City of Campbell, CA
FY 2022 Operating Budget and 2022 - 2026 Capital Improvement Plan (CIP)



Adopted version

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BUDGET INTRODUCTION

City Manager Transmittal Letter

July 1, 2021

Honorable Mayor, Vice-Mayor, City Councilmembers, and the Campbell Community:

I am pleased to present the **Adopted Fiscal Year (FY) 2022 Operating Budget and 2022 - 2026 Five-Year Capital Improvement Plan (CIP)**. The Operating Budget and CIP serve as a policy document, a financial plan, a communication's device, and an operation's guide; reflecting the policies, goals, programs and service priorities and values of the City Council and the Campbell community. It was developed based on regular discussions and study sessions with the City Council over the last fiscal year as the City sought to address the significant fiscal impacts caused by the COVID-19 pandemic. It is also based on professional recommendations made by each member of the Executive Team.

BUDGET DEVELOPMENT PROCESS

As shown in the FY 2022 Budget Development Calendar, which is located in the ***"Reference Materials"*** section of this book, the budget development process began in December 2020 with collaborative discussions amongst departments on prioritization and mid-year corrective strategies given the persistent fiscal impacts of the pandemic. As a result of those discussions, on ***January 19***, staff provided Council with a ***Preliminary Recommended Prioritization Process for Mid-Year Adjustments***. This methodology sought to identify all primary services within each department and budget unit and prioritize them as either essential, important, or desirable. For reference, staff prioritized services based on the objective criteria listed below as well as day-to-day operational knowledge of each service area:

- **Priority I – Essential Services (Required)**
  - Required by law, mandate, or ballot measure
  - Satisfies a requirement of an outside regulatory body
  - Satisfies a contractual or debt obligation that cannot be modified
  - Addresses public safety, health, and/or welfare at required level of service
  - Is an internal service necessary to maintain essential City operations without interruption

- **Priority II – Important Services (Recommended)**
  - Adheres to a City Policy (e.g., CMC, General Plan, Council Policies, Administrative Policies, etc.)
  - Currently generates positive City Revenue or is Cost Neutral [Revenue (-) Cost of Service]
  - Leverages available state and/or federal funding (e.g., grant matching)
  - Minimizes current or future operating & maintenance costs, risks, and liabilities; protects City assets
  - Advances an approved capital project currently underway, but not yet completed

- **Priority III – Desirable Services (If Resources Available)**
  - Advances Workplan Item, Performance Metric, Strategic Plan, Values, Vision, and/or Mission
  - Normally generates positive City Revenue or is Cost Neutral, but not currently
  - Advances an approved capital project not yet started, but planned in the five-year CIP
  - Addresses any other identified community priority, need, and/or request
  - Provides an enhanced level of service over what is required

While this was not meant to be a perfect and absolute methodology and is subject to further discussion with Council and refinement in the manner it is applied to service areas, staff felt that it could provide an objective framework for budgetary discussions now and into the future. As shown, Priority I criteria are largely external factors such as legal obligations set by outside bodies that the City has little to no control over. Priority II criteria are largely internal factors such as City policy that could be modified by Council action should change be needed. And Priority III criteria are largely internal factors such as Work Plan initiatives, which are desirable, but could also be modified by Council action should fiscal resources not be available.

Using the prioritization methodology discussed above as a starting point, on ***February 16***, staff presented the ***FY 2021 Mid-Year Financial Update and Recommended Budget Adjustments*** to address a projected $7.5 million revenue shortfall and a combined **$7.6 million** General Fund operating deficit in FY 2021; caused solely by the persistent fiscal impacts of the pandemic. Council did not formally approve staff's recommended actions at that meeting, but instead requested additional information and discussion. Thus, on ***March 16***, staff provided a follow up report to Council and sought approval on a number of ***Revised Mid-Year Corrective Strategies for FY 2021***. Council unanimously approved each of staff's recommendations via the following resolutions:

- **Resolution # 12687** - Authorized a mid-year budget adjustment to reflect changes in projected General Fund revenues for FY 2021
- **Resolution # 12688** - Authorized a mid-year budget adjustment to reflect new and extended vacancy freezes and temporary staff reductions for FY 2021
- **Resolution # 12689** - Authorized a mid-year budget adjustment to reflect other proposed departmental reductions for FY 2021
- **Resolution # 12690** - Authorized a mid-year budget adjustment to reflect consensus area reductions for FY 2021 based on the Council meeting of February 16, 2021
- **Resolution # 12691** - Authorized a mid-year budget adjustment to reflect miscellaneous and other necessary adjustments for FY 2021

As a result of the approved mid-year corrective actions, which also factored in a then estimated **$3.93 million** of "American Rescue Plan Act" (ARPA) funding expected to be received by June 30, 2021 (FY 2021), a revised March 16 projected General Fund operating deficit of $7.2 million in FY 2021 became a projected General Fund operating surplus of approximately **$714,000** in FY 2021. A summary of all approved mid-year corrective actions is shown in ***Table 1*** below:

Table 1 – Summary of FY 2021 Approved Mid-Year Budget Adjustments

Estimated General Fund Operating Deficit [1]	($7,241,016)
Recommended Action	
Use of ARPA Federal Assistance (1st Payment)	$3,933,309
Transfer Excess Worker's Compensation	1,077,138
Transfer Excess Corporation Yard Sale Proceeds	749,151
Transfer Excess CIP Project Funds	37,932
Transfer of Recreation Donation Fund (794)	154,770
CPOA/CPCEA Net Savings	87,756
Reduction in Required OPEB Contribution	200,000
Anticipated COVID-19 Related Savings	250,000
RCS Program Reductions (Non-Perm Staffing)	942,508
Public Works Reductions (Non-Perm Staffing)	182,000
Legal Services Reductions (Non-Perm Staffing)	28,172
Community Dev Reductions (Non-Perm Staffing)	52,600
Net Additional Vacancy Savings [2]	259,325
TOTAL Recommended Actions	**$7,954,661**
Remaining Operating (Deficit)/Surplus	**$713,645**

(1) - Previously $7.6 million at the February 16 Council meeting, but due to better than expected actual revenues by $400,000, it was revised down to $7.2 million at the March 16 Council meeting.
(2) - After backing out 2% Vacancy Savings of $780,000 Already in FY 2021 Adopted Budget.

Please note that approved mid-year corrective actions did not require a drawdown of General Fund reserves or a Reduction in Force (RIF) of existing City employees in FY 2021. Additionally, in regard to ARPA funding, as of March 16, the City was expected to receive **$7.87 million** in total over two fiscal years, with the second payment of **$3.93 million** expected to be received by June 30, 2022 (FY 2022). However, on June 4, the California State Department of Finance (DOF) released ARPA funding figures for Campbell at **$9,997,774**[1]; $2.1 million higher than original estimates provided to the City in March 2021. Thus, staff has made adjustments to FY 2021 Year-End Estimates, the FY 2022 Operating Budget, and the Long-Range Financial Forecast and now expects the City to receive equal payments of **$4,998,887** in FY 2021 and FY 2022; $1.07 higher than originally expected in both fiscal years. For reference, since Campbell's population is less than 50,000, it is considered a

Non-Entitlement Unit (NEU) or Small city by the US Treasury Department and all ARPA funding is first sent to the State DOF before being distributed to NEUs. Funding for all NEUs was capped at $19.53 billion in the ARPA. All cities with populations over 50,000 are considered Entitlement Units or Metro cities that receive their ARPA funding directly from the US Treasury Department. Funding for all Metro cities was capped at $44.7 billion in the ARPA. And when original estimates were generated by the Congressional House Oversight Committee in March, several Metro cities were accidentally included in the NEU calculations. Thus, once corrected, ARPA allocations increased for most NEUs in California.

While higher ARPA funding for Campbell is certainly welcome news, staff would like to reiterate that this is ***one-time*** money that can be used to offset actual and anticipated City revenue losses due to the pandemic and must be committed in full by December 31, 2024 and spent by December 31, 2026. Thus, staff continues to advise that it would not be fiscally prudent to program these one-time monies to increase long-term operational costs and is not recommending their use for such purposes. Council though approved that these monies be used to partially bridge budget deficits that would have existed in FY 2021 and FY 2022 absent this funding. So as to ensure long-term fiscal stability, address structural budget issues (i.e., annual ongoing revenues less than annual ongoing expenditures), and recover from the pandemic, Council also approved a number of other strategic and operational actions that will place the City in a more stable financial position starting in FY 2022 and progressing into FY 2023 and beyond. These recommended actions will be discussed in more detail in the following sections of this transmittal letter and are incorporated throughout the draft book before City Council. ***However, should Council wish to amend the Operating Budget or CIP and further program ARPA monies given higher than anticipated allocations, Council may choose to do so at the September 21, 2021 Council meeting or during the FY 2022 Mid-Year Fiscal Update to be presented in February 2022. The latter would allow the City appropriate time to verify whether the economy is truly on the path to recovery and whether additional costs can be sufficiently supported. In addition, ongoing labor discussions may further increase costs beyond what is presented at this time.***

Adopted actions to be discussed also incorporate Council feedback provided at the ***April 20*** and ***April 28 Budget Study Sessions***. During these Study Sessions, Council established the following Strategic Priorities in ***Table 2*** that it would like staff to focus on for FY 2022. These strategies are linked to the City's comprehensive "***Strategic Plan"***, which is shown in another section of this book. The comprehensive Strategic Plan contains eight (8) elements and forty-two (42) specific objectives. Council has chosen to focus on the following three (3) elements, five (5) priorities, and eleven (11) objectives for FY 2022:

Table 2 – FY 2022 City Council Recommended Priorities

Strategic Objectives	Council Recommended Priorities	Comments by Council Members
Land Use/ Financial Health	Comprehensive Long-Term Land Use Planning	◦ General Plan update ◦ Housing Element ◦ Objective standards ◦ Legislation - Keeping the City Council and community informed about State legislation that would impact the City and implement in a timely manner
	Measure O Implementation	◦ Continue to implement Measure O projects
	Fiscal Stability	◦ Essential services, prioritize services and evaluate service level adjustments ◦ Government efficiency
	Financial Recovery	◦ Long term financial planning ◦ Help business recovery
Open Space/ Cultural/ Historical	Open Space	◦ Maintain parks, playgrounds and trails ◦ Complete new park projects such as the JDM project

Using these Strategic Priorities as a starting point as well as other Council feedback received at the April Budget Study Sessions, staff developed the **Preliminary FY 2022 Operating Budget and 2022 - 2026 Five-Year Capital Improvement Plan (CIP)** and presented it to Council at the ***May 18 Budget Study Session***. Based on feedback received at that meeting,

staff incorporated the following changes and formally introduced to Council the updated FY 2022 Proposed Operating Budget and CIP at a ***Public Hearing*** on ***June 1***.

- **Accelerated Planned Hiring of Sr. Public Works (PW) Project Manager (Measure O) from January 1, 2022 to September 1, 2021** - **$68,000** of additional funding and **0.33 FTEs** added to City Manager and Budget Unit 448.518.
- **Partial Funding for Crossing Guard Program** - **$53,500** of additional funding and **1.72 FTEs** (50% of pre-pandemic level) added to the Police Department and Budget Unit 101.604; pending further discussions with local school districts and adjacent jurisdictions about cost sharing and operational needs post-pandemic.
- **Additional Funding for Community Emergency Response Team (CERT)** - **$5,000** added to the Police Department and Account # 101.604.7427.
- **Funding for Planning Commissioner Training** - **$7,000** ($1,000 x 7 Commissioners) added to Community development Department and Account 101.552.7435.
- **New Workplan Item for Evaluation and Analysis of Economic Development Division** – added to the City Manager's Office Workplan under Budget Unit 101.510.
- **New Workplan Item for Evaluation of Traffic Calming Policy for Potential Revision** – added to the Public Works Department Workplan under Budget Unit 101.720.
- **Year 1 Appropriations Requested Table for CIP Updated** – moved behind CIP Cash Flow Statements and additional narrative and clarification added to explain its purpose and the reason why it doesn't match other schedules preceding it.

Furthermore, staff held a ***Budget Workshop*** on ***May 20*** that was attended by twenty-three (23) members of the community, several Councilmembers, and staff. During this meeting, the Executive Team presented key highlights of their FY 2022 Operating Budget and CIP proposals that might be of interest and impact to the community. Six (6) members of the community also spoke and provided feedback, with many members expressing support in general for Recreation and Community Services programs and all expressing their support for the re-opening and continued operation of the City's Heritage Theatre. The FY 2022 Operating Budget does not contain any staff recommendations to permanently close the Heritage Theatre. However, staff has re-negotiated the City's agreement with the contracted operator for the venue so that the City's financial exposure can be limited in the future should the Heritage Theatre be forced to close again due to a public health crisis. An amended agreement was approved by Council on June 1. And as it has done over the past year since the start of the pandemic, staff will follow all CDC, State, and Local guidance as it looks to safely re-open the Heritage Theatre for future events***.***

Staff again formally introduced to Council the updated FY 2022 Proposed Operating Budget and CIP at a ***Public Hearing*** on ***June 1***. During this meeting, staff did not receive feedback receiving majority consensus to modify the FY 2022 Proposed Operating Budget and CIP further. As such, no further Council requested changes were incorporated into the document that was considered for adoption. However, several minor corrections and modifications shown below were incorporated:

- **Correction for Temporary Staffing** - **$41,600** more than needed was shown for Temporary staffing costs in the Police Administration budget unit 101.601. This was a double-counting error and has since been removed.
- **Cost Sharing with School District for Crossing Guards** – Pending final agreement, local school districts have agreed to pay for 50% of normal, fully staffed Crossing Guard costs. Thus, staff raised FTEs further by **1.72** to 3.44 total and costs by $**53,500** in budget unit 101.604; offset by **$53,500** in anticipated cost reimbursements.
- **Cambrian 36 Annexation** – Per agreement, the City pays the City of San Jose $230,042 annually for the annexation of the Cambrian 36 area. However, the City was recently informed that it will receive a street maintenance credit of **$30,000** and that its payment to the City of San Jose will only be $200,042 in FY 2022. The payment has been corrected in FY 2022, but it is anticipated to once again be $230,042 in FY 2023.
- **Volunteer Recognition Program** – The City normally hosts an in-person recognition event for community volunteers. That was not possible during the pandemic, but staff expects to host an event in FY 2022 and requested that **$10,000** be added back in under budget unit 101.515.
- **Sales Tax Services** – Staff included an agreement on the June 15 Council meeting agenda to change Sales Tax Consultants and enhance the level of service. This agreement was approved. As such, staff requested that **$9,000** be added to budget unit 101.540 to account for enhanced service; offset by **$9,000** more in anticipated sales tax audit revenue.

And lastly, Council formally adopted the FY 2022 Proposed Operating Budget and CIP at a ***Public Hearing*** on ***June 15***. During this meeting, staff did not receive feedback receiving majority consensus to modify the FY 2022 Proposed Operating Budget and CIP further. As such, no further Council requested changes were incorporated into the document that was considered for adoption.

FINANCIAL SUMMARY

FY 2022 Operating and Capital expenditure appropriations across ***all City funds*** total **$92.7 million**; including $4.9 million in operating transfers outs, $6.5 million in capital transfers out, $8.5 million relating to Measure O funded capital projects for the Police Station and Library, and $2.3 million in scheduled debt service payments for Measure O bonds issued in August 2020. Related revenue sources total **$83.9 million**; including $4.9 million in operating transfers in and $6.5 million in capital transfers in. This results in an annual deficit of approximately **$8.8 million** across all City funds. However, this is largely due to spending down the first issuance of Measure O bond proceeds which were entirely received in FY 2021 in the amount of $23.1 million ($20.0 million par value plus $3.1 million premium to be used to offset debt service and issuance costs). Remaining Measure O bonds in the amount of $30.0 million are expected to be issued around July/August 2022 (FY 2023). In summary, across all City funds, expenditures for FY 2022 show a 4.9% increase when compared to the FY 2021 Adopted Budget, but a 18.1% decrease when compared to FY 2021 Year-End Estimates. Additionally, across all City funds, revenues for FY 2022 show a 11.2% decrease when compared to the FY 2021 Adopted Budget and a 27.6% decrease when compared to FY 2021 Year-End Estimates. The large decrease in FY 2022 estimated revenues is due entirely to the large receipt of Measure O bond proceeds in FY 2021. As mentioned, remaining Measure O bond proceeds will not be received again until FY 2023.

FY 2022 Operating and Capital expenditure appropriations for the ***General Fund*** total **$55.0 million**; including $817,000 in capital transfers out to support Capital Plan Improvement Reserve (CIPR) and Construction Tax funded projects and $3.5 million in operating transfers out to support other City operational and debt service funds. General Fund operating transfers include those to the 2016 Lease Revenue Bond Debt Service Fund ($764,000), Vehicle & Equipment Replacement Fund ($781,000), Environmental Services Fund ($437,000), Lighting and Maintenance Fund ($1.5 million), Information Technology Fund ($34,000), and SLESF Fund ($29,000). Related General Fund revenue sources total **$57.1 million**; including $791,000 in operating transfers in from other funds to pay for indirect overhead costs. This results in an estimated General Fund operating surplus of **$2.1 million**. As shown at the time of the June 1 Budget Introduction, staff had projected a General Fund operating surplus of approximately $1.0 million in FY 2022. However, due to higher than expected ARPA funding for Campbell and several other minor modifications as noted, the result is a larger surplus of $2.1 million in FY 2022. ***Staff recommended that this surplus not be programmed at this time so as to build back General Fund reserves drawn down in FY 2020 and to act as a buffer should estimated revenues not meet their targets due to longer than expected economic impacts of the pandemic***. However, Council also has the discretion to provide staff with direction to program the expected General Fund surplus in FY 2022 so as to meet other strategic priorities and objectives. ***If Council wishes to do so, staff again recommends waiting until at least the FY 2022 Mid-Year Fiscal Update to be presented in February 2022. This will allow the City appropriate time to verify whether the economy is truly on the path to recovery and whether additional costs can be sufficiently supported. In addition, ongoing labor discussions may further increase costs beyond what is presented at this time.*** In summary, in the General Fund, expenditures for FY 2022 are relatively flat and show a 0.3% decrease when compared to the FY 2021 Adopted Budget and a 0.4% decrease when compared to FY 2021 Year-End Estimates. Additionally, in the General Fund, revenues for FY 2022 show a 6.1% increase when compared to the FY 2021 Adopted Budget and a 0.2% increase when compared to FY 2021 Year-End Estimates.

BUDGET HIGHLIGHTS AND ASSUMPTIONS

Citywide and General Fund revenue estimates and adopted expenditures by type are shown in the FY 2022 Operating Budget document. The following will discuss key assumptions made in its development and significant items of note regarding certain revenue sources and expenditures. All numbers to be presented will reflect all Citywide funds as opposed to just the General Fund:

Top Ten (10) Citywide Revenue Sources

- ***Property Tax*** is estimated to be the City's largest revenue source in FY 2022 and has been the one bright spot during the COVID-19 pandemic; fueled by increasing housing prices, increasing demand for larger work-from-home spaces, and very low mortgage interest rates. On May 7, 2021, the Santa Clara County Assessor's Office provided an update on FY 2021 property tax collections to date and projected 4.3% assessed value growth for Campbell in FY 2022. This has been factored into the FY 2022 Operating Budget.

- ***Sales and Use Tax*** is estimated to be the City's second largest revenue source in FY 2022. While staff is conservative in its revenue estimates on the whole, it does note that there is good reason for optimism should current pandemic related trends continue, which included a full reopening of the State economy on June 15. Consumer spending and sales tax have been significantly impacted by the COVID-19 pandemic, but staff and its sales tax consultants forecast that spending will accelerate through FY 2022 due to vaccinations, decreases in COVID-19 cases, reopening of the economy, pent up demand, $1.8 trillion in nationwide accumulated personal savings since the start of the pandemic,

and prior and recent federal stimulus. According to the advance estimate, real US gross domestic product (GDP) grew at an annualized rate of 6.4% in the first quarter of calendar year 2021, following 4.3% growth in the fourth quarter of calendar year 2020. Economic growth is expected to accelerate even further in the second quarter of calendar year 2021 to an annualized rate of 8.1%. Additionally, a recent forecast by the UCLA Anderson Forecast, a well-renowned economic think tank in California, predicts very robust 6.3% growth in real US GDP for all of 2021 due to these factors[2]. Thus, staff is projecting 9.5% Sales and Use Tax growth in FY 2022 when compared to the FY 2021 Adopted Budget and 18.0% growth when compared to FY 2021 Year-End Estimates. Please note that FY 2021 sales tax numbers were significantly low due to the pandemic and this skews comparisons to FY 2022.

- ***Intergovernmental Revenue*** is estimated to be the City's third largest revenue source in FY 2022. In FY 2022, this category equals $11.8 million and is comprised of $5.0 million of ARPA funds, $1.8 million in Successor Agency Redevelopment Property Tax Trust Fund (RPTTF) payments, $451,000 from the Santa Clara County Fire Department to reimburse the City for arson investigation services, and $4.6 million in grant and other state and federal funding to support various operational programs and capital projects. Intergovernmental Revenue for FY 2022 shows a 86.3% increase when compared to the FY 2021 Adopted Budget, but a 10.4% decrease when compared to FY 2021 Year-End Estimates.

- ***Other Funding Sources (OFS) – Operating Transfers In*** is estimated to be the City's fourth largest revenue source in FY 2022. In FY 2022, this category equals $11.6 million and is comprised of $6.5 million of capital transfers out from various restricted Special Revenue Funds to support actual capital project expenditures in the Capital Projects Fund (435) and $5.1 million of interfund transfers out from various funds to provide support to operating activities in other funds or for various operating funds to pay the General Fund their fair share of overhead expenses. For FY 2022, OFS – Operating Transfers In shows a 24.7% decrease when compared to the FY 2021 Adopted Budget and a 44.3 % decrease when compared to FY 2021 Year-End Estimates. This is largely due to a reduced level of capital projects and a corresponding reduced need to transfer funds to the Capital Projects Fund (435).

- ***Other Taxes*** is estimated to be the City's fifth largest revenue source in FY 2022. In FY 2022, this category equals $7.2 million and is comprised of $2.0 million of Transient Occupancy Tax (TOT), $3.9 million of Franchise Taxes, $675,000 of Business License Tax, $148,000 of Construction Tax, and $500,000 Real Property Tax Transfers. In regard to TOT, in FY 2019, the last normal year before the COVID-19 pandemic, City TOT revenue equaled $4.8 million. While many economists forecast a strong rebound for hotels by calendar year 2023 (due to pent up demand for personal travel) staff is much more conservative and feels that there is great uncertainty surrounding Campbell hotels since they appear to be used more for business travel. At this time, it is unknown how quickly that business travel will rebound and whether it will fully rebound to pre-pandemic levels due to increased utility and cost effectiveness of virtual meetings. Thus, staff forecasts a slow return to normal and TOT revenues of $2.0 million in FY 2022, which is 33.3% higher than FY 2021 Year-End Estimates, but 33.4% lower than the original FY 2021 Adopted Budget. Please note that these estimates do not include any new hotels which may be constructed in the future, potential increases to TOT rates, or the collection of TOT from short-term rentals. Any of those factors could positively impact TOT revenue estimates. Conversely, hotel closures could also negatively impact TOT revenue. However, remaining hotels might also pick up the travelers that would have otherwise stayed at a shuttered hotel. At this time, staff recommends caution when forecasting TOT revenue, but feels that its forecast for FY 2022 is reasonable and based on sound assumptions and data. And as the updated ***"Long-Range Financial Forecast"*** as presented in a subsequent section of this book shows, staff predicts TOT revenues not returning to pre-pandemic levels until at least FY 2026.

  In regard to Franchise Taxes, this is to account for franchise taxes paid by electric, gas, solid waste, recycling, and cable television utilities that are authorized to operate within Campbell. In FY 2022, this category equals $3.9 million and shows a 0.75% increase when compared to the FY 2021 Adopted Budget and a 7.9% increase when compared to 2021 Year-End Estimates. With economic activity picking up, more businesses returning to in person work, and public health restrictions easing, staff expects most all utilities to be used more and return to a more normal usage pattern and growth trajectory.

  In total, Other Taxes is FY 2022 is 16.1% lower when compared to the FY 2021 Adopted Budget, but 34.7% higher when compared to FY 2021 Year-End Estimates. Please note that FY 2021 other tax estimated numbers were significantly low due to the pandemic and this skews comparisons to FY 2022.

- ***Charges for Service*** is estimated to be the City's sixth largest revenue source in FY 2022. As a whole in Charges for Service in FY 2022, staff is estimating a 17.7% decrease when compared to the FY 2021 Adopted Budget, but a 11.9% increase in FY 2022 when compared to FY 2021 Year-End Estimates. FY 2021 was significantly impacted by the COVID-19 pandemic and year-end estimates were revised downward at mid-year to reflect that. While FY 2022

revenue is estimated at $4.7 million, it will still be well below pre-recessionary levels of approximately $6.7 million in FY 2019 as staff expects Recreation services and programs to be less than full capacity through FY 2022 due to the lingering effects of the COVID-19 pandemic. However, staff estimates that revenues from Charges for Service will fully return to pre-recessionary levels by FY 2023 due to current trends regarding COVID-19 and could be better than expected in FY 2022 based upon highly encouraging class enrollments to date for the Summer 2021 Recreation season and further easing of public health restrictions.

- ***Charges to Operating Departments*** is estimated to be the City's seventh largest revenue source in FY 2022. Please note though that these are internal service charges from the Information Technology (IT) Division and the Vehicle Maintenance Division to provide services to other operating departments. This category also includes Workers Compensation premium expenses charged to all departments to support the City's self-fund Workers Compensation insurance program. Thus, these are not external revenue sources. In FY 2022, it is estimated that these charges will equal $3.1 million; comprised of $1.2 million of IT charges, $1.3 million of Vehicle Maintenance charges, and $605,000 in Workers Compensation charges. As a whole in Charges to Operating Departments in FY 2022, Council adopted no change in internal service charges when compared to both the FY 2021 Adopted Budget and FY 2021 Year-End Estimates.

- ***License & Permits*** are estimated to be the City's eighth largest revenue source in FY 2022. While a number of planned development projects in FY 2021 have been deferred until at least FY 2022, staff is expecting conservative growth in this area for FY 2022, slightly above pre-pandemic levels due to the aforementioned deferred projects. While staff is projecting a 16.1% decrease when compared to the FY 2021 Adopted Budget, License & Permits are expected to grow 34.7% in FY 2022 when compared to 2021 Year-End Estimates, due to the aforementioned deferred projects. Should significant new developments be built within Campbell which are not currently known, Licenses and Permits and Other Taxes could increase at a higher rate than what is shown for FY 2022.

- ***Leases and Rentals*** are estimated to be the City's ninth largest revenue source in FY 2022; equaling $2.1 million. This category includes both long-term lease revenue for the Campbell Community Center as well as rental revenue for events and use of City facilities. When FY 2022 is compared to the FY 2021 Adopted Budget, a 25.2% decline is shown. However, when compared to FY 2021 Year-End Estimates, Leases and Rentals are expected to increase by 16.8%; reflecting relative strength in long-term lease revenue as well as a continued return to normal for rental revenue for events and use of City facilities. Since it is expected that events will still be restricted by public health orders for the foreseeable future, staff is only forecasting a partial return to normal for this revenue area in FY 2022.

- ***Miscellaneous Revenue*** is estimated to be the City's tenth largest revenue source in FY 2022; equaling $1.7 million. For FY 2022, this is a category shows a 65.7% decrease when compared to the FY 2021 Adopted Budget and a 75.0% decrease when compared to FY 2021 Year-End Estimates. This decrease is entirely due to $4.1 million in ESCO project loan disbursements to fund associated an energy efficiency project that were received in FY 2021, but will not be received in FY 2022.

Expenditures

The following will describe and detail operating expenditures only. Capital expenditures will be described and detailed in the Capital Improvement Plan (CIP) section of this book:

- ***Employee Services*** – Due to ongoing labor negotiations with most all bargaining groups, staff has included no salary escalators for FY 2022 other than scheduled merit based increases based on anniversary dates and satisfactory performance evaluations. In addition, staff has factored in an 8% healthcare premium increase to all medical plans January 1, 2022 (based upon historical trends) and known rate increases to retirement rates and other employee benefits. Each member of the Executive Team also evaluated their department and given Council's Strategic Priorities, the current and forecasted economic climate given the pandemic, and current operating needs, recommended staffing adjustments when necessary. These staffing adjustments include strategically timing the filling of vacant positions (with some deferred to FY 2023 or later), the elimination of some vacant positions no longer deemed essential, and in some limited cases, Reductions in Force (RIFs) to existing employees or reclassifications of positions. Due to their complexity, staffing adjustments will be discussed in more detail in a subsequent section of this transmittal letter. As a whole though across all funds in FY 2022, Employee Services costs are expected to decrease by 0.6% when compared to the FY 2022 Adopted Budget, but increase by 3.1% in FY 2022 when compared to 2021 Year-End Estimates. However, as previously mentioned, the City is currently in labor negotiations with most all bargaining groups. Should those negotiations result in savings or additional costs, these savings or costs will be programmed into the budget when known. Additionally, while labor concessions of approximately $595,000 were expected for FY 2021, these savings are not anticipated to continue into the future and a temporary deferral of allowable vacation and

sick leave cash outs equaling approximately $550,000 will need to be paid back to employees starting in FY 2022. This is shown in budget unit 101.540 (Non-Departmental).

- ***Supplies & Services*** - As a whole across all funds, Supplies & Services expenses were approved to be reduced by 3.1% in FY 2022 when compared to the FY 2021 Adopted Budget and 19.0% when compared to FY 2021 Year-End Estimates. Council approved that supplies and services costs that were reduced in FY 2021 partially return in FY 2022. Staff is also estimating that the City may need to continue some expenditures for COVID-19 related activities through FY 2022, but at 50% of the $250,000 level ($125,000) shown in the FY 2021 General Fund Amended Budget. Some of these costs may be reimbursable through state or federal funding and staff estimates that they will no longer be necessary after FY 2022. Of note, the Council approved two new items for FY 2022 consistent with the Adopted Finance Workplan:

    - ***Property Tax Consultant Services ($15,000)*** to enhance the City's understanding of property tax revenues and improve the quality of long-range forecasts for the City's largest revenue source. This request aligns with Finance's FY 2022 Adopted Workplan item to ***"Evaluate long-range financial forecasting methodologies and determine whether improvements could be made [Council Priority – Fiscal Stability and Financial Recovery]"***. The estimated cost is based on recent quotes for this service.

    - ***New Business License Software ($60,000)*** to enhance business reporting and database capabilities and offer businesses more online options to apply and pay for business licenses. This request aligns with Finance's FY 2022 Adopted Workplan item to ***"Evaluate Business License systems and operations, develop improvements to better serve the business community, and collaborate with the Economic Development Division to improve data usefulness and report capabilities so as to enhance timely understanding of the City's business climate [Council Priority – Financial Recovery and Operational Need]".*** The estimated cost is based on recent quotes for this type of software and includes both implementation costs ($49,000) and first year annual licensing costs ($11,000).

- ***Debt Service*** - As a whole across all funds, Debt Service expenses are estimated to increase by 103.3% in FY 2022 when compared to the FY 2021 Adopted Budget and 16.4% when compared to FY 2021 Year-End Estimates. This increase relates mainly to new debt service payments ($2.3 million) owed for the first issuance of Measure O bonds in August 2020. However, as previously noted, the first issuance of Measure O bonds was issued at a $3.1 million premium, which offset all payments for FY 2021 and part of the payments for FY 2022. The remainder of the Debt Service increase is due to previously scheduled payments for 2016 TARB Successor Agency debt which is approximately $150,000 higher in FY 2022 than FY 2021. Successor Agency debt though is fully funded by Redevelopment Property Tax Trust Fund (RPTTF) payments, which the City's Successor Agency receives annually.

STAFFING PLAN AND ORGANIZATION MODIFICATIONS

As previously stated, each member of the Executive Team evaluated their department and based on Council's Strategic Priorities, the current and forecasted economic climate given the pandemic, and current operating needs, recommended staffing adjustments when necessary. These staffing adjustments, which include strategically timing the filling of vacant positions (with some deferred to FY 2023), the elimination of some vacant positions no longer deemed essential, and in some limited cases, Reductions in Force (RIFs) to existing employees or reclassifications of positions, will be summarized and detailed in the tables and narratives below. In total, adopted permanent and limited-term FTEs equal **168.07** in FY 2022; a decrease of 5.60 FTEs when compared to 173.67 approved FTEs in FY 2021. This is detailed in the ***"Personnel Summary (Citywide)"*** section of the book as well as in each departmental section. In addition, adopted temporary FTEs equal **24.93** in FY 2022; an increase of 0.88 when compared to 24.05 approved FTEs in FY 2021, but down from 55.70 in FY 2020 and 57.66 in FY 2019 Please note, that some of the FTE decrease is due to the timing of when vacant positions are approved to be filled. If a position was not approved to be hired by July 1, 2021, only a partial FTE will be shown in FY 2022. Likewise, if a position was approved to be deferred until FY 2023, no FTE will be shown in FY 2022; pending further analysis and discussion with Council prior to FY 2023. And lastly, if it is possible that a vacant position could be filled by an internal promotion, the lower level position will be shown as vacant with a partial or no FTE while the higher level position will be shown as filled with a partial or full FTE.

Vacant Positions

Due to the fiscal constraints caused by the pandemic and so as to preserve City resources, the City Council chose to keep several vacant positions frozen and unfunded for various lengths of time in the FY 2021 Adopted Budget. Several more vacant positions were added to this list and some current vacancy freezes were extended when Council approved mid-year corrective actions for FY 2021. The necessity and reasons for vacancy freezes remain the same in FY 2022 as they were in FY 2021. Additionally, due to staff capacity, it would not be operationally feasible to recruit for and hire every vacant position by

July 1, 2021 (the start of FY 2022). Thus, Council approved to strategically time when vacant positions are hired as shown in ***Table 3*** below. In some cases, Council approved keeping vacant positions unfunded for all of FY 2022 and reassessing in FY 2023 whether these positions are still needed or if they can be eliminated entirely at that time. And in other cases, Council approved eliminating vacant positions completely in FY 2022 if they were no longer deemed essential given current operating needs at this time:

Table 3 – Summary of Staffing Plan for Vacant Positions

Dept	Position	Total Comp.	Hire By?	Eliminate?	FY 2022 Savings	General Fund?
CM	Human Resources Manager	$240,374	07/01/2021		$0	Yes
CM	Assistant City Manager [1]	256,226	09/01/2021		(42,713)	Yes
CM	IT Administrator	177,338	N/A	Yes	(177,338)	Yes
CM	Sr. PW Project Mgr. (LTD Term) [2]	203,343	09/01/2022		(33,891)	No
Sub-Total City Manager's Office		***1,066,696***			***(253,942)***	
CD	Building Official [3]	208,888	07/01/2021		0	Yes
CD	Sr. Building Inspector [3]	175,318	Defer to FY 2023	TBD	(175,318)	Yes
CD	Associate Planner	165,156	01/01/2022		(82,578)	Yes
CD	Planning Technician	129,272	Defer to FY 2023	TBD	(129,272)	Yes
Sub-Total Community Development		***678,634***			***(387,168)***	
PD	Executive Assistant [4]	118,455	07/01/2021		0	Yes
PD	Communications Supervisor	186,663	07/01/2021		0	Yes
PD	Police Officer	168,507	07/01/2021		0	Yes
PD	Police Records Specialist	131,341	Defer to FY 2023	TBD	(131,341)	Yes
Sub-Total Police Department		***604,966***			***(131,341)***	
PW	Parks Maintenance Supervisor [5]	178,722	07/01/2021		0	No
PW	City Arborist [5]	144,524	Defer to FY 2023	TBD	(144,524)	No
PW	Parks Maintenance Lead Worker [6]	132,889	08/01/2021		(11,074)	No
PW	Parks Maintenance Worker [6]	130,836	04/01/2022		(98,127)	No
PW	Building Maintenance Worker	132,026	09/01/2021		(22,004)	Yes
PW	Sr. Engineering Technician [7]	175,540	09/01/2021		(29,262)	Yes
Sub-Total Public Works		***894,537***			***(304,991)***	
RC	Rec/Comm Svs. Director [8]	238,826	07/01/2021		0	Yes
RC	RCS Manager [8]	201,953	05/01/2022		(168,287)	Yes
RC	Recreation Program Coordinator	139,094	Defer to FY 2023	TBD	(139,094)	Yes
RC	Recreation Specialist	97,552	N/A	Yes	(97,552)	Yes
Sub-Total Recreation & Community Srvs.		***677,425***			***(404,933)***	
TOTAL - ALL FUNDS		**3,922,258**			**(1,482,375)**	
TOTAL - GENERAL FUND ONLY		**3,131,944**			**(1,194,760)**	

(1) – Council approved to reclassify Deputy City Manager to Assistant City Manager. Total compensation and savings shown is for Assistant City Manager. Full description and justification of adopted reclassification will be given below. Full job specification was presented to Council June 15, 2021.

(2) – Hiring moved up from January 1, 2022 to September 1, 2021 per Council direction provided at May 18, 2021 Study Session. Functions of Sr. PW Project Manager for Measure O Projects currently being performed by City staff and outside consultant. FY 2022 Budget includes $68,397 for other City staff time and $100,000 for outside consultant time.

(3) – Staff is considering internal promotion. Thus, savings are shown at Sr. Building Inspector level as opposed to Building Official level.

(4) – Council approved that this position be converted from a 0.80 Permanent Part-Time FTE to a 1.00 Permanent Full-Time FTE. Costs and savings reflect staff's proposal.

(5) – Staff is considering internal promotion. Thus, savings are shown at City Arborist level as opposed to Parks Maintenance Supervisor level.

(6) – Staff is considering internal promotion. Thus, most of the savings are shown at Parks Maintenance Worker level as opposed to Parks Maintenance Lead Worker level.

(7) – Council approved to reclassify Assistant Engineer to Sr. Engineering Technician. Total compensation and savings shown is for Sr. Engineering Technician. Full description and justification of adopted reclassification will be given below. Full job specification to be presented to Council in the near future.

(8) – Staff is considering internal promotion. Thus, savings are shown at RCS Manager level as opposed to RCS Director level.

Please note that in a normal year, staff builds a standard 2% Vacancy Factor into the Operating Budget to account for regular turnover and the normal processing time between employee separation, recruitment, and hiring of new employees. In FY 2022, the 2% Vacancy Factor would have equaled $802,400 and that was reflected in the Preliminary Update of the

Seven-Year Financial Forecast provided to Council on March 31, 2021. However, given the unusually large number of vacancies that would result from the plan summarized in ***Table 3*** above, staff felt it prudent to reduce the standard Vacancy Factor from 2% to 1% in FY 2022 so as to not assume an unrealistic level of vacancy savings. As a result, normally programmed vacancy savings have been reduced by **($401,200)** in the FY 2022 Operating Budget. The remaining 1% rate will account for any unexpected vacancies that happen in FY 2022 over and above planned vacancies reflected in ***Table 3***. Unexpected vacancies may occur due to retirements, obtainment of employment elsewhere, or performance issues and staff is confident that a 1% Vacancy Factor for FY 2022 is appropriate; still accounting for the normal processing time between employee separation, recruitment, and hiring of new employees.

As shown in ***Table 3***, Human Resources Manager is one of the first vacant positions approved to be filled by July 1, 2021 since it will be highly instrumental in coordinating and overseeing the recruitment of all other positions. The hiring of other positions is strategically staggered over FY 2022 to both allow Human Resources adequate time for recruitments and ramp up operations in areas that may have slowed due to the pandemic, but are anticipated to speed up again. However, based on ongoing operating needs, technological efficiencies gained the last several years, as well as an approved reclassification of a Public Safety Systems Specialist to an IT Administrator in the Police Department (to be discussed below), staff felt that a vacant IT Administrator in the City Manager's Office could be safely eliminated in FY 2022; saving the city costs going forward.

In addition, the currently frozen Recreation Specialist position in Adult Services was also approved to be eliminated from the organizational chart. In the approved first step in restructuring the Recreation and Community Services Department, it has been identified that this position would not be needed moving forward. Programs and services offered prior to the pandemic are being evaluated and staff is surveying the interests of participants. Any program or service brought back will be within the job capacity and supervision of the Recreation Supervisor for the next fiscal year. Council approved to recruit for the Recreation Coordinator in FY 2023 (pending further Council discussion), at which time staff is confident health restrictions will be lifted and expansion of programs and services will be more successful. However, it must be noted that this reduction will not impact the Senior Nutrition program, which is in a separate budget unit from Adult Services.

Reclassifications

As shown in ***Table 3***, Council approved 1) the reclassification of a vacant ***Deputy City Manager to an Assistant City Manager*** in the City Manager's Office and 2) a reclassification of a vacant ***Assistant Engineer to a Sr. Engineering Technician*** in the Public Works Department. In the City Manager's Office, the Deputy City Manager position has been vacant since the retirement of the incumbent in March 2020. When combined with other vacancies, this has significantly limited the capacity in regard to public information, procurement, civic functions, community outreach, emergency management, and other administrative and analytical functions. Certain job functions have been distributed to other City staff, but some high priority work has also been delayed. Given the complexity of projects in the City Manager's Office and the needs of the City, staff believes that hiring this position by September 1, 2021 and reclassifying it to Assistant City Manager would increase capacity and the ability to take on higher level assignments, enhance community outreach, public information, and emergency management, provide for succession planning, and possibly provide guidance to an operational area such as Economic Development. A job specification presented to and approved by City Council on June 15, 2021; with a salary range aligned with Community Development Director since an Assistant City Manager often acts at a level similar to a department head. This will increase ongoing annual costs by approximately $50,000. And in FY 2022, it will increase costs by approximately $41,000 since it would not be hired until September 1, 2021.

In the Public Works Department, the Assistant Engineer position has been vacant since March 2018 with various temporary staff performing some of the job duties since that time. This has limited capacity in Public Works to take on and deliver capital projects timely. Given the current capital projects workload, Council approved filling this position by September 1, 2021 so as to support the effort to maintain progress on approved (and grant-funded) capital projects. Because this position could also be used to provide support to high priority capital projects such as Measure O and others, Council approved that the position be reclassified to a slightly higher level Sr. Engineering Technician. This will allow the City to more easily take on complex capital projects and deliver them in a more timely and higher quality manner. The relative priority of filling this position is directly related to the number of approved capital projects and their complexity. If the number and complexity of approved CIP projects is increased, the priority of this position will likewise increase. This will increase ongoing annual costs by approximately $7,000. And in FY 2022, it will increase costs by approximately $6,000 since it would not be hired until September 1, 2021.

Reductions in Force (RIFs)

Due to the fiscal constraints caused by the pandemic and current operating needs, Council also approved a Reduction in Force (RIF) in the FY 2022 Operating Budget of 3.5 currently filled positions listed below. However, please note that ***due to 20-day noticing requirements in the City's personnel rules and procedures, any potential layoffs as a result of***

approved actions contained within this document will not be effective until August 1, 2021. Additionally, implementation of such items is subject to a meet and confer with designated bargaining unit representatives. Initial discussions on RIFs though have been started with potentially impacted bargaining units and employees:

- **Police Department**
  - ***1.0 Public Safety System Specialist (CMEA)***, to be replaced with 1.0 IT Administrator in Police Special Enforcement Division

    Over the past several years, the Campbell Police Department has experienced major changes in technology. To keep up with the county and surrounding agencies, staff has implemented many new technologies to assist with interoperability, transparency, data collection, and reporting. These technologies are complex and ever changing and the Police Department has identified a need for someone to maintain and oversee these technologies. The technology the Police Department has acquired is specific to the functions public safety staff perform daily and include, but are not limited to, 9-1-1 systems, Computer Aided Dispatch (CAD), Records Management (RMS), Digital evidence tracking, and digital P25 radio system. The technologies that will be implemented in the next two (2) fiscal years are Next Generation 911 and Rapid Deploy geo-location accuracy software. With the new technology, Geographic Information Systems (GIS) is going to be of utmost importance because that will drive how the City receives our emergency calls for service.

    The anticipated IT needs of the Police Department significantly exceed the job specifications of the current Public Safety Systems Specialist position. The current position attends to applications, account management, and security. In addition to the duties of the current position, the Police Department needs hardware, server maintenance, and network level support. The department currently has several pieces of technology that are several versions behind, and that is problematic due to the newer versions containing patches and fixes to known issues that greatly impacts the end user. Thus, to address these issues, Council approved a Reduction in Force (RIF) in the current Public Safety Systems Specialist position; to be replaced by a higher level IT Administrator position. The current incumbent may apply should they meet the minimum qualifications of the upgraded position, but they would be required to go through the full recruitment process. This position upgrade will increase ongoing annual costs by approximately $25,000. And in FY 2022, it will increase costs by approximately $23,000 since it would not be hired until August 1, 2021.

- **Recreation and Community Services**
  - ***2.0 Office Specialists (CMEA***); 1.0 in the Community Center program and 1.0 in Community Center, Gym, Field, and Special Event rentals
  - ***0.5 Recreation Specialist Reduction in Hours (CMEA);*** shifting from 1.0 FTE to 0.5 FTE in Youth Commission program

    While staff reductions are not an easy decision, the need to be increase cost recovery in the Recreation and Community Services Department has been an ongoing discussion. To address the impact the department has on the General Fund, reductions in supplies and services have been greatly reduced. Temporary personnel are only returning in program areas where costs are fully recovered. As such, the only additional place to effect reductions is with full-time personnel. To make a strategic and sound decision on reducing the workforce, the organization chart and responsibilities of each position were analyzed to identify areas where services could stop, be changed, automated, or distributed to other staff. For several years, the department has utilized temporary personnel to assist customers at the front desk, manage phone calls and emails. Both Office Specialist positions, while valuable, present an opportunity for the department to change service delivery models moving forward, automate some processes, and distribute some responsibilities to other staff within the department. Additionally, the reduction of the Recreation Specialist was another opportunity to address potential changes within the department. Determining what programs and services return along with maximizing staff time is an important component when making these decisions. The Youth Commission, while valuable, takes up a large amount of staff time and this reduction includes a narrowing of scope of the Youth Commission's annual Workplan and a reduced offering of enrichment classes which have proved challenging to offer during the pandemic.

Re-Organizations

Per City Council request and since the City Clerk is selected by and reports directly to the Council, staff has separated the ***City's Clerk's Office*** from the City Manager's Office and shown its as its own department in the FY 2022 Operating Budget. Additionally, per recommendation of the Economic Development Sub-committee and so as to increase focus on revenue generating opportunities, staff has shifted the Economic Development Division from the Community Development Department to the City Manager's Office in the FY 2022 Operating Budget. ***Based on majority consensus***

received at the May 18 Budget Study Session, staff kept the shift of the Economic Development Division budget to the City Manager's Office as originally proposed. However, staff again added a Workplan item in FY 2022 to evaluate and analyze the services provided by the Economic Development Division and will discuss with the City Council, Executive Team, and other staff members modifications that may be beneficial to the City.

ECONOMIC UPDATE AND OUTLOOK

As previously stated, US economic growth accelerated in the first quarter of calendar year 2021. According to the advance estimate, real US gross domestic product (GDP) grew at an annualized rate of 6.4% in the first quarter, following 4.3% growth in the fourth quarter of calendar year 2020. Economic growth is expected to accelerate even further in the current quarter to an annualized rate of 8.1%. The consensus forecast for the full calendar year 2021 US gross domestic product growth is 6.3%, following a 3.5% decline in calendar year 2020. It is likely that accommodative monetary policy, robust fiscal spending, and continued progress on vaccinations will provide meaningful tailwinds for the economy in the coming quarters.

Additionally, The Conference Board's Leading Economic Index (LEI) jumped 1.6% month-over-month in April 2021 (stronger than the 1.2% consensus forecast), following a 1.3% increase in March 2021. On a year-over-year basis, the LEI was up 17.0% in April against a severe decline in the index in April last year. The LEI has now fully recovered and surpassed its previous pre-pandemic peak in January 2020. According to the Conference Board, the index suggests that economic growth may accelerate in the near term.

However, rising inflationary pressure, which the Fed has been expecting, is starting to show up in the data. In April 2021, the Consumer Price Index (CPI) increased 0.8% on a month-over-month basis. On a year-over-year basis, the CPI was up 4.2% in April versus up 2.6% in March 2021. Core CPI (which excludes food and energy prices) was up 3.0% year-over-year in April versus up 1.6% in March. Within the core index, prices on nearly all major components increased in April. While year-over-year inflation rates were expected to increase as we cycle the deflationary impact of the pandemic last year, the big month-over-month jump in the April CPI was even higher than the high end of the consensus range. Meanwhile, producer pricing pressure is also heating up, with the Producer Price Index (PPI-FD) up 0.6% month-over-month in April, versus the consensus estimate of 0.3%. Import prices were also higher than expected, up 10.6% year-over-year in April versus the consensus estimate of 10.2% and a 7.0% year-over-year increase in March. And the price of lumber, as has been widely reported, is up nationwide; causing rising construction costs and potential development delays. However, staff believes policymakers remain more concerned about the potential downside risks to the economy and still uncertain outlook for the global pandemic than they are about an overheating economy. As such, staff believes monetary policy will likely remain unchanged through at least year-end. While a rapid reacceleration in the pace of vaccinations in the US and elsewhere might pull forward the timeline for policy changes, staff believes the Fed is waiting for more clarity on the pandemic as people return to offices and schools and resume more travel and other activity.

On the heels of his $2.3 trillion infrastructure spending proposal in March 2021 (named the American Jobs Plan), President Biden also unveiled the details of another $1.8 trillion spending proposal in April 2021 dubbed the American Families Plan. Both plans would be in addition to the roughly $5.5 trillion in pandemic-related fiscal spending that has already been approved since early 2020. While the American Jobs Plan was largely focused on physical infrastructure, elderly care, and manufacturing, the American Families Plan would include new spending on childcare, education, and paid family leave. To help offset these spending proposals, the White House would raise corporate tax rates, and the top income-tax and capital gains tax rates. The Biden administration continues to push forward with large-scale spending proposals, despite significant progress on the vaccine rollout in the US, and largely better than expected economic data and corporate earnings. While the magnitude of spending could be watered down through negotiations in Congress, staff ultimately believes an infrastructure spending bill is likely to come to fruition later this calendar year.

Despite this positive news, the economy added far fewer jobs than expected in April. US nonfarm payrolls increased by 266,000, versus the Bloomberg consensus forecast of 1,000,000. March payrolls were also revised down by 146,000. On a trailing 3-month and 6-month basis, payrolls increased by an average of 524,000 and 294,000 per month, respectively. Payrolls in the leisure and hospitality sector have been driving the job gains in recent months and were up 331,000 in April. Meanwhile, multiple sectors lost jobs in April, including transportation and warehousing, motor vehicle and parts manufacturing, and retail trade. The unemployment rate ticked higher to 6.1% in April from 6.0% in March, as the participation rate increased to 61.7% from 61.5%. Workers who classified themselves as employed but absent from work in April continued to understate the unemployment rate by about 0.3%. The U-6 underemployment rate, which includes those who are marginally attached to the labor force and employed part time for economic reasons, declined to 10.4% in April from 10.7% in March.

Although the nonfarm payroll numbers were disappointing, there were a few factors in last week's employment report that suggest the demand for labor is strengthening including a 0.7% month-over-month increase in average hourly earnings, an increase in the average work to 35.0 hours from 34.9 hours, and a decline in the number of workers who were working part-time due to economic conditions. However, health concerns, childcare demands, and supplemental unemployment benefits may also be deterring some people from going back to work. Supply chain issues in the auto manufacturing sector were also likely a factor for the decline in manufacturing jobs, which should resolve over time. Overall, the April employment report may be an anomaly and underlying momentum in the labor market remains positive. Nevertheless, the labor market remains a long way from a full recovery.

In California, total nonfarm employment in the state increased by 101,800 jobs over the month of April 2021; following an increase of 132,400 jobs in March 2021[3]. Additionally, statewide unemployment stayed steady at a rate of 8.3%; unchanged from March 2021 and down from 16.0% in April 2020. In Santa Clara County, the rate decreased to 5.0% in April 2021; down from 5.1% in March 2021, and down from 12.2% in April 2020. And in Campbell, the rate decreased to 4.8% in April 2021; down from 4.9% in March 2021 and down from 11.7% in April 2020.

LONG-RANGE FORECAST

On June 1, 2021, staff provided City Council with the Third Update of the Seven-Year Financial Forecast and projected a General Fund operating surplus of approximately $1.0 million in FY 2022, but a General Fund operating deficit of $422,000 in FY 2023; with increasing surpluses in out years. However, again, due to higher than expected ARPA funding for Campbell and several other minor modifications as noted, the result is a larger surplus of $2.1 million in FY 2022, a smaller deficit of **$337,000** in FY 2023, and larger surpluses in out years. The Fourth Update of the Seven-Year Financial Forecast is shown and discussed in more detail in a separate section of this book called ***"Long-Range Financial Forecast"***. While cost reduction measures that Council approved for FY 2022 reduce the estimated General Fund deficit in FY 2023 and will have a positive impact on future fiscal years as well, the City must remain fiscally disciplined since the pandemic has proven to be very unpredictable. However, as noted throughout this transmittal letter, there is also reason for optimism should the economy continue to recover as expected and the pandemic be brought under control through vaccinations.

