 512,791	$ 521,283
Lighting & Landscaping District	207	9899	10,000	10,000	10,000	10,000
RDA - 20% Housing	223	9899	11,375	11,773	12,361	12,361
RDA - Administration	434	9899	45,502	47,094	49,448	49,448
General Fund - Beginning Fund Bal.						
(General Liability Reserve)	101	6090	21,295	61,036	40,000	40,000
General Fund - OPEB Reserve	101	6090	-	-	117,000	126,000
General Fund - CIPR	101	6090	-	-	-	100,000
TOTAL			$ 680,172	$ 725,277	$ 741,600	$ 859,092

REVENUES MONITORED BY THIS PROGRAM

Rental / Leases	101	4810	$ 1,498	$ (1,566)	$ -	$ -
Other Revenue	101	4965	(1,289)	-	-	-
Lighting & Landscaping District - Trsfs.	101	6899	10,000	10,000	10,000	10,000
RDA - 20% Housing - Transfers In	101	6899	11,375	11,773	12,361	12,361
RDA - Administration - Transfers In	101	6899	45,502	47,094	49,448	49,448
TOTAL			$ 67,086	$ 67,301	$ 71,809	$ 71,809

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: FINANCE - NON-DEPARTMENTAL

EXHIBIT B
101.540

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.540.7001 Personnel - Regular	$ -	$ -	$ -	$ -
101.540.7002 Personnel - Temporary	-	-	-	-
101.540.7003 Personnel - Overtime	-	-	-	-
101.540.7005 Personnel - POST	-	-	-	-
101.540.7103 Personnel - Holiday Pay	-	-	-	-
101.540.7104 Meal Allowance	-	-	-	-
101.540.7105 Uniform Allowance	-	-	-	-
101.540.7106 Retirement	-	-	-	-
101.540.7107 Dental Insurance	-	-	-	-
101.540.7108 Group Health Insurance	-	-	-	-
101.540.7109 Group Life Insurance	-	-	-	-
101.540.7110 Workers' Compensation Insurance	-	-	-	-
101.540.7111 Unemployment Insurance	-	-	-	-
101.540.7112 Group Disability Insurance	-	-	-	-
101.540.7113 Medicare	-	-	-	392
101.540.7114 Auto Allowance	-	-	-	-
101.540.7118 Other Benefit Pay	-	-	-	-
101.540.7119 Social Security	-	-	-	-
101.540.7126 PARS 457 Retirement	-	-	-	-
101.540.7115 Cell Phone Allowance	-	-	-	-
101.540.7121 Leave Balance Payout				
101.540.7123 Voluntary Separation Incentive Payout				117,000
101.540.7130 Project Overhead Cost				
TOTAL	$ -	$ -	$ -	$ 117,392

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: FINANCE - NON-DEPARTMENTAL

EXHIBIT B-1
101.540

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Voluntary separation program established for FY 11. General Fund employee payout to be charged to Non-Departmental program. Positions include: Recreation Director Senior Civil Engineer Adult Services Supervisor Police Agent Mechanic II (Equipment Maint Prog)					
TOTAL	-	-	-	-	$ -

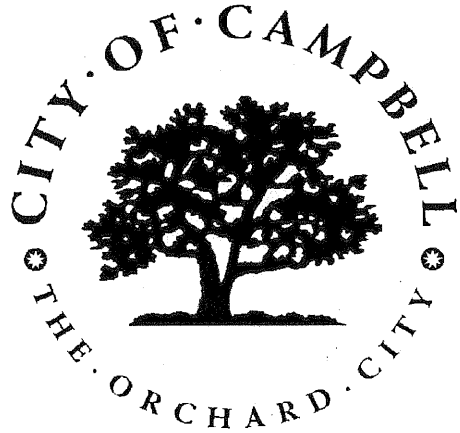
Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL **EXHIBIT C**
OPERATING BUDGET - Supplies & Services Summary **101.540**
PROGRAM: FINANCE - NON-DEPARTMENTAL

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.540.7420 Utilities - Electricity/Gas	$ 189,252	$ 214,017	$ 195,000	$ 195,000
101.540.7421 Communications - Phones	53,719	57,162	55,000	55,000
101.540.7422 Advertising	-	-	-	-
101.540.7424 Office Expense	11,946	3,414	7,000	4,900
101.540.7425 Minor Tools & Equipment	-	-	-	-
101.540.7427 Special Departmental Expense	1,325	1,473	1,800	400
101.540.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.540.7429 Maintenance & Operation of Equipment	-	-	-	-
101.540.7430 Professional & Specialized Services	35,065	84,089	14,000	10,000
101.540.7431 Promotional Expense	-	-	-	-
101.540.7432 Other Contractual Services	-	-	-	-
101.540.7433 Insurance and Surety Bonds	243,905	265,354	278,000	268,800
101.540.7434 Memberships, Dues, Books	-	-	-	-
101.540.7435 Professional Development & Meetings	-	-	-	-
101.540.7437 Staff Development	-	-	-	-
101.540.7438 Other Charges	38,453	25,793	16,000	25,800
101.540.7439 Bad Debt Expense	-	-	-	-
101.540.7440 Fees Paid to State	737	707	800	800
101.540.7442 Insurance Claims Expense	96,296	61,036	50,000	50,000
101.540.7445 Cobra Insurance	-	-	-	-
101.540.7448 Other Interest Expense	9,474	12,232	7,000	5,000
101.540.7452 Expense for Future Claims	-	-	-	-
101.540.7549 User Charges - Communications Pool	-	-	-	-
101.540.7626 Retiree Health Prefunding	-	-	117,000	126,000
101.540.7884 Machinery & Equipment	-	-	-	-
101.540.7900 Supplies Inventory	-	-	-	-
TOTAL	$ 680,172	$ 725,277	$ 741,600	$ 741,700

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: FINANCE - NON-DEPARTMENTAL	EXHIBIT C-1 101.540 Page 1
Description	**10/11 Adopted**
7420 UTILITIES	
PG&E (City Hall, Service Center)	
Second Street Parking Garage	
Water (City Hall, Service Center, Library)	
West Valley Sanitation (Annual Service Charge for City Hall)	$ 195,000
7421 COMMUNICATIONS - PHONES	
Telephone - City Hall Local/Long Distance Calls	
- City Hall Modem Connection for Financial System	
- Emergency Lines	
- Fax Lines (City Hall)	
- Switchboard	55,000
7424 OFFICE EXPENSE	
Print Shop Office Supplies, City-Wide Envelopes, Miscellaneous Forms, Etc.	4,900
7427 SPECIAL DEPARTMENTAL EXPENSE	
Annual "Clean-Out Your Files" Day, Promotion Materials & Refreshments	400
7430 PROFESSIONAL & SPECIALIZED SERVICES	
STARS - Quarterly Sales Tax Report	6,000
Sales Tax Audit - MuniServices Revenue Share Estimate (Offset w/ New Revenue)	4,000
	10,000
7433 INSURANCE AND SURETY BONDS	
Comprehensive Insurance Premiums:	
Fidelity Bonds (Estimated)	800
Liability Insurance Pool (Estimated)	241,000
Property (Estimated)	27,000
	268,800
7438 OTHER CHARGES	
Credit Card Transaction Fees (City Clerk Register & PD Register)	21,000
Loomis Armored Car Service	4,800
	25,800
7440 FEES PAID TO STATE	
Fuel Tax, Underground Storage Tank Fees, Annexations, Etc.	800
SUB - TOTAL	$ 560,700

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: FINANCE - NON-DEPARTMENTAL	EXHIBIT C-1 101.540 Page 2
Description	**10/11 Adopted**
7442 INSURANCE CLAIMS EXPENSE	
General Liability Self- Insured Retention (SIR) *	$ 50,000
7448 OTHER INTEREST EXPENSE	
Estimated Interest on Refundable Faithful Performance Deposits (Estimate)	5,000
7626 RETIREE HEALTH PREFUNDING	
GASB 45 Phase in Funding of Future Retiree Health Benefits (OPEB) **	126,000
* $40,000 Funded from Liability Reserve * * Funded from OPEB Reserve	
TOTAL	$ 741,700


CITY OF CAMPBELL
THE ORCHARD CITY

GENERAL FUND - (101)
Finance Department – City Treasurer Program (545)
Program Manager – Finance Manager

MISSION STATEMENT

Prudently invest surplus funds in conformity with State and City requirements to safeguard principal and achieve a reasonable rate of return.

ONGOING RESPONSIBILITIES

- Annually evaluate and update the City's Investment Strategy and Policy.
- Prepare a monthly investment report for review by City Council.
- Review disbursement of City funds for propriety.
- Maintain appropriate number of investment brokers with whom to transact business.
- 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.
- Update signature cards and wire transfer authority as necessary.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	99% of idle funds placed in interest bearing investments.	98.1%	98%	98%
2	80% of time, bank statements will be reconciled to general ledger cash balances within ten working days of month-end close.	42%	42%	60%

*6 Months only

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

EXHIBIT A
101.545

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 12,441	$ 12,343	$ 13,297	$ 14,512
Supplies, Services & Capital Outlay (Exhibit C)	1,775	1,801	1,885	1,885
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	14,216	14,144	15,182	16,397
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 14,216	$ 14,144	$ 15,182	$ 16,397

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 14,216	$ 14,144	$ 15,182	$ 16,397
TOTAL			$ 14,216	$ 14,144	$ 15,182	$ 16,397

REVENUES MONITORED BY THIS PROGRAM

TOTAL			$ -	$ -	$ -	$ -

CITY OF CAMPBELL OPERATING BUDGET - Employee Services Summary PROGRAM: FINANCE - CITY TREASURER				EXHIBIT B 101.545
Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.545.7001 Personnel - Regular	$ 1,200	$ 1,200	$ 1,200	$ 1,200
101.545.7002 Personnel - Temporary	-	-	-	-
101.545.7003 Personnel - Overtime	-	-	-	-
101.545.7005 Personnel - POST	-	-	-	-
101.545.7103 Personnel - Holiday Pay	-	-	-	-
101.545.7104 Meal Allowance	-	-	-	-
101.545.7105 Uniform Allowance	-	-	-	-
101.545.7106 Retirement	-	-	-	131
101.545.7107 Dental Insurance	1,557	1,560	1,620	1,608
101.545.7108 Group Health Insurance	9,454	9,356	10,200	11,312
101.545.7109 Group Life Insurance	186	186	240	240
101.545.7110 Workers' Compensation Insurance	10	7	4	4
101.545.7111 Unemployment Insurance	-	-	-	-
101.545.7112 Group Disability Insurance	-	-	-	-
101.545.7113 Medicare	18	18	17	17
101.545.7114 Auto Allowance	-	-	-	-
101.545.7118 Other Benefit Pay	-	-	-	-
101.545.7119 Social Security	-	-	-	-
101.545.7122 Deferred Compensation Contribution	-	-	-	-
101.545.7126 PARS 457 Retirement	16	16	16	-
101.545.7115 Cell Phone Allowance	-	-	-	-
TOTAL	**$ 12,441**	**$ 12,343**	**$ 13,297**	**$ 14,512**

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: FINANCE - CITY TREASURER

EXHIBIT B-1
101.545

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
City Treasurer *	1.00	1.00	1.00	1.00	$ 1,200
* Elected Position; not a full time position.					
TOTAL	**1.00**	**1.00**	**1.00**	**1.00**	**$ 1,200**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL **EXHIBIT C**
OPERATING BUDGET - Supplies & Services Summary **101.545**
PROGRAM: FINANCE - CITY TREASURER

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.545.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.545.7421 Communications - Phones	-	-	-	-
101.545.7422 Advertising	-	-	-	-
101.545.7423 Clothing and Personal Expense	-	-	-	-
101.545.7424 Office Expense	-	-	-	-
101.545.7425 Minor Tools & Equipment	-	-	-	-
101.545.7427 Special Departmental Expense	-	-	-	-
101.545.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.545.7429 Maintenance & Operation of Equipment	-	-	-	-
101.545.7430 Professional & Specialized Services	-	155	-	-
101.545.7431 Promotional Expense	-	-	-	-
101.545.7432 Other Contractual Services	1,620	1,538	1,500	1,500
101.545.7433 Insurance and Surety Bonds	-	-	-	-
101.545.7434 Memberships, Dues, Books	155	108	385	385
101.545.7435 Professional Development & Meetings	-	-	-	-
101.545.7437 Staff Development	-	-	-	-
101.545.7438 Other Charges	-	-	-	-
101.545.7441 Special Community Services	-	-	-	-
101.545.7442 Insurance Claims Expense	-	-	-	-
101.545.7548 User Charges - Photocopy/Fax	-	-	-	-
101.545.7549 User Charges - Communications Pool	-	-	-	-
101.545.7550 User Charges - Motor Pool	-	-	-	-
101.545.7883 Improvements other than Buildings	-	-	-	-
101.545.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 1,775**	**$ 1,801**	**$ 1,885**	**$ 1,885**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: FINANCE - CITY TREASURER

EXHIBIT C-1
101.545

Description	10/11 Adopted
7432 OTHER CONTRACTUAL SERVICES	
Third Party Safekeeping	$ 1,500
7434 MEMBERSHIPS, DUES & BOOKS	
Dues - California Municipal Treasurers Association (CMTA) (Finance Director & Accounting Manager)	185
Subscriptions - Wall Street Journal	200
	385
TOTAL	$ 1,885

INFORMATION TECHNOLOGY POOL FUND - (647)
Finance Department – Information Technology Program (547)
Program Manager – Information Technology (IT) Manager

MISSION STATEMENT

Provide cost effective Information Technology service and support to all City departments and manage related assets.

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:
  - Pentamation – Financial System
  - Advantage – Permitting System
  - Recware Safari – Recreation Management System
  - Square Rigger – Automotive Maintenance System
  - Palladium – 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.
- Maintain website and on-going enhancements.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Upgrade City Computers to Internet Explorer 8.
- Upgrade City Antivirus to Symantec EndPoint Security.
- Replace and implement new Recreation registration software (R&CS).
- Implement Citizen Request Module in IWorq.
- Replace network switching equipment at Community Center and Service Center.
- Complete review of e-agenda/paperless agenda distribution process.
- Implement new CalPERS reporting system (HR/FIN).
- Assist with social media exploration (Recreation).
- Assist with feasibility analysis of on-line reporting system for certain Police reports.

INFORMATION TECHNOLOGY POOL FUND - (647)
Finance Department – Information Technology Program (547)
Program Manager – Information Technology (IT) Manager

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Core Business Applications will be available 98% of scheduled up-time.	99%	99%	99%
2	Network servers will be maintained to provide for reliability consistent with the Core Business Applications availability goal.	100%	100%	100%
3	An accurate and current inventory of City assets (workstations, servers & mobile) will be maintained.	100%	100%	100%
4	98% of all Network back-ups are completed as scheduled.	98%	100%	100%
5	The City's total per copy cost for black and white photocopies does not exceed $.05.	≤.02¢	≤.02¢	≤.01¢
6	The City's total per copy cost for color photocopies does not exceed $.30.	≤.15¢	≤.12¢	≤.08¢
7	Photocopying equipment will be available 95% of normal business hours.	96%	98%	96%
8	Information Technology Requests for Service will be acknowledged within (4) hours during normal business hours, and completed within the timeframe agreed by the requestor and Information Technology for 95% of all requests.	99%	99%	99%
9	90% of time Emergency Requests for Service will be acknowledged within (1) hour during normal business hours, and within (2) hours during nights and weekends.	100%	100%	100%

*6 Months only

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

EXHIBIT A
647.547

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 350,469	$ 481,686	$ 532,604	$ 498,626
Supplies, Services & Capital Outlay (Exhibit C)	834,421	629,787	502,529	287,163
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	1,184,890	1,111,473	1,035,133	785,789
Transfers Out (Exhibit E)	20,675	21,708	22,576	24,900
APPROPRIATION TOTAL	$ 1,205,565	$ 1,133,181	$ 1,057,709	$ 810,689

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Information Technologies (IT) Pool	647	Misc.	$ 989,519	$ 958,969	$ 969,209	$ 802,000
IT - Beginning Fund Balance - IT	647	6090	173,400	173,400	7,500	-
IT - Beginning Fund Balance - Communications	647	6090	-	-	81,000	-
General Fund (Equipment)	101	9899	42,646	812	-	-
Contract Revenue	647	4705	-	-	-	10,000
TOTAL			$ 1,205,565	$ 1,133,181	$ 1,057,709	$ 812,000

REVENUES MONITORED BY THIS PROGRAM

Sales of Real/Personal Property	647	4960	$ 95	$ 300	$ -	$ -
Other Revenue	647	4965	8,455	149	-	-
Capital Contributions (GASB 34)	647	4990	-	-	-	-
IT Pool Fees	647	5104	1,050,000	1,050,000	1,050,000	802,000
General Fund - Transfers In	647	6899	42,646	812	-	-
Contract Revenue	647	4705	-	-	-	10,000
TOTAL			$ 1,101,196	$ 1,051,261	$ 1,050,000	$ 812,000

CITY OF CAMPBELL OPERATING BUDGET - Employee Services Summary PROGRAM: INFORMATION TECHNOLOGIES SERVICES				EXHIBIT B 647.547
Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
647.547.7001 Personnel - Regular	$ 212,284	$ 364,653	$ 414,621	382,250
647.547.7002 Personnel - Temporary	58,960	-	-	-
647.547.7003 Personnel - Overtime	263	-	3,000	3,000
647.547.7005 Personnel - POST	-	-	-	-
647.547.7103 Personnel - Holiday Pay	-	-	-	-
647.547.7104 Meal Allowance	-	-	-	-
647.547.7105 Uniform Allowance	-	-	-	-
647.547.7106 Retirement	24,712	40,814	44,402	41,707
647.547.7107 Dental Insurance	3,740	6,240	6,480	6,432
647.547.7108 Group Health Insurance	26,215	44,478	45,336	44,872
647.547.7109 Group Life Insurance	465	744	960	816
647.547.7110 Workers' Compensation Insurance	3,230	7,019	1,541	4,044
647.547.7111 Unemployment Insurance	-	-	-	-
647.547.7112 Group Disability Insurance	1,584	2,574	3,348	3,199
647.547.7113 Medicare	4,223	5,731	6,056	5,586
647.547.7114 Auto Allowance	1,478	1,920	1,920	960
647.547.7118 Other Benefit Pay	10,249	3,093	-	-
647.547.7122 Deferred Compensation	2,300	4,420	4,940	4,680
647.547.7126 PARS 457 Retirement	766	-	-	-
647.547.7115 Cell Phone Allowance	-	-	-	1,080
647.547.7130 Leave Balance Payout				-
647.547.7130 Project Overhead Cost				
TOTAL	**$ 350,469**	**$ 481,686**	**$ 532,604**	**$ 498,626**

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: INFORMATION TECHNOLOGIES SERVICES

EXHIBIT B-1
647.547

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Information Technology Manager	1.00	1.00	1.00	1.00	$ 126,875
Information Technology Administrator	1.00	1.00	1.00	1.00	103,788
Information Technology Technician *	2.00	2.00	2.00	1.80	151,587
* Reduced FTE .20 FY 11					
TOTAL	4.00	4.00	4.00	3.80	$ 382,250

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: INFORMATION TECHNOLOGIES SERVICES

EXHIBIT C
647.547

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
647.547.7420 Utilities - Electricity/Gas	$ -	$ -		$ -
647.547.7421 Communications - Phones	6,398	8,426	8,800	7,800
647.547.7423 Clothing and Personal Expense	-	-	-	-
647.547.7424 Office Expense	19,472	18,833	20,500	18,500
647.547.7425 Minor Tools & Equipment	-	57,146	11,900	1,500
647.547.7427 Special Departmental Expense	16,223	2,687	2,000	-
647.547.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
647.547.7429 Maintenance & Operation of Equipment	316,622	271,133	324,329	230,363
647.547.7430 Professional & Specialized Services	150,498	225	-	-
647.547.7431 Promotional Expense	-	-	-	-
647.547.7432 Other Contractual Services	-	-	-	-
647.547.7433 Insurance and Surety Bonds	-	-	-	-
647.547.7434 Memberships, Dues, Books	-	-	-	-
647.547.7435 Professional Development & Training	7,174	6,026	5,000	3,000
647.547.7437 Staff Development	2,724	1,747	6,500	3,000
647.547.7438 Other Charges	33,624	35,604	35,000	23,000
647.547.7441 Special Community Services	-	-	-	-
647.547.7442 Insurance Claims Expense	-	-	-	-
647.547.7444 Depreciation	281,686	220,364	-	-
647.547.7451 Loss on Sale of Equipment	-	-	-	-
647.547.7549 User Charges - Communications Pool	-	-	-	-
647.547.7550 User Charges - Motor Pool	-	-	-	-
647.547.7551 User Charges - IT Pool	-	-	-	-
647.547.7884 Machinery & Equipment	-	7,596	88,500	-
TOTAL	**$ 834,421**	**$ 629,787**	**$ 502,529**	**$ 287,163**

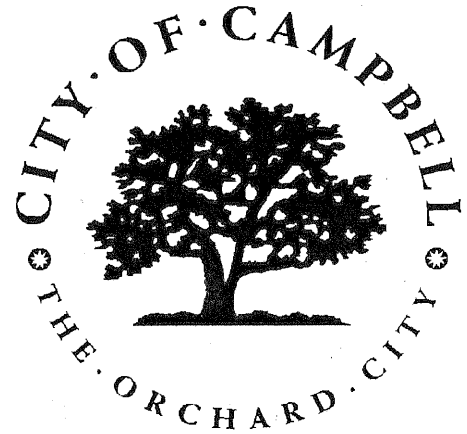
CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: INFORMATION TECHNOLOGIES SERVICES	EXHIBIT C-1 647.547 Page 1
Description	**10/11 Adopted**
7421 COMMUNICATIONS - PHONES	
Internet Connection - Globix	**7,800**
7424 OFFICE EXPENSE	
Laser Printer Toner Cartridges (Includes Plotter & Color Laser Printers)	17,000
Magnetic Media, IT Consumables	1,500
	18,500
7425 MINOR TOOLS & EQUIPMENT	
New Uninterruptable Power Supplies (5)	**1,500**
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Hardware:	
Cisco Router Support for CLETS	750
Cisco Smartnet Support Router & Firewall	5,000
Dispatch Automated Map System	5,500
Foundry Networks - Foundry Core Switch Maintenance	2,350
Motorola Mobile Data Terminal Support Contract (Police Department)	11,500
Past Perfect Museum Management System	500
Small Parts & Supplies	5,000
Spectracom Annual Maintenance	250
	30,850
SUB - TOTAL	**$ 58,650**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: INFORMATION TECHNOLOGIES SERVICES	EXHIBIT C-1 647.547 Page 2
Description	**10/11 Adopted**
7429 MAINTENANCE & OPERATION OF EQUIPMENT (Continued)	
Software:	
ArcIms & ArcView Support (ESRI)	1,500
CAD/RMS FRS Map Source Code Escrow	1,750
Critical Reach Support	400
E-Safe Spam/Web Filtering	5,700
FTK Software Maintenance	840
Gasboy Communications & Reporting Maintenance	550
GIS Application	8,000
Graffitti Tracking Software Maintenance	600
Granicus Webcasting	3,480
IWorQ Public Works Ticketing System	3,500
LaserFiche - Document Management Maintenance	7,250
Miscellaneous Software Upgrades (Contingency)	4,000
Motorola Mobile Data Message Switch Interface (MSI) Software Maintenance	18,300
Munimetrix	700
Online Municipal Code - Book Publishing Corp.	825
Palladium CAD/RMS Support	72,000
Recware Safari - Active.Com (Recreation)	5,500
ServLet Exec Annual Maintenance	1,000
Square Rigger - Vehicle Maintenance System	2,750
StreetSaver / Asset Management Maintenance	1,250
Sungard Public Sector (Pentamation) Software Maintenance	31,500
Symantec Anti-Virus Subscription	7,500
T model - Traffic Counts	750
Tidemark - Permit*Plan (Permitting)	14,000
Veritas Back-up Executive	3,500
Visual Statement FX3 Software Annual Maintenance	1,168
VMware ESX Maintenance & Support	1,200
	199,513
	230,363
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	**3,000**
7437 STAFF DEVELOPMENT	
City-Wide Specialized Technical Trainings	**3,000**
7438 OTHER CHARGES	
Maintenance - Photocopiers / Fax Machines	10,000
Paper, Toner, Miscellaneous Supplies - Photocopier / Fax Machines	13,000
	23,000
TOTAL	**$ 287,163**

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: INFORMATION TECHNOLOGIES SERVICES

EXHIBIT E
647.547

Account Description	10/11 Adopted
9899 TRANSFERS OUT	
Finance - #101.535	
Accounting Clerk II - 15% (Additional 10% due to Executive Assistant retirement)	$ 13,500
Accountant - 10%	11,400
Executive Assistant - 10% (Photocopier/Fax) (Position unfilled for FY 11)	-
TOTAL TRANSFERS OUT	$ 24,900


CITY · OF · CAMPBELL
THE · ORCHARD · CITY

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: TRANSFERS OUT - GENERAL FUND

EXHIBIT A
101.980

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ -
Supplies, Services & Capital Outlay (Exhibit C)	-	-	-	-
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	-	-	-	-
Transfers Out (Exhibit E)	2,864,596	2,296,897	2,173,683	1,821,174
APPROPRIATION TOTAL	$ 2,864,596	$ 2,296,897	$ 2,173,683	$ 1,821,174

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 1,979,096	$ 1,979,096	$ 1,949,683	$ 1,621,174
GF Beginning Fund Balance *	101	6090	200,000	200,000	200,000	200,000
Construction Tax Reserve	101	6090	115,000	115,000	-	-
Workers Comp Reserve	101	6090	500,000	500,000	-	-
CIPR	101	6090	65,500	65,500	24,000	-
Tree In Lieu Reserve	101	6090	5,000	5,000	-	-
* Reserve for RDA Advances						
TOTAL			$ 2,864,596	$ 2,864,596	$ 2,173,683	$ 1,821,174

REVENUES MONITORED BY THIS PROGRAM

TOTAL			$ -	$ -	$ -	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: TRANSFERS OUT - GENERAL FUND

EXHIBIT E
101.980

Account Description	10/11 Adopted
9899 TRANSFERS - OUT (Operating)	
L.L.D. Park Maintenance - # 207.775 (General Fund Subsidy)	$ 640,062
RDA Debt Service # 364.816 (Home Depot DDA) *	200,000
City COP Debt Service # 366.543	113,042
1997 Street Maintenance Debt Service # 368.544	430,070
Public Works - Environmental Programs - # 209.715 (Garbage Franchise Fee/Solid Waste Fee)	438,000
TOTAL TRANSFERS OUT	**$ 1,821,174**

* Funded with Reserve for RDA Advances

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: TRANSFERS OUT - MISCELLANEOUS FUNDS

EXHIBIT A
Misc. 980

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ -
Supplies, Services & Capital Outlay (Exhibit C)	-	-	-	-
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	-	-	-	-
Transfers Out (Exhibit E)	85,180	152,680	122,480	122,580
APPROPRIATION TOTAL	$ 85,180	$ 152,680	$ 122,480	$ 122,580

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Beg. Fund Bal. - Asset Seizure	205	6090	$ -	$ -	$ -	$ -
Asset Seizure	205	4892	10,000	5,000	5,000	3,500
Federal Aid Urban	211	4410	-	-	-	-
Federal Aid Urban (Beg. Fund Bal.)	211	6090	-	50,000	50,000	30,000
State Grants (ABAG)	212	4523	10,000	15,000	13,000	15,000
Federal Grants (BVP)	218	4531	4,500	3,000	4,000	3,600
Federal Grants (Other Grants)	218	4523	3,000	5,000	3,000	-
Federal Grants (Justice Assistance)	218	4523	-	-	-	18,000
Federal Grants (LLEBG)	218	4532	-	-	-	-
Parkland Dedication (Beg. Fund Bal.)	295	6090	-	37,000	-	-
Parks & Museum Trust Revenue	794	4410	-	-	-	-
Donations-Historic Museum	794	4812	52,000	32,000	42,000	47,000
Donations-Parks	794	4818	-	-	-	-
Museum Trust (Beg. Fund Bal.)	794	6090	-	-	-	-
Senior Citizen Trust Revenue	797	4410	-	-	-	-
Senior Citizen Trust-Donations	797	4813	5,680	5,680	5,480	5,480
Beg. Fund Bal. - Senior Citizen Trust	797	6090	-	-	-	-
TOTAL			$ 85,180	$ 152,680	$ 122,480	$ 122,580

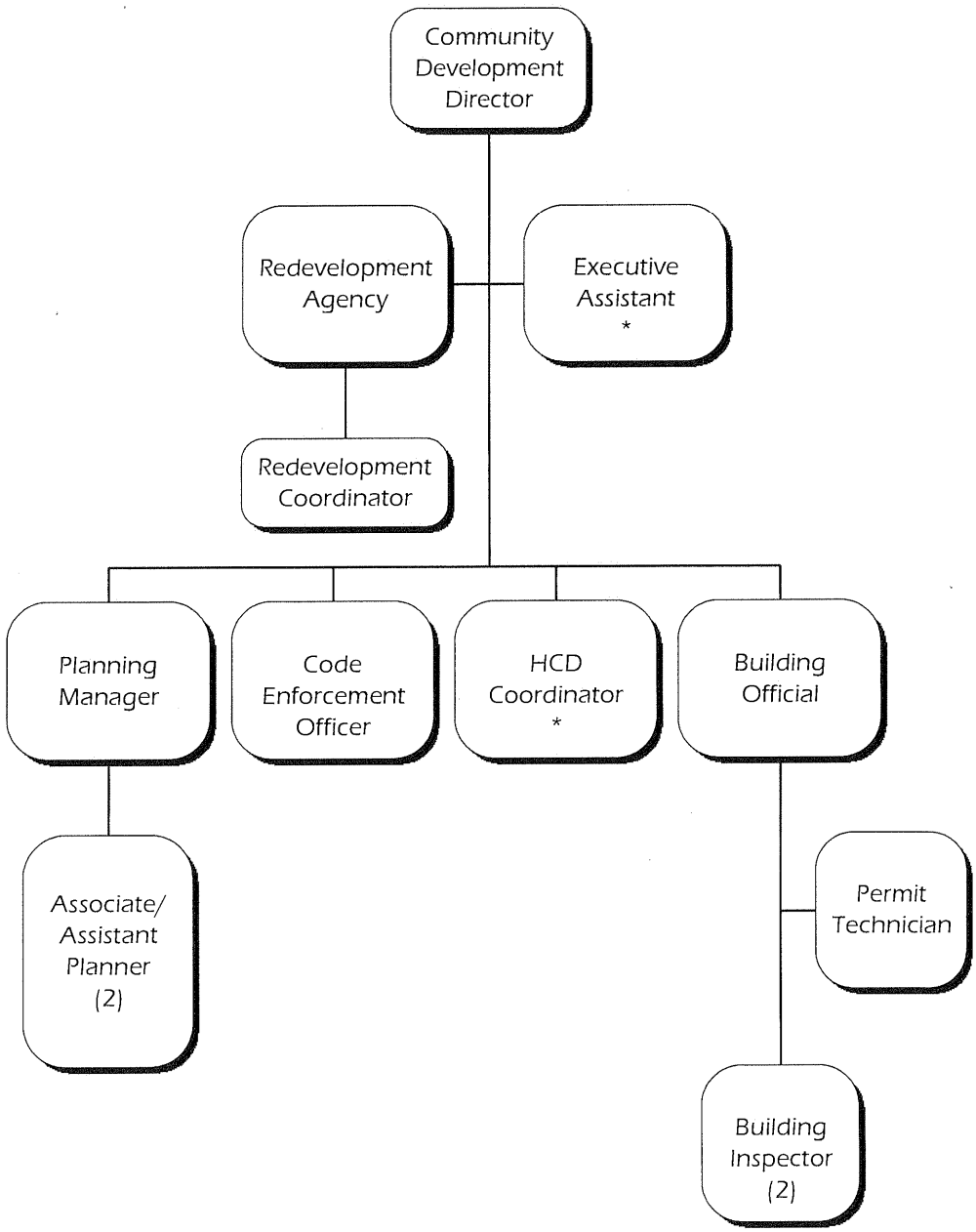
REVENUES MONITORED BY THIS PROGRAM

Asset Seizure (205.604)	205	4892	$ 10,000	$ 5,000	$ 5,000	$ 3,500
Federal Aid Urban	211	4410	-	-	-	-
Association of Bay Area Governments	212	4550	10,000	15,000	13,000	15,000
Federal Grants	218	4523	3,000	5,000	3,000	18,000
Federal Grants	218	4531	4,500	3,000	4,000	3,600
Federal Grants	218	4527	-	-	-	-
Federal Grants (LLEBG)	218	4532	-	-	-	-
Investment Earnings	794	4410	-	-	-	-
Donations-Historic Museum (794.775)	794	4812	52,000	32,000	42,000	47,000
Donations-Ainsley Capital	794	4815	-	-	-	-
Donations-Parks (794.775)	794	4818	-	-	-	-
Investment Earnings	797	4410	-	-	-	-
Senior Trust - Donations (797.526)	797	4813	5,680	5,680	5,480	5,480
TOTAL			$ 85,180	$ 65,680	$ 72,480	$ 92,580

CITY OF CAMPBELL OPERATING BUDGET - Transfers Detail PROGRAM: TRANSFERS OUT - MISCELLANEOUS FUNDS	EXHIBIT E Misc. 980
Account Description	**10/11 Adopted**
9899 OPERATING TRANSFERS OUT	
Museum Trust - (794)	
Museum Services - # 101.528	$ 47,000
Senior Citizens Trust - (797)	
Senior Citizens Services - # 101.526	5,480
Asset Forfeiture Fund - (205)	
Police - Field Services - # 101.605 (In-Car Cameras - WMD Supplies)	3,500
Association of Bay Area Governments Grant) - (212)	
Police - Field Services - # 101.605 (Risk Mitigation Grant)	15,000
Federal Grant (Bulletproof Vest Grant) - (218)	
Police - Field Services - # 101.605	3,600
Federal Urban Aid - (211)	
Public Works - Transportation Engineering - # 101.720 (Subsidy)	30,000
Federal Justice Assistance Grant (JAG) - (218)	
Police - Special Enforcement - # 101.604 (JAG Overtime Grant)	18,000
TOTAL TRANSFERS OUT	**$ 122,580**

Community Development

Community Development Department
2010 - 2011



* Permanent Part-Time

COMMUNITY DEVELOPMENT DEPARTMENT SUMMARY

Staffing (Full-Time Equivalents)

Budgeted Positions	Actual 2007-2008	Actual 2008-2009	Actual 2009-2010	Adopted 2010-2011
Accountant	0.13	0.13	0.13	0.13
Bldg Division Manager / Bldg Official	1.00	1.00	1.00	1.00
Building Inspector	2.00	2.00	2.00	2.00
Code Enforcement Officer / Inspector	1.00	1.00	1.00	1.00
Community Development Director	1.00	1.00	0.50	0.50
HCD Coordinator	0.10	0.10	0.10	0.10
Assistant/Associate Planner	2.00	2.00	1.80	1.80
Planning Manager	1.00	1.00	0.90	0.90
Permit Technician	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	0.85	0.65
Senior Building Inspector	1.00	1.00	1.00	-
Senior Planner	1.00	1.00	0.90	-
Total Budgeted Positions	**12.23**	**12.23**	**11.18**	**9.08**
Temporary Positions				
Temporary Planner	-	-	-	-
Planning Intern	0.30	0.28	0.28	0.28
Total Temporary Positions	**0.30**	**0.28**	**0.28**	**0.28**
Total Staffing	**12.53**	**12.51**	**11.46**	**9.36**

Expenditure Summary

Description	Actual 2007-2008	Actual 2008-2009	Actual 2009-2010	Adopted 2010-2011
Employee Services	$ 1,479,615	$ 1,485,523	$ 1,480,879	$ 1,166,438
Supplies & Other Services & Capital Outlay	354,765	352,778	496,267	462,061
Debt Service	-	-	-	-
Total Before Transfers	1,834,380	1,838,301	1,977,146	1,628,499
Transfers-Out	-	-	-	-
Appropriation Total	1,834,380	1,838,301	1,977,146	1,628,499
Less Transfers-In	37,396	63,690	73,024	68,024
Net Cost	$ 1,796,984	$ 1,774,611	$ 1,904,122	$ 1,560,475

Revenue Summary

Total Revenue Monitored by Department	$ 2,564,503	$ 1,630,100	$ 1,334,067	$ 1,570,374

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 Redevelopment.
- 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.
- Establish administrative procedures for effective review and processing of permits.
- Prepare the department's annual budget.
- Implement Performance Measurement Program.
- Maintain proper public records.
- Ensure quality customer service.
- Expand computer proficiency of department employees.
- Monitor new legislation and case law affecting land use.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Develop a process and schedule for bringing to closure the backlog of code enforcement violations.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	90% of call backs made within one business day	95%	95%	90%
2	100% of public notices are filed accurately.	100%	100%	100%

*6 months only

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

EXHIBIT A
101.550

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 217,083	$ 278,117	$ 204,293	$ 172,082
Supplies, Services & Capital Outlay (Exhibit C)	46,846	36,666	47,327	35,170
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	263,929	314,783	251,620	207,252
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 263,929	$ 314,783	$ 251,620	$ 207,252

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 263,929	$ 314,783	$ 251,620	$ 207,252
TOTAL			$ 263,929	$ 314,783	$ 251,620	$ 207,252

REVENUES MONITORED BY THIS PROGRAM

Rents/Leases *						
Telecommunications Facilities	101	4810	$ 89,593	$ 87,448	$ 95,000	$ 95,840
* Moved from 101.540						
TOTAL			$ 89,593	$ 87,448	$ 95,000	$ 95,840

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - ADMINISTRATION

EXHIBIT B
101.550

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.550.7001 Personnel - Regular	$ 158,485	$ 169,975	$ 160,576	$ 134,488
101.550.7002 Personnel - Temporary	594	50,830	-	-
101.550.7003 Personnel - Overtime	-	139	-	-
101.550.7005 Personnel - POST	-	-	-	-
101.550.7103 Personnel - Holiday Pay	-	-	-	-
101.550.7104 Meal Allowance	-	-	-	-
101.550.7105 Uniform Allowance	-	-	-	-
101.550.7106 Retirement	18,571	17,836	17,196	14,674
101.550.7107 Dental Insurance	3,624	3,755	2,349	2,010
101.550.7108 Group Health Insurance	24,676	25,408	16,349	14,760
101.550.7109 Group Life Insurance	418	432	348	269
101.550.7110 Workers' Compensation Insurance	955	1,452	604	553
101.550.7111 Unemployment Insurance	-	-	-	-
101.550.7112 Group Disability Insurance	1,422	1,421	1,302	1,153
101.550.7113 Medicare	2,503	3,388	2,328	1,950
101.550.7114 Auto Allowance	1,116	568	1,512	756
101.550.7118 Other Benefit Pay	1,792	55	-	-
101.550.7119 Social Security	-	-	-	-
101.550.7122 Deferred Compensation Contribution	2,919	2,858	1,729	1,469
101.550.7126 PARS 457 Retirement	8	-	-	-
101.550.7115 Cell Phone Allowance	-	-	-	-
101.550.7121 Leave Balance Payout				-
101.550.7130 Project Overhead Cost				
TOTAL	**$ 217,083**	**$ 278,117**	**$ 204,293**	**$ 172,082**

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

EXHIBIT B-1
101.550

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Development Director *	0.22	0.22	0.50	0.50	$ 74,402
Planning Manager **	0.10	0.10	0.10	0.10	12,833
Executive Assistant***	1.00	1.00	0.85	0.65	47,253
* Balance funded in Programs 815 & 817					
** Balance funded in Programs 551, 552 & 815 Principal Planner Reclassified FY 09					
*** Balance funded in Program 815 & Position Reduced .10 FTE FY 11					
TOTAL	**1.32**	**1.32**	**1.45**	**1.25**	**$ 134,488**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - ADMINISTRATION

EXHIBIT C
101.550

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.550.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.550.7421 Communications - Phones	-	-	-	-
101.550.7422 Advertising	4,055	3,096	3,500	3,500
101.550.7423 Clothing and Personal Expense	-	-	-	-
101.550.7424 Office Expense	8,627	3,462	4,300	4,000
101.550.7425 Minor Tools & Equipment	-	-	-	-
101.550.7427 Special Departmental Expense	332	247	1,000	325
101.550.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.550.7429 Maintenance & Operation of Equipment	225	-	515	515
101.550.7430 Professional & Specialized Services	-	-	1,000	-
101.550.7431 Promotional Expense	-	-	-	-
101.550.7432 Other Contractual Services	-	-	-	-
101.550.7433 Insurance and Surety Bonds	-	-	-	-
101.550.7434 Memberships, Dues, Books	1,178	359	810	400
101.550.7435 Professional Development & Meetings	5,080	2,300	9,000	9,000
101.550.7437 Staff Development	-	-	-	-
101.550.7438 Other Charges	-	-	-	-
101.550.7441 Special Community Services	-	-	-	-
101.550.7442 Insurance Claims Expense	-	-	-	-
101.550.7548 User Charges - Photocopy/Fax	-	-	-	-
101.550.7549 User Charges - Communications Pool	-	-	-	-
101.550.7550 User Charges - Motor Pool	147	-	-	-
101.550.7551 User Charges - IT Pool	27,202	27,202	27,202	17,430
101.550.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 46,846**	**$ 36,666**	**$ 47,327**	**$ 35,170**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: COMMUNITY DEVELOPMENT - ADMINISTRATION	EXHIBIT C-1 101.550 Page 1
Description	**10/11 Adopted**
7422 ADVERTISING	
Publication of Legal Notices, EIR's, Etc.	$ 3,500
7424 OFFICE EXPENSE	
Miscellaneous Printings, Maps, Publications, Office Supplies, Etc.	
Reproduction for General Plan & Public Meetings	4,000
7427 SPECIAL DEPARTMENTAL EXPENSE	
Employee Recognition	325
7429 MAINTENANCE OF BUILDINGS, STRUCTURES & GROUNDS	
Microfiche Service Contract	515
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Temporary Staffing	-
7434 MEMBERSHIPS, DUES & BOOKS	
Books;CDD & SCCAPO Dues & Subscriptions	400
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	9,000
All Staff (13 Employees)	
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	17,430
TOTAL	$ 35,170

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

MISSION STATEMENT

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

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 adopted design and development policies.
- Provide technical assistance and analysis to assist decision makers.
- Provide staff support through the preparation and presentation of the reports and the maintenance of records to the following: City Council, Planning Commission, Historic Preservation Board, site and Architectural Review Committee (SARC), Development Review Committee (DRC) and Council Committees.
- Implement the General Plan.
- Provide land use, design and environmental review support for the Redevelopment Agency.
- Provide accurate and timely public information to customers.
- Provide environmental review support for the CIP and Public Works projects.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	80% of inquiry phone calls and emails are returned within 1 business day.**	95%	95%	90%
2	90% of minor building permits receive a response within 5 business days.	90%	90%	90%
3	85% of major building permits receive a response within 10 business days.	90%	90%	85%
4	100% of completeness letters are sent out within 30 days.	100%	100%	100%
5	100% permit-streamlining to applicable projects are completed within six months.	100%	100%	100%
6	90% of hearings are held within 60 days of application completeness.	100%	100%	90%

* 6 months only
** This is a reduced standard due to the Budget Correction Strategy.