REVENUE MEASURES

While much of staff's efforts to ensure long-term fiscal sustainability have focused on reducing costs and making the City leaner and more efficient, the City Council may also want to consider additional revenue sources such as, but not limited to, allowance of short-term rentals and collection of TOT from their owners or rental platforms, an increase to TOT rates, a new Sales Tax add on, a new Utility Users Tax ("UUT"), a parcel tax, and/or a modernization of Business License tax rates as strategies to bridge potential future General Fund operating deficits. Voter approval would be required for all measures identified except enforcement of TOT requirements for short-term rentals. However, the City's Municipal Code would first need to be modified to allow short-term rentals to operate within Campbell. Thus, Council adopted the following Finance Workplan item for FY 2022: ***"101.535 (Accounting) - Evaluate and discuss with City Council potential new revenue measures (recommended Fall 2021 Study Session) [Council Priority – Fiscal Stability and Financial Recovery]"***. ***By majority consensus, Council agreed with staff's recommended Workplan item at the May 18 Budget Study Session.***

FEDERAL AND STATE AID

As previously noted, the City is now expected to receive $9,997,774 total in one-time American Rescue Plan Act (ARPA) funding; with the first payment of $4,998,887 expected to be received in FY 2021 and the second payment of $4,998,887 expected to be received in FY 2022. This has been reflected in updates to FY 2021 Year-End Estimates, the FY 2022 Operating Budget, and the Long-Range Financial Forecast, as appropriate.

In addition, the City was recently award $3.9 million by the State to fund Furniture, Fixtures, and Equipment (FFE) costs ($2.9 million) and other needs ($1.0 million) at the new Police Station building. These were previously unfunded costs, and the State award was not known at the time of CIP adoption on June 15. Thus, staff will return to Council on September 21, 2021 with a recommendation to modify the CIP to account for this funding. Staff also submitted a similar FFE request to the Federal government, but has no additional updates to share at this time.

And lastly, the City was also recently awarded $406,000 through the U.S. Small Business Association (SBA) Shuttered Venue Operators Grant (SVOG) to offset revenue losses at the Heritage Theatre since the start of the COVID-19 pandemic. This potential aid was not included in the FY 2022 Operating Budget adopted on June 15 since it was not yet awarded at that time. Thus, staff will return to Council on September 21, 2021 with a recommendation to modify the Operating Budget to account for this funding. The City's Historical Museum and Ainsley House do not qualify for aid from this program since they are smaller venues that lack permanent seating. Thus, staff did not submit a SVOG application for them.

BUDGET AND FINANCIAL AWARDS

For the 28th consecutive year, the City's FY 2021 budget received national recognition by earning the Government Finance Officers Association (GFOA) "Distinguished Budget Award." To receive the Distinguished Budget Presentation Award, a city must publish a budget document that serves as a policy document, a financial plan, a communications device, and an operations guide. We believe the FY 2022 budget conforms to GFOA program requirements. Additionally, FY 2021 is the 23rd year an award of "Excellence in Budgeting" has been received from the California Society of Municipal Finance Officers (CSMFO). Copies of both awards appear in the ***"Reference Materials"*** section of this document. It also should be noted that the City's Annual Financial Report has also been an award-winning document for excellence in financial reporting at both the State and national levels for many years.

CONCLUSION AND ACKNOWLEDGEMENTS

The development of the Fiscal Year (FY) 2022 Operating Budget and 2022 - 2026 Five-Year Capital Improvement Plan (CIP) was made possible through the knowledge and contribution of the City's employees, input and support from our community, and direction of the City Council. The City has benefitted from a robust economy in recent years; however, an economic slowdown due to COVID-19 has greatly changed the landscape under which the City operates. Consequently, the City will continue to be responsive to changes on the horizon, either related to COVID-19 or otherwise, and continue to prioritize what is important for the community; allocating available resources to those programs and services deemed to be most important while seeking more efficient processes for getting our work done. Our ability to manage scarce resources is a key reason Campbell remains a vibrant and desirable place to live and work. Nevertheless, we also look forward to brighter days on the horizon and are hopeful through vaccinations, an improving economy, and stimulus packages that the effects of the pandemic will diminish greatly and that a reality closer to normal will once again resume.

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

Respectfully submitted,



Brian Loventhal
City Manager

[1] **California State DOF** – "Local Fiscal Recovery Fund Allocations" (June 4, 2021) - https://www.dof.ca.gov/budget/COVID-19/Small%20City%20Allocations%20-%20ARPA/CFRF%20Allocation%20Schedule.pdf
[2] **UCLA Anderson Forecast** – "Robust Economic Growth and Recovery After a Dreadful Year" (March 2021) - http://www.uclaforecast.com/uploads/forecasts/2021/march/uclaforecast_march2021_feler.pdf (http://www.uclaforecast.com/uploads/forecasts/2021/march/uclaforecast_march2021_feler.pdf)
[3] **California Employment Development Department (EDD)** – "California unemployment rate holds steady at 8.3% in April 2021" (May 21, 2021) - https://edd.ca.gov/Newsroom/unemployment-april-2021.htm#:~:text=Data%20for%20the%20month%20of%20May%20is%20scheduled%20for%20release,(EDD)%20from%20two%20surveys (https://edd.ca.gov/Newsroom/unemployment-april-2021.htm#:~:text=Data%20for%20the%20month%20of%20May%20is%20scheduled%20for%20release,(EDD)%20from%20two%20surveys).

Exhibit A - Adopted FY 2022 Workplans

City Manager's Office

- 101.510 (CM Admin) - Provide overall coordination of Measure O police and library design process **[Council Priority - Measure O Implementation]**
- 101.510 (CM Admin) - Coordinate, plan and staff the State of the City event **[Operational Need]**
- 101.510 (CM Admin) - Coordinate tracking of State Legislation (that may impact City) with Legislative Subcommittee **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.510 (CM Admin) - Provide guidance and support for the General Plan revision process **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.510 (CM Admin) – Develop and implement reopening City Hall plan **[Operational Need]**
- 101.510 (CM Admin) – Evaluate the provision of Economic Development services and consider alternatives **[Council Priority - Fiscal Recovery]**
- 101.515 (HR) - Work with Liebert Cassidy Whitmore on the CalPERS hourly exclusion determination **[Operational Need]**
- 101.515 (HR) - Develop plan to fill key leadership positions with a strategic approach **[Operational Need]**
- 101.515 (HR) - Work with Liebert Cassidy Whitmore on successor labor contract negotiations with CPCEA, CMEA, and CARP. Meet and confer with CPOA. **[Council Priority – Fiscal Stability and Operational Need]**
- 101.556 (Economic Development) - Develop a strategy to leverage City efforts and maximize business recovery from the impacts of COVID-19 **[Council Priority – Financial Recovery]**
- 647.547 (IT) - Continue public meeting recording and management **[Operational Need]**
- 647.547 (IT) - Replace public meeting video and recording systems **[Operational Need]**
- 647.547 (IT) - Provide public GIS access to permit and building information **[Operational Need]**
- 647.547 (IT) - PD - Upgrades related to DOJ mandates (NIBRS) **[Operational Need]**
- 647.547 (IT) - PD - Deploy DOJ mandated RIPA Application **[Operational Need]**
- 647.547 (IT) - Provide IT consultation regarding Measure O projects **[Council Priority - Measure O Implementation]**
- 647.547 (IT) - Move all user data to the Cloud (IaaS) **[Operational Need]**
- 647.547 (IT) - Deploy PRA automation for City Clerk's Office **[Operational Need]**
- 448.518 (Measure O) – Plan, coordinate, and complete design options for both Police and Library buildings **[Council Priority - Measure O Implementation]**
- 448.518 (Measure O) - Provide leadership on the appointment of Citizens' Oversight Committee **[Council Priority - Measure O Implementation]**
- 448.518 (Measure O) - Work with Finance Department and consultants on preparing to issue second round of bonds. **[Council Priority - Measure O Implementation]**

City Clerk

- 101.511 (City Clerk) - Review and implement electronic filing system for the Conflict of Interest Form 700, as well as possible implementation for all other campaign filing statement forms **[Operational Need]**
- 101.511 (City Clerk) - Work with consultant to update City Council election districts based on the 2020 Census and consider related governance issues**[Operational Need]**
- 101.511 (City Clerk) - Work with IT to implement automated public records request system **[Operational Need]**
- 101.511 (City Clerk) - Review, coordinate, and implement a revised records retention schedule and procedures with potential software updates to the Laserfiche system **[Operational Need]**

Recreation & Community Services

- 101.524 (Administration) – Modify service delivery model and develop strategies to reduce general fund assistance **[Council Priority – Fiscal Stability and Recovery]**
- 101.524 (Administration) – Assist with survey of Community Center Buildings for Hazardous Materials.

Finance

- 101.535 (Accounting) - In coordination with City staff, the City's Municipal Advisors, and other members of the financing team, prepare to issue the remaining Measure O bonds (estimated issuance July/August 2022) and establish a Bond Oversight Committee (by January 2022) **[Council Priority - Measure O Implementation]**
- 101.535 (Accounting) - Collaborate with the City Council, Executive Team, Public Works, Police Department, and project consultants, to determine Furniture, Fixture, and Equipment (FFE) requirements for the to-be-constructed new Police Station building and develop an adequate funding plan to support their timely acquisition **[Council Priority - Measure O Implementation]**

- 101.535 (Accounting) - Evaluate Business License systems and operations, develop improvements to better serve the business community, and collaborate with the Economic Development Division to improve data usefulness and report capabilities so as to enhance timely understanding of the City's business climate **[Council Priority – Financial Recovery and Operational Need]**
- 101.535 (Accounting) - Review current reserve policies and levels with City Council and develop recommendations for possible modification (recommended Fall 2021 Study Session) **[Council Priority – Fiscal Stability and Financial Recovery]**
- 101.535 (Accounting) - Evaluate long-range financial forecasting methodologies and determine whether improvements could be made **[Council Priority – Fiscal Stability and Financial Recovery]**
- 101.535 (Accounting) - Evaluate and discuss with City Council potential new revenue measures (recommended Fall 2021 Study Session or before if any measures under consideration for November 2021 ballot) **[Council Priority – Fiscal Stability and Financial Recovery]**
- 101.535 (Accounting) – Continue to provide City Council with monthly Fiscal Updates starting no later than September 2021 **[Council Priority – Fiscal Stability]**

Community Development

- 101.550 (Administration) - Continue to refine the on-line application and permit tracking system **[Operational Need]**
- 101.550 (Administration) - Continue to participate in the Plan Bay Area 2050 implementation process **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.551 (Current Planning) - Work with City Attorney to update the City's density bonus and inclusionary ordinances **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.551 (Current Planning) - Work with the City Attorney's office to amend the City's Camping Ordinance to allow activities in all zones with public assembly uses **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.552 (Policy Development) - Continue to work with consultant on General Plan Update **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.552 (Policy Development) - Work with consultant on Housing Element revision **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.552 (Policy Development) - Continue to work with the consultant to establish objective residential development standards **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.552 (Policy Development) - Work to develop ADU ordinance to allow short term rentals **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.552 (Policy Development) – Consider an ADU amnesty program for existing ADUs **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.552 (Policy Development) - Work with City Attorney's Office to revise zoning ordinances to comply with State law **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 223.557 (Housing Assistance) - Work with consultant to evaluate certification compliance and recommend any necessary enforcement action to the City Council **[Operational Need]**
- 223.557 (Housing Assistance) - Evaluate options for administering the City's housing program **[Operational Need]**

Legal Services

- 101.560 (Legal Services) - Assist Community Development with General Plan and Housing Element Update **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.560 (Legal Services) - Assist Community Development with implementation of objective standards for residential developments **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.560 (Legal Services) - Review/Draft Measure O construction contracts **[Council Priority - Measure O Implementation]**
- 101.560 (Legal Services) - Work with Community Development Department to revise zoning ordinances for density bonus and inclusionary housing, and to comply with State law **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.560 (Legal Services) – Assist Community Development Department with amending the City's Camping Ordinance to allow activities by public assembly uses in all zones **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.560 (Legal Services) – Assist Community Development on consideration of amnesty program for ADUs **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.560 (Legal Services) – Assist Community Development with consideration of legalizing short-term rentals **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.560 (Legal Services) – Work with Council Subcommittee on process for priority scheduling **[Operational Need]**

Public Safety

- 101.601 (Police Admin) – Support and provide feedback regarding the design of new Police Station funded by Measure O bonds **[Council Priority - Measure O Implementation]**
- 101.601 (Police Admin) - Collaborate with the City Council, Executive Team, Public Works Finance Department, project consultants, and key stakeholders to determine Furniture, Fixture, and Equipment (FFE) requirements for the to-be-constructed new Police Station building and develop an adequate funding plan to support their timely acquisition **[Council Priority - Measure O Implementation]**

Public Works

- 101.701 (PW Admin) - Manage and implement Measure O design process and subsequent related work; complete design of Library and Police building projects **[Council Priority - Measure O Implementation]**
- 101.701 (PW Admin) - Represent Campbell in long range regional transportation planning efforts - Envision Silicon Valley and Plan Bay Area 2050 process **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.701 (PW Admin) - Complete revisions to specifications and contract document requirements in coordination with the City Attorney **[Operational Need]**
- 209.715 (Environmental Programs) – Coordinate and support efforts to implement the requirements of SB 1383 **[Operational Need]**
- 101.720 (Transportation Eng.) - Manage, design, and Implement traffic calming improvements **[CIP Support]**
- 101.720 (Transportation Eng.) - Manage, design, and Implement bicycle and pedestrian enhancements and safety improvements **[Council Priority – Open Space]**
- 101.720 (Transportation Eng.) - Review and consider revisions to the City's Traffic Calming Policy **[CIP Support]**
- 101.730 (Engineering) - Implement the Annual Street Maintenance Program **[CIP Support]**
- 101.730 (Engineering) - Complete design and construction of the Campbell Park improvements **[Council Priority – Open Space]**
- 101.730 (Engineering) - Complete construction of the all-inclusive playground at John D. Morgan Park (Budd Ave. side) **[Council Priority – Open Space]**
- 101.730 (Engineering) - Complete the design of the Harriet Avenue Sidewalk project **[CIP Support]**
- 101.730 (Engineering) – Manage, design, and implement approved Capital Improvement Projects **[CIP Support]**
- 101.730 (Engineering) - Update Standard Plans and Specifications for Public Works Construction **[Operational Need]**
- 101.730 (Engineering) – Support, review, and implement small-cell wireless projects **[Operational Need]**
- 101.730 (Engineering) - Review and update City of Campbell Quality Assurance Plan (QAP) in compliance with Federal Highway Administration and Caltrans **[Operational Need]**
- 101.740 (Land Dev./Environmental Progs.) - Assist with the implementation of the reissued Storm Water Municipal Regional Permit (MRP 3.0), including necessary updates to the Green Infrastructure Plan **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- 101.745 (Maint. Admin) - Complete the acquisition and installation of a new Traffic Signal & Lighting Modular Building at the Service Center **[CIP Support]**
- 641.750 (Equip. Maint.) - Complete approved vehicle & equipment purchase and lease acquisitions **[Operational Need]**
- 204.760 (Streets Maint.) - Complete approved Capital Improvement Projects, including the Campbell Park pathway, Community Center Track resurfacing , and street crack sealing projects**[Council Priority – Open Space]**
- 207.770 (Signals & Lighting) - Inspect and accept Streetlight LED conversions completed by the ESCO project **[Council Priority – Fiscal Stability and CIP Support]**
- 207.775 (Parks Maint.) - Implement water conservation strategies including turf area reductions **[Council Priority – Fiscal Stability]**
- 207.775 (Parks Maint.) - Complete scheduled tree trimming services for two Maintenance Zones **[Operational Need]**
- 101.780 (Building Maint.) - Perform a CASP review for citywide ADA compliance **[Operational Need]**
- 101.780 (Building Maint.) - Complete approved special projects for City buildings **[CIP Support]**
- 101.780 (Building Maint.) - Complete and accept all cost-saving measures related to the Energy Savings Improvements (ESCO) Project **[Council Priority – Fiscal Stability]**

Exhibit B - FY 2021 Significant Accomplishments

City Manager's Department

Program 510 – Administration:

- Provided overall guidance on Measure O and presented the schematic design of both the library renovation and new police operations facility
- Organized a virtual "2020 State of the City" Address
- Convened the Legislative Subcommittee to review proposed legislation that impacts the City and submitted 10 position letters on behalf of the City
- Implemented a declaration of a local emergency due to the COVID-19 pandemic leading to the partial activation of the City's Emergency Operations Center (EOC)
- Managed the strategic planning and budget impacts of the COVID-19 pandemic, including the implementation of various health orders, personnel directives, and impacts on city facilities and services
- Provided guidance to assist essential businesses during the COVID-19 pandemic including the implementation of the downtown parklet program
- Appointed a new Community Development Director
- Provided coordination and assistance to the Finance Department in the development of the FY 2021-22 Operating Budget and FY 2022-26 Capital Improvement Plan

Program 511 – City Clerk:

- Provided coordination and guidance to first district elections
- Reviewed and identified contractor for implementation of "Conflict of Interest" Form 700 and all other campaign filing statements
- Managed virtual public meetings due to COVID-19
- Coordinated the adjudication process for a citywide newspaper for legal notice publishing
- Met all Performance Measure standards with minimal staffing
- Implemented requirements of AB2151 online campaign filing postings

Program 515 – Human Resources:

- Completed permanent, temporary and internship recruitments and rehires
- Completed executive level recruitments for the Community Development Director and City Clerk positions
- Partnered with Liebert Cassidy Whitmore to provide mandatory Sexual Harassment training for all City employees
- Partnered with Du-All Safety to create a City-wide COVID-19 Prevention Program (CPP) and provided mandatory CPP training to all employees
- Partnered with Koff & Associates to benchmark position total compensation salary survey for Campbell Police Officers Association (CPOA)
- Reviewed and processed significant amounts of unemployment claims for over 200 employees affected by COVID-19
- Implemented new Emergency Paid Sick Leave (EPSL)/ Emergency Family and Medical Leave Expansion Act (EFMLEA)/ Supplemental Paid Sick Leave (SPSL) law/leave, application, process, flow chart for COVID-19 related leave and determined vaccination status of all employees
- Conducted annual online open enrollments for all employees
- Offered Virtual Health Fair: Online recorded presentations and webinars
- Amended the Flexible Spending Account (FSA) Health and Dependent Plans due to Coronavirus Aid, Relief, and Economic Security (CARES) Act
- Conducted negotiations with Campbell Municipal Employees Association (CMEA), Campbell Police Civilian Employees Association (CPCEA), and Carpenters to establish new Memorandum of Understanding (MOU) contracts which ended on 6/30/21

Program 547 – Information Technology:

- Implemented and procured equipment necessary for virtual public meetings and webinars
- Established a Virtual Private Network (VPN) for staff members
- Purchased equipment necessary for remote access
- Provided ongoing education, training, and support for VPN, Office365 and 8x8 Voice over Internet Protocol (VoIP) Phone system

- Coordinated electronic communication and postings of public notices relating to COVID-19
- Replaced city phone system with 8X8 VoIP
- Automated the Campbell Water Tower lighting technology
- Completed entire Cloud backup of City data and systems

Recreation & Community Services Department

Program 524 – Administrative Services:

- Thoroughly analyzed departmental operations and implemented measures to increase cost recovery and reduce financial impact on the City's General Fund
- Completed configuration and implementation of new recreation software system

Program 525- Senior Nutrition:

- Coordinated volunteers to continue walk up and drive through meal delivery to 75 seniors daily

Program 526 – Adult Services:

- Worked with the Aging Services Collaborative to host virtual Caregivers Count Conference
- Transitioned 50+ classes and activities to virtual platform during COVID-19

Program 527 – Community Center:

- Modified business processes to streamline permitting of short-term rentals
- Managed ongoing restriction changes for programs and services at the Community Center

Program 528 – Museum:

- Developed "What's In The Box" video series to virtually share Collection items during pandemic
- Modified programming to virtual platform to engage community through pandemic with History at Home, Tasty Tuesdays, and Membership Mondays

Program 531- Sports, Aquatics and Fitness:

- Modified programming to adjust for restrictions from pandemic
- Expanded lane reservations for lap swim to generate additional revenue and provide access to community

Program 532- Preschool, Day Camps and Classes:

- Adjusted Pre-School program to meet County and State guidelines for school settings
- Transitioned programming to virtual format during pandemic
- Transitioned to virtual meetings for the Youth Commission and developed virtual programming opportunities to engage teens in the community

Finance Department

Program 535 - Accounting Services Program:

- Provided monthly fiscal updates to the City Council and recommended corrective budgetary actions when necessary due to COVID-19 public health emergency
- Virtually onboarded a new City auditor after a formal RFP, evaluation, and selection process
- Implemented a new Digital Budget Book platform to enhance public viewing and transparency of the City's FY 2021-22 Operating and Capital Budget
- Coordinated with the City Manager's Office to present Budget Study Sessions to the City Council, Community Workshop, Internal Kickoff and request training session for the City's FY 2021-22 Operating Budget and FY 2022-26 Capital Improvement Plan
- Received the 28th consecutive "Distinguished Budget Award" from the GFOA for the City's FY 2020-21 Operating and Capital Budget document

- Received the 31st consecutive "Certificate of Achievement for Excellence in Financial Reporting" from the Government Finance Officers Association for the City's FY 2018-19 Comprehensive Annual Financial Report
- Completed the annual audit and the City's Comprehensive Annual Financial Report for FY 2019-20; resulting in no findings
- Collaborated with the City Manager's Office, Public Work's Department, and the City's external Financial Advisor and Bond Counsel to prepare necessary materials to place Measure O tax rate on the FY 2020-21 tax roll
- Collaborated with the City Manager's Office, Public Work's Department, and the City's external Financial Advisor and Bond Counsel to issue the first series of Measure O Bonds in August 2020 at a premium of $23.1 million; $3.1 million over their par value
- Assisted the City Manager's Office and external labor negotiators with costing of proposals for several bargaining unit agreements expiring on June 30, 2021
- Filed required information timely to the State Department of Finance (DOF) to support the City's $522,000 share of CARES Act / Coronavirus Relief Funding (CRF)
- Tracked and recorded expenses related to a public health emergency for the purposes of future federal reimbursement

Community Development Department

Program 550 – Community Development Administration Program:

- Implemented of an online electronic permitting platform "My Government Online" (MGO) to allow for full paperless processing (electronic plan review) and continuance of services during COVID-19
- Transitioned the Planning Commission, Site and Architectural Review Committee and Historic Preservation Board to virtual meetings

Program 551 – Current Planning Program:

- Conducted virtual Planning Commission Study Sessions
- Issued and processed planning approvals and administrative permits
- Received and completed Code Enforcement complaints

Program 552 – Policy Development Program:

- Drafted a Temporary Use Permit (TUP) Ordinance
- Drafted the Downtown Pedestrian-Oriented Activities Ordinance
- Hosted an Affordable Housing Developer Forum with the Planning Commission
- Participated in Planning Collaborative and Plan Bay Area 2050 meetings
- Secured approximately $190,000 in grant funding to help prepare the Housing Element through Local Early Action Planning (LEAP) ($150,000) and Regional Early Action Planning (REAP) ($40,839)
- Continued preparation of General Plan Update including support of General Plan Advisory Committee (GPAC)
- Issued Request for Proposals (RFPs) for consultant to prepare Housing Element Update

Program 554 – Building Codes Regulation Program:

- Issued building permits which included new home accessory dwelling units (ADU) permits
- Performed inspections, conducted plan checks and inspections for various projects

Program 556 – Economic Development Program:

- Assisted with the deployment of Downtown Campbell Parklet Program
- Assisted in the development of business assistance programs in response to COVID-19 pandemic
- Developed enhancements to communication with businesses
- Created and implemented shop local program
- Collaborated with hotel/travel industry and economic development leaders to provide recommendations to assist Silicon Valley hotel and travel industries to re-open safely during the COVID-19 pandemic

Program 557 – Low-Moderate Income Housing Program:

- Negotiated a no-cost increase contract with HouseKeys Inc.

- Held online Below Market Rate (BMR) homebuyer and rental orientations
- Coordinated the resale of a BMR unit
- Recertified BMR rental and owner units
- Increased BMR owner unit response rate
- Processed subordination agreements
- Developed informational handouts on pricing methodology and equity sharing

Legal Services Department

Program 560 – Legal Services:

- Provided legal support for adoption of ordinance establishing procedure to determine contractor non-responsibility
- Provided legal support for adoption of ordinance establishing procedures for bid protests
- Provided legal support for adoption of Camping and Graffiti Ordinance
- Provided legal support for adoption of ordinance establishing procedure for temporary uses
- Settled class action claim concerning Driving Under the Influence (DUI) cost recovery charges prior to filing of lawsuit
- Obtained favorable ruling in administrative hearing on code violations at 209 Railway
- Successfully tendered D'Aguair lawsuit to consultant and developer
- Reviewed Resolutions Declaring Local Emergency
- Prepared Resolutions relaxing enforcement on businesses selling their supplies or related services
- Prepared Resolutions providing for conducting businesses outdoors and in parking lots
- Completed draft update of Public Works contract documents
- Completed Santa Clara County Special Enforcement Taskforce MOU

Public Safety Department

Program 601 – Administration:

- Completed a comprehensive "Year in Review" to highlight crime statistics and programs within the department
- Implemented a COVID-19 Operational Guideline with ongoing contingency planning that enabled the department to remain fully operational throughout the pandemic
- Worked with California POST (Peace Officer Standards and Training) to complete an audit of all training and background checks
- Completed the following trainings:
  - POST two-year training cycle beginning 1/2021
    - All staff completed all but four hours of State Mandated training in the first six months of the training cycle
    - All sworn personnel completed POST approved de-escalation training
  - Re-vamped firearms and tactical shotgun courses based on changes to state law
  - Expanded the Arrest and Control Training Group

Program 602 – Communications:

- Transitioned to the digital radio system and participated in a county wide work group to encrypt all mutual aid channels
- Provided mental health training to employees on trauma and stress response
- Deployed new technology allowing reverse text to 911 and location accuracy (Rapid Deploy)
- Worked with state vendors to start installing state funded equipment to move towards implementation of Next Generation 911

Program 603 – Records:

- Completed Property and Evidence storage facility audit
- Completed Records Division audit to examine compliance and productivity
- Transitioning from statistical reporting of Uniform Crime Reporting to National Incident Based Reporting

Program 604 – Special Enforcement:

- Received approval of Office of Traffic Safety Grant $77,476 for electronic citation software/devices in addition to upgrades todepartment's existing Crossroads traffic report program

- Received approval of Emergency Management Performance Grant $8,000 for computers for the new Mobile Emergency Command vehicle
- Expanded the Unmanned Aircraft Systems (drone) and used this system to resolve several incidents
- Deployed three new radar trailers that can collect speed data
- Investigated several high-profile cases, including:
  - Suspect taken into custody who sexually assaulted an 80-year-old with dementia
  - An embezzlement case of over $1,200,000 which had been ongoing for 18 months involving extensive investigation concluded with the suspect's arrest
  - Suspect who coerced a 14-year-old by threats to send pornographic videos of herself. Numerous other victims were identified during the investigation
  - Felony battery and robbery involving five gang members
  - Arrested suspect after linking him to multiple burglary and prowling cases which included an assault to commit rape where the suspect videoed himself in the victim's room
  - Investigated arson case with a loss more than $1,000,000; suspect was arrested after obtaining a confession based on evidence located
  - Multiple arrests involving a large auto theft ring from Texas
  - Suspect arrested after being identified in several large commercial burglaries of fitness centers
  - Multiple investigations leading to the seizure of 8 "ghost guns" and narcotics

Program 605 – Field Services:

- Worked with Liebert Cassidy Whitmore (LCW) to overhaul use of force review and reporting process
  - All staff received updated use of force training
  - Supervisors received updated reporting and review training
- Created early claim resolution process and trained all supervisors during implementation
- Created a working group with Santa Clara County Health and Human Services, Adult Protective Services, Mental Health Court, Santa Clara County District Attorney's Office, and the Santa Clara County Public Defender's Office to address issues with homeless population
  - Hosted a community webinar with Office of Supportive Housing and Behavioral Health along with Q&A to address community concerns surrounding homelessness
- Added enforcement K9 Koa and therapy K9 Ainsley to our K9 program
  - Established K9 coverage seven days per week
  - K9 Koa certified in explosives and firearms detection
- Began conversion of marked patrol fleet from gasoline to Hybrid Interceptors
  - Streamlined the purchasing and outfitting process for marked and un-marked vehicles
  - Placed five patrol vehicles and two unmarked vehicles into service
- Restructured and expanded of Axon services
  - Entered ten-year Records Management System (RMS)/ Computer Aided Dispatch (CAD) contract
  - Consolidated all current contracts into ten-year bundle

Public Works Department

Program 701 – Administration:

- Presented Measure O – Library Schematic Design approved by Council
- Presented Measure O – Police Building Schematic Design approved by Council
- Maintained work plan, budget strategy, and schedule for Measure O projects
- Received authorization from Council to perform Measure O Environmental Review
- Implemented parklet program for downtown businesses to expand operations during the COVID-19 pandemic

Program 715 – Environmental Services:

- Facilitated planning and implementation of Senate Bill (SB) 1383 with West Valley Solid Waste Joint Powers Authority (JPA)
- Implemented new funding model for the West Valley Clean Water Program JPA
- Completed pollution awareness mural on the Los Gatos Creek Trail underneath the Creekside underpass
- Installed ten receptacle stations and education interpretive signage along the Los Gatos Creek Trail, funded by a grant from Valley Water

Program 720 – Transportation Engineering:

- Completed the Citywide Quinquennial Speed Survey Study
- Completed the construction of the Railway Avenue and Kennedy Avenue Radar Sign Installations Project
- Completed the construction of the Traffic Calming on East Campbell Avenue east of Bascom Avenue
- Completed the neighborhood outreach process, design, and construction of the Traffic Calming on Ridgeley Drive
- Completed the construction of the Hamilton Avenue/Winchester Boulevard Signal Pole Replacement Project
- Completed Campbell Avenue/Railway Avenue Bike Box Project
- Completed the Downtown Pedestrian Improvements Project
    - Design and construction of Campbell Avenue/Railway Avenue Bike Box
    - Design of Rectangular Rapid Flashing Beacon Systems on Loop Streets

Program 730 – Engineering:

- Completed construction of the Annual Street Maintenance - Winchester Boulevard Resurfacing Project
- Awarded construction contract for the FY 2021-22 Annual Street Maintenance – Residential and Collector Streets Resurfacing Project
- Awarded construction contract for John D. Morgan Park, Budd Avenue side, All Inclusive Playground Improvement Project
- Completed the preliminary design and obtained California Environmental Quality Act (CEQA) clearance for the San Tomas Aquino Creek Trail Project

Program 740 – Land Development/Environmental Programs:

- Issued encroachment permits for the use of downtown parklets and allowed portions of the city parking lots to be used during the COVID-19 pandemic
- Completed the RFP and selection of the City Surveyor for land development reviews
- Completed the RFP and selection of the Environmental Consultant for the Measure O Project

Program 745 – Maintenance Administration:

- Managed essential infrastructure maintenance operations through the COVID-19 closure and re-opening
- Assisted in the delivery of the agreement for citywide Energy Service Company (ESCO) Projects and project management
- Coordinated with the City's Safety Consultant to provide essential training for all maintenance staff

Program 750 – Vehicle Maintenance:

- Facilitated the Enterprise Lease program and deployed all newly acquired vehicles and equipment
- Delivered facility improvement projects to improve safety and efficiency for vehicle technicians

Program 760 – Street Maintenance:

- Completed the annual maintenance improvement projects in two maintenance zones for sidewalks and curb and gutter repair
- Completed installation of 13 full capture devices for storm drain inlets
- Completed installation of concrete block retaining for site preparation for the new Signal and Lighting Building
- Completed street crack-filling for 56 residential streets to support the City's Pavement protection program
- Completed installation of new bicycle pathway at Campbell Park
- Completed installation of concrete K-rails at Campbell Ave parklets for downtown restaurant outdoor sitting

Program 770 – Signals and Lighting Maintenance:

- Completed all Underground Service Alert (USA) marking requests
- Completed multiple Traffic Signal Improvements at multiple intersections, including the installation of audible peds and cameras and a signal cabinet replacement

Program 775 – Park Maintenance:

- Completed installation of CalSense cloud-based irrigation system at the Community Center
- Supported project delivery of JDM all-inclusive playground project and the Campbell Park Playground Project
- Completed tree trimming for two maintenance zones

Program 780 – Building Maintenance:

- Completed the integration of the IT network and computer systems into the new uninterrupted power supply and surge protection in the Police Department's IT system
- Replaced City Hall's antiquated main circuit breaker with a new unit
- Remodeled Finance's conference room and installed new Audio Visual (A/V) upgrades
- Repaired the Campbell Park foot bridge
- Replaced a damaged drinking fountain at the pedestrian overcrossing at John D. Morgan Park on the Rincon side

Campbell Strategic Plan Element & Objectives

1.0 Land Use

1. A Balanced small town.
2. Land-Use patterns that minimize conflicts.
3. Availability of a range of housing types.
4. Identifiable City boundaries.
5. An attractive community with an enhanced image.
6. Interconnected neighborhoods and community resources.
7. An economically diverse and viable community.
8. A vibrant downtown that serves as the focal point of the community.

2.0 Financial Health

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

3.0 Transportation

1. Safe residential neighborhoods.
2. Economically viable shopping areas.
3. Streets that safely and comfortably accommodate pedestrians and bicycles.
4. Streets that are safe, clean and well maintained.
5. Regional improvements that meet the transportation needs of Campbell residents and businesses.
6. Streets that serve the needs of adjacent land uses.
7. Streets that operate efficiently and effectively.
8. Local serving streets that reflect a "small-town" atmosphere.

4.0 Public Safety

1. An improved feeling of safety within the community.
2. Reduced crime and calls for service.
3. An effective working relationship with other governmental and social agencies that enables the City to attack the causes of crime.
4. A reduced number of traffic accidents and associated injuries.
5. An effective emergency preparedness program.

5.0 Community Services / Recreation

1. Leisure services that enhance community health and opportunities for interaction.
2. Enhanced recreational opportunities for Campbell residents.
3. Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit and enjoyment.
4. Information and referral services that locate programs and services not directly provided by the City.
5. Effective working relationships with local schools and service organizations that enable us to address the needs of at-risk youth.
6. Increased financial self-reliance of the City's Recreation and Community Services Department to support programs and services.
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.

6.0 Open Space/Cultural/Historical

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.
2. Additional open space in each of the areas identified as deficient in the open space element of the City's General Plan.
3. A balance of active and passive uses for the City's open space areas.
4. Sufficient locally originated historic and cultural activities/opportunities in the community.

7.0 Environmental Programs

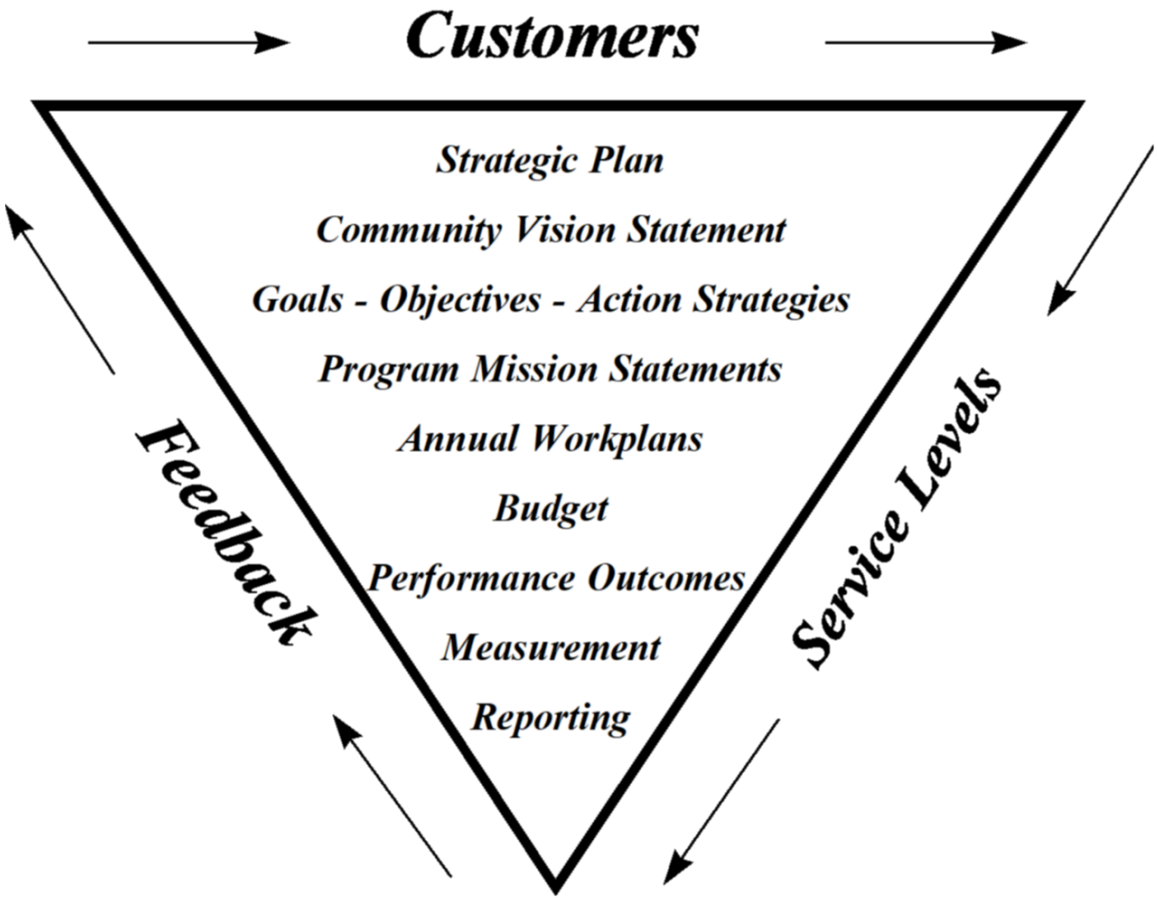
1. Extend life of landfill space through increased recycling and conservation efforts.
2. Programs to prevent illegal disposal of hazardous waste materials.

3. Participation in water quality protection programs and water conservation efforts.
4. Participation in local and regional efforts to improve air quality through traffic congestion management.

8.0 Community Participation

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

Adopted November 1994
Updated March 1999



Personnel Summary (Citywide)

Job Classification- Permament	Authorized FY 19	Authorized FY 20	Authorized FY 21	Adopted FY 22	Change FY 21>22
Accountant	1	2	2	2	-
Accounting Technician	1	1	1	1	-
Accounting Clerk II	2	2	2	2	-
Administrative Analyst I	-	1	1	1	-
Arborist (1)	1	1	1	0	-1
Assistant Engineer (2)	3	3	2	2	0
Assistant City Manager (3)	0	0	0	0.83	0.83
Assistant/Associate Planner (4)	1	2	2	1.5	-0.5
Associate Engineer	1	1	1	1	-
Building Division Manager/Building Official (5)	1	1	0.5	1	0.5
Building Inspector	2	3	3	3	-
Building Maintenance Lead Worker	1	1	1	1	-
Building Maintenance Supervisor	1	1	1	1	-
Building Maintenance Worker (6)	2	2	1	1.83	0.83
City Attorney	1	1	1	1	-
City Clerk	1	1	0.5	1	0.5
City Council	5	5	5	5	-
City Engineer	1	1	1	1	-
City Manager	1	1	1	1	-
Code Enforcement Officer	1	1	1	1	-
Communications and Public Engagement Coordinator	-	1	1	1	-
Communications Supervisor	1	1	1	1	-
Community Development Director	1	1	1	1	-
Community Services Officer (7)	2	4	2.17	2	-0.17
Deputy City Clerk	1	1	1	1	-
Deputy City Manager (3)	1	1	0	0	-
Economic Development Specialist	-	1	1	1	-
Engineer Technician I	-	1	1	1	-
Environmental Programs Coordinator	-	1	1	1	-
Equipment Maintenance Supervisor	1	1	1	1	-
Executive Assistant (8)	3	3	3	4	1
Executive Assistant to the City Manager	1	1	1	1	-
Finance Director	1	1	1	1	-
Finance Manager	1	1	1	1	-
Human Resources Analyst	1	1	1	1	-
Human Resources Manager	1	1	1	1	-
Human Resources Representative	1	1	1	1	-
Information Technology Administrator (9)(10)	1	3	3	2.92	-0.08
Information Technology Manager	1	1	1	1	-
Information Technology Technician	2	-	-	-	-
Lighting & Traffic Signal Assistant	1	1	1	1	-
Lighting & Traffic Signal Supervisor	1	1	1	1	-
Lighting & Traffic Signal Technician	1	1	1	1	-
Maintenance Worker I/II (11)	11	10	10	9.25	-0.75
Mechanic I/II	1	1	1	1	-
Museum Collections Specialist	1	1	1	1	-
Office Assistant	2	2	2	2	-
Office Specialist* (12)	3	3	3	1.17	-1.83
Park Maintenance Lead Worker (11)	3	3	3	2.92	-0.08
Park Maintenance Supervisor	1	1	0	1	1

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Personnel Summary (Citywide)

Job Classification- Permament (con't)	Authorized FY 19	Authorized FY 20	Authorized FY 21	Adopted FY 22	Change FY 21>22
Permit Technician	1	1	1	1	-
Planning Technician (13)	-	1	1	0	-1
Police Agent	6	6	6	6	-
Police Captain	2	2	2	2	-
Police Chief	1	1	1	1	-
Police Officer	30	30	30	30	-
Police Records Specialist (14)	6	6	6	5	-1
Police Records Supervisor	1	1	1	1	-
Police Sergeant	7	7	7	7	-
Property/Evidence Specialist	1	1	1	1	-
Public Safety Dispatcher	9	9	10	10	-
Public Safety Systems Specialist* (10)	1	1	1	0.08	-0.92
Public Works Director	1	1	1	1	-
Public Works Inspector	1	1	1	1	-
Public Works Superintendent	1	1	1	1	-
Recreation & Community Services Director (15)	1	1	0.5	1	0.5
Recreation Program Coordinator (16)	1	1	1	0	-1
Recreation Supervisor	3	3	3	3	-
Recreation Services Manager (15)	1	1	1	0.17	-0.83
Recreation Specialist* (17)	5	6	5	4.54	-0.46
Senior Accountant	1	-	-	-	-
Senior Building Inspector (5)	-	1	1	0	-1
Senior Civil Engineer	2	2	2	2	-
Senior Engineering Tech (2)	0	0	0	0.83	0.83
Senior Planner	2	2	2	2	-
Senior Public Works Inspector	1	1	1	1	-
Senior Services Supervisor	1	1	1	1	-
Street Maintenance Field Supervisor	-		0	0	-
Street Maintenance Lead Worker	2	2	2	2	-
Street Maintenance Supervisor	1	1	1	1	-
Support Services Manager	1	1	1	1	-
Traffic Engineer	1	1	1	1	-
Utility Worker	1	1	1	1	-
Total Permanent Full-Time Positions	**164.00**	**175.00**	**167.67**	**163.04**	**-4.63**

Personnel Summary (Citywide)

Job Classification- Permanent Part-Time	*Authorized FY19*	*Authorized FY20*	*Authorized FY21*	*Adopted FY22*	*Change FY21>22*
Assistant Engineer	0.50	0.50	0.50	0.50	-
Community Services Officer	0.75	0.75	0.75	0.75	-
Executive Assistant	1.60	1.60	1.60	0.80	-0.80
Mechanic I/II	0.90	0.90	0.90	0.90	-
Nutrition Site Manager	0.50	0.50	0.50	0.50	-
Recreation Supervisor	0.75	0.75	0.75	0.75	-
Traffic Engineer	-	-	-	-	
Total Permanent Part-Time Positions	5.00	5.00	5.00	4.20	-0.80

Job Classification- Limited Term	*Authorized FY19*	*Authorized FY20*	*Authorized FY21*	*Adopted FY22*	*Change FY21>22*
Administrative Analyst I	0.9	-		-	
Assistant/Associate Planner	1	-	-	-	-
Building Inspector	1	-	-	-	-
Senior Public Works Project Manager *(18)*	-	1	1	0.83	-0.17
Communications and Public Engagement Coordinator	1	-	-	-	-
Economic Development Specialist	1	-	-	-	-
Engineer Technician	1	-	-	-	-
Information Technology System Administrator	1	-	-	-	-
Planning Technician	1	-	-	-	-
Recreation Specialist (Youth Engagement)	1	-	-	-	-
Senior Building Inspector	1	-	-	-	-
Total Limited-Term Positions	9.90	1.00	1.00	0.83	(0.17)
Total Permanent and Limited Term Positions	178.90	181.00	173.67	168.07	(5.60)

Personnel Summary (Citywide)

Job Classification- Temporary	Authorized FY19	Authorized FY20	Authorized FY21	Adopted FY22	Change FY21>22
Adult Sports League Officials	0.78	0.87	0.08	-	-0.08
Aquatic Instructor/Lifeguard	2.43	2.33	0.82	2.33	1.51
Building Attendants	3.71	3.93	0.33	0.69	0.36
Building Intern (Imaging Assistant)	0.64	0.64	0.64	0.64	-
Case Management Support	0.29	0.29	0.29	0.29	-
Class Instructors	2.72	2.82	2.13	0.77	-1.36
Clerical Relief	0.34	0.34	-	-	-
Crossing Guards *(19)*	3.43	3.43	-	3.44	3.44
Customer Service Clerks	2.96	3.14	0.63	0.52	-0.11
Day Camp Recreation Leader I, II, III	6.66	6.53	3.19	4.37	1.18
Day Camp Recreation Specialist	0.64	0.75	0.12	0.17	0.05
Day Camp Senior Recreation Specialist	0.24	-	-	-	-
Economic Development Intern	1.00	1.00	-	-	-
Economic Development Intern	-	-	-	-	-
Engineering Assistant (Interns)	1.00	1.00	0.80	0.60	-0.20
Engineering Technician	-	-	0.50	0.50	-
Event Coordinator	0.63	0.66	0.09	0.08	-0.01
Executive Project Manager	0.40	-	-	-	-
Facility Attendant Staff	0.09	0.09	0.02	0.02	-
Field Attendant	0.74	0.56	-	-	-
Fitness Program Class Instructors	0.74	0.74	1.10	0.32	-0.78
Fitness Program Staff (Drop-in)	3.91	4.03	0.40	-	-0.40
Food Server	0.50	0.50	0.46	0.50	0.04
Guest Services Associate	0.45	0.45	0.01	-	-0.01
Information Technology Intern	0.35	-	-	-	-
Lifeguard/Instructor	0.11	0.12	0.07	0.07	-
Management Intern	0.50	0.50	-	-	-

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Personnel Summary (Citywide)

Job Classification- Temporary (con't)	Authorized FY19	Authorized FY20	Authorized FY21	Adopted FY22	Change FY21>22
Office Assistant	0.50	-	-	-	-
Office Assistant-Part-Time	0.30	0.30	0.20	-	-0.20
Office Intern	-	-	0.10	0.30	0.20
Part-Time Dispatcher (Per Diem Basis)	0.15	0.15	0.15	0.15	-
Part-Time Police Clerk	0.20	0.20	-	-	-
Planning Intern	0.13	0.13	-	-	-
Preschool Aides	2.14	2.21	1.69	1.08	-0.61
Preschool Teacher	2.06	1.80	1.69	0.95	-0.74
Program Assistant	0.80	0.79	0.09	-	-0.09
Project Engineer	0.70	0.80	0.60	0.60	-
Project Manager (One-Time Projects)	0.40	-	0.40	0.20	-0.20
Public Safety Assistant	2.50	0.50	-	-	-
Recreation Leader	0.10	0.10	-	-	-
Recreation Specialist	0.69	0.69	0.03	-	-0.03
Relief Site Manager	0.04	0.04	0.04	0.04	-
Reservation Support	0.38	0.21	-	-	-
Skate Park Attendant	1.03	1.03	0.23	-	-0.23
Skate Park Instructor	0.38	0.39	0.16	0.17	0.01
Sports Class Instructors	0.96	0.93	0.15	0.07	-0.08
Street Maintenance- Storm inlet/tree trim	1.00	1.00	1.20	0.80	-0.40
Summer Picnic Seasonal Support	-	0.23	-	-	-
Support Staff	0.22	0.34	-	-	-
SVRIP Summer Intern	-	0.75	-	-	-
Swim Team Coaches	1.87	2.44	1.14	2.46	1.32
Technician	0.50	0.25	-	-	-
Temporary Building Maintenance Worker	0.50	0.50	0.50	0.50	-
Temporary Labor (Parks)	2.75	3.00	2.00	1.00	-1.00
Temporary Labor (Trees)	0.75	0.75	1.00	0.50	-0.50
Traffic Engineering Assistant (Intern)	0.50	0.50	0.40	0.30	-0.10
Training Coordinator	-	-	0.50	0.50	-
Work Experience Leader	0.48	0.48	-	-	-
Youth League/Camp Leaders	0.37	0.47	0.10	-	-0.10
Total Temporary Positions	57.66	55.70	24.05	24.93	0.88
Total All Positions	236.56	236.70	197.72	193.00	(4.72)

Personnel Summary (Citywide)

(1) - Potential promotion to Parks Maintenance Supervisor; freeze former position (Arborist) all of FY 2022 if so.
(2) - Frozen Assistant Engineer approved to be reclassified to Sr. Engineering Technician and hired by 09-01-21.
(3) - Frozen Deputy City Manager approved to be reclassified to Assistant City Manager and hired by 09-01-21.
(4) - Vacant Assistant/Associate Planner approved to be hired by 01-01-22.
(5) - Potential promotion to Building Official; freeze former position (Sr. Building Inspector) all of FY 2022 if so.
(6) - Vacant Building Maintenance Worker approved to be hired by 09-01-21.
(7) - FY 2021 included partial CSO FTEs for one-month for two (2) positions that were eliminated.
(8) - 0.80 Part-Time Executive Assistant approved to be converted to 1.00 Full-Time Executive Assistant in FY 2022.
(9) - 1.0 vacant frozen IT Administrator in City Manager's Office approved to be eliminated.
(10) - 1.0 IT Administrator approved to replace Public Safety Systems Specialist in Police Department with potential layoff in former position by 08-01-21.
(11) - Potential promotion to Parks Maintenance Lead Worker by 08-01-21; freeze former position (Maintenance Worker I/II) part of FY 2022 if so with approved to be hired by 04-01-22.
(12) - Potential layoff of 2.0 Office Specialists by 08-01-21.
(13) - Vacant Permit Technician approved to be frozen all of FY 2022.
(14) - Vacant Police Records Specialist approved to be frozen all of FY 2022.
(15) - Vacant Recreation and Community Services Director was frozen for all of FY 2021. Potential promotion from Recreation Services Manager as of 07-01-21; leaving former position vacant and approved to hired by 05-01-22.
(16) - Vacant Recreation Program Coordinator approved to be frozen all of FY 2022.
(17) - Potential 0.50 reduction of hours for Recreation Specialist by 08-01-21.
(18) - Senior Public Works Project Manager approved hire date by 09-01-21
(19) - Crossing Guards- 50% funded by School District pending agreement

**** Due to 20-day noticing requirements in the City's personnel rules and procedures, any potential layoffs or reduction in hours as a result of adopted actions contained within this document would not be effective until August 1, 2021. Additionally, implementation of such items is subject to a meet and confer with designated bargaining unit representatives.***

APPROVING RESOLUTIONS

RESOLUTION NO. 12730

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL ADOPTING THE CITY'S OPERATING AND CAPITAL BUDGET FOR FISCAL YEAR 2022

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 2022, 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, 2021 the amount of **$71,833,189** 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 **$20,876,967** be fixed as the amount necessary to meet the capital requirements of the City and that the same is hereby approved, confirmed and adopted at the combined total of **$92,710,156**; 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 2022 operating and capital budget or any miscellaneous corrections due to more refined estimates and incorporate these changes into the final published FY 2022 operating and capital budget document.

PASSED AND ADOPTED this day 15th of June, 2021, by the following roll call vote:

AYES: Councilmembers: Bybee, Landry, Lopez, Resnikoff, Gibbons

NOES: Councilmembers: None

ABSENT: Councilmembers: None

APPROVED:

Elizabeth "Liz" Gibbons, Mayor

ATTEST:

Dusty Christopherson, City Clerk

FY 2022 CIP Conformance to General Plan

RESOLUTION NO. 12731

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL APPROVING THE PROPOSED FISCAL YEARS 2022-2026 5-YEAR CAPITAL IMPROVEMENT PLAN (CIP) AND FINDING THE CIP TO BE CONSISTENT WITH THE CAMPBELL GENERAL PLAN PURSUANT TO § 65401 OF THE STATE OF CALIFORNIA GOVERNMENT CODE AND EXEMPT FROM REVIEW UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

WHEREAS, after due consideration of all evidence presented, the City Council does find as follows with respect to the FY 2022-2026 CIP:

1. The proposed CIP is consistent with the Campbell General Plan, pursuant to §65401 of the State of California Government Code;
2. The proposed CIP is exempt from review under the California Environmental Quality Act (CEQA) in that it is not a "project" as defined by Public Resources Code § 21065 being an administrative activity of the City that will not result in direct or indirect physical changes to the environment pursuant to CEQA Guidelines § 15378.

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

1. The CIP is consistent with the Campbell General Plan; and
2. No substantial evidence has been presented from which a reasonable argument could be made that the CIP projects would have a significant adverse impact on the environment.

NOW, THEREFORE, BE IT RESOLVED that the City Council finds the proposed CIP to be consistent with the Campbell General Plan pursuant to § 65401 of the State of California Government Code and exempt from review under the California Environmental Quality Act (CEQA); and,

BE IT FURTHER RESOLVED that the City Council approves the Fiscal Year 2022-2026 Capital Improvement Plan with projects totaling **$87,117,842;** including new capital projects of **$6,379,677**, additional appropriations for existing projects of **$21,054,913**, previously approved appropriations for existing projects of **$59,683,252**, estimated expenditure activity of **$18,973,903** in FY 2022, and **$15,235,558** for projects that require new or additional appropriations in FY 2022.

PASSED AND ADOPTED this day 15th of June, 2021, by the following roll call vote:

AYES: Councilmembers: Bybee, Landry, Lopez, Resnikoff, Gibbons

NOES: Councilmembers: None

ABSENT: Councilmembers: None

APPROVED:

Elizabeth "Liz" Gibbons, Mayor

ATTEST:

Dusty Christopherson, City Clerk

FY 2022 Appropriations Limit

RESOLUTION NO. 12732

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022 PURSUANT TO ARTICLE XIIIB OF THE CALIFORNIA ST ATE CONSTITUTION

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

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

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

WHEREAS, the City Council of the City of Campbell wishes to establish this appropriations limit for the Fiscal Year 2022 pursuant to Article XIII B of the California State Constitution;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Campbell hereby finds and determines that the appropriations limit for Fiscal Year 2022 is **$81,053,795**.

PASSED AND ADOPTED this day 15th of June, 2021, by the following roll call vote:

AYES: Councilmembers: Bybee, Landry, Lopez, Resnikoff, Gibbons

NOES: Councilmembers: None

ABSENT: Councilmembers: None

APPROVED:

Elizabeth "Liz" Gibbons, Mayor

ATTEST:

Dusty Christopherson, City Clerk

Long-Range Financial Forecast

Staff has prepared a ***fourth*** update of the Seven-Year Financial Forecast that covers Fiscal Year (FY) 2022 to FY 2028 and is a ***revision of the third update shared with City Council on June 1, 2021***. This revision will provide a summary of staff's Seven-Year Financial Forecast, with the full detailed forecast to be published in its entirety on the City's website at https://www.ci.campbell.ca.us/151/Budget (https://www.ci.campbell.ca.us/151/Budget). Additionally, this revision uses updated information pertaining to costs, revised adopted expenditures for FY 2022, and updated information pertaining to revenues. Its main focus is the General Fund (101) since that that is the City's primary discretionary fund to support daily operations. Please also note that while this is a better indication of estimated revenues and expenditures for FY 2022 and beyond, the forecast will continue to be updated in the future.

Below in ***Table 1***, Council will find a summary of projected General Fund revenues compared to expenditures during this time period as well as estimated surpluses or deficits. Please note though that this is only one possible future for the City based on the assumptions to be detailed below and future year trending based off of those assumptions. Should actions be taken to reduce expenditures beyond any measures taken to date, revenues increase through new or modified sources, or the economy recovers more quickly or more slowly than expected, actual results could deviate from projected results, which are based upon best data as of today:

Table 1 – General Fund Revenues vs. Expenditures (Estimated) (June 15, 2021)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Revenues	57,130,551	57,857,020	61,471,548	64,108,835	66,456,230	69,487,433	72,570,000
Expenditures	54,984,092	58,194,394	59,499,482	62,040,383	63,113,888	65,282,270	67,256,063
Surplus/(Deficit)	**2,146,458**	**(337,374)**	**1,972,066**	**2,068,451**	**3,342,342**	**4,205,164**	**5,313,937**

For comparison purposes, ***Table 2*** below provides the same information from when staff last provided an update of the Seven-Year Financial Forecast to Council on June 1, 2021:

Table 2 – General Fund Revenues vs. Expenditures (Estimated) (June 1, 2021)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Revenues	56,002,472	57,792,650	61,405,200	64,040,500	66,385,900	69,415,000	72,495,500
Expenditures	54,974,470	58,215,094	59,520,782	62,062,183	63,136,288	65,305,270	67,279,763
Surplus/(Deficit)	**1,028,002**	**(422,444)**	**1,884,418**	**1,978,317**	**3,249,612**	**4,109,730**	**5,215,737**

As shown, at the time of the last update, staff had projected a General Fund operating surplus of approximately $1.0 million in FY 2022, but a General Fund operating deficit of $422,000 in FY 2023; with increasing surpluses in out years. However, on June 4, the California State Department of Finance (DOF) released American Rescue Plan Act (ARPA) funding figures for Campbell at $9,997,774.[1]; $2.1 million higher than original estimates provided to the City in March 2021 and pending submittal of certification/attestation paperwork to the DOF starting June 9. Thus, staff has adjusted estimates and now expects to receive equal payments of $4,998,887 in FY 2021 and FY 2022; $1.07 higher than originally expected in both fiscal years. For reference, since Campbell's population is less than 50,000, it is considered a Non-Entitlement Unit (NEU) by the US Treasury Department and all ARPA funding is first sent to the State DOF before being distributed to NEUs. Funding for all NEUs was capped at $19.53 billion in the ARPA. All cities with populations over 50,000 are considered Entitlement Units or Metro cities that receive their ARPA funding directly from the US Treasury Department. Funding for all Metro cities was capped at $44.7 billion in the ARPA. And when original estimates were generated by the Congressional House Oversight Committee in March, several Metro cities were accidentally included in the NEU calculations. Thus, once corrected, ARPA allocations increased for most NEUs in California.

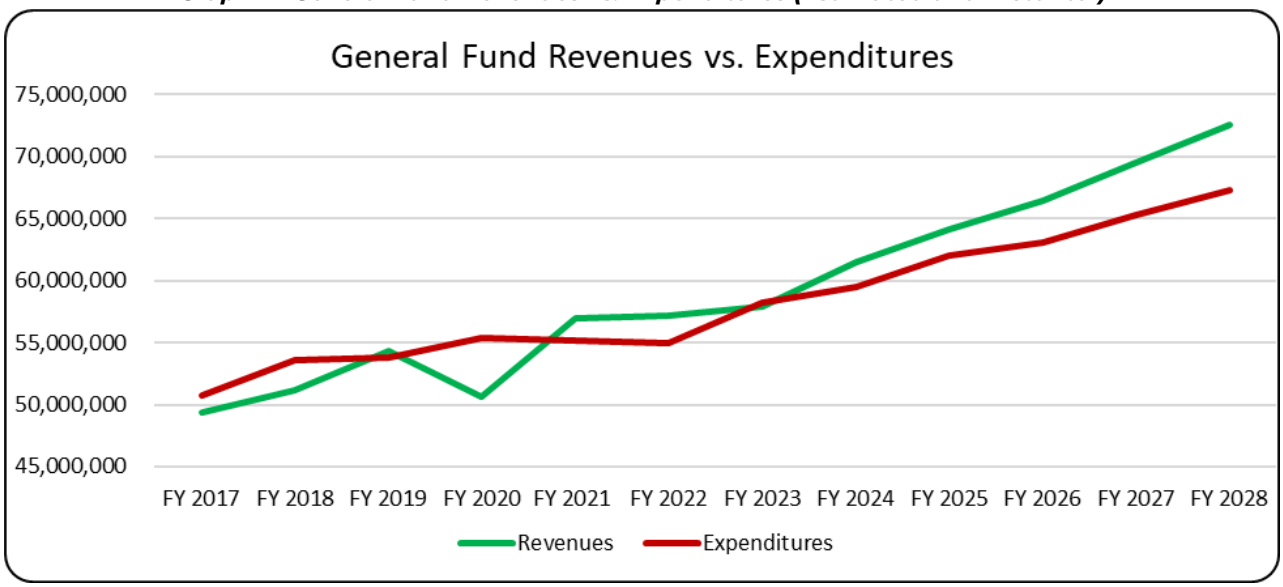
In addition, since the last update of the Seven-Year Financial Forecast, staff corrected a $41,600 double-counting of Temporary staffing costs in the Police Administration budget unit 101.601 and added anticipated school district funding of half the Crossing Guard program at $53,500. These corrections, combined with higher than expected ARPA funding, results in a larger surplus of $2.1 million in FY 2022, a smaller deficit of $337,000 in FY 2023, and larger surpluses in out years.

Furthermore, similar to the last update of the Seven-Year Financial Forecast, there are several vacant positions that staff proposed and Council approved not to rehire in FY 2022, but instead defer a hiring decision until at least FY 2023; allowing for further discussions with Council over the next fiscal year as the economic recovery and future operating

needs and priorities are better understood. While full year costing for high priority vacant positions approved to be rehired in FY 2022 has been added back into FY 2023, costing for positions deferred entirely until FY 2023 has not yet been added back.

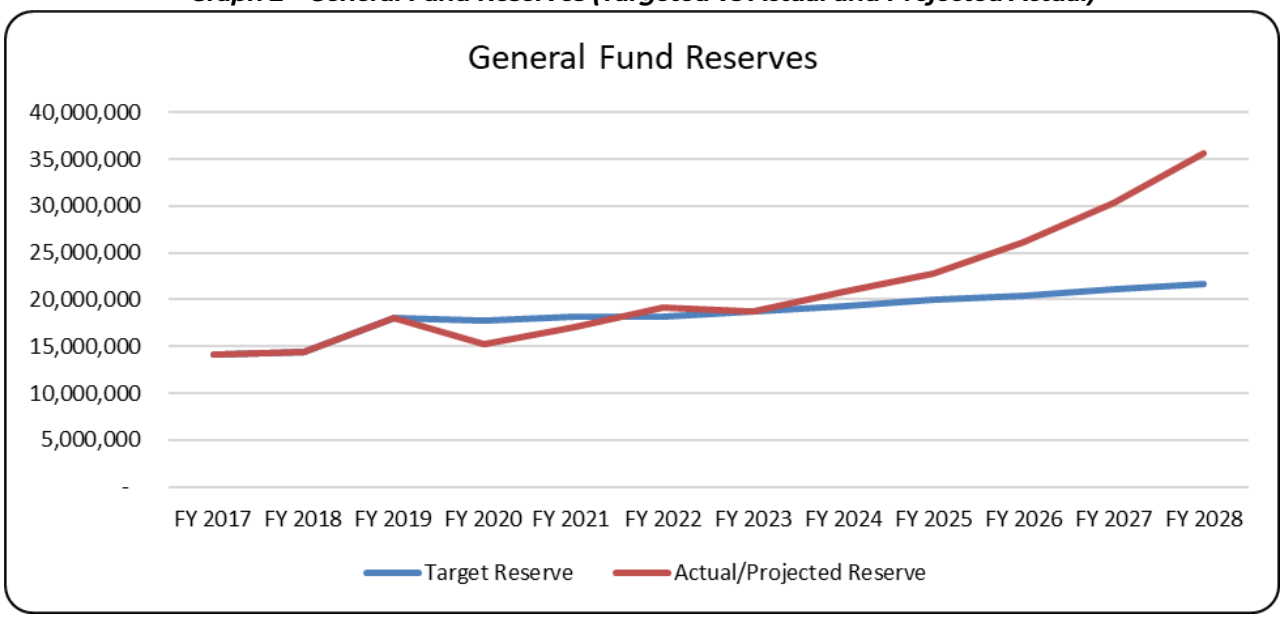
The financial information above is also visually presented in ***Graph 1*** below. In addition to a seven-year forecast, this graph also provides five-year historical look back:

Graph 1 – General Fund Revenues vs. Expenditures (Estimated and Historical)



As is shown in ***Graph 1*** and ***Table 1*** above, at this time, staff projects a General Fund operating deficit of $337,000 in FY 2023 and a General Fund operating surplus of $2.0 million in FY 2024. Absent future City action regarding ongoing costs, additional revenue sources, or a quicker and larger than expected economic recovery, this could require the City to draw upon its discretionary General Fund reserves in FY 2023 to balance the budget. However, even with this drawdown, total General Fund reserves are now estimated to return to their targeted levels by FY 2022 and be above their targeted levels through all years of the seven-year forecast; due entirely to higher than expected ARPA funding to be received in FY 2021 and FY 2022. The forecast could change further should ongoing labor negotiations result in higher costs, further action regarding ongoing costs be taken, additional revenue sources be secured, or a quicker and larger than expected economic recovery occur. A comparison to target levels set by Council Policy is shown in Graph 2 below:

Graph 2 – General Fund Reserves (Targeted vs Actual and Projected Actual)



However, while this is again one potential scenario and future for the City, there are three ways to balance a city's operating budget:

1. Reduce expenditures
2. Increase revenues
3. Utilize reserve funds

Thus, into addition to or as a full or partial replacement for expenditure reductions, the City Council may also want to consider additional revenue sources such as, but not limited to, allowance of short-term rentals and collection of TOT from their owners or rental platforms, an increase to TOT rates, a new Sales Tax add on, a new Utility Users Tax ("UUT"), a parcel tax, and/or a modernization of Business License tax rates as strategies to bridge potential future General Fund operating deficits. Voter approval would be required for all measures identified except enforcement of TOT requirements for short-term rentals. However, the City's Municipal Code would first need to be modified to allow short-term rentals to operate within Campbell. Thus, Finance added the following Workplan item to their list for FY 2022: ***"101.535 (Accounting) - Evaluate and discuss with City Council potential new revenue measures (recommended Fall 2021 Study Session) [Council Priority – Fiscal Stability and Financial Recovery]"***.

Table 3 below provides a summary of projected General Fund discretionary reserves over the seven-year forecast from FY 2022 to FY 2028 and considers potential surpluses and deficits identified above:

Table 3 – General Fund Discretionary Reserves (Estimated)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028
Econ. Fluct.	10,171,913	9,761,892	11,372,505	13,177,228	16,284,830	20,186,874	25,192,554
Emergency	5,713,055	5,785,702	6,147,155	6,410,883	6,645,623	6,948,743	7,257,000
Operating	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
PERS	2,252,000	2,252,000	2,252,000	2,252,000	2,252,000	2,252,000	2,252,000
Total	**19,136,968**	**18,799,593**	**20,771,660**	**22,840,111**	**26,182,453**	**30,387,617**	**35,701,554**
% of Expend.	34.8%	32.3%	34.9%	36.8%	41.5%	46.5%	53.1%

Please note that the City's FY 2021 Adopted Budget did not identify the PERS Reserve as a discretionary General Fund Reserve, but its purpose is to mitigate increases to employer contribution retirement rates and its inclusion is appropriate for these discussions. For presentation purposes, it has been added to the Fiscal Year (FY) 2022 Operating Budget as a discretionary General Fund Reserve.
The following summarizes key assumptions made for revenues and expenditures:

REVENUES

- **Property Taxes** – Property tax is the General Fund's largest revenue source and has been the one bright spot during the COVID-19 pandemic; fueled by increasing housing prices, increasing demand for larger work-from-home spaces, and very low mortgage interest rates. In FY 2021, the City is expected to receive $17.2 million within the General Fund. On May 7, 2021, the Santa Clara County Assessor's Office provided an update on FY 2021 property tax collections to date and projected 4.3% assessed value growth for Campbell in FY 2022. This has been factored into the FY 2022 Operating Budget. Beyond FY 2022, staff estimates steady 5-7% growth which mirrors pre-COVID recessionary property tax growth levels.

- **Sales and Use Tax** - Sales tax is the General Fund's second largest revenue source. While staff is conservative in its revenue estimates on the whole, it does note that there is good reason for optimism should current pandemic related trends continue, which may include a full reopening of the State economy on June 15. Consumer spending and sales tax have been significantly impacted by the COVID-19 pandemic, but staff and its sales tax consultants forecast that spending will accelerate through FY 2022 due to vaccinations, decreases in COVID-19 cases, reopening of the economy, pent up demand, $1.8 trillion in nationwide accumulated personal savings since the start of the pandemic, and prior and recent federal stimulus. According to the advance estimate, real US gross domestic product (GDP) grew at an annualized rate of 6.4% in the first quarter of calendar year 2021, following 4.3% growth in the fourth quarter of calendar year 2020. Economic growth is expected to accelerate even further in the second quarter of calendar year 2021 to an annualized rate of 8.1%. Additionally, a recent forecast by the UCLA Anderson Forecast, a well-renowned economic think tank in California, predicts very robust 6.3% growth in real US GDP for all of 2021 due to these factors[2]. And this forecast mirrors the forecast of many leading economists as of late. Thus, the seven-year forecast projects a near return to pre-recessionary sales tax levels during FY 2022, followed by average annual growth of 3-4% thereafter.

- **Charges for Service** - As a whole in Charges for Service in the General Fund, staff is estimating a 17.9% increase in FY 2022 when compared to the year-end estimate for FY 2021, which was significantly impacted by the COVID-19 pandemic. While this will result in $3.3 million in revenue, it will still be well below pre-recessionary levels of approximately $5.0 million as staff expects Recreation services and programs to be less than full capacity through FY 2022 due to the lingering effects of the COVID-19 pandemic. However, staff estimates that revenues from Charges for Service will fully return to pre-recessionary levels by FY 2023 due to current trends regarding COVID-19 and could be better than expected in FY 2022 based upon highly encouraging class enrollments to date for the Summer 2021 Recreation season and further easing of public health restrictions. Thereafter, through fiscal year 2028, staff estimates level 3% annual growth in revenues from Charges for Services.

- **Transient Occupancy Tax (TOT)** - TOT is collected by City hotels on behalf of the City and must be reported on and remitted within 30 days of the close of the month being reported. For presentation purposes and so as to align with categorization in the City's Annual Financial report, it is shown together with Other Taxes. Given reduced personal and business travel due to COVID- 19, staff's latest TOT estimates for FY 2021 were reduced to $1.5 million. In FY 2019, the last normal year before the COVID-19 pandemic, City TOT revenue equaled $4.8 million. While many economists forecast a strong rebound for hotels by calendar year 2023, due to pent up demand for personal travel, staff is much more conservative and feels that there is great uncertainty surrounding Campbell hotels since they appear to be used more for business travel. At this time, it is unknown how quickly that business travel will rebound and whether it will fully rebound to pre-pandemic levels due to increased utility and cost effectiveness of virtual meetings. Thus, staff forecasts a slow return to normal and TOT revenues of $2.0 million in FY 2022, followed by $3.0 million in FY 2023, $4.5 million in FY 2024, and $4.6 million in FY 2025. Not until FY 2026 does staff forecast a return to pre-pandemic levels for Campbell hotels. Please note that these estimates do not include any new hotels which may be constructed in the future, potential increases to TOT rates, or the collection of TOT from short-term rentals. Any of those factors could positively impact TOT revenue estimates. Conversely, hotel closures could also negatively impact TOT revenue. However, remaining hotels might also pick up the travelers that would have otherwise stayed at a shuttered hotel. At this time, staff recommends caution when forecasting TOT revenue, but feels that its forecast is reasonable and based on sound assumptions and data.

- **License and Permits** - Licenses and Permits are the General Fund's sixth-largest revenue source. While a number of planned development projects in FY 2021 have been deferred until at least FY 2022, staff is expecting conservative growth in this area for FY 2022, slightly above pre-pandemic levels due to the

aforementioned deferred projects. After FY 2022, staff estimates level 3% annual growth in revenues from Licenses and Permits through FY 2028. Should significant new developments be built within Campbell which are not currently known, Licenses and Permits and Other Taxes could increase at a higher rate than what is shown in the seven-year financial forecast.

EXPENDITURES

- **Employee Costs** – Due to ongoing labor negotiations with most all bargaining groups, staff has included no salary escalators for FY 2022 other than scheduled merit based increases based on anniversary dates and satisfactory performance evaluations. In addition, staff has factored in an 8% healthcare premium increase to all medical plans January 1, 2022 (based upon historical trends) and known rate increases to retirement rates and other employee benefits. Each member of the Executive Team also evaluated their department and given Council's Strategic Priorities, the current and forecasted economic climate given the pandemic, and current operating needs, recommended staffing adjustments when necessary. These staffing adjustments include strategically timing the filling of vacant positions (with some deferred to FY 2023 or later), the elimination of some vacant positions no longer deemed essential, and in some limited cases, Reductions in Force (RIFs) to existing employees or reclassifications of positions. In the General Fund, Employee Services costs are expected to increase by 4.2% in FY 2022 when compared to FY 2021 Year-End Estimates and 5.3% in FY 2023. The latter fiscal year includes full year costing for any vacant positions that are approved to be rehired partway through FY 2022. After FY 2023, staff forecasts average annual salary rate growth of 2.8% through FY 2028. Staff is also anticipating increases in PERS retirement UAAL rates starting in FY 2023 due to PERS missing its investment target in FY 2020 by 230 basis points (2.3%). Additionally, while labor concessions of approximately $595,000 were expected for FY 2021, these savings are not anticipated to continue into the future and a temporary deferral of allowable vacation and sick leave cash outs equaling approximately $550,000 will need to be paid back to employees starting in FY 2022. This has been factored into the Seven-Year Financial Forecast.

- **Supplies and Services** – In the General Fund, staff proposed and Council approved a 0.7% decrease to supplies and services costs in FY 2022 when compared to FY 2021 Year-End Estimates. It is currently forecasted that this could be followed by 7.6% growth in FY 2023 as operations return more to normal. However, all supplies and services modifications will require Council approval and will only be recommended in future budget proposals if staff feels they are appropriate and sustainable. Staff is also estimating that the City may need to continue some expenditures for COVID-19 related activities through FY 2022, but at 50% of the $250,000 level ($125,000) shown in the FY 2021 General Fund Amended Budget. Some of these costs may be reimbursable through state or federal funding and staff estimates that they will no longer be necessary after FY 2022. For all other supplies and services costs, staff is estimating level 3% annual growth through FY 2027, consistent with normal and average inflationary growth levels.

- **General Fund Support of the Capital Improvement Project Reserve (CIPR)** – The City has historically supported a number of general purpose capital improvement projects that cannot be funded elsewhere through accumulated General Fund surpluses which have been deposited in the CIPR Reserve. By the end of FY 2021, this reserve is estimated to have a balance of $1.58 million and the City has historically targeted a $1.5 million annual set aside from the General Fund when there are available funds. However, due to the continued economic impacts of COVID-19, the need to remain cautious, and operational needs, staff recommends not making this set aside in FY 2022. Nevertheless, as shown in the detailed forecast, staff recommends slowly increasing the set aside from $275,000 in FY 2023 to $1.5 million in FY 2028; thereby fully reaching its targeted level and allowing it to support ongoing and new capital projects, which could include full or partial funding of Police Station FFE costs (estimated to be $3.0 million). To do so though may require expenditure reductions in other areas or revenue increases since the CIPR is entirely supported by the City's General Fund.

And lastly, as mentioned previously, the detailed seven-year financial forecast will be published in its entirety on the City's website at https://www.ci.campbell.ca.us/151/Budget (https://www.ci.campbell.ca.us/151/Budget) and will contain the following items shown:

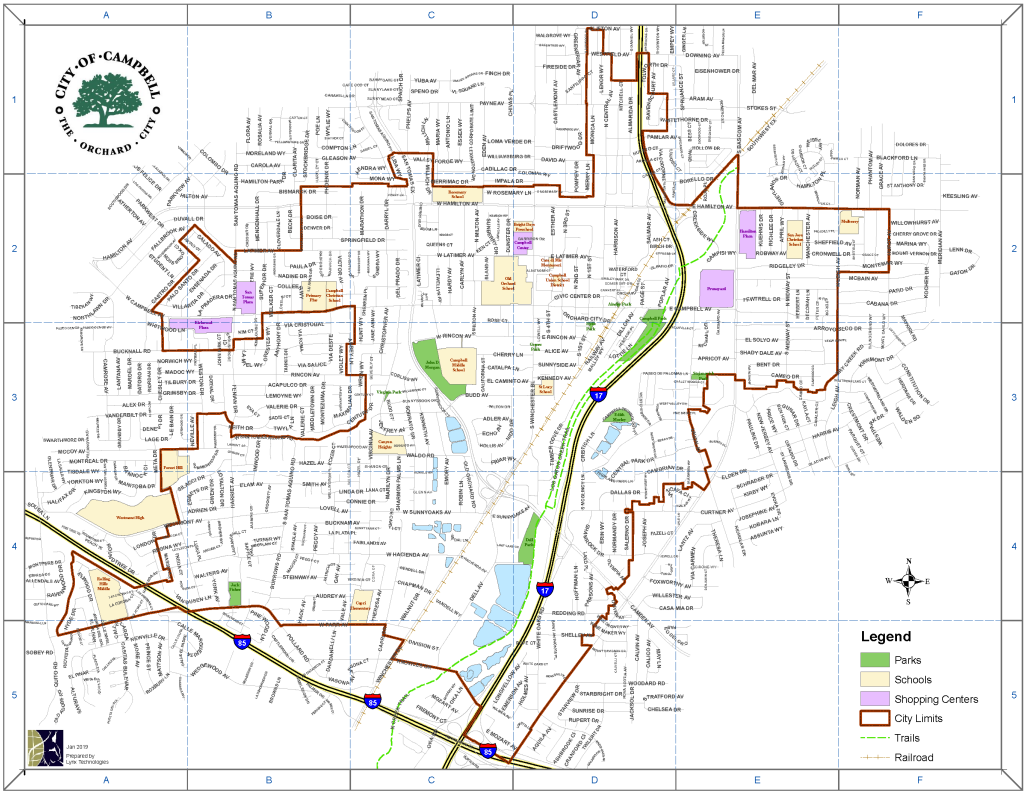
- Historical and Projected Revenues by Type
- Historical and Projected Expenditures by Type
- Historical and Projected Surpluses and Deficits
- Historical and Projected Draw Downs on General Fund Reserves

- Historical and Projected Comparisons of General Fund Reserves to City Policy

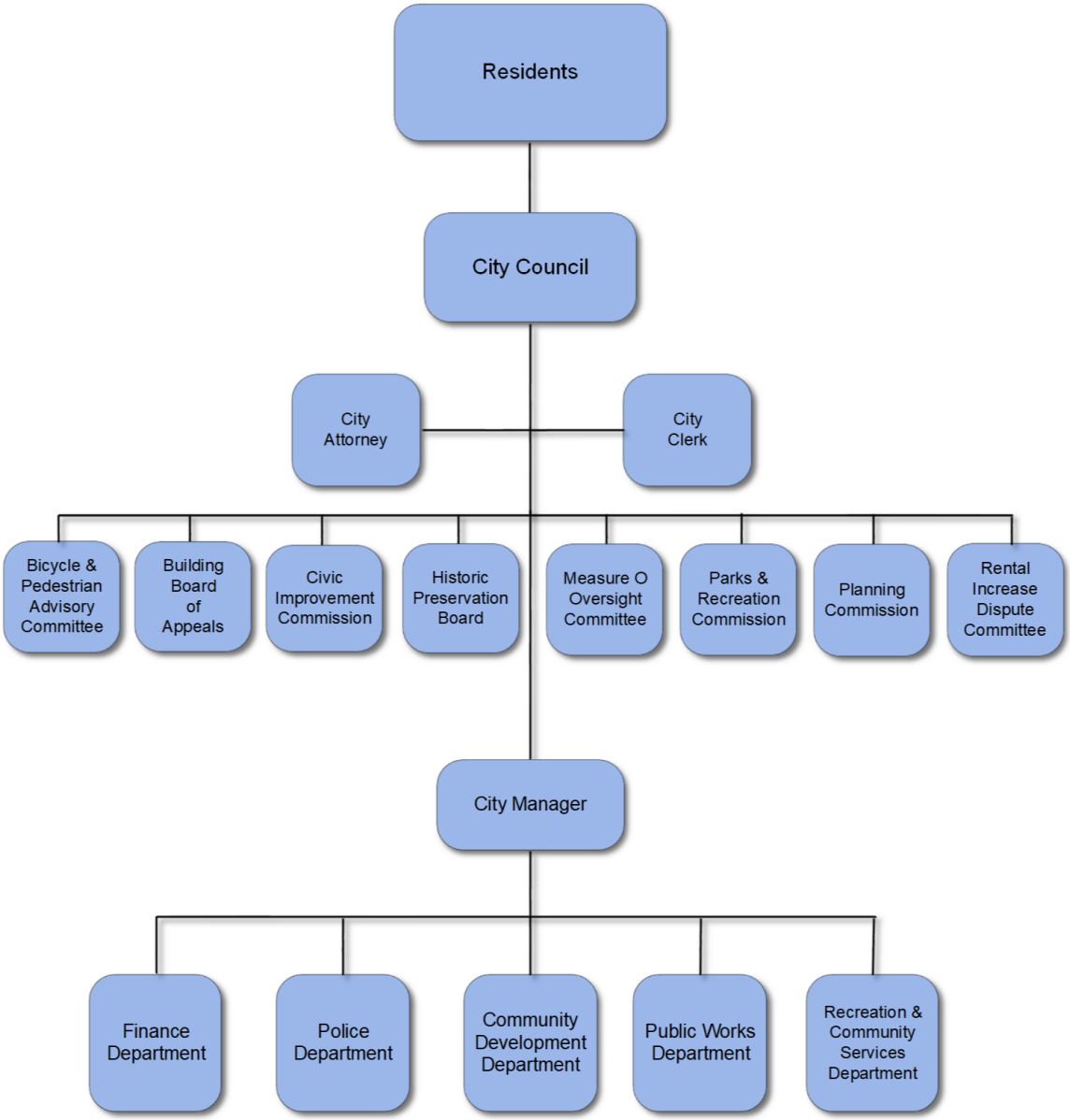
[1] **California State DOF** – "Local Fiscal Recovery Fund Allocations" (June 4, 2021) - https://www.dof.ca.gov/budget/COVID-19/Small%20City%20Allocations%20-%20ARPA/CFRF%20Allocation%20Schedule.pdf (https://www.dof.ca.gov/budget/COVID-19/Small%20City%20Allocations%20-%20ARPA/CFRF%20Allocation%20Schedule.pdf)
[2] **UCLA Anderson Forecast** – "Robust Economic Growth and Recovery After a Dreadful Year" (March 2021) - http://www.uclaforecast.com/uploads/forecasts/2021/march/uclaforecast_march2021_feler.pdf (http://www.uclaforecast.com/uploads/forecasts/2021/march/uclaforecast_march2021_feler.pdf)

City Map


Recreation Area
Emeryville
Oakland
Alameda
San Francisco
Danville
Blackhawk
Tassajara
San Ramon
San Leandro
Dublin
Ulmar
Castro Valley
Asco
Livermore
Pleasanton
Hayward
Daly City
South San Francisco
San Bruno
Union City
Sunol
San Mateo
Fremont
El Granada
San Carlos
Redwood City
Don Edwards San Francisco Bay National Wildlife
Half Moon Bay
Palo Alto
Milpitas
Mountain View
Joseph D. Grant County Pa
San Gregorio
La Honda
Cupertino
San Jose
Campbell
Loma Mar
Pescadero
Saratoga
Los Gatos


CITY OF CAMPBELL
THE ORCHARD CITY
Legend
Parks
Schools
Shopping Centers
City Limits
Trails
Railroad

Citywide Organization Chart



City Officials

City Council

Mayor – Elizabeth "Liz" Gibbons

Vice Mayor – Paul Resnikoff

Councilmember – Susan M. Landry

Councilmember – Anne Bybee

Councilmember – Sergio Lopez

Note: Mayor serves an annual term from December to December. Names and positions are as of July 1, 2021

City Administrative Staff

City Manager – Brian Loventhal

Assistant City Manager – Vacant

City Clerk – Dusty Christopherson

City Attorney – William Seligmann

Community Development Director – Rob Eastwood

Finance Director – Will Fuentes

Acting Human Resources Manager – Salina Flores

Information Technology Manager – Cecil Lawson

Police Chief – Gary Berg

Public Works Director – Todd Capurso

Recreation & Community Services Director – Natasha Bissell

Community Vision

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

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

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

Community Goals

To have a safe, clean, comfortable and healthy environment.
To be a physically connected and involved community with a strong sense of identity.
To have attractive residential neighborhoods and business districts.
To retain a friendly, small-town atmosphere.
To maintain a fiscally self-reliant City government with effective basic municipal services.

Mission Statement

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

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

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

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

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

Campbell Statement of Values

Preamble: To promote and foster the highest degree of public trust, the Campbell City Council has adopted a Statement of Values reflecting the core beliefs of the community. These key values are deeply held beliefs that influence a person's attitude, actions and decisions. Values, in turn, form the basis for ethical decisions. Ethics are standards or principles for how we treat one another. The Campbell Statement of Values expresses the standards for the highest integrity and ethical conduct expected for elected officials, appointed commissioners and board members, executive staff and candidates for local office. These individuals have the responsibility to assure that they understand and follow, in every respect, the ethical standards so that the public can continue to have full confidence in its officials, candidates, and the democratic process. Ethical behavior requires a commitment to live by the values expressed below. This Statement of Values is expected to be a "living" document and reviewed or updated periodically; initially in February 2007 and in odd-numbered years thereafter.

Community

As I serve Campbell:

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

Honesty

As I serve Campbell:

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

Civility

As I serve Campbell:

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

Equality

As I serve Campbell:

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

Teamwork

As I serve Campbell:

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

Accountability

As I serve Campbell:

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

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

Adopted by the Campbell City Council on March 21, 2006
Updated February 17, 2009, Resolution #10998
Council reviewed / reaffirmed in February 2011, 2013, 2015, 2017, 2019 and April 2021

Council Committee Responsiblities

MAYOR GIBBONS:
Association of Bay Area Governments Executive Committee**
Campbell Historical Museum & Ainsley House Foundation Liaison
Cities Association Selection Committee & Legislative Action Committee
City Attorney Performance/Compensation Subcommittee
City Clerk Performance/Compensation Subcommittee
City Manager Performance/Compensation Subcommittee
Santa Clara County Expressway Planning Study Policy Advisory Board**
Economic Development Advisory Subcommittee
Santa Clara County Emergency Preparedness Council**
Legislative Subcommittee
Silicon Valley Clean Energy JPA Board of Directors and Executive Committee (SVCE)
West Valley Cities Representative to Silicon Valley Regional Interoperability Authority (SVRIA)**
West Valley Mayors and Managers

VICE MAYOR RESNIKOFF:
City Clerk Performance/Compensation Subcommittee
City Manager Performance/Compensation Subcommittee
Finance Subcommittee
Silicon Valley Animal Control Authority Board (SVACA)
West Valley Clean Water JPA
West Valley Sanitation District
West Valley Solid Waste Authority JPA
County Library District JPA Board of Directors (Alt.)
West Valley Mayors and Managers (Alt.)

COUNCILMEMBER BYBEE
Advisory Commissioner Appointment Interview Subcommittee
Cities Association of Santa Clara County Representative
Downtown Subcommittee
Finance Subcommittee
Friends of the Heritage Theater Liaison
Association of Bay Area Governments (Alt.)
Cities Association Selection Committee & Legislative Action Committee (Alt.)
SCC Housing and Community Development Advisory Committee (Alt.)
Santa Clara County Expressway Planning Study Policy Advisory Board**
Silicon Valley Animal Control Authority Board (SVACA) (Alt.)
Valley Transportation Authority Policy Advisory Committee (Alt.)

COUNCILMEMBER LANDRY

Advisory Commissioner Appointment Interview Subcommittee
City Attorney Performance/Compensation Subcommittee
County Library District JPA Board of Directors
Education Subcommittee
Economic Development Subcommittee
Recycling and Waste Reduction Commission of SCC**
Santa Clara Valley Water District: County Water Commission
Cities Association of Santa Clara County Representative (Alt.)
Downtown Subcommittee (Alt.)
State Route (SR) 85 Corridor Policy Advisory (Alt.)
West Valley Solid Waste Authority JPA (Alt.)
West Valley Clean Water JPA (Alt.)

COUNCILMEMBER LOPEZ:

Association of Bay Area Governments
SCC Housing and Community Development Advisory Committee
Education Subcommittee
Legislative Subcommittee
State Route (SR) 85 Corridor Policy Advisory Board
Valley Transportation Authority Policy Advisory Committee
Campbell Historical Museum & Ainsley House Foundation Liaison (Alt.)
Friends of the Heritage Theater Liaison (Alt.)
Santa Clara Valley Water District: County Water Commission (Alt.)
Silicon Valley Clean Energy JPA Board of Directors Executive Committee (Alt.)
West Valley Sanitation District (Alt.)

****appointed by other agencies**

Commissions, Committees, and Advisory Boards

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

Parks and Recreation Commission
Robert Fidrych Jr, Chairperson
Liraz Abraham, Vice Chairperson
Frank Beitz
Sherrie Doherty
Allen Ishibashi
Traci Mitchell
Sharon Teeter

Civic Improvement Commission
William Kaufman, Chairperson
Davis Fields, Vice Chairperson
Chris Bracher
Jennifer Dooley
Carol Hoffman
Maryanne Yoshikawa

Historical Preservation Board
D. Michael Foulkes, Chairperson
Todd Walter, Vice Chairperson
Laura Taylor Moore
Susan Blake

Bicycle/Pedestrian Committee
Carmen Lynaugh, Chairperson
David Sausjord, Vice Chairperson
Mark Nakamura
Matt Schroeder
Barton Smith

Building Board of Appeal
Bruno Marcelic
Jim Morelan
Jay Perrine
Kevin Salazar
Todd Zeman

Rental Fact Finding Committee
William Pierce

Note: Names and Positions as of June 21, 2021

Social Services Sub-Grants

The Civic Improvement Commission (CIC) is responsible for making recommendations to the City Council on allocating the City's Social Service Sub-Grant program funds to qualified social service agencies. Applications for the two-year Social Service Sub-Grants period (FY 2022 and FY 2023) were available on December 18, 2020 and due on January 29, 2021. The annual funding amount for the two-year funding cycle is $55,000 each year and is included in the City Council FY 2022 Adopted Budget under account 101.501.7427. $55,000 was also the annual amount approved by the City Council for program years FY 2020 and FY 2021.

The CIC met on February 11, 2021 to discuss and hear recipient requests and met again on March 11, 2021 to finalize its recommendation to City Council. While there were $70,500 in recipient requests for FY 2022 and $69,835 in recipient requests for FY 2023, the CIC limited its total recommendation to $55,000 in both years given City fiscal constraints and previous amounts approved for this program. Table 1 below shows the FY 2020 and FY 2021 approved Social Service Sub-Grant amounts, as well as the requested and CIC recommended amounts for FY 2022 and FY 2023. In developing these recommendations, the CIC considered the number of Campbell clients served, how the pandemic affected their services and funding, and whether the agency had access to other funding sources. The CIC thanks the City Council for approving its recommendations and all those agencies that submitted applications for the two-year granting period:

Table 1 - FY 2021 through FY 2023 Social Service Sub-Grant Program Allocations

Agency	Description of Service	FY 2020 Approved	FY 2021 Approved	FY 2022 Request	FY 2022 CIC Recc.	FY 2023 Request	FY 2023 CIC Recc.
Catholic Charities	Advocacy	$9,500	$9,500	$10,000	$6,000	$10,000	$6,000
The Health Trust	Home delivered meals	13,500	13,500	20,000	13,500	20,000	13,500
Live Oak Adult Day Services	Adult Day Care	7,000	7,000	7,000	7,000	7,000	7,000
Next Door Solutions to Domestic Violence	Domestic Violence	2,500	2,500	5,000	4,000	5,000	4,000
St. Lucy Conference- Society of St. Vincent de Paul	Financial Assistance	12,500	12,500	16,500	13,500	15,000	13,500
Seniors Adults Legal Assistance (SALA)	Legal Counseling	10,000	10,000	12,000	11,000	12,835	11,000
TOTAL		**$55,000**	**$55,000**	**$70,500**	**$55,000**	**$69,835**	**$55,000**

FUND SUMMARIES

ALL FUNDS SUMMARY

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 and found on subsequent pages. All funds included within the City's audited financial statements are appropriated and included within the budget document.

FUND BALANCE REPORT

ALL FUNDS SUMMARY

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 41,899,519	$ 38,763,808	$ 37,148,163		$ 39,876,973	
Revenues						
Property Tax	16,877,568	19,768,145	19,518,206	18,624,100	21,205,020	13.9%
Sales & Use Taxes	15,684,222	13,493,745	13,154,074	14,172,118	15,521,900	9.5%
Other Taxes	9,539,163	7,962,878	6,216,201	8,117,414	7,210,365	-11.2%
Licenses and Permits	2,062,086	2,481,986	2,034,000	3,265,000	2,738,858	-16.1%
Fines/Forfeits/Penalties	274,478	216,065	44,001	175,000	160,000	-8.6%
Investments Income	1,452,270	1,093,976	515,027	500,027	570,536	14.1%
Intergovernmental Revenue	4,648,676	7,566,947	13,169,962	6,334,970	11,803,216	86.3%
Charges for Service	6,677,225	5,257,290	4,238,332	5,762,990	4,740,929	-17.7%
Leases & Rentals	2,913,689	2,543,937	1,812,100	2,828,400	2,116,800	-25.2%
Miscellaneous Revenues	1,769,713	1,524,789	6,593,859	4,816,599	1,651,851	-65.7%
Other Revenues	-	22,646	70,000	-	72,100	N/A
Special Assessments	1,469,308	1,391,283	1,391,600	1,391,600	1,391,600	0.0%
Charges to Operating Depts.	3,465,921	3,059,388	3,096,392	3,096,392	3,096,392	0.0%
OFS - Bonds & Loans	20	-	23,171,626	10,000,000	-	-100.0%
OFS - Operating Transfers In	7,013,235	8,454,100	20,838,079	15,408,855	11,633,396	-24.5%
Total Revenues	**$ 73,847,574**	**$ 74,837,175**	**$ 115,863,459**	**$ 94,493,465**	**$ 83,912,963**	**-11.2%**
Expenditures by Type						
OPERATING						
Salaries	21,974,926	22,036,230	21,655,032	23,023,319	22,914,079	-0.5%
Benefits	12,946,780	15,226,694	13,933,769	13,862,766	13,763,145	-0.7%
Supplies & Services	27,727,442	22,755,143	26,923,105	22,504,998	21,811,081	-3.1%
Other Charges	1,591,460	1,193,690	893,950	643,950	946,600	47.0%
Rents & Leases	2,743,073	2,388,402	2,490,122	2,490,122	2,490,122	0.0%
Debt Service	1,276,520	1,173,127	4,124,635	2,362,038	4,802,400	103.3%
Operating Transfers Out	5,031,165	4,535,646	7,427,799	5,551,849	5,105,762	-8.0%
Sub-Total Operating	*$ 73,291,366*	*$ 69,308,932*	*$ 77,448,412*	*$ 70,439,042*	*$ 71,833,189*	*2.0%*
CAPITAL						
Capital Outlay	1,709,850	3,225,436	20,085,760	8,804,659	14,349,333	63.0%
Capital Transfers Out	1,982,069	3,918,454	15,600,477	9,104,049	6,527,634	-28.3%
Sub-Total Capital	*$ 3,691,919*	*$ 7,143,890*	*$ 35,686,236*	*$ 17,908,708*	*$ 20,876,967*	*16.6%*
Total Expenditures by Type	**$ 76,983,285**	**$ 76,452,822**	**$ 113,134,649**	**$ 88,347,750**	**$ 92,710,156**	**4.9%**
Expenditures by Department						
City Council	366,716	319,130	384,977	384,977	353,921	-8.1%
City Manager's Office	5,010,546	6,464,335	7,013,544	4,915,934	4,709,666	-4.2%
City Clerk's Office	537,475	532,827	449,567	485,335	537,161	10.7%
Recreation & Comm Srvcs	6,663,663	5,854,410	4,206,624	5,336,467	4,577,759	-14.2%
Finance	2,056,701	1,723,430	1,780,793	1,762,023	1,868,658	6.1%
Community Development	3,188,184	3,170,975	3,574,630	3,291,260	3,329,452	1.2%
Legal Services	858,368	593,137	534,628	562,800	523,658	-7.0%
Police Department	18,831,130	20,106,777	20,090,519	20,229,929	19,434,298	-3.9%
Fire Services	8,591,974	9,126,693	9,552,487	9,552,487	9,856,600	3.2%
Public Works	12,369,282	12,211,838	12,903,926	12,895,316	13,172,470	2.1%
WVSWMA JPA	592,132	624,105	794,792	-	822,888	N/A
Non-Departmental (Other)	17,917,114	15,725,164	51,848,162	28,931,221	33,523,625	15.9%
Total Expenditures by Department	**$ 76,983,285**	**$ 76,452,822**	**$ 113,134,649**	**$ 88,347,750**	**$ 92,710,156**	**4.9%**
Revenues vs Expenditures	**$ (3,135,711)**	**$ (1,615,647)**	**$ 2,728,810**	**$ 6,145,715**	**$ (8,797,193)**	
Ending Fund Balance June 30	$ 38,763,808	$ 37,148,161	$ 39,876,973		$ 31,079,780	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

101 - General Fund

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.

FUND BALANCE REPORT

101 GENERAL FUND

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1[(A)]	$ 19,419,618	$ 19,966,673	$ 15,211,364		$ 16,990,451	
(A) - Econ Flucuations + Emergency + Unassigned + PERS						
Revenues						
Property Tax	15,607,316	17,208,898	17,225,206	17,481,100	18,847,020	7.8%
Sales & Use Taxes	15,684,222	13,493,745	13,154,074	14,172,118	15,521,900	9.5%
Other Taxes	9,539,163	7,962,878	6,216,201	8,117,414	7,210,365	-11.2%
Licenses and Permits	2,062,086	2,481,986	2,034,000	3,265,000	2,738,858	-16.1%
Fines/Forfeits/Penalties	274,478	216,065	44,001	175,000	160,000	-8.6%
Investments Income	998,446	542,846	384,400	384,400	395,900	3.0%
Intergovernmental Revenue	761,116	1,009,428	6,628,362	900,075	5,839,504	548.8%
Charges for Service	5,037,369	3,917,007	2,807,868	4,332,526	3,310,465	-23.6%
Leases & Rentals	2,913,689	2,543,937	1,812,100	2,828,400	2,116,800	-25.2%
Miscellaneous Revenues	191,982	232,556	165,178	169,778	126,268	-25.6%
Other Revenues	-	22,646	70,000	-	72,100	N/A
OFS - Bonds & Loans	20	-	-	-	-	N/A
OFS - Operating Transfers In	1,294,226	974,801	6,448,657	2,001,583	791,371	-60.5%
Total Revenues	**$ 54,364,113**	**$ 50,606,793**	**$ 56,990,047**	**$ 53,827,394**	**$ 57,130,551**	**6.1%**
Expenditures by Type						
OPERATING						
Salaries	18,977,226	19,012,655	18,747,267	19,715,849	19,773,320	0.3%
Benefits	11,052,287	13,094,052	11,193,702	11,580,368	11,415,771	-1.4%
Supplies & Services	16,939,305	17,143,650	17,359,667	17,318,605	17,241,224	-0.4%
Other Charges	579,176	529,364	443,950	643,950	496,600	-22.9%
Rents & Leases	1,928,975	1,598,459	1,693,453	1,693,453	1,693,453	0.0%
Operating Transfers Out	3,096,268	2,858,545	3,541,990	3,606,923	3,548,091	-1.6%
Sub-Total Operating	*$ 52,573,238*	*$ 54,236,723*	*$ 52,980,029*	*$ 54,559,148*	*$ 54,168,458*	*-0.7%*
CAPITAL						
Capital Outlay	33,882	45,359	-	-	-	N/A
Capital Transfers Out	1,209,938	1,080,020	2,230,931	575,084	815,634	41.8%
Sub-Total Capital	*$ 1,243,819*	*$ 1,125,379*	*$ 2,230,931*	*$ 575,084*	*$ 815,634*	*41.8%*
Total Expenditures by Type	**$ 53,817,057**	**$ 55,362,103**	**$ 55,210,960**	**$ 55,134,232**	**$ 54,984,092**	**-0.3%**
Expenditures by Department						
City Council	366,716	319,130	384,977	384,977	353,921	-8.1%
City Manager's Office	2,244,355	3,728,553	2,361,654	2,723,879	2,647,689	-2.8%
City Clerk's Office	537,475	532,827	449,567	485,335	537,161	10.7%
Recreation & Comm Srvcs	6,663,663	5,854,410	4,206,624	5,336,467	4,577,759	-14.2%
Finance	2,056,701	1,723,430	1,780,793	1,762,023	1,868,658	6.1%
Community Development	2,921,844	2,982,785	3,309,618	3,025,581	2,809,540	-7.1%
Legal Services	858,368	593,137	534,628	562,800	523,658	-7.0%
Police Department	18,683,062	19,834,223	19,784,590	20,229,929	19,302,148	-4.6%
Fire Services	8,591,974	9,126,693	9,552,487	9,552,487	9,856,600	3.2%
Public Works	5,212,037	5,271,024	5,470,771	5,552,996	5,954,660	7.2%
Non-Departmental (Other)	5,680,863	5,395,890	7,375,249	5,517,758	6,552,299	18.7%
Total Expenditures by Department	**$ 53,817,057**	**$ 55,362,103**	**$ 55,210,960**	**$ 55,134,232**	**$ 54,984,092**	**-0.3%**
Revenues vs Expenditures	**$ 547,055**	**$ (4,755,309)**	**$ 1,779,087**	**$ (1,306,838)**	**$ 2,146,458**	
Ending Fund Balance June 30	$ 19,966,673	$ 15,211,364	$ 16,990,451		$ 19,136,910	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

202 - Vehicle Impact Fees

Accounts for Vehicle Impact Fee revenues and expenditures pertaining to street maintenance.

FUND BALANCE REPORT

202 VEHICLE IMPACT FEES

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 820,141	$ 1,487,919	$ 2,144,034		$ 1,984,205	
Revenues						
Investments Income	28,958	52,585	250	250	250	0.0%
Charges for Service	638,820	678,451	777,000	777,000	777,000	0.0%
Total Revenues	**$ 667,778**	**$ 731,036**	**$ 777,250**	**$ 777,250**	**$ 777,250**	**0.0%**
Expenditures by Type						
OPERATING						
Sub-Total Operating	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
CAPITAL						
Capital Transfers Out	-	74,921	937,079	777,000	777,000	0.0%
Sub-Total Capital	*$ -*	*$ 74,921*	*$ 937,079*	*$ 777,000*	*$ 777,000*	*0.0%*
Total Expenditures by Type	**$ -**	**$ 74,921**	**$ 937,079**	**$ 777,000**	**$ 777,000**	**0.0%**
Expenditures by Department						
Non-Departmental (Other)	-	74,921	937,079	777,000	777,000	0.0%
Total Expenditures by Department	**$ -**	**$ 74,921**	**$ 937,079**	**$ 777,000**	**$ 777,000**	**0.0%**
Revenues vs Expenditures	**$ 667,778**	**$ 656,115**	**$ (159,829)**	**$ 250**	**$ 250**	
Ending Fund Balance June 30	$ 1,487,919	$ 2,144,034	$ 1,984,205		$ 1,984,455	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

204 - Gas Tax

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

FUND BALANCE REPORT

204 GAS TAX

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ (214,556)	$ 133,910	$ 655,592		$ 328,299	
Revenues						
Investments Income	19,005	11,075	-	-	25,000	N/A
Intergovernmental Revenue	1,615,001	1,739,929	1,766,267	1,766,267	1,831,540	3.7%
Miscellaneous Revenues	1,873	71	2,500	2,500	2,500	0.0%
OFS - Operating Transfers In	583,671	645,300	630,120	645,300	700,300	8.5%
Total Revenues	**$ 2,219,550**	**$ 2,396,375**	**$ 2,398,887**	**$ 2,414,067**	**$ 2,559,340**	**6.0%**
Expenditures by Type						
OPERATING						
Salaries	615,224	595,075	659,893	732,539	723,457	-1.2%
Benefits	371,785	393,335	423,257	425,791	434,608	2.1%
Supplies & Services	544,686	539,469	585,880	574,700	626,700	9.0%
Rents & Leases	258,390	256,746	257,151	257,151	257,151	0.0%
Operating Transfers Out	81,000	87,630	60,000	-	-	N/A
Sub-Total Operating	*$ 1,871,084*	*$ 1,872,255*	*$ 1,986,180*	*$ 1,990,180*	*$ 2,041,915*	*2.6%*
CAPITAL						
Capital Transfers Out	-	2,440	740,000	740,000	845,000	14.2%
Sub-Total Capital	*$ -*	*$ 2,440*	*$ 740,000*	*$ 740,000*	*$ 845,000*	*14.2%*
Total Expenditures by Type	**$ 1,871,084**	**$ 1,874,695**	**$ 2,726,180**	**$ 2,730,180**	**$ 2,886,915**	**5.7%**
Expenditures by Department						
Public Works	1,790,084	1,784,625	1,926,180	1,990,180	2,041,915	2.6%
Non-Departmental (Other)	81,000	90,070	800,000	740,000	845,000	14.2%
Total Expenditures by Department	**$ 1,871,084**	**$ 1,874,695**	**$ 2,726,180**	**$ 2,730,180**	**$ 2,886,915**	**5.7%**
Revenues vs Expenditures	**$ 348,466**	**$ 521,680**	**$ (327,293)**	**$ (316,113)**	**$ (327,575)**	
Ending Fund Balance June 30	$ 133,910	$ 655,592	$ 328,299		$ 724	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

205 - Asset Forfeiture

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

FUND BALANCE REPORT

205 ASSET FORFEITURE

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 42,066	$ 54,388	$ 215,056		$ 215,556	
Revenues						
Investments Income	1,250	5,257	-	-	2,500	N/A
Miscellaneous Revenues	22,172	243,719	5,000	5,000	10,000	100.0%
Total Revenues	**$ 23,422**	**$ 248,975**	**$ 5,000**	**$ 5,000**	**$ 12,500**	**150.0%**
Expenditures by Type						
OPERATING						
Supplies & Services	-	69,307	-	-	-	N/A
Operating Transfers Out	11,100	19,000	4,500	4,500	-	-100.0%
Sub-Total Operating	*$ 11,100*	*$ 88,307*	*$ 4,500*	*$ 4,500*	*$ -*	*-100.0%*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 11,100**	**$ 88,307**	**$ 4,500**	**$ 4,500**	**$ -**	**-100.0%**
Expenditures by Department						
Police Department	-	69,307	-	-	-	N/A
Non-Departmental (Other)	11,100	19,000	4,500	4,500	-	-100.0%
Total Expenditures by Department	**$ 11,100**	**$ 88,307**	**$ 4,500**	**$ 4,500**	**$ -**	**-100.0%**
Revenues vs Expenditures	**$ 12,322**	**$ 160,668**	**$ 500**	**$ 500**	**$ 12,500**	
Ending Fund Balance June 30	$ 54,388	$ 215,056	$ 215,556		$ 228,056	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

207 - Lighting & Landscaping District

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

FUND BALANCE REPORT

207 LIGHTING DISTRICT

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ (283,899)	$ (242,428)	$ (38,709)		$ (91,269)	
Revenues						
Property Tax	1,270,252	1,460,983	1,143,000	1,143,000	1,143,000	0.0%
Investments Income	1,705	5,074	-	-	-	N/A
Intergovernmental Revenue	20,706	6,786	2,500	2,500	2,500	0.0%
Charges for Service	25,153	24,024	20,000	20,000	20,000	0.0%
Miscellaneous Revenues	4,054	66,125	5,000	5,000	5,000	0.0%
Special Assessments	1,275,921	1,198,165	1,210,000	1,210,000	1,210,000	0.0%
OFS - Operating Transfers In	1,481,343	1,512,720	1,531,362	1,559,098	1,569,341	0.7%
Total Revenues	**$ 4,079,134**	**$ 4,273,876**	**$ 3,911,862**	**$ 3,939,598**	**$ 3,949,841**	**0.3%**
Expenditures by Type						
OPERATING						
Salaries	1,383,486	1,292,559	1,209,081	1,363,727	1,273,430	-6.6%
Benefits	800,069	817,317	782,252	786,882	781,627	-0.7%
Supplies & Services	1,435,164	1,558,703	1,435,075	1,348,900	1,394,400	3.4%
Rents & Leases	307,644	290,279	295,173	295,173	295,173	0.0%
Operating Transfers Out	111,300	111,300	242,840	111,300	111,300	0.0%
Sub-Total Operating	*$ 4,037,664*	*$ 4,070,158*	*$ 3,964,422*	*$ 3,905,983*	*$ 3,855,931*	*-1.3%*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 4,037,664**	**$ 4,070,158**	**$ 3,964,422**	**$ 3,905,983**	**$ 3,855,931**	**-1.3%**
Expenditures by Department						
Public Works	3,926,364	3,958,858	3,721,582	3,794,683	3,744,631	-1.3%
Non-Departmental (Other)	111,300	111,300	242,840	111,300	111,300	0.0%
Total Expenditures by Department	**$ 4,037,664**	**$ 4,070,158**	**$ 3,964,422**	**$ 3,905,983**	**$ 3,855,931**	**-1.3%**
Revenues vs Expenditures	**$ 41,471**	**$ 203,719**	**$ (52,560)**	**$ 33,615**	**$ 93,910**	
Ending Fund Balance June 30	$ (242,428)	$ (38,709)	$ (91,269)		$ 2,641	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

208 - Housing & Community Development

Accounts for assets of the City's Successor Housing Agency, formed to take over certain housing assets from the former Redevelopment Agency Low-Moderate Income Housing Fund upon its dissolution by the State of California.