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: COMMUNITY DEVELOPMENT - CURRENT PLANNING

EXHIBIT A
101.551

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 367,469	$ 327,331	$ 327,072	$ 181,582
Supplies, Services & Capital Outlay (Exhibit C)	17,990	18,323	20,246	16,998
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	385,459	345,654	347,318	198,580
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 385,459	$ 345,654	$ 347,318	$ 198,580

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 385,459	$ 345,654	$ 347,318	$ 198,580
TOTAL			$ 385,459	$ 345,654	$ 347,318	$ 198,580

REVENUES MONITORED BY THIS PROGRAM

Zoning Fees	101	4660	$ 249,706	$ 184,916	$ 150,000	$ 175,000
Architectural Advisor Fee	101	4668	1,500	-	-	-
TOTAL			$ 251,206	$ 184,916	$ 150,000	$ 175,000

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - CURRENT PLANNING

EXHIBIT B
101.551

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.551.7001 Personnel - Regular	$ 258,159	$ 242,267	$ 251,355	$ 135,266
101.551.7002 Personnel - Temporary	27,281	13,990	5,000	5,000
101.551.7003 Personnel - Overtime	-	305	500	500
101.551.7005 Personnel - POST	-	-	-	-
101.551.7103 Personnel - Holiday Pay	-	-	-	-
101.551.7104 Meal Allowance	-	-	-	-
101.551.7105 Uniform Allowance	-	-	-	-
101.551.7106 Retirement	29,984	25,765	26,918	14,759
101.551.7107 Dental Insurance	4,062	3,743	3,726	2,251
101.551.7108 Group Health Insurance	27,693	27,823	26,095	16,532
101.551.7109 Group Life Insurance	470	439	552	293
101.551.7110 Workers' Compensation Insurance	5,823	4,543	2,383	1,477
101.551.7111 Unemployment Insurance	-	-	-	-
101.551.7112 Group Disability Insurance	1,655	1,472	1,897	1,228
101.551.7113 Medicare	2,755	2,069	3,724	2,041
101.551.7114 Auto Allowance	2,472	1,540	1,997	480
101.551.7118 Other Benefit Pay	3,655	187	-	-
101.551.7119 Social Security	-	-	-	-
101.551.7122 Deferred Compensation Contribution	3,105	3,006	2,860	1,690
101.551.7126 PARS 457 Retirement	355	182	65	65
101.551.7115 Cell Phone Allowance	-	-	-	-
101.551.7121 Leave Balance Payout				-
101.551.7130 Project Overhead Cost				
TOTAL	**$ 367,469**	**$ 327,331**	**$ 327,072**	**$ 181,582**

CITY OF CAMPBELL — **EXHIBIT B-1**
OPERATING BUDGET - Personnel Allocation — **101.551**
PROGRAM: COMMUNITY DEVELOPMENT - CURRENT PLANNING

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Development Director *	0.30	0.30	-	-	$ -
Planning Manager **	0.50	0.50	0.50	0.50	64,165
Senior Planner ***	1.00	1.00	0.90	-	-
Assistant/Associate Planner ****	1.00	1.00	0.90	0.90	71,101
TOTAL	**2.80**	**2.80**	**2.30**	**1.40**	**$ 135,266**

* Moved to Programs 550, 815, 817 in FY 10
** Title Change in FY 09 Balance Funded in 550, 552 & 815
*** Position Eliminated FY 11
**** Changed to Flexible Staffing & Title Changed in FY 09. Balance in Program 815

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Planning Intern	0.03	0.28	0.28	0.28	$ 5,000
TOTAL	**0.03**	**0.28**	**0.28**	**0.28**	**$ 5,000**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - CURRENT PLANNING

EXHIBIT C
101.551

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.551.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.551.7421 Communications - Phones	-	-	-	-
101.551.7422 Advertising	-	-	-	-
101.551.7423 Clothing and Personal Expense	-	-	-	-
101.551.7424 Office Expense	-	-	-	-
101.551.7425 Minor Tools & Equipment	-	-	-	-
101.551.7427 Special Departmental Expense		543	500	500
101.551.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.551.7429 Maintenance & Operation of Equipment	-	-	-	-
101.551.7430 Professional & Specialized Services	1,250	800	2,500	2,500
101.551.7431 Promotional Expense	-	-	-	-
101.551.7432 Other Contractual Services	-	-	-	-
101.551.7433 Insurance and Surety Bonds	-	-	-	-
101.551.7434 Memberships, Dues, Books	419	684	925	925
101.551.7435 Professional Development & Meetings	-	-	-	-
101.551.7437 Staff Development	-	(25)	-	-
101.551.7438 Other Charges	-	-	-	-
101.551.7441 Special Community Services	-	-	-	-
101.551.7442 Insurance Claims Expense	-	-	-	-
101.551.7548 User Charges - Photocopy/Fax	-	-	-	-
101.551.7549 User Charges - Communications Pool	-	-	-	-
101.551.7550 User Charges - Motor Pool	-	-	-	-
101.551.7551 User Charges - IT Pool	16,321	16,321	16,321	13,073
101.551.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 17,990**	**$ 18,323**	**$ 20,246**	**$ 16,998**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: COMMUNITY DEVELOPMENT - CURRENT PLANNING

EXHIBIT C-1
101.551

Description	10/11 Adopted
7427 SPECIAL DEPARTMENTAL EXPENSE	
Historic Preservation Board Projects	$ 500
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Architectural Advisor Services (Revenue Offset Included with Zoning Fees)	2,500
7434 MEMBERSHIPS, DUES & BOOKS	
Books; Dues & Subscriptions	
Associate Planner & Planner II APA	925
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	13,073
TOTAL	$ 16,998

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

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.
- Provide land use, urban design and policy support to the Redevelopment Agency.
- 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 WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Review the City's Tree Protection Ordinance.
- Amend the City's Landscape Ordinance to come into compliance with SB 1881.
- Consider options for amending the Smoking Ordinance.*
- Amend Parking Standards as deemed appropriate. (carryover)
- Consider adoption of a Green Building Ordinance. (carryover)
- Consider amending the Zoning Ordinance to provide all land use decisions are appealable to the City Council. *

*** Projects suggested by Boards & Commissions or Council.**

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	85% of policy development milestones and projects are completed according to the approved Work Plan.	100%	85%	90%

*6 months only

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT

EXHIBIT A
101.552

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 193,260	$ 168,090	$ 162,205	$ 159,804
Supplies, Services & Capital Outlay (Exhibit C)	8,594	33,563	9,340	8,258
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	201,854	201,653	171,545	168,062
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 201,854	$ 201,653	$ 171,545	$ 168,062

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 178,458	$ 177,439	$ 146,121	$ 142,638
RDA - 20% Housing Fund	223	9899	4,679	4,842	5,084	5,084
RDA - Administration	434	9899	18,717	19,372	20,340	20,340
TOTAL			$ 201,854	$ 201,653	$ 171,545	$ 168,062

REVENUES MONITORED BY THIS PROGRAM

General Plan Maintenance Fee *	101	4670	$ 68,914	$ 41,117	$ 35,000	$ -
RDA - Transfers In	101	6899	23,396	24,214	25,424	25,424
* Non-operating revenue						
TOTAL			$ 92,310	$ 65,331	$ 60,424	$ 25,424

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT

EXHIBIT B
101.552

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.552.7001 Personnel - Regular	$ 138,035	$ 128,846	$ 126,419	$ 123,597
101.552.7002 Personnel - Temporary	-	-	-	-
101.552.7003 Personnel - Overtime	5,667	1,207	500	500
101.552.7005 Personnel - POST	21	-	-	-
101.552.7103 Personnel - Holiday Pay	-	-	-	-
101.552.7104 Meal Allowance	-	-	-	-
101.552.7105 Uniform Allowance	-	-	-	-
101.552.7106 Retirement	17,014	13,925	13,538	13,486
101.552.7107 Dental Insurance	2,526	2,023	1,944	1,930
101.552.7108 Group Health Insurance	17,503	14,568	13,601	14,170
101.552.7109 Group Life Insurance	302	235	288	245
101.552.7110 Workers' Compensation Insurance	2,710	2,191	1,124	1,303
101.552.7111 Unemployment Insurance	-	-	-	-
101.552.7112 Group Disability Insurance	1,086	808	893	1,004
101.552.7113 Medicare	2,131	1,848	1,840	1,799
101.552.7114 Auto Allowance	1,402	669	576	288
101.552.7118 Other Benefit Pay	2,924	161	-	-
101.552.7119 Social Security	-	-	-	-
101.552.7122 Deferred Compensation Contribution	1,939	1,609	1,482	1,482
101.552.7126 PARS 457 Retirement	-	-	-	-
101.552.7115 Cell Phone Allowance	-	-	-	-
101.552.7121 Leave Balance Payout				-
101.552.7130 Project Overhead Cost				
TOTAL	**$ 193,260**	**$ 168,090**	**$ 162,205**	**$ 159,804**

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

EXHIBIT B-1
101.552

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Development Director *	0.30	0.30	-	-	$ -
Planning Manager **/***	0.40	0.40	0.30	0.30	38,499
Assistant/Associate Planner ****	1.00	1.00	0.90	0.90	85,098
* Moved to Programs 815, 817 & 550 in FY 10					
** Balance Funded in 550, 551 & 815					
*** Title Changed in FY 09					
**** Changed To Flexible Staffing and Title Changed in FY 09 & Balance in 815					
TOTAL	1.70	1.70	1.20	1.20	$ 123,597

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT

EXHIBIT C
101.552

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.552.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.552.7421 Communications - Phones	-	-	-	-
101.552.7422 Advertising	-	-	-	-
101.552.7423 Clothing and Personal Expense	-	-	-	-
101.552.7424 Office Expense	-	-	-	-
101.552.7425 Minor Tools & Equipment	-	-	-	-
101.552.7427 Special Departmental Expense	3,154	3,123	3,500	3,500
101.552.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.552.7429 Maintenance & Operation of Equipment	-	-	-	-
101.552.7430 Professional & Specialized Services	-	25,000	-	-
101.552.7431 Promotional Expense	-	-	-	-
101.552.7432 Other Contractual Services	-	-	-	-
101.552.7433 Insurance and Surety Bonds	-	-	-	-
101.552.7434 Memberships, Dues, Books	-	-	400	400
101.552.7435 Professional Development & Meetings	-	-	-	-
101.552.7437 Staff Development	-	-	-	-
101.552.7438 Other Charges	-	-	-	-
101.552.7442 Insurance Claims Expense	-	-	-	-
101.552.7548 User Charges - Photocopy/Fax	-	-	-	-
101.552.7549 User Charges - Communications Pool	-	-	-	-
101.552.7550 User Charges - Motor Pool	-	-	-	-
101.552.7551 User Charges - IT Pool	5,440	5,440	5,440	4,358
101.552.7882 Buildings	-	-	-	-
101.552.7884 Machinery & Equipment	-	-	-	-
TOTAL	$ 8,594	$ 33,563	$ 9,340	$ 8,258

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: COMMUNITY DEVELOPMENT - POLICY DEVELOPMENT

EXHIBIT C-1
101.552

Description	10/11 Adopted
7427 SPECIAL DEPARTMENTAL EXPENSE	
Local Area Formation Commission (LAFCO) Fee - Mandate	$ 3,500
7434 MEMBERSHIPS, DUES & BOOKS	
Planning Manager Membership - AICP / APA	400
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	4,358
* Other 50% Funded by RDA Program #815	
TOTAL	$ 8,258

HOUSING & COMMUNITY DEVELOPMENT ACT FUND – (208)
Community Development – Housing Program (553)
Program Manager – Housing Coordinator

MISSION STATEMENT

Administer the City's Housing Programs.

ONGOING RESPONSIBILITIES

- Process, on a timely basis, applications for rehabilitation loans/grants.
- Process progress payments for rehabilitation loan recipients.
- Review loan program guidelines annually and make recommendations as appropriate.
- Review loan disbursement and collection procedures and make recommendations as appropriate.
- Identify and monitor targeted low-income neighborhoods needing code enforcement activities.
- Rehabilitate five to seven housing units for very low and low-income single family or mobile home owners.
- Bring five to seven rehabilitated units to code addressing all health and safety repairs.
- Leverage rehabilitation loan funds with handy worker/home access repair funds.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010-2011

- Prepare and disseminate handouts to landlords of multi-family developments to encourage the participation in the Section 8 housing program.
- Develop and maintain an active listing of opportunity sites for development of housing to be made available and marketed to housing developers.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Rehabilitate 8 – 10 houses per year.	6	7	7
2	Number of minor home repairs / home access grants to very low income households.	9	11	5
3	Resolve 75% of investigated code cases.	48%	75%	75%

*6 months only

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: COMMUNITY DEVELOPMENT - HOUSING

EXHIBIT A
208.553

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 85,832	$ 73,301	$ 77,296	**$ 79,595**
Supplies, Services & Capital Outlay (Exhibit C)	5,776	5,676	165,440	**164,358**
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	91,608	78,977	242,736	243,953
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 91,608**	**$ 78,977**	**$ 242,736**	**$ 243,953**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Housing & Comm. Development	208	Misc.	$ 91,608	$ 78,929	$ 146,548	**$ 72,832**
Beginning Fund Balance *	208	6090	-	-	86,188	**161,121**
RDA Housing Rehab Grant	223	9899	-	48	10,000	**10,000**
* HCD program expenses paid from						
existing HCD cash balance.						
TOTAL			**$ 91,608**	**$ 78,977**	**$ 242,736**	**$ 243,953**

REVENUES MONITORED BY THIS PROGRAM

Loan & Grants (Rehab. Program):						
Program Interest	208	4410	$ 18,622	$ -	$ 10,000	$ -
Principal Repayment *	208	4966	-	-	30,000	-
Principal (Early) Repayment *	208	4966	-	-	45,000	-
Support Services:						
CDBG County Rehab.	208	4520	28,372	133,214	**28,372**	**28,372**
CDBG County Code Enforcement	208	4520	43,995	-	**43,111**	**44,460**
Other Revenue	208	4965	-	2,034	-	-
Principal Repayment	208	4966	-	(1,792)	-	-
RDA Housing Rehab Grant	208	6899	-	48	**10,000**	**10,000**
* Low Interest Housing Loans						
Total Portfolio $1.3 - $1.7M						
TOTAL			**$ 90,989**	**$ 133,504**	**$ 166,483**	**$ 82,832**

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - HOUSING

EXHIBIT B
208.553

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
208.553.7001 Personnel - Regular	$ 63,379	$ 53,967	$ 59,536	$ 60,042
208.553.7002 Personnel - Temporary	-	1,600	-	-
208.553.7003 Personnel - Overtime	-	-	-	-
208.553.7005 Personnel - POST	-	-	-	-
208.553.7103 Personnel - Holiday Pay	-	-	-	-
208.553.7104 Meal Allowance	-	-	-	-
208.553.7105 Uniform Allowance	53	53	75	24
208.553.7106 Retirement	7,757	6,045	6,384	6,551
208.553.7107 Dental Insurance	1,202	953	1,043	1,222
208.553.7108 Group Health Insurance	9,447	7,766	7,357	7,675
208.553.7109 Group Life Insurance	144	114	155	146
208.553.7110 Workers' Compensation Insurance	1,256	829	600	1,696
208.553.7111 Unemployment Insurance	-	-	-	-
208.553.7112 Group Disability Insurance	465	365	446	484
208.553.7113 Medicare	860	779	863	852
208.553.7114 Auto Allowance	-	30	-	-
208.553.7118 Other Benefit Pay	332	25	-	-
208.553.7119 Social Security	-	-	-	-
208.553.7122 Deferred Compensation Contribution	937	775	837	845
208.553.7126 PARS 457 Retirement	-	-	-	-
208.553.7115 Cell Phone Allowance	-	-	-	58
208.553.7121 Leave Balance Payout				-
208.553.7130 Project Overhead Cost				-
TOTAL	$ 85,832	$ 73,301	$ 77,296	$ 79,595

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

EXHIBIT B-1
208.553

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Development Director *	0.05	0.05	-	-	$ -
HCD Coordinator **	0.04	0.04	0.04	0.04	5,136
Building Inspector ***	0.08	0.08	0.08	0.08	7,581
Accountant ****	0.10	0.10	0.10	0.10	8,715
Code Enforcement:					
Building Inspector ***	0.08	0.08	0.08	0.08	7,580
Code Enforcement Officer ***	0.35	0.35	0.35	0.35	31,030
TOTAL	0.69	0.69	0.64	0.64	$ 60,042

* Moved to Programs #815, #817 & #550 in FY 10
** Balance of 0.06 Funded in #555 & .065 Funded in #817
*** Balance Funded in #554
**** Balance Funded in #535, #554 & #555

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - HOUSING

EXHIBIT C
208.553

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
208.553.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
208.553.7421 Communications - Phones	-	-	-	-
208.553.7422 Advertising	-	-	-	-
208.553.7423 Clothing and Personal Expense	-	-	-	-
208.553.7424 Office Expense	-	-	-	-
208.553.7425 Minor Tools & Equipment	-	-	-	-
208.553.7427 Special Departmental Expense	-	-	-	-
208.553.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
208.553.7429 Maintenance & Operation of Equipment	-	-	-	-
208.553.7430 Professional & Specialized Services	-	-	-	-
208.553.7431 Promotional Expense	-	-	-	-
208.553.7432 Other Contractual Services	-	-	-	-
208.553.7433 Insurance and Surety Bonds	-	-	-	-
208.553.7434 Memberships, Dues, Books	-	-	-	-
208.553.7435 Professional Development & Training	-	-	-	-
208.553.7437 Staff Development	-	-	-	-
208.553.7438 Other Charges	-	188	-	-
208.553.7447 Rehab Grants	336	48	10,000	10,000
208.553.7449 Rehab Loans	-	-	150,000	150,000
208.553.7548 User Charges - Photocopy/Fax	-	-	-	-
208.553.7549 User Charges - Communications Pool	-	-	-	-
208.553.7550 User Charges - Motor Pool	-	-	-	-
208.553.7551 User Charges - IT Pool	5,440	5,440	5,440	4,358
208.553.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 5,776**	**$ 5,676**	**$ 165,440**	**$ 164,358**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: COMMUNITY DEVELOPMENT - HOUSING

EXHIBIT C-1
208.553

Description	10/11 Adopted
7447 REHABILITATION GRANTS	
Rehabillation Emergency Grants	$ 10,000
7449 REHABILITATION LOANS	
Housing Rehabilitation Loans - Amortized *	100,000
Housing Rehabilitation Loans - Deferred	50,000
	150,000
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	4,358
* Portion of Loans Funded from Existing CDBG Cash on Hand - Beginning Fund Balance	
TOTAL	$ 164,358

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 Building Division budget.
- Assist other departments with building code information.
- Staff the Building Code Board of Appeals and schedule meetings as needed.
- Conduct nuisance abatement actions as required.
- Monitor State Code changes and maintain current adoption matrix.
- Perform Housing Code inspections and abatement of violations.
- Oversee the City Graffiti Abatement Program.
- Revise and update all Building Division handout offerings to create professional, standardized forms for public use.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Adopt the 2010 Uniform Building Code.
- Complete backlog of documents imaging of Building Department records.

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	85% of all plan check submittals are given first review for compliance with codes within 10 days of submittal.	100%	100%	100%
2	85% of time all inspections are made the day following the request. **	100%	100%	100%
3	80% of simple tenant improvements and minor permits are issued over-the-counter. **	90%	95%	95%
4	90% of permit application for plan review are checked for completeness, compiled and proper routing within 2-hours of submittal.	75%	80%	75%
5	90% of plan review applications are given preliminary review for completeness, valuation and proper routing within 3 days of submittal. **	100%	100%	100%
6	80% of "Final" permits having plans are pulled from active storage and formatted for digital imaging within 5 days of final inspection.	60%	100%	100%
7	90% of all minor nuisance complaints resolved within 30 days.	95%	95%	95%
8	90% of code enforcement inquiries are responded to within 3 business days.	90%	90%	90%

* 6 months only
** This is a reduced standard due to the Budget Correction Stratgey.

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: COMMUNITY DEVELOPMENT - BUILDING

EXHIBIT A
101.554

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 597,048	$ 623,179	$ 696,599	$ 556,492
Supplies, Services & Capital Outlay (Exhibit C)	154,754	118,560	119,899	102,057
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	751,802	741,739	816,498	658,549
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 751,802	$ 741,739	$ 816,498	$ 658,549

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 751,802	$ 741,739	$ 816,498	$ 658,549
TOTAL			$ 751,802	$ 741,739	$ 816,498	$ 658,549

REVENUES MONITORED BY THIS PROGRAM

Construction Tax *	101	4151	$ 129,027	$ 10,639	$ 10,000	$ -
Construction Permits	101	4210	1,395,014	825,817	600,000	750,000
Advance Plan Check Fees	101	4211	331,277	252,636	140,000	300,000
Building Division General Revenue	101	4212	6,479	2,506	4,000	5,000
Plan Check Fee - Title 24 Energy	101	4213	54,342	15,153	18,000	36,000
Document Imaging Fees	101	4661	11,140	7,451	8,000	10,000
Code Enforcement Fees	101	4671	3,037	348	2,000	2,000
Storm Water Impact Fee	101	4669	3,905	-	-	-
Code Enforcement Fines	101	4371		2,600	-	-
Other Revenue	101	4965		182	-	-
* Non-operating revenue						
TOTAL			$ 1,934,221	$ 1,117,332	$ 782,000	$ 1,103,000

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - BUILDING

EXHIBIT B
101.554

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.554.7001 Personnel - Regular	$ 448,933	$ 476,832	$ 539,473	$ 423,325
101.554.7002 Personnel - Temporary	-	-	-	-
101.554.7003 Personnel - Overtime	-	4,707	-	-
101.554.7005 Personnel - POST	-	-	-	-
101.554.7103 Personnel - Holiday Pay	-	-	-	-
101.554.7104 Meal Allowance	-	-	-	-
101.554.7105 Uniform Allowance	548	548	525	276
101.554.7106 Retirement	54,907	53,786	57,828	46,189
101.554.7107 Dental Insurance	7,169	7,214	8,848	7,156
101.554.7108 Group Health Insurance	49,435	47,481	62,038	52,547
101.554.7109 Group Life Insurance	857	860	1,311	902
101.554.7110 Workers' Compensation Insurance	11,832	8,834	5,557	9,728
101.554.7111 Unemployment Insurance	-	-	-	-
101.554.7112 Group Disability Insurance	2,955	2,957	4,436	3,683
101.554.7113 Medicare	6,991	7,319	7,822	6,138
101.554.7114 Auto Allowance	2,211	2,067	1,920	-
101.554.7118 Other Benefit Pay	5,512	4,833	-	-
101.554.7119 Social Security	-	-	-	-
101.554.7122 Deferred Compensation Contribution	5,698	5,741	6,841	5,525
101.554.7126 PARS 457 Retirement	-	-	-	-
101.554.7115 Cell Phone Allowance	-	-	-	1,023
101.554.7121 Leave Balance Payout				-
101.554.7130 Project Overhead Cost				
TOTAL	**$ 597,048**	**$ 623,179**	**$ 696,599**	**$ 556,492**

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

EXHIBIT B-1
101.554

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Development Director *	0.11	0.11	-	-	$ -
Bldg Division Manager / Bldg Official	1.00	1.00	1.00	1.00	128,330
Senior Building Inspector **	1.00	1.00	1.00	-	-
Building Inspector ***	1.85	1.85	1.85	1.84	174,348
Code Enforcement Officer ****	0.65	0.65	0.65	0.65	57,627
Permit Technician *****	0.96	0.96	0.96	0.96	63,020
* Moved to Programs 815, 817 & 550 in FY 10					
** Position Eliminated FY 11					
*** Bal .08 in #553 - Offset with CDBG $ for Code Enforcement.					
**** Balance of .35 FTE in 208.553					
***** Balance funded in Program 208.555					
TOTAL	5.57	5.57	5.46	4.45	$ 423,325

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - BUILDING

EXHIBIT C
101.554

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.554.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.554.7421 Communications - Phones	2,279	2,451	3,000	500
101.554.7422 Advertising	-	-	-	-
101.554.7423 Clothing and Personal Expense	-	-	150	150
101.554.7424 Office Expense	3,537	3,186	3,500	3,500
101.554.7425 Minor Tools & Equipment	-	-	100	150
101.554.7427 Special Departmental Expense	-	-	-	-
101.554.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.554.7429 Maintenance & Operation of Equipment	-	-	-	-
101.554.7430 Professional & Specialized Services	68,719	35,366	35,000	35,000
101.554.7431 Promotional Expense	-	-	-	-
101.554.7432 Other Contractual Services	-	-	-	-
101.554.7433 Insurance and Surety Bonds	-	-	-	-
101.554.7434 Memberships, Dues, Books	4,316	902	2,300	3,700
101.554.7435 Professional Development & Meetings	-	806	-	-
101.554.7437 Staff Development	-	-	-	-
101.554.7438 Other Charges	-	-	-	-
101.554.7440 Fees Paid to State	-	-	-	-
101.554.7442 Insurance Claims Expense	-	-	-	-
101.554.7548 User Charges - Photocopy/Fax	-	-	-	-
101.554.7549 User Charges - Communications Pool	-	-	-	-
101.554.7550 User Charges - Motor Pool	26,939	26,885	26,885	24,196
101.554.7551 User Charges - IT Pool	48,964	48,964	48,964	34,861
101.554.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 154,754**	**$ 118,560**	**$ 119,899**	**$ 102,057**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: COMMUNITY DEVELOPMENT - BUILDING

EXHIBIT C-1
101.554

Description	10/11 Adopted
7421 COMMUNICATIONS - PHONES	
Cellular Phones & Service	$ 500
7423 CLOTHING AND PERSONAL EXPENSE	
Replacement for Damaged Clothing	150
7424 OFFICE EXPENSE	
Printing, Maps, Etc.	3,500
7425 MINOR TOOLS & EQUIPMENT	
Earthquake / Emergency Response Equipment & Supplies	150
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Contract Plan Checking - Structural Engineer Fees	25,000
Graffiti Abatement	10,000
	35,000
7434 MEMBERSHIPS, DUES & BOOKS	
Books	2,000
California Association of Building Officials (CABO) Dues	600
International Code Council (ICC) Dues	1,100
	3,700
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles	24,196
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	34,861
TOTAL	$ 102,057

HOUSING & COMMUNITY DEVELOPMENT ACT FUND – (208)
Community Development – CDBG (555)
Program Manager – Housing & Community Development Coordinator

MISSION STATEMENT

Administer the City's Community Development Block Grant (CDBG) Program in compliance with Federal requirements and Council policy and assist in other City and Redevelopment affordable housing programs by incorporating the following:

ONGOING RESPONSIBILITIES

- Recommend appropriate uses for the City's allocation of CDBG funds.
- Administer contracts and monitor the use of CDBG funds by non-profit agencies and City programs receiving CDBG funds.
- Staff the Rental Increase Dispute Fact Finding Committee and administer the City's Tenant/Landlord Mediation Program.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	95% of cost/unit goals in non-profits contracts are met.	95%	100%	95%
2	90% of cases going to mediation are resolved.	90%	90%	90%
3	50% of the cases going to conciliation are resolved.	48%	80%	80%
4	85% of tenant/landlord mediation program calls are returned within 2 business days.	85%	85%**	85%
5	Process 5 – 10 first time homebuyer loans at a cost of $25,000 per loan.	7	2	7
6	Provide inclusionary/density bonus developer agreements within 4 weeks of request.	No Requests	No Requests	No Requests

* 6 months only

** Due to high volume of calls related to mortgage foreclosures and rent increases. Since December, Project Sentinel has hired additional staff and should be able to meet goal.

CITY OF CAMPBELL — **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits — **208.555**
PROGRAM: COMMUNITY DEVELOPMENT - HOUSING/CDBG

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 18,923	$ 15,505	$ 13,414	$ 16,883
Supplies, Services & Capital Outlay (Exhibit C)	120,805	139,990	134,015	135,220
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	139,728	155,495	147,429	152,103
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 139,728**	**$ 155,495**	**$ 147,429**	**$ 152,103**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Housing & Comm. Development	208	Misc.	$ 66,588	$ 50,236	$ 57,584	$ 63,620
Rental Dispute Fees	208	4663	59,140	65,831	58,000	60,082
RDA 20% Housing	223	9899	14,000	39,428	37,600	32,600
TOTAL			**$ 139,728**	**$ 155,495**	**$ 153,184**	**$ 156,302**

REVENUES MONITORED BY THIS PROGRAM

CDBG Administration	208	4520	$ 15,000	$ -	$ 15,000	$ 15,000
CDBG Non-Profit Contracts	208	4520	55,440	-	42,584	48,620
Rental Dispute Fees ($11/Rental Unit)*	208	4663	59,140	65,831	58,000	60,082
RDA 20% Housing - Transfers In	208	6899	14,000	39,428	37,600	32,600
* Revenue Used to Offset Costs for Mediation Program.						
TOTAL			**$ 143,580**	**$ 105,259**	**$ 153,184**	**$ 156,302**

CITY OF CAMPBELL — **EXHIBIT B**
OPERATING BUDGET - Employee Services Summary — **208.555**
PROGRAM: COMMUNITY DEVELOPMENT - HOUSING/CDBG

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
208.555.7001 Personnel - Regular	$ 15,097	$ 11,752	$ 10,298	$ 12,945
208.555.7002 Personnel - Temporary	-	800	-	-
208.555.7003 Personnel - Overtime	-	-	-	-
208.555.7005 Personnel - POST	-	-	-	-
208.555.7103 Personnel - Holiday Pay	-	-	-	-
208.555.7104 Meal Allowance	-	-	-	-
208.555.7105 Uniform Allowance	-	-	-	-
208.555.7106 Retirement	1,803	1,313	1,103	1,412
208.555.7107 Dental Insurance	285	242	193	434
208.555.7108 Group Health Insurance	1,185	902	1,360	1,535
208.555.7109 Group Life Insurance	34	29	29	52
208.555.7110 Workers' Compensation Insurance	109	96	38	79
208.555.7111 Unemployment Insurance	-	-	-	-
208.555.7112 Group Disability Insurance	111	93	89	97
208.555.7113 Medicare	97	93	149	160
208.555.7114 Auto Allowance	-	12	-	-
208.555.7118 Other Benefit Pay	-	10	-	-
208.555.7119 Social Security	-	-	-	-
208.555.7122 Deferred Compensation Contribution	202	163	155	169
208.555.7126 PARS 457 Retirement	-	-	-	-
208.555.7115 Cell Phone Allowance	-	-	-	-
208.555.7121 Leave Balance Payout				-
208.555.7130 Project Overhead Cost				
TOTAL	**$ 18,923**	**$ 15,505**	**$ 13,414**	$ 16,883

CITY OF CAMPBELL — **EXHIBIT B-1**
OPERATING BUDGET - Personnel Allocation — **208.555**
PROGRAM: COMMUNITY DEVELOPMENT - HOUSING/CDBG

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Development Director *	0.02	0.02	-	-	$ -
HCD Coordinator **	0.06	0.06	0.06	0.06	7,704
Permit Technician	0.04	0.04	0.04	0.04	2,626
Accountant ***	0.03	0.03	0.03	0.03	2,615
* Moved to Programs #815, #817 & #550					
** Balance in Program #817 & #553					
*** Balance in Program #535 & #553					
TOTAL	**0.150**	**0.142**	**0.119**	**0.123**	**$ 12,945**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: COMMUNITY DEVELOPMENT - HOUSING/CDBG

EXHIBIT C
208.555

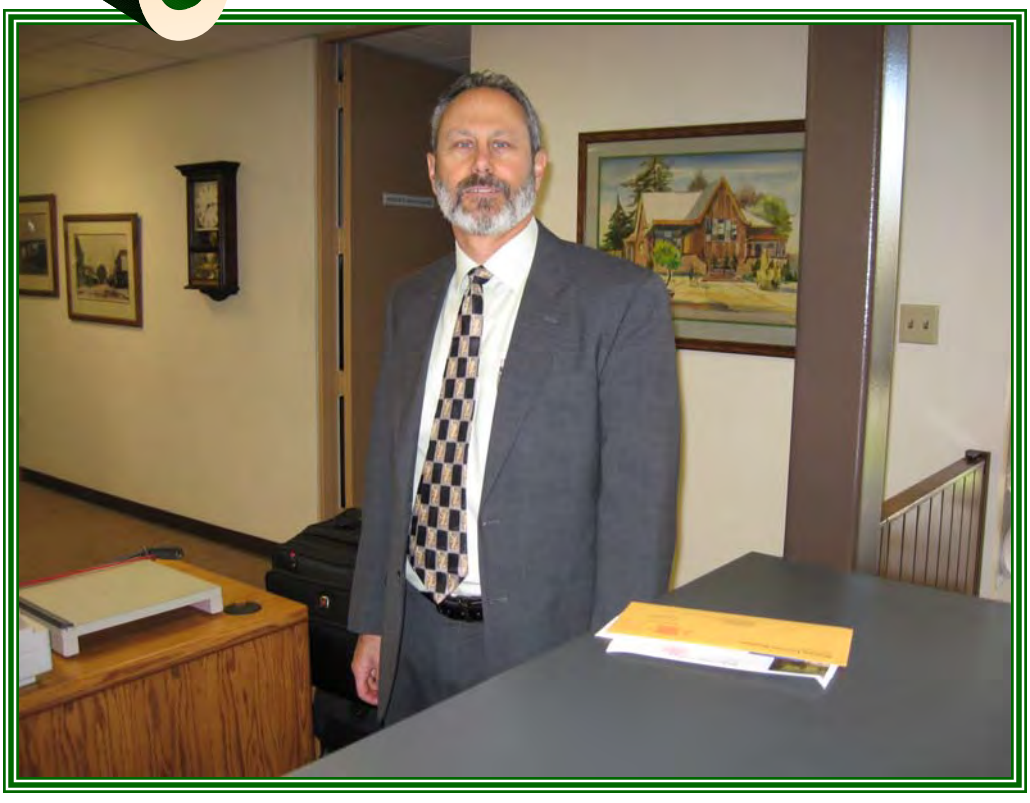
Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
208.555.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
208.555.7421 Communications - Phones	-	-	-	-
208.555.7422 Advertising	-	-	-	-
208.555.7423 Clothing and Personal Expense	-	-	-	-
208.555.7424 Office Expense	-	-	-	-
208.555.7425 Minor Tools & Equipment	-	-	-	-
208.555.7427 Special Departmental Expense	-	-	-	-
208.555.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
208.555.7429 Maintenance & Operation of Equipment	-	-	-	-
208.555.7430 Professional & Specialized Services	-	-	-	-
208.555.7431 Promotional Expense	-	-	-	-
208.555.7432 Other Contractual Services	120,805	139,990	134,015	135,220
208.555.7433 Insurance and Surety Bonds	-	-	-	-
208.555.7434 Memberships, Dues, Books	-	-	-	-
208.555.7435 Professional Development & Training	-	-	-	-
208.555.7437 Staff Development	-	-	-	-
208.555.7438 Other Charges	-	-	-	-
208.555.7441 Special Community Services	-	-	-	-
208.555.7442 Insurance Claims Expense	-	-	-	-
208.555.7548 User Charges - Photocopy/Fax	-	-	-	-
208.555.7549 User Charges - Communications Pool	-	-	-	-
208.555.7550 User Charges - Motor Pool	-	-	-	-
208.555.7883 Improvements Other than Buildings	-	-	-	-
208.555.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 120,805**	**$ 139,990**	**$ 134,015**	**$ 135,220**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: COMMUNITY DEVELOPMENT - HOUSING/CDBG

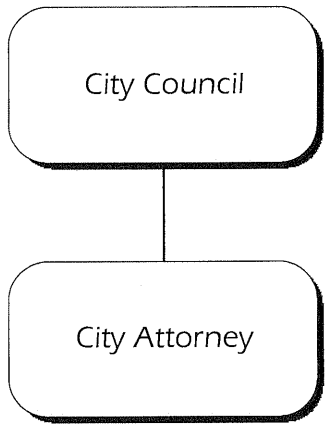
EXHIBIT C-1
208.555

Description	10/11 Adopted
7432 OTHER CONTRACTUAL SERVICES	
Catholic Charities - Rental Assistance *	$ 20,000
Catholic Charities - Shared Housing for Single Heads of Household *	6,000
Emergency Housing Consortium (Homeless Housing Contribution) **	5,000
Innvision (Emergency Housing) **	5,000
Next Door ***	5,000
Project Sentinel (Offset with Rental Dispute Fees) ***	54,000
Rebuilding Together **	20,070
Sacred Heart*	6,600
Santa Clara Family Health Foundation **	3,550
Senior Adult Legal Service**	5,000
Support Network for Battered Women**	5,000
	135,220
* Funded with RDA 20% Housing Funds	
** County CDBG Contract Funds	
*** Rental Dispute Fee Revenue	
Footnote: Adopted by City Council 04/06/10	
TOTAL	$ 135,220

Legal Services



Legal Services
2010 - 2011



LEGAL SERVICES PROGRAM SUMMARY

Staffing (Full-Time Equivalents)

Budgeted Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
City Attorney	1.00	1.00	1.00	1.00
Total Budgeted Positions	**1.00**	**1.00**	**1.00**	**1.00**

Expenditure Summary

Description	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Employee Services	$ 199,857	$ 232,874	$ 221,980	$ 223,295
Supplies & Other Services & Capital Outlay	16,785	18,610	18,000	3,273
Debt Service	-	-	-	-
Total Before Transfers	216,642	251,484	239,980	226,568
Transfers-Out	-	-	-	-
Appropriation Total	216,642	251,484	239,980	226,568
Less Transfers-In	-	-	-	-
Net Cost	$ 216,642	$ 251,484	$ 239,980	$ 226,568

Revenue Summary

Total Revenue Monitored by Department	$ -	$ -	$ -	$ -

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 WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Prepare updates to at least four Chapters of the Municipal Code, including: nuisance abatement/administrative citation provisions, landscape and parking regulations.
- Prepare a Memorandum on Responding to Public Records Requests.

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Complete review of 85% of all contract and other documents submitted for review within two (2) weeks of submission.	84%	91%	96%
2	Provide a response to 70% of all requests for a written opinion within four (4) weeks of submission.	99%	98%	94%
3	Provide a response to 85% of all requests for oral advice within two (2) working days of submission.	94%	100%	100%
4	Obtain a favorable outcome in at least 60% of all cases adjudicated to a final conclusion.	100%	100%	100%
5	Personally attend at least 85% of all regular City Council Meetings.	100%	100%	100%
6	Personally attend at least 85% of all regular Planning Commission Meetings.	96%	100%	100%
7	Provide approximately 984 hours of non-litigation legal assistance annually.	1,015 hrs	998 hrs	493 hrs
8	Complete major workplan items within one (1) fiscal year.	2	3	1
9	Provide at least 250 office hours at City Hall each year.	325 hrs	313 hrs	145 hrs

*6 months only

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

EXHIBIT A
101.560

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 199,857	$ 232,874	$ 221,980	$ 223,295
Supplies, Services & Capital Outlay (Exhibit C)	16,785	18,610	18,000	3,273
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	216,642	251,484	239,980	226,568
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 216,642	$ 251,484	$ 239,980	$ 226,568

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 216,642	$ 251,484	$ 239,980	$ 226,568
TOTAL			$ 216,642	$ 251,484	$ 239,980	$ 226,568

REVENUES MONITORED BY THIS PROGRAM

TOTAL			$ -	$ -	$ -	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: CITY ATTORNEY - LEGAL SERVICES

EXHIBIT B
101.560

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.560.7001 Personnel - Regular	$ 156,476	$ 176,316	$ 165,000	$ 178,000
101.560.7002 Personnel - Temporary	-	-	-	-
101.560.7003 Personnel - Overtime	-	-	-	-
101.560.7005 Personnel - POST	-	-	-	-
101.560.7103 Personnel - Holiday Pay	-	-	-	-
101.560.7104 Meal Allowance	-	-	-	-
101.560.7105 Uniform Allowance	-	-	-	-
101.560.7106 Retirement	31,417	33,726	33,000	19,422
101.560.7107 Dental Insurance	1,557	1,560	1,620	1,608
101.560.7108 Group Health Insurance	6,510	17,489	18,000	19,716
101.560.7109 Group Life Insurance	186	186	240	240
101.560.7110 Workers' Compensation Insurance	1,445	1,040	611	612
101.560.7111 Unemployment Insurance	-	-	-	-
101.560.7112 Group Disability Insurance	-	-	1,116	1,116
101.560.7113 Medicare	2,266	2,557	2,393	2,581
101.560.7114 Auto Allowance	-	-	-	-
101.560.7118 Other Benefit Pay	-	-	-	-
101.560.7119 Social Security	-	-	-	-
101.560.7122 Deferred Compensation Contribution	-	-	-	-
101.560.7115 Cell Phone Allowance	-	-	-	-
101.560.7121 Leave Balance Payout				-
101.560.7130 Project Overhead Cost				
TOTAL	**$ 199,857**	**$ 232,874**	**$ 221,980**	**$ 223,295**

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

EXHIBIT B-1
101.560

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
City Attorney (Per Contract) *	1.00	1.00	1.00	1.00	$ 178,000
* Non-litigation Retainer. The City Attorney is not a full-time position. Litigation time in addition to base hours.					
TOTAL	**1.00**	**1.00**	**1.00**	**1.00**	**$ 178,000**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: CITY ATTORNEY - LEGAL SERVICES

EXHIBIT C
101.560

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.560.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.560.7421 Communications - Phones	-	-	-	-
101.560.7422 Advertising	-	-	-	-
101.560.7423 Clothing and Personal Expense	-	-	-	-
101.560.7424 Office Expense	-	-	-	-
101.560.7425 Minor Tools & Equipment	-	-	-	-
101.560.7427 Special Departmental Expense	393	-	100	100
101.560.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.560.7429 Maintenance & Operation of Equipment	-	-	-	-
101.560.7430 Professional & Specialized Services	(411)	-	-	-
101.560.7431 Promotional Expense	-	-	-	-
101.560.7432 Other Contractual Services	-	-	-	-
101.560.7433 Insurance and Surety Bonds	-	-	-	-
101.560.7434 Memberships, Dues, Books	15,290	16,876	15,800	2,100
101.560.7435 Professional Development & Meetings	1,513	1,734	2,100	-
101.560.7437 Staff Development	-	-	-	-
101.560.7438 Other Charges	-	-	-	-
101.560.7441 Special Community Services	-	-	-	-
101.560.7442 Insurance Claims Expense	-	-	-	-
101.560.7548 User Charges - Photocopy/Fax	-	-	-	-
101.560.7549 User Charges - Communications Pool	-	-	-	-
101.560.7550 User Charges - Motor Pool	-	-	-	-
101.560.7551 User Charges - IT Pool	-	-	-	1,073
101.560.7883 Improvements other than Buildings	-	-	-	-
101.560.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 16,785**	**$ 18,610**	**$ 18,000**	**$ 3,273**

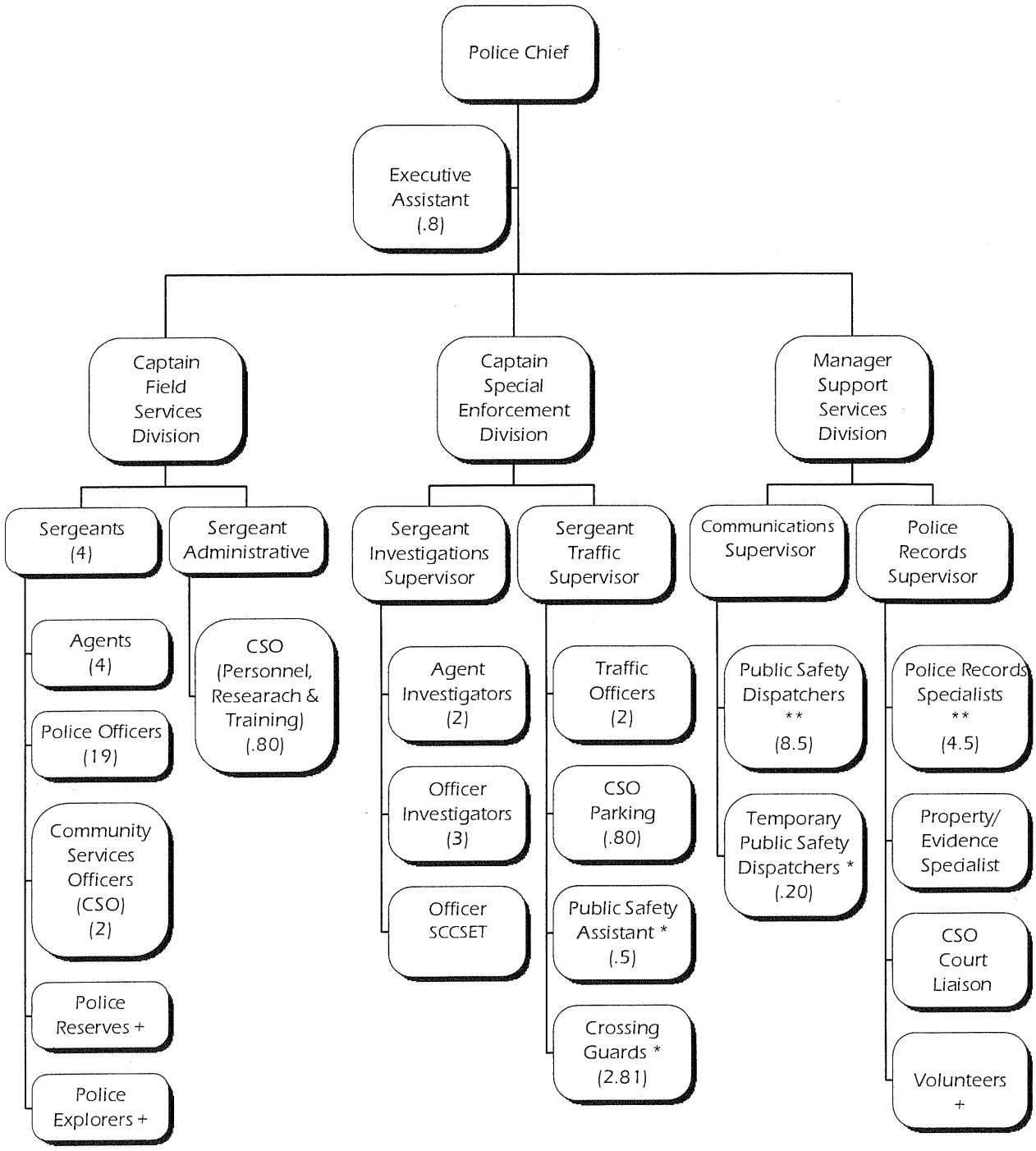
CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: CITY ATTORNEY - LEGAL SERVICES

EXHIBIT C-1
101.560

Description	10/11 Adopted
7427 SPECIAL DEPARTMENTAL EXPENSE	
Federal Express / Printing / Photocopying	$ 100
7434 MEMBERSHIPS, DUES & BOOKS	
Dues - International Municipal Lawyer's Association (IMLA)	
Matthew-Bender On-line Publications:	2,100
California Environmental and Land Use Law	
California Litigation	
California Public Employment Law	
California Real Estate Law	
Case Reporters	
Public Records	
Statutes	
	2,100
7551 USER CHARGES - IT POOL	1,073
TOTAL	$ 3,273

Public Safety

Police Department
2010 - 2011



* Temporary Full or Part-Time
** Permanent Part-Time (1@ 20 Hours)
\+ Volunteers

PUBLIC SAFETY PROGRAM SUMMARY

Staffing (Full-Time Equivalents)

Budgeted Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Communications Supervisor	1.00	1.00	1.00	1.00
Community Services Officer	5.00	5.00	5.00	4.55
Executive Assistant	1.00	1.00	1.00	0.80
Police Agent	5.00	6.00	6.00	6.00
Police Captain	3.00	3.00	3.00	2.00
Police Chief	1.00	1.00	1.00	1.00
Police Officer	26.00	27.00	26.50	25.50
Police Records Specialist	5.00	5.00	5.00	4.50
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	8.50	8.50	8.50	8.50
Support Services Manager	-	-	-	1.00
Systems Specialist	1.00	1.00	1.00	-
Total Budgeted Positions	**65.50**	**67.50**	**67.00**	**63.85**
Temporary Positions				
Public Safety Assistant	2.00	2.00	1.00	0.50
Crossing Guard	3.14	3.48	3.48	2.81
Part-Time Dispatcher	0.50	0.30	0.08	0.20
Part-Time Police Clerk	0.25	0.25	0.25	-
Total Temporary Positions	**5.89**	**6.03**	**4.81**	**3.51**
Total Staffing	**71.39**	**73.53**	**71.81**	**67.36**

Expenditure Summary

Description	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Employee Services	$ 10,662,541	$ 11,064,176	$ 11,040,851	$ 10,358,228
Supplies & Other Services & Capital Outlay	6,325,041	7,216,607	7,757,012	7,773,638
Debt Service	-	-	-	-
Total Before Transfers	16,987,582	18,280,783	18,797,863	18,131,866
Transfers-Out	-	-	-	-
Appropriation Total	16,987,582	18,280,783	18,797,863	18,131,866
Less Transfers-In	31,932	17,002	25,000	40,100
Net Cost	$ 16,955,650	$ 18,263,781	$ 18,772,863	$ 18,091,766

Revenue Summary

Total Revenue Monitored by Department	$ 833,873	$ 861,951	$ 802,000	$ 862,000

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 WORKPLAN ITEMS FOR FISCAL YEAR 2010-2011

- Create and implement Citizen Satisfaction Survey Process.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Percent of regular and reserve officers who are in compliance with P.O.S.T. approved in-service training requirements.	100%	100%	100%

*6 months only

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

EXHIBIT A
101.601

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 556,154	$ 517,631	$ 553,616	$ 400,149
Supplies, Services & Capital Outlay (Exhibit C)	305,353	323,349	334,107	300,081
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	861,507	840,980	887,723	700,230
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 861,507	$ 840,980	$ 887,723	$ 700,230

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 861,507	$ 840,980	$ 887,723	$ 700,230
State Grant - Homeland Security	212	9899	-	-	-	-
TOTAL			$ 861,507	$ 840,980	$ 887,723	$ 700,230

REVENUES MONITORED BY THIS PROGRAM

POST Reimbursement	101	4588	$ 35,951	$ 16,243	$ 25,000	$ 20,000
DUI Cost Recovery	101	4698	25,673	15,687	10,000	18,000
Cost Recovery - Booking Fees Reimb.	101	4700	-	-	-	-
Other Revenue	101	4965	3,405	5,550	-	-
State Grant - Homeland Security	101	6899	-	-	-	-
Donations	101	4817	-	-	-	-
Cash Over/Short	101	6070	(70)	-	-	-
TOTAL			$ 64,959	$ 37,480	$ 35,000	$ 38,000

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: POLICE - ADMINISTRATION

EXHIBIT B
101.601

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.601.7001 Personnel - Regular	$ 330,857	$ 295,915	$ 333,579	215,848
101.601.7002 Personnel - Temporary	-	7,925	-	-
101.601.7003 Personnel - Overtime	65,675	71,356	77,425	75,425
101.601.7005 Personnel - POST	-	-	-	-
101.601.7103 Personnel - Holiday Pay	-	-	-	-
101.601.7104 Meal Allowance	-	-	-	-
101.601.7105 Uniform Allowance	1,050	762	1,100	1,100
101.601.7106 Retirement	75,429	70,859	78,198	66,316
101.601.7107 Dental Insurance	5,774	4,366	4,860	3,216
101.601.7108 Group Health Insurance	40,287	30,863	33,912	21,255
101.601.7109 Group Life Insurance	700	495	720	432
101.601.7110 Workers' Compensation Insurance	24,555	21,734	11,618	8,543
101.601.7111 Unemployment Insurance	-	-	-	-
101.601.7112 Group Disability Insurance	1,992	1,486	2,604	1,711
101.601.7113 Medicare	1,856	2,155	5,960	4,223
101.601.7114 Auto Allowance	-	-	-	-
101.601.7118 Other Benefit Pay	4,060	6,619	-	-
101.601.7119 Social Security	-	-	-	-
101.601.7122 Deferred Compensation Contribution	3,919	2,991	3,640	2,080
101.601.7126 PARS 457 Retirement	-	105	-	-
101.601.7115 Cell Phone Allowance	-	-	-	-
101.601.7121 Leave Balance Payout				-
101.601.7130 Project Overhead Cost				
TOTAL	**$ 556,154**	**$ 517,631**	**$ 553,616**	**$ 400,149**

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

EXHIBIT B-1
101.601

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Police Chief	1.00	1.00	1.00	1.00	$ 168,002
Executive Assistant *	1.00	1.00	1.00	0.80	47,846
System Specialist **	1.00	1.00	1.00	-	-
* .20 FTE Reduced in FY 11					
** 1.0 FTE Unfunded in FY 11					
TOTAL	**3.00**	**3.00**	**3.00**	**1.80**	**$ 215,848**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: POLICE - ADMINISTRATION