FUND BALANCE REPORT

208 HOUSING & COMM DEV

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 778	$ 346	$ 346		$ 346	
Revenues						
Total Revenues	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**
Expenditures by Type						
OPERATING						
Supplies & Services	432	-	-	-	-	N/A
Sub-Total Operating	*$ 432*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
CAPITAL						
Capital Outlay	-	-	-	-	-	N/A
Capital Transfers Out	-	-	-	-	-	N/A
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 432**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**
Expenditures by Department						
Community Development	432	-	-	-	-	N/A
Total Expenditures by Department	**$ 432**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**
Revenues vs Expenditures	**$ (432)**	**$ -**	**$ -**	**$ -**	**$ -**	
Ending Fund Balance June 30	$ 346	$ 346	$ 346		$ 346	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

209 - Environme... Services

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

FUND BALANCE REPORT

209 ENVIRONMENTAL SVCS

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 724,199	$ 772,802	$ 637,299		$ 526,167	
Revenues						
Investments Income	19,566	15,543	500	500	500	0.0%
Intergovernmental Revenue	10,881	-	10,000	10,000	10,000	0.0%
Charges for Service	969,628	626,288	621,464	621,464	621,464	0.0%
Miscellaneous Revenues	84,425	68,905	49,356	49,356	49,356	0.0%
OFS - Operating Transfers In	437,000	437,000	1,011,899	1,029,000	437,000	-57.5%
Total Revenues	**$ 1,521,500**	**$ 1,147,735**	**$ 1,693,219**	**$ 1,710,320**	**$ 1,118,320**	**-34.6%**
Expenditures by Type						
OPERATING						
Salaries	-	665	86,573	88,270	88,268	0.0%
Benefits	-	164	47,176	47,399	48,360	2.0%
Supplies & Services	-	-	-	-	19,000	N/A
Operating Transfers Out	1,472,897	1,200,571	1,628,440	1,574,526	1,191,771	-24.3%
Sub-Total Operating	*$ 1,472,897*	*$ 1,201,401*	*$ 1,762,189*	*$ 1,710,196*	*$ 1,347,400*	*-21.2%*
CAPITAL						
Capital Transfers Out	-	81,837	42,163	-	-	N/A
Sub-Total Capital	*$ -*	*$ 81,837*	*$ 42,163*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 1,472,897**	**$ 1,283,238**	**$ 1,804,352**	**$ 1,710,196**	**$ 1,347,400**	**-21.2%**
Expenditures by Department						
Public Works	-	830	133,749	135,670	155,629	14.7%
Non-Departmental (Other)	1,472,897	1,282,408	1,670,603	1,574,526	1,191,771	-24.3%
Total Expenditures by Department	**$ 1,472,897**	**$ 1,283,238**	**$ 1,804,352**	**$ 1,710,196**	**$ 1,347,400**	**-21.2%**
Revenues vs Expenditures	**$ 48,603**	**$ (135,503)**	**$ (111,133)**	**$ 124**	**$ (229,080)**	
Ending Fund Balance June 30	$ 772,802	$ 637,299	$ 526,167		$ 297,087	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

210 - Supplemental Law Enforcement

Accounts for revenues and expenditures pertaining to grants received from enhancing law enforcement services.

FUND BALANCE REPORT

210 SLESF

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 131,041	$ 269,503	$ 209,763		$ 3,834	
Revenues						
Investments Income	6,783	7,173	-	-	-	N/A
Intergovernmental Revenue	148,747	155,948	100,000	-	100,000	N/A
OFS - Operating Transfers In	131,000	-	-	-	29,000	N/A
Total Revenues	**$ 286,529**	**$ 163,121**	**$ 100,000**	**$ -**	**$ 129,000**	**N/A**
Expenditures by Type						
OPERATING						
Salaries	78,657	92,739	84,324	-	77,585	N/A
Benefits	23,343	50,313	44,809	-	54,565	N/A
Sub-Total Operating	*$ 102,000*	*$ 143,052*	*$ 129,133*	*$ -*	*$ 132,150*	*N/A*
CAPITAL						
Capital Outlay	46,068	(40,979)	176,796	-	-	N/A
Capital Transfers Out	-	120,787	-	-	-	N/A
Sub-Total Capital	*$ 46,068*	*$ 79,808*	*$ 176,796*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 148,068**	**$ 222,861**	**$ 305,929**	**$ -**	**$ 132,150**	**N/A**
Expenditures by Department						
Police Department	148,068	102,074	305,929	-	132,150	N/A
Non-Departmental (Other)	-	120,787	-	-	-	N/A
Total Expenditures by Department	**$ 148,068**	**$ 222,861**	**$ 305,929**	**$ -**	**$ 132,150**	**N/A**
Revenues vs Expenditures	**$ 138,462**	**$ (59,740)**	**$ (205,929)**	**$ -**	**$ (3,150)**	
Ending Fund Balance June 30	$ 269,503	$ 209,763	$ 3,834		$ 684	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

212 - State & Local Grants

The State & Local Grants Fund includes budgets and accounts for funds which are provided for specific purposes from the State or other local agencies.

FUND BALANCE REPORT

212 OTHER STATE GRANTS

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 54,568	$ 280,087	$ 1,290,253		$ 101,354	
Revenues						
Investments Income	11,865	46,753	-	-	-	N/A
Intergovernmental Revenue	497,959	2,546,929	2,029,747	2,012,000	1,215,000	-39.6%
Miscellaneous Revenues	3,073	-	4,864,060	4,054,965	-	-100.0%
Total Revenues	**$ 512,897**	**$ 2,593,682**	**$ 6,893,807**	**$ 6,066,965**	**$ 1,215,000**	**-80.0%**
Expenditures by Type						
OPERATING						
Operating Transfers Out	10,000	10,000	-	-	-	N/A
Sub-Total Operating	*$ 10,000*	*$ 10,000*	*$ -*	*$ -*	*$ -*	*N/A*
CAPITAL						
Capital Transfers Out	277,378	1,573,516	8,082,706	6,066,965	1,215,000	-80.0%
Sub-Total Capital	*$ 277,378*	*$ 1,573,516*	*$ 8,082,706*	*$ 6,066,965*	*$ 1,215,000*	*-80.0%*
Total Expenditures by Type	**$ 287,378**	**$ 1,583,516**	**$ 8,082,706**	**$ 6,066,965**	**$ 1,215,000**	**-80.0%**
Expenditures by Department						
Non-Departmental (Other)	287,378	1,583,516	8,082,706	6,066,965	1,215,000	-80.0%
Total Expenditures by Department	**$ 287,378**	**$ 1,583,516**	**$ 8,082,706**	**$ 6,066,965**	**$ 1,215,000**	**-80.0%**
Revenues vs Expenditures	**$ 225,519**	**$ 1,010,166**	**$ (1,188,899)**	**$ -**	**$ -**	
Ending Fund Balance June 30	$ 280,087	$ 1,290,253	$ 101,354		$ 101,354	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

216 - TDA Grant

Accounts for funds received from the Transportation Development Act (TDA) of 1971. This law provides funding to be allocated to transit and non-transit related purposes that comply with regional transportation plans. TDA established two funding sources; the Local Transportation Fund (LTF), and the State Transit Assistance (STA) fund. Providing certain conditions are met, counties with a population under 500,000 (according to the 1970 federal census) may also use the LTF for local streets and roads, construction and maintenance. The STA funding can only be used for transportation planning and mass transportation purposes.

- **LTF**- Local Transportation Fund (LTF), is derived from a ¼ cent of the general sales tax collected statewide. The State Board of Equalization, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF. Each county then apportions the LTF funds within the country based on population.
- **STA**- The STA funds are appropriated by the legislature to the State Controller's Office (SCO). The SCO then allocates the tax revenue, by formula, to planning agencies and other selected agencies. Statue requires that 50% of STA funds be allocated according to population and 50% be allocated according to transit operator revenues from the prior fiscal year.

FUND BALANCE REPORT

216 TDA GRANT

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ (2,078)	$ -	$ 848		$ (46,363)	
Revenues						
Intergovernmental Revenue	-	37,638	443,151	20,000	30,000	50.0%
Miscellaneous Revenues	2,078	-	-	-	-	N/A
Total Revenues	**$ 2,078**	**$ 37,638**	**$ 443,151**	**$ 20,000**	**$ 30,000**	**50.0%**
Expenditures by Type						
OPERATING						
Sub-Total Operating	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
CAPITAL						
Capital Transfers Out	-	36,790	490,362	20,000	30,000	50.0%
Sub-Total Capital	*$ -*	*$ 36,790*	*$ 490,362*	*$ 20,000*	*$ 30,000*	*50.0%*
Total Expenditures by Type	**$ -**	**$ 36,790**	**$ 490,362**	**$ 20,000**	**$ 30,000**	**50.0%**
Expenditures by Department						
Non-Departmental (Other)	-	36,790	490,362	20,000	30,000	50.0%
Total Expenditures by Department	**$ -**	**$ 36,790**	**$ 490,362**	**$ 20,000**	**$ 30,000**	**50.0%**
Revenues vs Expenditures	**$ 2,078**	**$ 848**	**$ (47,211)**	**$ -**	**$ -**	
Ending Fund Balance June 30	$ -	$ 848	$ (46,363)		$ (46,363)	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

218 - Federal Grants

Budgets and accounts for federal grant funds which are provided for specific purposes.

FUND BALANCE REPORT

218 OTHER FEDERAL GRANTS

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ (40,091)	$ 107	$ (92,059)		$ 399,877	
Revenues						
Investments Income	-	5,520	-	-	-	N/A
Intergovernmental Revenue	-	536,678	565,807	-	1,000,000	N/A
Miscellaneous Revenues	650	-	-	-	-	N/A
OFS - Operating Transfers In	49,224	-	-	-	-	N/A
Total Revenues	**$ 49,874**	**$ 542,198**	**$ 565,807**	**$ -**	**$ 1,000,000**	**N/A**
Expenditures by Type						
OPERATING						
Operating Transfers Out	5,000	5,000	6,871	-	-	N/A
Sub-Total Operating	*$ 5,000*	*$ 5,000*	*$ 6,871*	*$ -*	*$ -*	*N/A*
CAPITAL						
Capital Outlay	-	101,173	-	-	-	N/A
Capital Transfers Out	4,676	528,190	67,000	-	1,000,000	N/A
Sub-Total Capital	*$ 4,676*	*$ 629,363*	*$ 67,000*	*$ -*	*$ 1,000,000*	*N/A*
Total Expenditures by Type	**$ 9,676**	**$ 634,363**	**$ 73,871**	**$ -**	**$ 1,000,000**	**N/A**
Expenditures by Department						
Police Department	-	101,173	-	-	-	N/A
Non-Departmental (Other)	9,676	533,190	73,871	-	1,000,000	N/A
Total Expenditures by Department	**$ 9,676**	**$ 634,363**	**$ 73,871**	**$ -**	**$ 1,000,000**	**N/A**
Revenues vs Expenditures	**$ 40,198**	**$ (92,165)**	**$ 491,936**	**$ -**	**$ -**	
Ending Fund Balance June 30	$ 107	$ (92,059)	$ 399,877		$ 399,877	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

233 - Housing Assistance

Accounts for assets of the City's Successor Housing Agency, formed to take over certain housing assets from the former Redevelopment Agency Low-Moderate Income Housing Fund upon its dissolution by the State of California.

FUND BALANCE REPORT

233 HOUSING ASSISTANCE

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 9,340,692	$ 9,158,256	$ 9,061,537		$ 8,864,525	
Revenues						
Investments Income	61,448	91,471	18,000	18,000	50,000	177.8%
Miscellaneous Revenues	22,024	-	50,000	50,000	215,839	331.7%
Total Revenues	**$ 83,472**	**$ 91,471**	**$ 68,000**	**$ 68,000**	**$ 265,839**	**290.9%**
Expenditures by Type						
OPERATING						
Salaries	29,138	22,350	29,732	30,315	60,631	100.0%
Benefits	8,067	12,639	12,480	12,565	25,481	102.8%
Supplies & Services	228,703	153,200	222,800	222,800	433,800	94.7%
Sub-Total Operating	*$ 265,908*	*$ 188,190*	*$ 265,012*	*$ 265,679*	*$ 519,912*	*95.7%*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 265,908**	**$ 188,190**	**$ 265,012**	**$ 265,679**	**$ 519,912**	**95.7%**
Expenditures by Department						
Community Development	265,908	188,190	265,012	265,679	519,912	95.7%
Total Expenditures by Department	**$ 265,908**	**$ 188,190**	**$ 265,012**	**$ 265,679**	**$ 519,912**	**95.7%**
Revenues vs Expenditures	**$ (182,436)**	**$ (96,719)**	**$ (197,012)**	**$ (197,679)**	**$ (254,073)**	
Ending Fund Balance June 30	$ 9,158,256	$ 9,061,537	$ 8,864,525		$ 8,610,452	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

236 - Community Facilities District #1

Accounts for revenues and expenditures pertaining to specific ongoing maintenance of the District's boundaries.

FUND BALANCE REPORT

236 COMM FACILITIES DIST #1

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 2,575	$ 4,460	$ 5,571		$ 5,971	
Revenues						
Investments Income	364	347	550	550	550	0.0%
Special Assessments	145,033	144,225	146,350	146,350	146,350	0.0%
Total Revenues	**$ 145,397**	**$ 144,572**	**$ 146,900**	**$ 146,900**	**$ 146,900**	**0.0%**
Expenditures by Type						
OPERATING						
Supplies & Services	3,511	3,461	3,500	3,500	3,500	0.0%
Operating Transfers Out	140,000	140,000	143,000	143,000	143,000	0.0%
Sub-Total Operating	*$ 143,511*	*$ 143,461*	*$ 146,500*	*$ 146,500*	*$ 146,500*	*0.0%*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 143,511**	**$ 143,461**	**$ 146,500**	**$ 146,500**	**$ 146,500**	**0.0%**
Expenditures by Department						
Non-Departmental (Other)	143,511	143,461	146,500	146,500	146,500	0.0%
Total Expenditures by Department	**$ 143,511**	**$ 143,461**	**$ 146,500**	**$ 146,500**	**$ 146,500**	**0.0%**
Revenues vs Expenditures	**$ 1,885**	**$ 1,112**	**$ 400**	**$ 400**	**$ 400**	
Ending Fund Balance June 30	$ 4,460	$ 5,571	$ 5,971		$ 6,371	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

237 - Community Facilities District #2

Accounts for revenues and expenditures pertaining to specific ongoing maintenance of the District's boundaries.

FUND BALANCE REPORT

237 COMM FACILITIES DIST #2

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 77,348	$ 121,445	$ 158,855		$ 157,905	
Revenues						
Investments Income	2,373	3,841	-	-	-	N/A
Special Assessments	48,355	48,893	35,250	35,250	35,250	0.0%
Total Revenues	**$ 50,727**	**$ 52,734**	**$ 35,250**	**$ 35,250**	**$ 35,250**	**0.0%**
Expenditures by Type						
OPERATING						
Supplies & Services	2,631	11,324	24,200	23,000	23,000	0.0%
Operating Transfers Out	4,000	4,000	12,000	12,000	12,000	0.0%
Sub-Total Operating	*$ 6,631*	*$ 15,324*	*$ 36,200*	*$ 35,000*	*$ 35,000*	*0.0%*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 6,631**	**$ 15,324**	**$ 36,200**	**$ 35,000**	**$ 35,000**	**0.0%**
Expenditures by Department						
Public Works	2,631	11,324	24,200	23,000	23,000	0.0%
Non-Departmental (Other)	4,000	4,000	12,000	12,000	12,000	0.0%
Total Expenditures by Department	**$ 6,631**	**$ 15,324**	**$ 36,200**	**$ 35,000**	**$ 35,000**	**0.0%**
Revenues vs Expenditures	**$ 44,097**	**$ 37,410**	**$ (950)**	**$ 250**	**$ 250**	
Ending Fund Balance June 30	$ 121,445	$ 158,855	$ 157,905		$ 158,155	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

295 - Parkland Dedication

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

FUND BALANCE REPORT

295 PARKLAND DEDICATION

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 4,469,486	$ 4,768,191	$ 4,665,555		$ 2,141,146	
Revenues						
Investments Income	166,212	127,816	85,827	85,827	34,836	-59.4%
Miscellaneous Revenues	622,569	189,500	400,000	400,000	400,000	0.0%
Total Revenues	**$ 788,782**	**$ 317,316**	**$ 485,827**	**$ 485,827**	**$ 434,836**	**-10.5%**
Expenditures by Type						
OPERATING						
Sub-Total Operating	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
CAPITAL						
Capital Transfers Out	490,077	419,953	3,010,236	925,000	1,845,000	99.5%
Sub-Total Capital	*$ 490,077*	*$ 419,953*	*$ 3,010,236*	*$ 925,000*	*$ 1,845,000*	*99.5%*
Total Expenditures by Type	**$ 490,077**	**$ 419,953**	**$ 3,010,236**	**$ 925,000**	**$ 1,845,000**	**99.5%**
Expenditures by Department						
Non-Departmental (Other)	490,077	419,953	3,010,236	925,000	1,845,000	99.5%
Total Expenditures by Department	**$ 490,077**	**$ 419,953**	**$ 3,010,236**	**$ 925,000**	**$ 1,845,000**	**99.5%**
Revenues vs Expenditures	**$ 298,705**	**$ (102,637)**	**$ (2,524,409)**	**$ (439,173)**	**$ (1,410,164)**	
Ending Fund Balance June 30	$ 4,768,191	$ 4,665,555	$ 2,141,146		$ 730,982	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

333 - Successor Agency To RDA

Accounts for property tax increment revenue received by the Successor Agency to the former Campbell Redevelopment Agency (RDA) to pay for debt service obligations on Tax Allocation Bonds issued.

FUND BALANCE REPORT

333 SUCCE. AGENCY TO RDA

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 3,498,405	$ (1,466,122)	$ (1,039,321)		$ (1,029,321)	
Revenues						
Investments Income	11,571	18,290	10,000	10,000	10,000	0.0%
Intergovernmental Revenue	1,584,266	1,533,612	1,614,128	1,614,128	1,764,672	9.3%
Total Revenues	**$ 1,595,837**	**$ 1,551,902**	**$ 1,624,128**	**$ 1,624,128**	**$ 1,774,672**	**9.3%**
Expenditures by Type						
OPERATING						
Supplies & Services	6,133,119	714,049	21,390	21,390	22,522	5.3%
Debt Service	427,245	411,052	1,592,738	1,592,738	1,742,150	9.4%
Sub-Total Operating	*$ 6,560,364*	*$ 1,125,101*	*$ 1,614,128*	*$ 1,614,128*	*$ 1,764,672*	*9.3%*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 6,560,364**	**$ 1,125,101**	**$ 1,614,128**	**$ 1,614,128**	**$ 1,764,672**	**9.3%**
Expenditures by Department						
Non-Departmental (Other)	6,560,364	1,125,101	1,614,128	1,614,128	1,764,672	9.3%
Total Expenditures by Department	**$ 6,560,364**	**$ 1,125,101**	**$ 1,614,128**	**$ 1,614,128**	**$ 1,764,672**	**9.3%**
Revenues vs Expenditures	**$ (4,964,527)**	**$ 426,801**	**$ 10,000**	**$ 10,000**	**$ 10,000**	
Ending Fund Balance June 30	$ (1,466,122)	$ (1,039,321)	$ (1,029,321)		$ (1,019,321)	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

348 - Measure O Debt Service

Measure O Debt Service Fund includes budgets and accounts for City debt service for $50 million bond to construct and/or renovate City facilities to house Police and Library services.

FUND BALANCE REPORT

348 MEASURE 0 BOND

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ -	$ -	$ 1,114,130		$ 3,688,159	
Revenues						
Property Tax	-	1,098,264	1,150,000	-	1,215,000	N/A
Investments Income	-	17,396	15,000	-	-	N/A
OFS - Bonds & Loans	-	-	3,171,626	-	-	N/A
Total Revenues	**$ -**	**$ 1,115,660**	**$ 4,336,626**	**$ -**	**$ 1,215,000**	**N/A**
Expenditures by Type						
OPERATING						
Supplies & Services	-	1,530	-	-	1,500	N/A
Debt Service	-	-	1,762,597	-	2,296,000	N/A
Sub-Total Operating	*$ -*	*$ 1,530*	*$ 1,762,597*	*$ -*	*$ 2,297,500*	*N/A*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ -**	**$ 1,530**	**$ 1,762,597**	**$ -**	**$ 2,297,500**	**N/A**
Expenditures by Department						
Non-Departmental (Other)	-	1,530	1,762,597	-	2,297,500	N/A
Total Expenditures by Department	**$ -**	**$ 1,530**	**$ 1,762,597**	**$ -**	**$ 2,297,500**	**N/A**
Revenues vs Expenditures	**$ -**	**$ 1,114,130**	**$ 2,574,029**	**$ -**	**$ (1,082,500)**	
Ending Fund Balance June 30	$ -	$ 1,114,130	$ 3,688,159		$ 2,605,659	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

367 - Debt Service LID #30

Accounts for debt service payments made for LID #30 obligations. Fund has a balance, but debt has already been paid down fully.

FUND BALANCE REPORT

367 DEBT SERVICE-LID #30

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 31,274	$ 31,274	$ 32,197		$ 32,197	
Revenues						
Investments Income	-	922	-	-	-	N/A
Total Revenues	**$ -**	**$ 922**	**$ -**	**$ -**	**$ -**	**N/A**
Expenditures by Type						
OPERATING						
Sub-Total Operating	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**
Expenditures by Department						
Total Expenditures by Department	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**
Revenues vs Expenditures	**$ -**	**$ 922**	**$ -**	**$ -**	**$ -**	
Ending Fund Balance June 30	$ 31,274	$ 32,197	$ 32,197		$ 32,197	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

370 - 2016 Refunding Lease Revenue Bond

Accounts for the City's share of proceeds from the repayments of the 2016 Lease Revenue Bonds, which were utilized for the refunding of the City's 1997 and 2002 COP obligations.

FUND BALANCE REPORT

370 2016 REFUND. LEASE REV

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 3,122	$ 3,944	$ 5,439		$ 5,464	
Revenues						
Investments Income	172	746	500	500	500	0.0%
OFS - Operating Transfers In	849,925	762,825	768,825	768,825	763,750	-0.7%
Total Revenues	**$ 850,097**	**$ 763,571**	**$ 769,325**	**$ 769,325**	**$ 764,250**	**-0.7%**
Expenditures by Type						
OPERATING						
Debt Service	849,275	762,075	769,300	769,300	764,250	-0.7%
Sub-Total Operating	*$ 849,275*	*$ 762,075*	*$ 769,300*	*$ 769,300*	*$ 764,250*	*-0.7%*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 849,275**	**$ 762,075**	**$ 769,300**	**$ 769,300**	**$ 764,250**	**-0.7%**
Expenditures by Department						
Non-Departmental (Other)	849,275	762,075	769,300	769,300	764,250	-0.7%
Total Expenditures by Department	**$ 849,275**	**$ 762,075**	**$ 769,300**	**$ 769,300**	**$ 764,250**	**-0.7%**
Revenues vs Expenditures	**$ 822**	**$ 1,496**	**$ 25**	**$ 25**	**$ -**	
Ending Fund Balance June 30	$ 3,944	$ 5,439	$ 5,464		$ 5,464	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

435 - Capital Projects

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

FUND BALANCE REPORT

435 CAPITAL PROJECT

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ 1,732,606	$ 1,700,306	$ 1,703,633		$ (10,267,045)	
Revenues						
Investments Income	-	4,261	-	-	-	N/A
Miscellaneous Revenues	150,927	2,185	269,531	60,000	-	-100.0%
OFS - Operating Transfers In	1,932,846	3,918,454	10,166,312	9,104,049	6,527,634	-28.3%
Total Revenues	**$ 2,083,773**	**$ 3,924,900**	**$ 10,435,843**	**$ 9,164,049**	**$ 6,527,634**	**-28.8%**
Expenditures by Type						
OPERATING						
Benefits	246,977	380,625	925,205	434,000	469,000	8.1%
Supplies & Services	396,410	400,710	1,390,561	235,000	205,000	-12.8%
Operating Transfers Out	-	-	787,083	-	-	N/A
Sub-Total Operating	*$ 643,388*	*$ 781,336*	*$ 3,102,849*	*$ 669,000*	*$ 674,000*	*0.7%*
CAPITAL						
Capital Outlay	1,472,685	3,140,236	19,303,671	8,435,049	6,103,634	-27.6%
Sub-Total Capital	*$ 1,472,685*	*$ 3,140,236*	*$ 19,303,671*	*$ 8,435,049*	*$ 6,103,634*	*-27.6%*
Total Expenditures by Type	**$ 2,116,073**	**$ 3,921,572**	**$ 22,406,520**	**$ 9,104,049**	**$ 6,777,634**	**-25.6%**
Expenditures by Department						
Non-Departmental (Other)	2,116,073	3,921,572	22,406,520	9,104,049	6,777,634	-25.6%
Total Expenditures by Department	**$ 2,116,073**	**$ 3,921,572**	**$ 22,406,520**	**$ 9,104,049**	**$ 6,777,634**	**-25.6%**
Revenues vs Expenditures	**$ (32,300)**	**$ 3,328**	**$ (11,970,677)**	**$ 60,000**	**$ (250,000)**	
Ending Fund Balance June 30	$ 1,700,306	$ 1,703,633	$ (10,267,045)		$ (10,517,045)	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

448 - Measure O Capital Projects

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

FUND BALANCE REPORT

448 MEASURE 0 CAPITAL

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1	$ -	$ -	$ (272,797)		$ 15,353,492	
Revenues						
OFS - Bonds & Loans	-	-	20,000,000	10,000,000	-	-100.0%
Total Revenues	**$ -**	**$ -**	**$ 20,000,000**	**$ 10,000,000**	**$ -**	**-100.0%**
Expenditures by Type						
OPERATING						
Salaries	-	134,316	33,001	172,867	131,225	-24.1%
Benefits	-	41,733	74,836	143,233	132,600	-7.4%
Supplies & Services	-	96,749	4,215,873	1,478,595	100,000	-93.2%
Sub-Total Operating	*$ -*	*$ 272,797*	*$ 4,323,710*	*$ 1,794,695*	*$ 363,825*	*-79.7%*
CAPITAL						
Capital Outlay	-	-	50,000	50,000	8,094,099	16088.2%
Sub-Total Capital	*$ -*	*$ -*	*$ 50,000*	*$ 50,000*	*$ 8,094,099*	*16088.2%*
Total Expenditures by Type	**$ -**	**$ 272,797**	**$ 4,373,710**	**$ 1,844,695**	**$ 8,457,924**	**358.5%**
Expenditures by Department						
City Manager's Office	-	272,797	2,925,115	396,100	363,825	-8.1%
Non-Departmental (Other)	-	-	1,448,595	1,448,595	8,094,099	458.8%
Total Expenditures by Department	**$ -**	**$ 272,797**	**$ 4,373,710**	**$ 1,844,695**	**$ 8,457,924**	**358.5%**
Revenues vs Expenditures	**$ -**	**$ (272,797)**	**$ 15,626,290**	**$ 8,155,305**	**$ (8,457,924)**	
Ending Fund Balance June 30	$ -	$ (272,797)	$ 15,353,492		$ 6,895,568	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

641 - Motor Vehicle Pool

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

FUND BALANCE REPORT

641 MOTOR VEHICLE POOL

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1[(A)]	$ (792,483)	$ (864,822)	$ (589,277)		$ (827,347)	
(A) - Unrestricted						
Revenues						
Intergovernmental Revenue	10,000	-	10,000	10,000	10,000	0.0%
Charges for Service	-	1,630	-	-	-	N/A
Miscellaneous Revenues	27,697	129,692	10,000	10,000	10,000	0.0%
Charges to Operating Depts.	1,328,130	1,329,400	1,329,400	1,329,400	1,329,400	0.0%
OFS - Operating Transfers In	50,000	50,000	89,973	97,000	781,000	705.2%
Total Revenues	**$ 1,415,827**	**$ 1,510,722**	**$ 1,439,373**	**$ 1,446,400**	**$ 2,130,400**	**47.3%**
Expenditures by Type						
OPERATING						
Salaries	283,305	283,734	299,033	304,886	306,823	0.6%
Benefits	167,719	180,185	174,684	175,857	178,768	1.7%
Supplies & Services	618,677	566,114	372,700	372,700	372,700	0.0%
Rents & Leases	248,063	242,919	244,345	244,345	244,345	0.0%
Operating Transfers Out	50,000	50,000	50,000	50,000	50,000	0.0%
Sub-Total Operating	*$ 1,367,764*	*$ 1,322,952*	*$ 1,140,761*	*$ 1,147,788*	*$ 1,152,636*	*0.4%*
CAPITAL						
Capital Outlay	120,403	(87,775)	536,682	301,000	150,000	-50.2%
Sub-Total Capital	*$ 120,403*	*$ (87,775)*	*$ 536,682*	*$ 301,000*	*$ 150,000*	*-50.2%*
Total Expenditures by Type	**$ 1,488,167**	**$ 1,235,177**	**$ 1,677,443**	**$ 1,448,788**	**$ 1,302,636**	**-10.1%**
Expenditures by Department						
Public Works	1,438,167	1,185,177	1,627,443	1,398,788	1,252,636	-10.4%
Non-Departmental (Other)	50,000	50,000	50,000	50,000	50,000	0.0%
Total Expenditures by Department	**$ 1,488,167**	**$ 1,235,177**	**$ 1,677,443**	**$ 1,448,788**	**$ 1,302,636**	**-10.1%**
Revenues vs Expenditures	**$ (72,339)**	**$ 275,545**	**$ (238,070)**	**$ (2,388)**	**$ 827,764**	
Ending Fund Balance June 30	$ (864,822)	$ (589,277)	$ (827,347)		$ 417	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

647 - Information Technology

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

FUND BALANCE REPORT

647 MIS POOL

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1[(A)]	$ 669,213	$ 750,738	$ 59,030		$ 658	
(A) - Unrestricted						
Revenues						
Investments Income	15,706	7,825	-	-	-	N/A
Charges for Service	6,255	9,889	12,000	12,000	12,000	0.0%
Miscellaneous Revenues	3,200	20,850	10,000	10,000	10,000	0.0%
Charges to Operating Depts.	1,411,992	1,059,002	1,161,992	1,161,992	1,161,992	0.0%
OFS - Operating Transfers In	204,000	153,000	190,930	204,000	34,000	-83.3%
Total Revenues	**$ 1,641,153**	**$ 1,250,566**	**$ 1,374,922**	**$ 1,387,992**	**$ 1,217,992**	**-12.2%**
Expenditures by Type						
OPERATING						
Salaries	571,471	569,032	506,129	614,866	479,341	-22.0%
Benefits	265,294	246,736	255,367	256,671	222,365	-13.4%
Supplies & Services	636,450	1,009,486	506,617	465,758	464,797	-0.2%
Operating Transfers Out	49,600	49,600	146,570	49,600	49,600	0.0%
Sub-Total Operating	*$ 1,522,815*	*$ 1,874,854*	*$ 1,414,684*	*$ 1,386,895*	*$ 1,216,102*	*-12.3%*
CAPITAL						
Capital Outlay	36,813	67,420	18,610	18,610	1,600	-91.4%
Sub-Total Capital	*$ 36,813*	*$ 67,420*	*$ 18,610*	*$ 18,610*	*$ 1,600*	*-91.4%*
Total Expenditures by Type	**$ 1,559,628**	**$ 1,942,275**	**$ 1,433,294**	**$ 1,405,505**	**$ 1,217,702**	**-13.4%**
Expenditures by Department						
City Manager's Office	1,510,028	1,892,675	1,286,724	1,355,905	1,168,102	-13.9%
Non-Departmental (Other)	49,600	49,600	146,570	49,600	49,600	0.0%
Total Expenditures by Department	**$ 1,559,628**	**$ 1,942,275**	**$ 1,433,294**	**$ 1,405,505**	**$ 1,217,702**	**-13.4%**
Revenues vs Expenditures	**$ 81,525**	**$ (691,709)**	**$ (58,372)**	**$ (17,513)**	**$ 290**	
Ending Fund Balance June 30	$ 750,738	$ 59,030	$ 658		$ 947	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

690 - Workers' Compensat...

Workers' Compensation Self-Insurance Fund includes 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.

FUND BALANCE REPORT

690 WORKERS COMP.

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1[(A)]	$ 1,623,353	$ 1,187,015	$ 1,404,460		$ 919,676	
(A) - Unrestricted						
Revenues						
Investments Income	94,026	116,767	-	-	50,000	N/A
Charges to Operating Depts.	725,799	670,986	605,000	605,000	605,000	0.0%
Total Revenues	**$ 819,825**	**$ 787,753**	**$ 605,000**	**$ 605,000**	**$ 655,000**	**8.3%**
Expenditures by Type						
OPERATING						
Salaries	36,418	33,105	-	-	-	N/A
Benefits	11,237	9,594	-	-	-	N/A
Supplies & Services	646,223	313,285	440,050	440,050	530,050	20.5%
Other Charges	562,284	214,326	-	-	-	N/A
Operating Transfers Out	-	-	649,734	-	-	N/A
Sub-Total Operating	*$ 1,256,163*	*$ 570,310*	*$ 1,089,784*	*$ 440,050*	*$ 530,050*	*20.5%*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 1,256,163**	**$ 570,310**	**$ 1,089,784**	**$ 440,050**	**$ 530,050**	**20.5%**
Expenditures by Department						
City Manager's Office	1,256,163	570,310	440,050	440,050	530,050	20.5%
Non-Departmental (Other)	-	-	649,734	-	-	N/A
Total Expenditures by Department	**$ 1,256,163**	**$ 570,310**	**$ 1,089,784**	**$ 440,050**	**$ 530,050**	**20.5%**
Revenues vs Expenditures	**$ (436,338)**	**$ 217,443**	**$ (484,784)**	**$ 164,950**	**$ 124,950**	
Ending Fund Balance June 30	$ 1,187,015	$ 1,404,460	$ 919,676		$ 1,044,626	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

794 - Parks And Museum

Accounts for donations received to support City parks and museums.

FUND BALANCE REPORT

794 PARKS AND MUSEUM

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1[(A)]	$ 143,425	$ 150,321	$ 155,725		$ 955	
(A) - Total Assets						
Revenues						
Investments Income	4,902	3,965	-	-	-	N/A
Miscellaneous Revenues	1,994	1,439	-	-	-	N/A
Total Revenues	**$ 6,896**	**$ 5,404**	**$ -**	**$ -**	**$ -**	**N/A**
Expenditures by Type						
OPERATING						
Operating Transfers Out	-	-	154,770	-	-	N/A
Sub-Total Operating	*$ -*	*$ -*	*$ 154,770*	*$ -*	*$ -*	*N/A*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ -**	**$ -**	**$ 154,770**	**$ -**	**$ -**	**N/A**
Expenditures by Department						
Non-Departmental (Other)	-	-	154,770	-	-	N/A
Total Expenditures by Department	**$ -**	**$ -**	**$ 154,770**	**$ -**	**$ -**	**N/A**
Revenues vs Expenditures	**$ 6,896**	**$ 5,404**	**$ (154,770)**	**$ -**	**$ -**	
Ending Fund Balance June 30	$ 150,321	$ 155,725	$ 955		$ 955	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

795 - Recreation Grants-Private

Accounts for general purpose donations to support Recreation and Community Services programs and facilities.

FUND BALANCE REPORT

795 RECREATION GRANTS

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1[(A)]	$ 5,652	$ 5,844	$ 5,997		$ 5,997	
(A) - Total Assets						
Revenues						
Investments Income	192	153	-	-	100	N/A
Total Revenues	**$ 192**	**$ 153**	**$ -**	**$ -**	**$ 100**	**N/A**
Expenditures by Type						
OPERATING						
Sub-Total Operating	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**
Expenditures by Department						
Total Expenditures by Department	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**
Revenues vs Expenditures	**$ 192**	**$ 153**	**$ -**	**$ -**	**$ 100**	
Ending Fund Balance June 30	$ 5,844	$ 5,997	$ 5,997		$ 6,097	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

797 - Adult Center

Accounts for donations made to support the City's Adult Center.

FUND BALANCE REPORT

797 ADULT CENTER

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1[(A)]	$ 15,377	$ 15,648	$ 16,512		$ 16,512	
(A) - Total Assets						
Revenues						
Investments Income	521	413	-	-	400	N/A
Miscellaneous Revenues	(250)	450	-	-	-	N/A
Total Revenues	**$ 271**	**$ 863**	**$ -**	**$ -**	**$ 400**	**N/A**
Expenditures by Type						
OPERATING						
Sub-Total Operating	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**
Expenditures by Department						
Total Expenditures by Department	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**N/A**
Revenues vs Expenditures	**$ 271**	**$ 863**	**$ -**	**$ -**	**$ 400**	
Ending Fund Balance June 30	$ 15,648	$ 16,512	$ 16,512		$ 16,912	

**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

798 - West Valley JPA Fund

Accounts for the monies of the West Valley Solid Waste Management Authority. The City acts as custodian for the operating resources of the entity.

FUND BALANCE REPORT

798 WEST VALLEY JPA

	FY 2019 Actual	FY 2020 Actual	FY 2021 Est.	FY 2021 Adopt.	FY 2022 Adopt.	%Chg*
Beginning Fund Balance July 1[(A)]	$ 275,158	$ 321,474	$ 274,604		$ 243,046	
(A) - Total Assets						
Revenues						
Investments Income	7,204	7,937	-	-	-	N/A
Miscellaneous Revenues	631,244	569,298	763,234	-	822,888	N/A
Total Revenues	**$ 638,448**	**$ 577,235**	**$ 763,234**	**$ -**	**$ 822,888**	**N/A**
Expenditures by Type						
OPERATING						
Supplies & Services	142,132	174,105	344,792	-	372,888	N/A
Other Charges	450,000	450,000	450,000	-	450,000	N/A
Sub-Total Operating	*$ 592,132*	*$ 624,105*	*$ 794,792*	*$ -*	*$ 822,888*	*N/A*
CAPITAL						
Sub-Total Capital	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*N/A*
Total Expenditures by Type	**$ 592,132**	**$ 624,105**	**$ 794,792**	**$ -**	**$ 822,888**	**N/A**
Expenditures by Department						
WVSWMA JPA	592,132	624,105	794,792	-	822,888	N/A
Total Expenditures by Department	**$ 592,132**	**$ 624,105**	**$ 794,792**	**$ -**	**$ 822,888**	**N/A**
Revenues vs Expenditures	**$ 46,316**	**$ (46,870)**	**$ (31,558)**	**$ -**	**$ -**	
Ending Fund Balance June 30	$ 321,474	$ 274,604	$ 243,046		$ 243,046	

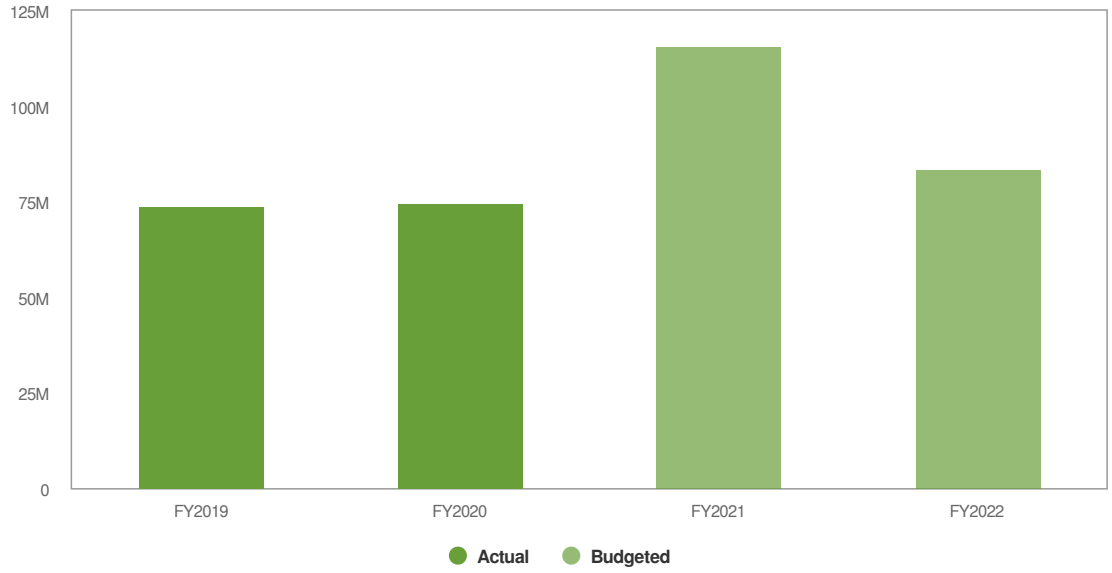
**% Change from FY 2021 Adopted Budget to FY 2022 Adopted Budget*

FUNDING SOURCES

All City Revenue Summary

$83,912,963 -$31,950,496
(-27.58% vs. prior year)

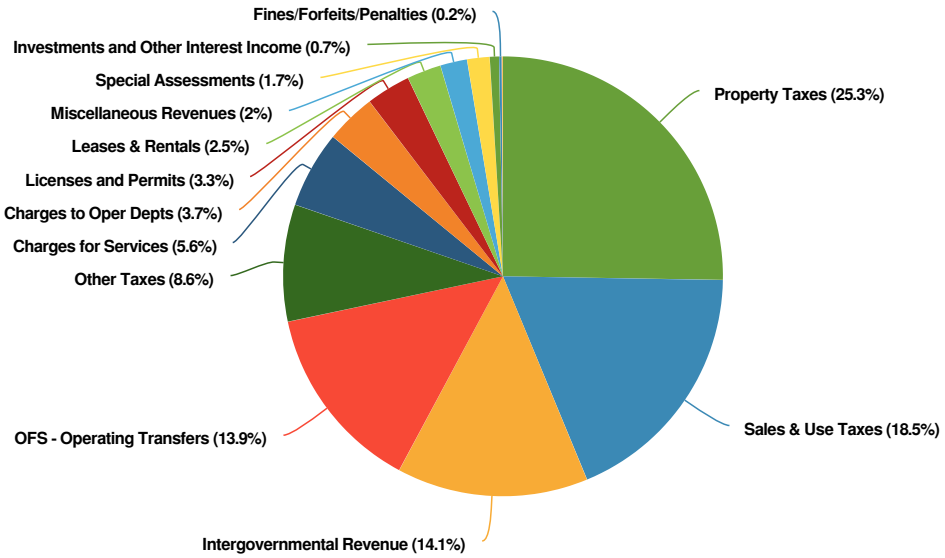
All City Revenue Proposed and Historical Budget vs. Actual



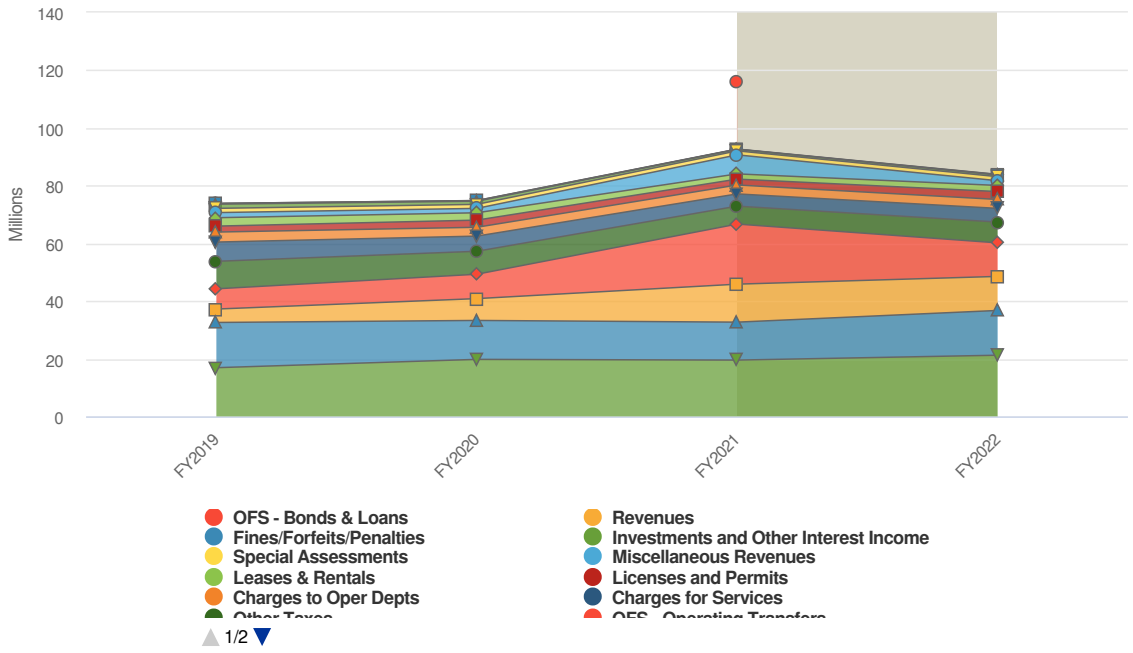
**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenues by Source

Projected 2022 Revenues by Source



Budgeted and Historical 2022 Revenues by Source



Grey background indicates budgeted figures.

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Revenue Source						
Property Taxes						
Prop Taxes - Curr Secured	$14,395,093	$16,634,104	$17,438,000	$16,053,400	$18,155,400	13.1%
Prop Taxes - Curr Unsecrd	$751,215	$737,814	$684,000	$694,800	$713,200	2.6%
Prop Taxes - Prior Yr Sec	$1,601					N/A
Other Property Taxes	$23,307					N/A
Property Tax Pass Thru	$201,775	$232,935	$157,000	$183,300	$158,200	-13.7%
Residual Rpttf Distribute	$641,987	$899,678	$3,000	$915,100	$545,320	-40.4%
Prop Taxes - ERAF	$862,590	$1,263,615	$1,236,206	$777,500	$1,632,900	110%
Total Property Taxes:	**$16,877,568**	**$19,768,145**	**$19,518,206**	**$18,624,100**	**$21,205,020**	**13.9%**
Sales & Use Taxes						
Sales And Use Taxes	$12,747,628	$10,558,365	$10,199,440	$11,150,977	$11,982,000	7.5%
Transactions & Use Tax	$2,936,594	$2,577,243	$2,590,820	$2,636,262	$3,146,000	19.3%
Prop 172 Public Safety		$358,137	$363,700	$384,879	$393,900	2.3%
Measure B			$114	$0		N/A
Total Sales & Use Taxes:	**$15,684,222**	**$13,493,745**	**$13,154,074**	**$14,172,118**	**$15,521,900**	**9.5%**
Other Taxes						
Franchises - Electric	$401,067	$435,677	$464,900	$464,900	$478,800	3%
Franchises - Gas	$97,180	$114,772	$122,900	$122,900	$126,600	3%

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Franchises - Cable Tv	$588,416	$546,545	$600,000	$656,019	$656,019	0%
Franchises - Garbage	$2,089,673	$2,086,705	$2,031,496	$2,231,496	$2,231,496	0%
Franchises - San Jose Wtr	$241,006	$239,445	$248,800	$248,800	$260,000	4.5%
At&T Franchise Fee	$98,205	$104,782	$128,104	$128,104	$128,104	0%
Transient Occupancy Tax	$4,768,870	$3,144,208	$1,500,000	$3,002,060	$2,000,000	-33.4%
Construction Tax	$26,451	$50,505	$105,000	$179,000	$148,346	-17.1%
Business License Tax	$693,263	$664,071	$625,000	$750,000	$675,000	-10%
Real Prop Transfer Tax	$519,407	$566,794	$390,000	$319,900	$500,000	56.3%
Farmers Market In Lieu	$15,625	$9,375	$1	$14,235	$6,000	-57.9%
Total Other Taxes:	**$9,539,163**	**$7,962,878**	**$6,216,201**	**$8,117,414**	**$7,210,365**	**-11.2%**
Licenses and Permits						
Construction Permits	$1,391,341	$1,596,158	$1,441,000	$2,362,000	$1,987,556	-15.9%
Advanced Plan Check Fee	$426,433	$530,505	$336,000	$571,000	$460,882	-19.3%
General Revenue-Bldg Dept	$34,640	$52,181	$21,000	$39,000	$28,805	-26.1%
Pln Check-Title 24 Energy	$41,958	$70,850	$63,000	$95,000	$86,415	-9%
Technology Enhancemnt Fee	$17,392	$39,028	$32,000	$57,000	$30,000	-47.4%
Fire Permits	$149,752	$193,136	$140,000	$140,000	$144,200	3%
Bicycle Licenses	$200	$0				N/A
Truck Permits	$370	$128	$1,000	$1,000	$1,000	0%
Total Licenses and Permits:	**$2,062,086**	**$2,481,986**	**$2,034,000**	**$3,265,000**	**$2,738,858**	**-16.1%**
Fines/Forfeits/Penalties						
Vehicle Code Fines-City	$61,558	$54,337	$1	$37,500	$37,500	0%
Vehicle Code Fines-County	$125,838	$75,745	$19,000	$75,000	$75,000	0%
Vehicle Code Fines-State	$53,551	$65,995	$20,000	$37,500	$37,500	0%
Code Enforcement Fines	$33,531	$19,988	$5,000	$25,000	$10,000	-60%
Total Fines/Forfeits/Penalties:	**$274,478**	**$216,065**	**$44,001**	**$175,000**	**$160,000**	**-8.6%**
Investments and Other Interest Income						
Investment Earnings	$881,345	$769,861	$494,477	$479,477	$559,686	16.7%
Unrealized Gains/Losses	$527,633	$250,869	$0	$0	$0	0%
Other Interest	$43,292	$73,246	$20,550	$20,550	$10,850	-47.2%
Total Investments and Other Interest Income:	**$1,452,270**	**$1,093,976**	**$515,027**	**$500,027**	**$570,536**	**14.1%**
Intergovernmental Revenue						
State Gasoline Tax 2105	$234,257	$220,622	$229,250	$229,250	$239,389	4.4%
State Gasoline Tax 2106	$154,536	$138,798	$149,799	$149,799	$143,455	-4.2%
State Gasoline Tax 2107	$294,604	$278,577	$275,789	$275,789	$304,457	10.4%
State Gasoline Tax 2107.5	$6,000	$6,000	$6,000	$6,000	$6,000	0%
Gas Excise Tax 7360	$142,636	$298,225	$365,429	$365,429	$325,874	-10.8%
SB1-Road Maint (2017)	$831,116	$749,085	$740,000	$740,000	$812,365	9.8%
SB1 TCRF Loan Repayment		$48,622				N/A

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Comm Dev Block Grant			$67,000	$0		N/A
Other Grants	$0	-$4,050				N/A
TDA Grants		$37,638	$443,151	$20,000	$30,000	50%
Supplemental Law Enforce	$148,747	$155,948	$100,000	$100,000	$100,000	0%
Valley Trans Auth Grant	$1,644	$687,810	$1,592,950	$1,215,000		-100%
DOJ Grant (Bvp)	$3,133	$8,488	$3,337	$0		N/A
Beverage Container Grant	$10,881	$0	$10,000	$10,000	$10,000	0%
Signal Maint Cost Sharing	$5,224	$2,002	$2,500	$2,500	$2,500	0%
Other State Grants	$194,286	$550,000	$5,830,887	$0	$5,201,887	N/A
Transit Shelter Advertise	$19,013	$13,050	$6,000	$6,000	$16,000	166.7%
ABAG Grant		$30,353				N/A
VERBS - CMAQ	$0	$532,241			$1,000,000	N/A
OBAG - CMAQ			$495,470	$0		N/A
Arson Contract Training	$0	$0	$4,000	$4,000	$4,000	0%
Arson_County Fire Dpt	$424,000	$444,500	$430,000	$430,000	$461,000	7.2%
RATTF Reimbursement	$125,706	$203,074	$100,000	$100,000	$100,000	0%
Sr Nutrition Reimbursemnt	$73,854	$74,892	$69,475	$69,475	$67,317	-3.1%
Scc Open Space Authority	$1,638					N/A
Tfca - Ba Aqmd - Veh Reg			$165,452	$0		N/A
VTA Meas B Vehicle Reg	$262,969	$1,278,766	$271,345	$797,000	$1,012,000	27%
State Mtr Veh In Lieu Tax	$20,494	$34,231	$46,500	$46,500	$47,900	3%
St Homeowners Prop Tax Re	$44,304	$44,583	$39,000	$41,600	$40,700	-2.2%
Abandoned Vehicle Fees	$37,027	$86,531	$60,000	$60,000	$60,000	0%
Reimburse-Mandated Costs	$7,500	$87,083	$40,000	$40,000	$41,200	3%
Post Reimbursements	$20,840	$26,269	$12,500	$12,500	$12,500	0%
Rda Trust Admin	$27,765	$21,360	$21,390	$21,390	$22,522	5.3%
R P T T F	$1,556,501	$1,512,252	$1,592,738	$1,592,738	$1,742,150	9.4%
Total Intergovernmental Revenue:	**$4,648,676**	**$7,566,947**	**$13,169,962**	**$6,334,970**	**$11,803,216**	**86.3%**
Charges for Services						
Program Revenue-Museum	$31,037	$14,472	$1,500	$6,120	$2,000	-67.3%
Ainsley House Rental	$36,085	$10,765	$13,500	$18,155	$19,000	4.7%
Admission Fees-Museum	$8,042	$6,481	$0	$2,730	$1,000	-63.4%
Adult Services - Classes	$224,082	$125,450	$60,800	$166,793	$87,000	-47.8%
Program Fees-Sports	$460,380	$313,323	$113,000	$263,986	$200,000	-24.2%
Program Fees-Aquatics	$189,261	$136,639	$232,000	$195,037	$289,500	48.4%
Program Fees-Picnic Fees	$27,231	$14,473	$4,200	$26,400	$9,500	-64%
Program Fees-Day Camps	$444,692	$135,110	$165,000	$456,180	$375,000	-17.8%
Program Fees-Classes	$491,399	$285,690	$100,000	$385,301	$178,500	-53.7%
Program Fees-Preschool	$368,677	$277,707	$100,000	$253,226	$190,000	-25%
Program Fees-Spec Events		$1,050				N/A
Program Fees-Fitness	$167,973	$143,092	$71,000	$54,180	$90,000	66.1%
Fund Raising	$646					N/A
Adult Services - Programs	$147,082	$81,788	$1,400	$96,085	$5,700	-94.1%

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Vending Machine Sales	$2,613	$2,995	$2,400	$2,400	$2,400	0%
Skate Park Income	$33,740	$21,203	$2,000	$19,582	$15,000	-23.4%
Drop In Classes	$144,656	$116,461	$0	$123,240		-100%
Comm Grp Spon-Spec Event	$47,520	$48,866	$4,690	$55,225	$54,000	-2.2%
Theater Revenue	$3,146	$1,564	$0	$1,000	$250	-75%
Theater Preservation Chg	$57,961	$41,445	-$1,300	$21,805	$11,400	-47.7%
Theatre Facility Fee	$19,464	$10,498	$0	$10,633	$5,400	-49.2%
Facility Rental Surcharge	$11,063	$16,265	$2,000	$12,000	$12,000	0%
Concession & Merchandise	$3,819	$1,480	$0	$1,125		-100%
Theater Ticket Sales	$251,290	$229,627	-$26,000	$98,106	$55,600	-43.3%
Sponsorship Income	$50,188	$44,825	$1,813	$18,500	$5,600	-69.7%
Theater Program Ads	$5,875	$6,275	$0	$2,025	$1,325	-34.6%
Zoning Fees	$627,328	$559,340	$400,000	$400,000	$392,000	-2%
Microfilm Fees	$31,837	$28,325	$590	$74,000		-100%
Rental Dispute Res Fee	$60,604	$58,504	$60,000	$65,800	$65,800	0%
Hazelwood/Rosemary Events		$29				N/A
Storm Water Impact Fee	$784					N/A
General Plan Maint Fee	$76,825	$91,339	$93,000	$125,000	$90,000	-28%
Other Filing Fees	$5,010	$6,356	$7,300	$7,300	$7,300	0%
Spec Police Dept Services	$48,571	$48,334	$20,000	$55,000	$45,000	-18.2%
Hazardous Waste Cleanup	$131,662	$161,704	$103,000	$103,000	$106,090	3%
False Alarm Fees-Pd	$5,303	$4,740	$5,000	$5,000	$5,000	0%
Other Current Serv Chgs		$15				N/A
Cost Recovery-Pd Dui	$0	$16,502	$2,500	$7,000	$7,000	0%
Cost Recovery-Pw	$2,279	$1,196				N/A
Cost Recovery-Pd	$10,249	$11,278	$1	$14,000	$67,500	382.1%
IT Contract Revenue	$4,255	$7,889	$10,000	$10,000	$10,000	0%
Cal Nena Reimbursement-Pd	$0	$1,126	$1,882	$10,000	$10,000	0%
Vehicle Charging Station	$22,874	$22,950	$20,000	$20,000	$20,000	0%
Successor Agency Reimb	$2,000	$2,000	$2,000	$2,000	$2,000	0%
Storm Water Fees	$381,322	$40,462	$45,000	$45,000	$45,000	0%
Storm Drain Fees	$38,420	$20,693	$20,000	$20,000	$20,000	0%
Engr & Subdiv Filing Fees	$558,770	$440,884	$458,000	$408,000	$410,000	0.5%
Solid Waste Rate Fees	$549,886	$565,133	$556,464	$556,464	$556,464	0%
Project Overhead Offset	$246,977	$370,625	$772,992	$762,992	$469,000	-38.5%
Motor Pool Reimbusement		$1,630				N/A
Traffic Engineering Fees	$950	$25,984	$30,000	$0	$20,000	N/A
Metricom Enchr Agreement	$14					N/A
Vehicle Impact Fees	$161,220	$200,851	$300,000	$300,000	$300,000	0%
Vehicle Impact-Garbage	$477,600	$477,600	$477,000	$477,000	$477,000	0%
Community Garden Fees	$3,528	$3,315	$3,600	$3,600	$3,600	0%
Sale-Maps & Publications	$1,035	$941	$2,000	$2,000	$2,000	0%
Total Charges for Services:	**$6,677,225**	**$5,257,290**	**$4,238,332**	**$5,762,990**	**$4,740,929**	**-17.7%**

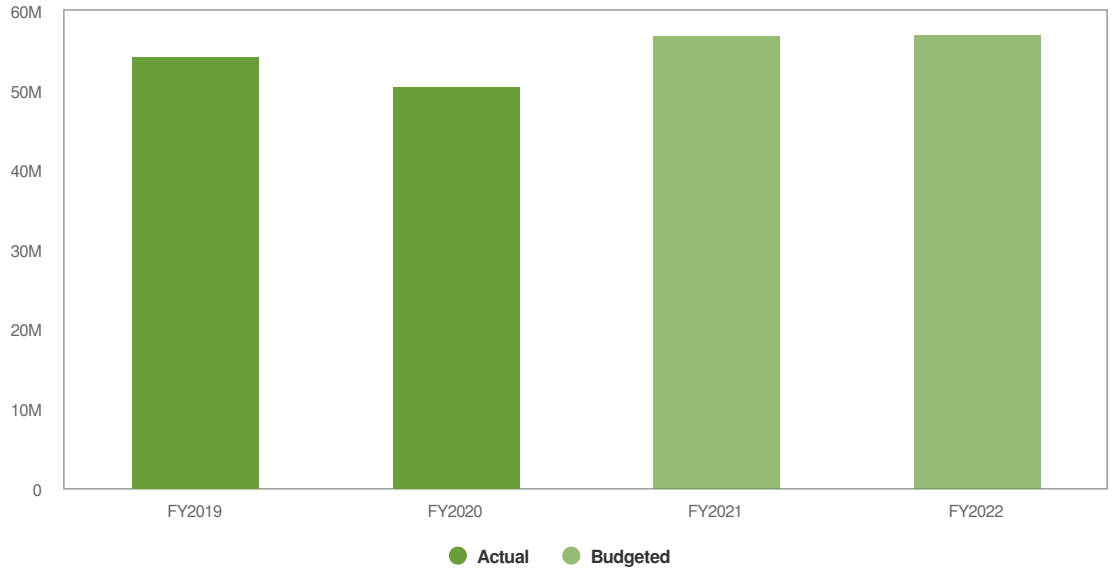
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Leases & Rentals						
Rents/Leases (Real & Per)	$1,785,200	$1,858,268	$1,773,800	$2,044,150	$1,853,300	-9.3%
Other Rental Income	$1,128,490	$685,668	$38,300	$784,250	$263,500	-66.4%
Total Leases & Rentals:	**$2,913,689**	**$2,543,937**	**$1,812,100**	**$2,828,400**	**$2,116,800**	**-25.2%**
Miscellaneous Revenues						
Donations-Hist Museum	$1,994	$3,214	$0	$0		N/A
Donations-Sr Citizens Ctr	-$250	$450	$0	$0		N/A
Donations-Meals	$12,532	$14,251	$10,788	$10,788	$12,946	20%
Donations-Misc	$0	$1,100	$1,000	$1,000	$1,000	0%
Donations-Parks		$10,000				N/A
Donations-Youth Scholar	$6,096	$6,951				N/A
Donation-Recreation	$1,700	$700				N/A
SA Rops Admin Reimb	$22,200	$12,330	$21,390	$21,390	$22,522	5.3%
Asset Seizures	$22,172	$243,719	$5,000	$5,000	$10,000	100%
Parkland Dedication Fee	$622,569	$189,500	$400,000	$400,000	$400,000	0%
Project Revenues	$150,927	$2,185	$269,531	$60,000		-100%
AB 939 Recycling - SCC	$84,425	$68,905	$49,356	$49,356	$49,356	0%
Notice/Improve/Obligation	$2,995	$0	$6,100	$6,100	$6,100	0%
Sale Of Real/Pers Prop	$19,359	$10,681	$10,000	$10,000	$10,000	0%
Insurance Claims Reimb	$22,495	$306,788	$7,500	$7,500	$7,600	1.3%
Other Revenue	$148,898	$71,692	$5,011,025	$4,170,465	$256,939	-93.8%
Principal Repayment	$35	$0	$50,000	$50,000	$25,000	-50%
Expense Abate-Misc	$0	-$2,703	$2,400	$0	$2,500	N/A
West Valley JPA	$176,244	$108,323	$297,269	$0	$372,888	N/A
Tree In Lieu Fee	$25,320	$26,704	$2,500	$25,000	$25,000	0%
JPA Solid Waste	$450,000	$450,000	$450,000	$0	$450,000	N/A
Total Miscellaneous Revenues:	**$1,769,713**	**$1,524,789**	**$6,593,859**	**$4,816,599**	**$1,651,851**	**-65.7%**
Revenues	$0	$22,646	$70,000	$0	$72,100	7,209,999,900%
Total Revenues:	**$0**	**$22,646**	**$70,000**	**$0**	**$72,100**	**7,209,999,900%**
Special Assessments						
Str Lighting Assessments	$1,275,921	$1,198,165	$1,210,000	$1,210,000	$1,210,000	0%
Spec Assess Comm Svcs	$145,033	$144,225	$146,350	$146,350	$146,350	0%
Special Assessment Cfd #2	$48,355	$48,893	$35,250	$35,250	$35,250	0%
Total Special Assessments:	**$1,469,308**	**$1,391,283**	**$1,391,600**	**$1,391,600**	**$1,391,600**	**0%**
Charges to Oper Depts						
User Fees-Motor Pool	$1,328,130	$1,329,400	$1,329,400	$1,329,400	$1,329,400	0%
User Fees-Mis Pool	$1,411,992	$1,059,002	$1,161,992	$1,161,992	$1,161,992	0%
Premiums-Wkrs Comp Ins	$725,799	$670,986	$605,000	$605,000	$605,000	0%
Total Charges to Oper Depts:	**$3,465,921**	**$3,059,388**	**$3,096,392**	**$3,096,392**	**$3,096,392**	**0%**

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
OFS - Bonds & Loans						
Cash Over/Short	$20	$0	$0	$0	$0	0%
Sale of Bonds		$0	$23,171,626	$10,000,000	$0	-100%
Total OFS - Bonds & Loans:	**$20**	**$0**	**$23,171,626**	**$10,000,000**	**$0**	**-100%**
OFS - Operating Transfers						
Operating Transfers In	$5,031,165	$4,535,646	$7,427,799	$5,551,849	$5,105,762	-8%
Capital Transfers In	$1,982,070	$3,918,454	$10,166,312	$9,104,049	$6,527,634	-28.3%
Beg Fund Bal-Operating	$0		$3,243,968	$752,957		-100%
Total OFS - Operating Transfers:	**$7,013,235**	**$8,454,100**	**$20,838,079**	**$15,408,855**	**$11,633,396**	**-24.5%**
Total Revenue Source:	**$73,847,574**	**$74,837,175**	**$115,863,459**	**$94,493,465**	**$83,912,963**	**-11.2%**

General Fund Revenue Summary

$57,130,551 $140,504
(0.25% vs. prior year)

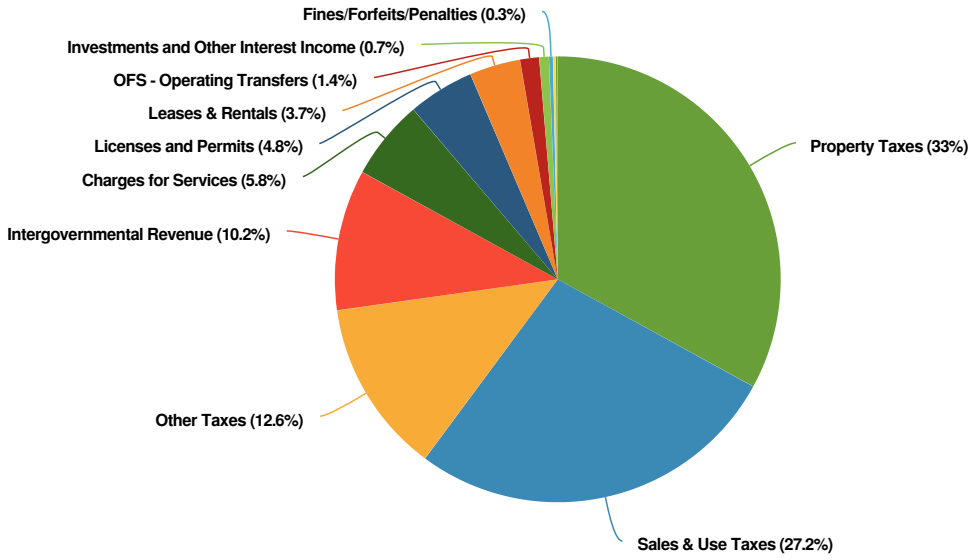
General Fund Revenue Proposed and Historical Budget vs. Actual



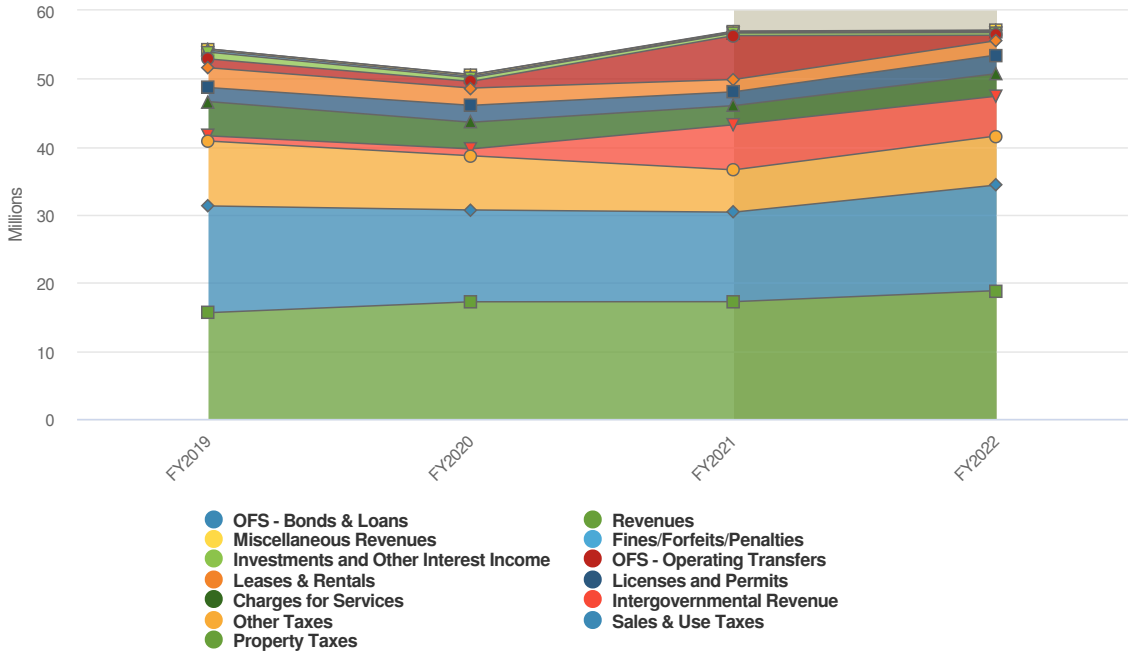
**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenues by Source

Projected 2022 Revenues by Source



Budgeted and Historical 2022 Revenues by Source



Grey background indicates budgeted figures.

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Revenue Source						
Property Taxes						
Prop Taxes - Curr Secured	$13,399,976	$14,395,270	$15,278,000	$15,043,400	$15,930,400	5.9%
Prop Taxes - Curr Unsecrd	$670,583	$658,644	$684,000	$694,800	$713,200	2.6%
Prop Taxes - Prior Yr Sec	$1,601					N/A
Other Property Taxes	$20,743					N/A
Property Tax Pass Thru	$50,409	$51,150	$27,000	$53,300	$28,200	-47.1%
Residual Rpttf Distribute	$641,987	$899,678	$0	$912,100	$542,320	-40.5%
Prop Taxes - ERAF	$822,019	$1,204,155	$1,236,206	$777,500	$1,632,900	110%
Total Property Taxes:	**$15,607,316**	**$17,208,898**	**$17,225,206**	**$17,481,100**	**$18,847,020**	**7.8%**
Sales & Use Taxes						
Sales And Use Taxes	$12,747,628	$10,558,365	$10,199,440	$11,150,977	$11,982,000	7.5%
Transactions & Use Tax	$2,936,594	$2,577,243	$2,590,820	$2,636,262	$3,146,000	19.3%
Prop 172 Public Safety		$358,137	$363,700	$384,879	$393,900	2.3%
Measure B			$114	$0		N/A
Total Sales & Use Taxes:	**$15,684,222**	**$13,493,745**	**$13,154,074**	**$14,172,118**	**$15,521,900**	**9.5%**
Other Taxes						
Franchises - Electric	$401,067	$435,677	$464,900	$464,900	$478,800	3%
Franchises - Gas	$97,180	$114,772	$122,900	$122,900	$126,600	3%

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Franchises - Cable Tv	$588,416	$546,545	$600,000	$656,019	$656,019	0%
Franchises - Garbage	$2,089,673	$2,086,705	$2,031,496	$2,231,496	$2,231,496	0%
Franchises - San Jose Wtr	$241,006	$239,445	$248,800	$248,800	$260,000	4.5%
At&T Franchise Fee	$98,205	$104,782	$128,104	$128,104	$128,104	0%
Transient Occupancy Tax	$4,768,870	$3,144,208	$1,500,000	$3,002,060	$2,000,000	-33.4%
Construction Tax	$26,451	$50,505	$105,000	$179,000	$148,346	-17.1%
Business License Tax	$693,263	$664,071	$625,000	$750,000	$675,000	-10%
Real Prop Transfer Tax	$519,407	$566,794	$390,000	$319,900	$500,000	56.3%
Farmers Market In Lieu	$15,625	$9,375	$1	$14,235	$6,000	-57.9%
Total Other Taxes:	**$9,539,163**	**$7,962,878**	**$6,216,201**	**$8,117,414**	**$7,210,365**	**-11.2%**
Licenses and Permits						
Construction Permits	$1,391,341	$1,596,158	$1,441,000	$2,362,000	$1,987,556	-15.9%
Advanced Plan Check Fee	$426,433	$530,505	$336,000	$571,000	$460,882	-19.3%
General Revenue-Bldg Dept	$34,640	$52,181	$21,000	$39,000	$28,805	-26.1%
Pln Check-Title 24 Energy	$41,958	$70,850	$63,000	$95,000	$86,415	-9%
Technology Enhancemnt Fee	$17,392	$39,028	$32,000	$57,000	$30,000	-47.4%
Fire Permits	$149,752	$193,136	$140,000	$140,000	$144,200	3%
Bicycle Licenses	$200	$0				N/A
Truck Permits	$370	$128	$1,000	$1,000	$1,000	0%
Total Licenses and Permits:	**$2,062,086**	**$2,481,986**	**$2,034,000**	**$3,265,000**	**$2,738,858**	**-16.1%**
Fines/Forfeits/Penalties						
Vehicle Code Fines-City	$61,558	$54,337	$1	$37,500	$37,500	0%
Vehicle Code Fines-County	$125,838	$75,745	$19,000	$75,000	$75,000	0%
Vehicle Code Fines-State	$53,551	$65,995	$20,000	$37,500	$37,500	0%
Code Enforcement Fines	$33,531	$19,988	$5,000	$25,000	$10,000	-60%
Total Fines/Forfeits/Penalties:	**$274,478**	**$216,065**	**$44,001**	**$175,000**	**$160,000**	**-8.6%**
Investments and Other Interest Income						
Investment Earnings	$545,267	$391,653	$374,400	$374,400	$385,600	3%
Unrealized Gains/Losses	$442,006	$136,135	$0	$0		N/A
Other Interest	$11,173	$15,057	$10,000	$10,000	$10,300	3%
Total Investments and Other Interest Income:	**$998,446**	**$542,846**	**$384,400**	**$384,400**	**$395,900**	**3%**
Intergovernmental Revenue						
Supplemental Law Enforce	$0	$0	$0	$100,000		-100%
DOJ Grant (Bvp)	$3,133					N/A
Other State Grants	$0		$5,830,887	$0	$4,998,887	N/A
Transit Shelter Advertise	$19,013	$13,050	$6,000	$6,000	$16,000	166.7%
Arson Contract Training	$0	$0	$4,000	$4,000	$4,000	0%
Arson_County Fire Dpt	$414,000	$444,500	$420,000	$420,000	$451,000	7.4%
RATTF Reimbursement	$125,706	$203,074	$100,000	$100,000	$100,000	0%

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Sr Nutrition Reimbursemnt	$73,854	$74,892	$69,475	$69,475	$67,317	-3.1%
State Mtr Veh In Lieu Tax	$20,494	$34,231	$46,500	$46,500	$47,900	3%
St Homeowners Prop Tax Re	$39,549	$39,799	$39,000	$41,600	$40,700	-2.2%
Abandoned Vehicle Fees	$37,027	$86,531	$60,000	$60,000	$60,000	0%
Reimburse-Mandated Costs	$7,500	$87,083	$40,000	$40,000	$41,200	3%
Post Reimbursements	$20,840	$26,269	$12,500	$12,500	$12,500	0%
Total Intergovernmental Revenue:	**$761,116**	**$1,009,428**	**$6,628,362**	**$900,075**	**$5,839,504**	**548.8%**
Charges for Services						
Program Revenue-Museum	$31,037	$14,472	$1,500	$6,120	$2,000	-67.3%
Ainsley House Rental	$36,085	$10,765	$13,500	$18,155	$19,000	4.7%
Admission Fees-Museum	$8,042	$6,481	$0	$2,730	$1,000	-63.4%
Adult Services - Classes	$224,082	$125,450	$60,800	$166,793	$87,000	-47.8%
Program Fees-Sports	$460,380	$313,323	$113,000	$263,986	$200,000	-24.2%
Program Fees-Aquatics	$189,261	$136,639	$232,000	$195,037	$289,500	48.4%
Program Fees-Picnic Fees	$27,231	$14,473	$4,200	$26,400	$9,500	-64%
Program Fees-Day Camps	$444,692	$135,110	$165,000	$456,180	$375,000	-17.8%
Program Fees-Classes	$491,399	$285,690	$100,000	$385,301	$178,500	-53.7%
Program Fees-Preschool	$368,677	$277,707	$100,000	$253,226	$190,000	-25%
Program Fees-Spec Events		$1,050				N/A
Program Fees-Fitness	$167,973	$143,092	$71,000	$54,180	$90,000	66.1%
Fund Raising	$646					N/A
Adult Services - Programs	$147,082	$81,788	$1,400	$96,085	$5,700	-94.1%
Vending Machine Sales	$2,613	$2,995	$2,400	$2,400	$2,400	0%
Skate Park Income	$33,740	$21,203	$2,000	$19,582	$15,000	-23.4%
Drop In Classes	$144,656	$116,461	$0	$123,240		-100%
Comm Grp Spon-Spec Event	$47,520	$48,866	$4,690	$55,225	$54,000	-2.2%
Theater Revenue	$3,146	$1,564	$0	$1,000	$250	-75%
Theater Preservation Chg	$57,961	$41,445	-$1,300	$21,805	$11,400	-47.7%
Theatre Facility Fee	$19,464	$10,498	$0	$10,633	$5,400	-49.2%
Facility Rental Surcharge	$11,063	$16,265	$2,000	$12,000	$12,000	0%
Concession & Merchandise	$3,819	$1,480	$0	$1,125		-100%
Theater Ticket Sales	$251,290	$229,627	-$26,000	$98,106	$55,600	-43.3%
Sponsorship Income	$50,188	$44,825	$1,813	$18,500	$5,600	-69.7%
Theater Program Ads	$5,875	$6,275	$0	$2,025	$1,325	-34.6%
Zoning Fees	$627,328	$559,340	$400,000	$400,000	$392,000	-2%
Microfilm Fees	$31,837	$28,325	$590	$74,000		-100%
Rental Dispute Res Fee	$60,604	$58,504	$60,000	$65,800	$65,800	0%
Hazelwood/Rosemary Events		$29				N/A
Storm Water Impact Fee	$784					N/A
General Plan Maint Fee	$76,825	$91,339	$93,000	$125,000	$90,000	-28%
Other Filing Fees	$5,010	$6,356	$7,300	$7,300	$7,300	0%
Spec Police Dept Services	$48,571	$48,334	$20,000	$55,000	$45,000	-18.2%
Hazardous Waste Cleanup	$131,662	$161,704	$103,000	$103,000	$106,090	3%

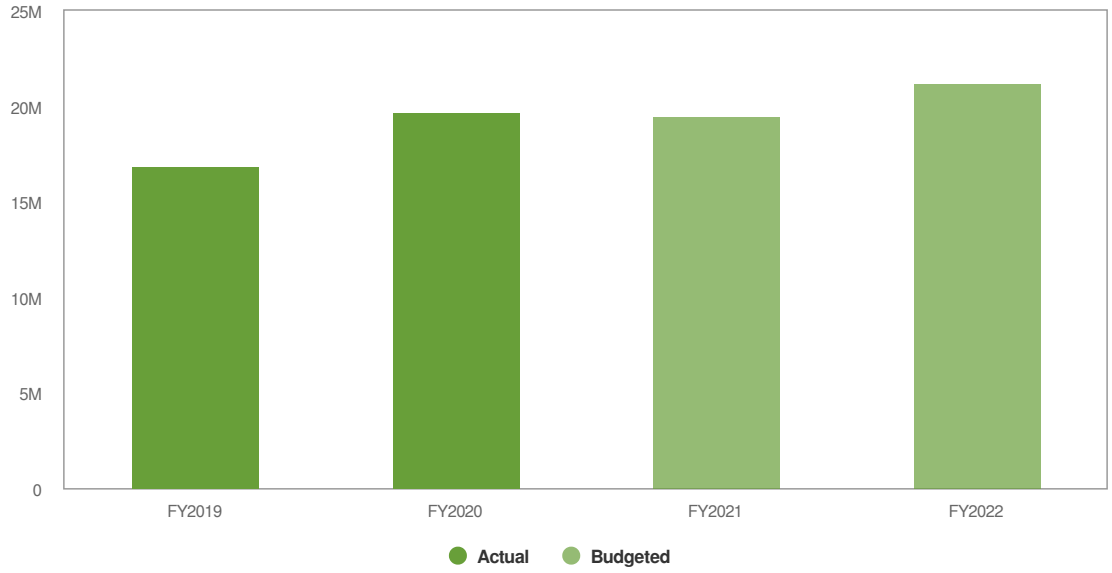
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
False Alarm Fees-Pd	$5,303	$4,740	$5,000	$5,000	$5,000	0%
Other Current Serv Chgs		$15				N/A
Cost Recovery-Pd Dui	$0	$16,502	$2,500	$7,000	$7,000	0%
Cost Recovery-Pw		$121				N/A
Cost Recovery-Pd	$10,249	$11,278	$1	$14,000	$67,500	382.1%
Cal Nena Reimbursement-Pd	$0	$1,126	$1,882	$10,000	$10,000	0%
Engr & Subdiv Filing Fees	$558,770	$440,884	$458,000	$408,000	$410,000	0.5%
Project Overhead Offset	$246,977	$370,625	$772,992	$762,992	$469,000	-38.5%
Traffic Engineering Fees	$950	$25,984	$30,000	$0	$20,000	N/A
Metricom Enchr Agreement	$14					N/A
Community Garden Fees	$3,528	$3,315	$3,600	$3,600	$3,600	0%
Sale-Maps & Publications	$1,035	$941	$2,000	$2,000	$2,000	0%
Total Charges for Services:	**$5,037,369**	**$3,917,007**	**$2,807,868**	**$4,332,526**	**$3,310,465**	**-23.6%**
Leases & Rentals						
Rents/Leases (Real & Per)	$1,785,200	$1,858,268	$1,773,800	$2,044,150	$1,853,300	-9.3%
Other Rental Income	$1,128,490	$685,668	$38,300	$784,250	$263,500	-66.4%
Total Leases & Rentals:	**$2,913,689**	**$2,543,937**	**$1,812,100**	**$2,828,400**	**$2,116,800**	**-25.2%**
Miscellaneous Revenues						
Donations-Hist Museum		$1,775	$0	$0		N/A
Donations-Meals	$12,532	$14,251	$10,788	$10,788	$12,946	20%
Donations-Misc	$0	$1,100	$1,000	$1,000	$1,000	0%
Donations-Youth Scholar	$6,096	$6,951				N/A
Donation-Recreation	$1,700	$700				N/A
SA Rops Admin Reimb	$19,000	$9,130	$21,390	$21,390	$22,522	5.3%
Notice/Improve/Obligation	$2,995	$0	$6,100	$6,100	$6,100	0%
Insurance Claims Reimb	$1,168	$131,494	$2,500	$2,500	$2,600	4%
Other Revenue	$123,134	$42,995	$118,500	$103,000	$53,600	-48%
Principal Repayment	$35					N/A
Expense Abate-Misc	$0	-$2,544	$2,400	$0	$2,500	N/A
Tree In Lieu Fee	$25,320	$26,704	$2,500	$25,000	$25,000	0%
Total Miscellaneous Revenues:	**$191,982**	**$232,556**	**$165,178**	**$169,778**	**$126,268**	**-25.6%**
Revenues	$0	$22,646	$70,000	$0	$72,100	7,209,999,900%
Total Revenues:	**$0**	**$22,646**	**$70,000**	**$0**	**$72,100**	**7,209,999,900%**
OFS - Bonds & Loans						
Cash Over/Short	$20	$0	$0	$0	$0	0%
Total OFS - Bonds & Loans:	**$20**	**$0**	**$0**	**$0**	**$0**	**0%**
OFS - Operating Transfers						
Operating Transfers In	$1,294,226	$974,801	$3,204,688	$1,248,626	$791,371	-36.6%
Beg Fund Bal-Operating	$0		$3,243,968	$752,957		-100%

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Total OFS - Operating Transfers:	**$1,294,226**	**$974,801**	**$6,448,657**	**$2,001,583**	**$791,371**	**-60.5%**
Total Revenue Source:	**$54,364,113**	**$50,606,793**	**$56,990,047**	**$53,827,394**	**$57,130,551**	**6.1%**

Property Taxes

$21,205,020 $1,686,814
(8.64% vs. prior year)

Property Taxes Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

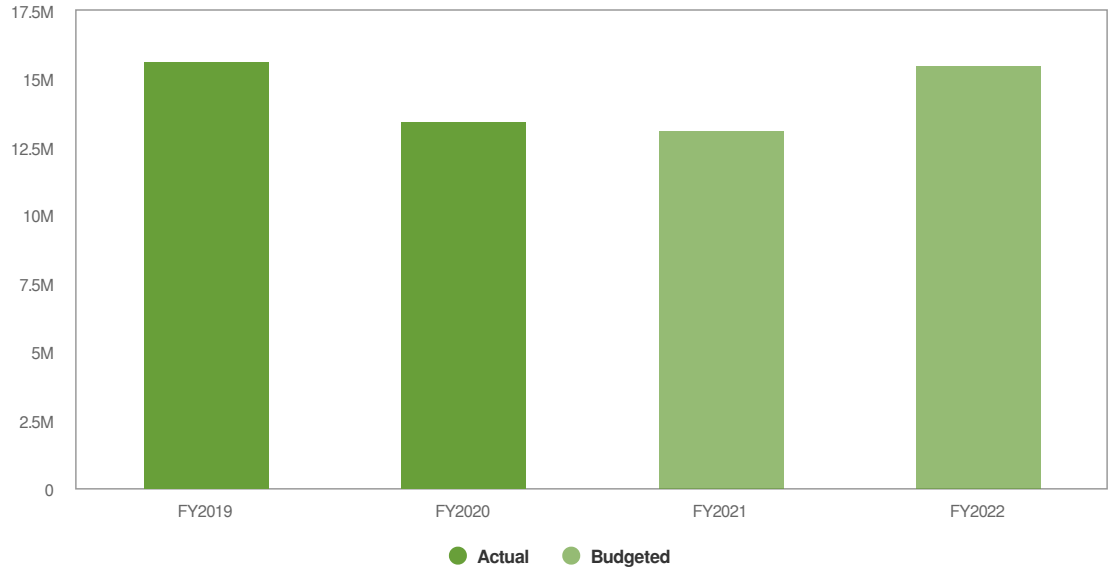
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund						
Property Taxes						
PROP TAXES - CURR SECURED	$13,399,976	$14,395,270	$15,278,000	$15,043,400	$15,930,400	5.9%
PROP TAXES - CURR UNSECRD	$670,583	$658,644	$684,000	$694,800	$713,200	2.6%
PROP TAXES - PRIOR YR SEC	$1,601					N/A
OTHER PROPERTY TAXES	$20,743					N/A
PROPERTY TAX PASS THRU	$50,409	$51,150	$27,000	$53,300	$28,200	-47.1%
RESIDUAL RPTTF DISTRIBUTE	$641,987	$899,678	$0	$912,100	$542,320	-40.5%
PROP TAXES - ERAF	$822,019	$1,204,155	$1,236,206	$777,500	$1,632,900	110%
Total Property Taxes:	**$15,607,316**	**$17,208,898**	**$17,225,206**	**$17,481,100**	**$18,847,020**	**7.8%**
Total General Fund:	**$15,607,316**	**$17,208,898**	**$17,225,206**	**$17,481,100**	**$18,847,020**	**7.8%**

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Special Revenue						
Lighting District Fund						
Property Taxes						
PROP TAXES - CURR SECURED	$995,117	$1,140,569	$1,010,000	$1,010,000	$1,010,000	0%
PROP TAXES - CURR UNSECRD	$80,632	$79,170	$0	$0		N/A
OTHER PROPERTY TAXES	$2,565					N/A
PROPERTY TAX PASS THRU	$151,367	$181,785	$130,000	$130,000	$130,000	0%
RESIDUAL RPTTF DISTRIBUTE	$0	$0	$3,000	$3,000	$3,000	0%
PROP TAXES - ERAF	$40,571	$59,460				N/A
Total Property Taxes:	**$1,270,252**	**$1,460,983**	**$1,143,000**	**$1,143,000**	**$1,143,000**	**0%**
Total Lighting District Fund:	**$1,270,252**	**$1,460,983**	**$1,143,000**	**$1,143,000**	**$1,143,000**	**0%**
Total Special Revenue:	**$1,270,252**	**$1,460,983**	**$1,143,000**	**$1,143,000**	**$1,143,000**	**0%**
Measure 0 Bond Fund						
Property Taxes						
PROP TAXES - CURR SECURED		$1,098,264	$1,150,000	$0	$1,215,000	N/A
Total Property Taxes:		**$1,098,264**	**$1,150,000**	**$0**	**$1,215,000**	**N/A**
Total Measure 0 Bond Fund:		**$1,098,264**	**$1,150,000**	**$0**	**$1,215,000**	**N/A**
Total Governmental Funds:	**$16,877,568**	**$19,768,145**	**$19,518,206**	**$18,624,100**	**$21,205,020**	**13.9%**
Total All Funds:	**$16,877,568**	**$19,768,145**	**$19,518,206**	**$18,624,100**	**$21,205,020**	**13.9%**

Sales & Use Taxes Summary

$15,521,900 $2,367,826
(18% vs. prior year)

Sales & Use Taxes Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

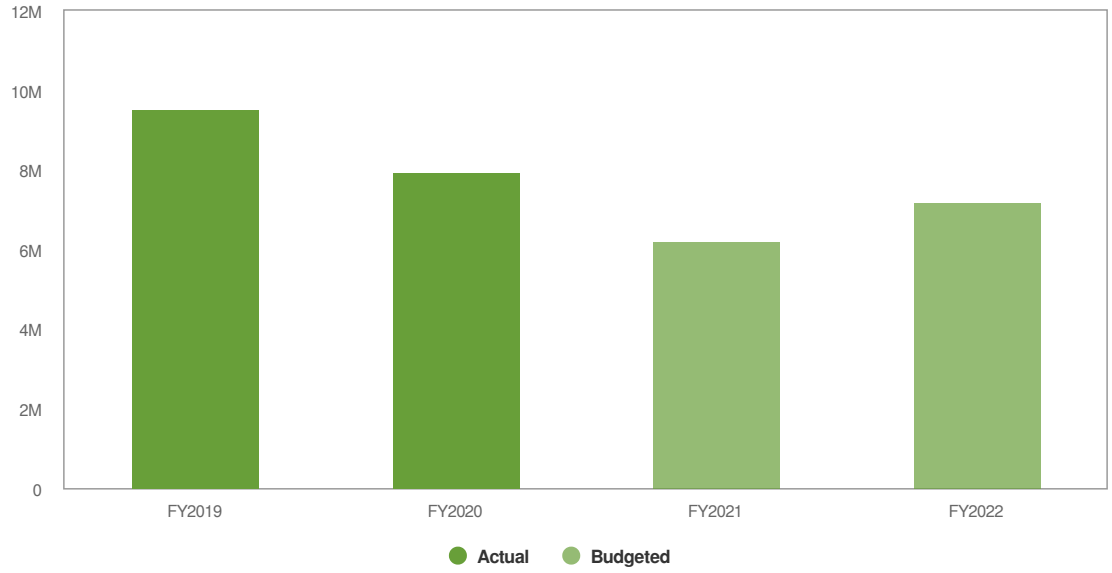
Revenue by Fund

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund						
Sales & Use Taxes						
SALES AND USE TAXES	$12,747,628	$10,558,365	$10,199,440	$11,150,977	$11,982,000	7.5%
TRANSACTIONS & USE TAX	$2,936,594	$2,577,243	$2,590,820	$2,636,262	$3,146,000	19.3%
PROP 172 PUBLIC SAFETY		$358,137	$363,700	$384,879	$393,900	2.3%
MEASURE B STREET MAINT			$114	$0		N/A
Total Sales & Use Taxes:	**$15,684,222**	**$13,493,745**	**$13,154,074**	**$14,172,118**	**$15,521,900**	**9.5%**
Total General Fund:	**$15,684,222**	**$13,493,745**	**$13,154,074**	**$14,172,118**	**$15,521,900**	**9.5%**
Total Governmental Funds:	**$15,684,222**	**$13,493,745**	**$13,154,074**	**$14,172,118**	**$15,521,900**	**9.5%**
Total All Funds:	**$15,684,222**	**$13,493,745**	**$13,154,074**	**$14,172,118**	**$15,521,900**	**9.5%**

Other Taxes Summary

$7,210,365 **$994,164**
(15.99% vs. prior year)

Other Taxes Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

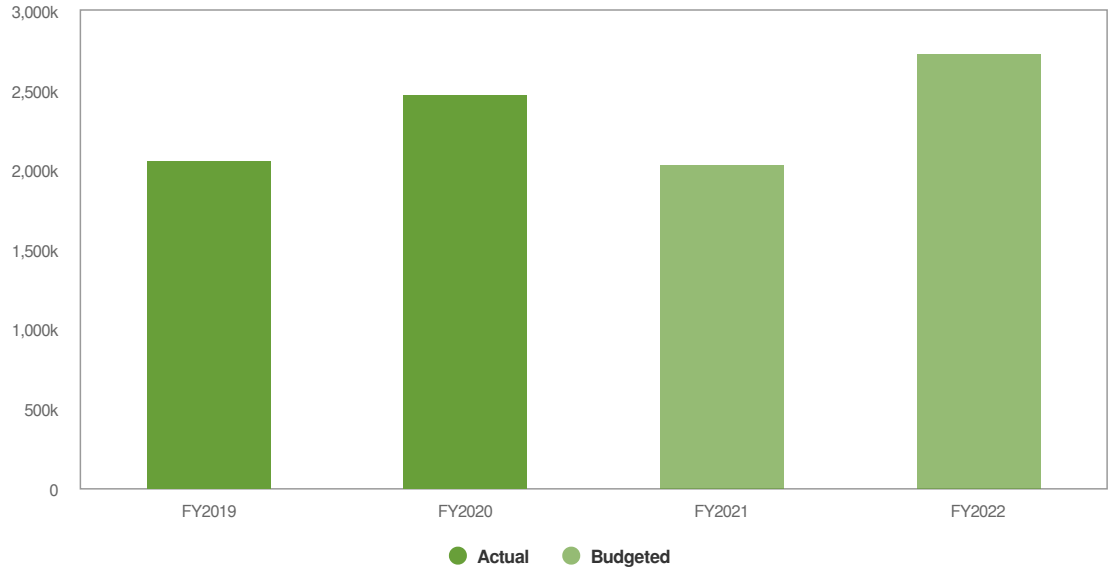
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund						
Other Taxes						
FRANCHISES - ELECTRIC	$401,067	$435,677	$464,900	$464,900	$478,800	3%
FRANCHISES - GAS	$97,180	$114,772	$122,900	$122,900	$126,600	3%
FRANCHISES - CABLE TV	$588,416	$546,545	$600,000	$656,019	$656,019	0%
FRANCHISES - GARBAGE	$2,089,673	$2,086,705	$2,031,496	$2,231,496	$2,231,496	0%
FRANCHISES - SAN JOSE WTR	$241,006	$239,445	$248,800	$248,800	$260,000	4.5%
AT&T FRANCHISE FEE	$98,205	$104,782	$128,104	$128,104	$128,104	0%
TRANSIENT OCCUPANCY TAX	$4,768,870	$3,144,208	$1,500,000	$3,002,060	$2,000,000	-33.4%
CONSTRUCTION TAX	$26,451	$50,505	$105,000	$179,000	$148,346	-17.1%
BUSINESS LICENSE TAX	$693,263	$664,071	$625,000	$750,000	$675,000	-10%
REAL PROP TRANSFER TAX	$519,407	$566,794	$390,000	$319,900	$500,000	56.3%
FARMERS MARKET IN LIEU	$15,625	$9,375	$1	$14,235	$6,000	-57.9%
Total Other Taxes:	**$9,539,163**	**$7,962,878**	**$6,216,201**	**$8,117,414**	**$7,210,365**	**-11.2%**

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Total General Fund:	**$9,539,163**	**$7,962,878**	**$6,216,201**	**$8,117,414**	**$7,210,365**	**-11.2%**
Total Governmental Funds:	**$9,539,163**	**$7,962,878**	**$6,216,201**	**$8,117,414**	**$7,210,365**	**-11.2%**
Total All Funds:	**$9,539,163**	**$7,962,878**	**$6,216,201**	**$8,117,414**	**$7,210,365**	**-11.2%**

Licenses & Permits Summary

$2,738,858 $704,858
(34.65% vs. prior year)

Licenses & Permits Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

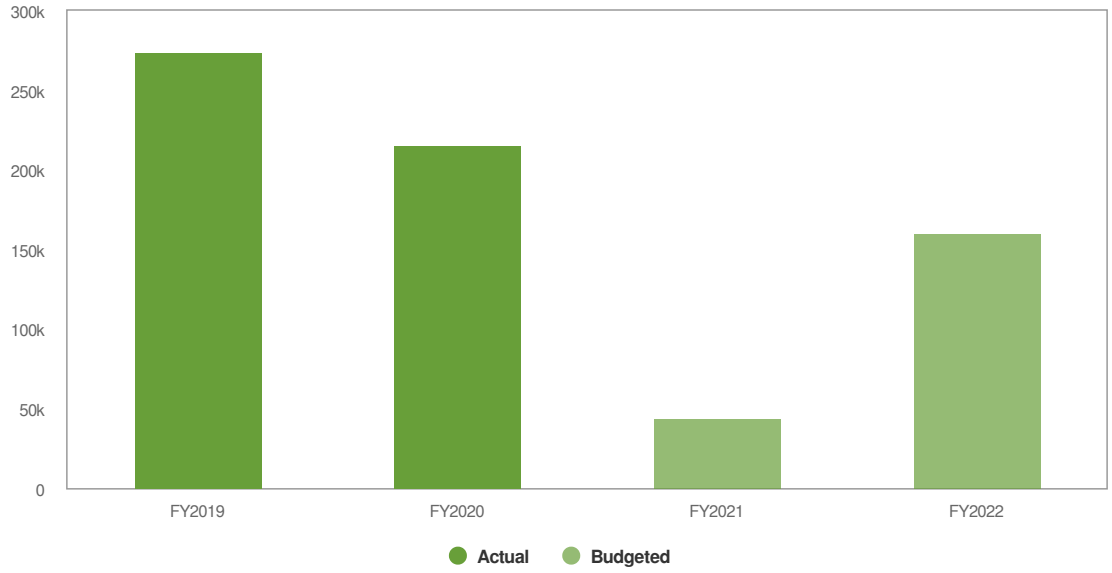
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund						
Licenses and Permits						
CONSTRUCTION PERMITS	$1,391,341	$1,596,158	$1,441,000	$2,362,000	$1,987,556	-15.9%
ADVANCED PLAN CHECK FEE	$426,433	$530,505	$336,000	$571,000	$460,882	-19.3%
GENERAL REVENUE-BLDG DEPT	$34,640	$52,181	$21,000	$39,000	$28,805	-26.1%
PLN CHECK-TITLE 24 ENERGY	$41,958	$70,850	$63,000	$95,000	$86,415	-9%
TECHNOLOGY ENHANCEMNT FEE	$17,392	$39,028	$32,000	$57,000	$30,000	-47.4%
FIRE PERMITS	$149,752	$193,136	$140,000	$140,000	$144,200	3%
BICYCLE LICENSES	$200	$0				N/A
TRUCK PERMITS	$370	$128	$1,000	$1,000	$1,000	0%
Total Licenses and Permits:	**$2,062,086**	**$2,481,986**	**$2,034,000**	**$3,265,000**	**$2,738,858**	**-16.1%**
Total General Fund:	**$2,062,086**	**$2,481,986**	**$2,034,000**	**$3,265,000**	**$2,738,858**	**-16.1%**

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Total Governmental Funds:	**$2,062,086**	**$2,481,986**	**$2,034,000**	**$3,265,000**	**$2,738,858**	**-16.1%**
Total All Funds:	**$2,062,086**	**$2,481,986**	**$2,034,000**	**$3,265,000**	**$2,738,858**	**-16.1%**

Fines/Forfeits/Penalties Summary

$160,000 $115,999
(263.63% vs. prior year)

Fines/Forfeits/Penalties Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

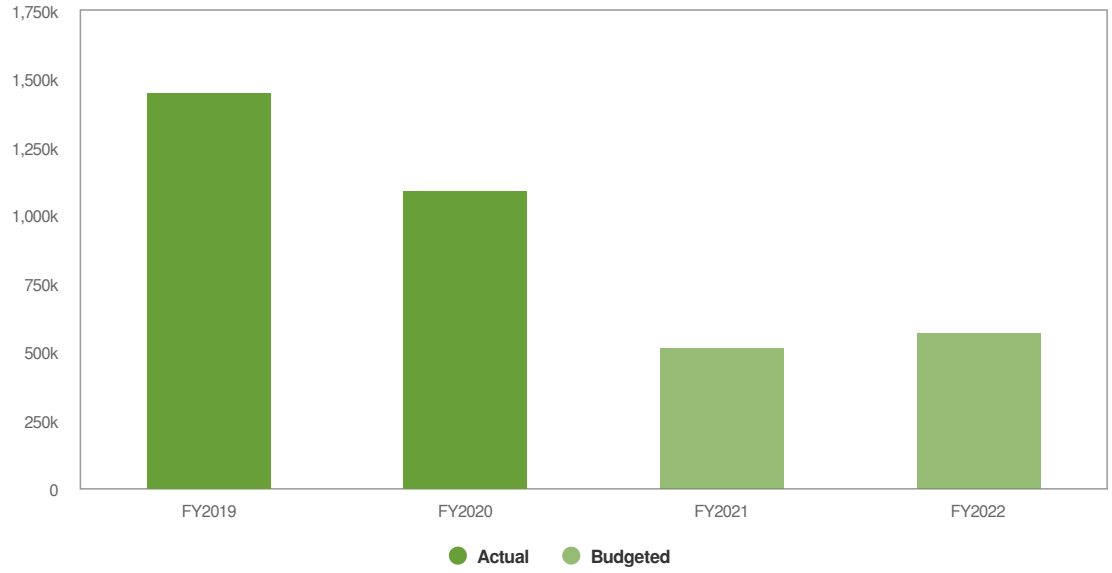
Revenue by Fund

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund						
Fines/Forfeits/Penalties						
VEHICLE CODE FINES-CITY	$61,558	$54,337	$1	$37,500	$37,500	0%
VEHICLE CODE FINES-COUNTY	$125,838	$75,745	$19,000	$75,000	$75,000	0%
VEHICLE CODE FINES-STATE	$53,551	$65,995	$20,000	$37,500	$37,500	0%
CODE ENFORCEMENT FINES	$33,531	$19,988	$5,000	$25,000	$10,000	-60%
Total Fines/Forfeits/Penalties:	**$274,478**	**$216,065**	**$44,001**	**$175,000**	**$160,000**	**-8.6%**
Total General Fund:	**$274,478**	**$216,065**	**$44,001**	**$175,000**	**$160,000**	**-8.6%**
Total Governmental Funds:	**$274,478**	**$216,065**	**$44,001**	**$175,000**	**$160,000**	**-8.6%**
Total All Funds:	**$274,478**	**$216,065**	**$44,001**	**$175,000**	**$160,000**	**-8.6%**

Investments Income Summary

$570,536 $55,509
(10.78% vs. prior year)

Investments Income Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

**Note - Per good accounting practices, Investment Income is recorded in a number of accounts over the course of a fiscal year, but usually only budgeted in the Investment Earnings account for ease of budgeting.*