EXHIBIT C
101.601

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.601.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.601.7421 Communications - Phones	-	-	-	-
101.601.7422 Advertising	-	-	-	-
101.601.7423 Clothing and Personal Expense	-	177	-	-
101.601.7424 Office Expense	364	383	800	400
101.601.7425 Minor Tools & Equipment	-	-	-	-
101.601.7427 Special Departmental Expense	1,548	7,678	2,000	2,000
101.601.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.601.7429 Maintenance & Operation of Equipment	-	95	-	-
101.601.7430 Professional & Specialized Services	101,230	118,613	138,760	150,059
101.601.7431 Promotional Expense	9,475	9,750	-	-
101.601.7432 Other Contractual Services	-	-	-	-
101.601.7433 Insurance and Surety Bonds	-	-	-	-
101.601.7434 Memberships, Dues, Books	3,701	3,534	5,055	4,755
101.601.7435 Professional Development & Meetings	14,111	10,592	11,000	8,000
101.601.7437 Staff Development	56,382	53,985	57,950	50,950
101.601.7438 Other Charges	-	-	-	-
101.601.7442 Insurance Claims Expense	-	-	-	-
101.601.7450 Booking Fees	-	-	-	-
101.601.7548 User Charges - Photocopy/Fax	-	-	-	-
101.601.7549 User Charges - Communications Pool	-	-	-	-
101.601.7550 User Charges - Motor Pool	20,615	20,615	20,615	18,553
101.601.7551 User Charges - IT Pool	97,927	97,927	97,927	65,364
101.601.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 305,353**	**$ 323,349**	**$ 334,107**	**$ 300,081**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: POLICE - ADMINISTRATION

EXHIBIT C-1
101.601

Description	10/11 Adopted
7424 OFFICE EXPENSE	
Office Supplies	$ 400
7427 SPECIAL DEPARTMENTAL EXPENSE	
Department Employee Recognition	800
Department Meeting	500
Miscellaneous Equipment/Training	700
	2,000
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Annual Update & Reprint of General Order Manual - Lexipol	5,550
Cal-ID Santa Clara Automated Fingerprint System (Fee Calculated on Population)	51,153
Contracted Background Checks	10,000
Contracted Legal Service	3,000
Crime Lab Fees	80,356
	150,059
7434 MEMBERSHIPS, DUES & BOOKS	
Books & Subscriptions	1,200
Dues	3,555
	4,755
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	
Professional Development	**8,000**
7437 STAFF DEVELOPMENT	
Training Costs (Includes POST Training)	**50,950**
7450 BOOKING FEES	
Contractual Fee with Santa Clara County	**-**
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles	**18,553**
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**65,364**
TOTAL	**$ 300,081**

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.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010-2011

- Research possibility of providing Communication services for Los Gatos/Monte Sereno Police Department (LGMSPD).
- Explore leasing opportunities for the monopole. (carryover)

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	90% of incoming 9-1-1 calls are answered within ten seconds.	98.5%	98.2%	98%
2	90% of emergency calls for service are dispatched in less than two minutes.	97.4%	94%	89%

*6 months only

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

EXHIBIT A
101.602

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 1,160,029	$ 1,224,548	$ 1,260,138	$ 1,261,163
Supplies, Services & Capital Outlay (Exhibit C)	241,283	219,948	227,050	215,590
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	1,401,312	1,444,496	1,487,188	1,476,753
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 1,401,312	$ 1,444,496	$ 1,487,188	$ 1,476,753

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenue	101	Misc.	$ 1,401,312	$ 1,444,496	$ 1,487,188	$ 1,476,753
TOTAL			$ 1,401,312	$ 1,444,496	$ 1,487,188	$ 1,476,753

REVENUES MONITORED BY THIS PROGRAM

False Alarm Fees	101	4693	$ 18,543	$ 22,971	$ 20,000	$ 38,000
TOTAL			$ 18,543	$ 22,971	$ 20,000	$ 38,000

CITY OF CAMPBELL OPERATING BUDGET - Employee Services Summary PROGRAM: POLICE - COMMUNICATIONS				EXHIBIT B 101.602
Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.602.7001 Personnel - Regular	$ 779,937	$ 851,316	$ 864,086	$ 866,036
101.602.7002 Personnel - Temporary	4,080	2,048	5,100	13,312
101.602.7003 Personnel - Overtime	50,819	30,541	50,000	40,000
101.602.7005 Personnel - POST	-	-	-	-
101.602.7103 Personnel - Holiday Pay	32,941	36,887	37,779	38,808
101.602.7104 Meal Allowance	964	509	200	200
101.602.7105 Uniform Allowance	525	550	550	6,223
101.602.7106 Retirement	113,388	116,623	115,636	99,084
101.602.7107 Dental Insurance	15,815	16,379	16,200	15,624
101.602.7108 Group Health Insurance	111,746	121,166	128,595	136,662
101.602.7109 Group Life Insurance	2,787	2,883	2,970	2,970
101.602.7110 Workers' Compensation Insurance	14,662	11,111	6,906	9,650
101.602.7111 Unemployment Insurance	-	-	-	-
101.602.7112 Group Disability Insurance	5,956	6,189	6,045	5,859
101.602.7113 Medicare	11,845	12,502	13,876	13,893
101.602.7114 Auto Allowance	-	-	-	-
101.602.7118 Other Benefit Pay	2,890	3,712	-	-
101.602.7119 Social Security	-	-	-	-
101.602.7122 Deferred Compensation Contribution	11,621	12,105	12,129	12,129
101.602.7126 PARS 457 Retirement	53	27	66	173
101.602.7115 Cell Phone Allowance	-	-	-	540
101.602.7121 Leave Balance Payout				-
101.602.7130 Project Overhead Cost				
TOTAL	**$ 1,160,029**	**$ 1,224,548**	**$ 1,260,138**	**$ 1,261,163**

CITY OF CAMPBELL — **EXHIBIT B-1**
OPERATING BUDGET - Personnel Allocation — **101.602**
PROGRAM: POLICE - COMMUNICATIONS

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Police Captain *	0.50	0.50	0.50	-	$ -
Support Services Manager **	-	-	-	0.50	57,540
Communications Supervisor	1.00	1.00	1.00	1.00	97,273
Public Safety Dispatcher	8.50	8.50	8.50	8.50	711,223
* Position reclassified FY 11					
** New position FY 11/ Bal in Prog #603					
TOTAL	**10.00**	**10.00**	**10.00**	**10.00**	**$ 866,036**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Part-Time Dispatcher Per Diem Basis	0.50	0.30	0.08	0.20	$ 13,312
TOTAL	**0.50**	**0.30**	**0.08**	**0.20**	**$ 13,312**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: POLICE - COMMUNICATIONS

EXHIBIT C
101.602

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.602.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.602.7421 Communications - Phones	72,524	59,532	58,550	51,500
101.602.7422 Advertising	-	-	-	-
101.602.7423 Clothing and Personal Expense	-	33	250	-
101.602.7424 Office Expense	69	1,606	1,000	900
101.602.7425 Minor Tools & Equipment	-	-	-	-
101.602.7427 Special Departmental Expense	18,147	11,497	8,300	3,300
101.602.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.602.7429 Maintenance & Operation of Equipment	46,802	40,455	44,500	28,500
101.602.7430 Professional & Specialized Services	31,465	34,331	42,160	68,783
101.602.7431 Promotional Expense	-	-	-	-
101.602.7432 Other Contractual Services	-	-	-	-
101.602.7433 Insurance and Surety Bonds	-	-	-	-
101.602.7434 Memberships, Dues, Books	1,551	1,769	1,565	1,600
101.602.7435 Professional Development & Meetings	-	-	-	-
101.602.7437 Staff Development	-	-	-	-
101.602.7438 Other Charges	-	-	-	-
101.602.7444 Depreciation	-	-	-	-
101.602.7451 Loss on Sale of Equipment	-	-	-	-
101.602.7548 User Charges - Photocopy/Fax	-	-	-	-
101.602.7549 User Charges - Communications Pool	-	-	-	-
101.602.7550 User Charges - Motor Pool	-	-	-	-
101.602.7551 User Charges - IT Pool	70,725	70,725	70,725	61,007
101.602.7884 Machinery & Equipment	-	-	-	-
101.602.7886 Communications Equipment Reserve	-	-	-	-
TOTAL	**$ 241,283**	**$ 219,948**	**$ 227,050**	**$ 215,590**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: POLICE - COMMUNICATIONS

EXHIBIT C-1
101.602

Description	10/11 Adopted
7421 COMMUNICATIONS - PHONES	
Automated Warrant System Phone Line	$ 300
California Law Enforcement Telecommunication System (CLETS) Dedicated Phone Line	4,200
Cell Phones Service and Use Charges	11,000
Telephone Lines and Service (Modems, Radios, Call Boxes, Automated Warrant System (AWS) & Phone Lines, Etc.)	36,000
	-
	51,500
7424 OFFICE EXPENSE	
Dispatch Office Supplies	900
7427 SPECIAL DEPARTMENTAL EXPENSE	
Cell Phones (Replacement)	1,500
Communications Supplies	750
Headsets	1,050
	3,300
7429 MAINTENANCE AND OPERATION OF EQUIPMENT	
Base Station / Remote Sites	10,000
Mobiles, Portables	6,500
Other Repairs & Parts (Not Covered by Maintenance Contracts; Installation of Assets)	3,000
Radio Control System	5,000
Replacement Batteries	3,000
Security System Repairs	1,000
	28,500
7430 PROFESSIONAL AND SPECIALIZED SERVICES	
Automated Warrant System User Fee - Direct Connect & Not Direct Connect	8,000
California Law Enforcement Telecommunications System Access Fee (Direct Connect)	7,500
Dispatch Consolidation Study	20,000
E-Comm Maintenance - New	6,630
Hearing Tests	300
Sheriff's Law Enforcement Telecommunication System (includes CJIC Not Direct)	7,650
SVRIP Project - Staff Costs	18,703
	68,783
7434 MEMBERSHIPS, DUES & BOOKS	
Books & Subscriptions	900
Dues	700
	1,600
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax (Includes CAD/RMS) *	**61,007**
TOTAL	**$ 215,590**

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.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010-2011

- Determine feasibility of on-line reporting for the Police Department.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	85% of report requests submitted to the Records Division will be processed within 7 business days of receipt. **	97%	95%	95%

* 6 months only
** This is a reduced standard due to the Budget Correction Strategy

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

EXHIBIT A
101.603

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 861,595	$ 892,880	$ 894,306	$ 822,337
Supplies, Services & Capital Outlay (Exhibit C)	107,347	110,253	112,010	101,032
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	968,942	1,003,133	1,006,316	923,369
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 968,942	$ 1,003,133	$ 1,006,316	$ 923,369

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 968,942	$ 1,003,133	$ 1,006,316	$ 923,369
TOTAL			$ 968,942	$ 1,003,133	$ 1,006,316	$ 923,369

REVENUES MONITORED BY THIS PROGRAM

Other Filing Fees	101	4690	$ 8,466	$ 14,286	$ 10,000	$ 5,000
Cost Recovery	101	4704	-	18,257	40,000	40,000
Special Police Services:	101	4691	23,076	19,671	23,000	23,000
Reports						
Photos						
Fingerprints						
Impounds, Etc.						
TOTAL			$ 31,542	$ 52,214	$ 73,000	$ 68,000

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: POLICE - RECORDS

EXHIBIT B
101.603

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.603.7001 Personnel - Regular	$ 566,046	$ 600,735	$ 602,715	$ 568,796
101.603.7002 Personnel - Temporary	22,336	12,070	13,520	-
101.603.7003 Personnel - Overtime	5,655	1,740	4,000	4,000
101.603.7005 Personnel - POST	-	-	-	-
101.603.7103 Personnel - Holiday Pay	23,475	25,148	25,234	24,540
101.603.7104 Meal Allowance	11	-	-	-
101.603.7105 Uniform Allowance	5,825	5,850	5,850	4,973
101.603.7106 Retirement	87,450	88,379	86,870	62,061
101.603.7107 Dental Insurance	13,232	13,255	13,770	13,284
101.603.7108 Group Health Insurance	97,540	102,721	109,164	109,134
101.603.7109 Group Life Insurance	2,324	2,324	2,520	2,520
101.603.7110 Workers' Compensation Insurance	12,178	13,950	5,810	9,400
101.603.7111 Unemployment Insurance	-	-	-	-
101.603.7112 Group Disability Insurance	5,147	5,148	5,022	4,743
101.603.7113 Medicare	7,582	7,788	9,359	8,661
101.603.7114 Auto Allowance	-	-	-	-
101.603.7118 Other Benefit Pay	2,194	3,320	-	-
101.603.7119 Social Security	-	-	-	-
101.603.7122 Deferred Compensation Contribution	10,310	10,295	10,296	9,685
101.603.7126 PARS 457 Retirement	290	157	176	-
101.601.7115 Cell Phone Allowance	-	-	-	540
101.601.7121 Leave Balance Payout				-
101.601.7130 Project Overhead Cost				
TOTAL	**$ 861,595**	**$ 892,880**	**$ 894,306**	**$ 822,337**

CITY OF CAMPBELL **EXHIBIT B-1**
OPERATING BUDGET - Personnel Allocation **101.603**
PROGRAM: POLICE - RECORDS

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Police Captain *	0.50	0.50	0.50	-	$ -
Support Services Manager **	-	-	-	0.50	57,540
Police Records Supervisor	1.00	1.00	1.00	1.00	82,292
Police Records Specialist ***	5.00	5.00	5.00	4.50	291,811
Property/Evidence Specialist	1.00	1.00	1.00	1.00	68,224
Community Services Officer	1.00	1.00	1.00	1.00	68,929
* Position Reclassified FY 11					
** New position FY 11/Bal in Prog #602					
*** .50 FTE reduced in FY 11					
TOTAL	**8.50**	**8.50**	**8.50**	**8.00**	**$ 568,796**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Part-Time Police Clerk *	0.25	0.25	0.25	-	$ -
* Eliminated FY 11					
TOTAL	**0.25**	**0.25**	**0.25**	**-**	**$ -**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: POLICE - RECORDS

EXHIBIT C
101.603

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.603.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.603.7421 Communications - Phones	-	-	-	-
101.603.7422 Advertising	-	-	-	-
101.603.7423 Clothing and Personal Expense	-	22	250	-
101.603.7424 Office Expense	18,328	15,430	16,750	14,900
101.603.7425 Minor Tools & Equipment	-	-	-	-
101.603.7427 Special Departmental Expense	13,184	22,178	20,000	15,400
101.603.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.603.7429 Maintenance & Operation of Equipment	285	1,030	1,000	1,000
101.603.7430 Professional & Specialized Services	2,044	1,240	2,000	2,000
101.603.7431 Promotional Expense	-	-	-	-
101.603.7432 Other Contractual Services	-	-	-	-
101.603.7433 Insurance and Surety Bonds	-	-	-	-
101.603.7434 Memberships, Dues, Books	279	280	300	300
101.603.7435 Professional Development & Meetings	-	36	-	-
101.603.7437 Staff Development	-	-	-	-
101.603.7438 Other Charges	6,258	4,752	6,425	6,425
101.603.7441 Special Community Services	-	-	-	-
101.603.7442 Insurance Claims Expense	-	-	-	-
101.603.7548 User Charges - Photocopy/Fax	-	-	-	-
101.603.7549 User Charges - Communications Pool	-	-	-	-
101.603.7550 User Charges - Motor Pool	1,684	-	-	-
101.603.7551 User Charges - IT Pool	65,285	65,285	65,285	61,007
101.603.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 107,347**	**$ 110,253**	**$ 112,010**	**$ 101,032**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: POLICE - RECORDS	EXHIBIT C-1 101.603
Description	**10/11 Adopted**
7424 OFFICE EXPENSE	
Business Cards	$ 2,100
CD's, Jewel Cases	500
Laminating Supplies	300
Other Office Suppies	2,500
Paper, Envelopes, Etc.	7,000
Printer Cartridges	2,000
Rubber Stamps	500
	14,900
7427 SPECIAL DEPARTMENTAL EXPENSE	
Auto Cite Paper & Ribbons (Parking Citation Hand Held Citation Writer)	1,000
Automated Fingerprint Identification System (AFIS) Supplies	500
Evidence Equipment & Supplies	2,000
Gun/Drug Disposal	500
Miscellaneous Equipment/Supplies (Film, Forms, Etc. Re: Informal Bookings)	2,000
Moving / Warning Citations	3,500
Mug Shot Supplies (Ink & Paper)	1,000
Parking Enforcement Citations	1,100
Postage, Post Office Box Rental, Notices & Miscellaneous Supplies	800
Special Forms/Materials	3,000
	15,400
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Auto Cite Lease & Maintenance	1,000
	1,000
7430 PROFESSIONAL & SPECIAL SERVICES	
Fingerprint Checks (Department of Justice & County Fee)	900
Livescan Applicant Fingerprinting	500
Parking Ticket Hearing Official	600
	2,000
7434 MEMBERSHIPS, DUES & BOOKS	
Dues	**300**
7438 OTHER CHARGES	
Water Service	625
Hazardous Material Pickup	1,400
Linen Service - Men's & Women's Locker Rooms	1,800
Shredding Service	2,600
	6,425
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**61,007**
TOTAL	$ 101,032

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, i.e., Neighborhood Traffic Management Program (NTMP) areas or traffic complaint areas.
- Promote traffic safety and efficiency through public education, traffic law enforcement, and cooperative efforts with other City departments.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	95% of victims contacted within 24 hours of case assignment.	100%	100%	100%
2	95% of cases assigned for investigation that are closed and/or inactivated.	100%	100%	100%
3	Traffic enforcement index of at least 21.**	56.39	58.33	50.49
4	80% of abandoned vehicle complaints responded to within 48 hours of receipt of inspecting the vehicle and where appropriate, marking and placing a notice on the vehicle. ***	100%	100%	100%

* 6 months only
** Hazardous Citations plus DUI arrests, divided by injury accidents.
*** This is a reduced standard due to the Budget correction Strategy.

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

EXHIBIT A
101.604

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 2,337,520	$ 2,330,479	$ 2,435,473	$ 2,329,438
Supplies, Services & Capital Outlay (Exhibit C)	161,053	165,868	173,300	133,899
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	2,498,573	2,496,347	2,608,773	2,463,337
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 2,498,573	$ 2,496,347	$ 2,608,773	$ 2,463,337

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 2,498,573	$ 2,496,347	$ 2,608,773	$ 2,445,337
PERS Retirement Reserve	101	6090	-	-	-	-
Federal Grant (JAG)	218	9899	-	-	-	18,000
TOTAL			$ 2,498,573	$ 2,496,347	$ 2,608,773	$ 2,463,337

REVENUES MONITORED BY THIS PROGRAM

Traffic Fines	101	Misc.	$ 299,629	$ 312,152	$ 312,000	$ 319,000
Abandoned Vehicle Fees	101	4582	82,276	83,283	55,000	55,000
SCCSET Data Queries	101	4965	2,083	2,333	2,000	2,000
Other Service Charges	101	4694	250	200	-	-
JAG Overtime Grant	101	6899	-	-	-	18,000
Special Events-Community Group Sponsored	101	4630	-	-	-	37,000
TOTAL			$ 384,238	$ 397,968	$ 369,000	$ 431,000

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: POLICE - SPECIAL ENFORCEMENT SERVICES

EXHIBIT B
101.604

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.604.7001 Personnel - Regular	$ 1,278,786	$ 1,273,649	$ 1,317,618	$ 1,243,948
101.604.7002 Personnel - Temporary	100,214	115,147	159,494	114,715
101.604.7003 Personnel - Overtime	57,570	89,015	65,000	74,000
101.604.7005 Personnel - POST	69,423	63,835	52,098	77,779
101.604.7103 Personnel - Holiday Pay	57,066	57,810	61,505	58,551
101.604.7104 Meal Allowance	-	-	-	-
101.604.7105 Uniform Allowance	12,519	11,197	13,530	12,636
101.604.7106 Retirement	427,775	408,377	473,926	435,263
101.604.7107 Dental Insurance	18,933	17,333	20,460	19,248
101.604.7108 Group Health Insurance	145,789	137,551	166,812	156,981
101.604.7109 Group Life Insurance	2,394	2,322	3,240	2,940
101.604.7110 Workers' Compensation Insurance	134,537	114,024	65,549	63,147
101.604.7111 Unemployment Insurance	-	-	-	-
101.604.7112 Group Disability Insurance	1,912	1,736	2,232	8,975
101.604.7113 Medicare	12,467	16,669	23,252	22,607
101.604.7114 Auto Allowance	-	-	-	-
101.604.7118 Other Benefit Pay	8,807	13,007	-	-
101.604.7119 Social Security	-	-	-	-
101.604.7122 Deferred Compensation Contribution	8,285	7,581	8,684	7,157
101.604.7126 PARS 457 Retirement	1,043	1,226	2,073	1,491
101.604.7115 Cell Phone Allowance	-	-	-	-
101.604.7121 Leave Balance Payout				**30,000**
101.604.7130 Project Overhead Cost				
TOTAL	**$ 2,337,520**	**$ 2,330,479**	**$ 2,435,473**	**$ 2,329,438**

CITY OF CAMPBELL — **EXHIBIT B-1**
OPERATING BUDGET - Personnel Allocation — **101.604**
PROGRAM: POLICE - SPECIAL ENFORCEMENT SERVICES

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Police Captain	1.00	1.00	1.00	1.00	$ 143,900
Police Sergeant	2.00	2.00	2.00	2.00	234,382
Police Agent *	1.00	1.00	1.00	2.00	210,740
Police Officer **	7.00	7.00	7.00	6.00	601,799
Community Services Officer ***	2.00	2.00	2.00	0.75	53,127
TOTAL	**13.00**	**13.00**	**13.00**	**11.75**	**$ 1,243,948**

* 1.0 FTE moved from 605 (Formerly PRT)
** 1.0 FTE Reduced in FY 11 (Traffic Officer)
*** .80 FTE Moved to #605 (Civilian PRT)
.20 Reduced in FY 11 (Civilian PRT)
.25 Reduced in FY 11 (Parking CSO)

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Public Safety Assistant *	1.00	1.00	1.00	0.50	$ 27,040
Crossing Guards	3.14	3.48	3.48	2.81	87,675
TOTAL	**4.14**	**4.48**	**4.48**	**3.31**	**$ 114,715**

* .50 FTE Reduced in FY 11

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Summary PROGRAM: POLICE - SPECIAL ENFORCEMENT SERVICES				EXHIBIT C 101.604
Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.604.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.604.7421 Communications - Phones	-	-	-	-
101.604.7422 Advertising	-	-	-	-
101.604.7423 Clothing and Personal Expense	4,062	9,821	6,000	4,900
101.604.7424 Office Expense	5,055	2,403	5,000	3,550
101.604.7425 Minor Tools & Equipment	-	-	-	-
101.604.7427 Special Departmental Expense	13,767	15,066	13,700	10,000
101.604.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.604.7429 Maintenance & Operation of Equipment	2,482	2,950	3,000	2,750
101.604.7430 Professional & Specialized Services	23,404	22,699	31,280	29,000
101.604.7431 Promotional Expense	-	-	-	-
101.604.7432 Other Contractual Services	-	-	-	-
101.604.7433 Insurance and Surety Bonds	-	-	-	-
101.604.7434 Memberships, Dues, Books	1,219	1,113	2,000	1,750
101.604.7435 Professional Development & Training	-	-	-	-
101.604.7437 Staff Development	605	15	-	-
101.604.7438 Other Charges	2,139	3,481	4,000	4,000
101.604.7441 Special Community Services	-	-	-	-
101.604.7442 Insurance Claims Expense	-	-	-	-
101.604.7548 User Charges - Photocopy/Fax	-	-	-	-
101.604.7549 User Charges - Communications Pool	-	-	-	-
101.604.7550 User Charges - Motor Pool	43,035	43,035	43,035	38,731
101.604.7551 User Charges - IT Pool	65,285	65,285	65,285	39,218
101.604.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 161,053**	**$ 165,868**	**$ 173,300**	**$ 133,899**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: POLICE - SPECIAL ENFORCEMENT SERVICES	EXHIBIT C-1 101.604 Page 1
Description	10/11 Adopted
7423 CLOTHING AND PERSONAL EXPENSE	
Clothing & Badges - Explorer / PSA Uniforms	$ 400
Crime Scene Response Team (CSRT) Uniforms	200
Crossing Guard Uniforms	1,000
ISU Shirts & Jackets	300
Miscellaneous Equipment	500
Motorcycle Officer Uniforms	1,500
SWAT Uniforms	1,000
	4,900
7424 OFFICE EXPENSE	
Office & Desk Supplies	1,000
Other - Film, Batteries, Tapes, Chalk, Etc.	1,500
Printing Expenses - Flyers, Handouts, Etc.	750
Priority Mailing Expenses	300
	3,550
7427 SPECIAL DEPARTMENTAL EXPENSE	
Crime Scene Response Team (CSRT) Supplies -- Evidence Collection, Chemicals	750
Crisis Negotiation Team (CNT) Supplies & Equipment (Moved from 605)	450
Critical Reach Computer Transmission Charges (Formerly TRAK)	400
Crossing Guard Supplies - Signs, Vests, Cones	200
Investigation Fund Resupply	1,000
Investigations Unit Anonymous Calling Cards/Cell Phone	200
Investigative Equipment - Flashlights, Recorders, Binoculars, Cameras	1,000
Safety Equipment - Holsters, Handcuffs, Pepper Spray	500
SWAT Replacement Equipment	5,000
Witness & Victim Expenses	500
	10,000
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Maintenance of Special Weapons & Tactics (SWAT) Equipment	300
Passive Alcohol Sensor (PAS) Device Calibration & Repair	1,000
Radar Trailer Repair	500
Radar Unit Calibration	700
Recorders, Camera & Video Equipment	250
	2,750
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Audio/Video Tape Transcription (Contracted)	1,500
Cell Phone Download Reader - Annual Subscription Fee	1,000
Child Molestation Exams (Valley Medical Center)	1,000
Comcast Cable	1,150
Computer Crime Investigations Internet Service Provider	1,150
Private Database Searches (CLEAR)	9,000
San Tomas Expressway - California Highway Patrol Contract	8,000
Sexual Assault Exams (Valley Medical Center)	5,200
Sketch Artist Fees	1,000
	29,000
SUB - TOTAL	**$ 50,200**

Description	10/11 Adopted
7434 MEMBERSHIPS, DUES & BOOKS	
Books	$ 250
Dues	1,500
	1,750
7438 OTHER CHARGES	
Transportation (Prisoner Transport Fees)	2,500
Vehicle Abatement (Towing Fees)	1,500
	4,000
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles	**38,731**
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**39,218**
TOTAL	$ 133,899

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 WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Research and review ABAG recommended gun control ordinances to reduce violence particularly related to youth. *

* Projects suggested by Boards & Commissions or Council.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Respond to 90% of emergency calls for service within five minutes.	85.5%	88%	87%
2	Respond to 90% of non-emergency calls for service within twenty minutes.	95%	96%	96%

*6 months only

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

EXHIBIT A
101.605

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 5,747,243	$ 6,098,638	$ 5,897,318	**$ 5,545,141**
Supplies, Services & Capital Outlay (Exhibit C)	876,988	857,159	894,509	**766,351**
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	6,624,231	6,955,797	6,791,827	6,311,492
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 6,624,231**	**$ 6,955,797**	**$ 6,791,827**	**$ 6,311,492**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 6,092,299	$ 6,838,795	$ 6,666,827	**$ 6,189,392**
Supplemental Law Enforce. Grant *	101	4526	100,000	100,000	100,000	**100,000**
PERS Retirement Reserve	101	6090	400,000	-	-	-
Asset Forfeiture	205	9899	10,000	5,000	5,000	**3,500**
Federal Grant - Vests/EMPG/LLEBG	218	9899	7,307	4,806	7,000	**3,600**
State/Local Grant	212	9899	14,625	7,196	13,000	**15,000**
Homeland Security Training Grant	218	9899	-	-		
TOTAL			**$ 6,624,231**	**$ 6,955,797**	**$ 6,791,827**	**$ 6,311,492**

REVENUES MONITORED BY THIS PROGRAM

Supplemental Law Enforce. Grant	101	4526	$ 100,000	$ 100,000	$ 100,000	$ 100,000
Asset Forfeiture - Transfers In	101	6899	10,000	5,000	5,000	**3,500**
Federal Grant - Vest Reimbursement	101	6899	4,500	4,806	4,000	**3,600**
Emergency Management Performance Grant (EMPG)	101	6899	2,807	-	3,000	-
Local Law Enforcement Block Grant	101	6899	-	-	-	-
Assoc of Bay Area Governments	101	6899	14,625	7,196	13,000	**15,000**
Homeland Security Grant - Local	101	6899	-	-	-	-
Homeland Security Grant - Federal	101	6899	-	-	-	-
Other Revenue	101	4965	5,855	13,077	-	-
TOTAL			**$ 137,787**	**$ 130,079**	**$ 125,000**	**$ 122,100**

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: POLICE - FIELD SERVICES

EXHIBIT B
101.605

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.605.7001 Personnel - Regular	$ 3,135,518	$ 3,397,354	$ 3,379,500	$ 3,176,172
101.605.7002 Personnel - Temporary	68,827	62,850	-	-
101.605.7003 Personnel - Overtime	190,131	174,114	150,000	150,000
101.605.7005 Personnel - POST	172,764	179,579	141,261	163,965
101.605.7103 Personnel - Holiday Pay	158,652	166,617	173,374	162,187
101.605.7104 Meal Allowance	9	20	-	-
101.605.7105 Uniform Allowance	33,223	37,199	36,080	34,452
101.605.7106 Retirement	1,108,853	1,235,966	1,278,410	1,118,806
101.605.7107 Dental Insurance	45,912	48,135	52,440	52,116
101.605.7108 Group Health Insurance	369,495	409,104	432,984	434,670
101.605.7109 Group Life Insurance	5,872	6,118	8,160	8,100
101.605.7110 Workers' Compensation Insurance	349,904	305,474	169,841	148,262
101.605.7111 Unemployment Insurance	-	-	-	-
101.605.7112 Group Disability Insurance	1,362	1,530	2,232	23,882
101.605.7113 Medicare	46,560	51,027	53,692	52,959
101.605.7114 Auto Allowance	-	-	-	-
101.605.7118 Other Benefit Pay	41,989	4,456	-	-
101.605.7119 Social Security	-	-	-	-
101.605.7122 Deferred Compensation Contribution	17,384	18,325	19,344	19,282
101.605.7126 PARS 457 Retirement	788	770	-	-
101.605.7115 Cell Phone Allowance	-	-	-	288
101.605.7121 Leave Balance Payout				-
101.605.7130 Project Overhead Cost				
TOTAL	$ 5,747,243	$ 6,098,638	$ 5,897,318	$ 5,545,141

CITY OF CAMPBELL — **EXHIBIT B-1**
OPERATING BUDGET - Personnel Allocation — **101.605**
PROGRAM: POLICE - FIELD SERVICES

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Police Captain	1.00	1.00	1.00	1.00	$ 151,095
Police Sergeant	5.00	5.00	5.00	5.00	583,186
Police Agent *	5.00	5.00	5.00	4.00	421,480
Police Officer	19.00	19.00	19.00	19.00	1,789,377
Community Services Officer **	2.00	2.00	2.00	2.80	194,527
Police Officer Trainee	-	1.00	0.50	0.50	36,507
* 1.0 FTE moved to Prog #604 in FY 11 ** .80 FTE moved from Prog #604 in FY 11 (Civilian PRT)					
TOTAL	**32.00**	**33.00**	**32.50**	**32.30**	**$ 3,176,172**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Public Safety Assistant *	1.00	1.00	-	-	-
* Moved to Program #604 FY10					
TOTAL	**1.00**	**1.00**	**-**	**-**	**$ -**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: POLICE - FIELD SERVICES

EXHIBIT C
101.605

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.605.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.605.7421 Communications - Phones	-	-	-	-
101.605.7422 Advertising	-	-	-	-
101.605.7423 Clothing and Personal Expense	15,648	16,082	14,785	13,450
101.605.7424 Office Expense	1,102	747	1,175	1,200
101.605.7425 Minor Tools & Equipment	-	-	-	-
101.605.7427 Special Departmental Expense	103,827	79,965	105,000	84,000
101.605.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.605.7429 Maintenance & Operation of Equipment	1,364	3,854	3,000	3,000
101.605.7430 Professional & Specialized Services	368,319	370,596	384,068	338,289
101.605.7431 Promotional Expense	-	-	-	-
101.605.7432 Other Contractual Services	-	-	-	-
101.605.7433 Insurance and Surety Bonds	-	-	-	-
101.605.7434 Memberships, Dues, Books	1,125	1,025	800	800
101.605.7435 Professional Development & Meetings	-	21	-	-
101.605.7437 Staff Development	-	-	-	-
101.605.7438 Other Charges	961	688	1,500	1,000
101.605.7441 Special Community Services	-	-	-	-
101.605.7450 Prisoner Booking Fees	-	-	-	-
101.605.7548 User Charges - Photocopy/Fax	-	-	-	-
101.605.7549 User Charges - Communications Pool	-	-	-	-
101.605.7550 User Charges - Motor Pool	303,036	302,575	302,575	272,320
101.605.7551 User Charges - IT Pool	81,606	81,606	81,606	52,292
101.605.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 876,988**	**$ 857,159**	**$ 894,509**	**$ 766,351**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: POLICE - FIELD SERVICES	EXHIBIT C-1 101.605 Page 1
Description	**10/11 Adopted**
7423 CLOTHING AND PERSONAL EXPENSE	
Badge Replacement	$ 800
Baseball Caps	400
Cleaning (Reserves, PSA's, and Explorer Uniforms)	2,250
Name Tags and Cap Pieces	500
Officer Rain Gear	1,200
Public Safety Assistant (PSA) Uniforms	500
Recruit Uniforms & Safety Equipment	5,000
Reserve Uniforms & Safety Equipment	1,000
Special Duty Uniforms	1,000
Uniform Repair/Replacement	800
	13,450
7424 OFFICE EXPENSE	
Forms / Notebooks	500
Maps	200
Miscellaneous Office Supplies	300
Printing	200
	1,200
7427 SPECIAL DEPARTMENTAL EXPENSE	
Patrol Supplies:	
Batteries	1,800
Bio-Hazard Supplies	1,000
Cones / Flares	2,000
First Aid Supplies	1,500
Flashlights	1,000
Safety & Leather Gear	900
Vehicle Beat Pack Supplies	1,350
Evidence Supplies:	
Barrier Tape	450
Digital Cameras	600
Digital Voice Recorders	1,000
Photo Storage Medium	1,000
Fingerprint Supplies	450
Narcotic Kits	1,000
Video & Audio Tapes	500
Firearms Supplies:	
Ammunition	38,000
Range Supplies (Cleaning Solution/Targets/Ear & Eye Protection)	3,000
	55,550
SUB - TOTAL	**$ 70,200**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: POLICE - FIELD SERVICES	EXHIBIT C-1 101.605 Page 2
Description	**10/11 Adopted**
7427 SPECIAL DEPARTMENTAL EXPENSE (Cont.)	
Other Supplies:	
Academy Supplies	$ 1,000
Bulletproof Vests (50% Reimbursed by Federal Government)	7,200
Chemical Agents	900
Division Meetings	750
Digital In-Car Camera (Replacement) *	4,500
Emergency Preparedness Equipment & Supplies	1,500
Memory Flash Cards for In-Car Video Recorders (State Law AB-820, Chapter 264)	800
Mobile EOC Costs (Satellite Phone / TV / Internet)	3,300
Mobile Video Remote Microphone Replacements	800
Police Vehicle Light & Siren Control Units (REPLACEMENT)	1,700
Taser Cartridges *	1,000
Taser Weapons *	1,000
Vehicle Stripes	1,000
Weapons of Mass Destruction (WMD) Equipment & Supplies	3,000
	84,000
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Fire Extinguisher Service	500
In-Car Video Repair (Preventive & Repair)	500
Miscellaneous Repairs	500
Repairs for Damages to Citizen Property	1,000
Weapons Repair	500
	3,000
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Alcohol Blood, Breath and Urine Tests	10,000
Emergency Clean-Up / Call Outs	1,000
Pistol Range Use	5,400
Range Storage - Alarm & Electricity Fees	1,000
Silicon Valley Animal Control Authority Services (Shelter & Field Services)	320,889
	338,289
* Partially Funded with ABAG Funds	
SUB - TOTAL	$ 439,939

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: POLICE - FIELD SERVICES	EXHIBIT C-1 101.605 Page 3
Description	10/11 Adopted
7434 MEMBERSHIPS, DUES & BOOKS	
Books, Dues & Subscriptions	$ 800
7438 OTHER CHARGES	
Towing, PD Vehicle Malfunctions / Mobile Emergency Response Group & Equipment (MERGE) Course Rental	1,000
7550 USER CHARGES - MOTOR POOL	
Use of Vehicles	272,320
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	52,292
TOTAL	$ 766,351

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Respond to 90% of all fire related calls for service within seven minutes or less.	100%	100%	100%
2	Respond to 90% of all medical related calls for service within eight minutes or less.	100%	100%	100%

*6 months only

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

EXHIBIT A
101.610

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ -
Supplies, Services & Capital Outlay (Exhibit C)	4,633,017	5,540,030	6,016,036	6,256,685
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	4,633,017	5,540,030	6,016,036	6,256,685
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 4,633,017	$ 5,540,030	$ 6,016,036	$ 6,256,685

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 4,633,017	$ 5,540,030	$ 6,016,036	$ 6,256,685
TOTAL			$ 4,633,017	$ 5,540,030	$ 6,016,036	$ 6,256,685

REVENUES MONITORED BY THIS PROGRAM

Fire Permits	101	4241	$ 86,463	$ 87,918	$ 75,000	$ 75,000
Hazardous Waste Cleanup	101	4692	142,273	150,323	130,000	130,000
TOTAL			$ 228,736	$ 238,241	$ 205,000	$ 205,000

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: FIRE PROTECTION SERVICES

EXHIBIT C
101.610

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.610.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.610.7421 Communications - Phones	-	-	-	-
101.610.7422 Advertising	-	-	-	-
101.610.7423 Clothing and Personal Expense	-	-	-	-
101.610.7424 Office Expense	-	-	-	-
101.610.7425 Minor Tools & Equipment	-	-	-	-
101.610.7427 Special Departmental Expense	-	-	-	-
101.610.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.610.7429 Maintenance & Operation of Equipment	-	-	-	-
101.610.7430 Professional & Specialized Services	-	-	-	-
101.610.7431 Promotional Expense	-	-	-	-
101.610.7432 Other Contractual Services	4,633,017	5,540,030	6,016,036	6,256,685
101.610.7433 Insurance and Surety Bonds	-	-	-	-
101.610.7434 Memberships, Dues, Books	-	-	-	-
101.610.7435 Professional Development & Meetings	-	-	-	-
101.610.7437 Staff Development	-	-	-	-
101.610.7438 Other Charges	-	-	-	-
101.610.7441 Special Community Services	-	-	-	-
101.610.7442 Insurance Claims Expense	-	-	-	-
101.610.7548 User Charges - Photocopy/Fax	-	-	-	-
101.610.7549 User Charges - Communications Pool	-	-	-	-
101.610.7550 User Charges - Motor Pool	-	-	-	-
101.610.7883 Improvements other than Buildings	-	-	-	-
101.610.7884 Machinery & Equipment	-	-	-	-
TOTAL	$ 4,633,017	$ 5,540,030	$ 6,016,036	$ 6,256,685

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: FIRE PROTECTION SERVICES

EXHIBIT C-1
101.610

Description	10/11 Adopted
7432 OTHER CONTRACTUAL SERVICES	
Santa Clara County Fire Department (SCCFD) Service Contract *	
FY 09/10 Base	$ 6,016,036
FY 10/11 Increase	240,649
	6,256,685
* Includes Paramedic Services	
TOTAL	**$ 6,256,685**

Public Works

PUBLIC WORKS DEPARTMENT SUMMARY

Staffing (Full-Time Equivalents)

Budgeted Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Assistant Engineer	2.00	2.00	2.00	1.90
Associate Civil Engineer	2.00	2.00	1.00	1.00
Building Maintenance Lead Worker	-	-	1.00	1.00
Building Maintenance Worker	-	-	2.00	2.00
City Engineer	0.75	0.75	1.00	1.00
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Facility Maintenace Manager	-	-	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	5.00	5.00	5.00	5.00
Mechanic I/II	2.00	2.00	2.00	1.50
Office Assistant	0.50	0.50	1.00	0.80
Office Specialist	2.00	2.00	2.00	1.90
Park Maintenance Lead Worker	2.00	2.00	2.00	2.00
Park Maintenance Supervisor	1.00	1.00	1.00	1.00
Park Maintenance Worker I/II	9.00	9.00	9.00	9.00
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	3.00	3.00	3.00	2.50
Senior Public Works Inspector	1.00	1.00	1.00	0.90
Street Maintenance Field Supervisor	1.00	1.00	1.00	1.00
Street Maintenance Lead Worker	1.00	1.00	1.00	1.00
Traffic Engineer	1.00	1.00	1.00	1.00
Utility Worker	-	-	1.00	-
Total Budgeted Positions	**40.25**	**40.25**	**45.00**	**42.50**

PUBLIC WORKS DEPARTMENT SUMMARY

Temporary Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Engineering Intern	0.58	0.58	0.45	0.25
Engineering Assistant	-	-	-	-
Project Engineer (Traffic)	0.77	-	-	-
Project Manager	0.36	0.36	0.36	0.25
Temporary Clerk (Vacation Relief)	-	-	-	-
Temporary Labor	3.60	3.60	3.60	2.75
Temporary Lighting Assistant	0.96	0.96	0.96	0.77
Traffic Engineering Assistant	0.58	0.58	0.58	0.25
Weekend Work Furlough Supervisor	-	-	0.19	0.20
Vacation Relief for Maint. Staff	-	-	0.11	-
Total Temporary Positions	**6.85**	**6.08**	**6.25**	**4.47**
Total Staffing	**47.10**	**46.33**	**51.25**	**46.97**

Expenditure Summary

Description	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Employee Services	$ 4,606,320	$ 4,780,374	$ 4,885,742	$ 5,074,188
Supplies & Other Services & Capital Outlay	2,654,823	2,728,795	2,584,382	2,938,665
Debt Service	-	-	-	-
Total Before Transfers	7,261,143	7,509,169	7,470,124	8,012,853
Transfers-Out	1,073,590	1,156,474	1,204,071	1,270,813
Appropriation Total	8,334,733	8,665,643	8,674,195	9,283,666
Less Transfers-In	2,521,145	2,571,852	2,594,813	2,334,358
Net Cost	$ 5,813,588	$ 6,093,791	$ 6,079,382	$ 6,949,308

Revenue Summary

Total Revenue Monitored by Department	$ 5,929,988	$ 6,263,549	$ 6,361,300	$ 6,727,800

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.

WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Present and implement, as appropriate, Energy Efficiency Study Recommendations. (carryover)

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: PUBLIC WORKS - DEPARTMENT ADMINISTRATION

EXHIBIT A
101.701

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 401,993	$ 448,835	$ 452,122	$ 417,079
Supplies, Services & Capital Outlay (Exhibit C)	80,426	69,912	68,673	61,726
	-	-	-	-
Total Before Transfers	482,419	518,747	520,795	478,805
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 482,419	$ 518,747	$ 520,795	$ 478,805

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 328,502	$ 363,644	$ 359,637	$ 317,647
Lighting & Landscaping District	207	9899	10,000	10,000	10,000	10,000
Environmental Programs	209	9899	105,000	105,000	102,800	102,800
RDA - 20% Housing Fund	223	9899	6,783	7,020	8,672	8,672
RDA - Administration	434	9899	27,134	28,083	34,686	34,686
Motor Vehicle Pool	641	9899	5,000	5,000	5,000	5,000
TOTAL			$ 482,419	$ 518,747	$ 520,795	$ 478,805

REVENUES MONITORED BY THIS PROGRAM

Franchise - San Jose Water	101	4124	$ 130,533	$ 134,940	$ 140,000	$ 140,000
Lighting & Landscaping District - Trsfs.	101	6899	10,000	10,000	10,000	10,000
Environmental Programs - Transfers In	101	6899	105,000	105,000	102,800	102,800
RDA - 20% Housing Fund - Transfers In	101	6899	6,783	7,020	8,672	8,672
RDA - Administration - Transfers In	101	6899	27,134	28,083	34,686	34,686
Motor Vehicle Pool - Transfers In	101	6899	5,000	5,000	5,000	5,000
Tree in Lieu Fee	101	4971	-	2,748	-	-
TOTAL			$ 284,450	$ 292,791	$ 301,158	$ 301,158

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PUBLIC WORKS - DEPARTMENT ADMINISTRATION

EXHIBIT B
101.701

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.701.7001 Personnel - Regular	$ 252,680	$ 296,656	$ 309,863	$ 299,728
101.701.7002 Personnel - Temporary	60,896	60,517	52,500	30,550
101.701.7003 Personnel - Overtime	681	-	500	500
101.701.7005 Personnel - POST	-	-	-	-
101.701.7103 Personnel - Holiday Pay	-	-	-	-
101.701.7104 Meal Allowance	-	-	-	-
101.701.7105 Uniform Allowance	-	-	-	-
101.701.7106 Retirement	31,096	33,547	33,183	32,703
101.701.7107 Dental Insurance	4,063	4,680	4,860	4,824
101.701.7108 Group Health Insurance	28,913	33,684	33,912	34,244
101.701.7109 Group Life Insurance	485	558	720	624
101.701.7110 Workers' Compensation Insurance	3,740	2,159	1,755	1,353
101.701.7111 Unemployment Insurance	-	-	-	-
101.701.7112 Group Disability Insurance	1,797	1,980	2,604	2,530
101.701.7113 Medicare	4,713	5,250	5,262	4,796
101.701.7114 Auto Allowance	2,640	2,640	2,640	1,320
101.701.7118 Other Benefit Pay	7,075	3,426	-	-
101.701.7119 Social Security	-	-	-	-
101.701.7122 Deferred Compensation Contribution	3,178	3,640	3,640	3,510
101.701.7126 PARS 457 Retirement	36	98	683	397
101.701.7115 Cell Phone Allowance	-	-	-	-
101.701.7121 Leave Balance Payout				-
101.701.7130 Project Overhead Cost				
TOTAL	**$ 401,993**	**$ 448,835**	**$ 452,122**	**$ 417,079**

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

EXHIBIT B-1
101.701

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Public Works Director	1.00	1.00	1.00	1.00	$ 169,665
Executive Assistant	1.00	1.00	1.00	1.00	70,740
Office Specialist *	1.00	1.00	1.00	0.90	59,323
* Voluntary 10% Reduction FY 11					
TOTAL	3.00	3.00	3.00	2.90	$ 299,728

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Executive Project Manager	0.36	0.36	0.36	0.25	$ 30,550
TOTAL	0.36	0.36	0.36	0.25	$ 30,550

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PUBLIC WORKS - DEPARTMENT ADMINISTRATION

EXHIBIT C
101.701

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.701.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.701.7421 Communications - Phones	7,385	5,880	5,500	1,500
101.701.7422 Advertising	-	-	-	-
101.701.7423 Clothing and Personal Expense	-	-	-	-
101.701.7424 Office Expense	3,949	2,503	4,000	4,000
101.701.7425 Minor Tools & Equipment	-	-	-	-
101.701.7427 Special Departmental Expense	3,486	3,304	3,600	3,600
101.701.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.701.7429 Maintenance & Operation of Equipment	17	173	1,300	1,300
101.701.7430 Professional & Specialized Services	13,500	11,500	-	-
101.701.7431 Promotional Expense	-	-	-	-
101.701.7432 Other Contractual Services	-	-	-	-
101.701.7433 Insurance and Surety Bonds	-	-	-	-
101.701.7434 Memberships, Dues, Books	463	310	750	750
101.701.7435 Professional Development & Meetings	8,103	2,719	10,000	7,000
101.701.7437 Staff Development	-	-	-	-
101.701.7438 Other Charges	-	-	-	-
101.701.7441 Special Community Services	-	-	-	-
101.701.7442 Insurance Claims Expense	-	-	-	-
101.701.7548 User Charges - Photocopy/Fax	-	-	-	-
101.701.7549 User Charges - Communications Pool	-	-	-	-
101.701.7550 User Charges - Motor Pool	-	-	-	-
101.701.7551 User Charges - IT Pool	43,523	43,523	43,523	43,576
101.701.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 80,426**	**$ 69,912**	**$ 68,673**	**$ 61,726**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: PUBLIC WORKS - DEPARTMENT ADMINISTRATION

EXHIBIT C-1
101.701

Description	10/11 Adopted
7421 COMMUNICATIONS - PHONES	
Monthly Fees - Cellular Telephones	$ 1,500
7424 OFFICE EXPENSE	
Office Supplies	4,000
7427 SPECIAL DEPARTMENTAL EXPENSE	
Departmental Employee Recognition	1,100
Drafting Materials, Special Events, Special Equipment, Etc.	2,500
	3,600
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Engineering Copier	1,300
7434 MEMBERSHIPS, DUES & BOOKS	
Books, Dues & Subscriptions	750
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	7,000
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	43,576
TOTAL	$ 61,726

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	50% Percent of solid waste is diverted.	Target Met	Target Met	N/A**
2	City of Campbell Solid Waste Maximum Disposal (pounds/person/day)			4.7***

* Diversion rates based a per-capita waste disposal target.
** The measure is no longer used.
*** The State of California Integrated Waste Management Division established a target maximum solid waste disposal for each local agency. The City of Campbell's target was less than 5.2 lbs/person/day.

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: PUBLIC WORKS - ENVIRONMENTAL PROGRAMS

EXHIBIT A
209.715

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ -
Supplies, Services & Capital Outlay (Exhibit C)	-	-	-	-
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	-	-	-	-
Transfers Out (Exhibit E)	833,000	870,300	862,300	815,300
APPROPRIATION TOTAL	**$ 833,000**	**$ 870,300**	**$ 862,300**	**$ 815,300**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Solid Waste Revenues	209	Misc.	$ 66,141	$ 52,289	$ 64,500	$ 62,000
Storm Water Revenues *	209	4720	198,000	198,800	198,800	258,800
Storm Drain Fees	209	4721	36,393	18,609	10,000	10,000
Solid Waste - Beginning Fund Bal.	209	6090	(22,534)	45,602	34,000	46,500
General Fund - Transfers-In	101	9899	555,000	555,000	555,000	438,000
Storm Water - Fund Balance	209	6090	-	-	-	-
* Includes $50,000 Surplus from WVS						
TOTAL			**$ 833,000**	**$ 870,300**	**$ 862,300**	**$ 815,300**

REVENUES MONITORED BY THIS PROGRAM

Storm Water Fees - WV Sanitation	209	4720	$ 198,000	$ 198,800	$ 198,800	$ 258,800
Storm Drain Fees	209	4721	26,513	10,013	10,000	10,000
Solid Waste Fees	209	4724	2,427	-	-	-
AB939 Recycling - Santa Clara County	209	4922	63,714	47,597	57,000	57,000
Solid Waste - Beverage Container Grant	209	4533	-	-	7,500	5,000
Storm Drain Fee Interest	209	4410	9,880	6,954	-	-
General Fund - Transfers-In	209	6899	555,000	555,000	555,000	438,000
Other Revenue	209	4965	-	4,692	-	-
GASB 31 Market Value Adjust	209	4431	-	1,642	-	-
TOTAL			**$ 855,534**	**$ 824,698**	**$ 828,300**	**$ 768,800**

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: PUBLIC WORKS - ENVIRONMENTAL PROGRAMS

EXHIBIT E
209.715

Account Description	10/11 Adopted
9899 TRANSFERS OUT	
Solid Waste:	
City Manager Administration - #101.510	$ 12,500
Public Works Department Administration - #101.701	72,000
Public Works - Engineering (Street Maintenance) - #101.730	50,000
Public Works Land Development / Environmental - #101.740	117,500
Public Works - Street Maintenance - #204.760	161,000
Public Works - Maintenance Administration - #101.745	57,500
Public Works - Parks Maintenance - #207.775	45,000
Public Works - Building Maintenance - #101.530	15,000
Finance Department - Accounting - #101.535	16,000
	546,500
Storm Water:	
Public Works Department Administration - #101.701	30,800
Public Works - Engineering - #101.730	35,000
Public Works Land Development / Environmental - #101.740	75,000
Public Works - Street Maintenance - #204.760	98,000
City Manager - Administration - #101.510	5,000
Finance Department - Accounting - #101.535	15,000
	258,800
Storm Drain Fees:	
Public Works Engineering - #101.730	**10,000**
TOTAL TRANSFERS OUT	**$ 815,300**

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 Advisory Committee.
- Support the Redevelopment Agency, Community Development Department, and the 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.
- Review, in conjunction with the Police Department, current list of Neighborhood Traffic Management Program (NTMP) special enforcement zone streets and revise as necessary.
- Participate, as appropriate, in implementation and operation of Silicon Valley-Intelligent Transportation Systems (SV-ITS) Projects.

WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Leigh/Campbell Traffic Signal - design and construction.
- Pollard Road Bicycle Lane Project - construction.
- Harriet/McCoy Pedestrian Safety Improvements - construction.

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

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	95% of Congestion Management Program (CMP) roadways meet CMP Level Of Service standards.	100%	100%	100%
2	Number of pedestrian accidents and percent of total of all accidents.	12/2.2%*	19/3.5%	7/2.9%
3	Number of bicycle accidents and percent of total of all accidents.	21/3.8%	22/4.1%	9/3.7%
4	Number of injury accidents and percent of total of all accidents.	84/14.4%	88/16.3%	40/16.6%
5	80% of Traffic Service Requests responded to within 30 days. **	94%	97%	94%

* 6 months only
** This is a reduced standard due to the Budget correction Strategy.

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

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 210,142	$ 290,685	$ 244,274	$ **224,183**
Supplies, Services & Capital Outlay (Exhibit C)	32,369	28,180	29,152	**19,380**
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	242,511	318,865	273,426	**243,563**
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 242,511**	**$ 318,865**	**$ 273,426**	**$ 243,563**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 202,511	$ 195,865	$ 95,730	$ **50,000**
Construction Tax Reserve	101	6090	-	-	-	-
Federal Aid Urban	211	9899	40,000	40,000	40,000	**30,000**
Prop 42 - Gas Tax	204	9899	-	83,000	137,696	-
Gas Tax Fund	204	9899	-	-	-	**163,563**
TOTAL			**$ 242,511**	**$ 318,865**	**$ 273,426**	$ 243,563

REVENUES MONITORED BY THIS PROGRAM

Truck Permits	101	4271	$ 976	$ 384	$ 500	$ 500
Signal Maint. Cost Sharing *	101	4542	7,404	2,342	-	-
Transit Shelter Advertising	101	4544	5,691	5,088	5,000	**5,000**
Traffic Engineering Services	101	4728	2,561	4	-	-
Federal Aid Urban	101	6899	40,000	40,000	40,000	**30,000**
Prop 42 - Gas Tax	101	6899	-	83,000	137,696	-
Project Revenue	101	4921		41,500		
Gas Tax Fund	101	6899	-	-	-	**163,563**
* Revenue moved to Program 770 in FY 09						
TOTAL			**$ 56,632**	**$ 172,318**	**$ 183,196**	**$ 199,063**

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PUBLIC WORKS - TRANSPORTATION ENGINEERING

EXHIBIT B
101.720

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.720.7001 Personnel - Regular	$ 124,825	$ 209,258	$ 180,553	$ 168,760
101.720.7002 Personnel - Temporary	45,830	14,828	14,976	7,540
101.720.7003 Personnel - Overtime	-	-	500	500
101.720.7005 Personnel - POST	-	-	-	-
101.720.7103 Personnel - Holiday Pay	-	-	-	-
101.720.7104 Meal Allowance	-	-	-	-
101.720.7105 Uniform Allowance	-	150	-	-
101.720.7106 Retirement	15,182	23,611	19,335	18,413
101.720.7107 Dental Insurance	1,522	3,084	2,430	2,412
101.720.7108 Group Health Insurance	11,182	22,033	16,776	17,122
101.720.7109 Group Life Insurance	182	383	360	336
101.720.7110 Workers' Compensation Insurance	2,706	4,245	1,209	2,042
101.720.7111 Unemployment Insurance	-	-	-	-
101.720.7112 Group Disability Insurance	774	1,422	1,488	1,451
101.720.7113 Medicare	2,610	3,455	2,842	2,564
101.720.7114 Auto Allowance	1,920	1,920	1,920	960
101.720.7118 Other Benefit Pay	1,742	3,792	-	-
101.720.7119 Social Security	-	-	-	-
101.720.7122 Deferred Compensation Contribution	1,071	2,311	1,690	1,625
101.720.7126 PARS 457 Retirement	596	193	195	98
101.720.7115 Cell Phone Allowance	-	-	-	360
101.720.7121 Leave Balance Payout				-
101.720.7130 Project Overhead Cost				
TOTAL	$ 210,142	$ 290,685	$ 244,274	$ 224,183

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

EXHIBIT B-1
101.720

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Traffic Engineer	1.00	1.00	1.00	1.00	$ 128,330
Assistant Engineer *	1.00	0.50	0.50	0.45	40,430
* Additional .45 FTE in Prog #730 & Voluntary 10% Reduction for FY 11					
TOTAL	**2.00**	**1.50**	**1.50**	**1.45**	**$ 168,760**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Traffic Engineering Assistant (Intern)	0.58	0.58	0.58	0.25	$ 7,540
Project Engineer (Traffic)	0.77	-	-	-	-
TOTAL	**1.35**	**0.58**	**0.58**	**0.25**	**$ 7,540**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PUBLIC WORKS - TRANSPORTATION ENGINEERING

EXHIBIT C
101.720

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.720.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.720.7421 Communications - Phones	-	-	-	-
101.720.7422 Advertising	-	-	-	-
101.720.7423 Clothing and Personal Expense	-	-	-	-
101.720.7424 Office Expense	-	-	-	-
101.720.7425 Minor Tools & Equipment	-	-	-	-
101.720.7427 Special Departmental Expense	-	-	500	500
101.720.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.720.7429 Maintenance & Operation of Equipment	131	42	400	400
101.720.7430 Professional & Specialized Services	4,450	-	-	-
101.720.7431 Promotional Expense	-	-	-	-
101.720.7432 Other Contractual Services	-	-	-	-
101.720.7433 Insurance and Surety Bonds	-	-	-	-
101.720.7434 Memberships, Dues, Books	586	936	1,050	1,050
101.720.7435 Professional Development & Meetings	-	-	-	-
101.720.7437 Staff Development	-	-	-	-
101.720.7441 Special Community Services	-	-	-	-
101.720.7442 Insurance Claims Expense	-	-	-	-
101.720.7548 User Charges - Photocopy/Fax	-	-	-	-
101.720.7549 User Charges - Communications Pool	-	-	-	-
101.720.7550 User Charges - Motor Pool	-	-	-	-
101.720.7551 User Charges - IT Pool	27,202	27,202	27,202	17,430
101.720.7883 Improvements Other Than Buildings	-	-	-	-
101.720.7884 Machinery & Equipment	-	-	-	-
TOTAL	$ 32,369	$ 28,180	$ 29,152	$ 19,380

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: PUBLIC WORKS - TRANSPORTATION ENGINEERING

EXHIBIT C-1
101.720

Description	10/11 Adopted
7427 SPECIAL DEPARTMENTAL EXPENSE	
Marking Paint, Measuring Wheels, Hoses, Etc.	$ 250
Technical Software Updates (Non-Information Technology Supported)	250
	500
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Pool Bicycle Maintenance	150
Traffic Counter & Tube Maintenance	250
	400
7434 MEMBERSHIPS, DUES & BOOKS	
Books	260
Dues - Institute of Transportation Engineering (ITE); Transportation Resources Board (TRB)	640
Subscriptions	150
	1,050
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles	-
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	17,430
TOTAL	$ 19,380

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.

WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- East Campbell Avenue Improvements - construction.
- Orchard City Banquet Hall - construction.
- Orchard City Banquet Hall Winchester Plaza - construction.
- Hacienda Avenue - continue evaluation of rehabilitation options.
- Winchester Boulevard Underground Utility District - coordinate with PG&E.
- Stojanovich Family Park - design and construction.
- 2011 Street Maintenance Project - design and construction.
- Winchester Boulevard Improvement Project - design and construction.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09***	FY 10*
1	Average cost of design and construction engineering is 18%.	17.5%	16.3%	18%
2	75% of City's pavement network is at a PCI of 70 or greater.	74.1%**	74.5%	74.5%
3	Mean PCI of City's pavement network.	76**	75%	75%

* 6 months only

** Based on April 2007 arterial and collector pavement condition survey update. Entire street network will be surveyed in FY 09.

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

EXHIBIT A
101.730

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 920,259	$ 902,251	$ 984,300	$ 941,077
Supplies, Services & Capital Outlay (Exhibit C)	92,585	86,163	90,475	58,227
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	1,012,844	988,414	1,074,775	999,304
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 1,012,844	$ 988,414	$ 1,074,775	$ 999,304

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 877,844	$ 858,414	$ 949,775	$ 784,729
Lighting & Landscaping District	207	9899	30,000	30,000	30,000	30,000
Environmental Programs	209	9899	105,000	100,000	95,000	95,000
Gas Tax Fund	204	9899	-	-	-	89,575
* Construction Tax Reserve						
TOTAL			$ 1,012,844	$ 988,414	$ 1,074,775	$ 999,304

REVENUES MONITORED BY THIS PROGRAM

Project Overhead Offset	101	4725	$ 298,168	$ 361,639	$ 350,000	$ 500,000
Sale of Maps / Publications	101	4760	4,577	2,234	1,000	1,000
Notice of Improvement Obligation	101	4924	25,000	17,684	15,000	5,000
Lighting & Landscaping District - Trsfs. In	101	6899	30,000	30,000	30,000	30,000
Environmental Programs - Transfers In	101	6899	105,000	100,000	95,000	95,000
Cost Recovery (Other Agency)	101	4701	586	3,156	-	-
Gas Tax Fund	101	6899	-	-	-	89,575
TOTAL			$ 463,331	$ 514,713	$ 491,000	$ 720,575

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PUBLIC WORKS - ENGINEERING

EXHIBIT B
101.730

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.730.7001 Personnel - Regular	$ 686,897	$ 681,888	$ 758,980	$ 726,650
101.730.7002 Personnel - Temporary	16,364	13,290	14,976	7,540
101.730.7003 Personnel - Overtime	697	-	5,000	5,000
101.730.7005 Personnel - POST	-	-	-	-
101.730.7103 Personnel - Holiday Pay	-	-	-	-
101.730.7104 Meal Allowance	-	-	-	-
101.730.7105 Uniform Allowance	516	450	300	285
101.730.7106 Retirement	83,432	77,420	81,311	79,285
101.730.7107 Dental Insurance	10,112	9,351	10,530	10,452
101.730.7108 Group Health Insurance	66,131	67,097	73,176	74,983
101.730.7109 Group Life Insurance	1,193	1,115	1,560	1,392
101.730.7110 Workers' Compensation Insurance	17,163	13,585	7,595	7,759
101.730.7111 Unemployment Insurance	-	-	-	-
101.730.7112 Group Disability Insurance	4,402	4,154	5,952	5,840
101.730.7113 Medicare	10,972	10,804	11,295	10,718
101.730.7114 Auto Allowance	5,280	5,668	5,760	2,880
101.730.7118 Other Benefit Pay	9,555	10,290	-	-
101.730.7119 Social Security	-	-	-	-
101.730.7122 Deferred Compensation Contribution	7,353	6,966	7,670	7,475
101.730.7126 PARS 457 Retirement	192	173	195	98
101.730.7115 Cell Phone Allowance	-	-	-	720
101.730.7121 Leave Balance Payout				-
101.730.7130 Project Overhead Cost				
TOTAL	**$ 920,259**	**$ 902,251**	**$ 984,300**	**$ 941,077**

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

EXHIBIT B-1
101.730

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
City Engineer	0.75	1.00	1.00	1.00	$ 144,816
Senior Civil Engineer	2.00	2.00	2.00	2.00	256,660
Associate Civil Engineer *	1.00	-	-	-	-
Assistant Engineer **	1.00	1.50	1.50	1.45	136,816
Senior Public Works Inspector ***	1.00	1.00	1.00	0.90	93,603
Public Works Inspector	1.00	1.00	1.00	1.00	94,755
TOTAL	6.75	6.50	6.50	6.35	$ 726,650

* Underfilled as Assist. Engineer in FY 09
** Additional .45 FTE in Program #720. Voluntary Reduction FY 11
*** Voluntary Reduction FY 11

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Engineering Assistant (Intern)	0.58	0.58	0.45	0.25	$ 7,540
TOTAL	0.58	0.58	0.45	0.25	$ 7,540

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PUBLIC WORKS - ENGINEERING

EXHIBIT C
101.730

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.730.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.730.7421 Communications - Phones	-	-	-	-
101.730.7422 Advertising	-	-	-	-
101.730.7423 Clothing and Personal Expense	-	-	250	250
101.730.7424 Office Expense	-	-	-	-
101.730.7425 Minor Tools & Equipment	-	-	-	-
101.730.7427 Special Departmental Expense	-	-	-	-
101.730.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.730.7429 Maintenance & Operation of Equipment	-	-	-	-
101.730.7430 Professional & Specialized Services	8,085	660	5,000	5,000
101.730.7431 Promotional Expense	-	-	-	-
101.730.7432 Other Contractual Services	-	-	-	-
101.730.7433 Insurance and Surety Bonds	-	-	-	-
101.730.7434 Memberships, Dues, Books	955	1,978	1,700	1,700
101.730.7435 Professional Development & Meetings	20	-	-	-
101.730.7437 Staff Development	-	-	-	-
101.730.7438 Other Charges	-	-	-	-
101.730.7548 User Charges - Photocopy/Fax	-	-	-	-
101.730.7549 User Charges - Communications Pool	-	-	-	-
101.730.7550 User Charges - Motor Pool	18,240	18,240	18,240	16,416
101.730.7551 User Charges - IT Pool	65,285	65,285	65,285	34,861
101.730.7883 Improvements Other Than Buildings	-	-	-	-
101.730.7884 Machinery & Equipment	-	-	-	-
101.730.7885 Street Maintenance Reserve	-	-	-	-
TOTAL	**$ 92,585**	**$ 86,163**	**$ 90,475**	**$ 58,227**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: PUBLIC WORKS - ENGINEERING

EXHIBIT C-1
101.730

Description	10/11 Adopted
7423 CLOTHING & PERSONAL EXPENSE	
Safety Clothing and Damaged Clothing Repair	$ 250
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Supplemental Engineering & Storm Water Consultant Services (As Needed)	5,000
7434 MEMBERSHIPS, DUES & BOOKS	
Books	500
Dues	1,100
Subscriptions	100
	1,700
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles	16,416
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	34,861
TOTAL	$ 58,227

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.
- Tend 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).

WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Underground Utility In-lieu Fee program - develop program alternatives. (carryover)
- Coordinate with West Valley Solid Waste JPA as necessary on the development and implementation of a mandatory commercial recycling ordinance.
- Coordinate with West Valley Solid Waste JPA on consideration of a food waste collection and composting program.
- Review Stormwater Management Revenue Enhancement Options with West Valley cities and West Valley Sanitation District.
- Consider restrictions on single use bags. *

* Projects suggest by Boards & Commissions or Council

GENERAL FUND - (101)
Public Works - Land Development / Environmental Programs (740)
Program Manager - City Engineer

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	80% of development application reviews completed within 10 working days.**	80%	94%	92%

* 6 months only
** This is a reduced standard due to the Budget Correction Strategy.

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

EXHIBIT A
101.740

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 301,097	$ 307,467	$ 307,088	$ 252,520
Supplies, Services & Capital Outlay (Exhibit C)	122,612	100,490	91,721	83,966
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	423,709	407,957	398,809	336,486
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	$ 423,709	$ 407,957	$ 398,809	$ 336,486

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund	101	Misc.	$ 275,209	$ 225,457	$ 216,309	$ 143,986
Environmental Services - Storm Water	209	9899	75,000	75,000	75,000	75,000
Environmental Programs - Solid Waste	209	9899	73,500	107,500	107,500	117,500
TOTAL			$ 423,709	$ 407,957	$ 398,809	$ 336,486

REVENUES MONITORED BY THIS PROGRAM

Franchise - Garbage	101	4123	$ 1,345,905	$ 1,314,346	$ 1,350,000	$ 1,545,000
Engineering & Subdivision Filing Fees	101	4722	306,214	232,299	260,000	185,000
Environmental Programs - Transfers-In	101	6899	148,500	182,500	182,500	192,500
TOTAL			$ 1,800,619	$ 1,729,145	$ 1,792,500	$ 1,922,500

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PUBLIC WORKS - LAND DEVELOPMENT/ENVIRONMENTAL PROGRAMS

EXHIBIT B
101.740

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.740.7001 Personnel - Regular	$ 229,781	$ 237,710	$ 242,551	$ 174,747
101.740.7002 Personnel - Temporary	-	-	-	-
101.740.7003 Personnel - Overtime	-	912	-	-
101.740.7005 Personnel - POST	-	-	-	-
101.740.7103 Personnel - Holiday Pay	-	-	-	-
101.740.7104 Meal Allowance	-	-	-	-
101.740.7105 Uniform Allowance	150	150	-	-
101.740.7106 Retirement	28,125	26,946	25,975	19,067
101.740.7107 Dental Insurance	3,114	3,114	3,240	2,412
101.740.7108 Group Health Insurance	21,482	22,290	22,488	17,712
101.740.7109 Group Life Insurance	372	371	480	432
101.740.7110 Workers' Compensation Insurance	5,745	3,241	2,717	1,834
101.740.7111 Unemployment Insurance	-	-	-	-
101.740.7112 Group Disability Insurance	1,386	1,384	1,860	1,302
101.740.7113 Medicare	3,499	3,619	3,517	2,534
101.740.7114 Auto Allowance	1,920	1,920	1,920	480
101.740.7118 Other Benefit Pay	3,183	3,472	-	-
101.740.7119 Social Security	-	-	-	-
101.740.7122 Deferred Compensation Contribution	2,340	2,338	2,340	1,820
101.740.7126 PARS 457 Retirement	-	-	-	-
101.740.7115 Cell Phone Allowance	-	-	-	180
101.740.7121 Leave Balance Payout				**30,000**
101.740.7130 Project Overhead Cost				
TOTAL	**$ 301,097**	**$ 307,467**	**$ 307,088**	**$ 252,520**

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

EXHIBIT B-1
101.740

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Associate Civil Engineer	1.00	1.00	1.00	1.00	$ 108,807
Senior Civil Engineer *	1.00	1.00	1.00	0.50	65,940
* Position to be full-time thru 12/31/10 then frozen. Voluntary Separation FY 11					
TOTAL	2.00	2.00	2.00	1.50	$ 174,747

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PUBLIC WORKS - LAND DEVELOPMENT/ENVIRONMENTAL PROGRAMS

EXHIBIT C
101.740

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.740.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.740.7421 Communications - Phones	-	-	-	-
101.740.7422 Advertising	-	-	-	-
101.740.7423 Clothing and Personal Expense	-	-	200	200
101.740.7424 Office Expense	-	-	-	-
101.740.7425 Minor Tools & Equipment	-	-	-	-
101.740.7427 Special Departmental Expense	884	578	2,250	2,250
101.740.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.740.7429 Maintenance & Operation of Equipment	-	-	-	-
101.740.7430 Professional & Specialized Services	54,257	76,662	62,000	47,000
101.740.7431 Promotional Expense	-	-	-	-
101.740.7432 Other Contractual Services	50,071	6,374	10,000	20,000
101.740.7433 Insurance and Surety Bonds	-	-	-	-
101.740.7434 Memberships, Dues, Books	495	-	500	500
101.740.7435 Professional Development & Meetings	-	-	-	-
101.740.7437 Staff Development	134	105	-	-
101.740.7438 Other Charges	-	-	-	-
101.740.7441 Special Community Services	-	-	-	-
101.740.7442 Insurance Claims Expense	-	-	-	-
101.740.7548 User Charges - Photocopy/Fax	-	-	-	-
101.740.7549 User Charges - Communications Pool	-	-	-	-
101.740.7550 User Charges - Motor Pool	5,890	5,890	5,890	5,301
101.740.7551 User Charges - IT Pool	10,881	10,881	10,881	8,715
101.740.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 122,612**	**$ 100,490**	**$ 91,721**	**$ 83,966**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: PUBLIC WORKS - LAND DEVELOPMENT/ENVIRONMENTAL PROGRAMS

EXHIBIT C-1
101.740

Description	10/11 Adopted
7423 CLOTHING & PERSONAL EXPENSE	
Safety Clothing	$ 200
7427 SPECIAL DEPARTMENTAL EXPENSE	
Lighting & Landscape District (LLD) - Data Processing (Santa Clara County)	1,200
Metal Detector	900
Public Education Material (Urban Runoff Publications)	150
	2,250
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Supplemental Land Development Engineering Services	5,000
West Valley Solid Waste Program (Services & Support Costs)	42,000
	47,000
7432 OTHER CONTRACTUAL SERVICES	
Solid Waste Collection Supplemental Services (Household Hazardous Waste Fees)	**20,000**
7434 MEMBERSHIPS, DUES & BOOKS	
Books & Subscriptions	300
Dues / Registration	200
	500
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles	**5,301**
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**8,715**
TOTAL	**$ 83,966**

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.

WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Review Community Garden Rules and Regulations.

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

EXHIBIT A
101.745

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 271,636	$ 271,821	$ 293,192	**$ 289,907**
Supplies, Services & Capital Outlay (Exhibit C)	59,237	57,562	56,307	**43,848**
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	330,873	329,383	349,499	**333,755**
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 330,873**	**$ 329,383**	**$ 349,499**	**$ 333,755**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 195,873	$ 186,883	$ 206,999	**$ 191,255**
Lighting & Landscaping District (LLA-1)	207	9899	50,000	10,000	10,000	**10,000**
Environmental Programs	209	9899	50,000	57,500	57,500	**57,500**
Motor Vehicle Pool	641	9899	35,000	35,000	35,000	**35,000**
LID Reserve	101	6090	-	40,000	**40,000**	**40,000**
TOTAL			**$ 330,873**	**$ 329,383**	**$ 349,499**	**$ 333,755**

REVENUES MONITORED BY THIS PROGRAM

Lighting & Landscaping District - Trsfs.	101	6899	$ 50,000	$ 10,000	$ 10,000	**$ 10,000**
Motor Vehicle Pool - Transfers In	101	6899	35,000	35,000	35,000	**35,000**
Environmental Programs Trsfs. In	101	6899	50,000	57,500	57,500	**57,500**
Shopping Cart Retrieval Fees	101	4390	999	522	500	**500**
TOTAL			**$ 135,999**	**$ 103,022**	**$ 103,000**	**$ 103,000**

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PUBLIC WORKS - MAINTENANCE ADMINISTRATION

EXHIBIT B
101.745

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.745.7001 Personnel - Regular	$ 188,626	$ 191,898	$ 225,162	$ 220,863
101.745.7002 Personnel - Temporary	19,690	20,369	-	-
101.745.7003 Personnel - Overtime	1,394	49	750	750
101.745.7005 Personnel - POST	-	-	-	-
101.745.7103 Personnel - Holiday Pay	-	-	-	-
101.745.7104 Meal Allowance	-	-	-	-
101.745.7105 Uniform Allowance	-	-	-	-
101.745.7106 Retirement	22,288	21,679	24,113	24,098
101.745.7107 Dental Insurance	3,114	3,120	4,050	4,020
101.745.7108 Group Health Insurance	19,700	22,333	28,200	29,521
101.745.7109 Group Life Insurance	372	372	600	528
101.745.7110 Workers' Compensation Insurance	3,846	2,866	1,819	1,692
101.745.7111 Unemployment Insurance	-	-	-	-
101.745.7112 Group Disability Insurance	1,386	1,386	2,232	2,232
101.745.7113 Medicare	3,175	3,124	3,276	3,213
101.745.7114 Auto Allowance	-	-	-	-
101.745.7118 Other Benefit Pay	5,449	2,020	-	-
101.745.7119 Social Security	-	-	-	-
101.745.7122 Deferred Compensation Contribution	2,340	2,340	2,990	2,990
101.745.7126 PARS 457 Retirement	256	265	-	-
101.745.7115 Cell Phone Allowance	-	-	-	-
101.745.7121 Leave Balance Payout				-
101.745.7130 Project Overhead Cost				
TOTAL	**$ 271,636**	**$ 271,821**	**$ 293,192**	**$ 289,907**

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

EXHIBIT B-1
101.745

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Public Works Superintendent	1.00	1.00	1.00	1.00	$ 128,330
Office Specialist	1.00	1.00	1.00	1.00	64,140
Office Assistant *	0.50	0.50	0.50	0.50	28,393
* Balance in Prog #530 (.30 FTE)					
TOTAL	2.50	2.50	2.50	2.50	$ 220,863

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PUBLIC WORKS - MAINTENANCE ADMINISTRATION

EXHIBIT C
101.745

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.745.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.745.7421 Communications - Phones	8,265	8,226	7,000	7,000
101.745.7422 Advertising	-	-	-	-
101.745.7423 Clothing and Personal Expense	-	-	-	-
101.745.7424 Office Expense	4,641	3,849	3,500	3,500
101.745.7425 Minor Tools & Equipment	-	-	-	-
101.745.7427 Special Departmental Expense	11,690	9,844	10,000	7,000
101.745.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
101.745.7429 Maintenance & Operation of Equipment	-	-	-	-
101.745.7430 Professional & Specialized Services	-	155	-	-
101.745.7431 Promotional Expense	-	-	-	-
101.745.7432 Other Contractual Services	-	-	-	-
101.745.7433 Insurance and Surety Bonds	-	-	-	-
101.745.7434 Memberships, Dues, Books	180	260	350	650
101.745.7435 Professional Development & Meetings	4,787	5,771	6,000	5,700
101.745.7437 Staff Development	-	-	-	-
101.745.7438 Other Charges	-	-	-	-
101.745.7441 Special Community Services	-	-	-	-
101.745.7442 Insurance Claims Expense	-	-	-	-
101.745.7548 User Charges - Photocopy/Fax	-	-	-	-
101.745.7549 User Charges - Communications Pool	-	-	-	-
101.745.7550 User Charges - Motor Pool	7,912	7,695	7,695	6,925
101.745.7551 User Charges - IT Pool	21,762	21,762	21,762	13,073
101.745.7883 Improvements Other Than Buildings	-	-	-	-
101.745.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 59,237**	**$ 57,562**	**$ 56,307**	**$ 43,848**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: PUBLIC WORKS - MAINTENANCE ADMINISTRATION

EXHIBIT C-1
101.745

Description	10/11 Adopted
7421 COMMUNICATIONS - PHONES	
Cellular Phones & Pager Rentals	$ 7,000
7424 OFFICE EXPENSE	
Office Supplies, Forms, Diskettes, Etc.	3,500
7427 SPECIAL DEPARTMENTAL EXPENSE	
Community Garage Sale Advertising, Publicity, Etc. *	3,000
Water Cooler Service, Alarm System, Furniture, Etc.	4,000
	7,000
7434 MEMBERSHIPS, DUES & BOOKS	
Books	165
Dues - Maintenance Superintendents Association; California Parks & Recreation Society; Arbor Day Foundation, Etc.	485
	650
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	5,700
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles	6,925
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	13,073
* Funded from Environmental Services Fund	
TOTAL	$ 43,848

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.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	80% of preventative maintenance is completed on schedule. **	90%	95%	90%
2	Public Safety vehicle availability is 85%. **	95%	95%	95%

* 6 months only
** This is a reduced standard due to the Budget Correction Strategy.

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: PW - VEHICLE & EQUIPMENT MAINTENANCE SERVICES

EXHIBIT A
641.750

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 328,385	$ 280,719	$ 334,492	$ 291,582
Supplies, Services & Capital Outlay (Exhibit C)	757,030	845,318	739,441	655,371
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	1,085,415	1,126,037	1,073,933	946,953
Transfers Out (Exhibit E)	50,000	50,812	50,000	50,000
APPROPRIATION TOTAL	$ 1,135,415	$ 1,176,849	$ 1,123,933	$ 996,953

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Motor Pool Rev.	641	Misc.	$ 587,560	$ 952,502	$ 909,933	$ 845,953
Motor Pool - Beg. Fund Balance *	641	6090	266,000	171,000	190,000	151,000
Motor Pool - Beg. Fund Balance	641	6090	176,855	39,517	-	-
General Fund - Construction Tax Res.	101	9899	80,000	-	-	-
General Fund - CIPR	101	9899	25,000	13,830	24,000	-
* Replacement Equipment						
TOTAL			$ 1,135,415	$ 1,176,849	$ 1,123,933	$ 996,953

REVENUES MONITORED BY THIS PROGRAM

Sale of Property	641	4960	$ -	$ -	$ 7,000	$ 7,000
Gain on Sale of Property	641	4961	(1,060)	-	-	-
Insurance Claims Refunds	641	4962	6,476	1,502	10,000	10,000
Motor Pool	641	5101	952,980	950,000	950,000	855,400
General Fund - Construction Tax Res.	101	6899	80,000	-	-	-
General Fund-Beg Fund Balance-CIPR	101	6899	25,000	13,830	24,000	-
Donations	641	4817	-	1,000	-	-
TOTAL			$ 1,063,396	$ 966,332	$ 991,000	$ 872,400

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PW - VEHICLE & EQUIPMENT MAINTENANCE SERVICES

EXHIBIT B
641.750

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
641.750.7001 Personnel - Regular	$ 225,381	$ 159,918	$ 238,743	$ 176,360
641.750.7002 Personnel - Temporary	-	46,089	-	-
641.750.7003 Personnel - Overtime	463	747	500	500
641.750.7005 Personnel - POST	-	-	-	-
641.750.7103 Personnel - Holiday Pay	-	-	-	-
641.750.7104 Meal Allowance	-	-	-	-
641.750.7105 Uniform Allowance	930	762	1,080	900
641.750.7106 Retirement	27,233	18,336	25,683	19,243
641.750.7107 Dental Insurance	4,526	3,284	4,860	4,020
641.750.7108 Group Health Insurance	43,484	32,717	46,656	42,313
641.750.7109 Group Life Insurance	558	388	720	720
641.750.7110 Workers' Compensation Insurance	18,535	13,816	8,989	6,224
641.750.7111 Unemployment Insurance	-	-	-	-
641.750.7112 Group Disability Insurance	1,782	1,238	2,232	1,860
641.750.7113 Medicare	2,383	2,806	3,469	2,782
641.750.7114 Auto Allowance	-	-	-	-
641.750.7118 Other Benefit Pay	1,550	(1,082)	-	-
641.750.7119 Social Security	-	-	-	-
641.750.7122 Deferred Compensation Contribution	1,560	1,100	1,560	1,300
641.750.7126 PARS 457 Retirement	-	600	-	-
641.750.7115 Cell Phone Allowance	-	-	-	360
641.750.7121 Leave Balance Payout				**20,000**
641.750.7123 Voluntary Separation Payout				**15,000**
TOTAL	**$ 328,385**	**$ 280,719**	**$ 334,492**	**$ 291,582**

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: PW - VEHICLE & EQUIPMENT MAINTENANCE SERVICES

EXHIBIT B-1
641.750

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	$ 80,220
Mechanic I / II *	2.00	2.00	2.00	1.50	96,140
* Voluntary Separation of 1.0 FTE Effective 12/31/10					
TOTAL	3.00	3.00	3.00	2.50	$ 176,360

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PW - VEHICLE & EQUIPMENT MAINTENANCE SERVICES

EXHIBIT C
641.750

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
641.750.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
641.750.7421 Communications - Phones	-	-	-	-
641.750.7422 Advertising	-	-	-	-
641.750.7423 Clothing and Personal Expense	2,486	3,100	2,500	2,500
641.750.7424 Office Expense	41	2,313	-	-
641.750.7425 Minor Tools & Equipment	1,390	1,387	1,500	1,500
641.750.7427 Special Departmental Expense	875	499	1,500	1,500
641.750.7428 Maintenance of Bldgs. Struct. & Grounds	463	198	500	500
641.750.7429 Maintenance & Operation of Equipment	285,835	311,406	310,000	316,000
641.750.7430 Professional & Specialized Services	2,707	5,938	14,500	8,500
641.750.7431 Promotional Expense	-	-	-	-
641.750.7432 Other Contractual Services	-	-	-	-
641.750.7434 Memberships, Dues, Books	30	129	400	400
641.750.7435 Professional Development & Meetings	-	-	-	-
641.750.7437 Staff Development	-	-	-	-
641.750.7438 Other Charges	-	-	-	-
641.750.7442 Insurance Claims Expense	-	-	-	-
641.750.7444 Depreciation	268,646	264,212	-	-
641.750.7451 Loss on Sale of Equipment	-	-	-	-
641.750.7548 User Charges - Photocopy/Fax	-	-	-	-
641.750.7549 User Charges - Communications Pool	-	-	-	-
641.750.7550 User Charges - Motor Pool	178,236	178,220	178,220	160,398
641.750.7551 User Charges - IT Pool	16,321	16,321	16,321	13,073
641.750.7665 Donation Expenditure	-	-	-	-
641.750.7884 Machinery & Equipment	-	61,595	214,000	151,000
TOTAL	**$ 757,030**	**$ 845,318**	**$ 739,441**	**$ 655,371**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: PW - VEHICLE & EQUIPMENT MAINTENANCE SERVICES	EXHIBIT C-1 641.750 Page 1
Description	**10/11 Adopted**
7423 CLOTHING AND PERSONAL EXPENSE	
Damage to Clothing & Personal Property Uniform/Laundry Service	$ 2,500
7425 MINOR TOOLS & EQUIPMENT	
Special Automotive Hand Tools	1,500
7427 SPECIAL DEPARTMENTAL EXPENSE	
Shop Alarm System Charges, Rental of Back-up Equipment, Etc.	1,500
7428 MAINTENANCE OF BUILDINGS, STRUCTURES & GROUNDS	
Shop Equipment Repair & Fuel Island Repair	500
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Air Quality Modification - Diesel Equipment (1 per year for 2 years)	18,000
Commercial Repairs, Painting, Bodywork, Ect. (Including Reimburseable Repairs to Damaged Property)	91,000
Gasoline, Diesel, Oil, Etc.	170,000
Parts	37,000
	316,000
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Certified Underground Storage Tank Inspections	3,500
Fuel Storage Tank Testing, Emergency Repairs, BAAQMD Testing	5,000
	8,500
7434 MEMBERSHIPS, DUES & BOOKS	
Books - Shop Manuals	370
Dues - Public Fleet Supervisors Association	30
	400
7444 DEPRECIATION	
Depreciation of Equipment	
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles & Other Non-Highway Equipment	160,398
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	13,073
SUB - TOTAL	$ 504,371

Description	10/11 Adopted
7884 MACHINERY AND EQUIPMENT	
Replacement *	
300 Series (1 Unit) @ $11,000 Radar Trailer	11,000
1200 Series (1 Vehicle) @ $30,000 Unmarked SUV (#1244) w/Extended Warranty	30,000
2000 Series (1 Vehicle) @ $39,000 1/2 Ton Hybrid Truck (#2043)	39,000
3000 Series (1 Vehicle) @ $66,000 Paint Truck (#3021)	66,000
5000 Series (1 Unit) @ $5,000 Solar Arrow Board	5,000
	151,000
* Funded from Motor Pool Beginning Fund Balance	
TOTAL	$ 655,371

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: PW - VEHICLE & EQUIPMENT MAINTENANCE SERVICES

EXHIBIT E
641.750

Account Description	10/11 Adopted
9899 TRANSFERS OUT	
Public Works Maintenance Administration - # 101.745	$ 35,000
Public Works Administration - # 101.701	5,000
Finance Department - # 101.535	10,000
TOTAL TRANSFERS OUT	**$ 50,000**

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 September 2008 opening of school.
- 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.

WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Evaluate Sign Fabrication and Procurement Options.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	95% of emergency call-outs responded to within 2 hours.	100%	100%	100%
2	90% of sidewalk repair requests are inspected and marked within 5 working days.	95%	99%	93%
3	80% of traffic work orders completed within 20 days.	88%	100%	89%

*6 months only

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

EXHIBIT A
204.760

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 610,598	$ 678,832	$ 709,693	$ 679,469
Supplies, Services & Capital Outlay (Exhibit C)	362,930	423,187	455,735	362,118
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	973,528	1,102,019	1,165,428	1,041,587
Transfers Out (Exhibit E)	50,590	135,362	191,771	305,513
APPROPRIATION TOTAL	$ 1,024,118	$ 1,237,381	$ 1,357,199	$ 1,347,100

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Gas Tax Revenues	204	Misc.	$ 542,180	$ 871,381	$ 991,199	$ 1,048,100
Prop 42 Gas Tax	204	6090	125,938	-	-	-
General Fund - Subsidy	101	9899	-	-	-	-
Lighting & Landscaping Dist.	207	9899	40,000	40,000	40,000	40,000
Environmental Programs	209	9899	316,000	316,000	316,000	259,000
Federal Aid Urban	211	9899	-	10,000	10,000	-
TOTAL			$ 1,024,118	$ 1,237,381	$ 1,357,199	$ 1,347,100

REVENUES MONITORED BY THIS PROGRAM

Gas Tax - 2105	204	4510	$ 234,956	$ 199,175	$ 240,000	$ 240,000
Gas Tax - 2106	204	4511	154,599	132,090	165,000	165,000
Gas Tax - 2107	204	4512	314,412	265,200	320,000	320,000
Gas Tax - 2107.5	204	4513	6,000	-	6,000	6,000
Prop. 42 - Gas Tax	204	4536	-	340,333	273,000	-
Rev & Tax Code 7360-Gas Excise Tax	204	4516	-	-	-	314,600
Metal Recycling Revenue	204	4965	-	-	2,500	2,500
Other Revenue	204	4965	2,422	2,624	-	-
Lighting & Landscaping Dist. - Tsfrs.	204	6899	40,000	40,000	40,000	40,000
Environmental Services - Transfers In	204	6899	316,000	316,000	316,000	259,000
Federal Aid Urban - Transfers In	204	6899	-	10,000	10,000	-
Street Impact Fee-Solid Waste*	204	4732	-	-	75,000	150,000
Street Impact Fee-Construction Permits*	204	4731	-	109,725	105,000	50,000
* Funds Street Maint. Capital Projects						
TOTAL			$ 1,068,389	$ 1,415,147	$ 1,552,500	$ 1,547,100

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PUBLIC WORKS - STREET MAINTENANCE

EXHIBIT B
204.760

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
204.760.7001 Personnel - Regular	$ 352,567	$ 422,294	$ 465,804	$ 439,757
204.760.7002 Personnel - Temporary	44,574	26,261	17,500	9,100
204.760.7003 Personnel - Overtime	15,531	11,925	14,000	14,000
204.760.7005 Personnel - POST	-	-	-	-
204.760.7103 Personnel - Holiday Pay	-	-	-	-
204.760.7104 Meal Allowance	18	-	-	-
204.760.7105 Uniform Allowance	4,375	5,250	5,250	5,250
204.760.7106 Retirement	43,014	47,772	50,445	47,982
204.760.7107 Dental Insurance	9,558	10,735	11,340	11,256
204.760.7108 Group Health Insurance	91,112	107,771	108,864	118,477
204.760.7109 Group Life Insurance	1,178	1,302	1,680	1,680
204.760.7110 Workers' Compensation Insurance	35,327	29,412	18,523	16,290
204.760.7111 Unemployment Insurance	-	-	-	-
204.760.7112 Group Disability Insurance	3,729	4,040	5,208	5,208
204.760.7113 Medicare	5,094	5,926	7,211	6,711
204.760.7114 Auto Allowance	-	-	-	-
204.760.7118 Other Benefit Pay	660	2,135	-	-
204.760.7119 Social Security	-	-	-	-
204.760.7122 Deferred Compensation Contribution	3,260	3,660	3,640	3,640
204.760.7126 PARS 457 Retirement	601	349	228	118
204.760.7115 Cell Phone Allowance	-	-	-	-
204.760.7121 Leave Balance Payout				-
204.760.7130 Project Overhead Cost				
TOTAL	**$ 610,598**	**$ 678,832**	**$ 709,693**	**$ 679,469**

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

EXHIBIT B-1
204.760

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Street Maintenance Field Supervisor	1.00	1.00	1.00	1.00	$ 87,567
Street Maintenance Lead Worker	1.00	1.00	1.00	1.00	66,993
Maintenance Worker I / II *	5.00	5.00	5.00	5.00	285,197
* Flexible Staffing - 3 Positions at Maint Wkr II 2 Positions at Maint Worker I					
TOTAL	**7.00**	**7.00**	**7.00**	**7.00**	**$ 439,757**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Temporary Labor	0.48	0.48	0.48	0.25	$ 9,100
TOTAL	**0.48**	**0.48**	**0.48**	**0.25**	**$ 9,100**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PUBLIC WORKS - STREET MAINTENANCE

EXHIBIT C
204.760

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
204.760.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
204.760.7421 Communications - Phones	-	-	-	-
204.760.7422 Advertising	-	-	-	-
204.760.7423 Clothing and Personal Expense	758	-	810	810
204.760.7424 Office Expense	-	-	-	-
204.760.7425 Minor Tools & Equipment	487	1,077	1,000	1,000
204.760.7427 Special Departmental Expense	-	-	-	-
204.760.7428 Maintenance of Bldgs. Struct. & Grounds	76,819	82,273	78,000	81,500
204.760.7429 Maintenance & Operation of Equipment	-	-	500	500
204.760.7430 Professional & Specialized Services	1,694	2,000	2,000	2,000
204.760.7431 Promotional Expense	-	-	-	-
204.760.7432 Other Contractual Services	132,094	186,992	222,250	140,750
204.760.7433 Insurance and Surety Bonds	-	-	-	-
204.760.7434 Memberships, Dues, Books	-	55	385	385
204.760.7435 Professional Development & Meetings	-	-	-	-
204.760.7437 Staff Development	-	-	-	-
204.760.7438 Other Charges	288	-	-	-
204.760.7441 Special Community Services	-	-	-	-
204.760.7442 Insurance Claims Expense	-	-	-	-
204.760.7548 User Charges - Photocopy/Fax	-	-	-	-
204.760.7549 User Charges - Communications Pool	-	-	-	-
204.760.7550 User Charges - Motor Pool	145,350	145,350	145,350	130,815
204.760.7551 User Charges - IT Pool	5,440	5,440	5,440	4,358
204.760.7883 Improvements Other Than Building	-	-	-	-
204.760.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 362,930**	**$ 423,187**	**$ 455,735**	**$ 362,118**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: PUBLIC WORKS - STREET MAINTENANCE

EXHIBIT C-1
204.760

Description	10/11 Adopted
7423 CLOTHING AND PERSONAL EXPENSE	
Damage to Clothing, Rain Gear Replacement, Temporary Labor Uniforms, Etc.	$ 810
7425 MINOR TOOLS & EQUIPMENT	
Miscellaneous Small Tools & Equipment	1,000
7428 MAINTENANCE OF BLDGS., STRUCTURES & GROUNDS	
Asphalt, Crack Sealant, Traffic Paint, Signs, Metal/Wood Posts, Barricades, Etc.	79,500
Rental of Equipment	2,000
	81,500
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Miscellaneous Equipment Repair: Sign Applicator, Drill Breaker, Paint Shaker, Compressors, Etc.	500
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Annual Street Report Preparation	2,000
7432 OTHER CONTRACTUAL SERVICES	
Centerline Striping and Thermoplastic	22,000
Emergency and/or Specialized Street Repairs / Traffic Work Orders	10,000
Miscellaneous Storm Drain Repairs *	20,000
Parking Lot & Garage Sweeping & Cleaning *	9,000
Storm Drain Filter & Interceptor Cleaning *	6,000
Street Sweeping *	72,000
Waste Oil / Paint Hauling	1,750
	140,750
7434 MEMBERSHIPS, DUES & BOOKS	
Books & Training Videos & Dues	385
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles & Other Non-Highway Equipment	130,815
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	4,358
* Funding from Environmental Programs	
TOTAL	$ 362,118

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: PUBLIC WORKS - STREET MAINTENANCE

EXHIBIT E
204.760

Account Description	10/11 Adopted
9899 TRANSFERS OUT - OPERATING	
City Council for Congestion Management Association (CMA) Dues - # 101.501	$ 52,375
Transportation Engineering Program - #101.720	163,563
Engineering Program - #101.730	89,575
TOTAL TRANSFERS OUT	**$ 305,513**

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.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	95% of emergency call-outs responded to within 2 hours.	100%	98%	99%
2	85% of streetlight outages repaired within 10 working days. **	95%	99%	100%
3	100% of Underground Service Alert utility location requests responded to within 7 working days.	100%	100%	100%

* 6 months only
** This is a reduced standard due to the Budget Correction Strategy.