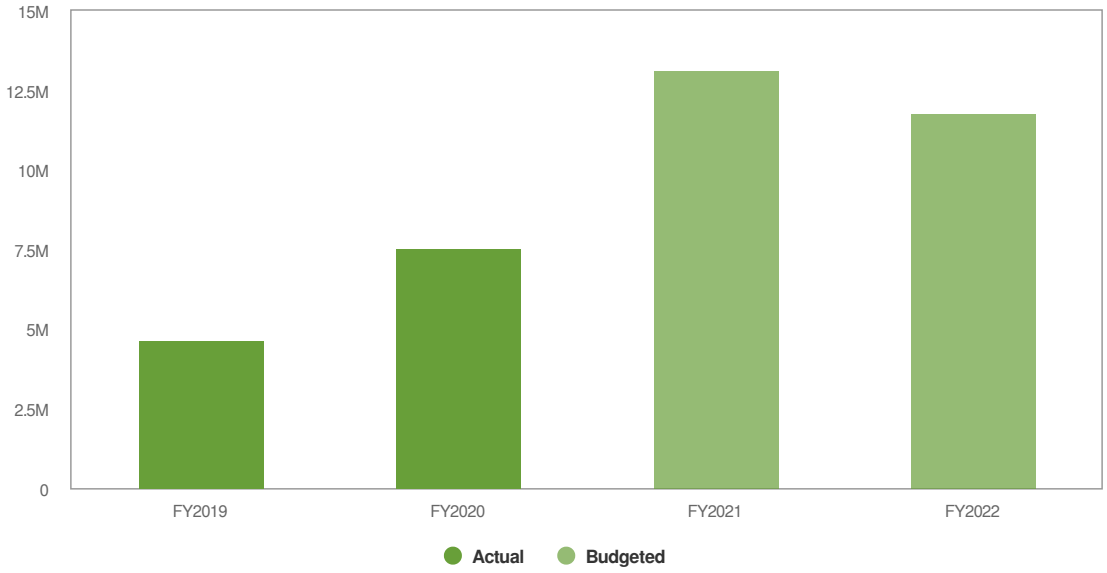
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund	$998,446	$542,846	$384,400	$384,400	$395,900	3%
Total General Fund:	**$998,446**	**$542,846**	**$384,400**	**$384,400**	**$395,900**	**3%**
Special Revenue						
Vehicle Impact Fees	$28,958	$52,585	$250	$250	$250	0%
Gas Tax Fund	$19,005	$11,075	$0	$0	$25,000	N/A
Asset Forfeiture Fund	$1,250	$5,257	$0	$0	$2,500	N/A
Lighting District Fund	$1,705	$5,074	$0	$0		N/A
Environmental Svcs Fund	$19,566	$15,543	$500	$500	$500	0%
Supplemental Law Enforce.	$6,783	$7,173	$0	$0		N/A
Federal Aid Urban Fund	$1					N/A
Other State Grants Fund	$11,865	$46,753	$0	$0		N/A
Other Federal Grants Fund		$5,520	$0	$0		N/A

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Housing Assistance	$61,448	$91,471	$18,000	$18,000	$50,000	177.8%
Comm Facilities Dist #1	$364	$347	$550	$550	$550	0%
Comm Facilities Dist #2	$2,373	$3,841	$0	$0		N/A
Parkland Dedication Fund	$166,212	$127,816	$85,827	$85,827	$34,836	-59.4%
Parks And Museum Fund	$4,902	$3,965	$0	$0		N/A
Recreation Grants-Private	$192	$153	$0	$0	$100	N/A
Senior Center Fund	$521	$413	$0	$0	$400	N/A
Total Special Revenue:	**$325,145**	**$376,986**	**$105,127**	**$105,127**	**$114,136**	**8.6%**
Capital Project Fund		$4,261	$0	$0		N/A
Total Capital Project Fund:		**$4,261**	**$0**	**$0**		**N/A**
Measure 0 Bond Fund		$17,396	$15,000	$0	$0	0%
Total Measure 0 Bond Fund:		**$17,396**	**$15,000**	**$0**	**$0**	**0%**
2016 Refunding Lease Rev	$172	$746	$500	$500	$500	0%
Total 2016 Refunding Lease Rev:	**$172**	**$746**	**$500**	**$500**	**$500**	**0%**
Total Governmental Funds:	**$1,323,763**	**$942,235**	**$505,027**	**$490,027**	**$510,536**	**4.2%**
Proprietary Funds						
Internal Service Funds						
MIS Pool Fund	$15,706	$7,825	$0	$0		N/A
Workers Compensation Fund	$94,026	$116,767	$0	$0	$50,000	N/A
Total Internal Service Funds:	**$109,732**	**$124,592**	**$0**	**$0**	**$50,000**	**N/A**
Total Proprietary Funds:	**$109,732**	**$124,592**	**$0**	**$0**	**$50,000**	**N/A**
Fiduciary Funds						
Private Purpose Trust						
Successor Agency To RDA	$11,571	$18,290	$10,000	$10,000	$10,000	0%
Total Private Purpose Trust:	**$11,571**	**$18,290**	**$10,000**	**$10,000**	**$10,000**	**0%**
Agency Funds						
West Valley JPA Fund	$7,204	$7,937	$0	$0	$0	0%
Debt Service Fund-Lid #30		$922	$0	$0		N/A
Total Agency Funds:	**$7,204**	**$8,859**	**$0**	**$0**	**$0**	**0%**
Total Fiduciary Funds:	**$18,775**	**$27,150**	**$10,000**	**$10,000**	**$10,000**	**0%**
Total All Funds:	**$1,452,270**	**$1,093,976**	**$515,027**	**$500,027**	**$570,536**	**14.1%**

Intergovernmental Revenue Summary

$11,803,216 -$1,366,746
(-10.38% vs. prior year)

Intergovernmental Revenue Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund						
Intergovernmental Revenue						
SUPPLEMENTAL LAW ENFORCE	$0	$0	$0	$100,000		-100%
DOJ GRANT (BVP)	$3,133					N/A
OTHER STATE GRANTS	-$209					N/A
OTHER STATE GRANTS			$5,520,887	$0	$4,998,887	N/A
OTHER STATE GRANTS			$310,000	$0		N/A
OTHER STATE GRANTS	$209					N/A
TRANSIT SHELTER ADVERTISE	$19,013	$13,050	$6,000	$6,000	$16,000	166.7%
ARSON CONTRACT TRAINING	$0	$0	$4,000	$4,000	$4,000	0%
ARSON_COUNTY FIRE DPT	$414,000	$444,500	$420,000	$420,000	$451,000	7.4%
RATTF REIMBURSEMENT	$125,706	$203,074	$100,000	$100,000	$100,000	0%
SR NUTRITION REIMBURSEMNT	$73,854	$74,892	$69,475	$69,475	$67,317	-3.1%

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
STATE MTR VEH IN LIEU TAX	$20,494	$34,231	$46,500	$46,500	$47,900	3%
ST HOMEOWNERS PROP TAX RE	$39,549	$39,799	$39,000	$41,600	$40,700	-2.2%
ABANDONED VEHICLE FEES	$37,027	$86,531	$60,000	$60,000	$60,000	0%
REIMBURSE-MANDATED COSTS	$7,500	$87,083	$40,000	$40,000	$41,200	3%
POST REIMBURSEMENTS	$20,840	$26,269	$12,500	$12,500	$12,500	0%
Total Intergovernmental Revenue:	**$761,116**	**$1,009,428**	**$6,628,362**	**$900,075**	**$5,839,504**	**548.8%**
Total General Fund:	**$761,116**	**$1,009,428**	**$6,628,362**	**$900,075**	**$5,839,504**	**548.8%**
Special Revenue						
Gas Tax Fund						
Intergovernmental Revenue						
STATE GASOLINE TAX 2105	$234,257	$220,622	$229,250	$229,250	$239,389	4.4%
STATE GASOLINE TAX 2106	$154,536	$138,798	$149,799	$149,799	$143,455	-4.2%
STATE GASOLINE TAX 2107	$294,604	$278,577	$275,789	$275,789	$304,457	10.4%
STATE GASOLINE TAX 2107.5	$6,000	$6,000	$6,000	$6,000	$6,000	0%
GAS EXCISE TAX 7360	$142,636	$298,225	$365,429	$365,429	$325,874	-10.8%
SB1-ROAD MAINT (2017)	$782,968	$749,085	$740,000	$740,000	$812,365	9.8%
SB1 TCRF LOAN REPAYMENT		$48,622				N/A
Total Intergovernmental Revenue:	**$1,615,001**	**$1,739,929**	**$1,766,267**	**$1,766,267**	**$1,831,540**	**3.7%**
Total Gas Tax Fund:	**$1,615,001**	**$1,739,929**	**$1,766,267**	**$1,766,267**	**$1,831,540**	**3.7%**
Lighting District Fund						
Intergovernmental Revenue						
SIGNAL MAINT COST SHARING	$5,224	$2,002	$2,500	$2,500	$2,500	0%
SCC OPEN SPACE AUTHORITY	$10,726					N/A
ST HOMEOWNERS PROP TAX RE	$4,755	$4,784	$0	$0		N/A
Total Intergovernmental Revenue:	**$20,706**	**$6,786**	**$2,500**	**$2,500**	**$2,500**	**0%**
Total Lighting District Fund:	**$20,706**	**$6,786**	**$2,500**	**$2,500**	**$2,500**	**0%**
Environmental Svcs Fund						
Intergovernmental Revenue						
BEVERAGE CONTAINER GRANT	$10,881		$0	$0		N/A
BEVERAGE CONTAINER GRANT	$0	$0	$10,000	$10,000	$10,000	0%
Total Intergovernmental Revenue:	**$10,881**	**$0**	**$10,000**	**$10,000**	**$10,000**	**0%**

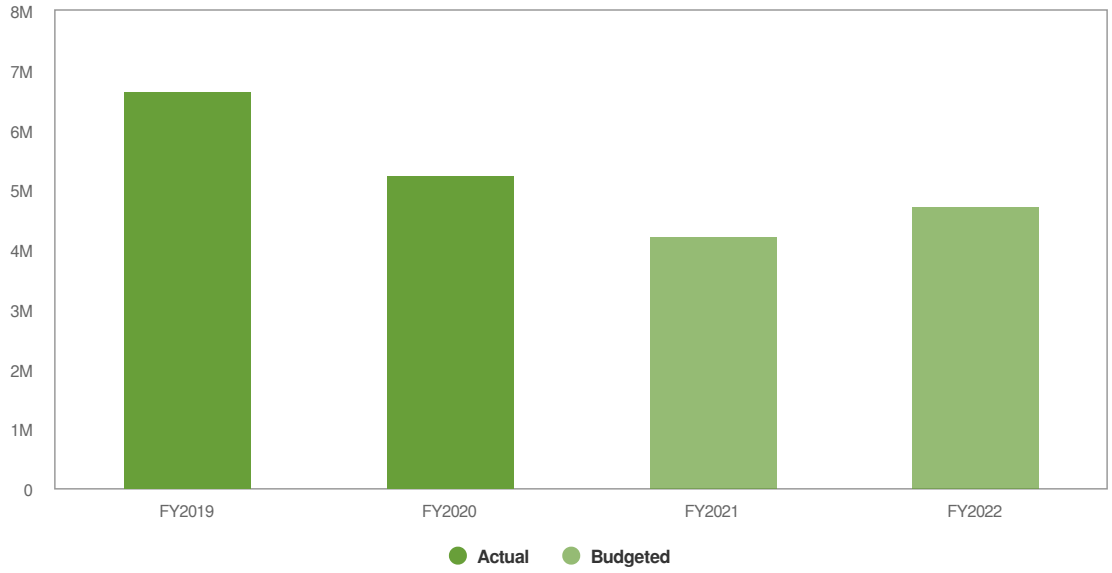
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Total Environmental Svcs Fund:	**$10,881**	**$0**	**$10,000**	**$10,000**	**$10,000**	**0%**
Supplemental Law Enforce.						
Intergovernmental Revenue						
SUPPLEMENTAL LAW ENFORCE	$148,747	$155,948	$100,000	$0	$100,000	N/A
Total Intergovernmental Revenue:	**$148,747**	**$155,948**	**$100,000**	**$0**	**$100,000**	**N/A**
Total Supplemental Law Enforce.:	**$148,747**	**$155,948**	**$100,000**	**$0**	**$100,000**	**N/A**
Other State Grants Fund						
Intergovernmental Revenue						
SB1-ROAD MAINT (2017)	$48,148					N/A
VALLEY TRANS AUTH GRANT	$1,644	$687,810	$1,592,950	$1,215,000		-100%
OTHER STATE GRANTS	$194,286	$550,000			$203,000	N/A
PLAN JPA GRANT		$30,353				N/A
SCC OPEN SPACE AUTHORITY	-$9,088					N/A
TFCA - BA AQMD - VEH REG			$165,452	$0		N/A
VTA MEAS B VEHICLE REG	$262,969	$1,278,766	$271,345	$797,000	$1,012,000	27%
Total Intergovernmental Revenue:	**$497,959**	**$2,546,929**	**$2,029,747**	**$2,012,000**	**$1,215,000**	**-39.6%**
Total Other State Grants Fund:	**$497,959**	**$2,546,929**	**$2,029,747**	**$2,012,000**	**$1,215,000**	**-39.6%**
TDA Grant Fund						
Intergovernmental Revenue						
TDA GRANTS		$37,638	$443,151	$20,000	$30,000	50%
Total Intergovernmental Revenue:		**$37,638**	**$443,151**	**$20,000**	**$30,000**	**50%**
Total TDA Grant Fund:		**$37,638**	**$443,151**	**$20,000**	**$30,000**	**50%**
Other Federal Grants Fund						
Intergovernmental Revenue						
COMM DEV BLOCK GRANT			$67,000	$0		N/A
OTHER GRANTS		-$4,050				N/A
DOJ GRANT (BVP)	$0	$8,488	$3,337	$0		N/A
VERBS - CMAQ	$0	$532,241			$1,000,000	N/A
OBAG - CMAQ			$495,470	$0		N/A
Total Intergovernmental Revenue:	**$0**	**$536,678**	**$565,807**	**$0**	**$1,000,000**	**N/A**
Total Other Federal Grants Fund:	**$0**	**$536,678**	**$565,807**	**$0**	**$1,000,000**	**N/A**
Total Special Revenue:	**$2,293,293**	**$5,023,907**	**$4,917,472**	**$3,810,767**	**$4,189,040**	**9.9%**

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Total Governmental Funds:	**$3,054,410**	**$6,033,335**	**$11,545,834**	**$4,710,842**	**$10,028,544**	**112.9%**
Proprietary Funds						
Internal Service Funds						
Motor Vehicle Pool Fund						
Intergovernmental Revenue						
ARSON_COUNTY FIRE DPT	$10,000	$0	$10,000	$10,000	$10,000	0%
Total Intergovernmental Revenue:	**$10,000**	**$0**	**$10,000**	**$10,000**	**$10,000**	**0%**
Total Motor Vehicle Pool Fund:	**$10,000**	**$0**	**$10,000**	**$10,000**	**$10,000**	**0%**
Total Internal Service Funds:	**$10,000**	**$0**	**$10,000**	**$10,000**	**$10,000**	**0%**
Total Proprietary Funds:	**$10,000**	**$0**	**$10,000**	**$10,000**	**$10,000**	**0%**
Fiduciary Funds						
Private Purpose Trust						
Successor Agency To RDA						
Intergovernmental Revenue						
RDA TRUST ADMIN	$27,765	$21,360	$21,390	$21,390	$22,522	5.3%
R P T T F	$1,556,501	$1,512,252	$1,592,738	$1,592,738	$1,742,150	9.4%
Total Intergovernmental Revenue:	**$1,584,266**	**$1,533,612**	**$1,614,128**	**$1,614,128**	**$1,764,672**	**9.3%**
Total Successor Agency To RDA:	**$1,584,266**	**$1,533,612**	**$1,614,128**	**$1,614,128**	**$1,764,672**	**9.3%**
Total Private Purpose Trust:	**$1,584,266**	**$1,533,612**	**$1,614,128**	**$1,614,128**	**$1,764,672**	**9.3%**
Total Fiduciary Funds:	**$1,584,266**	**$1,533,612**	**$1,614,128**	**$1,614,128**	**$1,764,672**	**9.3%**
Total All Funds:	**$4,648,676**	**$7,566,947**	**$13,169,962**	**$6,334,970**	**$11,803,216**	**86.3%**

Charges for Services Summary

$4,740,929 $502,598
(11.86% vs. prior year)

Charges for Services Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund						
Charges for Services						
PROGRAM REVENUE-MUSEUM	$31,037	$14,472	$1,500	$6,120	$2,000	-67.3%
AINSLEY HOUSE RENTAL	$36,085	$10,765	$13,500	$18,155	$19,000	4.7%
ADMISSION FEES-MUSEUM	$8,042	$6,481	$0	$2,730	$1,000	-63.4%
ADULT SERVICES - CLASSES	$224,082	$125,450	$60,800	$166,793	$87,000	-47.8%
PROGRAM FEES-SPORTS	$460,380	$313,323	$113,000	$263,986	$200,000	-24.2%
PROGRAM FEES-AQUATICS	$189,261	$136,639	$232,000	$195,037	$289,500	48.4%
PROGRAM FEES-PICNIC FEES	$27,231	$14,473	$4,200	$26,400	$9,500	-64%
PROGRAM FEES-DAY CAMPS	$444,692	$135,110	$165,000	$456,180	$375,000	-17.8%
PROGRAM FEES-CLASSES	$491,399	$285,690	$100,000	$385,301	$178,500	-53.7%
PROGRAM FEES-PRESCHOOL	$368,677	$277,707	$100,000	$253,226	$190,000	-25%
PROGRAM FEES-SPEC EVENTS		$1,050				N/A
PROGRAM FEES-FITNESS	$169,113	$143,092	$71,000	$54,180	$90,000	66.1%

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
PROGRAM FEES-FITNESS	-$1,140		$0	$0		N/A
FUND RAISING	$646					N/A
ADULT SERVICES - PROGRAMS	$147,082	$81,788	$1,400	$96,085	$5,700	-94.1%
VENDING MACHINE SALES	$2,613	$2,995	$2,400	$2,400	$2,400	0%
SKATE PARK INCOME	$33,740	$21,203	$2,000	$19,582	$15,000	-23.4%
DROP IN CLASSES	$144,656	$116,461	$0	$123,240		-100%
COMM GRP SPON-SPEC EVENT	$4,120	$775	$2,800	$5,225	$4,000	-23.4%
COMM GRP SPON-SPEC EVENT	$43,400	$48,091	$1,890	$50,000	$50,000	0%
THEATER REVENUE	$3,146	$1,564	$0	$1,000	$250	-75%
THEATER PRESERVATION CHG	$57,961	$41,445	-$1,300	$21,805	$11,400	-47.7%
THEATRE FACILITY FEE	$19,464	$10,498	$0	$10,633	$5,400	-49.2%
FACILITY RENTAL SURCHARGE	$11,063	$16,265	$2,000	$12,000	$12,000	0%
CONCESSION & MERCHANDISE	$3,819	$1,480	$0	$1,125		-100%
THEATER TICKET SALES	$251,290	$229,627	-$26,000	$98,106	$55,600	-43.3%
SPONSORSHIP INCOME	$5,000	$0	$0	$5,000		-100%
SPONSORSHIP INCOME	$45,188	$44,825	$1,813	$13,500	$5,600	-58.5%
THEATER PROGRAM ADS	$5,875	$6,275	$0	$2,025	$1,325	-34.6%
ZONING FEES	$627,328	$559,340	$400,000	$400,000	$392,000	-2%
MICROFILM FEES	$31,837	$28,325	$590	$74,000		-100%
RENTAL DISPUTE RES FEE	$60,604	$58,504	$60,000	$65,800	$65,800	0%
HAZELWOOD/ROSEMARY EVENTS		$29				N/A
STORM WATER IMPACT FEE	$784					N/A
GENERAL PLAN MAINT FEE	$76,825	$91,339	$93,000	$125,000	$90,000	-28%
OTHER FILING FEES	$5,010	$6,356	$7,300	$7,300	$7,300	0%
SPEC POLICE DEPT SERVICES	$48,571	$48,334	$20,000	$55,000	$45,000	-18.2%
HAZARDOUS WASTE CLEANUP	$131,662	$161,704	$103,000	$103,000	$106,090	3%
FALSE ALARM FEES-PD	$5,303	$4,740	$5,000	$5,000	$5,000	0%
OTHER CURRENT SERV CHGS		$15				N/A
COST RECOVERY-PD DUI	$0	$16,502	$2,500	$7,000	$7,000	0%
COST RECOVERY-PW		$121				N/A
COST RECOVERY-PD	$10,249	$1,979	$1	$14,000	$67,500	382.1%
COST RECOVERY-PD		$9,299				N/A
CAL NENA REIMBURSEMENT-PD	$0	$1,126	$1,882	$10,000	$10,000	0%
ENGR & SUBDIV FILING FEES	-$225	-$3,315				N/A
ENGR & SUBDIV FILING FEES	$558,995	$444,199	$458,000	$408,000	$410,000	0.5%
PROJECT OVERHEAD OFFSET	$10,444	$6,295	$20,000	$20,000	$20,000	0%
PROJECT OVERHEAD OFFSET	$236,534	$363,647	$742,992	$742,992	$449,000	-39.6%
PROJECT OVERHEAD OFFSET		$683	$10,000	$0		N/A
TRAFFIC ENGINEERING FEES	$950	$25,984	$30,000	$0	$20,000	N/A
METRICOM ENCHR AGREEMENT	$14					N/A
COMMUNITY GARDEN FEES	$3,528	$3,315	$3,600	$3,600	$3,600	0%

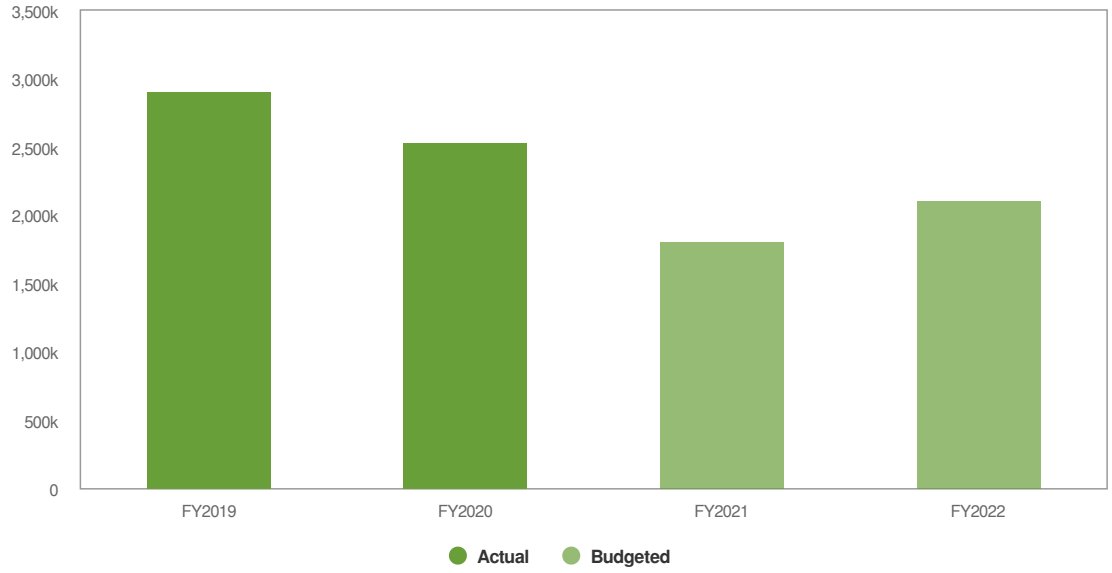
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
SALE-MAPS & PUBLICATIONS	$1,035	$941	$2,000	$2,000	$2,000	0%
Total Charges for Services:	**$5,037,369**	**$3,917,007**	**$2,807,868**	**$4,332,526**	**$3,310,465**	**-23.6%**
Total General Fund:	**$5,037,369**	**$3,917,007**	**$2,807,868**	**$4,332,526**	**$3,310,465**	**-23.6%**
Special Revenue						
Vehicle Impact Fees						
Charges for Services						
VEHICLE IMPACT FEES	$161,220	$200,851	$300,000	$300,000	$300,000	0%
VEHICLE IMPACT-GARBAGE	$477,600	$477,600	$477,000	$477,000	$477,000	0%
Total Charges for Services:	**$638,820**	**$678,451**	**$777,000**	**$777,000**	**$777,000**	**0%**
Total Vehicle Impact Fees:	**$638,820**	**$678,451**	**$777,000**	**$777,000**	**$777,000**	**0%**
Lighting District Fund						
Charges for Services						
COST RECOVERY-PW		$1,074				N/A
COST RECOVERY-PW	$2,279					N/A
VEHICLE CHARGING STATION	$22,874	$22,950	$20,000	$20,000	$20,000	0%
Total Charges for Services:	**$25,153**	**$24,024**	**$20,000**	**$20,000**	**$20,000**	**0%**
Total Lighting District Fund:	**$25,153**	**$24,024**	**$20,000**	**$20,000**	**$20,000**	**0%**
Environmental Svcs Fund						
Charges for Services						
STORM WATER FEES	$381,322	$40,462	$45,000	$45,000	$45,000	0%
STORM DRAIN FEES	$38,420	$20,693	$20,000	$20,000	$20,000	0%
SOLID WASTE RATE FEES	$549,886	$565,133	$556,464	$556,464	$556,464	0%
Total Charges for Services:	**$969,628**	**$626,288**	**$621,464**	**$621,464**	**$621,464**	**0%**
Total Environmental Svcs Fund:	**$969,628**	**$626,288**	**$621,464**	**$621,464**	**$621,464**	**0%**
Total Special Revenue:	**$1,633,601**	**$1,328,763**	**$1,418,464**	**$1,418,464**	**$1,418,464**	**0%**
Total Governmental Funds:	**$6,670,970**	**$5,245,771**	**$4,226,332**	**$5,750,990**	**$4,728,929**	**-17.8%**
Proprietary Funds						
Internal Service Funds						
Motor Vehicle Pool Fund						
Charges for Services						
MOTOR POOL REIMBUSEMENT		$1,630				N/A
Total Charges for Services:		**$1,630**				**N/A**
Total Motor Vehicle Pool Fund:		**$1,630**				**N/A**

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
MIS Pool Fund						
Charges for Services						
IT CONTRACT REVENUE	$4,255	$7,889	$10,000	$10,000	$10,000	0%
SUCCESSOR AGENCY REIMB	$2,000	$2,000	$2,000	$2,000	$2,000	0%
Total Charges for Services:	**$6,255**	**$9,889**	**$12,000**	**$12,000**	**$12,000**	**0%**
Total MIS Pool Fund:	**$6,255**	**$9,889**	**$12,000**	**$12,000**	**$12,000**	**0%**
Total Internal Service Funds:	**$6,255**	**$11,520**	**$12,000**	**$12,000**	**$12,000**	**0%**
Total Proprietary Funds:	**$6,255**	**$11,520**	**$12,000**	**$12,000**	**$12,000**	**0%**
Total All Funds:	**$6,677,225**	**$5,257,290**	**$4,238,332**	**$5,762,990**	**$4,740,929**	**-17.7%**

Leases & Rentals Summary

$2,116,800 $304,700
(16.81% vs. prior year)

Leases & Rentals Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

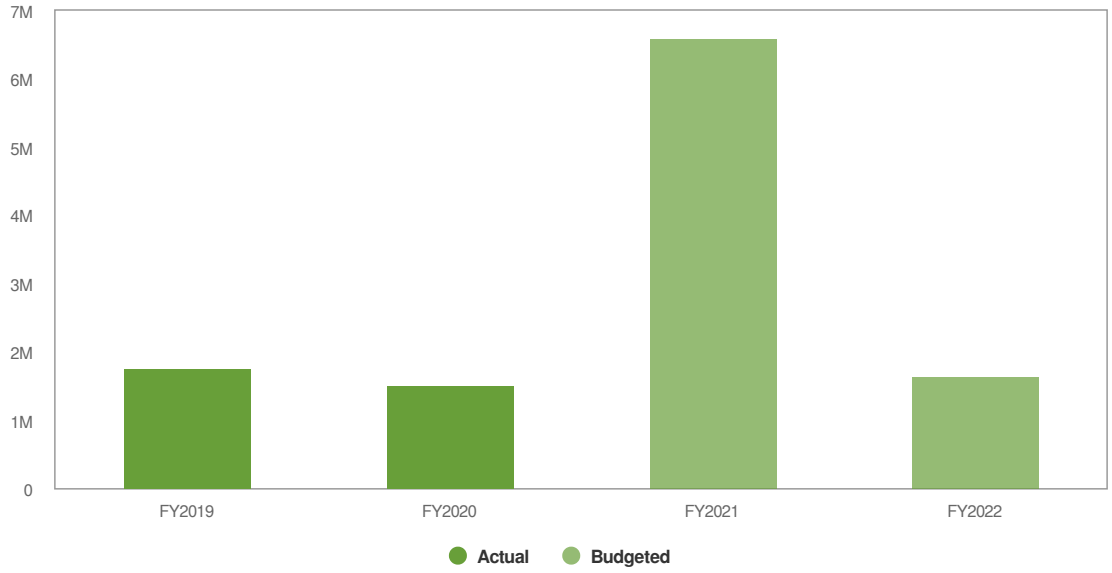
Revenue by Fund

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund	$2,913,689	$2,543,937	$1,812,100	$2,828,400	$2,116,800	-25.2%
Total General Fund:	**$2,913,689**	**$2,543,937**	**$1,812,100**	**$2,828,400**	**$2,116,800**	**-25.2%**
Total Governmental Funds:	**$2,913,689**	**$2,543,937**	**$1,812,100**	**$2,828,400**	**$2,116,800**	**-25.2%**
Total All Funds:	**$2,913,689**	**$2,543,937**	**$1,812,100**	**$2,828,400**	**$2,116,800**	**-25.2%**

Miscellaneous Revenues Summary

$1,651,851 -$4,942,008
(-74.95% vs. prior year)

Miscellaneous Revenues Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund						
Miscellaneous Revenues						
DONATIONS-HIST MUSEUM		$1,775	$0	$0		N/A
DONATIONS-MEALS	$12,532	$14,251	$10,788	$10,788	$12,946	20%
DONATIONS-MISC		$1,100				N/A
DONATIONS-MISC	$0	$0	$1,000	$1,000	$1,000	0%
DONATIONS-YOUTH SCHOLAR	$6,096	$6,951				N/A
DONATION-RECREATION	$1,700	$700				N/A
SA ROPS ADMIN REIMB	$19,000	$9,130	$21,390	$21,390	$22,522	5.3%
NOTICE/IMPROVE/OBLIGATION	$2,995	$0	$6,100	$6,100	$6,100	0%
INSURANCE CLAIMS REIMB	$1,168	$131,494	$2,500	$2,500	$2,600	4%
OTHER REVENUE	$10,479		$1,500	$0		N/A
OTHER REVENUE		$700				N/A
OTHER REVENUE	$1,315	$169	$0	$1,000		-100%

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
OTHER REVENUE		$274				N/A
OTHER REVENUE	$105,233	$31,035	$50,000	$100,000	$51,500	-48.5%
OTHER REVENUE	$4,270	$4,512	$2,000	$2,000	$2,100	5%
OTHER REVENUE	$1,583	$475	$0	$0		N/A
OTHER REVENUE	$255	$5,831	$0	$0		N/A
OTHER REVENUE			$65,000	$0		N/A
PRINCIPAL REPAYMENT	$35					N/A
EXPENSE ABATE-MISC	$0	-$2,544	$2,400	$0	$2,500	N/A
TREE IN LIEU FEE	$25,320	$26,704	$2,500	$25,000	$25,000	0%
Total Miscellaneous Revenues:	**$191,982**	**$232,556**	**$165,178**	**$169,778**	**$126,268**	**-25.6%**
Total General Fund:	**$191,982**	**$232,556**	**$165,178**	**$169,778**	**$126,268**	**-25.6%**
Special Revenue						
Gas Tax Fund						
Miscellaneous Revenues						
OTHER REVENUE	$1,873	$71	$2,500	$2,500	$2,500	0%
Total Miscellaneous Revenues:	**$1,873**	**$71**	**$2,500**	**$2,500**	**$2,500**	**0%**
Total Gas Tax Fund:	**$1,873**	**$71**	**$2,500**	**$2,500**	**$2,500**	**0%**
Asset Forfeiture Fund						
Miscellaneous Revenues						
ASSET SEIZURES	$22,172	$7,360	$5,000	$5,000	$5,000	0%
ASSET SEIZURES		$236,358	$0	$0	$5,000	N/A
Total Miscellaneous Revenues:	**$22,172**	**$243,719**	**$5,000**	**$5,000**	**$10,000**	**100%**
Total Asset Forfeiture Fund:	**$22,172**	**$243,719**	**$5,000**	**$5,000**	**$10,000**	**100%**
Lighting District Fund						
Miscellaneous Revenues						
DONATIONS-PARKS		$10,000				N/A
INSURANCE CLAIMS REIMB	$4,054	$56,125	$5,000	$5,000	$5,000	0%
Total Miscellaneous Revenues:	**$4,054**	**$66,125**	**$5,000**	**$5,000**	**$5,000**	**0%**
Total Lighting District Fund:	**$4,054**	**$66,125**	**$5,000**	**$5,000**	**$5,000**	**0%**
Environmental Svcs Fund						
Miscellaneous Revenues						
AB 939 RECYCLING - SCC	$84,425	$68,905	$49,356	$49,356	$49,356	0%
Total Miscellaneous Revenues:	**$84,425**	**$68,905**	**$49,356**	**$49,356**	**$49,356**	**0%**
Total Environmental Svcs Fund:	**$84,425**	**$68,905**	**$49,356**	**$49,356**	**$49,356**	**0%**
Other State Grants Fund						

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Miscellaneous Revenues						
OTHER REVENUE	$3,073		$4,864,060	$4,054,965		-100%
Total Miscellaneous Revenues:	**$3,073**		**$4,864,060**	**$4,054,965**		**-100%**
Total Other State Grants Fund:	**$3,073**		**$4,864,060**	**$4,054,965**		**-100%**
TDA Grant Fund						
Miscellaneous Revenues						
OTHER REVENUE	$2,078					N/A
Total Miscellaneous Revenues:	**$2,078**					**N/A**
Total TDA Grant Fund:	**$2,078**					**N/A**
Other Federal Grants Fund						
Miscellaneous Revenues						
OTHER REVENUE	$650					N/A
Total Miscellaneous Revenues:	**$650**					**N/A**
Total Other Federal Grants Fund:	**$650**					**N/A**
Housing Assistance						
Miscellaneous Revenues						
SALE OF REAL/PERS PROP	$8,934					N/A
OTHER REVENUE	$13,090				$190,839	N/A
PRINCIPAL REPAYMENT	$0	$0	$50,000	$50,000	$25,000	-50%
Total Miscellaneous Revenues:	**$22,024**	**$0**	**$50,000**	**$50,000**	**$215,839**	**331.7%**
Total Housing Assistance:	**$22,024**	**$0**	**$50,000**	**$50,000**	**$215,839**	**331.7%**
Parkland Dedication Fund						
Miscellaneous Revenues						
PARKLAND DEDICATION FEE	$622,569	$189,500	$400,000	$400,000	$400,000	0%
Total Miscellaneous Revenues:	**$622,569**	**$189,500**	**$400,000**	**$400,000**	**$400,000**	**0%**
Total Parkland Dedication Fund:	**$622,569**	**$189,500**	**$400,000**	**$400,000**	**$400,000**	**0%**
Parks And Museum Fund						
Miscellaneous Revenues						
DONATIONS-HIST MUSEUM	$1,994	$1,439				N/A
Total Miscellaneous Revenues:	**$1,994**	**$1,439**				**N/A**
Total Parks And Museum Fund:	**$1,994**	**$1,439**				**N/A**
Senior Center Fund						
Miscellaneous Revenues						

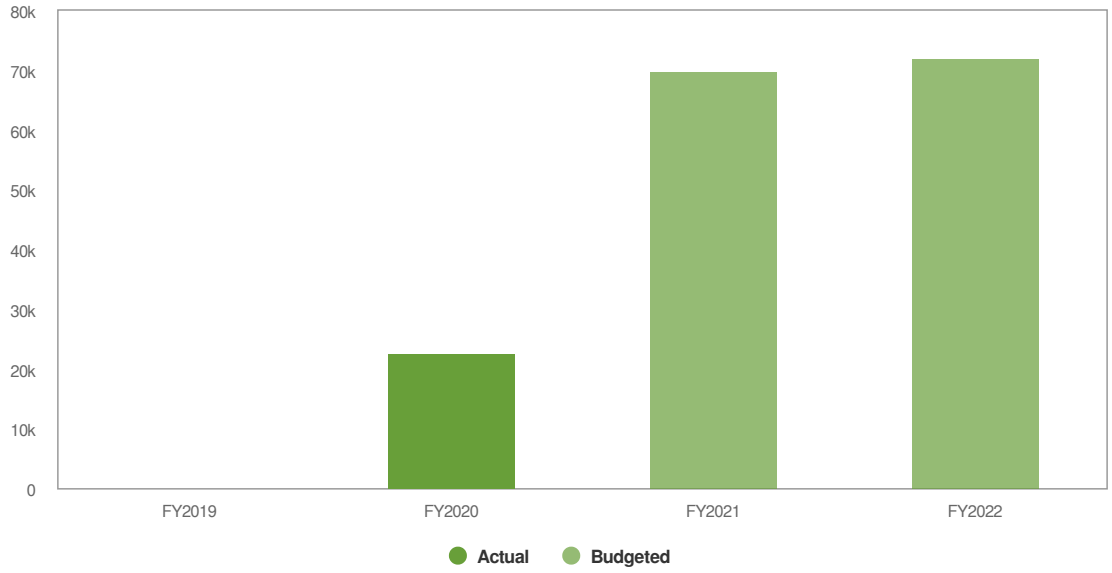
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
DONATIONS-SR CITIZENS CTR	-$250	$450	$0	$0		N/A
Total Miscellaneous Revenues:	**-$250**	**$450**	**$0**	**$0**		**N/A**
Total Senior Center Fund:	**-$250**	**$450**	**$0**	**$0**		**N/A**
Total Special Revenue:	**$764,663**	**$570,208**	**$5,375,916**	**$4,566,821**	**$682,695**	**-85.1%**
Capital Project Fund						
Miscellaneous Revenues						
PROJECT REVENUES	$150,927	$2,185	$269,531	$60,000		-100%
Total Miscellaneous Revenues:	**$150,927**	**$2,185**	**$269,531**	**$60,000**		**-100%**
Total Capital Project Fund:	**$150,927**	**$2,185**	**$269,531**	**$60,000**		**-100%**
Total Governmental Funds:	**$1,107,571**	**$804,949**	**$5,810,625**	**$4,796,599**	**$808,963**	**-83.1%**
Proprietary Funds						
Internal Service Funds						
Motor Vehicle Pool Fund						
Miscellaneous Revenues						
SALE OF REAL/PERS PROP	$10,425	$10,681	$10,000	$10,000	$10,000	0%
INSURANCE CLAIMS REIMB	$17,272	$119,169	$0	$0		N/A
EXPENSE ABATE-MISC		-$159				N/A
Total Miscellaneous Revenues:	**$27,697**	**$129,692**	**$10,000**	**$10,000**	**$10,000**	**0%**
Total Motor Vehicle Pool Fund:	**$27,697**	**$129,692**	**$10,000**	**$10,000**	**$10,000**	**0%**
MIS Pool Fund						
Miscellaneous Revenues						
SA ROPS ADMIN REIMB	$3,200	$3,200				N/A
OTHER REVENUE		$17,650	$10,000	$10,000	$10,000	0%
Total Miscellaneous Revenues:	**$3,200**	**$20,850**	**$10,000**	**$10,000**	**$10,000**	**0%**
Total MIS Pool Fund:	**$3,200**	**$20,850**	**$10,000**	**$10,000**	**$10,000**	**0%**
Total Internal Service Funds:	**$30,897**	**$150,542**	**$20,000**	**$20,000**	**$20,000**	**0%**
Total Proprietary Funds:	**$30,897**	**$150,542**	**$20,000**	**$20,000**	**$20,000**	**0%**
Fiduciary Funds						
Agency Funds						
West Valley JPA Fund						
Miscellaneous Revenues						
OTHER REVENUE	$5,000	$10,975	$15,965	$0	$0	0%
WEST VALLEY JPA	$176,244	$108,323	$297,269	$0	$372,888	N/A
JPA SOLID WASTE	$450,000	$450,000	$450,000	$0	$450,000	N/A
Total Miscellaneous Revenues:	**$631,244**	**$569,298**	**$763,234**	**$0**	**$822,888**	**N/A**

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Total West Valley JPA Fund:	**$631,244**	**$569,298**	**$763,234**	**$0**	**$822,888**	**N/A**
Total Agency Funds:	**$631,244**	**$569,298**	**$763,234**	**$0**	**$822,888**	**N/A**
Total Fiduciary Funds:	**$631,244**	**$569,298**	**$763,234**	**$0**	**$822,888**	**N/A**
Total All Funds:	**$1,769,713**	**$1,524,789**	**$6,593,859**	**$4,816,599**	**$1,651,851**	**-65.7%**

Other Revenues Summary

$72,100 $2,100
(3% vs. prior year)

Other Revenues Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

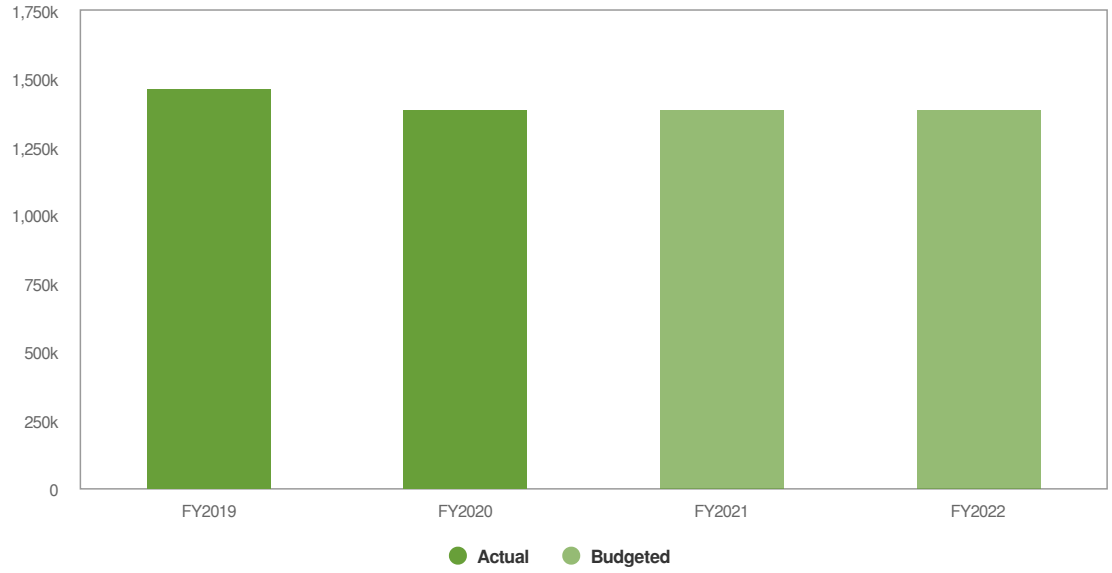
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund						
Revenues						
TRANSACTION PROCESS FEE	$0	$22,646	$70,000	$0	$72,100	3%
Total Revenues:	**$0**	**$22,646**	**$70,000**	**$0**	**$72,100**	**3%**
Total General Fund:	**$0**	**$22,646**	**$70,000**	**$0**	**$72,100**	**3%**
Total Governmental Funds:	**$0**	**$22,646**	**$70,000**	**$0**	**$72,100**	**3%**
Total All Funds:	**$0**	**$22,646**	**$70,000**	**$0**	**$72,100**	**3%**

Special Assessments Summary

$1,391,600 $0

(0% vs. prior year)

Special Assessments Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

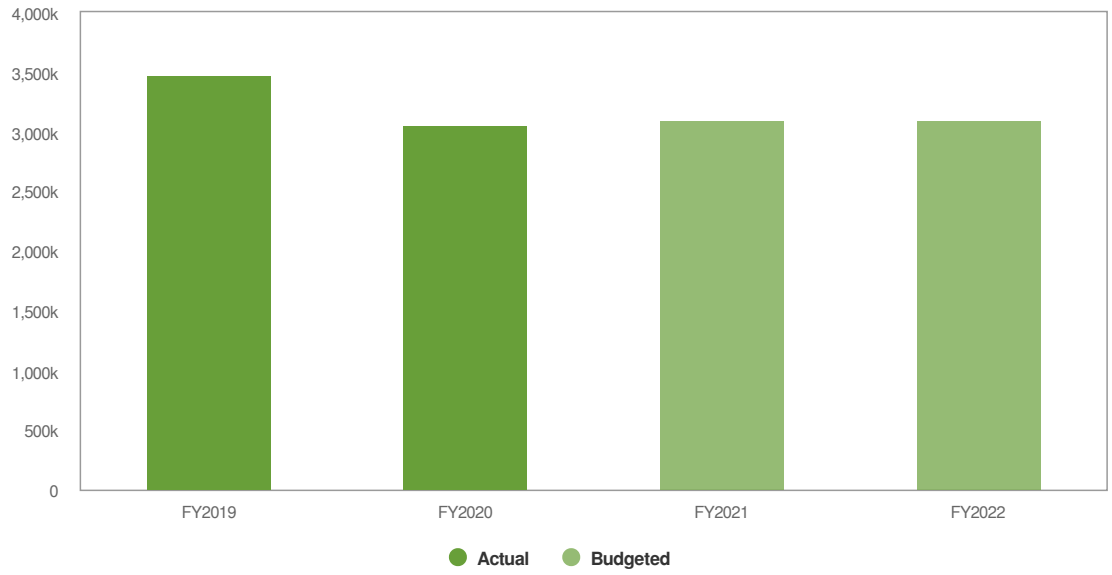
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
Special Revenue						
Lighting District Fund	$1,275,921	$1,198,165	$1,210,000	$1,210,000	$1,210,000	0%
Comm Facilities Dist #1	$145,033	$144,225	$146,350	$146,350	$146,350	0%
Comm Facilities Dist #2	$48,355	$48,893	$35,250	$35,250	$35,250	0%
Total Special Revenue:	**$1,469,308**	**$1,391,283**	**$1,391,600**	**$1,391,600**	**$1,391,600**	**0%**
Total Governmental Funds:	**$1,469,308**	**$1,391,283**	**$1,391,600**	**$1,391,600**	**$1,391,600**	**0%**
Total All Funds:	**$1,469,308**	**$1,391,283**	**$1,391,600**	**$1,391,600**	**$1,391,600**	**0%**

Charges to Operating Depts. Summary

$3,096,392 $0

(0% vs. prior year)

Charges to Operating Depts. Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

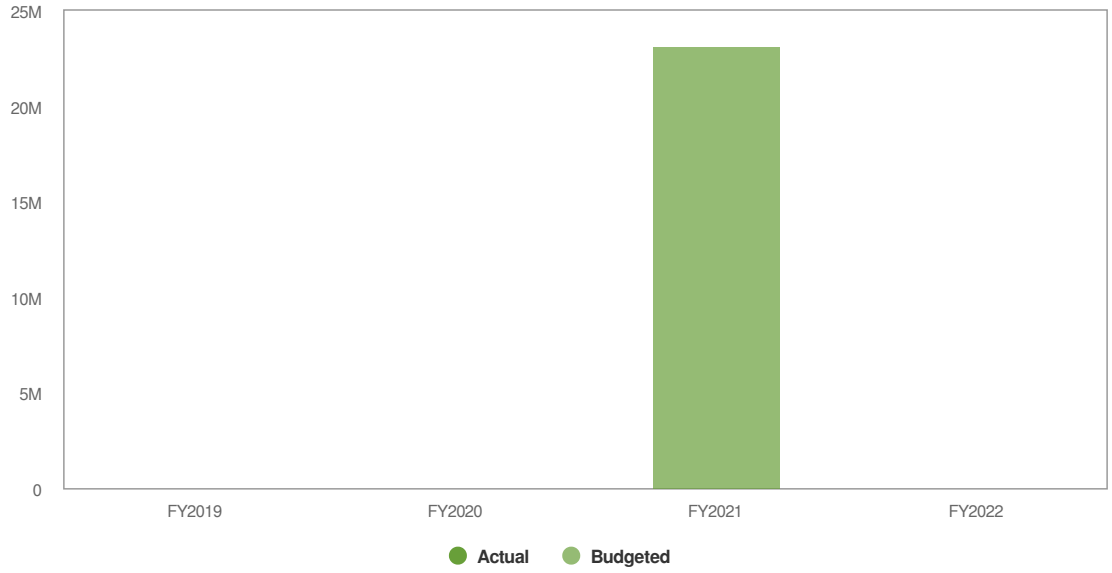
Revenue by Fund

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Proprietary Funds						
Internal Service Funds						
Motor Vehicle Pool Fund	$1,328,130	$1,329,400	$1,329,400	$1,329,400	$1,329,400	0%
MIS Pool Fund	$1,411,992	$1,059,002	$1,161,992	$1,161,992	$1,161,992	0%
Workers Compensation Fund	$725,799	$670,986	$605,000	$605,000	$605,000	0%
Total Internal Service Funds:	**$3,465,921**	**$3,059,388**	**$3,096,392**	**$3,096,392**	**$3,096,392**	**0%**
Total Proprietary Funds:	**$3,465,921**	**$3,059,388**	**$3,096,392**	**$3,096,392**	**$3,096,392**	**0%**
Total All Funds:	**$3,465,921**	**$3,059,388**	**$3,096,392**	**$3,096,392**	**$3,096,392**	**0%**

OFS - Bonds & Loans Summary

$0 **-$23,171,626**
(-100% vs. prior year)

OFS - Bonds & Loans Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

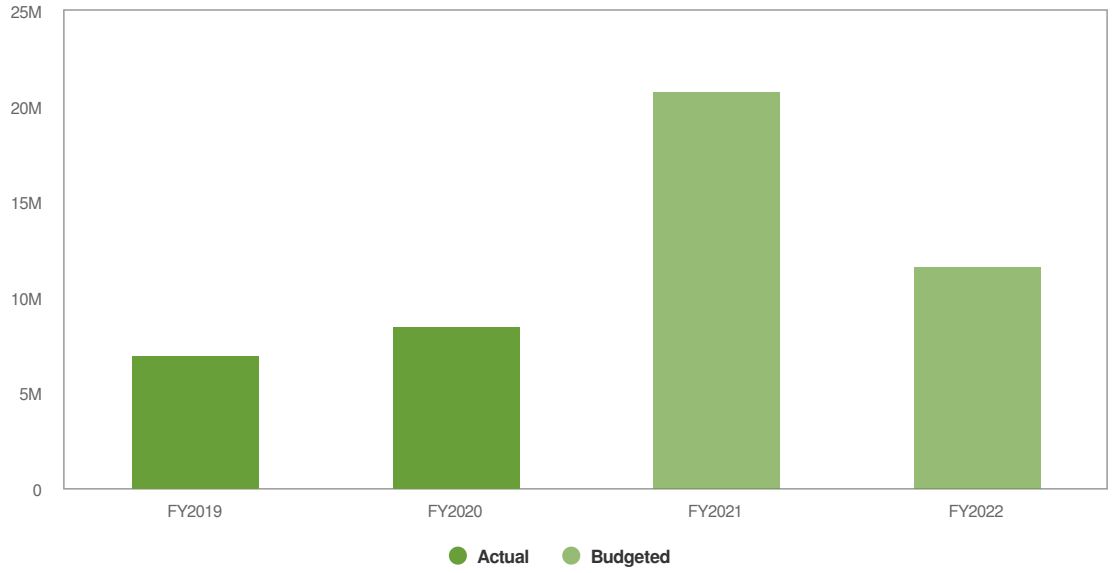
Revenue by Fund

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund	$20	$0	$0	$0	$0	0%
Total General Fund:	**$20**	**$0**	**$0**	**$0**	**$0**	**0%**
Measure 0 Capital Fund		$0	$20,000,000	$10,000,000	$0	-100%
Total Measure 0 Capital Fund:		**$0**	**$20,000,000**	**$10,000,000**	**$0**	**-100%**
Measure 0 Bond Fund			$3,171,626	$0	$0	0%
Total Measure 0 Bond Fund:			**$3,171,626**	**$0**	**$0**	**0%**
Total Governmental Funds:	**$20**	**$0**	**$23,171,626**	**$10,000,000**	**$0**	**-100%**
Total All Funds:	**$20**	**$0**	**$23,171,626**	**$10,000,000**	**$0**	**-100%**

OFS - Operating Transfers In Summary

$11,633,396 -$9,204,683
(-44.17% vs. prior year)

OFS - Operating Transfers In Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
All Funds						
Governmental Funds						
General Fund	$1,294,226	$974,801	$6,448,657	$2,001,583	$791,371	-60.5%
Total General Fund:	**$1,294,226**	**$974,801**	**$6,448,657**	**$2,001,583**	**$791,371**	**-60.5%**
Special Revenue						
Gas Tax Fund	$583,671	$645,300	$630,120	$645,300	$700,300	8.5%
Lighting District Fund	$1,481,343	$1,512,720	$1,531,362	$1,559,098	$1,569,341	0.7%
Environmental Svcs Fund	$437,000	$437,000	$1,011,899	$1,029,000	$437,000	-57.5%
Supplemental Law Enforce.	$131,000				$29,000	N/A
Other Federal Grants Fund	$49,224					N/A
Total Special Revenue:	**$2,682,238**	**$2,595,020**	**$3,173,382**	**$3,233,398**	**$2,735,641**	**-15.4%**
Capital Project Fund	$1,932,846	$3,918,454	$10,166,312	$9,104,049	$6,527,634	-28.3%
Total Capital Project Fund:	**$1,932,846**	**$3,918,454**	**$10,166,312**	**$9,104,049**	**$6,527,634**	**-28.3%**
2016 Refunding Lease Rev	$849,925	$762,825	$768,825	$768,825	$763,750	-0.7%

Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Total 2016 Refunding Lease Rev:	**$849,925**	**$762,825**	**$768,825**	**$768,825**	**$763,750**	**-0.7%**
Total Governmental Funds:	**$6,759,235**	**$8,251,100**	**$20,557,175**	**$15,107,855**	**$10,818,396**	**-28.4%**
Proprietary Funds						
Internal Service Funds						
Motor Vehicle Pool Fund	$50,000	$50,000	$89,973	$97,000	$781,000	705.2%
MIS Pool Fund	$204,000	$153,000	$190,930	$204,000	$34,000	-83.3%
Total Internal Service Funds:	**$254,000**	**$203,000**	**$280,903**	**$301,000**	**$815,000**	**170.8%**
Total Proprietary Funds:	**$254,000**	**$203,000**	**$280,903**	**$301,000**	**$815,000**	**170.8%**
Total All Funds:	**$7,013,235**	**$8,454,100**	**$20,838,079**	**$15,408,855**	**$11,633,396**	**-24.5%**

DEPARTMENTS

ALL DEPARTMENTS SUMMARY

The City of Campbell is organizing into nine (9) primary operating departments as follows:

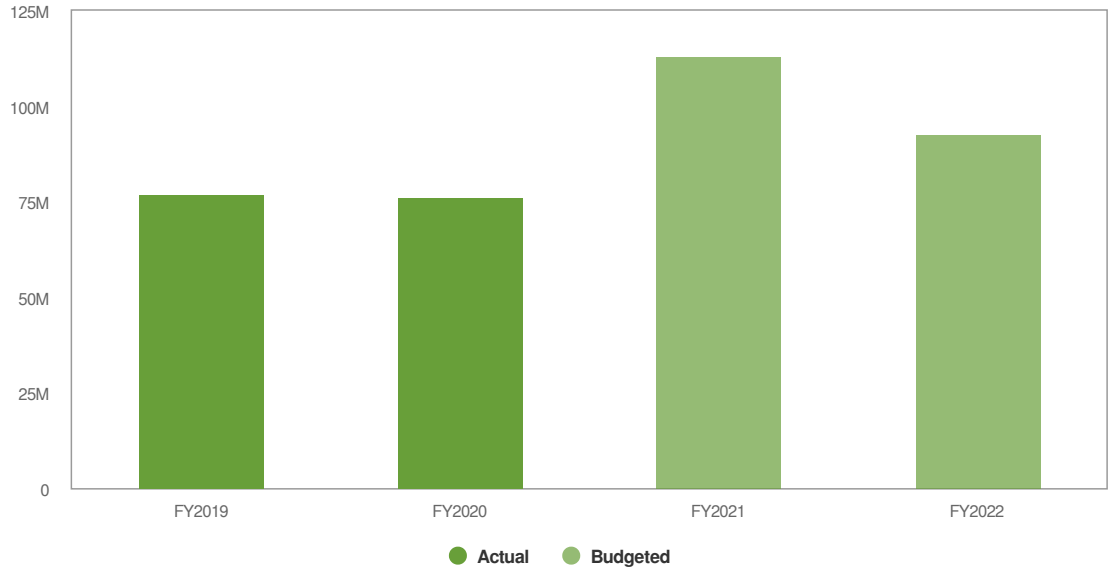
- City Council
- City Manager's Office
- City Clerk's Office
- Recreation and Community Services
- Finance
- Community Development
- Legal Services
- Public Safety
- Public Works

The Finance Department also oversees many of the City's Non-Departmental functions which may include debt service payments. And the Public Safety Department manages the City's contract for Fire Services through the Santa Clara County Fire Department (SCCFD). Please note that for purposes of matching expenditure totals to the ALL FUNDS SUMMARY shown in a previous section, capital expenditures as well as expenditures for the West Valley Solid Waste Management Authority (WVSWMA), a Joint Powers Authority (JPA) in which the City acts as the fiduciary, are shown. However, these are not operating departments of the City.