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

EXHIBIT A
207.770

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 270,874	$ 278,915	$ 282,175	**$ 270,065**
Supplies, Services & Capital Outlay (Exhibit C)	463,773	456,240	421,832	**379,026**
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	734,647	735,155	704,007	**649,091**
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 734,647**	**$ 735,155**	**$ 704,007**	**$ 649,091**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Lighting & Landscape District (LLA-1)	207	Misc.	$ (21,984)	$ (61,955)	$ 29,507	**$ -**
Campbell Municipal Lighting Dist.- Prop. Tax	207	4001-4582	672,445	712,386	640,000	**581,591**
USA Marking Fees	207	4701	15,460	17,925	14,000	**17,000**
Insurance Claims Refund	207	4962	5,043	2,032	15,000	**15,000**
RDA	434	9899	28,683	34,767	3,000	**33,000**
GF Construction Tax Reserve	101	9899	35,000	30,000	-	-
Signal Maintenance Cost Sharing	207	4542	-	-	2,500	**2,500**
TOTAL			**$ 734,647**	**$ 735,155**	**$ 704,007**	**$ 649,091**

REVENUES MONITORED BY THIS PROGRAM

Campbell Municipal Lighting Dist. - Prop. Tax	207	4001-4582	$ 672,445	$ 712,386	$ 640,000	**$ 581,591**
USA Marking Fees	207	4701	15,460	17,925	15,000	**17,000**
Insurance Claims Refund	207	4962	5,043	2,032	15,000	**15,000**
RDA - LLD Tax Share	207	6899	28,683	31,767	3,000	**33,000**
GF - Construction Tax Reserve	207	6899	35,000	30,000	-	-
Other Revenue	207	4965	-	-	-	-
Signal Maintenance Cost Sharing	207	4542	-	-	2,500	**2,500**
(Moved from 101.720 Prog)						
Other Interest	207	4450	-	5,811	-	-
RDA - Downtown Streetlight Repair	207	6899	-	3,000	-	-
TOTAL			**$ 756,631**	**$ 802,921**	**$ 675,500**	**$ 649,091**

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PUBLIC WORKS - SIGNALS & LIGHTING MAINTENANCE

EXHIBIT B
207.770

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
207.770.7001 Personnel - Regular	$ 157,538	$ 171,173	$ 166,865	$ 162,396
207.770.7002 Personnel - Temporary	32,176	28,264	40,000	32,000
207.770.7003 Personnel - Overtime	5,704	6,570	6,000	6,000
207.770.7005 Personnel - POST	-	-	-	-
207.770.7103 Personnel - Holiday Pay	-	-	-	-
207.770.7104 Meal Allowance	-	-	-	-
207.770.7105 Uniform Allowance	1,400	1,500	1,500	1,500
207.770.7106 Retirement	18,968	19,300	18,030	17,719
207.770.7107 Dental Insurance	3,018	3,031	3,240	3,216
207.770.7108 Group Health Insurance	29,219	30,066	31,104	33,851
207.770.7109 Group Life Insurance	372	372	480	480
207.770.7110 Workers' Compensation Insurance	16,645	12,682	7,929	7,053
207.770.7111 Unemployment Insurance	-	-	-	-
207.770.7112 Group Disability Insurance	1,188	1,188	1,860	1,488
207.770.7113 Medicare	3,187	3,361	3,087	2,906
207.770.7114 Auto Allowance	-	-	-	-
207.770.7118 Other Benefit Pay	-	-	-	-
207.770.7119 Social Security	-	-	-	-
207.770.7122 Deferred Compensation Contribution	1,040	1,040	1,560	1,040
207.770.7126 PARS 457 Retirement	419	368	520	416
207.770.7115 Cell Phone Allowance	-	-	-	-
207.770.7121 Leave Balance Payout				-
207.770.7130 Project Overhead Cost				
TOTAL	**$ 270,874**	**$ 278,915**	**$ 282,175**	**$ 270,065**

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: PUBLIC WORKS - SIGNALS & LIGHTING MAINTENANCE

EXHIBIT B-1
207.770

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Lighting & Traffic Signal Supervisor	1.00	1.00	1.00	1.00	$ 88,443
Lighting & Traffic Signal Technician	1.00	1.00	1.00	1.00	73,953
TOTAL	**2.00**	**2.00**	**2.00**	**2.00**	**$ 162,396**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Temporary Lighting Assistant	0.96	0.96	0.96	0.77	$ 32,000
TOTAL	**0.96**	**0.96**	**0.96**	**0.77**	**$ 32,000**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PUBLIC WORKS - SIGNALS & LIGHTING MAINTENANCE

EXHIBIT C
207.770

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
207.770.7420 Utilities - Electricity/Gas	$ 232,378	$ 203,663	$ 216,000	$ 210,000
207.770.7421 Communications - Phones	4,055	4,861	5,000	5,000
207.770.7422 Advertising	-	-	-	-
207.770.7423 Clothing and Personal Expense	135	128	350	350
207.770.7424 Office Expense	-	-	-	-
207.770.7425 Minor Tools & Equipment	782	1,138	1,000	1,000
207.770.7427 Special Departmental Expense	796	360	800	800
207.770.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
207.770.7429 Maintenance & Operation of Equipment	123,918	153,902	111,000	93,500
207.770.7430 Professional & Specialized Services	-	-	-	-
207.770.7431 Promotional Expense	-	-	-	-
207.770.7432 Other Contractual Services	569	-	-	-
207.770.7433 Insurance and Surety Bonds	-	-	-	-
207.770.7434 Memberships, Dues, Books	1,370	1,953	2,125	2,125
207.770.7435 Professional Development & Meetings	-	-	-	-
207.770.7437 Staff Development	-	-	-	-
207.770.7438 Other Charges	7,092	7,019	6,900	7,100
207.770.7441 Special Community Services	-	-	-	-
207.770.7442 Insurance Claims Expense	-	-	-	-
207.770.7548 User Charges - Photocopy/Fax	-	-	-	-
207.770.7549 User Charges - Communications Pool	-	-	-	-
207.770.7550 User Charges - Motor Pool	41,515	41,515	41,515	37,363
207.770.7551 User Charges - IT Pool	32,642	32,642	32,642	21,788
207.770.7883 Improvements Other Than Buildings	-	-	-	-
207.770.7884 Machinery & Equipment	18,521	9,059	4,500	-
TOTAL	**$ 463,773**	**$ 456,240**	**$ 421,832**	**$ 379,026**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: PUBLIC WORKS - SIGNALS & LIGHTING MAINTENANCE	EXHIBIT C-1 207.770 Page 1
Description	**10/11 Adopted**
7420 UTILITIES - ELECTRICITY/GAS	
Parks & Other Lighting	$ 4,000
Street Lighting	165,000
Traffic Signals	41,000
	210,000
7421 COMMUNICATIONS - PHONES	
Controllers, Modem, Phone Lines, Etc.	**5,000**
7423 CLOTHING & PERSONAL EXPENSE	
Repair of Damaged Clothing; Staff Rain Gear; Safety Gear & Vests for Three	**350**
7425 MINOR TOOLS & EQUIPMENT	
Miscellaneous New Tools	**1,000**
7427 SPECIAL DEPARTMENTAL EXPENSE	
Trailer & Storage Unit Alarms	200
Underground Service Alert One Call System Fee (Required by Law)	600
	800
7429 MAINTENANCE & OPERATIONS OF EQUIPMENT	
Cost Share Agreement with the City of San Jose for Operation of Shared Signals	8,000
Decorative Streetlight Pole Repainting *	2,000
Signal & Street Light Pole Painting (Suspended)	
Street Lighting Pole Replacement	4,500
Street Light & Traffic Signal Upgrades, Preventive Maintenance, Scheduled & Emergency Repairs; Video Detection Modifications, Knock-downs, Miscellaneous Repairs of Damaged Equipment ($15,000 Offset with Insurance Reimbursements)	79,000
	93,500
7434 MEMBERSHIPS, DUES & BOOKS	
Books - National Electrical Manufacturers Association (NEMA) Manual; Elect. Code Updates	400
Dues - California Street Light Association;	1,500
International Municipal Signal Association (IMSA); Traffic Signal Association	225
	2,125
* Funded from RDA	
SUB - TOTAL	**$ 312,775**

Description	10/11 Adopted
7438 OTHER CHARGES	
Property Tax Administration Fees	$ 7,100
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles & Other Non-Highway Equipment	37,363
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	21,788
TOTAL	$ 379,026

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.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	95% of emergency tree work is mitigated within one day.	100%	100%	100%
2	90% of landscaped medians, parks and civic grounds maintained at a rating of 3 (4 point scale/bi-annual survey). **	95%	100%	100%

* 6 months only
** This is a reduced standard due to the Budget Correction Strategy.

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

EXHIBIT A
207.775

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 1,291,336	$ 1,320,849	$ 1,278,406	$ 1,262,493
Supplies, Services & Capital Outlay (Exhibit C)	683,861	661,743	631,046	600,978
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	1,975,197	1,982,592	1,909,452	1,863,471
Transfers Out (Exhibit E)	140,000	100,000	100,000	100,000
APPROPRIATION TOTAL	$ 2,115,197	$ 2,082,592	$ 2,009,452	$ 1,963,471

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Lighting & Landscaping Dist.	207	Misc.	$ 1,286,152	$ 1,203,440	$ 1,111,493	$ 1,140,000
General Fund	101	9899	760,045	792,152	852,959	640,062
Environmental Program	209	9899	45,000	45,000	45,000	45,000
Park Dedication Fees - Fund Balance	295	9899	19,000	37,000	-	-
General Fund (Tree In Lieu 101.701)	101	9899	5,000	5,000	-	-
Campbell Municipal Lighting District	207	4001-4582	-	-	-	138,409
TOTAL			$ 2,115,197	$ 2,082,592	$ 2,009,452	$ 1,963,471

REVENUES MONITORED BY THIS PROGRAM

Lighting & Landscaping Assessment	207	5001	$ 1,136,457	$ 1,135,051	$ 1,140,000	$ 1,140,000
Donations - Parks	794	4818	650	111	-	-
Environmental Services - Transfers In	207	6899	45,000	45,000	45,000	45,000
General Fund - Transfers In	207	6899	760,045	792,152	852,959	640,062
Parkland Dedication Fees-Transfers In	207	6899	19,000	37,000	-	-
Tree In-Lieu Fees	207	6899	5,000	5,000	-	-
Campbell Municipal Lighting District	207	4001-4582	-	-	-	138,409
TOTAL			$ 1,966,152	$ 2,014,314	$ 2,037,959	$ 1,963,471

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PUBLIC WORKS - PARK MAINTENANCE

EXHIBIT B
207.775

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
207.775.7001 Personnel - Regular	$ 746,577	$ 785,086	$ 782,563	$ 767,627
207.775.7002 Personnel - Temporary	115,279	125,757	103,680	90,735
207.775.7003 Personnel - Overtime	31,854	19,234	30,000	30,000
207.775.7005 Personnel - POST	-	-	-	-
207.775.7103 Personnel - Holiday Pay	-	-	-	-
207.775.7104 Meal Allowance	141	18	-	-
207.775.7105 Uniform Allowance	7,700	8,250	8,250	9,000
207.775.7106 Retirement	90,329	88,200	84,688	83,756
207.775.7107 Dental Insurance	18,111	18,191	19,440	19,296
207.775.7108 Group Health Insurance	170,170	177,898	182,136	197,987
207.775.7109 Group Life Insurance	2,227	2,227	2,880	2,880
207.775.7110 Workers' Compensation Insurance	74,554	61,195	34,075	31,091
207.775.7111 Unemployment Insurance	-	-	-	-
207.775.7112 Group Disability Insurance	7,207	7,298	9,300	9,300
207.775.7113 Medicare	14,280	14,822	13,286	12,881
207.775.7114 Auto Allowance	-	-	-	-
207.775.7118 Other Benefit Pay	4,650	4,262	-	-
207.775.7119 Social Security	-	-	-	-
207.775.7122 Deferred Compensation Contribution	6,753	6,754	6,760	6,760
207.775.7126 PARS 457 Retirement	1,504	1,657	1,348	1,180
207.775.7115 Cell Phone Allowance	-	-	-	-
207.775.7121 Leave Balance Payout				-
207.775.7130 Project Overhead Cost				
TOTAL	**$ 1,291,336**	**$ 1,320,849**	**$ 1,278,406**	**$ 1,262,493**

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

EXHIBIT B-1
207.775

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Park Maintenance Supervisor	1.00	1.00	1.00	1.00	$ 97,164
Park Maintenance Lead Worker	2.00	2.00	2.00	2.00	133,983
Park Maintenance Worker I / II *	9.00	9.00	9.00	9.00	536,480
* Flexible Staffing - 7 Park Maint Wrkr II & 2 Park Maint Wrkr I					
TOTAL	**12.00**	**12.00**	**12.00**	**12.00**	**$ 767,627**

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Temporary Labor	3.12	3.12	3.12	2.50	$ 83,680
Weekend Work Furlough Supervisor *	-	-	-	0.20	$ 7,055
* Moved from Program #530 in FY 11					
TOTAL	**3.12**	**3.12**	**3.12**	**2.70**	**$ 90,735**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PUBLIC WORKS - PARK MAINTENANCE

EXHIBIT C
207.775

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
207.775.7420 Utilities - Electricity/Gas/Water	$ 163,467	$ 171,292	$ 167,500	$ 168,000
207.775.7421 Communications - Phones	2,594	1,759	2,000	2,000
207.775.7423 Clothing and Personal Expense	1,188	821	1,300	1,300
207.775.7424 Office Expense	-	-	-	-
207.775.7425 Minor Tools & Equipment	3,988	4,378	4,500	4,500
207.775.7427 Special Departmental Expense	5,244	4,380	5,000	5,000
207.775.7428 Maintenance of Bldgs. Struct. & Grounds	196,396	199,625	159,000	159,000
207.775.7429 Maintenance & Operation of Equipment	1,441	1,870	2,000	2,000
207.775.7430 Professional & Specialized Services	937	817	2,000	2,000
207.775.7431 Promotional Expense	-	-	-	-
207.775.7432 Other Contractual Services	143,515	112,230	122,500	110,000
207.775.7433 Insurance and Surety Bonds	-	-	-	-
207.775.7434 Memberships, Dues, Books	570	50	725	725
207.775.7435 Professional Development & Meetings	-	-	-	-
207.775.7437 Staff Development	-	-	-	-
207.775.7438 Other Charges	-	-	-	-
207.775.7442 Insurance Claims Expense	-	-	-	-
207.775.7548 User Charges - Photocopy/Fax	-	-	-	-
207.775.7549 User Charges - Communications Pool	-	-	-	-
207.775.7550 User Charges - Motor Pool	148,200	148,200	148,200	133,380
207.775.7551 User Charges - IT Pool	16,321	16,321	16,321	13,073
207.775.7883 Improvements Other than Buildings	-	-	-	-
207.775.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 683,861**	**$ 661,743**	**$ 631,046**	**$ 600,978**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: PUBLIC WORKS - PARK MAINTENANCE	EXHIBIT C-1 207.775 Page 1
Description	**10/11 Adopted**
7420 UTILITIES	
San Jose Water; Pacific Gas & Electric; West Valley Sanitation District	$ 168,000
7421 COMMUNICATIONS	
Irrigation Controller Phone Charges	2,000
7423 CLOTHING AND PERSONAL EXPENSE	
Damage to Personal Clothing; Rain Gear & Glove Replacement; Temporary Labor Uniforms	1,300
7425 MINOR TOOLS & EQUIPMENT	
Shovels, Rakes, Small Hand Tools (Pliers, Screwdrivers, Etc.)	4,500
7427 SPECIAL DEPARTMENTAL EXPENSE	
City-Wide - Special Projects / Volunteer Support	5,000
7428 MAINTENANCE OF BUILDINGS, STRUCTURES & GROUNDS	
Backflow Maintenance	7,500
Chemicals, Fertilizer, Seed, Ground Cover, Sod, Shrubs, Trees, Fibar Sand, Compost and Granite Gold Fines, Etc.	78,000
Equipment Rental	3,000
John D Morgan - Teeter Totter	3,500
Maintenance of Park Furniture, Playground Equip., Irrigation, Fences, Pumps, Electrical, Plumbing, Etc.	55,000
Pest Control	10,000
Small Power Equipment	2,000
	159,000
7429 MAINTENANCE & OPERATION OF EQUIPMENT	
Alarms	1,500
Landscaping Equipment Maintenance & Repairs	500
	2,000
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Arborist Consulting and Other Park Consultant Services	2,000
SUB - TOTAL	$ 343,800

Description	10/11 Adopted
7432 OTHER CONTRACTUAL SERVICES	
Downtown Tree Maintenance	$ 3,500
San Tomas Expressway Landscape Maintenance	6,500
Tree Pruning and Street Tree Maintenance (Including Tree Grates)	90,000
Tree Replacement Program	10,000
	110,000
7434 MEMBERSHIPS, DUES & BOOKS	
Books & Subscriptions	175
Dues - National Park & Recreation Association; International Arborist Association; Park & Recreation Society; Landscape Supervisors Forum	550
	725
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles & Other Non-Highway Equipment & Tools	**133,380**
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**13,073**
TOTAL	**$ 600,978**

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: PUBLIC WORKS - PARK MAINTENANCE

EXHIBIT E
207.775

Account Description	10/11 Adopted
9899 TRANSFERS OUT - OPERATING	
Administrative Cost Allocation - Non-Departmental # 101.540	$ 10,000
General Departmental Administration # 101.701	10,000
Engineering - Administration # 101.730	30,000
Maintenance Administration # 101.745	10,000
Street Maintenance - Sidewalk Repair # 204.760	40,000
TOTAL TRANSFERS OUT	$ 100,000

GENERAL FUND - (101)
Public Works - Building Maintenance Program (530)
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 WORKPLAN ITEMS FOR FISCAL YEAR 2010 - 2011

- Removal of shed at Stojanovich Family Park.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Cost per square foot to maintain City buildings	$3.55	$3.52	$3.32
2	50 % of work orders are completed within 3 working days.	88%	84%	78%

* 6 months only

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

EXHIBIT A
101.530

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 556,919	$ 564,189	$ 568,354	**$ 445,813**
Supplies, Services & Capital Outlay (Exhibit C)	730,436	707,240	723,697	**674,025**
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	1,287,355	1,271,429	1,292,051	**1,119,838**
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 1,287,355**	**$ 1,271,429**	**$ 1,292,051**	**$ 1,119,838**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
General Fund Revenues	101	Misc.	$ 1,272,355	$ 1,256,429	$ 1,262,051	**$ 1,104,838**
Environmental Services	209	9899	15,000	15,000	15,000	**15,000**
Redevelopment Agency *	437	9899	-	-	15,000	-
* RDA Tax Allocation Bond Proceeds						
TOTAL			**$ 1,287,355**	**$ 1,271,429**	**$ 1,292,051**	**$ 1,119,838**

REVENUES MONITORED BY THIS PROGRAM

Environmental Services - Transfers In	101	6899	$ 15,000	$ 15,000	**$ 15,000**	**$ 15,000**
Redevelopment Agency	101	6899	-	-	15,000	-
TOTAL			**$ 15,000**	**$ 15,000**	**$ 30,000**	**$ 15,000**

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: PUBLIC WORKS - BUILDING MAINTENANCE

EXHIBIT B
101.530

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.530.7001 Personnel - Regular	$ 381,603	$ 389,779	$ 403,470	$ 323,030
101.530.7002 Personnel - Temporary	10,142	15,469	11,965	-
101.530.7003 Personnel - Overtime	687	1,743	2,500	2,500
101.530.7005 Personnel - POST	-	-	-	-
101.530.7103 Personnel - Holiday Pay	-	-	-	-
101.530.7104 Meal Allowance	-	-	-	-
101.530.7105 Uniform Allowance	2,000	2,000	2,000	1,500
101.530.7106 Retirement	46,207	44,381	43,422	35,246
101.530.7107 Dental Insurance	8,558	8,551	8,910	7,236
101.530.7108 Group Health Insurance	58,342	60,735	62,472	50,776
101.530.7109 Group Life Insurance	1,022	1,020	1,320	912
101.530.7110 Workers' Compensation Insurance	31,148	19,130	14,725	10,916
101.530.7111 Unemployment Insurance	-	-	-	-
101.530.7112 Group Disability Insurance	3,461	3,454	4,464	3,571
101.530.7113 Medicare	4,551	4,937	6,060	4,720
101.530.7114 Auto Allowance	-	-	-	-
101.530.7118 Other Benefit Pay	2,179	5,921	-	-
101.530.7119 Social Security	-	-	-	-
101.530.7122 Deferred Compensation Contribution	6,887	6,868	6,890	5,406
101.530.7126 PARS 457 Retirement	132	201	156	-
101.530.7115 Cell Phone Allowance	-	-	-	-
101.530.7121 Leave Balance Payout				-
101.530.7130 Project Overhead Cost				
TOTAL	**$ 556,919**	**$ 564,189**	**$ 568,354**	**$ 445,813**

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

EXHIBIT B-1
101.530

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Facilities Maintenance Manager	1.00	1.00	1.00	1.00	$ 104,918
Building Maintenance Lead Worker	1.00	1.00	1.00	1.00	71,894
Building Maintenance Worker	2.00	2.00	2.00	2.00	129,182
Utility Worker *	1.00	1.00	1.00	-	-
Office Assistant **	0.50	0.50	0.50	0.30	17,036
TOTAL	5.50	5.50	5.50	4.30	$ 323,030

* Moved to R&CS FY 11
** FTE .20 Reduction FY 11 - Bal in Program #745

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Weekend Work Furlough Supervisor *	0.23	0.19	0.19	-	$ -
Vacation Relief for Maint. Staff	0.15	0.15	0.11	-	-
TOTAL	0.38	0.34	0.30	-	$ -

* Moved to Program #775 FY 11

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: PUBLIC WORKS - BUILDING MAINTENANCE

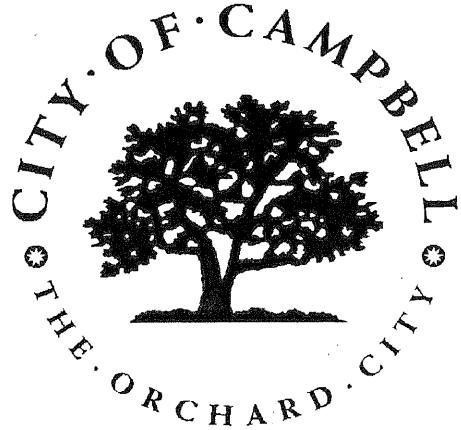
EXHIBIT C
101.530

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
101.530.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
101.530.7421 Communications - Phones	4,135	3,480	4,500	4,500
101.530.7422 Advertising	-	-	-	-
101.530.7423 Clothing and Personal Expense	189	24	900	900
101.530.7424 Office Expense	-	-	1,000	1,000
101.530.7425 Minor Tools & Equipment	1,250	1,349	1,250	1,250
101.530.7427 Special Departmental Expense	79,821	81,441	78,230	84,950
101.530.7428 Maintenance of Bldgs. Struct. & Grounds	238,279	244,251	222,775	196,000
101.530.7429 Maintenance & Operation of Equipment	76,401	47,051	80,000	80,000
101.530.7430 Professional & Specialized Services	-	-	500	500
101.530.7431 Promotional Expense	-	-	-	-
101.530.7432 Other Contractual Services	296,663	295,837	300,800	266,800
101.530.7433 Insurance and Surety Bonds	-	-	-	-
101.530.7434 Memberships, Dues, Books	75	215	200	200
101.530.7435 Professional Development & Meetings	-	-	-	-
101.530.7437 Staff Development	50	50	-	-
101.530.7442 Insurance Claims Expense	-	-	-	-
101.530.7444 Depreciation	-	-	-	-
101.530.7548 User Charges - Photocopy/Fax	-	-	-	-
101.530.7549 User Charges - Communications Pool	-	-	-	-
101.530.7550 User Charges - Motor Pool	11,811	11,780	11,780	11,780
101.530.7551 User Charges - IT Pool	21,762	21,762	21,762	26,145
101.530.7883 Improvements Other Than Building	-	-	-	-
101.530.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 730,436**	**$ 707,240**	**$ 723,697**	**$ 674,025**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: PUBLIC WORKS - BUILDING MAINTENANCE	EXHIBIT C-1 101.530 Page 1
Description	**10/11 Adopted**
7421 COMMUNICATIONS - PHONE	
Cell Phone for Building Maintenance Staff	$ 2,400
Alarms & Telephone Lines	2,100
	4,500
7423 CLOTHING AND PERSONAL EXPENSE	
Damaged Clothing; Replace Rain Gear; City T-Shirts & Uniforms for Part-Time Employees	**900**
7424 OFFICE EXPENSE	**1,000**
7425 MINOR TOOLS & EQUIPMENT	
Miscellaneous Tools For Shop & Replacement Hammers, Drills, Saws, Shovels, Etc.	**1,250**
7427 SPECIAL DEPARTMENTAL EXPENSE	
Batteries for Drills, Flashlights, Pagers, Etc.	525
Custodial & Lightbulb Supplies for Downtown Parking Garage	1,100
Custodial Supplies & Lights (All Buildings)	68,000
Miscellaneous Unanticipated Equipment & Supplies	1,000
Pool Supplies (Salt, Sodium Hypo-Chlorite, & CO2 Test Kits)	12,000
Rental of Special Maintenance Equipment	1,800
Signs	525
	84,950
7428 MAINTENANCE OF BUILDINGS, STRUCTURES & GROUNDS	
General Maintenance:	
Ainsley House, Carriage House & Museum	3,000
City Hall	20,000
Community Center	72,000
Downtown Parking Garage	1,000
Firehouse Museum & Offices	6,000
Park Buildings - JDM, Campbell, Fischer, & Morley	12,000
Service Center	5,000
	119,000
SUB - TOTAL	**$ 211,600**

Description	10/11 Adopted
7428 MAINTENANCE OF BUILDINGS, STRUCTURES & GROUNDS (Continued)	
Special Projects:	
City Hall	15,000
Community Center	20,000
Parking Garage	5,000
Parks	7,000
Service Center	10,000
Tenant Improvements	20,000
	77,000
7429 MAINTENANCE & OPERATIONS OF EQUIPMENT	
Miscellaneous:	
Radios, Overhead Doors, Elevators, High Lift, Ponds (Light Repair, Chlorine Tabs, Cleaning Equip.), Etc.	6,000
Routine Service & Repairs:	
Boilers & HVAC Units	20,000
Fire Alarm Equipment (Heat Detectors, Wiring, Horns, Etc.)	2,000
Fire Extinguisher Re-Charge Program (All City Buildings)	4,500
Microphone & General P.A. System Repairs (Council Chambers & Portable Units)	1,000
Pool Equipment (Aqua King Portable Vacuum)	2,500
Service Agreements:	
Annual Check of Fire Alarm System	4,500
Burglar Alarm (Community Center)	1,500
Elevator Maintenance (City Hall, Community Center & Parking Garage)	3,500
Emergency Generators (City Hall, EOC, Service Center, Community Center & Portable)	5,000
Emergency Lighting Systems (Theatre & Parking Garage)	1,200
Fire Alarm Monitoring (City Hall)	500
Fire Alarm Monitoring (Community Center)	1,700
Fire Alarm Monitoring (Parking Garage)	550
Heating, Ventilation, Air Conditioning (HVAC) Units	25,000
Panic Alarm Monitoring (City Hall)	550
	80,000
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Blueprints, Drafting Services, Testing Services, Etc.	**500**
7432 OTHER CONTRACTUAL SERVICES	
Custodial Services:	
City Hall, Police Department, Service Center & Downtown Parking Garage	36,000
Community Center	185,000
Parks Buildings	37,000
Upholstery Cleaning	1,000
Emergency Pool Service	1,000
Window Washing - Semi-Annual (Ainsley House & Museum)	1,000
	261,000
* Funded from RDA Bond Proceeds	
SUB - TOTAL	**$ 630,100**

Description	10/11 Adopted
7432 OTHER CONTRACTUAL SERVICES (Continued)	
Battery & Light Recycling	$ 900
Furniture Moving	2,500
Pest Control/Abatement (All Buildings)	2,000
Removal of Bio-Hazardous Waste	400
	266,800
7434 MEMBERSHIPS, DUES & BOOKS	
Books, Reference & Training Manuals	**200**
7550 USER CHARGES - MOTOR POOL	
Use of City Vehicles	**11,780**
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	**26,145**
TOTAL	**$ 674,025**


CITY · OF · CAMPBELL
THE · ORCHARD · CITY

Redevelopment
Agency

REDEVELOPMENT AGENCY DEPARTMENT SUMMARY

Staffing (Full-Time Equivalents)

Budgeted Positions	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
HCD Coordinator	0.65	0.65	0.65	0.65
Redevelopment Coordinator	1.00	1.00	1.00	1.00
Redevelopment Manager	1.00	1.00	-	-
Office Assistant	0.50	0.50	0.50	-
Community Development Director	-	-	0.50	0.50
Associate Planner	-	-	0.10	0.10
Assistant Planner	-	-	0.10	0.10
Principal Planner	-	-	0.10	0.10
Senior Planner	-	-	0.10	-
CD Executive Assistant	-	-	0.15	0.25
Total Budgeted Positions	**3.15**	**3.15**	**3.20**	**2.70**
Temporary Positions				
Marketing Intern	-	-	0.07	-
Office Assistant	-	-	-	-
Total Temporary Positions	**-**	**-**	**0.07**	**-**
Total Staffing	**3.15**	**3.15**	**3.27**	**2.70**

Expenditure Summary

Description	Actual 2007-2008	Actual 2008-2009	Adopted 2009-2010	Adopted 2010-2011
Employee Services	$ 391,282	$ 397,388	$ 439,191	$ 389,024
Supplies & Other Services & Capital Outlay	1,382,718	349,893	1,310,344	1,433,598
Debt Service	4,281,860	4,890,676	5,338,904	7,622,782
Total Before Transfers	6,055,860	5,637,957	7,088,439	9,445,404
Transfers-Out	290,020	868,776	982,270	886,224
Appropriation Total	6,345,880	6,506,733	8,070,709	10,331,628
Less Transfers-In	200,000	200,000	815,185	711,029
Net Cost	$ 6,145,880	$ 6,306,733	$ 7,255,524	$ 9,620,599

Revenue Summary

Total Revenue Monitored by Department	$ 7,727,054	$ 8,107,697	$ 7,486,338	$ 7,486,338

RDA ADMINISTRATION FUND - (434)
Redevelopment Agency - Administrative Program (815)
Program Manager – Community Development Director

MISSION STATEMENT

Administer, plan and manage the activities, revenues and expenditures of the Redevelopment Agency in accordance with Agency Board and City Council policies, California Redevelopment Law, and the goals and objectives of the Central Campbell Redevelopment Plan.

ONGOING RESPONSIBILITIES

- Implement the Central Campbell Redevelopment Plan and AB-1290 Implementation Plan.
- Carryout the policies of the Redevelopment Agency Board.
- Assist the Finance Department with required financial reporting, including the Annual Statement of Indebtedness and State Controller's Report.
- Prepare the Agency's annual budget.
- Prepare the Agency's Capital Program.
- Prepare tax increment revenue projections.
- Monitor State legislation affecting redevelopment agencies.
- Facilitate public and private development activity within the Redevelopment Project Area.
- Market and promote Campbell as an attractive business environment.
- Provide information to the public on redevelopment activities and opportunities.
- Implement the City's Economic Development Strategy.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Evaluate the costs associated with servicing private leasing at the Community Center with staff resources.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Number of business contacts leading to successful leases made in an effort to recruit and retain a proper mix of retail and restaurant uses in the downtown.	17	10	4
2	Number of Store Front Improvement grants made.	3	4	1
3	90% of annual workplan items goals are achieved according to established timelines.	90%	90%	90%

*6 months only

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

EXHIBIT A
434.815

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 282,587	$ 279,194	$ 311,629	$ 238,499
Supplies, Services & Capital Outlay (Exhibit C)	95,493	97,658	99,244	88,108
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	378,080	376,852	410,873	326,607
Transfers Out (Exhibit E)	172,011	180,448	230,312	210,422
APPROPRIATION TOTAL	$ 550,091	$ 557,300	$ 641,185	$ 537,029

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
RDA Administration	434	Misc.	$ 550,091	$ 557,300	$ 26,000	$ 26,000
RDA Debt Service	364	9899	-	-	615,185	511,029
TOTAL			$ 550,091	$ 557,300	$ 641,185	$ 537,029

REVENUES MONITORED BY THIS PROGRAM

Investment Earnings	434	4410	$ 70,835	$ 46,425	$ 25,000	$ 25,000
Other Interest	434	4450	59,812	-	-	-
Parking in Lieu Fee *	434	4973	-	-	-	-
RDA Debt Service	434	6899	-	-	615,185	511,029
Other Revenue	434	4965	249,372	64,442	1,000	1,000
* Interest Payment						
TOTAL			$ 380,019	$ 110,867	$ 641,185	$ 537,029

CITY OF CAMPBELL — **EXHIBIT B**
OPERATING BUDGET - Employee Services Summary — **434.815**
PROGRAM: REDEVELOPMENT AGENCY - ADMINISTRATION

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
434.815.7001 Personnel - Regular	$ 214,103	$ 214,646	$ 236,682	$ 185,839
434.815.7002 Personnel - Temporary	-	270	1,500	-
434.815.7003 Personnel - Overtime	-	-	-	-
434.815.7005 Personnel - POST	-	-	-	-
434.815.7103 Personnel - Holiday Pay	-	-	-	-
434.815.7104 Meal Allowance	-	-	-	-
434.815.7105 Uniform Allowance	-	-	-	-
434.815.7106 Retirement	26,223	23,806	25,346	20,277
434.815.7107 Dental Insurance	3,494	3,306	4,617	3,055
434.815.7108 Group Health Insurance	23,826	23,844	32,234	21,255
434.815.7109 Group Life Insurance	418	394	684	382
434.815.7110 Workers' Compensation Insurance	1,759	2,867	1,165	852
434.815.7111 Unemployment Insurance	-	-	-	-
434.815.7112 Group Disability Insurance	1,482	1,385	1,897	1,469
434.815.7113 Medicare	3,374	3,391	3,454	2,695
434.815.7114 Auto Allowance	1,440	1,295	1,099	426
434.815.7118 Other Benefit Pay	3,741	1,386	-	-
434.815.7119 Social Security	-	-	-	-
434.815.7122 Deferred Compensation Contribution	2,727	2,600	2,951	2,249
434.815.7126 PARS 457 Retirement	-	4	-	-
434.815.7115 Cell Phone Allowance	-	-	-	-
434.815.7121 Leave Balance Payout				-
434.815.7130 Project Overhead Cost				
TOTAL	**$ 282,587**	**$ 279,194**	**$ 311,629**	**$ 238,499**

CITY OF CAMPBELL
OPERATING BUDGET - Personnel Allocation
PROGRAM: REDEVELOPMENT AGENCY - ADMINISTRATION

EXHIBIT B-1
434.815

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Development Director (1)	-	-	0.30	0.25	$ 37,202
Redevelopment Manager (2)	0.75	0.75	-	-	-
Redevelopment Coordinator	1.00	1.00	1.00	1.00	100,275
Office Assistant (PPT) (3)	0.50	0.50	0.50	-	-
Planning Manager (4)	-	-	0.10	0.10	12,833
Senior Planner (5)	-	-	0.10	-	-
Assistant/Associate Planner (6)			0.10	0.10	7,900
Assistant/Associate Planner (7)	-	-	0.10	0.10	9,455
Executive Assistant (8)			0.15	0.25	18,174
(1) Balance funded in Programs 817 & 550					
(2) FY 10 Community Development Director					
(3) Position Eliminated FY 11					
(4) Balance funded in Programs 550, 551, & 552					
(5) Eliminated in FY 11					
(6) Balance funded in Program 551					
(7) Balance funded in Program 552					
(8) Balance funded in Program 550					
TOTAL	2.25	2.25	2.35	1.80	$ 185,839

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Marketing Intern	-	-	0.07	-	$ -
TOTAL	-	-	0.07	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: REDEVELOPMENT AGENCY - ADMINISTRATION

EXHIBIT C
434.815

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
434.815.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
434.815.7421 Communications - Phones	-	-	-	-
434.815.7422 Advertising	-	-	400	200
434.815.7423 Clothing and Personal Expense	-	-	-	-
434.815.7424 Office Expense	1,178	330	750	250
434.815.7425 Minor Tools & Equipment	-	-	-	-
434.815.7427 Special Departmental Expense	-	183	100	-
434.815.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
434.815.7429 Maintenance & Operation of Equipment	-	-	-	-
434.815.7430 Professional & Specialized Services	20,794	31,094	26,368	24,110
434.815.7431 Promotional Expense	11,549	14,776	13,000	12,000
434.815.7432 Other Contractual Services	-	-	-	-
434.815.7433 Insurance and Surety Bonds	-	-	-	-
434.815.7434 Memberships, Dues, Books	7,880	9,532	10,305	9,475
434.815.7435 Professional Development & Meetings	221	2,784	2,000	2,000
434.815.7437 Staff Development	50	138	-	-
434.815.7438 Other Charges	37,500	22,500	30,000	27,000
434.815.7451 Loss on Sale of Equipment	-	-	-	-
434.815.7549 User Charges - Communications Pool	-	-	-	-
434.815.7550 User Charges - Motor Pool	-	-	-	-
434.815.7551 User Charges - IT Pool	16,321	16,321	16,321	13,073
434.815.7880 Land	-	-	-	-
434.815.7882 Buildings	-	-	-	-
434.815.7883 Improvements Other Than Buildings	-	-	-	-
434.815.7884 Machinery & Equipment	-	-	-	-
TOTAL	**$ 95,493**	**$ 97,658**	**$ 99,244**	**$ 88,108**

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: REDEVELOPMENT AGENCY - ADMINISTRATION

EXHIBIT C-1
434.815

Description	10/11 Adopted
7422 ADVERTISING	
Public Notices for Meetings	$ 200
7424 OFFICE EXPENSE	
Office Supplies	250
7430 PROFESSIONAL & SPECIALIZED SERVICES	
Annual Audit (RDA Share - Balance in 101.535)	5,500
Downtown Sidewalk Cleaning & Trash Container	8,610
General Consulting & Legal Services	10,000
	24,110
7431 PROMOTIONAL EXPENSE	
Downtown Campbell Business Association Partnership	5,000
Downtown Marketing Collateral	6,000
Downtown Tree Lighting Maintenance	1,000
	12,000
7434 MEMBERSHIPS, DUES & BOOKS	
Books:	
Dues:	
American Institute of Certified Planners	400
California Redevelopment Association (CRA)	3,500
Downtown Campbell Business Association (DCBA)	75
Joint Venture Silicon Valley	3,000
Joint Venture Economic Development Alliance	2,500
	9,475
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	2,000
7438 OTHER CHARGES	
Temporary Parking Lot Lease	27,000
7551 USER CHARGES - IT POOL	
Use of Computer Hardware/Software; Phones & Photocopier/Fax	13,073
TOTAL	$ 88,108

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: REDEVELOPMENT AGENCY - ADMINISTRATION

EXHIBIT E
434.815

Account Description	10/11 Adopted
9899 TRANSFERS OUT	
City Council # 101.501 (Redevelopment Agency Board)	$ 1,860
City Manager # 101.510 (City Manager) *	35,559
City Clerk #101.511 (City Clerk) *	17,360
Finance # 101.535 (Finance Director & Accountant) *	51,169
Administrative Cost Allocation # 101.540 (Non-Departmental) *	49,448
Community Development # 101.552 (Policy Development Support) *	20,340
Public Works # 101.701 (Engineering Division Administration) *	34,686
TOTAL TRANSFERS OUT	$ 210,422

* Operating Transfer Allocation; 80% to Program 815 & 20% to Program 817

DEBT SERVICE FUND - (364)
Redevelopment Agency - Debt Service Program (816)
Program Manager – Community Development Manager

MISSION STATEMENT

To manage the ongoing revenues and expenditures of the Redevelopment Agency that ensures it meets it's debt service and tax sharing obligations in a responsible manner, and manages cash flow to maximize the best use of redevelopment funds in meeting the goals and objectives of the Central Campbell Redevelopment Plan and Five Year Implementation Plan.

ONGOING RESPONSIBILITIES

- Manage and monitor redevelopment revenues and expenditures.
- Monitor and track tax increment revenue to identify fluctuation trends in cash flow that may affect the Agency positively or negatively in the out years.
- Ensure Agency is meeting its tax sharing obligations.
- Prepare the Redevelopment Agency budget.
- Ensure timely principal and interest payments are made on Agency debt.
- Monitor state actions regarding RDA takeaways.
- Evaluate periodically debt obligations to determine whether refinancing opportunities are available to reduce interest payments.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Annual percentage increase tax increment.	6.6%	11%	5%

*6 months only

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: FINANCE - REDEVELOPMENT AGENCY - DEBT SERVICE

EXHIBIT A
364.816

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ -
Supplies, Services & Capital Outlay (Exhibit C)	-	-	70,000	70,000
Debt Service (Exhibit D)	4,281,860	4,890,676	5,338,904	7,622,782
Total Before Transfers	4,281,860	4,890,676	5,408,904	7,692,782
Transfers Out (Exhibit E)	52,512	591,031	642,757	571,601
APPROPRIATION TOTAL	$ 4,334,372	$ 5,481,707	$ 6,051,661	$ 8,264,383

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
RDA Debt Service	364	Misc.	$ 4,134,372	$ 5,281,707	$ 5,851,661	$ 5,893,338
General Fund	101	9899	200,000	200,000	200,000	200,000
RDA Reserve - Fund Balance	364	6090	-	-	-	2,171,045
TOTAL			$ 4,334,372	$ 5,481,707	$ 6,051,661	$ 8,264,383

REVENUES MONITORED BY THIS PROGRAM

Tax Increment	364	4001-05	$ 5,349,414	$ 5,947,747	$ 5,768,338	$ 5,768,338
Interest Earnings	364	4410	357,379	291,875	125,000	125,000
Other Interest	364	4450	20,200	19,279	-	-
Tax Sharing:						
Transfer from General Fund	364	6899	200,000	200,000	200,000	200,000
TOTAL			$ 5,926,993	$ 6,458,901	$ 6,093,338	$ 6,093,338

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: FINANCE - REDEVELOPMENT AGENCY - DEBT SERVICE

EXHIBIT C
364.816

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
364.816.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
364.816.7421 Communications - Phones	-	-	-	-
364.816.7422 Advertising	-	-	-	-
364.816.7423 Clothing and Personal Expense	-	-	-	-
364.816.7424 Office Expense	-	-	-	-
364.816.7425 Minor Tools & Equipment	-	-	-	-
364.816.7427 Special Departmental Expense	-	-	-	-
364.816.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	-
364.816.7429 Maintenance & Operation of Equipment	-	-	-	-
364.816.7430 Professional & Specialized Services	-	-	-	-
364.816.7431 Promotional Expense	-	-	-	-
364.816.7432 Other Contractual Services	-	-	-	-
364.816.7433 Insurance and Surety Bonds	-	-	-	-
364.816.7434 Memberships, Dues, Books	-	-	-	-
364.816.7435 Professional Development & Meetings	-	-	-	-
364.816.7437 Staff Development	-	-	-	-
364.816.7438 Other Charges	-	-	70,000	70,000
364.816.7451 Loss on Sale of Equipment	-	-	-	-
364.816.7549 User Charges - Communications Pool	-	-	-	-
364.816.7550 User Charges - Motor Pool	-	-	-	-
364.816.7551 User Charges - IT Pool	-	-	-	-
364.816.7880 Land	-	-	-	-
364.816.7882 Buildings	-	-	-	-
364.816.7883 Improvements Other Than Buildings	-	-	-	-
364.816.7884 Machinery & Equipment	-	-	-	-
TOTAL	$ -	$ -	$ 70,000	$ 70,000

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Detail
PROGRAM: FINANCE - REDEVELOPMENT AGENCY - DEBT SERVICE

EXHIBIT C-1
364.816

Description	10/11 Adopted
7438 OTHER CHARGES	
Property Tax Administration Fees	$ 70,000
TOTAL	$ 70,000

CITY OF CAMPBELL — **EXHIBIT D**
OPERATING BUDGET - Debt Service — 364.816
PROGRAM: FINANCE - REDEVELOPMENT AGENCY - DEBT SERVICE

DESCRIPTION	DUE DATE	PRINCIPAL 7775	INTEREST 7776	FEES 7777	OTHER 7438	TOTAL
Indebtedness Agreement Payment	10/1/10	$ 22,770	$ 140,171	$ 1,300	$ -	**$ 164,241**
(1997 COP's)	4/1/11	-	139,625	-	-	**139,625**
Indebtedness Agreement Payment	10/1/10	250,470	57,776	1,100	-	**309,346**
(2002 COP's)	4/1/11	-	53,080	-	-	**53,080**
2002 Tax Allocation Bonds	10/1/10	850,000	328,863	2,700	-	**1,181,563**
	4/1/11	-	310,269	-	-	**310,269**
2005 Tax Allocation Bonds	10/1/10	120,000	279,821	3,200	-	**403,021**
	4/1/11	-	278,021	-	-	**278,021**
Reimbursement Agreement	10/1/10	-	-	-	250,000	**250,000**
Payment - Community Center	4/1/11	-	-	-	150,000	**150,000**
Home Depot Payment per Disposition and Redevelopment Agreement	6/30/11	-	-	-	200,000	**200,000**
Property Tax Sharing with County & School/College/Water Districts.	6/30/11	-	-	-	3,668,616	**3,668,616**
State of California mandatory payment of the Supplemental Education Revenue Augmentation Fund (SERAF Take-Away).	6/30/11				515,000	**515,000**
*State imposed takeaway to balance its budget.						
TOTALS		**$ 1,243,240**	**$ 1,587,626**	**$ 8,300**	**$ 4,783,616**	**$ 7,622,782**

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: FINANCE - REDEVELOPMENT AGENCY - DEBT SERVICE

EXHIBIT E
364.816

Account Description	10/11 Adopted
9899 TRANSFERS OUT	
RDA Administration/Projects # 434.815 (RDA Administrative Expenses)	$ 511,029
Property Tax Assessed Valuation # 101.535 (2% City Share of Amended RDA Project Area)	27,572
Property Tax Assessed Valuation # 207.770 (CMLD Share of Amended RDA Project Area)	33,000
TOTAL TRANSFERS OUT	**$ 571,601**

RDA HOUSING FUND - (223)
Redevelopment Agency - 20% Housing Program (817)
Program Manager – Community Development Manager

MISSION STATEMENT

Administer, plan and manage the activities, revenues and expenditures of the Agency's low and moderate income (20% set-aside) housing program in compliance with California Community Redevelopment Law, Agency Board and City Council policies, the Central Campbell Redevelopment Plan and the adopted AB1290 Implementation Plan.

ONGOING RESPONSIBILITIES

- Recommend appropriate uses for low and moderate income housing funds.
- Monitor recipients of low and moderate income housing funds.
- Monitor housing developers within the Redevelopment Project Area to ensure they are meeting their below market rate housing requirements consistent with redevelopment law.
- Monitor Housing Fund revenues and expenditures related to "Excess Surplus" status.
- Monitor Rental Assistance Program.
- Implement First Time Homebuyer Program.
- Complete five to ten First Time Homebuyer Loans.

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2010 – 2011

- Evaluate the best course of action to develop 511-555 W. Campbell Avenue owned by the Redevelopment Agency for an affordable housing project.
- Identify deteriorating multi-family properties and contact non-profit affordable housing groups to discuss partnership acquisition opportunities.