Expenditures Summary

$92,710,156 **-$20,424,493**
(-18.05% vs. prior year)

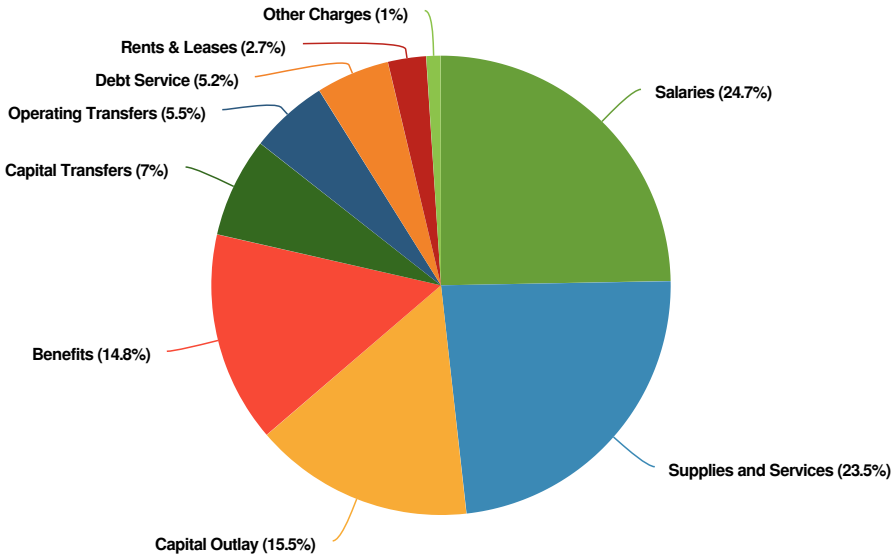
ALL DEPARTMENTS SUMMARY Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$21,974,926	$22,036,230	$21,655,032	$23,023,319	$22,914,079	-0.5%
Benefits	$12,946,780	$15,226,694	$13,933,769	$13,862,766	$13,763,145	-0.7%
Supplies and Services	$27,727,442	$22,755,143	$26,923,105	$22,504,998	$21,811,081	-3.1%
Other Charges	$1,591,460	$1,193,690	$893,950	$643,950	$946,600	47%
Rents & Leases	$2,743,073	$2,388,402	$2,490,122	$2,490,122	$2,490,122	0%
Debt Service	$1,276,520	$1,173,127	$4,124,635	$2,362,038	$4,802,400	103.3%
Capital Outlay	$1,709,850	$3,225,436	$20,085,760	$8,804,659	$14,349,333	63%
Operating Transfers	$5,031,165	$4,535,646	$7,427,799	$5,551,849	$5,105,762	-8%
Capital Transfers	$1,982,069	$3,918,454	$15,600,477	$9,104,049	$6,527,634	-28.3%
Total Expense Objects:	**$76,983,285**	**$76,452,822**	**$113,134,649**	**$88,347,750**	**$92,710,156**	**4.9%**

CAMPBELL CITY COUNCIL

GENERAL FUND — (101)
City Council Program — (501)

MISSION STATEMENT

Provide overall policy direction for the City of Campbell.

ONGOING RESPONSIBILITIES

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

City Council Members

Mayor Elizabeth "Liz" Gibbons



Vice Mayor Paul Resnikoff



Anne Bybee, Councilmember



Susan M. Landry, Councilmember



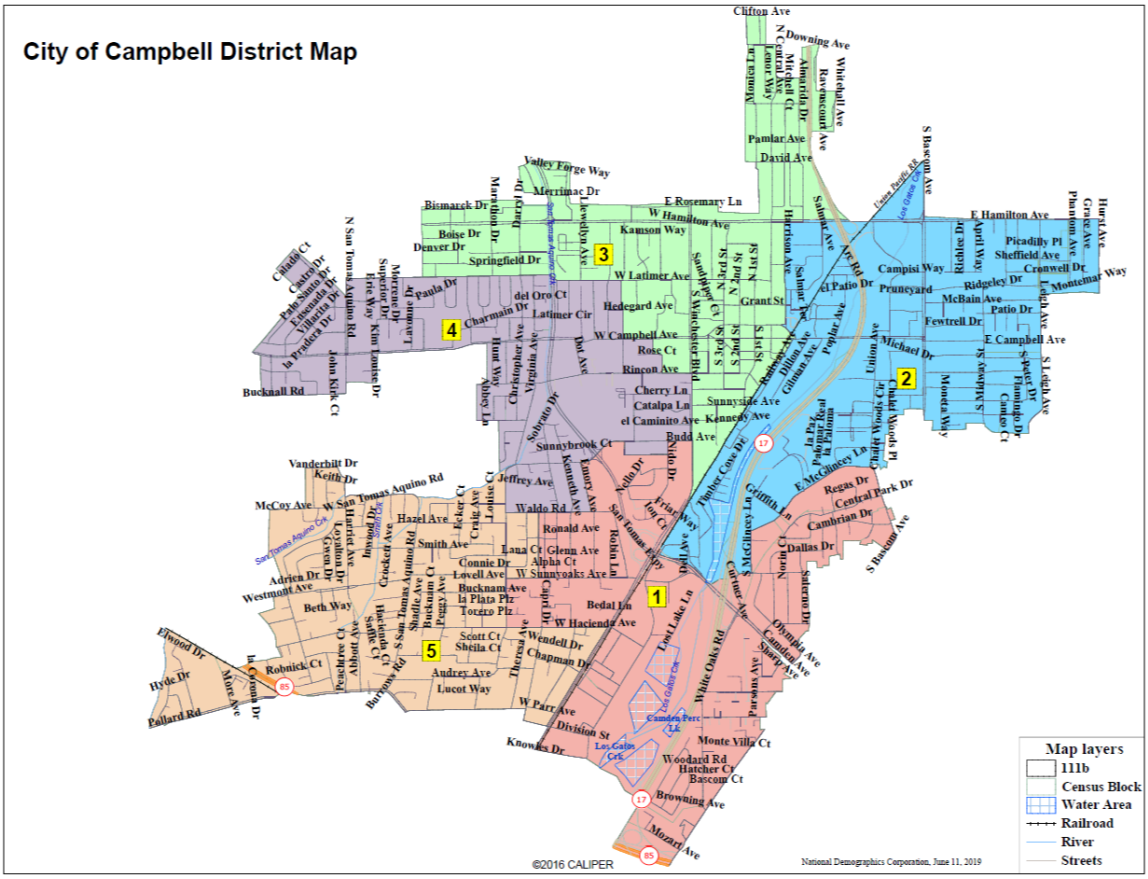
Sergio Lopez, Councilmember



As of 2021, two of the five Councilmembers have been elected to districts. Seats for District 3-5 will be determined at the November 2022 General Municipal Election.

Liz Gibbons, Mayor - At-Large
Paul Resnikoff, Vice Mayor - At-Large
Anne Bybee, Council Member - At-Large
Susan M. Landry, Council Member - District 1
Sergio Lopez, Council Member - District 2

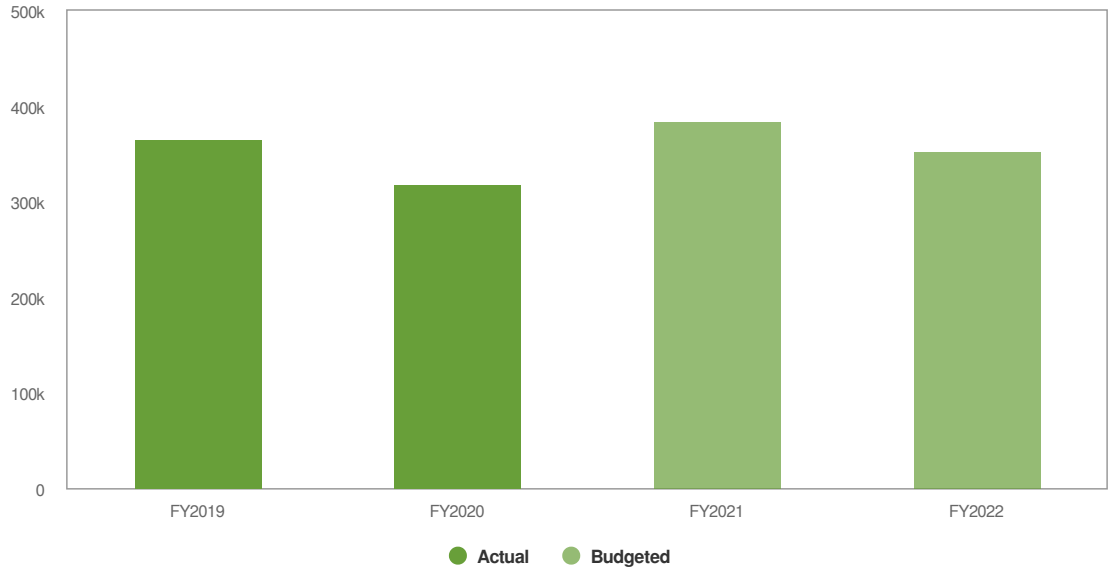
City Council District Map



Expenditures Summary

$353,921 -$31,056
(-8.07% vs. prior year)

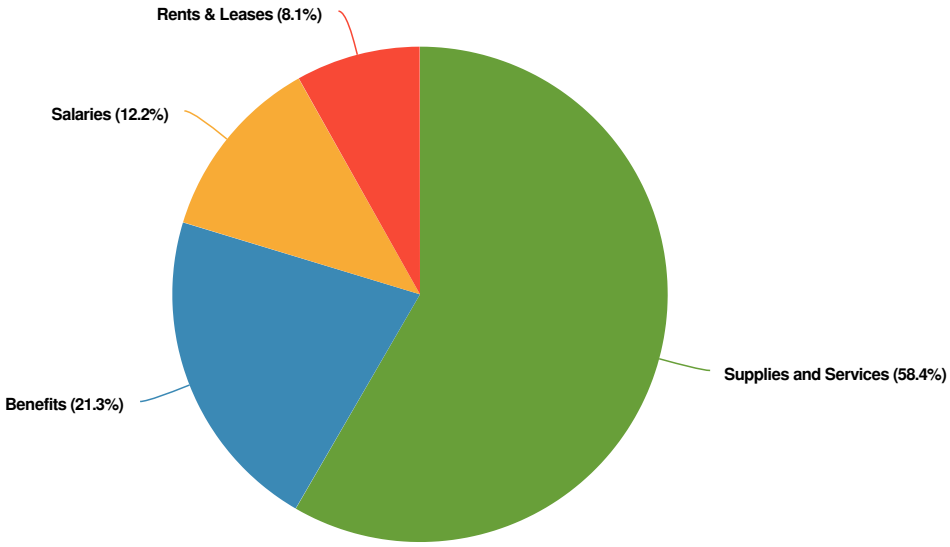
CITY COUNCIL Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$42,111	$42,659	$43,057	$43,057	$43,057	0%
Benefits	$84,275	$88,481	$106,517	$106,517	$75,461	-29.2%
Supplies and Services	$205,329	$161,739	$206,598	$206,598	$206,598	0%
Rents & Leases	$35,002	$26,251	$28,805	$28,805	$28,805	0%
Total Expense Objects:	**$366,716**	**$319,130**	**$384,977**	**$384,977**	**$353,921**	**-8.1%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Council Member	5.00	5.00	5.00	5.00	-
TOTAL	5.00	5.00	5.00	5.00	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.501.7001	$42,111	$42,659	$43,057	$43,057	$43,057
Total Salaries:		**$42,111**	**$42,659**	**$43,057**	**$43,057**	**$43,057**
Benefits						
PERS RETIREMENT	101.501.7106	$8,936	$9,564	$9,118	$9,118	$9,317
DENTAL INSURANCE	101.501.7107	$10,921	$10,742	$10,742	$10,742	$10,742
GROUP HEALTH INSURANCE	101.501.7108	$52,178	$56,129	$84,385	$84,385	$53,129
GROUP LIFE INSURANCE	101.501.7109	$930	$930	$930	$930	$930
WORKERS COMP INSURANCE	101.501.7110	$919	$871	$718	$718	$718
MEDICARE	101.501.7113	$714	$733	$624	$624	$624
AUTO ALLOWANCE	101.501.7114	$9,674	$9,512	$0	$0	
Total Benefits:		**$84,275**	**$88,481**	**$106,517**	**$106,517**	**$75,461**
Supplies and Services						
OFFICE EXPENSE	101.501.7424	$150	$221			
SPECIAL DEPARTMENTAL	101.501.7427	$20,959	$21,540	$76,000	$76,000	$76,000
PROF & SPECIAL SERVICES	101.501.7430	$36,723	$14,996	$19,000	$19,000	$19,000
OTHER CONTRACTUAL SERVICE	101.501.7432	$20,000	$0	$0	$0	$0
MEMBERSHIPS/DUES/BOOKS	101.501.7434	$108,658	$108,118	$106,598	$106,598	$106,598
PROF DEVELOPMENT & MTGS	101.501.7435	$18,758	$16,864	$5,000	$5,000	$5,000
STAFF DEVELOPMENT	101.501.7437	$82				
Total Supplies and Services:		**$205,329**	**$161,739**	**$206,598**	**$206,598**	**$206,598**
Rents & Leases						
USER CHGS - IT POOL	101.501.7551	$35,002	$26,251	$28,805	$28,805	$28,805
Total Rents & Leases:		**$35,002**	**$26,251**	**$28,805**	**$28,805**	**$28,805**
Total General Fund:		**$366,716**	**$319,130**	**$384,977**	**$384,977**	**$353,921**
Total Governmental Funds:		**$366,716**	**$319,130**	**$384,977**	**$384,977**	**$353,921**
Total All Funds:		**$366,716**	**$319,130**	**$384,977**	**$384,977**	**$353,921**

Line-Item Account Detail

	Description	FY 2022 Adopted
7427	**Special Departmental Expense**	
	Social Services Sub-grants	$ 55,000
	State of the City	5,000
	Advisory Commission Recognition Dinner	8,500
	Cablecasting Program Supplies and Internet Service	3,000
	Miscellaneous Supplies	1,000
	Neighborhood Association Assistance Grants	2,500
	Photography	500
	Plaques, Awards & Promotional Items	500
		76,000
7430	**Professional & Specialized Services**	
	Cablecasting Services Contract (Includes Study Sessions)	**19,000**
7434	**Memberships, Dues, Books**	
	Dues:	
	US Conference of Mayors	3,500
	Association of Bay Area Governments (ABAG)	10,400
	League of California Cities	16,000
	Peninsula Division of League of California Cities	100
	Santa Clara County Cities Association	8,698
	Santa Clara County Valley Transportation Authority (Congestion Management)	67,000
	West Valley Mayors & Managers	800
	Subscriptions: Business Journal	100
		106,598
7435	**Professional Development & Meetings**	
	Conferences & Meetings; Council Retreat	**5,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**28,805**
	TOTAL	**$ 235,403**

CITY MANAGER'S OFFICE

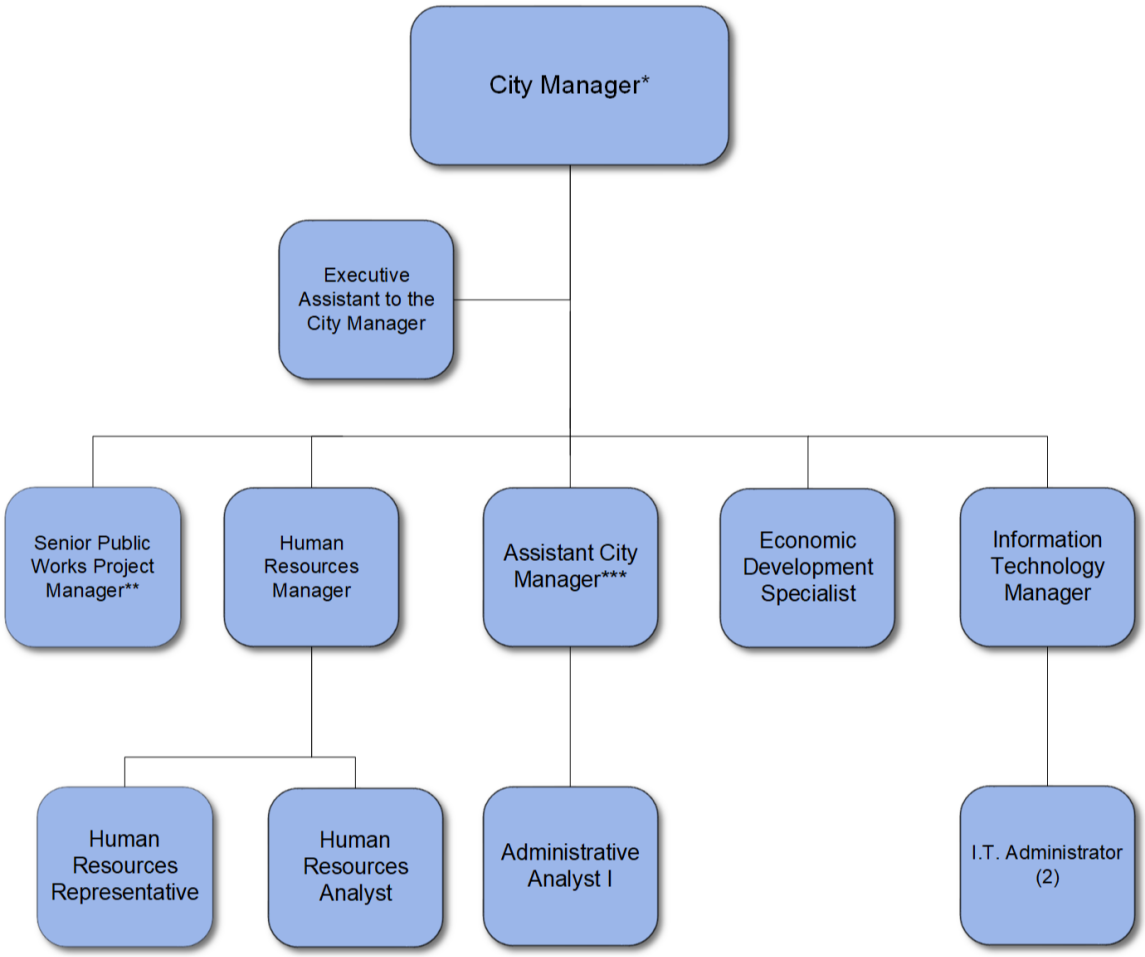


Brian Loventhal
City Manager

City Manager's Office includes the following programs:

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

City Manager's Organizational Chart

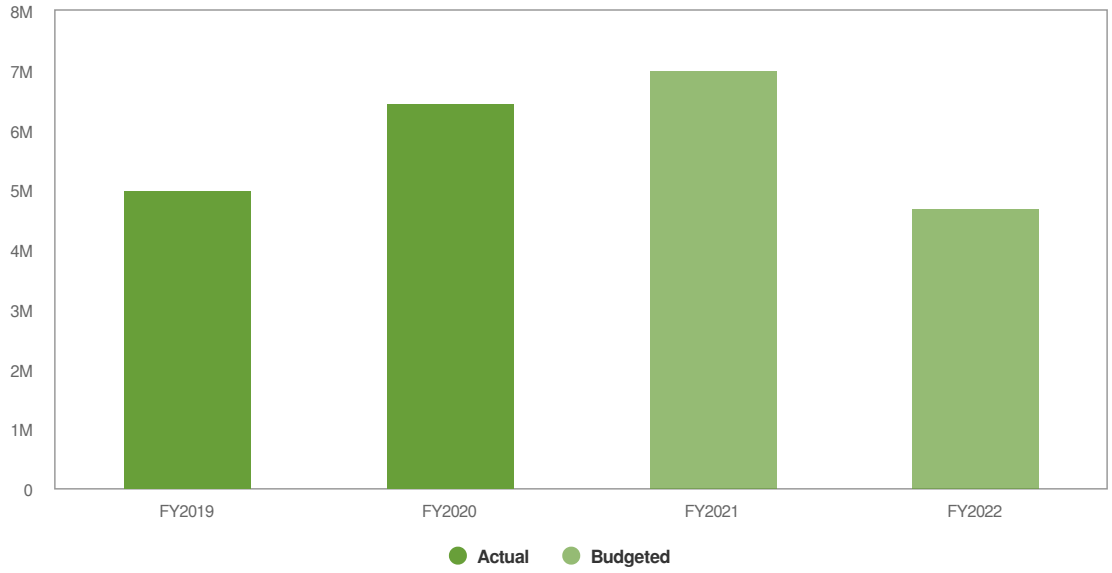


* Appointed by City Council
** Limited Term – To be hired by 9/1/21
*** To be hired by 1/1/22

Expenditures Summary

$4,709,666 -$2,303,877
(-32.85% vs. prior year)

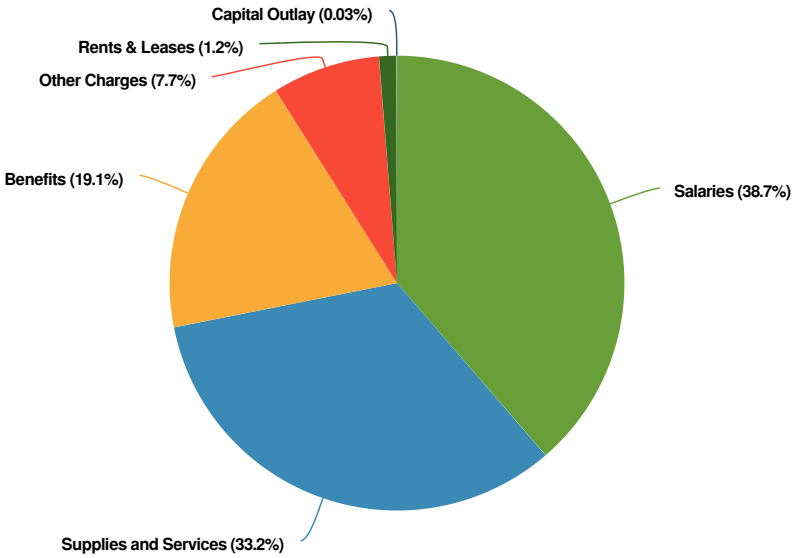
CITY MANAGER'S OFFICE Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



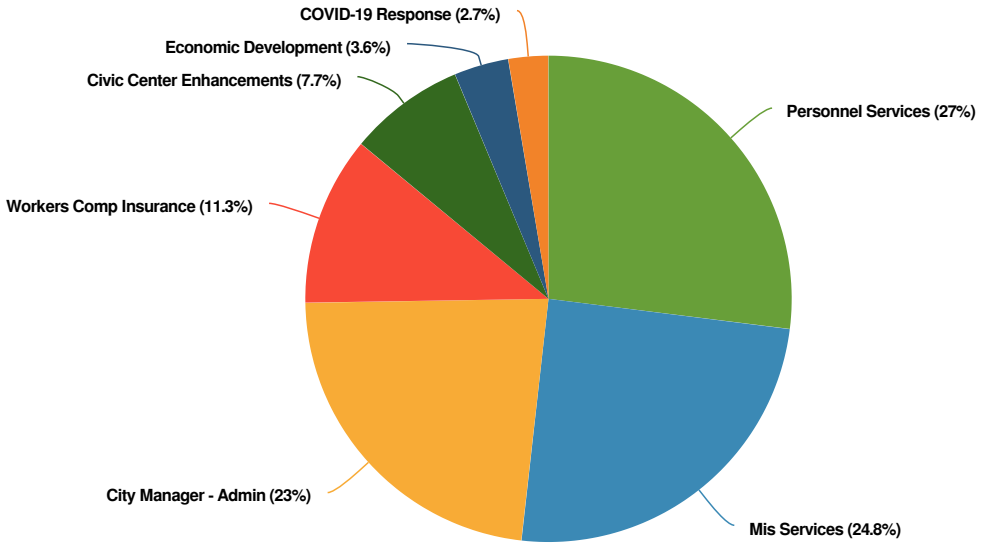
Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$1,626,936	$2,068,875	$1,466,568	$1,867,685	$1,821,313	-2.5%
Benefits	$748,924	$1,820,736	$765,170	$837,621	$901,746	7.7%
Supplies and Services	$1,672,444	$1,882,215	$4,391,637	$1,820,458	$1,564,697	-14%
Other Charges	$855,424	$572,586	$313,950	$313,950	$362,700	15.5%
Rents & Leases	$70,004	$52,503	$57,609	$57,609	$57,609	0%
Capital Outlay	$36,813	$67,420	$18,610	$18,610	$1,600	-91.4%
Total Expense Objects:	**$5,010,546**	**$6,464,335**	**$7,013,544**	**$4,915,934**	**$4,709,666**	**-4.2%**

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Administrative Analyst I	-	1.00	1.00	1.00	-
Assistant City Manager	-	-	-	0.83	0.83
City Manager	1.00	1.00	1.00	1.00	-
Deputy City Manager	1.00	1.00	-	-	-
Economic Development Specialist	-	1.00	1.00	1.00	-
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00	-
Human Resources Analyst	1.00	1.00	1.00	1.00	-
Human Resources Manager	1.00	1.00	1.00	1.00	-
Human Resources Representative	1.00	1.00	1.00	1.00	-
Information Technology Administrator	1.00	3.00	3.00	2.00	-1.0
Information Technology Manager	1.00	1.00	1.00	1.00	-
Information Technology Technician	2.00	-	-	-	-
Permanent	10.00	12.00	11.00	10.83	-0.17
Limited-Term Positions					
Administrative Analyst I	0.90	-		-	-
Senior Public Works Project Manager	-	1.00	1.00	0.83	-0.17
Communications & Public Engagement Coordinator	0.50	-		-	-
Economic Development Specialist	1.00	-	-	-	-
Information Technology System Administrator	1.00	-		-	-
Limited-Term Position	3.40	1.00	1.00	0.83	-0.17
Temporary Positions					
Economic Development Intern	1.00	1.00	-	-	-
Information Technology Intern	0.35	-	-	-	-
Office Assistant	0.50	-	-	-	-
SVRIP Summer Intern	-	0.75	-	-	-
Temporary	1.85	1.75	-	-	- -
Total Full Time Equivalents	15.25	14.75	12.00	11.66	--0.34

Expenditures by Function

Budgeted Expenditures by Function



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expenditures						
Finance - Other						
COVID-19 Response		$1,551,665	$250,000	$500,000	$125,000	-75%
Total Finance - Other:		**$1,551,665**	**$250,000**	**$500,000**	**$125,000**	**-75%**
City Manager						
City Manager - Admin	$944,731	$911,766	$784,678	$796,037	$1,081,539	35.9%
Personnel Services	$1,106,834	$1,100,555	$1,135,832	$1,223,136	$1,270,757	3.9%
Workers Comp Insurance	$1,256,163	$570,310	$440,050	$440,050	$530,050	20.5%
Civic Center Enhancements		$272,797	$2,925,115	$396,100	$363,825	-8.1%
Mis Services	$1,510,028	$1,892,675	$1,286,724	$1,355,905	$1,168,102	-13.9%
Total City Manager:	**$4,817,756**	**$4,748,103**	**$6,572,399**	**$4,211,228**	**$4,414,274**	**4.8%**
Community Development						
Economic Development	$192,790	$164,567	$191,145	$204,705	$170,392	-16.8%
Total Community Development:	**$192,790**	**$164,567**	**$191,145**	**$204,705**	**$170,392**	**-16.8%**
Total Expenditures:	**$5,010,546**	**$6,464,335**	**$7,013,544**	**$4,915,934**	**$4,709,666**	**-4.2%**

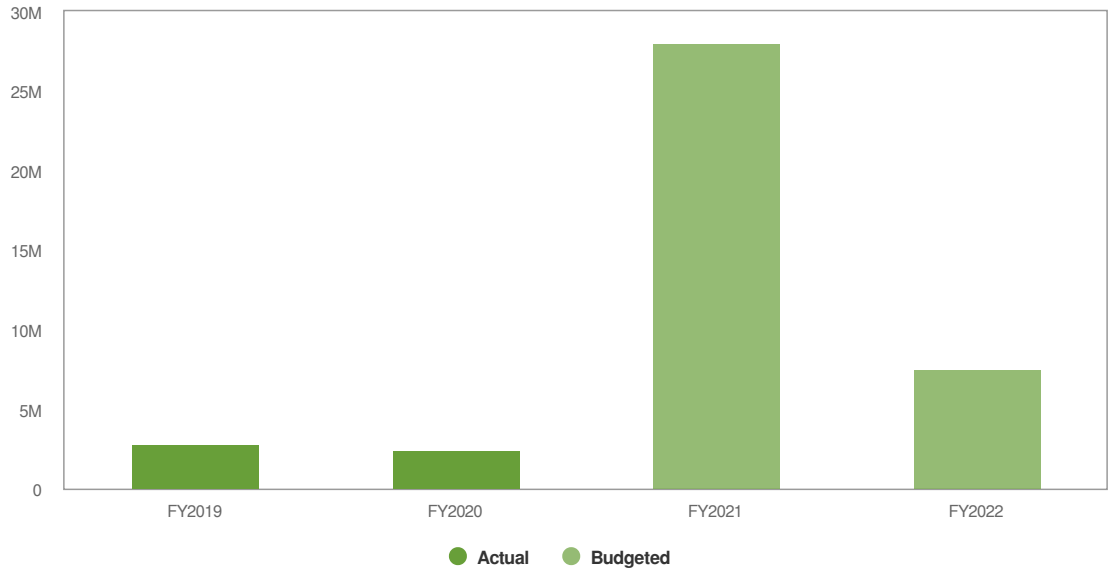
Revenues Summary

$7,578,002

-$20,461,483

(-72.97% vs. prior year)

CITY MANAGER'S OFFICE Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Other Taxes						
FRANCHISES - CABLE TV	101.510.4122	$588,416	$546,545	$600,000	$656,019	$656,019
AT&T FRANCHISE FEE	101.510.4125	$98,205	$104,782	$128,104	$128,104	$128,104
FARMERS MARKET IN LIEU	101.556.4155	$15,625	$9,375	$1	$14,235	$6,000
Total Other Taxes:		**$702,246**	**$660,702**	**$728,105**	**$798,358**	**$790,123**
Intergovernmental Revenue						
OTHER STATE GRANTS	101.539.4543			$5,520,887	$0	$4,998,887
Total Intergovernmental Revenue:				**$5,520,887**	**$0**	**$4,998,887**
Leases & Rentals						
RENTS/LEASES (REAL & PER)	101.510.4810	-$20	$21,836			
Total Leases & Rentals:		**-$20**	**$21,836**			
Miscellaneous Revenues						
DONATIONS-MISC	101.510.4817		$1,100			
OTHER REVENUE	101.510.4965	$10,479		$1,500	$0	
Total Miscellaneous Revenues:		**$10,479**	**$1,100**	**$1,500**	**$0**	
Total General Fund:		**$712,705**	**$683,638**	**$6,250,492**	**$798,358**	**$5,789,010**
Measure 0 Capital Fund						
OFS - Bonds & Loans						
SALE OF BONDS	448.518.6020		$0	$20,000,000	$10,000,000	$0
Total OFS - Bonds & Loans:			**$0**	**$20,000,000**	**$10,000,000**	**$0**
Total Measure 0 Capital Fund:			**$0**	**$20,000,000**	**$10,000,000**	**$0**
Total Governmental Funds:		**$712,705**	**$683,638**	**$26,250,492**	**$10,798,358**	**$5,789,010**
Proprietary Funds						
Internal Service Funds						
MIS Pool Fund						
Charges for Services						
IT CONTRACT REVENUE	647.547.4705	$4,255	$7,889	$10,000	$10,000	$10,000
SUCCESSOR AGENCY REIMB	647.547.4710	$2,000	$2,000	$2,000	$2,000	$2,000
Total Charges for Services:		**$6,255**	**$9,889**	**$12,000**	**$12,000**	**$12,000**
Miscellaneous Revenues						

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
SA ROPS ADMIN REIMB	647.547.4890	$3,200	$3,200			
OTHER REVENUE	647.547.4965		$17,650	$10,000	$10,000	$10,000
Total Miscellaneous Revenues:		**$3,200**	**$20,850**	**$10,000**	**$10,000**	**$10,000**
Charges to Oper Depts						
USER FEES-MIS POOL	647.547.5104	$1,411,992	$1,059,002	$1,161,992	$1,161,992	$1,161,992
Total Charges to Oper Depts:		**$1,411,992**	**$1,059,002**	**$1,161,992**	**$1,161,992**	**$1,161,992**
Total MIS Pool Fund:		**$1,421,447**	**$1,089,742**	**$1,183,992**	**$1,183,992**	**$1,183,992**
Workers Compensation Fund						
Charges to Oper Depts						
PREMIUMS-WKRS COMP INS	690.516.5142	$725,799	$670,986	$605,000	$605,000	$605,000
Total Charges to Oper Depts:		**$725,799**	**$670,986**	**$605,000**	**$605,000**	**$605,000**
Total Workers Compensation Fund:		**$725,799**	**$670,986**	**$605,000**	**$605,000**	**$605,000**
Total Internal Service Funds:		**$2,147,246**	**$1,760,727**	**$1,788,992**	**$1,788,992**	**$1,788,992**
Total Proprietary Funds:		**$2,147,246**	**$1,760,727**	**$1,788,992**	**$1,788,992**	**$1,788,992**
Total All Funds:		**$2,859,951**	**$2,444,365**	**$28,039,484**	**$12,587,350**	**$7,578,002**

510 - City Manager Administration

GENERAL FUND - (101)
Program Manager - City Manager

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Provide overall coordination of Measure O police and library design process **[Council Priority - Measure O Implementation]**
- Coordinate, plan and staff the State of the City event **[Operational Need]**
- Coordinate tracking of State Legislation (that may impact City) with Legislative Subcommittee **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Provide guidance and support for the General Plan revision process **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Develop and implement reopening City Hall plan **[Operational Need]**
- Evaluate the provision of Economic Development services and consider alternatives **[Council Priority - Fiscal Recovery]**

PERFORMANCE MEASURES

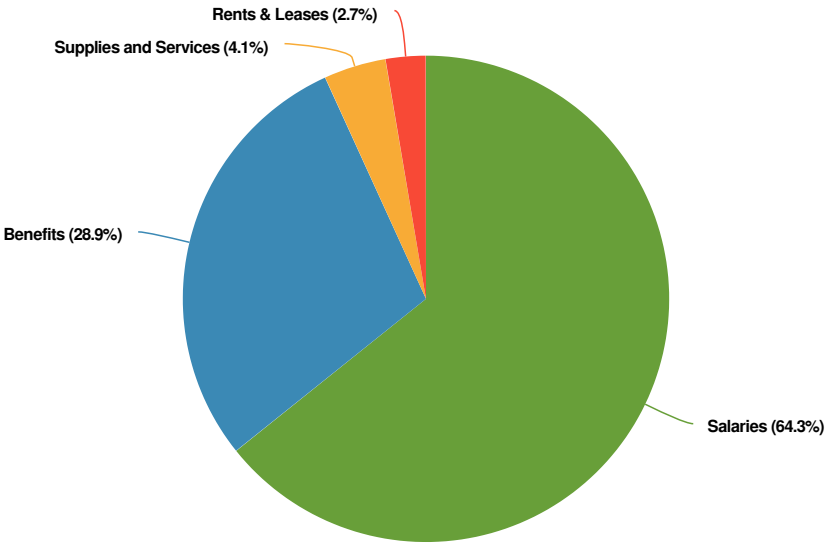
	Measure	FY 19	FY 20	FY 21
1	Quarterly Council Agenda items presented as scheduled 90% of time	100%	100%	100%
2	City Manager's Office will respond to citizen concerns within 2 business days 85% of time	100%	100%	100%
3	Review and process Purchase Orders within two business days 90% of time	100%	100%	100%
4	Civic Improvement Commission agenda packets will be completed and transmitted four business days prior to meeting 95% of time	100%	100%	100%
5	Civic Improvement Commission annual work plan Items will meet timelines 90% of time	100%	100%	100%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Provided overall guidance on Measure O and presented the schematic design of both the library renovation and new police operations facility
- Organized a virtual "2020 State of the City" Address
- Convened the Legislative Subcommittee to review proposed legislation that impacts the City and submitted 10 position letters on behalf of the City
- Implemented a declaration of a local emergency due to the COVID-19 pandemic leading to the partial activation of the City's Emergency Operations Center (EOC)
- Managed the strategic planning and budget impacts of the COVID-19 pandemic, including the implementation of various health orders, personnel directives, and impacts on city facilities and services
- Provided guidance to assist essential businesses during the COVID-19 pandemic including the implementation of the downtown parklet program
- Appointed a new Community Development Director
- Provided coordination and assistance to the Finance Department in the development of the FY 2021-22 Operating Budget and FY 2022-26 Capital Improvement Plan

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$566,809	$499,955	$514,541	$524,579	$695,046	32.5%
Benefits	$267,265	$284,404	$196,582	$197,903	$312,939	58.1%
Supplies and Services	$75,654	$101,156	$44,750	$44,750	$44,750	0%
Rents & Leases	$35,002	$26,251	$28,805	$28,805	$28,805	0%
Total Expense Objects:	**$944,731**	**$911,766**	**$784,678**	**$796,037**	**$1,081,539**	**35.9%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
City Manager	1.00	1.00	1.00	1.00	-
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00	-
Deputy City Manager *	1.00	1.00	-	-	-
Assistant City Manager **				0.83	0.83
Administrative Analyst I	0.90	-	1.00	1.00	-
Administrative Analyst I	-	1.00	-	-	-
Communications and Public Engagement Coordinator	0.50	-	-	-	-
* Replace with Assistant City Manager ** New position-Hire 9/1/21, Replaces Deputy City Manager					
TOTAL	4.40	4.00	3.00	3.83	0.83

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
SVRIP Summer Intern	-	0.75	-	-	-
TOTAL	-	0.75	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.510.7001	$523,787	$447,871	$514,541	$524,579	$695,046
PERSONNEL - TEMPORARY	101.510.7002	$2,100	$3,975			
PERSONNEL - OVERTIME	101.510.7003	$579	$314			
VACATION PAY	101.510.7006	$30,091	$36,981	$0	$0	
SICK LEAVE PAY	101.510.7007	$10,252	$10,814	$0	$0	
Total Salaries:		**$566,809**	**$499,955**	**$514,541**	**$524,579**	**$695,046**
Benefits						
PERS RETIREMENT	101.510.7106	$131,792	$138,177	$137,713	$138,853	$186,347
DENTAL INSURANCE	101.510.7107	$8,594	$7,391	$6,445	$6,445	$8,236
GROUP HEALTH INSURANCE	101.510.7108	$79,810	$75,303	$30,969	$30,969	$88,922
GROUP LIFE INSURANCE	101.510.7109	$744	$640	$558	$558	$713
WORKERS COMP INSURANCE	101.510.7110	$2,221	$1,987	$1,796	$1,831	$2,426
GROUP DISABILITY INS	101.510.7112	$3,402	$2,893	$2,430	$2,430	$3,240
MEDICARE	101.510.7113	$8,780	$8,185	$7,461	$7,606	$10,078
AUTO ALLOWANCE	101.510.7114	$4,620	$4,198	$2,640	$2,640	$4,240
CELL PHONE ALLOWANCE	101.510.7115	$1,200	$1,124	$840	$840	$1,140
OTHER BENEFITS PAY	101.510.7118	$13,943	$28,964	$0	$0	
COMP/VAC PAYOFF	101.510.7121		$4,104			
DEFERRED COMP CONTRIB	101.510.7122	$8,705	$7,716	$2,730	$2,730	$2,730
VEBA HEALTH DEF COMP	101.510.7124	$3,425	$3,669	$3,000	$3,000	$4,867
PARS RETIREMENT	101.510.7126	$27	$53			
Total Benefits:		**$267,265**	**$284,404**	**$196,582**	**$197,903**	**$312,939**
Supplies and Services						
COMMUNICATIONS-PHONES	101.510.7421	$803	$1,909			
OFFICE EXPENSE	101.510.7424	$2,178	$2,515	$3,500	$3,500	$3,500
SMALL TOOLS	101.510.7425	$0	$5,000			
SPECIAL DEPARTMENTAL	101.510.7427	$10,880	$9,074	$9,350	$9,350	$9,350
MAINT & OPER OF EQUIP	101.510.7429		$2,000			
PROF & SPECIAL SERVICES	101.510.7430	$450	$6,000	$3,900	$3,900	$3,900
OTHER CONTRACTUAL SERVICE	101.510.7432	$45,000	$63,202	$12,000	$12,000	$12,000
MEMBERSHIPS/DUES/BOOKS	101.510.7434	$9,723	$7,733	$11,000	$11,000	$11,000
PROF DEVELOPMENT & MTGS	101.510.7435	$6,318	$3,573	$5,000	$5,000	$5,000
STAFF DEVELOPMENT	101.510.7437		$150			
MISCELLANEOUS EXPENSE	101.510.7443	$134				
REDISTRICTING EDUCATION	101.510.7469	$168				

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Supplies and Services:		**$75,654**	**$101,156**	**$44,750**	**$44,750**	**$44,750**
Rents & Leases						
USER CHGS - IT POOL	101.510.7551	$35,002	$26,251	$28,805	$28,805	$28,805
Total Rents & Leases:		**$35,002**	**$26,251**	**$28,805**	**$28,805**	**$28,805**
Total General Fund:		**$944,731**	**$911,766**	**$784,678**	**$796,037**	**$1,081,539**
Total Governmental Funds:		**$944,731**	**$911,766**	**$784,678**	**$796,037**	**$1,081,539**
Total All Funds:		**$944,731**	**$911,766**	**$784,678**	**$796,037**	**$1,081,539**

Line-Item Account Detail

	Description	FY 2022 Adopted
7424	**Office Expenses**	
	Office Supplies - Printed Forms	**$ 3,500**
7427	**Special Departmental Expenses**	
	Citywide Employee Recognition	750
	Civic Improvement Commission - Special Projects	500
	Departmental Employee Recognition	200
	Employees' Holiday Event	4,300
	Special Supplies, Film Processing & Awards	600
	Misc. Expenses	3,000
		9,350
7430	**Professional Services**	
	ADA (e.g., ASL translation service)	1,000
	Water Tower Lighting Annual Maintenance	2,900
		3,900
7432	**Other Contractual Services**	
	Countywide 2-1-1 Initiative (United Way Silicon Valley)	2,000
	Chamber of Commerce Information & Referral Contract	10,000
		12,000
7434	**Memberships, Dues and Books**	
	CalBar	
	California Association of Public Information Officers (CAPIO)	
	Campbell Chamber of Commerce	
	Capitol Inquiry	
	International City Management Association (ICMA)	
	Joint Venture Silicon Valley	
	Municipal Management Association of Northern California (MMANC)	
	Santa Clara County City Manager's Association	
	States of California & Nevada Chapter of the National Association of Telecommunications Officers & Advisors (SCAN NATOA)	
		11,000
7435	**Professional Development & Meetings**	
	Conferences & Meetings (includes National League of Cities, League of California Cities, and ICMA)	**5,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**28,805**
	TOTAL	**$ 73,555**

515 - Human Resources

GENERAL FUND — (101)
Program Manager — Human Resources Manager

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Work with Liebert Cassidy Whitmore on the CalPERS hourly exclusion determination **[Operational Need]**
- Develop plan to fill key leadership positions with a strategic approach **[Operational Need]**
- Work with Liebert Cassidy Whitmore on successor labor contract negotiations with CPCEA, CMEA, and CARP. Meet and confer with CPOA. **[Council Priority – Fiscal Stability and Operational Need]**

PERFORMANCE MEASURES

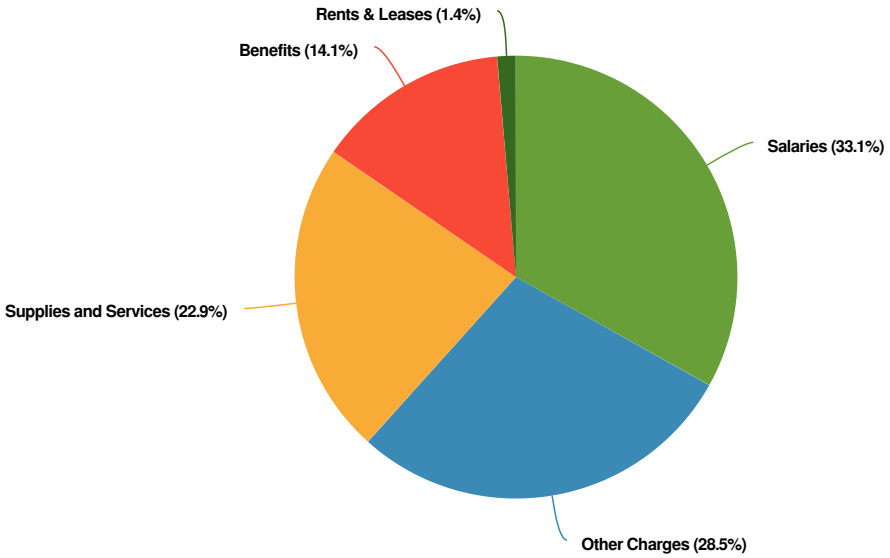
	Measure	FY 19	FY 20	FY 21
1	Complete 90% of recruitments in 2.5 months or less (time measured from date filing opens to date Eligibility List is established)	100%	100%	100%
2	90% of recruitments begin within two (2) weeks of approval to fill the position	100%	100%	100%
3	Provide 22,000 volunteer hours to City programs annually	25,162	N/A	N/A
4	Employee inquiries regarding benefits and compensation are addressed within 3 working days 90% of the time	100%	100%	100%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Completed permanent, temporary and internship recruitments and rehires
- Completed executive level recruitments for the Community Development Director and City Clerk positions
- Partnered with Liebert Cassidy Whitmore to provide mandatory Sexual Harassment training for all City employees
- Partnered with Du-All Safety to create a City-wide COVID-19 Prevention Program (CPP) and provided mandatory CPP training to all employees
- Partnered with Koff & Associates to benchmark position total compensation salary survey for Campbell Police Officers Association (CPOA)
- Reviewed and processed significant amounts of unemployment claims for over 200 employees affected by COVID-19
- Implemented new Emergency Paid Sick Leave (EPSL)/ Emergency Family and Medical Leave Expansion Act (EFMLEA)/ Supplemental Paid Sick Leave (SPSL) law/leave, application, process, flow chart for COVID-19 related leave and determined vaccination status of all employees
- Conducted annual online open enrollments for all employees
- Offered Virtual Health Fair: Online recorded presentations and webinars
- Amended the Flexible Spending Account (FSA) Health and Dependent Plans due to Coronavirus Aid, Relief, and Economic Security (CARES) Act
- Conducted negotiations with Campbell Municipal Employees Association (CMEA), Campbell Police Civilian Employees Association (CPCEA), and Carpenters to establish new Memorandum of Understanding (MOU) contracts which ended on 6/30/21

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$338,683	$337,055	$298,568	$438,803	$420,897	-4.1%
Benefits	$156,911	$161,884	$179,390	$180,501	$178,778	-1%
Supplies and Services	$297,098	$227,606	$326,641	$272,600	$291,100	6.8%
Other Charges	$293,140	$358,260	$313,950	$313,950	$362,700	15.5%
Rents & Leases	$21,001	$15,751	$17,283	$17,283	$17,283	0%
Total Expense Objects:	**$1,106,834**	**$1,100,555**	**$1,135,832**	**$1,223,136**	**$1,270,757**	**3.9%**

Staffing (Full-Time Equivalents)

Permanent Personn	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Human Resources Manager *	0.80	0.80	1.00	1.00	-
Human Resources Representative	1.00	1.00	1.00	1.00	-
Human Resources Analyst	1.00	1.00	1.00	1.00	-
* Hire date 7/1/21, .2 FTE no longer allocated to Workman's Comp					
TOTAL	2.80	2.80	3.00	3.00	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 Change
TOTAL					

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.515.7001	$308,729	$297,772	$298,568	$438,803	$420,897
PERSONNEL - OVERTIME	101.515.7003	$673	$363			
VACATION PAY	101.515.7006	$13,993	$18,085	$0	$0	
SICK LEAVE PAY	101.515.7007	$15,289	$20,835	$0	$0	
Total Salaries:		**$338,683**	**$337,055**	**$298,568**	**$438,803**	**$420,897**
Benefits						
PERS RETIREMENT	101.515.7106	$81,227	$89,119	$115,190	$116,149	$113,849
DENTAL INSURANCE	101.515.7107	$6,092	$5,614	$6,445	$6,445	$6,445
GROUP HEALTH INSURANCE	101.515.7108	$46,005	$46,154	$37,244	$37,244	$38,144
GROUP LIFE INSURANCE	101.515.7109	$528	$486	$558	$558	$558
WORKERS COMP INSURANCE	101.515.7110	$1,365	$1,241	$1,502	$1,531	$1,469
GROUP DISABILITY INS	101.515.7112	$2,268	$2,079	$2,430	$2,430	$2,430
MEDICARE	101.515.7113	$5,127	$5,078	$6,240	$6,363	$6,103
AUTO ALLOWANCE	101.515.7114	$1,536	$1,566	$1,920	$1,920	$1,920
CELL PHONE ALLOWANCE	101.515.7115	$288	$294	$360	$360	$360
OTHER BENEFITS PAY	101.515.7118	$7,020	$4,483	$0	$0	
DEFERRED COMP CONTRIB	101.515.7122	$2,866	$2,685	$2,860	$2,860	$2,860
VEBA HEALTH DEF COMP	101.515.7124	$2,589	$3,086	$4,640	$4,640	$4,640
Total Benefits:		**$156,911**	**$161,884**	**$179,390**	**$180,501**	**$178,778**
Supplies and Services						
ADVERTISING	101.515.7422	$11,204	$3,713	$10,000	$10,000	$15,000
OFFICE EXPENSE	101.515.7424	$1,286	$619	$1,200	$1,200	$1,200
SPECIAL DEPARTMENTAL	101.515.7427	$9,055	$6,949	$14,700	$14,700	$14,700
PROF & SPECIAL SERVICES	101.515.7430	$217,373	$141,428	$156,400	$156,400	$116,400
MEMBERSHIPS/DUES/BOOKS	101.515.7434	$954	$150	$1,000	$1,000	$1,000
PROF DEVELOPMENT & MTGS	101.515.7435	$15,457	$7,041	$1,200	$1,200	$1,200
STAFF DEVELOPMENT	101.515.7437	$28,642	$4,628	$43,100	$43,100	$41,600
SPEC COMMUNITY SERVICES	101.515.7441	$13,126	$661	$15,000	$15,000	$10,000
INSURANCE CLAIMS EXPENSE	101.515.7442	$0	$62,416	$84,041	$30,000	$90,000
Total Supplies and Services:		**$297,098**	**$227,606**	**$326,641**	**$272,600**	**$291,100**
Other Charges						
RETIREE HEALTH REBATE	101.515.7625	$293,140	$358,260	$313,950	$313,950	$362,700
Total Other Charges:		**$293,140**	**$358,260**	**$313,950**	**$313,950**	**$362,700**
Rents & Leases						