PERFORMANCE OUTCOMES

	Measure	FY 08	FY 09	FY 10*
1	Number of affordability applications reviewed for new BMR units	3	0	4
2	Total number of affordable units constructed.	3	0	4

*6 months only

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: REDEVELOPMENT AGENCY - 20% HOUSING

EXHIBIT A
223.817

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 108,695	$ 118,194	$ 127,562	$ 150,525
Supplies, Services & Capital Outlay (Exhibit C)	1,287,225	252,235	1,141,100	1,275,490
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	1,395,920	370,429	1,268,662	1,426,015
Transfers Out (Exhibit E)	65,497	97,297	109,201	104,201
APPROPRIATION TOTAL	$ 1,461,417	$ 467,726	$ 1,377,863	$ 1,530,216

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
RDA 20% Housing Fund	223	Misc.	$ 1,461,417	$ 467,726	$ 1,377,863	$ 1,530,216
Beginning Fund Balance	223	6090	-	-	-	-
TOTAL			$ 1,461,417	$ 467,726	$ 1,377,863	$ 1,530,216

REVENUES MONITORED BY THIS PROGRAM

Tax Increment Rev. (20% Set Aside)	223	4001-05	$ 1,337,353	$ 1,486,937	$ 1,442,000	$ 1,442,000
Interest Income	223	4410	256,904	230,445	125,000	125,000
Other Interest	223	4450	25,785	8,626	-	-
Other Revenue	223	4965	-	11,921	-	-
TOTAL			$ 1,620,042	$ 1,737,929	$ 1,567,000	$ 1,567,000

CITY OF CAMPBELL
OPERATING BUDGET - Employee Services Summary
PROGRAM: REDEVELOPMENT AGENCY - 20% HOUSING

EXHIBIT B
223.817

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
223.817.7001 Personnel - Regular	$ 84,948	$ 94,006	$ 98,401	$ 120,670
223.817.7002 Personnel - Temporary	-	-	-	-
223.817.7003 Personnel - Overtime	-	-	-	-
223.817.7005 Personnel - POST	-	-	-	-
223.817.7103 Personnel - Holiday Pay	-	-	-	-
223.817.7104 Meal Allowance	-	-	-	-
223.817.7105 Uniform Allowance	-	-	-	-
223.817.7106 Retirement	10,315	10,558	10,538	13,166
223.817.7107 Dental Insurance	1,559	1,671	1,782	1,447
223.817.7108 Group Health Insurance	7,121	7,932	12,494	10,627
223.817.7109 Group Life Insurance	186	199	264	185
223.817.7110 Workers' Compensation Insurance	737	573	368	785
223.817.7111 Unemployment Insurance	-	-	-	-
223.817.7112 Group Disability Insurance	643	684	707	763
223.817.7113 Medicare	504	501	1,427	1,447
223.817.7114 Auto Allowance	480	494	528	330
223.817.7118 Other Benefit Pay	1,208	512	-	-
223.817.7119 Social Security	-	-	-	-
223.817.7122 Deferred Compensation Contribution	994	1,064	1,053	1,105
223.817.7126 PARS 457 Retirement	-	-	-	-
223.817.7115 Cell Phone Allowance	-	-	-	-
223.817.7121 Leave Balance Payout				-
223.817.7130 Project Overhead Cost				
TOTAL	**$ 108,695**	**$ 118,194**	**$ 127,562**	**$ 150,525**

CITY OF CAMPBELL — **EXHIBIT B-1**
OPERATING BUDGET - Personnel Allocation — **223.817**
PROGRAM: REDEVELOPMENT AGENCY - 20% HOUSING

Permanent Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
Community Development Director*	-	-	0.20	0.25	$ 37,201
Redevelopment Manager **	0.25	0.25	-	-	-
HCD Coordinator ***	0.65	0.65	0.65	0.65	83,469
TOTAL	**0.90**	**0.90**	**0.85**	**0.90**	**$ 120,670**

* Balance of Position Budgeted
0.30% in 434.815
0.50% in 101.550
** FY 10 Community Development Director
*** Balance of Position Budgeted
0.04 FTE in 208.553
0.06 FTE in 208.555

Temporary Personnel	Full-Time Equivalents (FTE's) 07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted	10/11 Adopted
TOTAL	-	-	-	-	$ -

CITY OF CAMPBELL
OPERATING BUDGET - Supplies & Services Summary
PROGRAM: REDEVELOPMENT AGENCY - 20% HOUSING

EXHIBIT C
223.817

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
223.817.7420 Utilities - Electricity/Gas	$ -	$ -	$ -	$ -
223.817.7421 Communications - Phones	-	-	-	-
223.817.7422 Advertising	-	-	200	200
223.817.7423 Clothing and Personal Expense	-	-	-	-
223.817.7424 Office Expense	100	10	100	100
223.817.7425 Minor Tools & Equipment	-	-	-	-
223.817.7427 Special Departmental Expense	-	-	-	-
223.817.7428 Maintenance of Bldgs. Struct. & Grounds	-	-	-	7,500
223.817.7429 Maintenance & Operation of Equipment	-	-	-	-
223.817.7430 Professional & Specialized Services	3,339	29,667	20,500	17,390
223.817.7431 Promotional Expense	-	-	-	-
223.817.7432 Other Contractual Services	24,251	-	-	-
223.817.7433 Insurance and Surety Bonds	-	-	-	-
223.817.7434 Memberships, Dues, Books	-	-	-	-
223.817.7435 ProfessionalDevelopment & Meetings	-	-	300	300
223.817.7437 Staff Development	-	-	-	-
223.817.7438 Other Charges	-	-	-	-
223.817.7441 Special Community Services	-	-	-	-
223.817.7449 Rehab Loans	44	-	-	-
223.817.7454 First Time Homebuyer Loans	-	-	100,000	250,000
223.817.7456 RDA Housing Grant	1,259,491	222,558	1,020,000	1,000,000
223.817.7548 User Charges - Photocopy/Fax	-	-	-	-
223.817.7550 User Charges - Motor Pool	-	-	-	-
223.817.7551 User Charges - IT Pool	-	-	-	-
223.817.7880 Land				
TOTAL	**$ 1,287,225**	**$ 252,235**	**$ 1,141,100**	**$ 1,275,490**

CITY OF CAMPBELL OPERATING BUDGET - Supplies & Services Detail PROGRAM: REDEVELOPMENT AGENCY - 20% HOUSING	EXHIBIT C-1 223.817
Description	**10/11 Adopted**
7422 ADVERTISING	
Advertising	$ 200
7424 OFFICE EXPENSE	
Office Supplies	100
7428 MAINTENANCE OF BUILDINGS, STRUCTURES & GROUNDS	
Weed Maintenance of 511-555 W. Campbell Avenue	7,500
7430 PROFESSIONAL AND SPECIALIZED SERVICES	
General Consulting & Legal Services	15,000
Santa Clara County Homeless Study	2,390
	17,390
7435 PROFESSIONAL DEVELOPMENT & MEETINGS	300
7454 FIRST TIME HOMEBUYER LOANS	
First Time Homebuyer Loans	250,000
7456 RDA HOUSING GRANTS	
Installment for Acquisition of 511-555 W. Campbell Ave. From SC Valley Water Dist.	1,000,000
* Shared Cost With Program #101.552	
TOTAL	$ 1,275,490

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: REDEVELOPMENT AGENCY - 20% HOUSING

EXHIBIT E
223.817

Account Description	10/11 Adopted
9899 TRANSFERS OUT	
Finance # 101.535 (Finance Director & Accountant) (Charged @ 20%) *	$ 11,959
Public Works # 101.701 (Engineering Division Administration (Charged @ 20%) *	8,672
City Clerk #101.511 (City Clerk) (Charged @ 20%)*	4,340
City Manager # 101.510 (City Manager) (Charged @ 20%) *	19,185
Administrative Cost Allocation # 101.540 (Non-Departmental) (Charged @ 20%) *	12,361
Community Development # 101.552 (Policy Development) (Charged @20%) *	5,084
Community Development - CDBG # 208.555 (Shared Housing)	6,000
Community Development - CDBG # 208.555 (Rental Assistance) **	26,600
Community Development - HCD # 208.553 (Emergency Housing Rehab)	10,000
* Remaining 80% of Total Transfers in Program 434.815	
** Distribute $20,000 to Charities Housing & $6,600 to Sacred Heart	
TOTAL TRANSFERS OUT	**$ 104,201**

DEBT SERVICE FUNDS - (366-368)
Finance Department – Debt Service Programs (541 - 544)
Program Manager – Finance Manager

MISSION STATEMENT

Effectively administer debt service related to the City's Special Assessment District Bonds, Certificates of Participation, and the Redevelopment Agency's Tax Allocation Bonds.

ONGOING RESPONSIBILITIES

- Account for all transactions related to bond principal and interest on Special Assessment District Bonds, Certificates of Participation, and Tax Allocation Bonds.
- 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.
- Advance the call of Local Improvement District bonds when appropriate.
- Coordinate accounting of bond proceeds subject to arbitrage and related Federal reporting.
- Restructure outstanding debt when economically feasible.
- Monitor service levels and performance reporting standards for this program.
- Submit Continuing Disclosure Statement by February 1st.

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: FINANCE - L.I.D. DEBT SERVICE (LID #30)

EXHIBIT A
367.541

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ -
Supplies, Services & Capital Outlay (Exhibit C)	-	-	-	-
Debt Service (Exhibit D)	53,450	51,443	53,311	45,640
Total Before Transfers	53,450	51,443	53,311	45,640
Transfers Out (Exhibit E)	1,000	1,000	1,100	1,100
APPROPRIATION TOTAL	$ 54,450	$ 52,443	$ 54,411	$ 46,740
	-	-		

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
LID #30 Debt Service	367	Misc.	$ 58,466	$ 58,550	$ 54,411	$ 46,740
TOTAL			$ 58,466	$ 58,550	$ 54,411	$ 46,740
			-	-		

REVENUES MONITORED BY THIS PROGRAM

Other Interest	367	4450	$ 334	$ 284	$ -	$ -
Special Assessments	367	5002	58,132	58,266	54,411	46,740
TOTAL			$ 58,466	$ 58,550	$ 54,411	$ 46,740

CITY OF CAMPBELL — **EXHIBIT D**
OPERATING BUDGET - Debt Service — **367.541**
PROGRAM: FINANCE - L.I.D. DEBT SERVICE (LID #30)

DESCRIPTION	DUE DATE	PRINCIPAL 7775	INTEREST 7776	FEES 7777	TOTAL
L.I.D. Series 30 (Fund 367)	09/02/2010	$ 35,000	$ 4,290		$ 39,290
Dillon/Gilman	03/02/2011	-	3,039	$ 3,311	6,350
TOTALS		$ 35,000	$ 7,329	$ 3,311	$ 45,640

CITY OF CAMPBELL
OPERATING BUDGET - Transfers Detail
PROGRAM: FINANCE - L.I.D. DEBT SERVICE (LID #30)

EXHIBIT E
367.541

Account Description	10/11 Adopted
9899 TRANSFERS OUT	
L.I.D. Series 30 (Fund 367) - # 101.535 - Accountant	$ 1,100
TOTAL TRANSFERS OUT	$ 1,100

CITY OF CAMPBELL
OPERATING BUDGET - Summary of Exhibits
PROGRAM: FINANCE - C.O.P. DEBT SERVICE*

EXHIBIT A
366.543

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ -
Supplies, Services & Capital Outlay (Exhibit C)	-	-	-	-
Debt Service (Exhibit D)	874,581	874,776	876,242	874,368
Total Before Transfers	874,581	874,776	876,242	874,368
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 874,581**	**$ 874,776**	**$ 876,242**	**$ 874,368**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
City COP Debt Svc. Rev.	366	Misc.	$ 761,663	$ 760,557	$ 762,157	$ 761,326
General Fund	101	9899	112,918	114,219	114,085	113,042
TOTAL			**$ 874,581**	**$ 874,776**	**$ 876,242**	**$ 874,368**

REVENUES MONITORED BY THIS PROGRAM

Other Interest - RDA Advance	366	4450	$ 135,609	$ 128,247	$ 128,247	$ 110,856
Debt Svc. Abatement from RDA	366	4951	400,000	400,000	400,000	400,000
Principal Repayments - RDA Advance	366	4966	225,630	(20,700)	233,910	250,470
General Fund - Transfers In	366	6899	112,918	114,219	114,085	113,042
Investment Earnings	366	4410	-	521	-	-
TOTAL			**$ 874,157**	**$ 622,287**	**$ 876,242**	**$ 874,368**

CITY OF CAMPBELL
OPERATING BUDGET - Debt Service
OPERATING BUDGET - Summary of Exhibits

EXHIBIT D
366.543

DESCRIPTION	DUE DATE	PRINCIPAL 7775	INTEREST 7776	FEES 7777	TOTAL
2002 Certificates of Participation	10/01/10	$ 605,000	$ 139,556		$ 744,556
	04/01/11		128,212	$ 1,600	129,812
TOTALS		**$ 605,000**	**$ 267,768**	**$ 1,600**	**$ 874,368**

CITY OF CAMPBELL — **EXHIBIT A**
OPERATING BUDGET - Summary of Exhibits — **368.544**
PROGRAM: FINANCE - 1997 C.O.P. DEBT SERVICE

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ -
Supplies, Services & Capital Outlay (Exhibit C)	-	-	-	-
Debt Service (Exhibit D)	734,815	732,020	730,131	**732,636**
Total Before Transfers	734,815	732,020	730,131	**732,636**
Transfers Out (Exhibit E)	-	-	-	-
APPROPRIATION TOTAL	**$ 734,815**	**$ 732,020**	**$ 730,131**	$ 732,636

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
RDA Debt Service	368	Misc.	$ 302,332	$ 302,056	**$ 302,492**	**$ 302,566**
General Fund	101	9899	432,483	429,964	427,639	**430,070**
TOTAL			**$ 734,815**	$ 732,020	$ 730,131	$ 732,636

REVENUES MONITORED BY THIS PROGRAM

Investment Earnings	368	4410	$ -	$ -	$ -	$ -
Other Interest - RDA Advance	368	4450	282,733	281,792	281,792	**279,796**
Principal Repayments - RDA Advance	368	4966	20,700	20,700	20,700	**22,770**
General Fund - Transfers In	368	6899	432,483	429,964	427,639	**430,070**
TOTAL			**$ 735,916**	$ 732,456	$ 730,131	$ 732,636

CITY OF CAMPBELL
OPERATING BUDGET - Debt Service
PROGRAM: FINANCE - 1997 C.O.P. DEBT SERVICE

EXHIBIT D
368.544

DESCRIPTION	DUE DATE	PRINCIPAL 7775	INTEREST 7776	FEES 7777	TOTAL
1997 Certificates of Participation	10/01/10	$ 55,000	338,578		$ 393,578
	04/01/11		337,258	$ 1,800	339,058
TOTALS		**$ 55,000**	**$ 675,836**	**$ 1,800**	**$ 732,636**

Capital Improvement Plan

This section of the budget contains the City's 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 11 budget approval process.

Summary

As shown below, the proposed FY 2011-15 CIP contains 13 projects of which two are new and eleven which have been previously included in the City's adopted CIP. The two new projects that are funded from the CIPR are Police Handgun Replacements in Year 4 and End User Radios for Interoperability in Years 4 and 5, critical and large costs that have not yet been budgeted for. Other changes compared to last year's CIP include a *reduction in half* of CIPR funding for the biennial ADA Transition Plan Improvements from $50,000 to $25,000 every other year and a *59% reduction* in 5-year CIPR funding for Annual Street Maintenance from $2.9 million to $1.2 million.

New Capital Projects	Total Budget	Timing	Source of Funds
End User Radios for Interoperability	$600,000	Years 4 and 5	CIPR
Replacement of Handguns	$125,000	Year 4	CIPR

Pre-existing Projects	Total Budget	Timing	Source of Funds
Accessibility Ramps	$100,000	Years 2 and 4	CT
ADA Transition Plan Improvements	$75,000	Years 1, 3 and 5	CIPR
Annual Street Maintenance	$3,220,000	Annual	CIPR/Grants/VIF
Bike/Ped. Traffic Safety Improvements.	$125,000	Annual	CT/Grants
Building 'M' Renovation	$95,000	Year 1	CIPR
Hacienda Ave. Rehabilitation	$1,500,000	Year 1	CIPR/CT/Envtl. Services
Hamilton/Hwy 17. SB Off-Ramp	$1,200,000	Year 2	Private/Grants
L.G. Creek W. Trail Expansion	$2,500,000	Year 3	Grants
Misc. Storm Drainage Improvements.	$145,000	Years 1, 3 and 5	Envtl. Services
Stojanovich Family Park (Additional)	$65,000	Year 1	County OSA
Winchester Blvd. Improvements	$1,120,000	Year 1	Grants

The CIP Committee is recommending the cancellation of the Campbell Park Restrooms project which was previously approved for funding in Year 3 for $250,000 in Park Dedication Fees, due to the uncertainty of this revenue source in the ensuing years. Instead, the Committee recommends focusing any available level of Park Fees towards the completion of the Stojanovich Family Park project. Staff has also altered the traditional

annual funding of Bike/Pedestrian projects and shifted to biannual funding of ADA ramps and storm drain projects.
Year 1 projects recommended for budget appropriations for FY 2010 are:

Year 1 Projects	Year 1 Budget	Source of Funds
ADA Transition Plan Improvements	$ 25,000	CT
Annual Street Maintenance	700,000	Prop. 42
Bike/Pedestrian and Traffic Safety Improvements	25,000	Grants
Building "M" Renovation	95,000	Grants/RDA
Hacienda Avenue Rehabilitation	1,500,000	Grants/CT
Miscellaneous Storm Drainage Improvements	50,000	Grants/CT
Stojanovich Family Park	65,000	Grants
Winchester Blvd. Improvements	1,120,000	RDA
TOTAL	**$ 3,580,000**	

Project Funding Sources
Revenue for project expenditures comes from a number of funding sources, both restricted and discretionary. For the proposed FY 2011-15 CIP, the primary sources of funding for projects are the City's Capital Improvement Plan Reserve (CIPR) at $1.4 million and Grants/Private Funds at $1.6 million. Other funding sources include Park Dedication Fees, RDA Bond Proceeds, Construction Tax, and Environmental Services Funds.

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 any available General Fund surplus at fiscal year-end. The availability of any 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.

Due to the continued weak economy and the City's ongoing budget challenges, no operating surplus is anticipated to be available for the CIPR for the foreseeable future leaving a funding gap for projects requiring funding from the General Fund. Accordingly, only those projects deemed most critical to the City, or projects that have other funding sources, such as grants or other restricted funds, are able to be recommended for the CIP. This is the predominant reason for the small number of projects being proposed as well as their timing over the ensuing 5-year period. Until such time as the General Fund begins to realize meaningful operating surpluses once again, the ability to fund needed capital projects will be severely constrained. Most significantly, there is not currently projected to be *any* available funding for projects from the CIPR beyond FY 2013/14. This does not take into account any possible transfer of existing funds in the CIP/CIPR to the operating budget to address the General Fund deficit.

Environmental Review
On April 27, 2010, the Planning Commission held a Public Hearing to consider the proposed CIP. At this meeting, the Commission accepted the CIP, found it be consistent with the City's General Plan, and recommended that the City Council find the 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.

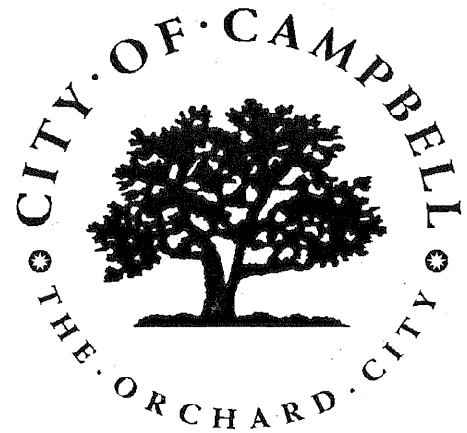
Assumptions
The 2011-15 CIP is prepared in accordance with certain assumptions about funding constraints, operating budget implications, City priorities, and work plans as summarized below:

- Project and equipment costs, where applicable, are based on departmental estimates. Cost estimates are based on current market and contract experience on similar projects, where available, or order of magnitude cost estimates for larger projects in the early phases of design. Projects managed by Pubic Works include "soft costs" such as staff costs for project management, design, inspection and administration, and consultant services as necessary.
- Ongoing operating costs for annual maintenance and technical support are projected for each capital project and as appropriate, are reflected in the operating budget. The only CIP project with significant new operating budget impacts is the development of Stojanovich Family Park. When completed and open to the public, it is estimated that the annual operating costs associated with maintaining this facility will be approximately $58,000 per year. These costs have been included in the City's multi-year operating budget projections.
- 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., employee and/or public safety, etc.)

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


CITY OF CAMPBELL
THE ORCHARD CITY

Capital Improvement Plan Summaries

By Responsible Department

Exhibit 1

Police Department	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Project						
Replacement of Police Department Handguns	$ -	$ -	$ -	$ 125,000	$ -	$ 125,000
Silicon Valley Radio Communication System (SVRCS) - Subscriber Units	-	-	-	300,000	300,000	600,000
Sub-total	**$ -**	**$ -**	**$ -**	**$ 425,000**	**$ 300,000**	**$ 725,000**

Public Works						
Project						
Accessibility Ramps	$ -	$ 50,000	$ -	$ 50,000	$ -	$ 100,000
ADA Transition Plan Improvements	25,000	-	25,000	-	25,000	75,000
Annual Street Maintenance	700,000	630,000	630,000	630,000	630,000	3,220,000
Bike/Pedestrian & Traffic Safety Improvements	25,000	25,000	25,000	25,000	25,000	125,000
Building "M" Renovation	95,000	-	-	-	-	95,000
Hacienda Avenue Rehabilitation	1,500,000	-	-	-	-	1,500,000
Hamilton/Hwy 17 SB Off-ramp Widening	-	1,200,000	-	-	-	1,200,000
Los Gatos Creek Trail Extension	-	-	2,500,000	-	-	2,500,000
Miscellaneous Storm Drainage Improvements	50,000	-	50,000	-	45,000	145,000
Stojanovich Family Park	65,000	-	-	-	-	65,000
Winchester Blvd. Improvements	1,120,000	-	-	-	-	1,120,000
Sub-total	**$ 3,580,000**	**$ 1,905,000**	**$ 3,230,000**	**$ 705,000**	**$ 725,000**	**$ 10,145,000**

City Manager's Department	$ -	$ -	$ -	$ -	$ -	$ -
Community Development	$ -	$ -	$ -	$ -	$ -	$ -
Finance Department	$ -	$ -	$ -	$ -	$ -	$ -
Recreation & Community Services	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	**$ 3,580,000**	**$ 1,905,000**	**$ 3,230,000**	**$ 1,130,000**	**$ 1,025,000**	**$ 10,870,000**

Capital Improvement Plan Summaries

By Category

Exhibit 1

	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Community Center Projects						
Building "M" Renovation	$ 95,000	$ -	$ -	$ -	$ -	$ 95,000
Sub-total	**$ 95,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 95,000**
Parks & Open Space						
Project						
Los Gatos Creek Trail Extension	$ -	$ -	$ 2,500,000	$ -	$ -	$ 2,500,000
Stojanovich Family Park	65,000	-	-	-	-	65,000
Sub-total	**$ 65,000**	**$ -**	**$ 2,500,000**	**$ -**	**$ -**	**$ 2,565,000**
Public Facility (Buildings)						
Project						
ADA Transition Plan Improvements	$ 25,000	$ -	$ 25,000	$ -	$ 25,000	$ 75,000
Sub-total	**$ 25,000**	**$ -**	**$ 25,000**	**$ -**	**$ 25,000**	**$ 75,000**
Public Facility (Equipment)						
Project						
Replacement of Police Department Handguns	$ -	$ -	$ -	$ 125,000	$ -	$ 125,000
Silicon Valley Radio Communication System (SVRCS) - Subscriber Units	-	-	-	300,000	300,000	600,000
Sub-total	**$ -**	**$ -**	**$ -**	**$ 425,000**	**$ 300,000**	**$ 725,000**
Public Facility (Information Technology)	$ -	$ -	$ -	$ -	$ -	$ -
Redevelopment Agency	$ -	$ -	$ -	$ -	$ -	$ -
Streets & Signals						
Project						
Accessibility Ramps	$ -	$ 50,000	$ -	$ 50,000	$ -	$ 100,000
Annual Street Maintenance	700,000	630,000	630,000	630,000	630,000	3,220,000
Bike/Pedestrian & Traffic Safety Improvements	25,000	25,000	25,000	25,000	25,000	125,000
Hacienda Avenue Rehabilitation	1,500,000	-	-	-	-	1,500,000
Hamilton/Hwy 17 SB Off-ramp Widening	-	1,200,000	-	-	-	1,200,000
Miscellaneous Storm Drainage Improvements	50,000	-	50,000	-	45,000	145,000
Winchester Blvd. Improvements	1,120,000	-	-	-	-	1,120,000
Sub-total	**$ 3,395,000**	**$ 1,905,000**	**$ 705,000**	**$ 705,000**	**$ 700,000**	**$ 7,410,000**
GRAND TOTAL	**$ 3,580,000**	**$ 1,905,000**	**$ 3,230,000**	**$ 1,130,000**	**$ 1,025,000**	**$ 10,870,000**

Capital Improvement Plan Summaries

By Funding Source

Exhibit 1

Capital Improvement Reserve	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Project						
Replacement of Police Department Handguns	$ -	$ -	$ -	$ 125,000	$ -	$ 125,000
Silicon Valley Radio Communication System (SVRCS) - Subscriber Units	-	-	-	300,000	300,000	600,000
ADA Transition Plan Improvements	25,000	-	25,000	-	25,000	75,000
Annual Street Maintenance	-	300,000	300,000	300,000	300,000	1,200,000
Building "M" Renovation	95,000	-	-	-	-	95,000
Hacienda Avenue Rehabilitation	1,300,000	-	-	-	-	1,300,000
Sub-total	**$ 1,420,000**	**$ 300,000**	**$ 325,000**	**$ 725,000**	**$ 625,000**	**$ 3,395,000**

Construction Tax						
Project						
Accessibility Ramps	$ -	$ 50,000	$ -	$ 50,000	$ -	$ 100,000
Bike/Pedestrian & Traffic Safety Improvements	7,000	-	-	-	-	7,000
Hacienda Avenue Rehabilitation	150,000	-	-	-	-	150,000
Sub-total	**$ 157,000**	**$ 50,000**	**$ -**	**$ 50,000**	**$ -**	**$ 257,000**

Environmental Services Funds						
Project						
Hacienda Avenue Rehabilitation	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000
Miscellaneous Storm Drainage Improvements	50,000	-	50,000	-	45,000	145,000
Sub-total	**$ 100,000**	**$ -**	**$ 50,000**	**$ -**	**$ 45,000**	**$ 195,000**

Grants / Private						
Project						
Annual Street Maintenance	$ 500,000	$ -	$ -	$ -	$ -	$ 500,000
Bike/Pedestrian & Traffic Safety Improvements	18,000	25,000	25,000	25,000	25,000	118,000
Hamilton/Hwy 17 SB Off-ramp Widening	-	1,200,000	-	-	-	1,200,000
Los Gatos Creek Trail Extension	-	-	2,500,000	-	-	2,500,000
Winchester Blvd. Improvements	1,120,000	-	-	-	-	1,120,000
Sub-total	**$ 1,638,000**	**$ 1,225,000**	**$ 2,525,000**	**$ 25,000**	**$ 25,000**	**$ 5,438,000**

Other						
Project						
Stojanovich Family Park	$ 65,000	$ -	$ -	$ -	$ -	$ 65,000
Sub-total	**$ 65,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 65,000**

Capital Improvement Plan Summaries

By Funding Source

Exhibit 1

Vehicle Impact Fees - Garbage	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Project						
Annual Street Maintenance	$ 150,000	$ 225,000	$ 225,000	$ 225,000	$ 225,000	$ 1,050,000
Sub-total	**$ 150,000**	**$ 225,000**	**$ 225,000**	**$ 225,000**	**$ 225,000**	**$ 1,050,000**

Vehicle Impact Fees - Building Permits						
Project						
Annual Street Maintenance	$ 50,000	$ 105,000	$ 105,000	$ 105,000	$ 105,000	$ 470,000
Sub-total	**$ 50,000**	**$ 105,000**	**$ 105,000**	**$ 105,000**	**$ 105,000**	**$ 470,000**

GRAND TOTAL	$ 3,580,000	$ 1,905,000	$ 3,230,000	$ 1,130,000	$ 1,025,000	$ 10,870,000

CIP Five Year Cash Flow Analysis
FY 10-11 Through FY 14-15

CIPR - Designated Fund Balance - Fund 101

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY10 to 15
Designated CIP Fund Balance-- July 1	$ 4,194,745	$ 2,674,745	$ 2,274,745	$ 1,949,745	$ 1,224,745	$ 4,194,745
Designated Carryover Fund Balance						
Add Projected Revenues:						
Project Surplus Estimated at FYE	-	-	-	-	-	0
Total Projected Resources	-	-	0	0	0	0
Less Projected Expenditures:						
Five Year CIP Proposed	1,420,000	300,000	325,000	725,000	625,000	3,395,000
Operating & Capital Budget Adj.	100,000	100,000	-	-	0	200,000
Sub-Total Expenditures	1,520,000	400,000	325,000	725,000	625,000	3,595,000
Projected Available Fund Balance	$ 2,674,745	$ 2,274,745	$ 1,949,745	$ 1,224,745	$ 599,745	$ 599,745

Construction Tax - Designated Fund Balance - Fund 101

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY10 to 15
Designated Fund Balance--July 1	$ 237,416	$ 90,416	$ 100,416	$ 160,416	$ 175,416	$ 237,416
Add Projected Revenues:						
Construction Tax	10,000	60,000	60,000	65,000	65,000	260,000
Total Projected Revenues	10,000	60,000	60,000	65,000	65,000	260,000
Less Projected Expenditures:						
Five Year CIP Proposed	157,000	50,000	-	50,000	-	257,000
Operating budget expenditures	-	-	-	-	-	-
Carryforward from prior years	-	-	-	-	-	-
Sub-Total Expenditures	157,000	50,000	-	50,000	-	257,000
Projected Fund Balance Designation	$ 90,416	$ 100,416	$ 160,416	$ 175,416	$ 240,416	$ 240,416

CIP Five Year Cash Flow Analysis
FY 10-11 Through FY 14-15

Environmental Services Storm Drain Reserve - Fund Balance - Fund 209

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY10 to 15
Available Reserve--July 1	$ 90,947	$ 2,766	$ 22,849	$ (6,237)	$ 13,514	$ 90,947
Add Projected Revenues:						
Storm Drain Fees	10,000	20,000	20,000	20,000	20,000	90,000
Investment income	1,819	83	914	(249)	541	3,108
Total Projected Revenues	11,819	20,083	20,914	19,751	20,541	93,108
Less Projected Expenditures:						
Carryover Projects						
Five Year CIP Proposed	100,000	-	50,000	-	45,000	195,000
Sub-Total Expenditures	100,000	-	50,000	-	45,000	195,000
Projected Available Reserve	$ 2,766	$ 22,849	$ (6,237)	$ 13,514	$ (10,945)	$ (10,945)

Other Grants - Fund Balance - Funds 212, 216 & 281

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY10 to 15
Fund Balance--July 1	$ (170,453)	$ 124,547	$ 314,547	$ 219,547	$ 409,547	$ (170,453)
Add Projected Revenues:						
Federal Grants (Fund 218)		-	-	-	-	-
Grant Receipts(SCVWD,SCC,MTC,HSIP)	65,000	1,200,000			-	1,265,000
TDA Grants (Fund 216)	18,000	25,000	25,000	25,000	25,000	118,000
Prop 42	195,000	190,000	190,000	190,000	190,000	955,000
State Grant (SR2S)		-	-	-	-	-
Regional Trans Improvement Program(10-KK)	1,120,000					1,120,000
Gas Tax Revenue/Other Grants/STP/CMAQ	600,000	-	2,215,000	-	-	2,815,000
Total Projected Revenues	1,998,000	1,415,000	2,430,000	215,000	215,000	6,273,000
Less Projected Expenditures:						
Carryforward projects						
Five Year CIP Proposed	1,703,000	1,225,000	2,525,000	25,000	25,000	5,503,000
Sub-Total Expenditures	1,703,000	1,225,000	2,525,000	25,000	25,000	5,503,000
Projected Fund Balance	$ 124,547	$ 314,547	$ 219,547	$ 409,547	$ 599,547	$ 599,547

CIP Five Year Cash Flow Analysis
FY 10-11 Through FY 14-15

Vehicle Impact - Fund Balance - Fund 202

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY10 to 15
Available Reserve--July 1,2009	$ 12,826	$ 13,083	$ 13,345	$ 13,612	$ 13,884	$ 12,826
Add Projected Revenues:						
Vehicle Impact Fees	50,000	105,000	105,000	105,000	105,000	470,000
Solid Waste Vehicle Impact Fees	150,000	225,000	225,000	225,000	225,000	1,050,000
Investment income	257	262	267	272	278	1,336
Total Projected Revenues	200,257	330,262	330,267	330,272	330,278	1,521,336
Less Projected Expenditures:						
Carryforward from prior years	-	-	-	-	-	-
10-AA Street Maintenance						-
Five Yr. CIP Proposed	200,000	330,000	330,000	330,000	330,000	1,520,000
Sub-Total Expenditures	200,000	330,000	330,000	330,000	330,000	1,520,000
Projected Fund Balance	$ 13,083	$ 13,345	$ 13,612	$ 13,884	$ 14,162	$ 14,162

Parkland Dedication - Undesignated Fund Balance - Fund 295

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY10 to 15
Cash - Liabilities Balance--July 1	$ (938,281)	$ 83,641	$ 1,497,782	$ 2,066,965	$ 2,328,276	$ (938,281)
Add: Projected Revenues:						
Investment Income	-	2,509	59,911	82,679	116,414	261,513
Parkland Ded. Fees	1,021,922	1,411,632	509,272	178,632	-	3,121,458
Total Projected Revenues	1,021,922	1,414,141	569,183	261,311	116,414	3,382,971
Less Projected Expenditures:						
Carryforward from prior years	-	-	-	-	-	-
Transfer to Parks Maint (Equipment)						-
Five Yr. CIP Proposed	-		-		-	-
Sub-Total Expenditures	-	-	-	-	-	-
Projected Fund Balance	$ 83,641	$ 1,497,782	$ 2,066,965	$ 2,328,276	$ 2,444,690	$ 2,444,690

CIP Five Year Cash Flow Analysis
FY 10-11 Through FY 14-15

Private/Project Fund Proceeds Fund Balance - Fund 435

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY10 to 15
Designated CIP Fund Balance--July 1	$ -	$ -	$ -	$ -	$ -	$ -
Add Projected Revenues:						
Private Revenues	-	-	-	-	-	-
Total Projected Revenues	-	-	-	-	-	-
Less Projected Expenditures:						
Carryover Projects						
Five Year CIP Proposed	-	-	-	-	-	-
Sub-Total Expenditures	-	-	-	-	-	-
Designated CIP Projected Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -

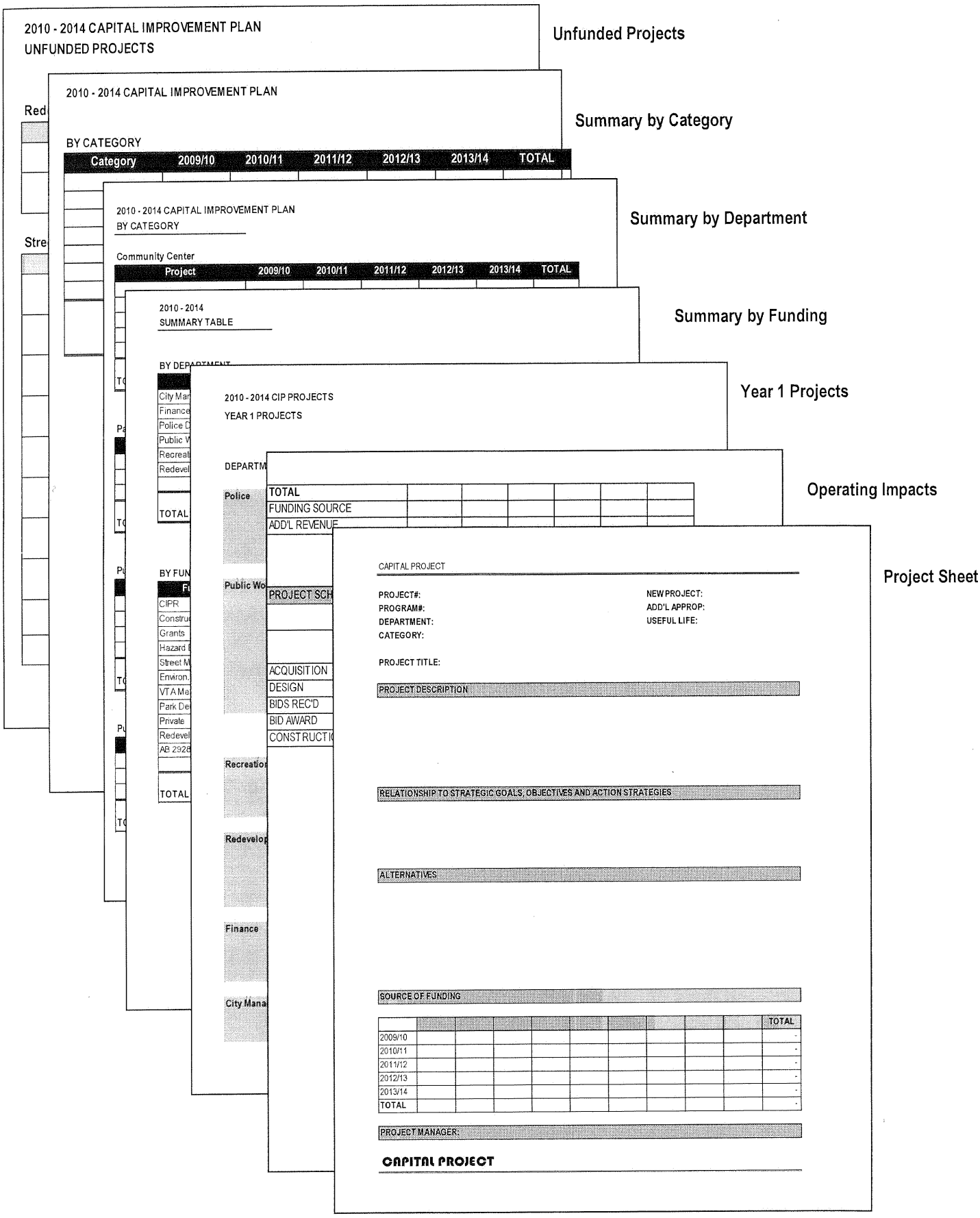
RDA Projects Fund Proceeds Fund Balance - Fund 434

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY10 to 15
Designated Fund Balance--July 1	$ 351,204	$ 351,204	$ 351,204	$ 351,204	$ 351,204	$ 351,204
Add: Interest income	-	-	-	-	-	-
Total Projected Revenue	-	-	-	-	-	-
Less Projected Expenditures:						
Carryover Projects						
Five Yr. CIP Proposed	-	-	-	-	-	-
Sub-Total Expenditures	-	-	-	-	-	-
Projected Fund Balance Designation	$ 351,204	$ 351,204	$ 351,204	$ 351,204	$ 351,204	$ 351,204

RDA Bond Fund Proceeds Fund Balance - Fund 437

	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY10 to 15
Designated Fund Balance--July 1	$ 197,681	$ 201,635	$ 207,684	$ 213,914	$ 222,471	$ 197,681
Add: Interest income	3,954	6,049	6,231	8,557	8,899	33,689
Total Projected Revenue	3,954	6,049	6,231	8,557	8,899	33,689
Less Projected Expenditures:						
Carryforward from prior years	-	-	-	-	-	-
Five Yr. CIP Proposed		-	-	-	-	-
Sub-Total Expenditures	-	-	-	-	-	-
Projected Fund Balance Designation	$ 201,635	$ 207,684	$ 213,914	$ 222,471	$ 231,370	$ 231,370

Capital Improvement Plan Exhibits



CAPITAL PROJECT

PROJECT #: **NEW PROJECT:** X
PROGRAM #: 605 **ADD'L APPROP:**
DEPARTMENT: Police Department **USEFUL LIFE:** 10 Years
CATEGORY: Public Facility - Equipment

PROJECT TITLE: **Replacement of Police Department Handguns**

PROJECT DESCRIPTION

With the high amount of use at range training, the expected dependable/useful life of Police Department handguns is ten (10) years. Our Current cache of handguns is now ten (10) years old. While we have had some malfunctions, we have been fortunate with the dependability of our current weapons. We do however expect that within the next five 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. We should plan now to set aside funds for the replacement of Police Department handguns in 2014. With the current price of handguns available for law enforcement use, we estimate the cost of replacement in 2014 at $125,000.

RELATIONSHIP TO STRATEGIC GOALS, OBJECTIVES AND ACTION STRATEGIES

An improved feeling of safety within the community. (4.1)

ALTERNATIVES

1. Continue use of current weapons and repair or replace individually as they become obsolete.

SOURCE OF FUNDING

	CIPR						TOTAL
2010/11	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2011/12							-
2012/13							-
2013/14	125,000						125,000
2014/15							-
TOTAL	**$ 125,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 125,000**

PROJECT MANAGER: Charley Adams, Captain

CAPITAL PROJECT

Exhibit 3

PROJECT #:
PROGRAM #: 605
DEPARTMENT: Police Department
CATEGORY: Public Facility - Equipment

PROJECT TITLE: **Replacement of Police Department Handguns**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services						-
Construction						-
City Staff						-
Equipment				125,000		-
TOTAL	**$ -**	**$ -**	**$ -**	**$ 125,000**	**$ -**	**$ -**
Staff Hours						-

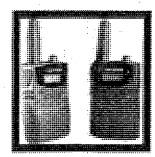
OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design													
Bids Received													
Bid Award													
Construction													

CAPITAL PROJECT

Exhibit 3

PROJECT #:	XXX	**NEW PROJECT:**	Yes
PROGRAM #:	602	**ADD'L APPROP:**	X
DEPARTMENT:	Police	**USEFUL LIFE:**	8 Years
CATEGORY:	Equipment		



PROJECT TITLE: **Silicon Valley Radio Communication System (SVRCS) - Subscriber Units**

PROJECT DESCRIPTION

The SVRCS is a portion of the Silicon Valley Regional Interoperability Project (SVRIP), which is a regional approach between jurisdictions in Santa Clara County to improve local public safety and governmental interoperable communications for day-to-day operations and to enhance preparedness and response to future disasters and threats or acts of terrorism. One of the components of the Project is a county-wide, state-of-the-art, standards-based radio communications system that will allow public safety and government agencies in Santa Clara County and state-wide to improve voice interoperability. The radio communications system project includes two general functional areas: collective infrastructure and agency subscriber units. Agency subscriber units are mobile and portable radios and the cost of replacing these units to support a shared, trunked radio system must be borne by each agency. Currently, the Campbell Police department has 38 analog mobile radios and 113 analog portable radios (subscriber units). It is estimated that the digital trunked radios would be priced about $4,500 and $3,800 respectively, totaling approximately $600,000. These acquisitions would coincide with the scheduled replacement of equipment currently in use.

RELATIONSHIP TO STRATEGIC GOALS, OBJECTIVES AND ACTION STRATEGIES

An improved feeling of safety in the community. (4.1)

ALTERNATIVES

Radio equipment would require wholesale replacement when the current equipment becomes obsolete. Therefore, no alternative exists. Project may be able to be deferred depending upon dependability of existing equipment.

SOURCE OF FUNDING

	CIPR						TOTAL
2010/11	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2011/12							-
2012/13							-
2013/14	300,000						300,000
2014/15	300,000						300,000
TOTAL	**$ 600,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 600,000**

PROJECT MANAGER: Lisa Tait - Support Services Manager

CAPITAL PROJECT

Exhibit 3

PROJECT #: XXX
PROGRAM #: 602
DEPARTMENT: Police

CATEGORY: **Silicon Valley Radio Communication System (SVRCS) - Subscriber Units**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services						
Construction						-
City Staff						-
Equipment				300,000	300,000	600,000
TOTAL	**$ -**	**$ -**	**$ -**	**$ 300,000**	**$ 300,000**	**$ 600,000**
Staff Hours						-

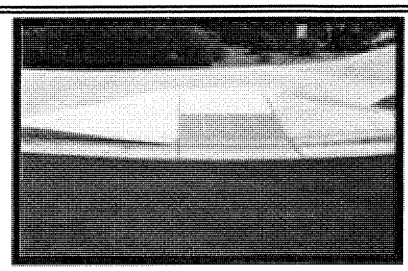
OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay				300,000	300,000	600,000
Debt Service						
TOTAL	$ -	$ -	$ -	$ 300,000	$ 300,000	$ 600,000
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2009		2010				2011				2012		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design													
Bids Received													
Bid Award													
Construction													

CAPITAL PROJECT

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

NEW PROJECT:
ADD'L APPROP: X
USEFUL LIFE: 20 Years



PROJECT TITLE: **Accessibility Ramps**

PROJECT DESCRIPTION

Installation of American's with Disability Act (ADA) compliant curb ramps is consistent with the City's ADA Transition Plan.

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

1. Reduce or increase the number of ramps for installation each year.

SOURCE OF FUNDING

	Const. Tax						TOTAL
2010/11	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2011/12	50,000						50,000
2012/13							-
2013/14	50,000						50,000
2014/15							-
TOTAL	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**

PROJECT MANAGER: Michelle Quinney, City Engineer

Exhibit 3

CAPITAL PROJECT

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

PROJECT TITLE: **Accessibility Ramps**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services						
Construction		43,000		43,000		86,000
City Staff		7,000		7,000		14,000
Equipment						-
TOTAL	**$ -**	**$ 50,000**	**$ -**	**$ 50,000**	**$ -**	**$ 100,000**
Staff Hours		100		100		200

OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design						X							
Bids Received							X						
Bid Award								X					
Construction								X					

CAPITAL PROJECT

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Public Facility

NEW PROJECT:
ADD'L APPROP: X
USEFUL LIFE: 20 Years

PROJECT TITLE: **ADA Transition Plan Improvements**

PROJECT DESCRIPTION

Consistent with the City's American's with Disability Act (ADA) Transition Plan this project would continue to implement identified improvements at the Community Center, Service Center, City Hall and other City facilities such as 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

1. Phase improvements and revise funding level.

SOURCE OF FUNDING

	CIPR						TOTAL
2010/11	$ 25,000	$ -	$ -	$ -	$ -	$ -	$ 25,000
2011/12							-
2012/13	25,000						25,000
2013/14							-
2014/15	25,000						25,000
TOTAL	**$ 75,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 75,000**

PROJECT MANAGER: Brett Stollenwerk, Facilities Maintenance Manager

CAPITAL PROJECT

Exhibit 3

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Public Facility

PROJECT TITLE: **ADA Transition Plan Improvements**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services						
Construction	21,500		21,500		21,500	64,500
City Staff	3,500		3,500		3,500	10,500
Equipment						-
TOTAL	**$ 25,000**	**$ -**	**$ 25,000**	**$ -**	**$ 25,000**	**$ 75,000**
Staff Hours	50		50		50	150

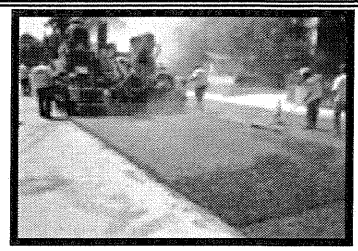
OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design	X								X				
Bids Received		X								X			
Bid Award			X								X		
Construction				X	X							X	X

CAPITAL PROJECT

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

NEW PROJECT:
ADD'L APPROP: X
USEFUL LIFE: 20 Years



PROJECT TITLE: **Annual Street Maintenance**

PROJECT DESCRIPTION

Annual Street Maintenance per the City's Pavement Management Program. Includes funding from City's Vehicle Impact Fee on construction vehicles and anticipated revenue from Vehicle Impact Fees on solid waste collection vehicles.

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. Fund the City's pavement maintenance program at an alternate level.

SOURCE OF FUNDING

	CIPR	Veh. Impact - Bldg. Permits	Veh. Impact - Garbage	STP/CMAQ			TOTAL
2010/11	$ -	$ 50,000	$ 150,000	$ 500,000	$ -	$ -	$ 700,000
2011/12	300,000	105,000	225,000				630,000
2012/13	300,000	105,000	225,000				630,000
2013/14	300,000	105,000	225,000				630,000
2014/15	300,000	105,000	225,000				630,000
TOTAL	**$ 1,200,000**	**$ 470,000**	**$ 1,050,000**	**$ 500,000**	**$ -**	**$ -**	**$ 3,220,000**

PROJECT MANAGER: Michelle Quinney, City Engineer

CAPITAL PROJECT

Exhibit 3

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

PROJECT TITLE: **Annual Street Maintenance**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	-
Professional Services	50,000	25,000	25,000	25,000	25,000	150,000
Construction	550,000	520,000	530,000	530,000	530,000	2,660,000
City Staff	100,000	85,000	75,000	75,000	75,000	410,000
Equipment						-
TOTAL	**$ 700,000**	**$ 630,000**	**$ 630,000**	**$ 630,000**	**$ 630,000**	**$ 3,220,000**
Staff Hours	1,200	1,200	1,200	1,200	1,200	6,000

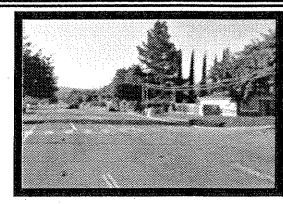
OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW (3-1/2 FISCAL YEARS ONLY)													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design	x	x			x	x			x	x			
Bids Received			x				x				x		
Bid Award			x				x				x		
Construction				x	x			x	x			x	x

CAPITAL PROJECT

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

NEW PROJECT:
ADD'L APPROP: X
USEFUL LIFE: 20 Years



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 sidewalk In-Fill Program is funded by this project.

RELATIONSHIP TO STRATEGIC GOALS, OBJECTIVES AND ACTION STRATEGIES

This project will address Strategic Plan Objective 3.1 - Safe residential neighborhoods; and Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles.

ALTERNATIVES

1. Allow the current conditions to remain.
2. Submit each minor project/improvement to the City Council for approval.

SOURCE OF FUNDING

	Const. Tax	Grant					TOTAL
2010/11	$ 7,000	$ 18,000	$ -	$ -	$ -	$ -	$ 25,000
2011/12		25,000					25,000
2012/13		25,000					25,000
2013/14		25,000					25,000
2014/15		25,000					25,000
TOTAL	**$ 7,000**	**$ 118,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 125,000**

PROJECT MANAGER: Matthew Jue, Traffic Engineer

CAPITAL PROJECT

Exhibit 3

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

PROJECT TITLE: **Bike/Pedestrian and Traffic Safety Improvements**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services						
Construction	20,000	20,000	20,000	20,000	20,000	100,000
City Staff	5,000	5,000	5,000	5,000	5,000	25,000
Equipment						-
TOTAL	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 25,000**	**$ 125,000**
Staff Hours	60	60	60	60	60	300

OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design	X				X								
Bids Received		X				X							
Bid Award			X				X						
Construction			X	X			X	X					

CAPITAL PROJECT

PROJECT #:
PROGRAM #: 530
DEPARTMENT: Public Works
CATEGORY: Community Center

NEW PROJECT:
ADD'L APPROP:
USEFUL LIFE: 20 Years

PROJECT TITLE: **Building "M" Renovation**

PROJECT DESCRIPTION

This project will complete a number of renovations to Building "M" at the Community Center including removal of non-structural dividing wall, improved storage areas, removal of attic access stairway, window replacement, additional exit doors and replacement of drop ceiling. Project would begin following the completion of the Orchard City Banquet Hall (OCBH) Renovation Project.

RELATIONSHIP TO STRATEGIC GOALS, OBJECTIVES AND ACTION STRATEGIES

This project addresses Strategic Plan Objectives: 5.2 - Make regular programming modifications to meet the recreational needs of Campbell residents; 5.3 - Safe, attractive and efficient parks and buildings that operate for maximum community use, benefit and enjoyment; 5.4 - Eliminate physical barriers per the City's Transition Plan; and 5.5 - Implement Capital Improvement projects that improve/renovate City buildings and park facilities.

ALTERNATIVES

1. Do nothing; leave building as is.

SOURCE OF FUNDING

	CIPR						TOTAL
2010/11	$ 95,000						$ 95,000
2011/12							-
2012/13							-
2013/14							-
2014/15							-
TOTAL	**$ 95,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 95,000**

PROJECT MANAGER: Brett Stollenwerk, Facilities Maintenance Manager

CAPITAL PROJECT

Exhibit 3

PROJECT #:
PROGRAM #: 530
DEPARTMENT: Public Works
CATEGORY: Community Center

PROJECT TITLE: **Building "M" Renovation**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services						
Construction	85,000					85,000
City Staff	10,000					10,000
Equipment						-
TOTAL	**$ 95,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 95,000**
Staff Hours	120					120

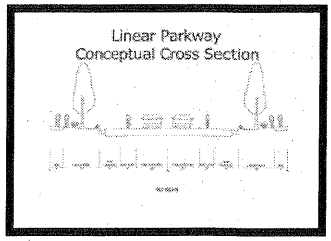
OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design				X									
Bids Received													
Bid Award													
Construction				X	X								

CAPITAL PROJECT

PROJECT #: 08-04
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets and Signals

NEW PROJECT:
ADD'L APPROP: X
USEFUL LIFE: 20 Years



PROJECT TITLE: **Hacienda Avenue Rehabilitation**

PROJECT DESCRIPTION

Rehabilitation of Hacienda Avenue between Burrows Road and Winchester Boulevard. Development of options for street alignment and rehabilitation strategies and implementation of final option. Project to include the installation of accessibility ramps and bicycle lanes. The current project estimate is $4.2 million. The current allocation would provide the City matching funds for potential grant opportunities.

RELATIONSHIP TO STRATEGIC GOALS, OBJECTIVES AND ACTION STRATEGIES

This project will address the following Strategic Plan Objectives: 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles; 3.7 - Streets that operate efficiently and effectively and; 8.2 - Clear and effective communication between the City organization and the Campbell Community.

ALTERNATIVES

1. Continue stop gap maintenance on Hacienda Avenue.
2. Phase the project or revise the project limits.

SOURCE OF FUNDING

	CIPR	Const. Tax	Envt'l. Services				TOTAL
2010/11	$ 1,300,000	$ 150,000	$ 50,000	$ -	$ -	$ -	$ 1,500,000
2011/12							-
2012/13							-
2013/14							-
2014/15							-
TOTAL	**$ 1,300,000**	**$ 150,000**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ 1,500,000**

PROJECT MANAGER: Michelle Quinney, City Engineer

CAPITAL PROJECT

Exhibit 3

PROJECT #: 08-04
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets and Signals

PROJECT TITLE: **Hacienda Avenue Rehabilitation**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services	100,000					100,000
Construction	1,200,000					1,200,000
City Staff	200,000					200,000
Equipment						-
TOTAL	**$ 1,500,000**		**$ -**	**$ -**	**$ -**	**$ 1,500,000**
Staff Hours	2,000					2,000

OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design			X	X	X	X	X	X	X				
Bids Received										X			
Bid Award											X		
Construction											X	X	X

CAPITAL PROJECT

PROJECT #: 07-06
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

NEW PROJECT:
ADD'L APPROP: X
USEFUL LIFE: 20 Years

PROJECT TITLE: **Hamilton Avenue/Highway 17 Southbound Off-ramp Widening**

PROJECT DESCRIPTION

Widen and re-configure the lanes at Southbound Highway 17 off-ramp at Hamilton Avenue to create a dedicated through lane onto Salmar Avenue, three dedicated Southbound left turn lanes and a dedicated right turn lane onto Hamilton Avenue. This will replace the existing through left lane with a dedicated through lane onto Salmar and a left turn lane onto Hamilton. Project design is funded from developer fees; construction would only proceed upon receipt of grant funding or additional developer fees.

RELATIONSHIP TO STRATEGIC GOALS, OBJECTIVES AND ACTION STRATEGIES

This project will address Strategic Plan Objective 3.6 - Streets that serve the needs of adjacent land uses; and Objective 3.7 - Streets that operate efficiently and effectively.

ALTERNATIVES

1. Take no action to change the existing configuration.

SOURCE OF FUNDING

	Grants / Private						TOTAL
2010/11	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2011/12	1,200,000						1,200,000
2012/13							-
2013/14							-
2014/15							-
TOTAL	**$ 1,200,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,200,000**

PROJECT MANAGER: Michelle Quinney, City Engineer

CAPITAL PROJECT

Exhibit 3

PROJECT #: 07-06
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

PROJECT TITLE: **Hamilton Avenue/Highway 17 Southbound Off-ramp Widening**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services		140,000				140,000
Construction		1,000,000				1,000,000
City Staff		60,000				60,000
Equipment						-
TOTAL	**$ -**	**$ 1,200,000**	**$ -**	**$ -**	**$ -**	**$ 1,200,000**
Staff Hours		650				650

OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design			X	X	X								
Bids Received						X							
Bid Award							X						
Construction								X	X	X			

CAPITAL PROJECT

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Parks & Open Space

NEW PROJECT: X
ADD'L APPROP:
USEFUL LIFE: 20 Years

PROJECT TITLE: **Los Gatos Creek Trail Extension**

PROJECT DESCRIPTION

Design and construct bicycle trail improvements on west side of Los Gatos Creek Trail from Creekside Way to Campbell Avenue. Project is identified in Valley Transportation Authority (VTA) 2008 Countywide Bicycle Plan and is eligible for VTA Bicycle Expenditure Program Funding (depending on availability).

RELATIONSHIP TO STRATEGIC GOALS, OBJECTIVES AND ACTION STRATEGIES

Supports Strategic Goal 3.3 - Streets that safely and comfortably accommodate pedestirans and bicycles.

ALTERNATIVES

1. Take no action to expand the trail system.

SOURCE OF FUNDING

	Grants	VTA - Tier 1					TOTAL
2010/11	$ -	$ -	$ -	$ -	$ -	$ -	$ -
2011/12							-
2012/13	500,000	2,000,000					2,500,000
2013/14							-
2014/15							-
TOTAL	**$ 500,000**	**$ 2,000,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,500,000**

PROJECT MANAGER: Michelle Quinney, City Engineer

CAPITAL PROJECT

Exhibit 3

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Parks & Open Space

PROJECT TITLE: **Los Gatos Creek Trail Extension**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services			300,000			300,000
Construction			2,000,000			2,000,000
City Staff			200,000			200,000
Equipment						-
TOTAL	**$ -**	**$ -**	**$ 2,500,000**	**$ -**	**$ -**	**$ 2,500,000**
Staff Hours			2,000			2,000

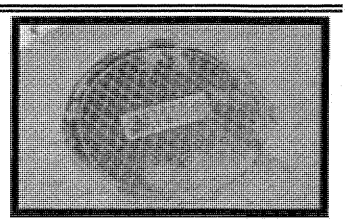
OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design					X	X	X						
Bids Received							X						
Bid Award							X						
Construction								X	X	X			

CAPITAL PROJECT

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

NEW PROJECT: X
ADD'L APPROP:
USEFUL LIFE: 20 Years



PROJECT TITLE: **Miscellaneous Storm Drainage Improvements**

PROJECT DESCRIPTION

This biennial project will provide minor drainage improvements to streets to increase safety and decrease pavement deterioration.

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 the 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 OF FUNDING

	Envt'l. Services						TOTAL
2010/11	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ 50,000
2011/12							-
2012/13	50,000						50,000
2013/14							-
2014/15	45,000						45,000
TOTAL	**$ 145,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 145,000**

PROJECT MANAGER: Michelle Quinney, City Engineer

CAPITAL PROJECT

Exhibit 3

PROJECT #:
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

PROJECT TITLE: **Miscellaneous Storm Drainage Improvements**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services						-
Construction	43,000		43,000		38,000	124,000
City Staff	7,000		7,000		7,000	21,000
Equipment						-
TOTAL	**$ 50,000**	**$ -**	**$ 50,000**	**$ -**	**$ 45,000**	**$ 145,000**
Staff Hours	100		100		100	300

OPERATING BUDGET IMPACTS (Projects scheduled as needed.)						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design		X								X			
Bids Received			X								X		
Bid Award			X								X		
Construction			X								X		

CAPITAL PROJECT

PROJECT #: 08-10
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Parks & Open Space

NEW PROJECT:
ADD'L APPROP: X
USEFUL LIFE: 20 Years

PROJECT TITLE: **Stojanovich Family Park**

PROJECT DESCRIPTION

Additional funding for the Stojanovich Family Park from Santa Clara County Open Space Authority.

RELATIONSHIP TO STRATEGIC GOALS, OBJECTIVES AND ACTION STRATEGIES

This project will address the following 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; and 8.3 - Participation of residents and businesses in City government activities.

ALTERNATIVES

1. Revise proposed park amenities.
2. Phase the project.
3. Do not proceed with project at this time.

SOURCE OF FUNDING

	SCCOSA						TOTAL
2010/11	$ 65,000	$ -	$ -	$ -	$ -	$ -	$ 65,000
2011/12							-
2012/13							-
2013/14							-
2014/15							-
TOTAL	**$ 65,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 65,000**

PROJECT MANAGER: Michelle Quinney, City Engineer

CAPITAL PROJECT

Exhibit 3

PROJECT #: 08-10
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Parks & Open Space

PROJECT TITLE: **Stojanovich Family Park**

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services						-
Construction	65,000					65,000
City Staff						-
Equipment						-
TOTAL	**$ 65,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 65,000**
Staff Hours						-

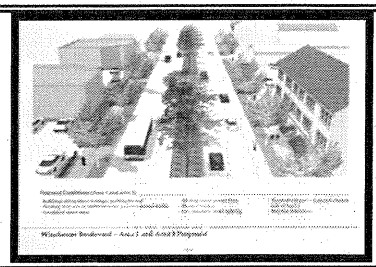
OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design	X	X											
Bids Received		X											
Bid Award			X										
Construction			X	X	X	X							

CAPITAL PROJECT

PROJECT #: 10-KK
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

NEW PROJECT:
ADD'L APPROP: X
USEFUL LIFE: 20 Years



PROJECT TITLE: **Winchester Boulevard Improvements**

PROJECT DESCRIPTION

Implementation of improvements to Winchester Boulevard as identified in the Winchester Boulevard Master Plan and per the Community Design & Transportation (CDT) Grant application. Improvements may include median islands on Winchester Boulevard between Latimer Avenue and Campbell Avenue, installation of new City street lighting with decorative lighting between Rincon and Budd Avenues, and improvements to the Campbell/Winchester intersection. CDT Grant funding requires a City match of $280,000, which was allocated to this project by a budget adjustment on 1/25/10. This additional $1,120,000 of grant funding (Transportation Enhancement (TE) funds administered by the CDT program) would bring the total project budget to $1,400,000.

RELATIONSHIP TO STRATEGIC GOALS, OBJECTIVES AND ACTION STRATEGIES

This project will address Strategic Plan Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles; and 3.7 - Streets that operate effectively and efficiently.

ALTERNATIVES

1. Do not accept grant funds to complete the project.

SOURCE OF FUNDING

	TE						TOTAL
2010/11	$ 1,120,000	$ -	$ -	$ -	$ -	$ -	$ 1,120,000
2011/12							-
2012/13							-
2013/14							-
2014/15							-
TOTAL	**$ 1,120,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,120,000**

PROJECT MANAGER: Michelle Quinney, City Engineer

CAPITAL PROJECT

Exhibit 3

PROJECT #: 10-KK
PROGRAM #: 730
DEPARTMENT: Public Works
CATEGORY: Streets & Signals

PROJECT TITLE: Winchester Boulevard Improvements

CAPITAL COST DETAIL						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Land	$ -	$ -	$ -	$ -	$ -	$ -
Professional Services	75,000					75,000
Construction	950,000					950,000
City Staff	175,000					175,000
Equipment						-
TOTAL	**$ 1,200,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,200,000**
Staff Hours	2,100					2,100

OPERATING BUDGET IMPACTS						
	2010/11	2011/12	2012/13	2013/14	2014/15	TOTAL
Personnel	$ -	$ -	$ -	$ -	$ -	$ -
Supplies & Services						
Capital Outlay						
Debt Service						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -
Funding Source						
Additional Revenue						

PROJECT SCHEDULE/CASH FLOW (3-1/2 FISCAL YEARS ONLY)													
YEAR:	2010		2011				2012				2013		
	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.	Oct. - Dec.	Jan. - Mar.	Apr. - June	July - Sept.
Acquisition													
Design	X	X	X										
Bids Received			X										
Bid Award				X									
Construction				X	X	X	X	X					

CAPITAL IMPROVEMENT PLAN

Project	09/10 Adopted	% of Total	10/11 Adopted	% of Total
ADA Transition Plan Improvements *	$ -	-	$ 25,000	0.35%
Annual Street Maintenance	-	-	700,000	9.78%
Bike/Pedestrian/Traffic Safety Improve.	-	-	25,000	0.35%
Building "M" Renovation (Comm Center)	-	-	95,000	1.33%
Hacienda Avenue Rehabilitation *	-	-	1,500,000	20.95%
Storm Drain Improvements	-	-	50,000	0.70%
Stojanovich Park *	662,500	13.48%	65,000	0.91%
Winchester Boulevard Improvements *	-	-	1,120,000	15.64%
Accessibility Ramps	50,000	1.02%	-	-
Annual Street Maintenance	887,000	18.04%	-	-
Bike/Pedestrian/Traffic Safety Improve.	39,000	0.79%	-	-
Campbell Avenue Portals Feasibility Study	93,750	1.91%	-	-
Campbell/Leagh Avenues Signalization	360,000	7.32%	-	-
Countdown Pedestrian Signals	36,000	0.73%	-	-
Pollard Road Bike & Pedestrian Improve	255,000	5.19%	-	-
Downtown Storefront Improvements	75,000	1.53%	-	-
Total Capital Projects	**2,458,250**	50.00%	**3,580,000**	50.00%
Transfers-Out	**2,458,250**	50.00%	**3,580,000**	50.00%
Total	**$ 4,916,500**	**100.00%**	**$ 7,160,000**	**100.00%**

* FY 10/11 increase to existing project appropriations.

Project by Category	09/10 Adopted	% of Total	10/11 Adopted	% of Total
Community Center	$ -	-	$ -	-
Parks and Open Space	662,500	13.48%	65,000	0.91%
Public Facility - Buildings	-	-	95,000	1.33%
Public Facility - Equipment	-	-	-	-
Public Facility - ADA Improvements	50,000	1.02%	25,000	0.35%
Redevelopment Agency	75,000	1.53%	-	-
Streets and Signals	1,670,750	33.98%	3,395,000	47.42%
Transfers-Out	2,458,250	50.00%	3,580,000	50.00%
Total	**$ 4,916,500**	**100.00%**	**$ 7,160,000**	**100.00%**

Project by Funding Source	09/10 Adopted	% of Total	10/11 Adopted	% of Total
Capital Improvement Reserve	$ 600,000	12.20%	$ 1,420,000	19.83%
Construction Tax	89,600	1.82%	157,000	2.19%
Vehicle Impact Fees	180,000	3.66%	200,000	2.79%
Gas Tax	107,000	2.18%	-	-
Environmental Services	-	-	100,000	1.40%
State Grants/VTA Grants	330,000	6.71%	65,000	0.91%
Federal Grants	395,400	8.04%	1,638,000	22.88%
Parkland Dedication Fees	662,500	13.48%	-	-
RDA (Project & Housing)	75,000	1.53%	-	-
RDA Bond Proceeds	18,750	0.38%	-	-
Transfers-Out	2,458,250	50.00%	3,580,000	50.00%
Total	**$ 4,916,500**	**100.00%**	**$ 7,160,000**	**100.00%**

CITY OF CAMPBELL
CAPITAL BUDGET - Summary of Exhibits
PROGRAM: CAPITAL PROJECTS

EXHIBIT A
435.950

Description	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ 212,000	$ 500,500
Supplies, Services & Capital Outlay (Exhibit C)	4,323,000	3,079,500
Debt Service (Exhibit D)	-	-
Total Before Transfers	4,535,000	3,580,000
Transfers Out (Exhibit E)	-	-
APPROPRIATION TOTAL	$ 4,535,000	$ 3,580,000

FUNDING SOURCE(s)

Description	Fund	Acct. #	09/10 Adopted	10/11 Adopted
Capital Improvement Reserve	101	9999	$ 600,000	$ 1,420,000
Construction Tax	101	9999	89,600	157,000
Street Maintenance Reserve	101	9999	-	-
Vehicle Impact Fees	202	9999	180,000	200,000
Gas Tax - Prop 42	204	9999	107,000	-
Environmental Services	209	9999	-	100,000
State/County Grants	212	9999	330,000	65,000
Other Federal Grants	218	9999	356,400	1,620,000
TDA Grant	216	9999	39,000	18,000
City COP Bond Proceeds	431	9999	-	-
Parkland Dedication	295	9999	662,500	-
RDA Reserve	434	9999	75,000	-
RDA 2002 Bond Proceeds	437	9999	18,750	-
TOTAL			$ 2,458,250	$ 3,580,000

REVENUES MONITORED BY THIS PROGRAM

Private Revenue	435	4921	-	$ -
Capital Transfers-In	435	6999	2,458,250	3,580,000
TOTAL			$ 2,458,250	$ 3,580,000

CITY OF CAMPBELL OPERATING BUDGET - Employee Services Summary PROGRAM: CAPITAL PROJECTS	EXHIBIT B 435.950
Description	**10/11 Adopted**
435.950.0000.7001 Personnel - Regular	$ -
435.950.0000.7002 Personnel - Temporary	-
435.950.0000.7003 Personnel - Overtime	-
435.950.0000.7005 Personnel - POST	-
435.950.0000.7103 Personnel - Holiday Pay	-
435.950.0000.7104 Meal Allowance	-
435.950.0000.7105 Uniform Allowance	-
435.950.0000.7106 Retirement	-
435.950.0000.7107 Dental Insurance	-
435.950.0000.7108 Group Health Insurance	-
435.950.0000.7109 Group Life Insurance	-
435.950.0000.7110 Workers' Compensation Insurance	-
435.950.0000.7111 Unemployment Insurance	-
435.950.0000.7112 Group Disability Insurance	-
435.950.0000.7113 Medicare	-
435.950.0000.7114 Auto Allowance	-
435.950.0000.7118 Other Benefit Pay	-
435.950.0000.7119 Social Security	-
435.950.0000.7122 Deferred Compensation Contribution	-
435.950.0000.7130 Project Overhead Cost	500,500
TOTAL	**$ 500,500**

CITY OF CAMPBELL CAPITAL BUDGET - Supplies & Services Summary PROGRAM: CAPITAL PROJECTS	EXHIBIT C 435.950
Description	**10/11 Adopted**
435.950.0000.7420 Utilities - Electricity/Gas	$ -
435.950.0000.7421 Communications - Phones	-
435.950.0000.7422 Advertising	-
435.950.0000.7423 Clothing and Personal Expense	-
435.950.0000.7424 Office Expense	-
435.950.0000.7425 Small Tools	-
435.950.0000.7427 Special Departmental Expense	-
435.950.0000.7428 Maintenance of Bldgs. Struct. & Grounds	-
435.950.0000.7429 Maintenance & Operations of Equipment	-
435.950.0000.7430 Professional & Specialized Services	225,000
435.950.0000.7431 Promotional Expense	-
435.950.0000.7432 Other Contractual Services	-
435.950.0000.7433 Insurance and Surety Bonds	-
435.950.0000.7434 Memberships, Dues, Books	-
435.950.0000.7435 Travel, Conferences & Meetings	-
435.950.0000.7437 Staff Development	-
435.950.0000.7438 Other Charges	-
435.950.0000.7441 Special Community Services	-
435.950.0000.7442 Insurance Claims Expense	-
435.950.0000.7548 User Charges - Photocopy/Fax	-
435.950.0000.7880 Land	-
435.950.0000.7882 Buildings	-
435.950.0000.7883 Improvements Other than Buildings	2,854,500
435.950.0000.7884 Machinery & Equipment	-
TOTAL	**$ 3,079,500**

CITY OF CAMPBELL **EXHIBIT F**
CAPITAL BUDGET - Project Allocation **435.950**
PROGRAM: CAPITAL PROJECTS

Project	Proj. #	Funding	Personnel 7130	Prof. Services 7430	Land 7880	Impvt's. 7883	Mach. & Equip. 7884	Adopted 10/11 Total
ADA Transition Plan Improvements *	09-02	CIPR	$ 3,500	$ -	$ -	$ 21,500	$ -	**$ 25,000**
Annual Street Maintenance	11-AA	STP, Veh	100,000	50,000	-	550,000	-	**700,000**
Bike/Pedestrian/Traffic Safety Improve.	11-BB	TDA, Const	5,000	-	-	20,000	-	**25,000**
Building "M" Renovation (Comm Center)	11-CC	CIPR	10,000	-	-	85,000	-	**95,000**
Hacienda Avenue Rehabilitation *	08-04	CIPR, Const	200,000	100,000	-	1,200,000	-	**1,500,000**
Storm Drain Improvements	11-DD	Env Svcs	7,000	-	-	43,000	-	**50,000**
Stojanovich Park *	0810	Open Space	-	-	-	65,000	-	**65,000**
Winchester Boulevard Improvements *	10-KK	TEA	175,000	75,000	-	870,000	-	**1,120,000**
			-	-	-	-	-	
TOTAL			**$ 500,500**	**$ 225,000**	**$ -**	**$ 2,854,500**	**$ -**	**$ 3,580,000**

* FY 10/11 increase to existing project appropriations.

CIPR - Capital Improvement Reserve
Constr. Tax - Construction Tax Reserve
Env. Svcs. - Enviironmental Services
Grant - Local/Private Matching Grant
Park. Ded. - Parkland Dedication Fee
TEA - Transportation Enhancement Act (Federal)
Prop 42 - Gasoline Sales Tax
RDA - Redevelopment Agency
STP - Surface Transportation Program
TDA - Transportation Development Act (State)
Veh Fees - Vehicle Impact Fees
Open Space - Santa Clara County Open Space Authority

CITY OF CAMPBELL
CAPITAL BUDGET - Summary of Exhibits
PROGRAM: TRANSFERS OUT - CAPITAL PROJECTS

EXHIBIT A
Misc. 990

Description	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
Employee Services (Exhibit B)	$ -	$ -	$ -	$ -
Supplies, Services & Capital Outlay (Exhibit C)	-	-	-	-
Debt Service (Exhibit D)	-	-	-	-
Total Before Transfers	-	-	-	-
Transfers Out (Exhibit E)	2,907,151	5,543,219	2,458,250	3,580,000
APPROPRIATION TOTAL	**$ 2,907,151**	**$ 5,543,219**	**$ 2,458,250**	**$ 3,580,000**

FUNDING SOURCE(s)

Description	Fund	Acct. #	07/08 Actual	08/09 Actual	09/10 Adopted	10/11 Adopted
BFB - Capital Improvement Reserve	101	6091	$ 453,959	$ 650,310	$ 600,000	**$ 1,420,000**
BFB - Construction Tax	101	6091	129,027	64,361	79,600	**157,000**
Construction Tax (Building Prog 554)	101	4151	-	-	10,000	-
Vehicle Impact Fees (Garbage Veh)	202	4731	-	109,726	105,000	**150,000**
Vehicle Impact Fees (Const Permit)	202	4732	-	-	75,000	**50,000**
Gas Tax - Prop 42	204	4536	168,073	32,531	107,000	-
BFB - Environmental Services	209	6091	10,737	-	-	**100,000**
Ainsley House Roof Repair Grant	212	4523	9,067	-	-	-
State - Local Streets & Roads	212	4523	9,412	481,578	-	-
TDA Grant	216	4525	-	26,971	39,000	**18,000**
State - Safe Route to Schools	212	4534	-	-	255,000	-
County - SCC Open Space Authority	212	4564	-	-	-	**65,000**
State - Proposition 1B Funds	212	4540	-	632,158	-	-
Local Grant - Campbell Avenue Portals	212	4543	-	-	75,000	-
Federal Grant - TEA	218	4530	-	-	-	**1,120,000**
Federal Grant - Highway Safety Imp	218	4546	-	33,363	356,400	-
SC Valley Water District Grant	212	4563	659,029	2,272,002	-	-
Federal Grant - STP	218	4535	-	-	-	**500,000**
BFB - Charities Housing Grant	223	6091	69,452	-	-	-
BFB - Parkland Dedication	295	6091	1,010,357	716,430	662,500	-
BFB - Redevelopment Agency	434	6091	45,000	33,711	75,000	-
BFB - RDA T.A.B.	437	6091	352,589	490,078	18,750	-
BFB - Heritage Theatre Remodel	693	6091	(9,551)	-	-	-
TOTAL			**$ 2,907,151**	**$ 5,543,219**	**$ 2,458,250**	**$ 3,580,000**

REVENUES MONITORED BY THIS PROGRAM

Theatre Preservation Fees	101	4632	$ 43,758	$ 59,737	$ 72,800	$ -
State/County/Local Grants	212	Misc.	588,816	-	-	-
Parkland Dedication - Interest	295	4410	86,258	37,367	-	-
RDA Tax Allocatin Bond - Interest	437	4410	139,588	84,000	25,000	-
TOTAL			**$ 858,420**	**$ 181,104**	**$ 97,800**	$ -

CITY OF CAMPBELL
CAPITAL BUDGET - Transfers Detail
PROGRAM: TRANSFERS OUT - CAPITAL PROJECTS

EXHIBIT E
Misc. 990

Account Description		10/11 Adopted
9999 TRANSFERS OUT - CAPITAL PROJECTS		
ADA Transition Plan Improvements (101.0902)		$ 25,000
Building "M" Renovation (101.11CC)		95,000
Hacienda Avenue Rehabilitation (101.0804)(also Construction Tax)(also Environmental Services)		1,300,000
	Subtotal - CIPR	**1,420,000**
Bike/Pedestrian/Traffic Safety Improvements (101.11BB)(also TDA)		7,000
Hacienda Avenue Rehabilitation (101.0804)(also CIPR)(also Environmental Services)		150,000
	Subtotal - Construction Tax	**157,000**
Annual Street Maintenance (202.11AA) (also Surface Transportation Program)		200,000
	Subtotal - Vehicle Impact Fee	**200,000**
Hacienda Avenue Rehabilitation (209.0804)(also Construction Tax)(also CIPR)		50,000
Storm Drain Improvements (209.11DD)		50,000
	Subtotal - Environment Svcs.	**50,000**
Stojanovich Family Park (212.0810)		65,000
	Subtotal - SCC Open Space	**65,000**
Bike/Pedestrian/Traffic Safety Improvements (216.11BB)(also Construction Tax)		18,000
	Subtotal - TDA Grant	**18,000**
Annual Street Maintenance (202.11AA) (also Vehicle Impact Fees)		500,000
	Subtotal - STP Grant	**500,000**
Winchester Boulevard Improvements (218.10KK)		1,120,000
	Subtotal - TEA Grant	**1,120,000**
TOTAL TRANSFERS OUT		**$ 3,580,000**

RESOLUTION NO. 11187

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL ADOPTING THE CITY'S OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2010-11 (FY 11)

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 11, 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, 2010 the amount of $42,610,006 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 $7,160,000 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 $49,770,006; 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 11 operating and capital budget, modifications resulting from the meet and confer process, or any miscellaneous corrections due to more refined estimates and incorporate these changes into the final published FY 11 operating and capital budget document; and,

BE IT FURTHER RESOLVED that pursuant to Section 33445 of California Redevelopment Law, the City Council finds that the payment of all or part of the value of the land for and the cost of installation and construction of any buildings, facilities, structures or other improvements contemplated in the Redevelopment Agency's FY 11 budget are of benefit to the project area, that no other reasonable means of financing such buildings, facilities, structures, or other improvements are available to the community, that the payment of funds for the acquisition of land or the cost of buildings, facilities, structures, or other improvements contemplated in the Agency's FY 11 budget will assist in the elimination of one or more blighting conditions inside the project area or provide housing for low or moderate income persons; and that the payment of funds for the acquisition of land or the cost of buildings is consistent with the Redevelopment Agency's implementation plan adopted in accordance with California Redevelopment Law; and

BE IT FURTHER RESOLVED that based on the foregoing findings, the City Council consents to the payment of the Agency for the cost of land and the cost of buildings, facilities, structures, or other improvements contemplated in the Agency's FY 11 budget.

PASSED AND ADOPTED the 29th day of June, 2010, by the following roll call vote:

AYES:	Councilmembers:	Kotowski, Kennedy, Furtado, Baker, Low
NOES:	Councilmembers:	None
ABSENT:	Councilmembers:	None

APPROVED:

Evan D. Low, Mayor

ATTEST:

Anne Bybee, City Clerk

RESOLUTION NO. 2010-7

A RESOLUTION OF THE AGENCY BOARD OF THE CITY OF CAMPBELL REDEVELOPMENT AGENCY ADOPTING THE OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2010-11 (FY 11)

WHEREAS, there has been submitted to the Agency Board a Proposed Budget for the operation of all Redevelopment Agency programs and functions for FY 11, and

WHEREAS, the Agency Board held meetings to review the proposed Agency operating budget; and the Agency Board took action to accept the proposed budget; and

WHEREAS, pursuant to Health and Safety Code Section 33334.3(d) the Agency Board is to determine that the planning and administrative expenses budgeted from the Low and Moderate Income Housing Fund are necessary for the production, improvement, or preservation of low and moderate income housing.

NOW, THEREFORE, BE IT RESOLVED by the Agency Board that as of July 1, 2010 the amount of $10,331,628 be fixed as the amount necessary to meet all agency operating requirements, and that the amount of $0 be fixed as the amount necessary to meet the capital requirements of the Agency, and that the same is hereby approved, confirmed and adopted at the combined total of $10,331,628; and,

BE IT FURTHER RESOLVED that the Agency Board finds that the planning and administrative expenses from the Low and Moderate Income Housing Fund currently budgeted in the proposed FY 11 operating budget are necessary for the production, improvement, or preservation of low and moderate income housing; and,

BE IT FURTHER RESOLVED that the Finance Director is hereby authorized to make any changes or impacts resulting from the public hearing to adopt the FY 11 operating budget, or any miscellaneous corrections due to more refined estimates and incorporate these changes into the final published FY 11 operating and capital budget document.

PASSED AND ADOPTED the 29th day of June 2010, by the following roll call vote:

AYES:	Agency Members:	Kotowski, Kennedy, Furtado, Baker, Low
NOES:	Agency Members:	None
ABSENT:	Agency Members:	None

APPROVED:

Evan D. Low, Agency Chairperson

ATTEST:

Anne Bybee, Agency Secretary

RESOLUTION NO. 11188

A Resolution of the Campbell City Council Approving the Proposed Fiscal Years 2011-2015 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 2011-2015 CIP:

1. The proposed CIP is consistent with the City's General Plan and Redevelopment 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 CIP 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 2011-2015 Capital Improvement Plan with projects totaling $10,870,000, including first year appropriations of $3,580,000 for FY 11.

PASSED AND ADOPTED this 29th day of June, 2010, by the following roll call vote:

AYES:	Councilmembers:	Kotowski, Kennedy, Furtado, Baker, Low
NOES:	Councilmembers:	None
ABSENT:	Councilmembers:	None

APPROVED:

Evan D. Low, Mayor

ATTEST:

Anne Bybee, City Clerk

Budget Awards

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Campbell

California

For the Fiscal Year Beginning

July 1, 2009

President

Executive Director

California Society of Municipal Finance Officers

Certificate of Award
For

Excellence in Operating Budgeting

Fiscal Year 2009-2010

The California Society of Municipal Finance Officers (CSMFO) proudly presents this certificate to

City of Campbell

For meeting the criteria established to achieve the EXCELLENCE AWARD in the OPERATING BUDGET CATEGORY.

February 18, 2010

Thomas Fil
CSMFO President

Pamela Arends-King, Chair
Budgeting & Financial Reporting

$ 2010 - 2011 Budget Calendar $

December 2009

12/10	CDBG Study Session
12/15	Begin Update on Salary/Benefits Model with Human Resources
12/24 - 12/25	City Holiday - City Offices Closed @ Noon 12/24
12/28 - 12/31	City Offices Closed

January 2010

1/1	City Holiday - New Year's Day - City Offices Closed
1/7	Proposed FY 11 Workplans Due to CM
1/14	CDBG Study Session & Public Hearings (1)
1/18	City Holiday - Martin Luther King - City Offices Closed
1/22	Distribute Round I Budget Packets to Departments
1/25	Changes to Mission Statement/Ongoing Resp to CM Office
1/25 - 1/28	Review Status of Departmental Workplans with Dept. Heads @ 1/1's
1/25	Mid-year Reports to CM (Budget, FY 10 Workplans & Perf Outcomes)
1/27	Mid-year Changes due to Finance
1/29	CIP Project Requests due to CM Office
1/30	Personnel Requests due to HR Office

February

2/3	Draft Workplans input from Boards & Commissions
2/11	CDBG Study Session - Public Hearing (II)
2/11	Sub-Grant Funding - Study Session
2/12	Motor Pool/Vehicle Eqmt, Bldg & Facility Maintenance Req due to PW
2/12	IT Equipment & Project Requests Due to IT
2/15	City Holiday - President's Day - City Offices Closed
2/22	Mid-year Update Study Session
2/24	CIP Committee Review Project Submittals
2/24	Workplans due back to CM Office

March

3/2	Mid-year Report to City Council
3/8 - 3/12	Council Workshop
3/11	Sub-Grant Funding - Study Session - Public Hearings (1)
3/15	6 Months Perf Outcomes due to Finance
3/16	CDBG Council Action
3/16	Community Budget Meeting
3/23	Council Budget Worshop - Rm Q80 Community Center
3/23	Notice of Public Hearing Information to City Clerk - Fee Resolution
3/24	Community Budget Meeting

April

4/2	List of New or Increased Expenditures (by Program & Account #)
4/6	Budget Study Session (CIP, Pavement Mgmt, Hacienda)
4/8	Sub-Grant Funding - Public Hearing (2)
4/9	Fee Schedule Changes Due to Finance
4/15	Deadline to submit request for Voluntary Retirement/Work Hr Reduction
4/16	Significant Accomplishments & Final Workplans Due to Finance
4/20	Study Session - User Fees
4/23	City Manager Finalize Budget Correction Strategies
4/27	CIP - Planning Commission Review

May

5/4	Study Session - Operating Budget
5/4	Public Hearing & Adoption of User Fee Schedule & Charges
5/4	Sub-Grant Funding Council Action
5/7	Mission Statements, Ongoning Resp. due to Finance
5/18	Study Session - Workplan Items
5/21	Round I Budget Worksheets Due to Finance by 10:00 a.m. (Hard Copy)
5/27	Round II Changes to Departments for Proofing
5/31	City Holiday - Memorial Day - City Offices Closed

June

6/2	Proofed Round II Copies Due to Finance by 10:00 a.m. (Hard Copy)
6/2	Final Workplans, Significant Accomplishments due to Finance
6/8	Distribution of Budget Binders to Council
6/9	City Clerk to Notice Public Hearing - Budget Adoption
6/15	Introduction of FY 11 Operating & Capital Budget (Regular Meeting)
6/29	Public Hearing & Adoption of Operating & Capital Budget (City & RDA)
6/29	Adoption of Gann Spending Limit

July

7/30	End of Year Reports to CM (Final Budget & Performance Outcomes)

Dec 2009

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Jan 2010

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Feb 2010

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Mar 2010

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Apr 2010

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Jun 2010

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Jul 2010

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Aug 2010

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29	30	31				

Sep 2010

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26	27	28	29	30		

Oct 2010

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31						

Nov 2010

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SUMMARY OF BUDGET PROCESS

The City of Campbell adopts an annual budget. There is one document containing both summary and detailed information on revenues and expenditure appropriations for the Fiscal Year beginning July 1, and ending June 30. In addition to the operating budget, the City Council adopts a seven-year Capital Improvement Plan (CIP) from which new projects for the first year become an integral part of the proposed operating/capital budget. Typically, this process begins in late September with the distribution of CIP request forms and instructions and ends in mid April or early May with Council's formal adoption of the seven-year CIP. Although a CIP document is prepared separate from the budget document, the CIP information is incorporated into the budget document resulting in an operating/capital budget. The operating and capital budget is appropriated for both the City as a whole and the Redevelopment Agency (RDA). The document is detailed and the budget is managed and accounted for by line-item, by individual program, by fund.

The formal operating budget preparation process begins in mid December with distribution of budget packets containing the appropriate forms and instructions to assist the preparer. If desired, a budget kick-off meeting is scheduled for the purpose of outlining the budget calendar, as well as the process, procedures and forms to be used in the development of the budget. More importantly, this ensures that the budget is prepared in accordance with fiscal policies/guidelines and objectives established by the City Council. The time frames provided in the budget calendar reflect early involvement of City staff and the City Council in review and discussion of policy direction, goals and objectives concurrent with development of financial projections and service level requirements. With this approach, the necessary components that guide the process are incorporated into the proposed budget prior to formal submission to the City Council. Readers may be interested to know that all appropriations, excluding Capital Projects, lapse at year-end. This means that this budget only contains new appropriations for the Fiscal Year.

BUDGET AMENDMENTS

Because the budget is an estimate, from time to time it is necessary to make adjustments to fine-tune the line-items within it. Various levels of administrative control are utilized to maintain the budget's integrity. Program Managers are accountable for the line-item level of control of their individual program budgets for operating revenues and expenditures as well as capital projects. Department Heads are accountable for the fund level of control for funds within their departments. Finance oversees the general level of accountability related to budgetary integrity through systems checks and balances and various internal controls. Budget adjustments can consist of two basic types; administrative adjustments or those requiring additional appropriations. The City Manager can authorize budget adjustments within the adopted budget or those requiring transfers from reserves of less than $5,000. These are referred to as administrative budget adjustments. All budget adjustments that increase appropriations or any adjustments to capital projects must be approved by Resolution of the City Council whether they are for the operating or capital budget.

A General Fund mid-year report will be presented to the City Council in January of each year. Budget amendments resulting from that review will be authorized by Resolution of the City Council. The City shall attempt to keep budgetary records in such a manner to qualify for the Distinguished Budget Presentation Award from the Government Finance Officer's Association (GFOA) and the Excellence in Operating and Capital Budgeting Award from the California Society of Municipal Finance Officers (CSMFO).

The City Council has established formal Financial and Administrative Policies. These policies require a review of the General Fund (the City's largest fund) at the mid-point of the fiscal year. All appropriation adjustments are approved at that time by Resolution of the City Council and implemented by the Finance Department. Excerpts from the Financial Policies Summary are incorporated within the Summary budget document. The policies have been modified slightly with changes in management; however, in all cases, they have become more, rather than less restrictive.

BUDGET EXHIBITS

Summary of Exhibits

Exhibit A: This is a three-part summary. The first section, the ***Summary of all Expenditures by Major Category***, summarizes total appropriations by program. It is considered to be the program's use of funds. The next Section of the form is the ***Funding Source Summary*** or source of funds. It identifies the major sources of funding for the program such as General Fund, Gas Tax, Etc.

The source and use sections must be equal in total dollars. In the unlikely circumstance that the two do not equal, budgeting a non-operating funding source such as beginning fund balance may be required.

Revenues Monitored by the Program. This third section of the form reflects revenue accounts that are projected and monitored by the respective program. Revenue titles and account numbers in addition to historical and projected data are reflected in this section. Total revenues may be less than, equal to, or greater than the preceding two sections of the form. Revenue documentation forms for each revenue account are completed to support both the revenue projection and fee resolution changes.

Employee Services Summary

Exhibit B: This exhibit is completed by the Finance Department once final salary and benefit information is available. Department heads and managers contact Finance when specific salary and benefit information is needed.

Personnel Allocation Detail

Exhibit B-1: This two-part exhibit serves as the detail to salary accounts #7001 and #7002 in Exhibit B. The top half of this form is for permanent personnel, and the bottom half is for temporary and contract personnel. The current fiscal years' full-time equivalents (FTE's) and related salary dollars (not including benefits) are identified in the shaded columns.

Supplies and Services Summary

Exhibit C: The line-item detail information that supports this exhibit is contained in Exhibit C-1. Line item total from Exhibit C-1 are brought forward to this exhibit. Both exhibits are equal in total dollars.

Supplies and Services Detail

Exhibit C-1: In this single exhibit, each line-item should contain narrative regarding the specific types of expenditures budgeted. Sub-total by line-item are totaled and transferred to the appropriate location on Exhibit C. Both exhibits are equal in total dollars.

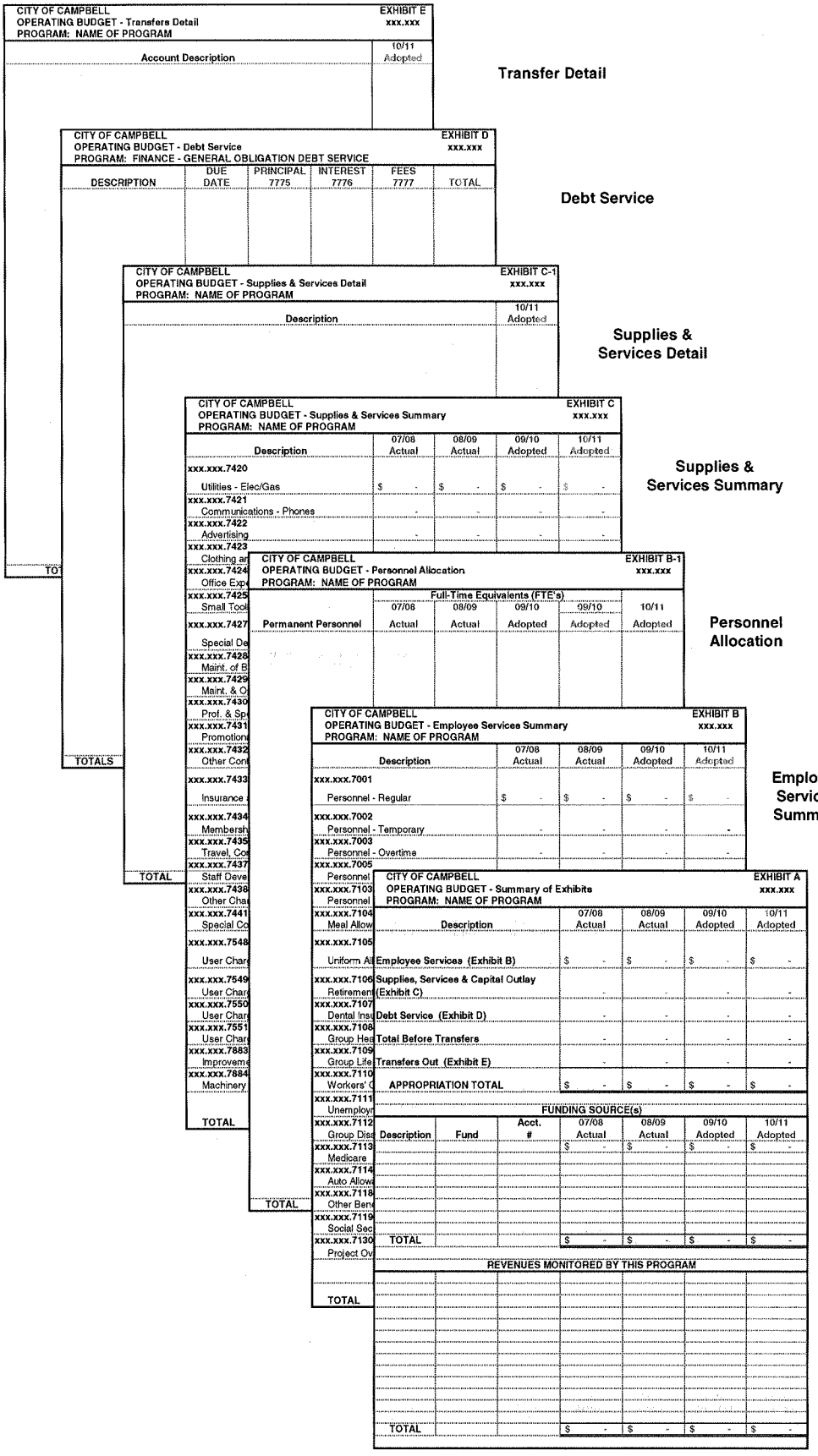
Debt Service Detail

Exhibit D: Redevelopment and Finance are the only two program areas that use this exhibit to identify principal and interest payments related to debt service.

Transfers Detail

Exhibit E: This exhibit provides narrative similar to that reflected on Exhibit C-1. The primary difference is that this from pertains to interfund transfers. The information provided on this form rolls forward to the appropriate section of Exhibit A. The recipient fund and program number in addition to the intended use of the transferred funds is provided.

BUDGET EXHIBITS FLOW CHART



Program / Department / Fund Matrix

Program Name	#	Department Name	Fund Name	#
City Council	501	Legislative Bodies	General Fund	101
City Manager	510	City Manager - Administration	General Fund	101
City Clerk	511	Legislative Bodies	General Fund	101
Human Resources	515	City Manager - Administration	General Fund	101
Workers' Comp. Insurance	516	City Manager - Administration	Workers Comp. Trust	690
Community Svcs. Administration	524	Recreation & Community Services	General Fund	101
Senior Citizens Nutrition Program	525	Recreation & Community Services	General Fund	101
Adult Services	526	Recreation & Community Services	General Fund	101
Campbell Community Center	527	Recreation & Community Services	General Fund	101
Museum Services	528	Recreation & Community Services	General Fund	101
Theater	529	Recreation & Community Services	General Fund	101
Building Maintenance	530	Public Works Department	General Fund	101
Sports, Aquatics & Fitness	531	Recreation & Community Services	General Fund	101
Special Interest Classes	532	Recreation & Community Services	General Fund	101
Accounting	535	Finance Department	General Fund	101
Non-Departmental	540	Finance Department	General Fund	101
L.I.D. Debt Service	541	Debt Service	Debt Service - L.I.D.	367
C.O.P. Debt Service, 1993	543	Debt Service	Debt Service - C.O.P.	366
C.O.P. Debt Service	544	Debt Service	Debt Service - C.O.P.	368
City Treasurer	545	Finance Department	General Fund	101
Information Technologies Services	547	Finance Department	IT Pool	647
Comm. Dev. - Administration	550	Community Development	General Fund	101
Current Planning	551	Community Development	General Fund	101
Policy Development	552	Community Development	General Fund	101
Housing	553	Community Development	Housing & Comm. Dev.	208
Building	554	Community Development	General Fund	101
Housing / C.D.B.G.	555	Community Development	Housing & Comm. Dev.	208
Legal Services	560	City Manager - Administration	General Fund	101
Police - Administration	601	Police Department	General Fund	101
Communications	602	Police Department	General Fund	101
Records	603	Police Department	General Fund	101
Special Enforcement Services	604	Police Department	General Fund	101
Field Services	605	Police Department	General Fund	101
Fire Protection Services	610	Police Department	General Fund	101
Public Works - Administration	701	Public Works Department	General Fund	101
Environmental Programs	715	Public Works Department	Solid Waste Mgmt.	209
Transportation Engineering	720	Public Works Department	General Fund	101
Engineering	730	Public Works Department	General Fund	101
Land Dev. / Envir. Programs	740	Public Works Department	General Fund	101
Maintenance Administration	745	Public Works Department	General Fund	101
Vehicle & Equip. Maint. Services	750	Public Works Department	Motor Vehicle Pool	641
Street Maintenance	760	Public Works Department	Gax Tax	204
Signals & Lighting Maint.	770	Public Works Department	Lighting & Lndscp. Dist.	207
Park Maintenance	775	Public Works Department	Lighting & Lndscp. Dist.	207
R.D.A. Administration	815	Redevelopment Agency	Capital Projects - R.D.A.	434
R.D.A. Debt Service	816	Redevelopment Agency	Debt Service - R.D.A.	364
R.D.A. Housing	817	Redevelopment Agency	R.D.A. Housing	223
Capital Projects	950	Capital Project	Capital Projects	435
Operating Transfers-Out	980	Summary of Departments	General Fund	101
Transfers-Out	990	Other Financing Sources		

List of Funds

101	General Fund
202	Special Revenue Fund
204	Gas Tax
205	Asset Forfeiture Fund
207	Lighting & Landscape District
208	Housing & Community Development
209	Environmental Services
210	Supplemental Law Enforcement
211	Federal Aide Urban
212	State & County Grants
213	Senior Nutrition Program
216	TDA Grant
218	Federal Grants
223	Redevelopment Agency Housing Fund
295	Parkland Dedication
360	Debt Service - LID #27
364	Debt Service - RDA
366	Debt Service - City C.O.P.
367	Debt Service - LID #30
368	Debt Service - 1997 C.O.P.
431	Campbell - '91 COP Capital Projects
432	1999 RDA Tax Allocation Bonds
433	RDA - COP Capital Projects
434	Capital Projects - RDA
435	Capital Projects Fund
436	RDA - Tax Allocation Capital Projects
641	Motor Vehicle Pool
647	Information Technologies Pool
690	Workers Compensation
693	Heritage Theatre
794	Parks and Museum
797	Adult Center
836	General Fixed Assets
838	General Fixed Assets - RDA
937	General LTD Group
939	General LTD Group - RDA
963	General LTD Group - 1915 Act Bond

List of Programs

City Council

501	City Council

City Manager

510	Administration
511	City Clerk
515	Human Resources
516	Workers Compensation Self-Insurance

Recreation & Community Services

524	Community Services - Administration
525	Senior Citizen Nutrition Program
526	Adult Services
527	Campbell Community Center
528	Museum Services
529	Theater
531	Sports, Aquatics & Fitness
532	Special Interest Classes

Finance

535	Accounting
540	Non-Departmental
541	L.I.D. Debt Service
542	General Obligation Debt Service
543	1993 C.O.P. Debt Service
545	City Treasurer
547	Information Technologies

Community Development

550	Administration
551	Current Planning
552	Policy Development
553	Housing
554	Building
555	Housing/CDBG

List of Programs

Legal Services

560	Legal Services

Police

601	Administration
602	Communications
603	Records
604	Special Enforcement Services
605	Field Services
610	Fire Protection Services

Public Works

701	Department Administration
715	Environmental Programs
720	Transportation Engineering
730	Engineering
740	Land Development / Environmental Programs
745	Maintenance Administration
750	Vehicle & Equipment Maintenance
760	Street Maintenance
770	Signals & Lighting Maintenance
775	Park Maintenance
530	Building Maintenance

Redevelopment Agency

815	Administration
816	Debt Service
817	20% Housing

Capital Projects

850	RDA Capital Projects
950	City Capital Projects.

Transfers

980	Operating Transfers Out
990	City Transfers

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 re-construction of City streets.

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

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

Community Development Block Grant Fund - budgets and accounts for federal block grants to community development.

FUND DESCRIPTIONS

Senior Nutrition Program Fund - budgets and accounts for revenues and expenditures pertaining to the operation of the Campbell Senior Nutrition Program.

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

Redevelopment Agency Housing Fund - budgets and accounts for twenty percent of the increased property tax revenues from the County of Santa Clara legally required to be set aside for low and moderate income housing.

Redevelopment Agency Fund - budgets and accounts for increased property tax revenues from the County of Santa Clara and for the payment of administrative expenditures relating to the operation of the Redevelopment Agency.

Campbell Community Center Fund - budgets and accounts for revenues and expenditures pertaining to the operation of the Campbell Community Center.

Drug Enforcement Revenue Fund - budgets and accounts for revenues received through asset seizure from any drug related convictions.

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

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

RDA Debt Service Fund - budgets and accounts for payment of principal and interest on Redevelopment Agency general long-term debt.

1915 Act Bond Debt Service Fund - budgets and accounts for the assessments received and the payment of principal and interest under the Improvement Bond Act of 1915. (See Glossary - LIDs)

City COP Funds - budgets and accounts for City debt service for the 1993 and 1997 Certificates of Participation.

FUND DESCRIPTIONS

CAPITAL PROJECTS FUNDS:

RDA Capital Projects Fund - budgets and accounts for the expenditures of Redevelopment Agency projects.

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

COP Projects - budgets and accounts for City capital projects funded by the 1993 and 1997 COPs.

RDA - COP Projects - budgets and accounts for RDA capital projects funded by the 1991 and 1993 COPs.

INTERNAL SERVICE FUNDS - budgets and accounts for the financing of goods and services provided by one department or agency 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 replacement costs.

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

REVENUES

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, Redevelopment Agency Funds, 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 tax comprises one percent of the assessed value of the property -- of which the City's apportionment is .27% of County tax receipts. 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.

REVENUES

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.

TRANSIENT OCCUPANCY TAX - The Transient Occupancy Tax in Campbell is a ten percent (10%) tax on the cost 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.

CHART OF ACCOUNTS – REVENUES

Account Number	Description
4001	Property Taxes - Current Secured
4002	Property Taxes - Current Unsecured
4003	Property Taxes - Prior Year Secured (SB813 Redemptions)
4004	Property Taxes - Prior Year Unsecured
4005	Other Property Taxes
4006	Penalties on Delinquent Property Taxes
4110	Sales and Use Taxes - Sales Tax from State & County
4111	Measure B Street Maintenance
4115	Sales Tax Backfill
4120	Franchises - Electric - PG&E
4121	Franchises - Gas - PG&E
4122	Franchises - Cable TV - TCI
4123	Franchises - Garbage - Green Valley Disposal
4124	Franchises - Water - San Jose Water Company
4125	Telephone Franchise Fee
4150	Motel Tax - Campbell Inn, Larkspur Landing, Marriott, Motel 6 & Pruneyard Inn
4151	Construction Tax
4152	Business License Tax
4153	Real Property Transfer Tax
4210	Construction Permits - Building, Electrical, Plumbing and Mechanical
4211	Advanced Plan Check Fees
4212	Building Department Fees - General Revenue - Records Search, House Inspections, Resale Inspections, County Sanitation District #4 Inspections, SMIP, Etc.
4241	Fire Permits
4242	Bicycle Licenses
4243	Animal License Fees
4271	Truck Permits
4310	Vehicle Code Fines - City
4320	Vehicle Code Fines - County
4330	Vehicle Code Fines - State
4390	Miscellaneous Fines – Police Department
4410	Investment Earnings - Interest from Investments & Redevelopment Agency Interest

CHART OF ACCOUNTS – REVENUES

Account Number	Description
4431	GASB-31 Market Value Adjustments
4450	Interest Earned on Non-Investments
4510	State Gasoline Tax 2105
4511	State Gasoline Tax 2106
4512	State Gasoline Tax 2107
4513	State Gasoline Tax 2107.5
4515	Traffic Congestion AB-2928
4516	Revenue & Tax code – Gas Excise Tax
4520	Community Development Block Grants - from S.C. County
4521	Federal Aide Urban
4522	ISTEA Grant
4523	Other Grants
4524	Federal Crime Bill Grant
4525	TDA Grant - from State
4526	COPS - Grant Supplemental Law Enforcement AB3229
4527	OTS - Office of Traffic Service Grant
4528	Grants - VTA (Valley Transit Authority)
4529	Other Federal Grants - HES
4530	Other Federal Grants - TEA
4531	Department of Justice (DOJ) Grant Bulletproof Vest Program (BVP)
4532	Local Law Enforcement BG
4536	Prop. 42 Gasoline Sales Tax
4541	Ainsley House/Museum Grant - from State
4542	Signal Maintenance Cost Sharing
4543	Grants - Other State Grants
4544	Transit Shelter Advertising
4545	CLETEP - Tech Equipment Purchase
4550	ABAG Grants
4561	Senior Nutrition Program - from S.C. County - Personnel Costs
4562	Ainsley House/Museum Grant - from S.C. County
4580	State Motor Vehicle in Lieu Tax
4581	State Homeowners Property Tax Relief - HOPTR
4582	Abandoned Vehicle Fees
4583	State Trailer Coach in Lieu Tax

CHART OF ACCOUNTS – REVENUES

Account Number	Description
4584	Reimbursements - Mandated Costs - from State
4585	Auto Burglary - SCC
4586	Off-highway Motor Vehicle License Fees - from State
4587	O.E.S. Disaster Reimbursement
4588	POST Reimbursements - from State
4609	Community Services - Museum Programs
4610	Ainsley House Rental
4611	Community Services - Museum Admission Fees
4612	Community Services - Classes
4613	Program Fees - Sports (R&CS)
4614	Program Fees - Aquatics (R&CS)
4615	Program Fees - Adult Classes (R&CS)
4616	Program Fees - Picnic Fees (R&CS)
4617	Program Fees - Day Camps (R&CS)
4618	Program Fees - Trips & Tours (R&CS)
4619	Program Fees - Youth Classes (R&CS)
4620	Program Fees - Pre-School (R&CS)
4621	Program Fees - Special Events (R&CS)
4622	Program Fees - Fitness (R&CS)
4623	Historical Calendar - Advertisements
4624	Homework Center
4625	Fund Raiser – Adult Services
4626	Program Fees – Adult Services
4630	Community Group Sponsor - Special Events
4631	Theater Revenue
4632	Theater Preservation Charge
4633	Facility Fee
4641	Membership Priority Partnership
4642	Theater Client Services
4643	Concession & Merchandise
4644	Theater Ticket Sales
4645	Sponsor / Program Advertising
4646	Theatre Program Ads
4652	Business License Application Fee

CHART OF ACCOUNTS – REVENUES

Account Number	Description
4660	Zoning Fees - General Plan Amendment, Zone Change, Text Amendment, Planned Dev. Permit, Use Permit, Architectural Approval, Special Dev. Permit, Variance, Sign Application, Sign Permit
4661	Microfilm Fees
4662	Nuisance Abatement Fees
4663	Rental Dispute Resolution Fees - Owners of Rental Property
4664	Dumpster Enclosures - Private Sources
4666	City Hall Accessibility
4667	Community Svcs. - Campbell Union High School District - Staff Hours Reimbursement
4668	Architectural Advisor Fee
4669	Storm Water Impact Fee
4670	General Plan Maintenance Fee
4671	Code Enforcement Fee
4690	Other Police Department Filing Fees - For live entertainment, massagists, bingo or other special licenses.
4691	Special Police Department Services - Extradition reimbursement, police reports, fingerprinting, impound fees, house moving permits, parking permits, evidence money, vehicle release, baseball cards, 911 phone line reimbursement.
4692	Hazardous Waste Clean-up.
4693	False Alarm Fees - Police Department
4694	Other Current Police Department Service Charges - Tear Gas Permits, Tow Truck Permits, etc.
4695	Administrative Fee - Parking Fines
4696	Expense Abatement: Police Security - Escorts & Security
4697	Paramedic Ambulance Fee
4698	DUI Cost Recovery - Police Department
4699	Cost Recovery - Police Department Towing Charges
4700	Booking Fees - Cost Recovery
4701	Cost Recovery - Public Works
4702	School District - S.R.O.
4703	Disaster Kits
4704	Court Liaison Services – Cost Recovery
4705	Contract Revenue
4720	Storm Water Fees - West Valley Sanitation
4721	Storm Drain Fees - Storm drainage area fee per acre.

CHART OF ACCOUNTS – REVENUES

Account Number	Description
4722	Engineering & Subdivision Filing Fees - Prelim. Environ., Impact Report Fee, Plan Exam. & Construction Inspection Fee, Tent. Parcel Map Filing Fee, Tent. Map Filing Fee, Final Parcel, Filing Fee, Final Tract Map Filing Fee, Vacation of Public Streets & Easements, Assessment Segregation or Reapportionment, Lot Line Adjustment Fee, Certificate of Compliance, Map Revisions to Map Co., Excavation Permits Application Fee, Excavation Permit Fee.
4723	Public Works - Special Projects - Reimbursement of special P.W. Services, i.e. (Trash cans, barricades, guide signs, "No Parking" signs etc.)
4724	Solid Waste Rate Fee - Green Valley Disposal
4725	Project Overhead Offset
4726	GIS Fees - From Other Municipalities
4727	Motor Pool Reimbursement
4728	Traffic Engineering Service Fees
4729	USA Marking Fees
4730	Metricom Encroachment Agreement
4731	Street Impact Fee – Construction Permits
7432	Street Impact Fee – Solid Waste
4750	RDA Administration Fees
4760	Sale of Maps & Publications - Copies of Maps, Plans & Specifications, Zoning Ordinances, Etc.
4810	Rental Income - Real Property - Long Term
4811	Donations to Theatre
4812	Donations to City - Historical Museum
4813	Donations to City - Senior Citizens Center
4814	Donations to City - Historic Preservation Board
4815	Donations to City - Ainsley Capital Campaign
4816	Donations to City - Senior Meals
4817	Donations to City - Miscellaneous
4818	Donations to City - Parks
4819	Rents & Leases - Short Term
4820	Donations - DARE Promotion
4840	PERS Surplus
4841	ABAG Insurance Refunds
4892	Asset Seizures - AANET
4920	Parkland Dedication Fee - Paid by Developers
4921	Project Revenues - Monies contributed by local governments & developers for capital projects; San Jose Water Works refund of Improvement Districts.
4922	AB-939 Recycling - Santa Clara County

CHART OF ACCOUNTS – REVENUES

Account Number	Description
4923	Reimbursement of Street Maintenance Costs
4950	Lease Revenue - Redevelopment Agency
4951	COP Debt Service Abatement - RDA
4960	Sale of Real or Personal Property - Auctions, Scrap Metal, Etc.
4961	Gain on Sale
4962	Insurance Claims Refunds - Monies received for restitution of damaged or stolen City property.
4963	Workers' Compensation Refunds
4964	Administrative Cost Allocation
4965	Other Revenue - Postage/UPS Fees; business license duplicates or name changes; commission from public telephone (City Hall/Community Center); employee phone charges; restroom machine; photocopy charges; subpoena fees; witness fees; jury duty (#4968 for mileage); monitoring of City Council tapes; candidate statements; service charge for NSF checks; etc.
4966	Principal Repayment
4967	Expense Abatement - Bus Tickets
4968	Expense Abatement - Miscellaneous; refund of extradition expenses; reimbursement of expenditures paid by city for third parties; C.I.I. fingerprinting charges; jury duty - mileage; COBRA Insurance Payments.
4969	Inspection Escrow - Santa Clara County
4970	West Valley Joint Powers Authority (JPA)
4971	Tree In-Lieu - Developers
4972	Use Fees - Campbell Unified School District
5001	Street Lighting Assessments - from Santa Clara County
5002	Special Assessments - Debt Service - from S.C. County & Title Co.
5003	Special Assessments - Construction
5101	User Fees - Motor Pool Equipment - Finance Department Only
5102	User Fees - Communication Equipment - Finance Department Only
5103	User Fees - Photocopy Equipment - Finance Department Only
5104	User Fees - IT Equipment - Finance Department. Only
5142	Premiums - Workers' Compensation Insurance - Finance Department.
5143	Premiums - Federal Unemployment Insurance - Finance Department. Only
5144	Premiums - LTD Insurance - Finance Department Only
6020	Sale of Bonds - Local Improvement District & G.O. Bonds
6021	Proceeds of Refunding Debt

CHART OF ACCOUNTS – REVENUES

Account Number	Description
6022	Redevelopment Agency Bonds
6040	Loan Proceeds
6070	Cash Over/Short
6090	Beginning Fund Balance - Operating
6091	Beginning Fund Balance – Capital
6899	Operating Transfers-In
6999	Capital Transfers-In

CHART OF ACCOUNTS – EXPENDITURES

Account Number	Description
7001	**Personnel – Regular** Includes charges for Regular Salaries only.
7002	**Personnel - Temporary** Includes all Temporary Salaries such as part-time employees, crossing guards, vacation and sick leave substitutes.
7003	**Personnel - Overtime** Charges for all overtime earned.
7005	**Personnel – POST Pay** Includes payroll charges for special payment to Police Officers who have obtained the POST certificate.
7006	**Vacation Pay** Used only for allocation of Vacation Pay.
7007	**Sick Leave Pay** Used only for allocation of Sick Leave Pay.
7008	**FLSA Overtime** Used only for allocation of overtime related to FLSA regulations.
7103	**Personnel - Holiday Pay** Includes amounts paid to Public Safety Employees who receive an allowance in lieu of receiving time off on holidays.
7104	**Meal Allowance** Includes amounts paid to regular employees as an allowance for extensive overtime performed.
7105	**Uniform Allowance** Includes amounts paid directly to employees as an allowance for special uniforms or clothing.
7106	**Retirement** Includes City's expense for Public Employees' Retirement System.
7107	**Dental Insurance** Includes City's expense for Group Dental Insurance Plan.
7108	**Group Health Insurance** Includes City's expense for Group Health Insurance Plan.
7109	**Group Life Insurance** Includes City's expense for Group Life Insurance Plan.

CHART OF ACCOUNTS – EXPENDITURES

Account Number	Description
7110	**Workers' Compensation Insurance** Includes charges for Workers' Compensation Insurance from City's Self-Insurance Program.
7111	**Unemployment Insurance** Includes charges for Unemployment Insurance from City's Self-Insurance Program.
7112	**Group Disability Insurance** Includes City's expense for Group Disability Insurance Plan.
7113	**Medicare** Includes City's expense for Medicare coverage for new employees.
7114	**Auto Allowance** Includes City's expense for automobile allowance for management staff.
7115	**Cell Phone Allowance** Includes City's expense for cell phone stipends
7118	**Other Benefits Pay** Used for other benefits not outlined in any of the other accounts.
7119	**Social Security** City's contribution for social security benefits for temporary or extra help employees.
7120	**Terminating Sick Pay** Payment of unused sick leave for employees terminating employment.
7121	**Terminating Compensation/Vacation Pay** Payment of unused compensation time earned and unused vacation leave for employees terminating employment.
7122	**Deferred Compensation Distribution** Provide for employee contributions to deferred compensation plan.
7123	**Voluntary Separation Incentive Program** Employee voluntary separation benefits
7130	**Project Overhead Cost** Accounts for overhead costs relating to various capital projects.
7299	**Cash Register Shortages and Overages** Accounts for cash register discrepancies, wrong account codes, etc.

CHART OF ACCOUNTS – EXPENDITURES

Account Number	Description
7319	**Benefits - Capital Projects** To allocate payroll benefits to capital projects.
7420	**Utilities** Includes expenses for gas, electricity, water and waste disposal service.
7421	**Communications** Includes telephone, telegraph and teletype services; i.e., SLETS, APD, CJIC, Hot Lines, etc.
7422	**Advertising** Includes promotional and legal advertising in newspapers, magazines, and other media. Does not include election advertising. Election advertising is included in Election Expense Account #7436.
7423	**Clothing and Personal Expense** Includes purchase or rental of badges, goggles, helmets, raincoats, etc. Also includes expenses for damages to employees uniforms or personal property.
7424	**Office Expense** Includes office supplies, postage, mailing and courier services, printing, maps, publications, annual reports, blueprints, forms and any other office related expense. Includes office furniture and equipment costing less than $5,000.
7425	**Minor Tools & Equipment** Includes expense for minor equipment and tools costing less than $5,000.
7426	**Administrative Cost Allocation** Allocation of indirect cost administration as calculated in a City-wide cost allocation plan.
7427	**Special Departmental Expense** Includes supplies or expenses for which an account has not otherwise been provided, i.e., ammunition, athletic supplies, employee recognition, fire extinguishers, fingerprinting supplies, etc.
7428	**Maintenance of Buildings, Structures and Grounds** Includes expenses incurred in Maintenance of Buildings, Structures, and Grounds. Includes street maintenance and supplies, i.e., asphalt, oil, etc. Does not included rental of property nor purchase of tools for maintenance purposes.

CHART OF ACCOUNTS – EXPENDITURES

Account Number	Description
7429	**Maintenance and Operation of Equipment** Includes maintenance and operational costs of City controlled equipment, including charges billed by other governmental agencies for repairs, and maintenance of communications equipment. Does not include rentals on leased equipment nor purchase of tools for maintenance purposes. **NOTE: Vehicle maintenance expenditures are charged to the Vehicle Pool account only.**
7430	**Professional and Specialized Services** Includes services rendered by outside parties whether on a fee for service or retainer basis, the type rendered by professionals and consultants; legal, engineering, administrative, architectural, actuarial, data processing, auditing, physical examinations, investigative services, prisoner housing, and similar services.
7431	**Promotional Expense** Includes expenses to Chamber of Commerce and other costs relating to promoting the City.
7432	**Other Contractual Services** Includes general contracts for recurring services for such expenses as animal control, weed abatement, etc. Also includes Social Service Grants, etc.
7433	**Insurance and Surety Bonds** Includes expenses for insurance premiums for other than group health and life insurance.
7434	**Membership, Dues, Books, Etc.** Includes expenses for membership and dues to organizations, state codes, books, subscriptions, etc.
7435	**Travel, Conferences and Meetings** Includes reimbursements for meals, lodging, conference registrations, air fares, private car use, luncheon and dinner meetings which are included in Expense Account #7437. DOES NOT include expenses for seminars or other staff related development.
7436	**Election Expense** Expenses of conducting an election, including payments to election officers, election advertising, etc.
7437	**Staff Development** Includes expenses for special seminars, staff training and reimbursements for education expenses. (See also #7435.)

CHART OF ACCOUNTS – EXPENDITURES

Account Number	Description
7438	**Other Charges** Includes court costs, judgments, taxes and other expenses not classified elsewhere.
7439	**Bad Debts** To charge for write-off of un-collectible accounts receivable.
7440	**Fees Paid to State** Includes fees charged by State of California for fuel tank storage.
7441	**Special Community Services** Includes charges of various kinds relating to special projects such as bus charter expenses, picnic supplies, etc.
7442	**Insurance Claims Expense** Includes charges relating to payment of claims made against the City; such as general liability claims, worker's compensation claims, damage to property claims, including costs associated with the investigation and evaluation of claims against the City.
7443	**Miscellaneous Expense Abatement** Expense account to charge and abate for refunds of various revenue.
7444	**Depreciation** To allocate depreciation for Internal Service Program.
7445	**COBRA Insurance** Includes charges for health and dental insurance for retirees and former employees.
7446	**HCD Bank Service Charges** Banking service charges for Housing and Community Development bank accounts.
7447	**Housing Loans and Grants** To expense housing rehabilitation loans, grants, and to expense RDA and 20% Housing Assistance Programs.
7448	**Other Interest Expense** Interest paid on obligations other than debt service interest payments. Includes interest paid on refundable deposits.
7449	**Rehab Loans** Rehabilitation loans extended to homeowners eligible to participate under the federal CDBG Block Grant awards administered through a sub-grant from the county.

CHART OF ACCOUNTS – EXPENDITURES

Account Number	Description
7450	**Prisoner Booking Fees** City's share of the booking costs incurred by the county in administering prisoners.
7451	**Loss on Sale of Equipment** The excess of the net book value (original cost less accumulated depreciation) over the proceeds of sales of capitalized equipment.
7452	**Expense for Future Claims** To be used for claims such as sidewalk injuries, complaints, or law suits.
7453	**Donation Expense - Supplies and Services** Used for supplies and/or services donate to charities.
7549	**User Charges - Communications System** Used for inter-departmental charges for allocating the cost of using Communications services provided by the Police Department.
7550	**User Charges - City - Owned Vehicle Pool Euipment** Used to allocate to the various programs the costs for the use of City-owned vehicle pool equipment. This includes vehicles, street maintenance equipment, etc. (See Account #7549 for allocation of Police Communications to Police and Public Works programs.)
7551	**User Charges - Information Technology** Used to allocate charges to the various programs the cost of using of computer equipment and services provided by the IT Division.
7552	**Annual Lease Payment** City lease payment to Redevelopment Agency for Certificates of Participation.
7625	**Retiree Health Rebate** Reimbursement of a portion of medical program for retirees.
7626	**Retiree Health Pre-Funding** Annual required contribution for OPEB Plan per actuarial study.
7662	**Refundable Deposits** Expense account to charge and abate for refunds of performance deposits.
7663	**Activity Refunds** Expense account to charge and abate for refunds of Recreation & Community Services fees and revenues.

Account Number	Description
7664	**Security Abatement** Expense account to charge and abate for payment of security fees earned by police officers.
7665	**Donation Expenditure - Cash** Expense account to charge for the cash donated to charities.
7666	**Refunds – Community Center** Expense account to charge and abate for refunds of fees received at the Community Center.
7667	**Senior Center Refunds** Expense account to charge and abate for refunds of fees received at the Senior Center.
7668	**Change in Accrued Workers' Compensation Loss** Expense account to charge at year-end when there is an increase in Workers' Compensation Accrual.
7669	**Reimbursable Workers' Compensation Expense** Expense account to charge when claims costs exceeding self-insured retention limits.
7774	**Bond Issuance Costs** Includes costs associated with bond issuance such as underwriters' charge, legal fee, publication fee, etc.
7775	**Principal Payment** Includes expenditures to retire principal maturity on bonds.
7776	**Interest Expense** Includes expense incurred to retire interest maturity on bonds.
7777	**Paying Agent Fees** Includes service charges of bank as Paying Agent for bonds, premiums on bond calls, etc.
7778	**Discount** To charge for discounts paid in sale of bonds, etc.
7779	**Payment to Escrow** Includes payment related to refunding or defeasing of long-term debt.
7880	**Land** Includes the cost of acquiring in-fee land to be used for purposes other than right of way.

CHART OF ACCOUNTS – EXPENDITURES

Account Number	Description
7881	**Rights-of-Way** Includes the acquisition of easements and land acquired for street or other rights-of-way.
7882	**Buildings** Includes expenditures for the acquisition of or the construction, alteration, or other improvements made to city buildings. Equipment not a part of the building must be charged to Account #7884.
7883	**Improvements Other Than Buildings** Includes expenditures for the acquisition of or the construction, alteration, or other improvements to other than buildings.
7884	**Machinery and Equipment** Includes expenditures for furniture, machinery and other equipment, with a unit cost, including tax and delivery, exceeding $5,000.
7885	**Street Maintenance Reserve** This account budgets for additions to the reserve fund used primarily for street related capital projects.
7886	**Communication Equipment Reserve** Account used to increase reserve for replacement of communications equipment.
9899	**Operating Transfers Out** Allows for operating transfers between funds.
9999	**Capital Transfers Out** Account to be used for funding Capital Improvement Projects.

GLOSSARY OF ACRONYMS

Acronym	Description
AAM	American Association of Museums
ABAG	Association of Bay Area Governments
ADA	American Disabilities Act
AELE	Americans for Law Enforcement
AFIS	Automated Fingerprint Identification System
AICP	American Institute of Certified Planners
AMA	American Museum Association
AOT	Advanced Officer Training
A/P	Accounts Payable
APA	American Payroll Association
APA	American Planning Association
APC	Armored Personnel Carrier
APWA	American Public Works Association
A/R	Accounts Receivable
ARK	Ark
ARRA	Asphalt Recycling & Reclaiming Association
ASCAP	American Society of Composers, Authors & Performers
ASIS	American Society for Industrial Security
ATAP	Association of Threat Assessment Professionals
AT & T	American Telephone & Telegraph
AWS	Automated Warrant System
BAAQMD	Bay Area Air Quality Management District
BCS	Budget correction Strategy
BFB	Beginning Fund Balance
BOMA	Building Owners Managers Association
BVP	Bulletproof Vest Program
CABO	Certified Association of Building Officials
CAD	Computer Aided Dispatch
CAFR	Comprehensive Annual Financial Report
CAHN	California Association of Hostage Negotiators
CALPELRA	California Public Employers Labor Relations Association
CAPE	California Association of Property & Evidence
CAPIO	California Association of Public Information Officers
CBO	City Building Official
CATO	California Association of Tactical Officers
CCUG	California CLETS Users Group
CDBG	Community Development Block Grant

GLOSSARY OF ACRONYMS

Acronym	Description
CERT	Community Emergency Response Team
CESA	California Emergency Services Association
CEQA	California Environmental Quality Act
CFCIA	California Finance Crimes Investigation Association
CHIA	California Homicide Investigators Association
CHP	California Highway Patrol
CIP	Capital Improvement Plan
CIPR	Capital Improvement Plan Reserve
CJIC	Criminal Justice Information Control
CLEARS	California Law Enforcement Association of Records Supervisor
CLETEP	California Law Enforcement Technology Equipment Purchase
CLETS	California Law Enforcement Telecommunication System
CMA	Congestion Management Association
CMEA	Campbell Municipal Employees Association
CMP	Congestion Management Program
CMTA	California Municipal Treasurers Association
CNOA	California Narcotics Officers Association
CNT	Crisis Negotiation Team
COP	Certificates of Participation
CPCEA	Campbell Police Civilian Employees Association
CPOA	California Police Officers Association
CPR	Cardio Pulmonary Resuscitation
CPRS	California Parks & Recreation Society
CPT	Continued Professional Training
CRA	California Redevelopment Association
CSAIA	California Sexual Assault Investigation Association
CSMFO	California Society of Municipal Finance Officers
CSO	Community Service Officer
CSRT	Crime Scene Response Team
CUHSD	Campbell Union High School District
CUSD	Campbell Union School District
CWSA	California Warrant Specialist Association
DA	District Attorney
DARE	Drug Abuse Resistance Education
DCBA	Downtown Campbell Business Association
DDA	Disposition Development Agreement
DDLA	Disposition Development & Loan Agreement

GLOSSARY OF ACRONYMS

Acronym	Description
DNA	Deoxyribonucleic Acid
DOIR	Department of Industrial Relations
DRC	Development Review Committee
DUI	Driving Under the Influence of Drugs or Alcohol
EBS	Employee Benefit Specialists
ECOMM	Emergency Communications
EIR	Environmental Impact Report
EMPG	Emergency Management Performance Grant
EOC	Emergency Operations Center
EOS	Employer & Occupational Services
ERAF	Educational Revenue Augmentation Fund
ESGR	Employer Support for Guard and Reserve
ESO	Economic Social Opportunities
ESRI	Environmental Systems Research Institute, Inc.
EVOC	Emergency Vehicle Operations Course
FBI	Federal Bureau of Investigation
FOCUS	Focusing Our Vision
FTK	Forensic Took Kit
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principals
GASB	Government Accounting Standards Board
GF	General Fund
GFOA	Government Finance Officers Association
GIS	Geographical Information Systems
GL	General Ledger
GPS	Global Positioning System
GTS	Government Tech Series Software
HCD	Housing & Community Development
HDC	Historic Downtown Campbell
HDDTA	High Density Drug Trafficking Area
HSIP	Highway Safety Improvement Program
HPB	Historic Preservation Board
HR	Human Resources
HVAC	Heating Ventilation Air Conditioning`
ID	Identification
IAPE	International Association of Property & Evidence
ICC	International Code Council

GLOSSARY OF ACRONYMS

Acronym	Description
ICMA	International City Management Association
ICS	Incident Command System
IIPP	Injury/Illness Prevention Program
IMLA	International Municipal Lawyer's Association
IMSA	International Municipal Signal Association
IMIU	Information Management Interface Unit
ISU	Investigative Services Unit
IT	Information Technologies (Previously Referred to as MIS)
ITE	Institute of Transportation Engineering
ITS	Intelligent Transportation Systems
IVR	Interactive Voice Response System
JAG	Justice Assistance Grant
LAFCO	Local Agency Formation Commission
LAIF	Local Agency Investment Fund
LCC	League of California Cities
LEEC	Law Enforcement Executive Council
LED	Light Emitting Diodes
LID	Local Improvement District
LLD	Lighting & Landscape District
LLEBG	Local Law Enforcement Block Grant
MAC	Moves, Adds & Changes
MAIT	Major Accident Investigation Team
MERGE	Mobile Emergency Response Group & Equipment
MIC	Millmen and Industrial Carpenters
MIS	Management Information Systems (Now Referred to as IT)
MISAC	Municipal Information Systems Association of California
MMANC	Municipal Management Assistants Northern California
MSI	Message Switch Interface
MOU	Memorandum of Understanding
MTBE	Methyl Tertiary Butyl Ether
MTC	Metropolitan Transportation Commission
MTEP	Management Talent Exchange Program
NAFTO	National Association of Field Training Officers
NEMA	National Electrical Manufacturers Association
NPDES	National Pollution Discharge Elimination System
NOCA	North of Campbell Avenue
NRPA	National Recreation Parks Association

GLOSSARY OF ACRONYMS

Acronym	Description
NTOA	National Tactical Officers Association
NTMP	Neighborhood Traffic Management Plan
OC	Oleoresin Capsicum
OCBH	Orchard City Banquet Hall
OPEB	Other Post-Employment Benefits
OTS	Office of Traffic Safety
PARS	Public Agency Retirement System
PAS	Passive Alcohol Sensor
PCI	Pavement Condition Index
PDA	Priority Development Area
PEP	Personal Emergency Preparedness
PERS	Public Employees' Retirement System
PG&E	Pacific Gas and Electric
POA	Police Officers' Association
POST	Peace Officers Training Standards
PPE	Personal Protective Equipment
PPT	Permanent Part-Time
PSA	Public Safety Assistant
PW	Public Works
R&CS	Recreation & Community Services
RDA	Redevelopment Agency
RFP	Request for Proposal
RMS	Records Management Systems
RSS	Real Simple Syndication
RWQCB	Regional Water Quality Control Board
SAN	Storage Area Network
SANCRA	Sports Association of Northern California Recreation Agencies
SARC	Site & Architectural Review Committee
SCBA	Self-Contained Breathing Apparatus
SCC	Santa Clara County
SCCCA	Santa Clara County Cities Association
SCCAPO	Santa Clara County Association of Planning Officials
SCCATO	Santa Clara County Association of Training Officers
SCCFD	Santa Clara County Fire Department
SCCSET	Santa Clara County Special Enforcement Team
SCVIU	Santa Clara Valley Intelligence Unit
SCVWD	Santa Clara Valley Water District

GLOSSARY OF ACRONYMS

Acronym	Description
SLETS	Sheriff's Law Enforcement Telecommunication System
SIR	Self Insured Retention
SOCA	South of Campbell Avenue
SSD	Special Services Division
SV-ITS	Silicon Valley-Intelligent Transportation Systems
SVACA	Silicon Valley Animal Control Authority
SVMG	Silicon Valley Manufacturing Group
SVRIP	Silicon Valley Regional Interoperability Project
SWAT	Special Weapons & Tactics
TABS	Tax Allocation Bonds
TBD	To Be Determined
TMS	Training Manager System
TOT	Transient Occupancy Tax
TRAK	Technology to Recover Abducted Kids
TRB	Transportation Resources Board
UPS	Uninterruptible Power Supply
URL	Uniform Resource Locator
URM	Un-reinforced Masonry
VC	Vehicle Codes
VMC	Valley Medical Center
VPN	Virtual Private Network
VTA	Valley Transportation Authority
WAMA	Western American Museum Association
WMD	Weapons of Mass Destruction
WWW	World Wide Web

GLOSSARY OF BUDGET TERMS

ACCRUAL BASIS OF ACCOUNTING – A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

ADOPTION - Formal action by the City Council which sets the spending limits for the fiscal year. The City's budget is adopted by Council resolution.

APPROPRIATION - Through an appropriation, the City Council legally authorizes the City to spend money and to incur obligations for specific purposes. Budgetary/operating fund appropriations lapse at the end of each fiscal year. Non-operating fund appropriations, on the other hand, continue in force until fully expended or until the City has accomplished or abandoned the purpose for which the Council granted the funds. Spending cannot exceed the level of appropriation without the Council's approval. Campbell's budget is appropriated at the total City and total RDA level but, for control purposes is accounted for at the line-item level.

ASSESSED VALUATION - A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, assessed value is established by the County Assessor for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization. Under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 100% of full value. Proposition 13 also modified the value of real taxable property for fiscal 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change of ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal.

AUDIT - Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the City's Financial Statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

BONDS - A bond is a written promise to pay a specified sum of money (called the face value or principle amount) at a specified date or dates in the future (called the maturity date) together with period interest at a specified rate.

BUDGET - As the City's financial operating plan for the fiscal year, the budget displays the estimated expenditures (costs) for providing services and the estimated sources of revenue (income) to pay for them. Once the City Council adopts the budget, the total becomes the maximum spending limit. Campbell's budget encompasses fiscal year (July 1, through June 30).

GLOSSARY OF BUDGET TERMS

BUDGET AMENDMENT - The Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption. The City Manager has the authority to approve administrative adjustments to the budget as outlined in the Financial and Administrative Policies set by Council.

BUDGET DOCUMENT - The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. Campbell's budget consists of two documents. The Budget contains a budget message to the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The document consists of detailed schedules supporting the summary pages. These schedules show, in detail, the information as to the past years' actual revenues, expenditures, and other data used in determining the estimates. In addition to the budget document, the appropriation resolution is necessary to put the budget into effect.

BUDGET MESSAGE - Included in the opening section of the budget, the Budget Message provides the Council and the Public with a general summary of the most important aspects of the budget, comparative data from previous fiscal years, goals and objectives, and the views and recommendations of the City Manager.

BUDGET POLICIES - General and specific guidelines adopted by the Council that govern the financial plan's preparation and administration.

CAPITAL IMPROVEMENT PLAN (CIP)- The plan or schedule of expenditures for major construction of roads, sidewalks, City facilities and/or park improvements and for the purchase of equipment. Campbell's CIP follows a seven-year schedule and includes projects which cost $25,000 or more to complete. Although the City adopts the CIP budget in a process which is separate from the adoption of the budget, the budget incorporates the first two years of the seven-year CIP.

CONTINGENCY - A reserve set aside for emergency or unanticipated appropriations.

DEBT INSTRUMENT - Methods of borrowing funds, including General Obligation (G.O.) bonds, revenue bonds, lease/purchase agreements, lease-revenue bonds, tax allocation bonds, Certificates of Participation (COPs), and assessment district bonds (LIDs). (See Bonds.)

DEBT SERVICE - Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, or Certificates of Participation (COP's).

DEBT SERVICE FUNDS - Are used to account for the accumulation of resources and the payment of, principal and interest on the City's bonds, Certificates of Participation (C.O.P.), and other long-term obligations.

GLOSSARY OF BUDGET TERMS

DEPARTMENT - A major organizational unit of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area. In Campbell, Department Heads are the chief administrators within a department. Program Managers typically report to either the Department Head or his/her assistant.

EMPLOYEE SERVICES - A budget category which generally accounts for salaries of full-time and temporary employees, overtime expenses, and all employee benefits, such as medical, dental, and retirement.

ENCUMBRANCES - Commitments against an approved budget for unperformed (executory) contracts for goods or services. They cease to be encumbrances when the obligations are paid or otherwise terminated.

EXPENDITURE - The outflow of funds paid or to be paid for an asset obtained or goods and services obtained. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended. (See Encumbrances.)

FISCAL YEAR - The period designated by the City for the beginning and ending of financial transactions. The fiscal year begins July 1 and ends June 30.

FIXED ASSETS - Non-consumable assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The city has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of $500.

FULL-TIME EQUIVALENTS (FTE) - The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year. Full-time employees are paid for 2,080 hours in a year equating 1.0 FTE. Correspondingly, a part-time employee who worked 1,040 hours would equate to 0.5 FTE. Elected positions are budgeted, however, are not included in net FTE totals.

FUND - Municipal governments organize and operate their accounting systems on a fund basis. The formal definition of the fund is an independent financial and accounting entity with a self-balancing set of accounts in which cities record financial transactions relating to revenues, expenditures, assets and liabilities. Each fund has a budget with exception of the General Fund (which accounts for general purpose actions and has unrestricted revenue sources). Each remaining fund typically has a unique funding source and purpose. Establishing funds enables the City to account for the use of restricted revenue sources and carry on specific activities or pursue specific objectives.

FUND BALANCE - Fund balance is the excess of assets over liabilities, and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses.

GLOSSARY OF BUDGET TERMS

GAAP - (Generally Accepted Accounting Principles) - Both industry and governments use Generally Accepted Accounting Principles as standards for accounting and reporting financial activity. The Governmental Accounting Standards Board (GASB) is the primary source of governmental GAAP.

GENERAL FUND - The primary operating fund of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. With the exception of subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose.

GENERAL OBLIGATION BONDS - Bonds for which the City pledges its full faith and credit for repayment. Debt Service is paid from property tax revenue levied (in the case of voter-approved bonds) or other general revenue.

GOAL - A statement of broad direction, purpose, or intent. In Campbell's budget, goals are synonymous with mission statements.

GRANT - External contributions, and/or gifts of cash, or other assets typically from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is Community Development Block Grant funding from the Federal Government.

INTERFUND TRANSFERS - When the City moves money between its various funds, it makes an interfund transfer, referred to as transfers-in and transfers-out. In aggregate, transfers in and out offset each other for the fiscal year.

INTERNAL SERVICE FUNDS - Are used to finance and account for goods and/or services provided by one City department to other City departments on a cost reimbursement basis.

LID - In a Local Improvement District (LID), the City makes special assessments against certain properties to defray part or all of the cost of a specific improvement or service, which it deems, will primarily benefit the subject properties. The assessments are levied on the property tax roll and are paid in full or in installments over a set period of time.

LINE-ITEM BUDGET - A budget that lists detailed expenditure categories (salaries & benefits, office supplies, travel, dues, rents, etc.) separately, along with the amount budgeted for each specified category. The Summary Budget reflects the program rather than line-item budgets. The Detail Budget reflects the line-item detail. In Campbell, the line-item level is the level of accountability in a fiscal year.

MODIFIED ACCRUAL BASIS OF ACCOUNTING – Basis of accounting according to which (a) revenues are recognized in the accounting period in which they have become available and measurable and (b) expenditures are recognized in the

accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

MUNICIPAL CODE - A book that codifies the City Council approved ordinances currently in effect. The Code defines City policy with respect to all areas of municipal jurisdictions and administration.

NON-DEPARTMENTAL - This department has the sole purpose of accounting for all expenditures that the City cannot specifically designate to any operating department within the General Fund. Examples of expenses include shared paper products and contracts with outside agencies, etc.

NON-OPERATING BUDGET - The non-operating budget contains non-operating funds which the City uses to finance projects with limited objectives and/or finite life spans. These budgets do not lapse at year end and are carried forward from year to year until the monies are fully expended or their purposes are accomplished or abandoned. As a matter of practice, Campbell budgets for all non-operating funds. The non-operating portion of the budget typically accounts for debts, reserves and capital projects funds.

OBJECTIVE - A statement of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program or service level.

OBJECTS OF EXPENDITURE - The individual expenditure accounts used to record each type of expenditure incurred in City operations. For budgeting purposes, objects of expenditure are categorized into groups of similar types of expenditures called major objects or types of expenditure. The major objects of expenditure used in the budget are:

Employee Services - Salaries and benefits paid to City employees (permanent and temporary).

Supplies and Other Services - Office supplies; travel and related expenses; rents; contractual services; and memberships, dues and books.
Debt Service - Payments of principal and interest on debt instruments.

Capital Outlay - The purchase of non-consumable assets that exceed the capitalization limit of $500 and that are expected to have a useful life of more than one year. These would include furniture, fixtures, machinery and equipment.

Transfers - (See Interfund Transfers)

GLOSSARY OF BUDGET TERMS

ORDINANCE - A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An Ordinance has a higher legal standing than a Resolution and is typically codified in a city's municipal code.

OPERATING BUDGET - The operating budget provides a plan for current expenditures and the proposed means of financing them. In a broader sense, the annual operating budget is a statement of what services the municipality will deliver to its citizens.

PERS - The State of California's Public Employee's Retirement System (PERS) for the City's employees.

PROGRAM - As subdivisions of departments, programs are budgetary or organizational units of government with limited sets of work responsibilities within their respective departments. Programs also serve to increase budgetary accountability. Campbell's budget is compiled on a program basis, each with an identified program manager.

PROGRAM PRIORITIZATION SERVICE LEVEL (PPSL) - The process used to evaluate all programs and service levels within the City for the purpose of prioritizing budgetary appropriations.

RESERVE - An account which the City uses either to set aside revenues that it does not need to spend in the current fiscal year or to earmark revenues for a specific future purpose. Reserves are typically established and budgeted through Council policy action.

RESOLUTION - A special order of the City Council which has a lower legal standing than an ordinance.

RESOURCES - Total amounts available for appropriation including estimated revenues, interfund transfers, and beginning fund balances.

REVENUE - Sources of income which the City receives during a fiscal year. Examples of revenue include taxes, intergovernmental grants, charges for services, resources forward from the prior year, operating transfers from other funds, and other financing sources such as the proceeds derived from the sale of fixed assets.

SPECIAL REVENUE FUNDS - Are those which have been created in accordance with the requirements of State and Federal statutes or which require that the funds be used only for specific purposes.

SERVICE LEVEL ENHANCEMENTS - Capital equipment or programs which the City departments add to their basic budget to enhance the quality and/or quantity of service they provide the public.

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