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
USER CHGS - IT POOL	101.515.7551	$21,001	$15,751	$17,283	$17,283	$17,283
Total Rents & Leases:		**$21,001**	**$15,751**	**$17,283**	**$17,283**	**$17,283**
Total General Fund:		**$1,106,834**	**$1,100,555**	**$1,135,832**	**$1,223,136**	**$1,270,757**
Total Governmental Funds:		**$1,106,834**	**$1,100,555**	**$1,135,832**	**$1,223,136**	**$1,270,757**
Total All Funds:		**$1,106,834**	**$1,100,555**	**$1,135,832**	**$1,223,136**	**$1,270,757**

Line-Item Account Detail

	Description	FY 2022 Adopted
7422	**Advertising**	
	Job Announcement Posting	**$ 15,000**
7424	**Office Expenses**	
	Office Supplies & Forms	**1,200**
7427	**Special Department Expense**	
	City-wide Safety Supplies / Respirator Program	1,400
	Fingerprinting	7,000
	Health Fair	4,000
	Negotiations Lunches	500
	Oral Board Expenses	1,500
	Travel Reimbursement - Out of Area Job Candidates	300
		14,700
7430	**Professional & Specialized Services**	
	Attorney Fees - Labor Relations, CalPERS Appeal	50,000
	Bilingual Testing	400
	Cal Opps	3,800
	CalPERS Health Administration Fee - CalPERS	4,500
	CalPERS Retired Members Health	1,500
	City-Wide Safety Program / Injury & Illness Prevention Program (IIPP) Contract	28,000
	COBRA Administration	2,500
	Hearing Conservation Program	2,000
	Hepatitis B Vaccinations	1,100
	Pre-employment Physicals (Not Clerical/Administrative)	7,000
	Psychological Services (Critical Incident Debriefing/Fitness for Duty Evaluation)	1,500
	Section 125 Administration Fee - EBS	11,100
	Test Rental and Administration Fees	3,000
		116,400
7434	**Memberships, Dues & Books**	
	Books, Dues & Subscriptions	**1,000**
7435	**Professional Development Meetings**	
	CALPELRA, CALPERS, LCW, PARMA, SHRM Certification	**1,200**
7437	**Staff Development**	
	Annual Management Group/Department Head Training	2,500
	Central Tuition Reimbursement	5,000
	Employee Recognition	600
	Employee Relations Consortium	4,500
	Healthy Lifestyle (CPCEA based on No. of Employees)	3,000
	Human Resources Training - All Employees	10,000
	Management Talent Exchange Program (MTEP) - Leadership Academy	4,000
	Service & Retirement Awards Program / Values Program	6,000
	Wellness Program	6,000
		41,600

7441 Special Community Services

Volunteer Recognition	**10,000**

7442 Insurance Claims Expenses

Payment of Unemployment Claims (Extended Payment of Claims)	**90,000**

7551 User Charges - IT Pool

Use of Computer Hardware/Software; Phones & Photocopier/Fax	**$ 17,283**

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 $325 per month (93 Participants).	**362,700**
TOTAL	**$ 661,083**

516 - Workers Compensation

WORKERS' COMPENSATION TRUST FUND - (690)
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

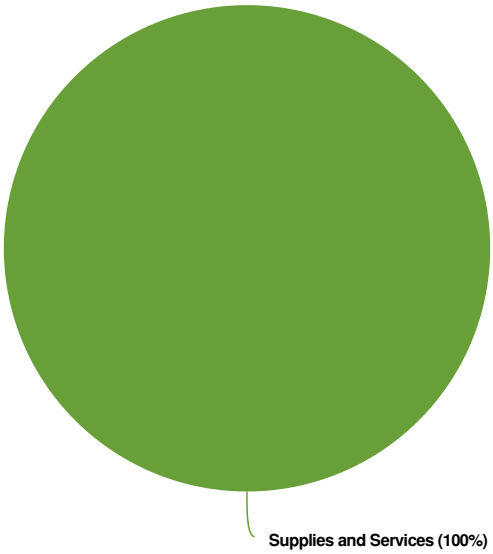
- Act as liaison with the City's Workers' Compensation contract administrative firm
- Serve as chairperson of the City's Safety/Risk Management Committee and manage City-wide Safety Contract
- Promote safe work practices and employee wellness
- Work with line departments to assure the effective and timely 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 19	FY 20	FY 21
1	90% of claims are responded to within 5 working days	100%	100%	100%
2	Number of recordable industrial injures	18	27	30
3	Percent of annual increase (decrease) in the number of recordable work-related injuries	-53%	33%	11%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$36,418	$33,105				N/A
Benefits	$11,237	$9,594				N/A
Supplies and Services	$646,223	$313,285	$440,050	$440,050	$530,050	20.5%
Other Charges	$562,284	$214,326				N/A
Total Expense Objects:	**$1,256,163**	**$570,310**	**$440,050**	**$440,050**	**$530,050**	**20.5%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Human Resources Manager *	0.20	0.20	-	-	-
* 100% charged to program 515 beg FY'21					
TOTAL	0.20	0.20	-	-	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Proprietary Funds						
Internal Service Funds						
Workers Compensation Fund						
Salaries						
PERSONNEL - REGULAR	690.516.7001	$32,527	$28,184			
VACATION PAY	690.516.7006	$1,909	$2,618			
SICK LEAVE PAY	690.516.7007	$1,983	$2,303			
Total Salaries:		**$36,418**	**$33,105**			
Benefits						
PERS RETIREMENT	690.516.7106	$4,014	$3,633			
DENTAL INSURANCE	690.516.7107	$430	$347			
GROUP HEALTH INSURANCE	690.516.7108	$3,302	$2,933			
GROUP LIFE INSURANCE	690.516.7109	$37	$30			
WORKERS COMP INSURANCE	690.516.7110	$144	$124			
GROUP DISABILITY INS	690.516.7112	$195	$157			
MEDICARE	690.516.7113	$576	$519			
AUTO ALLOWANCE	690.516.7114	$384	$369			
CELL PHONE ALLOWANCE	690.516.7115	$72	$69			
OTHER BENEFITS PAY	690.516.7118	$1,755	$1,080			
VEBA HEALTH DEF COMP	690.516.7124	$330	$331			
Total Benefits:		**$11,237**	**$9,594**			
Supplies and Services						
OFFICE EXPENSE	690.516.7424	$0	$0	$50	$50	$50
PROF & SPECIAL SERVICES	690.516.7430	$56,452	$35,798	$60,000	$60,000	$60,000
INSURANCE & SURETY BONDS	690.516.7433	$136,620	$9,253	$80,000	$80,000	$170,000
INSURANCE CLAIMS EXPENSE	690.516.7442	$453,152	$268,234	$300,000	$300,000	$300,000
Total Supplies and Services:		**$646,223**	**$313,285**	**$440,050**	**$440,050**	**$530,050**
Other Charges						
CHANGE IN ACCR W/C LOSSES	690.516.7668	$562,284	$214,326			
Total Other Charges:		**$562,284**	**$214,326**			
Total Workers Compensation Fund:		**$1,256,163**	**$570,310**	**$440,050**	**$440,050**	**$530,050**
Total Internal Service Funds:		**$1,256,163**	**$570,310**	**$440,050**	**$440,050**	**$530,050**
Total Proprietary Funds:		**$1,256,163**	**$570,310**	**$440,050**	**$440,050**	**$530,050**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total All Funds:		**$1,256,163**	**$570,310**	**$440,050**	**$440,050**	**$530,050**

Line-Item Account Detail

	Description	FY 2022 Adopted
7424	**Office Expenses**	
	Supplies, Forms, Etc.	**$ 50**
7430	**Professional & Specialized Services**	
	Actuarial Review	4,000
	Department of Industrial Relations (DOIR) Self-Insurance Fee	18,500
	Third-Party Administrator Fees (Tri-Star)	37,500
		60,000
7433	**Insurance & Surety Bonds**	
	Excess Workers' Compensation Insurance over $1,000,000 Self-Insured Retention (SIR)	**170,000**
7442	**Insurance Claims Expenses**	
	Disability Payments to Employees, Medical Fees, Legal Fees, Etc.	**300,000**
	TOTAL	**$ 530,050**

547 - Information Technology

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Continue public meeting recording and management **[Operational Need]**
- Replace public meeting video and recording systems **[Operational Need]**
- Provide public GIS access to permit and building information **[Operational Need]**
- PD - Upgrades related to DOJ mandates (NIBRS) **[Operational Need]**
- PD - Deploy DOJ mandated RIPA Application **[Operational Need]**
- Provide IT consultation regarding Measure O projects **[Council Priority - Measure O Implementation]**
- Move all user data to the Cloud (IaaS) **[Operational Need]**
- Deploy PRA automation for City Clerk's Office **[Operational Need]**

PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	Core Business Applications will be available 98% of scheduled up-time	99%	99%	99%
2	Manage operational budget growth, excluding payroll and Capital budgets, not to exceed the core rate of inflation (CPI)*	-13.5%	3.1%	-8.21%
3	Execute 90-100% of Major Work Plan items for Fiscal Year	63%	100%	80%

* Calculated using YTD budget utilization of operating budget.

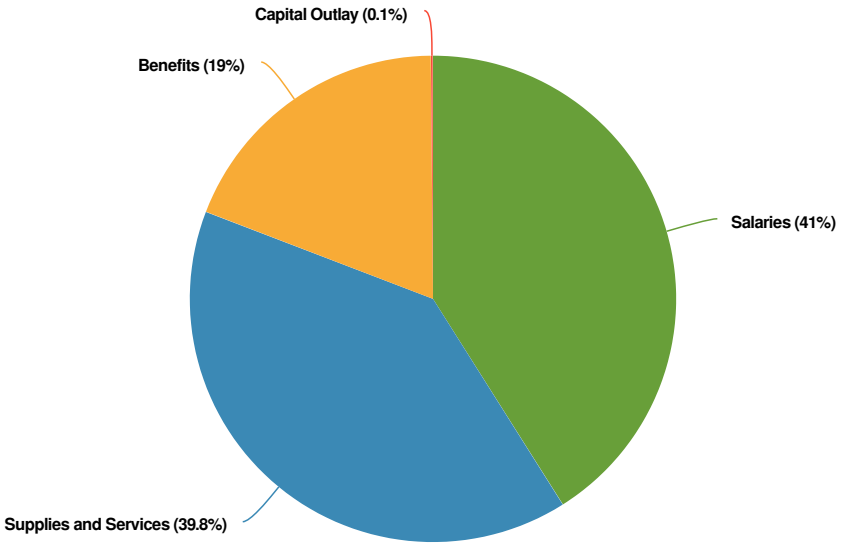
1. Core applications: Internet, Phones, Public Safety Servers
2. Operating Budget $1,286,723.81 actual costs $1,122,578.72
3. Financial system replacement and online timecards was not completed

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Implemented and procured equipment necessary for virtual public meetings and webinars
- Established a Virtual Private Network (VPN) for staff members
- Purchased equipment necessary for remote access
- Provided ongoing education, training, and support for VPN, Office365 and 8x8 Voice over Internet Protocol (VoIP) Phone system
- Coordinated electronic communication and postings of public notices relating to COVID-19
- Replaced city phone system with 8X8 VoIP
- Automated the Campbell Water Tower lighting technology
- Completed entire Cloud backup of City data and systems

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$571,471	$569,032	$506,129	$614,866	$479,341	-22%
Benefits	$265,294	$246,736	$255,367	$256,671	$222,365	-13.4%
Supplies and Services	$636,450	$1,009,486	$506,617	$465,758	$464,797	-0.2%
Capital Outlay	$36,813	$67,420	$18,610	$18,610	$1,600	-91.4%
Total Expense Objects:	**$1,510,028**	**$1,892,675**	**$1,286,724**	**$1,355,905**	**$1,168,102**	**-13.9%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Information Technology Manager	1.00	1.00	1.00	1.00	-
Information Technology Administrator *	1.00	3.00	3.00	2.00	-1.00
Information Technology System Administrator	1.00	-	-	-	-
Information Technology Technician	2.00	-	-	-	-
* One position eliminated FY'22					
TOTAL	5.00	4.00	4.00	3.00	-1.00

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22/21 change
Office Assistant	0.25	-	-	-	-
TOTAL	0.25	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Proprietary Funds						
Internal Service Funds						
MIS Pool Fund						
Salaries						
PERSONNEL - REGULAR	647.547.7001	$433,479	$472,666	$503,129	$611,866	$476,341
PERSONNEL - TEMPORARY	647.547.7002	$94,941	$35,737	$0	$0	
PERSONNEL - OVERTIME	647.547.7003	$6,862	$4,763	$3,000	$3,000	$3,000
VACATION PAY	647.547.7006	$14,284	$36,839	$0	$0	
SICK LEAVE PAY	647.547.7007	$21,905	$19,027	$0	$0	
Total Salaries:		**$571,471**	**$569,032**	**$506,129**	**$614,866**	**$479,341**
Benefits						
PERS RETIREMENT	647.547.7106	$117,207	$129,836	$153,067	$154,004	$146,279
DENTAL INSURANCE	647.547.7107	$8,236	$8,100	$8,594	$8,594	$6,445
GROUP HEALTH INSURANCE	647.547.7108	$56,330	$59,550	$56,192	$56,192	$40,359
GROUP LIFE INSURANCE	647.547.7109	$713	$536	$744	$744	$558
WORKERS COMP INSURANCE	647.547.7110	$10,230	$9,290	$10,010	$10,206	$7,945
GROUP DISABILITY INS	647.547.7112	$3,038	$2,971	$3,159	$3,159	$2,430
MEDICARE	647.547.7113	$9,349	$8,862	$8,701	$8,872	$6,907
AUTO ALLOWANCE	647.547.7114	$1,896	$1,935	$1,920	$1,920	$1,920
CELL PHONE ALLOWANCE	647.547.7115	$1,405	$1,315	$1,440	$1,440	$1,080
OTHER BENEFITS PAY	647.547.7118	$32,395	$13,428	$0	$0	
COMP/VAC PAYOFF	647.547.7121	$14,524	$892	$0	$0	
DEFERRED COMP CONTRIB	647.547.7122	$3,600	$3,571	$3,900	$3,900	$2,600
VEBA HEALTH DEF COMP	647.547.7124	$5,044	$5,988	$7,641	$7,641	$5,841
PARS RETIREMENT	647.547.7126	$1,328	$462			
Total Benefits:		**$265,294**	**$246,736**	**$255,367**	**$256,671**	**$222,365**
Supplies and Services						
COMMUNICATIONS-PHONES	647.547.7421	$13,000	$48,353	$81,533	$81,533	$49,498
OFFICE EXPENSE	647.547.7424	$16,044	$7,360			
SMALL TOOLS	647.547.7425	$3,953	$670	$2,500	$2,500	$2,500
MAINT & OPER OF EQUIP	647.547.7429	$383,299	$626,048	$259,584	$218,725	$257,782
PROF & SPECIAL SERVICES	647.547.7430	$85,478	$204,295	$115,000	$115,000	$110,000
PROF DEVELOPMENT & MTGS	647.547.7435	$2,011	$602			
STAFF DEVELOPMENT	647.547.7437	$5,050	$7,545			

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
OTHER CHARGES	647.547.7438	$33,896	$53,667	$48,000	$48,000	$45,018
DEPRECIATION	647.547.7444	$93,720	$60,947			
Total Supplies and Services:		**$636,450**	**$1,009,486**	**$506,617**	**$465,758**	**$464,797**
Capital Outlay						
MACHINERY & EQUIPMENT	647.547.7884	$36,813	$67,420	$18,610	$18,610	$1,600
Total Capital Outlay:		**$36,813**	**$67,420**	**$18,610**	**$18,610**	**$1,600**
Total MIS Pool Fund:		**$1,510,028**	**$1,892,675**	**$1,286,724**	**$1,355,905**	**$1,168,102**
Total Internal Service Funds:		**$1,510,028**	**$1,892,675**	**$1,286,724**	**$1,355,905**	**$1,168,102**
Total Proprietary Funds:		**$1,510,028**	**$1,892,675**	**$1,286,724**	**$1,355,905**	**$1,168,102**
Total All Funds:		**$1,510,028**	**$1,892,675**	**$1,286,724**	**$1,355,905**	**$1,168,102**

Line-Item Account Detail

	Description		FY 2022 Adopted
7421	**Communications Phones : PD Mobile, Comcast Primary ISP, AT&T Secondary ISP, Mobile WiFi (IT)**		
	Comcast (ISP #1) $1,657.74/mo		$ 19,893
	Verizon (PD Mobile) $1,444.38/mo		17,333
	AT&T (ISP #2) $948.64/mo		11,360
	Verizon (IT Mobile Routers (2)) $76.02/mo		912
			49,498
7425	**Minor Tools & Equipment**		
	Replace UPS Batteries, UPS Units		2,500
			2,500
7429	**Maintenance & Operation of Equipment (Hardware & Software)**		
	Hardware:		
	Cisco Router Support for CLETS (IT)		1,500
	HP/Aruba network support services		5,000
	HP SAN Maintenance (IT)		10,000
		Hardware Total:	**16,500**
	Software:		
	ESET Anti-Virus Subscription (IT)		3,405
	OpenGov Budgeting & Financial Reporting (Year 2)		56,070
	Microsoft Azure Cloud Backup Services (IT)		28,651
	Liquidware Labs ProfileUnity Annual Maintenance (IT)		3,871
	TrackIT Help Desk Software Maintenance (IT)		757
	LaserFiche - Document Management Maintenance (IT)		10,435
	Granicus Agenda/Minutes, Streaming & Encoding		14,596
	Go Daddy, Dot GOV - SSL Certificates, Campbellca.gov URL (IT)		900
	(3 Servers) Dell Server Annual Maintenance (IT)		7,050
	Barracuda Archiver Maintenance (IT)		16,666
	(25) Adobe Acrobat DC @ $15/mo (IT)		4,500
	VMware ESX Maintenance & Support (IT)		7,148
	Sophos UTM Maintenance (A/V & Spam Filter) (IT)		8,000
	Microsoft Office Office 365 Annual Maintenance (IT)		31,404
	Netmotion Wireless Annual Maintenance (IT)		1,400
	Miscellaneous Software Upgrades (IT)		15,000
	Granicus Social Media (IT)		6,000
	ArcGIS & ArcView Support (IT)		2,808
	Accela (MinuteTraq) Agenda Management Maintenance		11,016
	Archive Social Networking Software (PD, Clerk)		4,800
	Central Square, FinPlus, Complus		2,108
	Aruba Software Support + 1 Year DM, SVC tokens		1,639
	Adobe Acrobat yearly Licenses (15)		3,058
		Software Total:	**241,282**
			$ 257,782

	Description	Adopted FY 2022
7430	**Professional & Specialized Services**	
	IT Contract Support Services (Helpdesk, Specific Projects)	50,000
	LinxGIS Service & GIS System Maintenance	60,000
		110,000
7438	**Other Charges**	
	KBA Docusys - Maintenance & Supplies (non-Paper)	$ 12,000
	NEW - TIAA Commercial (Copier Lease)	7,500
	Office Depot - Paper Supplies	3,600
	MISC. IT Supplies - wires, connectors, disk drives, etc	18,089
	ARC/GIS Standard Concurrent Licenses	3,397
	Past Perfect Software renewal	432
		45,018
7884	**Machinery & Equipment - Individual Hardware Purchases in the FY & Dept. Requests**	
	Finance Department - Finance Conference Room AV Equipment	600
	Extend WiFi at Building Maintenance Yard	1,000
		1,600
	TOTAL:	**$ 466,397**

556 - Economic Development

GENERAL FUND (101)
Program Manager – City Manager

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

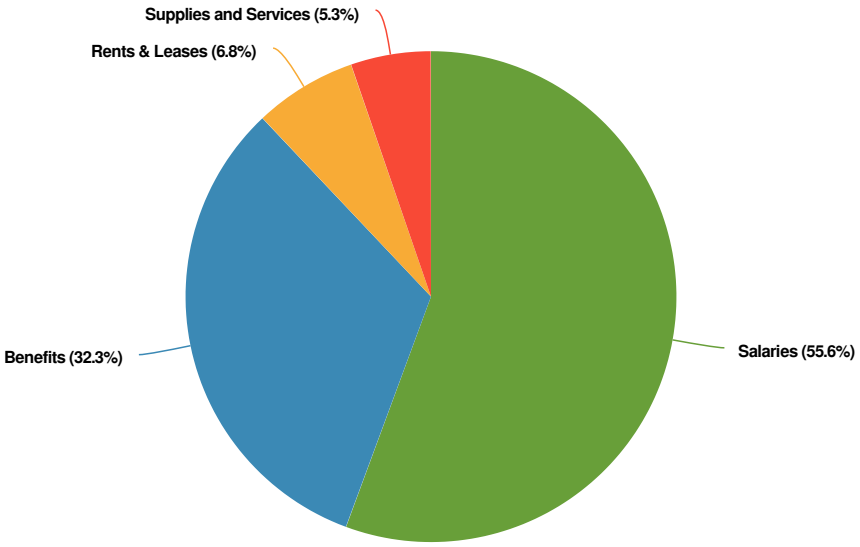
- Develop a strategy to leverage City efforts and maximize business recovery from the impacts of COVID-19 **[Council Priority – Financial Recovery]**

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Assisted with the deployment of Downtown Campbell Parklet Program
- Assisted in the development of business assistance programs in response to COVID-19 pandemic
- Developed enhancements to communication with businesses
- Created and implemented shop local program
- Collaborated with hotel/travel industry and economic development leaders to provide recommendations to assist Silicon Valley hotel and travel industries to re-open safely during the COVID-19 pandemic

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$113,553	$92,792	$114,328	$116,570	$94,805	-18.7%
Benefits	$48,216	$46,432	$58,994	$59,313	$55,065	-7.2%
Supplies and Services	$17,019	$14,843	$6,300	$17,300	$9,000	-48%
Rents & Leases	$14,001	$10,501	$11,522	$11,522	$11,522	0%
Total Expense Objects:	**$192,790**	**$164,567**	**$191,145**	**$204,705**	**$170,392**	**-16.8%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Economic Development Specialist *	1.00	-	-	-	-
Economic Development Specialist	-	1.00	1.00	1.00	-
* 2-Year Limited Term					
TOTAL	1.00	1.00	1.00	1.00	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Economic Development Intern	1.00	1.00	-	-	-
	1.00	1.00	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.556.7001	$91,714	$79,209	$114,328	$116,570	$94,805
PERSONNEL - TEMPORARY	101.556.7002	$15,116	$6,919			
PERSONNEL - OVERTIME	101.556.7003	$58	$754	$0	$0	
VACATION PAY	101.556.7006	$3,788	$3,724	$0	$0	
SICK LEAVE PAY	101.556.7007	$2,878	$2,186	$0	$0	
Total Salaries:		**$113,553**	**$92,792**	**$114,328**	**$116,570**	**$94,805**
Benefits						
PERS RETIREMENT	101.556.7106	$19,574	$22,030	$30,601	$30,856	$29,213
DENTAL INSURANCE	101.556.7107	$2,363	$1,835	$2,363	$2,363	$2,148
GROUP HEALTH INSURANCE	101.556.7108	$16,541	$14,326	$18,092	$18,092	$16,733
GROUP LIFE INSURANCE	101.556.7109	$205	$159	$205	$205	$186
WORKERS COMP INSURANCE	101.556.7110	$1,827	$1,360	$1,626	$1,657	$1,581
GROUP DISABILITY INS	101.556.7112	$826	$646	$826	$826	$729
MEDICARE	101.556.7113	$1,787	$1,476	$1,658	$1,690	$1,375
AUTO ALLOWANCE	101.556.7114	$264	$266	$264	$264	$0
CELL PHONE ALLOWANCE	101.556.7115	$36	$36	$36	$36	$0
OTHER BENEFITS PAY	101.556.7118	$955	$722	$0	$0	
COMP/VAC PAYOFF	101.556.7121	$948	$1,124			
DEFERRED COMP CONTRIB	101.556.7122	$1,300	$1,006	$1,300	$1,300	$1,300
VEBA HEALTH DEF COMP	101.556.7124	$1,388	$1,351	$2,024	$2,024	$1,800
PARS RETIREMENT	101.556.7126	$203	$93			
Total Benefits:		**$48,216**	**$46,432**	**$58,994**	**$59,313**	**$55,065**
Supplies and Services						
ADVERTISING	101.556.7422	$10,749	$11,811	$4,000	$8,000	$4,000
OFFICE EXPENSE	101.556.7424	$864	$0	$1,000	$2,000	$1,000
MEMBERSHIPS/DUES/BOOKS	101.556.7434	$4,975	$2,650	$500	$5,000	$2,500
PROF DEVELOPMENT & MTGS	101.556.7435	$431	$382	$800	$2,300	$1,500
Total Supplies and Services:		**$17,019**	**$14,843**	**$6,300**	**$17,300**	**$9,000**
Rents & Leases						
USER CHGS - IT POOL	101.556.7551	$14,001	$10,501	$11,522	$11,522	$11,522
Total Rents & Leases:		**$14,001**	**$10,501**	**$11,522**	**$11,522**	**$11,522**
Total General Fund:		**$192,790**	**$164,567**	**$191,145**	**$204,705**	**$170,392**
Total Governmental Funds:		**$192,790**	**$164,567**	**$191,145**	**$204,705**	**$170,392**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total All Funds:		**$192,790**	**$164,567**	**$191,145**	**$204,705**	**$170,392**

Line-Item Account Detail

	Description	FY 2022 Adopted
7422	**Advertising**	
	Promote Campbell, Professional Publications	**$ 4,000**
7424	**Office Expenses**	
	Office Supplies, Etc.	**1,000**
7434	**Memberships, Dues, Books**	
	ICSC & DCBA Membership, Publication Subscriptions, SVEDA Annual Dues	**2,500**
7435	**Professional Development & Meetings**	
	ICSC Conferences, CalEd Conference, Workshops, Chamber Lunches	**1,500**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**11,522**
	TOTAL	**$ 20,522**

518 - Measure O Program

MEASURE O CAPITAL FUND – (448)
Program Manager - City Manager

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

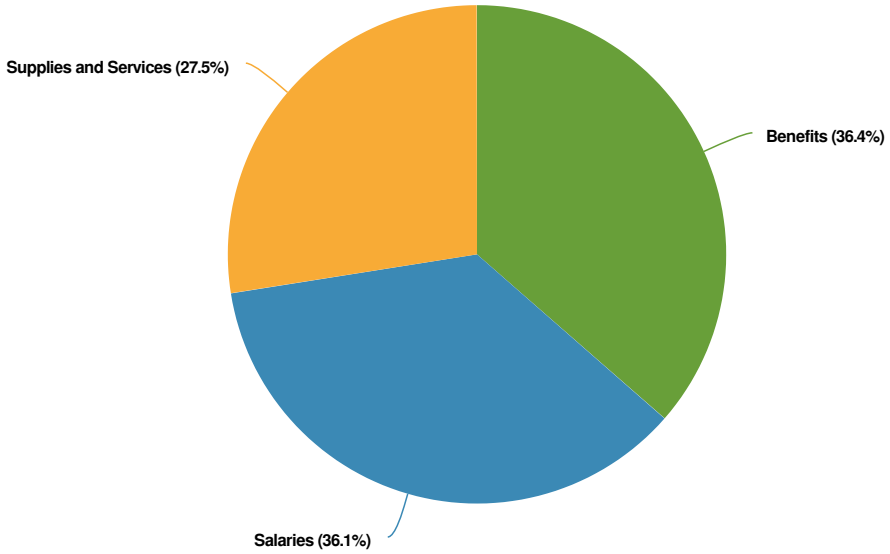
- Work with City Council members, staff and community stakeholder groups to refine the scope of the project.
- Craft and issue Requests for Proposals (RFPs) for technical and professional services.
- Negotiate and enter into agreements with consultants for professional services.
- Ensure that the project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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Plan, coordinate, and complete design options for both Police and Library buildings **[Council Priority - Measure O Implementation]**
- Provide leadership on the appointment of Citizens' Oversight Committee **[Council Priority - Measure O Implementation]**
- Work with Finance Department and consultants on preparing to issue second round of bonds. **[Council Priority - Measure O Implementation]**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects					
Salaries	$134,316	$33,001	$172,867	$131,225	-24.1%
Benefits	$41,733	$74,836	$143,233	$132,600	-7.4%
Supplies and Services	$96,749	$2,817,278	$80,000	$100,000	25%
Total Expense Objects:	**$272,797**	**$2,925,115**	**$396,100**	**$363,825**	**-8.1%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 2021>22 change
Senior Public Works Project Manager (Senior Civil Engineer) * * 4-Year Limited Term, hire 9/1/21	-	1.00	1.00	0.83	(0.17)
TOTAL	-	1.00	1.00	0.83	(0.17)

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Measure 0 Capital Fund					
Salaries					
PERSONNEL - REGULAR	448.518.7001	$127,237	$33,001	$172,867	$131,225
VACATION PAY	448.518.7006	$5,459			
SICK LEAVE PAY	448.518.7007	$1,620			
Total Salaries:		**$134,316**	**$33,001**	**$172,867**	**$131,225**
Benefits					
PERS RETIREMENT	448.518.7106	$14,487	$45,757	$45,757	$39,826
DENTAL INSURANCE	448.518.7107	$1,969	$2,148	$2,148	$1,790
GROUP HEALTH INSURANCE	448.518.7108	$16,068	$18,143	$18,143	$15,493
GROUP LIFE INSURANCE	448.518.7109	$171	$186	$186	$155
WORKERS COMP INSURANCE	448.518.7110	$483	$603	$603	$458
GROUP DISABILITY INS	448.518.7112	$891	$972	$972	$810
MEDICARE	448.518.7113	$1,993	$2,507	$2,507	$1,903
AUTO ALLOWANCE	448.518.7114	$1,769	$1,920	$1,920	$1,600
CELL PHONE ALLOWANCE	448.518.7115	$307	$360	$360	$300
OTHER BENEFITS PAY	448.518.7118	$1,908	$0	$0	
VEBA HEALTH DEF COMP	448.518.7124	$1,687	$2,240	$2,240	$1,867
PROJECT SALARY & BENEFIT	448.518.7130		$0	$68,397	$68,397
Total Benefits:		**$41,733**	**$74,836**	**$143,233**	**$132,600**
Supplies and Services					
PROF & SPECIAL SERVICES	448.518.7430	$96,749	$2,817,278	$80,000	$100,000
Total Supplies and Services:		**$96,749**	**$2,817,278**	**$80,000**	**$100,000**
Total Measure 0 Capital Fund:		**$272,797**	**$2,925,115**	**$396,100**	**$363,825**

Line-Item Account Detail

	Description	FY 2022 Adopted
7130	**Project Salary & Benefits**	
	Project and Construction Management Support	**$ 68,397**
7430	**Professional Services**	
	Civic Center - Professional/Technical Services	**100,000**
		$ 168,397

539 - COVID 19 Response

GENERAL FUND – (101)
Program Manager - City Manager

MISSION STATEMENT

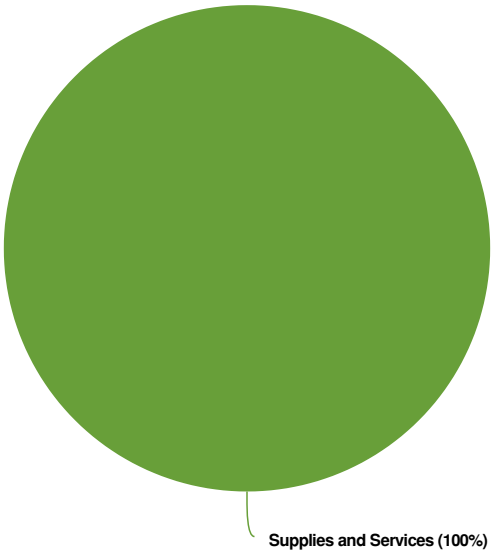
To provide the City with resources to respond to and recover from the impacts of COVID-19 and pursue state and federal reimbursements where applicable.

ONGOING RESPONSIBILITIES

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

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects					
Salaries	$402,620				N/A
Benefits	$1,029,954	$0	$0		N/A
Supplies and Services	$119,090	$250,000	$500,000	$125,000	-75%
Total Expense Objects:	**$1,551,665**	**$250,000**	**$500,000**	**$125,000**	**-75%**

Expenditures by Fund

Name	Account ID	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds					
Governmental Funds					
General Fund					
Salaries					
PERSONNEL - REGULAR	101.539.7001	$309,606			
PERSONNEL - TEMPORARY	101.539.7002	$464			
PERSONNEL - OVERTIME	101.539.7003	$92,550			
Total Salaries:		**$402,620**			
Benefits					
PERS RETIREMENT	101.539.7106	$78,713			
DENTAL INSURANCE	101.539.7107	$17,488			
GROUP HEALTH INSURANCE	101.539.7108	$96,116			
GROUP LIFE INSURANCE	101.539.7109	$1,610			
WORKERS COMP INSURANCE	101.539.7110	$32,071	$0	$0	
GROUP DISABILITY INS	101.539.7112	$5,272			
MEDICARE	101.539.7113	$16,693	$0	$0	
OTHER BENEFITS PAY	101.539.7118	$760,105	$0	$0	
DEFERRED COMP CONTRIB	101.539.7122	$7,460			
VEBA HEALTH DEF COMP	101.539.7124	$13,105	$0	$0	
PARS RETIREMENT	101.539.7126	$1,321			
Total Benefits:		**$1,029,954**	**$0**	**$0**	
Supplies and Services					
COMMUNICATIONS-PHONES	101.539.7421	$4,122			
CLOTHING & PERSONAL EXP	101.539.7423	$5,703			
SPECIAL DEPARTMENTAL	101.539.7427	$91,860	$250,000	$500,000	$125,000
MAINT & OPER OF EQUIP	101.539.7429	$3,842			
PROF & SPECIAL SERVICES	101.539.7430	$14,400			
STAFF DEVELOPMENT	101.539.7437	-$836			
Total Supplies and Services:		**$119,090**	**$250,000**	**$500,000**	**$125,000**
Total General Fund:		**$1,551,665**	**$250,000**	**$500,000**	**$125,000**
Total Governmental Funds:		**$1,551,665**	**$250,000**	**$500,000**	**$125,000**
Total All Funds:		**$1,551,665**	**$250,000**	**$500,000**	**$125,000**

Line-Item Account Detail

	Description	FY 2022 Adopted
7427	**Special Departmental**	
	COVID-19 Estimated Expenses	**$ 125,000**
		$ 125,000

CITY CLERK'S OFFICE



Dusty Christopherson
City Clerk

GENERAL FUND – (101)
City Clerk's Office (511)

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Review and implement electronic filing system for the Conflict of Interest Form 700, as well as possible implementation for all other campaign filing statement forms **[Operational Need]**
- Work with consultant to update City Council election districts based on the 2020 Census and consider related governance issues**[Operational Need]**
- Work with IT to implement automated public records request system **[Operational Need]**
- Review, coordinate, and implement a revised records retention schedule and procedures with potential software updates to the Laserfiche system **[Operational Need]**

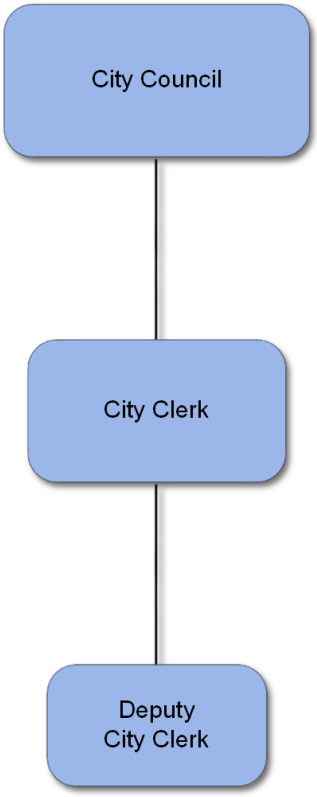
PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	100% of legal notification requirements for Council Meetings are met	100%	100%	100%
2	90% of the Minutes, Resolutions and Ordinances will be scanned into document imaging within two weeks of City Council approval	100%	100%	100%
3	90% of the Minutes of City Council Meetings will be accurately prepared for approval at the next regular Council Meeting	100%	100%	100%
4	90% of the City Council meeting follow-up (correspondence, confirming documents, signatures, copy distribution, document filing) will be completed within two weeks of Council meeting date	100%	100%	90%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Provided coordination and guidance to first district elections
- Reviewed and identified contractor for implementation of "Conflict of Interest" Form 700 and all other campaign filing statements
- Managed virtual public meetings due to COVID-19
- Coordinated the adjudication process for a citywide newspaper for legal notice publishing
- Met all Performance Measure standards with minimal staffing
- Implemented requirements of AB2151 online campaign filing postings

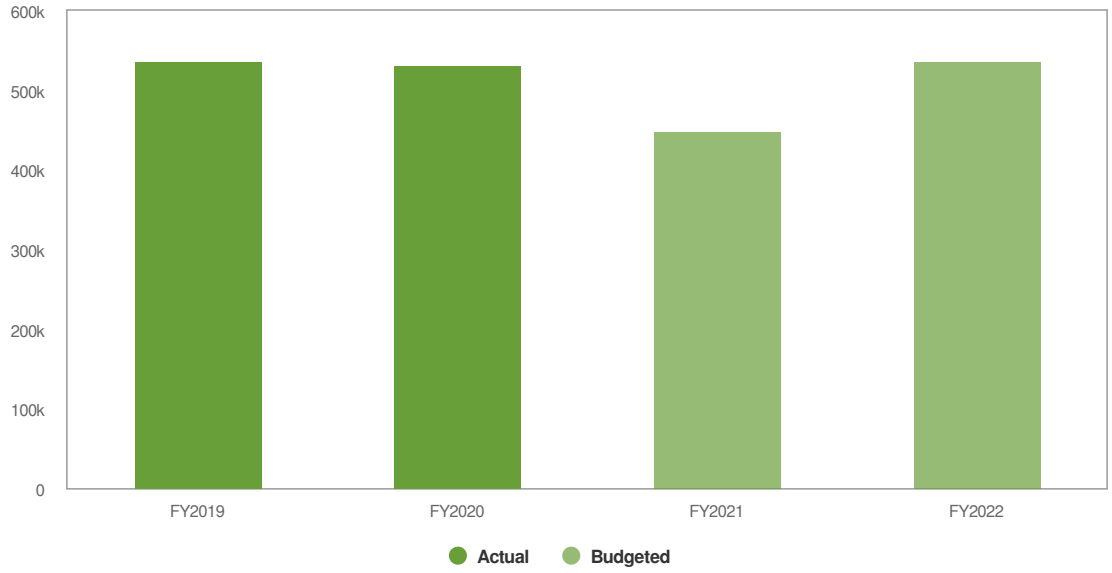
City Clerk Organizational Chart



Expenditures Summary

$537,161 **$87,594**
(19.48% vs. prior year)

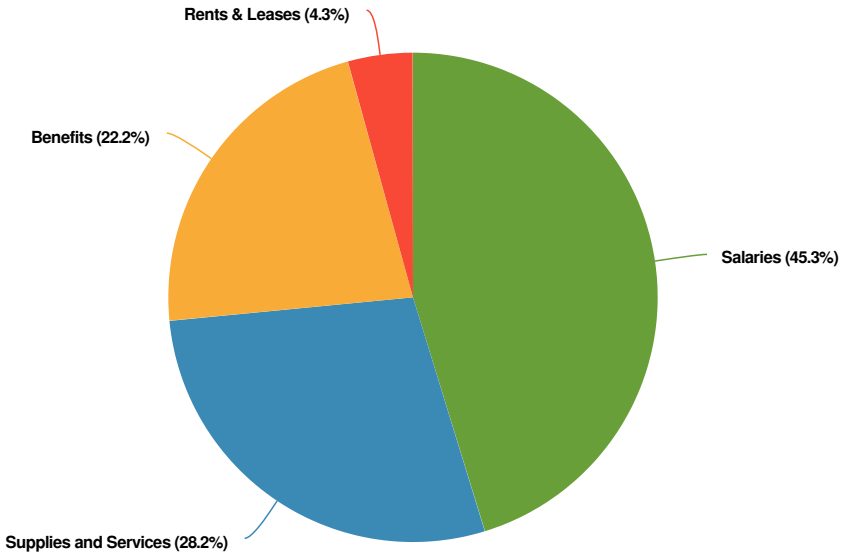
CITY CLERK'S OFFICE Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$219,096	$209,410	$152,070	$187,364	$243,131	29.8%
Benefits	$101,790	$227,626	$87,922	$88,396	$119,455	35.1%
Supplies and Services	$188,587	$74,790	$186,531	$186,531	$151,531	-18.8%
Rents & Leases	$28,002	$21,002	$23,044	$23,044	$23,044	0%
Total Expense Objects:	**$537,475**	**$532,827**	**$449,567**	**$485,335**	**$537,161**	**10.7%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's)				
	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 21>22 change
City Clerk	1.00	1.00	0.50	1.00	0.50
Deputy City Clerk	1.00	1.00	1.00	1.00	-
TOTAL	2.00	2.00	1.50	2.00	0.50

Temporary Personnel	Full-Time Equivalents (FTE's)				
	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 21>22 change
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.511.7001	$199,645	$192,659	$152,070	$187,364	$243,131
PERSONNEL - TEMPORARY	101.511.7002		-$451			
PERSONNEL - OVERTIME	101.511.7003	$5,757	$2,421	$0	$0	
VACATION PAY	101.511.7006	$6,417	$12,971	$0	$0	
SICK LEAVE PAY	101.511.7007	$7,277	$1,809	$0	$0	
Total Salaries:		**$219,096**	**$209,410**	**$152,070**	**$187,364**	**$243,131**
Benefits						
MEAL ALLOWANCE	101.511.7104		$15			
PERS RETIREMENT	101.511.7106	$48,262	$51,835	$49,185	$49,594	$65,765
DENTAL INSURANCE	101.511.7107	$4,234	$4,788	$3,223	$3,223	$4,297
GROUP HEALTH INSURANCE	101.511.7108	$31,243	$29,024	$25,354	$25,354	$35,326
GROUP LIFE INSURANCE	101.511.7109	$367	$337	$279	$279	$372
WORKERS COMP INSURANCE	101.511.7110	$870	$1,225	$641	$654	$849
GROUP DISABILITY INS	101.511.7112	$1,673	$1,522	$1,215	$1,215	$1,701
MEDICARE	101.511.7113	$3,370	$4,976	$2,665	$2,717	$3,525
AUTO ALLOWANCE	101.511.7114	$1,920	$1,526	$960	$960	$1,920
CELL PHONE ALLOWANCE	101.511.7115	$360	$286	$180	$180	$360
OTHER BENEFITS PAY	101.511.7118	$5,339	$8,624			
SICK LEAVE PAYOFF	101.511.7120		$11,860			
COMP/VAC PAYOFF	101.511.7121		$36,874			
DEFERRED COMP CONTRIB	101.511.7122	$1,300	$1,276	$1,300	$1,300	$1,300
VOLUNTARY SEPARATION PAY	101.511.7123		$70,429			
VEBA HEALTH DEF COMP	101.511.7124	$2,853	$3,029	$2,920	$2,920	$4,040
Total Benefits:		**$101,790**	**$227,626**	**$87,922**	**$88,396**	**$119,455**
Supplies and Services						
ADVERTISING	101.511.7422	$29,257	$24,198	$25,000	$25,000	$25,000
OFFICE EXPENSE	101.511.7424	$42,780	$30,061	$40,000	$40,000	$40,000
SPECIAL DEPARTMENTAL	101.511.7427	$759	$482	$800	$800	$800
MAINT & OPER OF EQUIP	101.511.7429	$19,015	$3,736	$11,031	$11,031	$11,031
PROF & SPECIAL SERVICES	101.511.7430	$3,658	$10,269	$35,000	$35,000	$35,000
MEMBERSHIPS/DUES/BOOKS	101.511.7434	$1,738	$2,176	$1,200	$1,200	$1,200
PROF DEVELOPMENT & MTGS	101.511.7435	$1,703	$640	$3,500	$3,500	$3,500
ELECTION EXPENSE	101.511.7436	$89,676	$289	$70,000	$70,000	$35,000
STAFF DEVELOPMENT	101.511.7437		$2,938			
Total Supplies and Services:		**$188,587**	**$74,790**	**$186,531**	**$186,531**	**$151,531**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Rents & Leases						
USER CHGS - IT POOL	101.511.7551	$28,002	$21,002	$23,044	$23,044	$23,044
Total Rents & Leases:		**$28,002**	**$21,002**	**$23,044**	**$23,044**	**$23,044**
Total General Fund:		**$537,475**	**$532,827**	**$449,567**	**$485,335**	**$537,161**
Total Governmental Funds:		**$537,475**	**$532,827**	**$449,567**	**$485,335**	**$537,161**
Total All Funds:		**$537,475**	**$532,827**	**$449,567**	**$485,335**	**$537,161**

Line-Item Account Detail

	Description	FY 2022 Adopted
7422	**Advertising**	
	Legal Notices, Ordinances, Resolutions, Notice to Bidders, Display Ads, Etc.	**$ 25,000**
7424	**Office Expenses**	
	Office Supplies	2,000
	Postage for All Departments	38,000
		40,000
7427	**Special Departmental Expenses**	
	Frames for City Council Proclamations/Resolutions	500
	Office Equipment	300
		800
7429	**Maintenance & Operation of Equipment**	
	Mailing Machine (Year Three of Five-Year Lease)	8,706
	Online Municpal Code - Book Publishing Corp.	825
	Supplies for Postage Machine	1,500
		11,031
7430	**Professional & Specialized Services**	
	Codification of Ordinances Amending Campbell Municipal Code	10,000
	Records and Information Management	25,000
		35,000
7434	**Memberships, Dues, Books**	
	CCAC, Notary,Newspaper, MMANC	**1,200**
7435	**Professional Development & Meetings**	
	Mandatory City Clerk Training with Trade organization (IIMC and National Notary Assoc.)	**3,500**
7436	**Election Expenses**	
	Election Expenses	**35,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**23,044**
	TOTAL	**$ 174,575**

RECREATION & COMMUNITY SERVICES

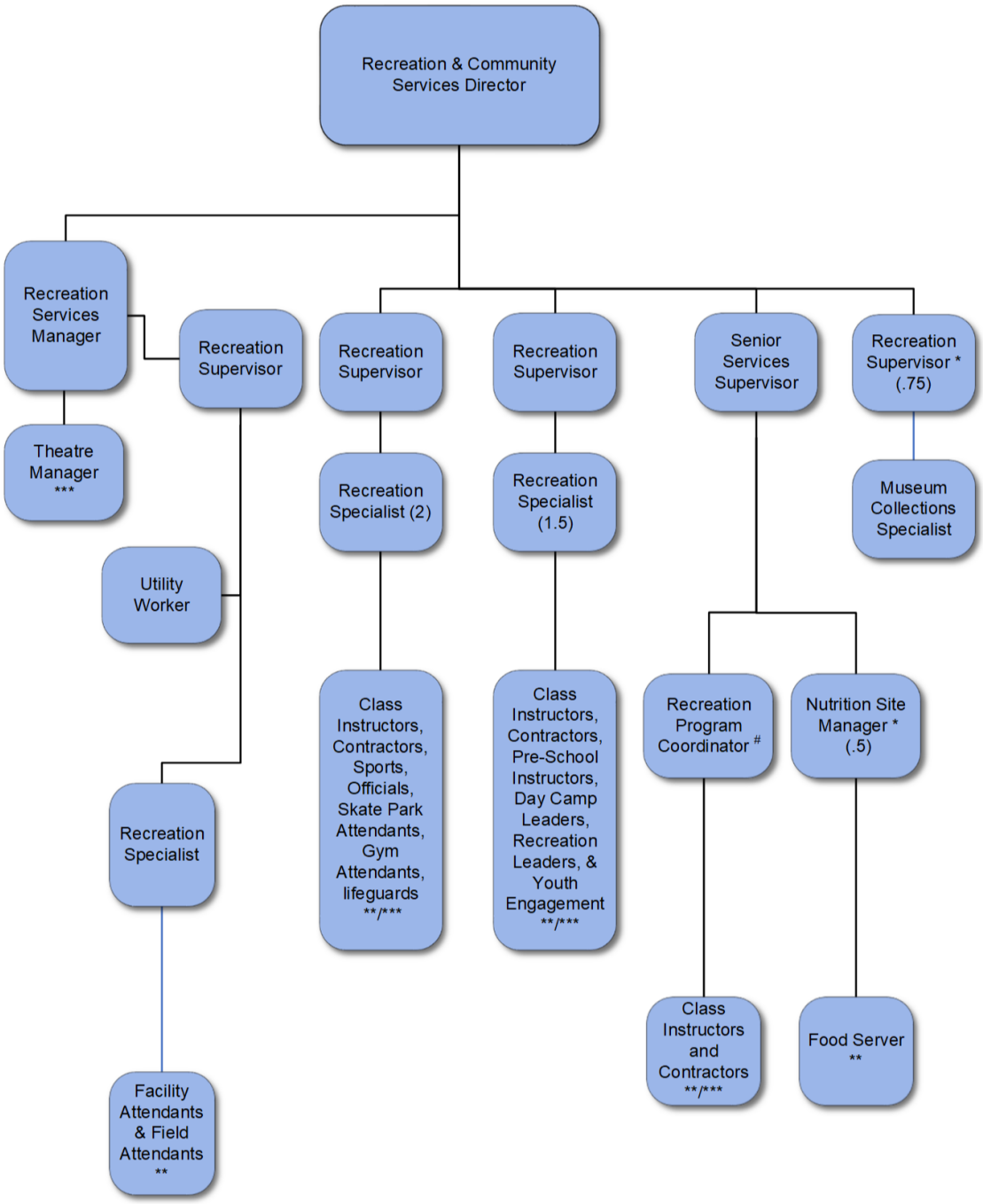


Natasha Bissell
Recreation & Community Services Director

Recreation & Community Services Department includes the following programs:

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

Recreation & Community Services Organizational Chart



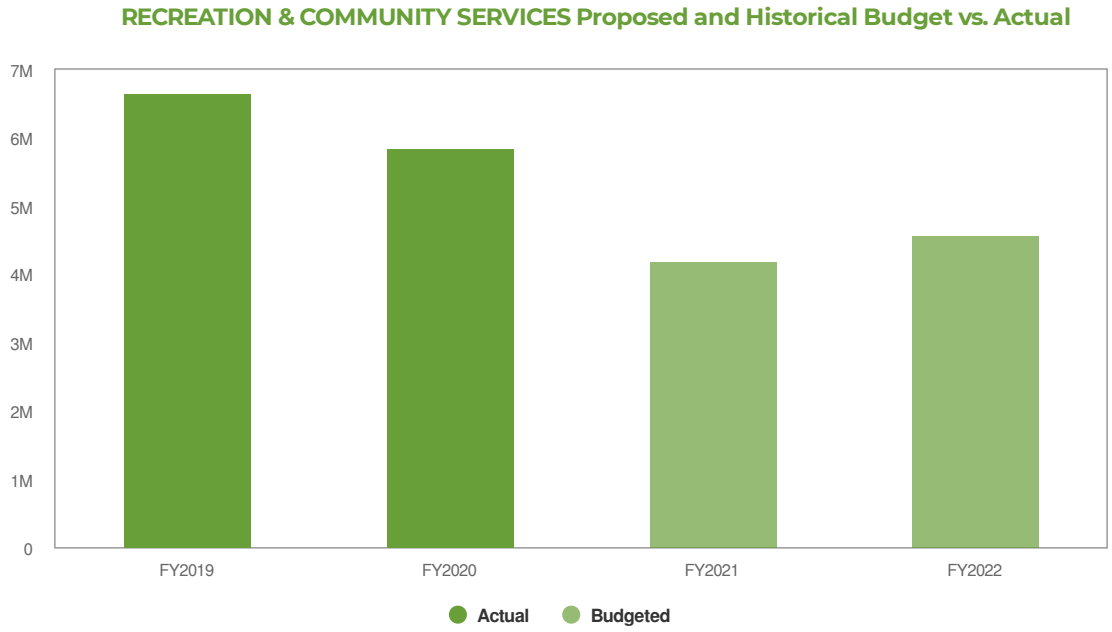
* Permanent Part-Time
** Temporary Part-Time
*** Contract
\# Frozen for FY 22

Expenditures Summary

$4,577,759

$371,135

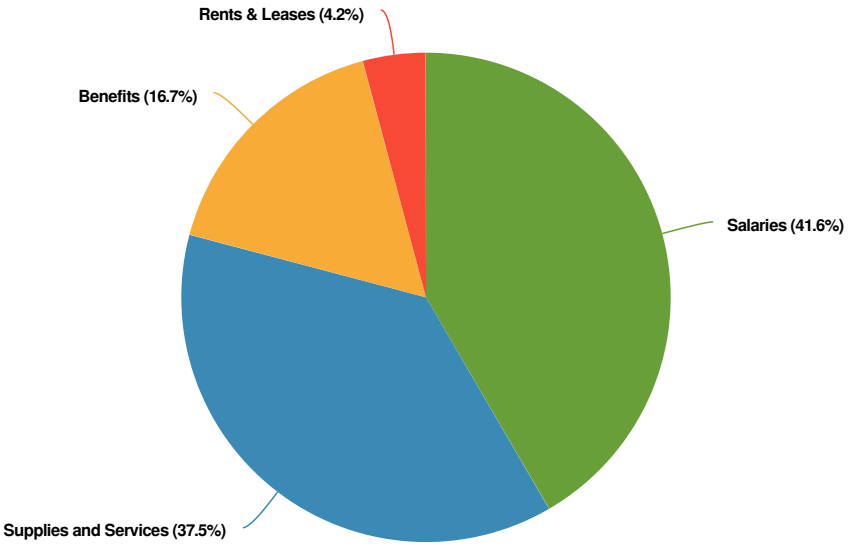
(8.82% vs. prior year)



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$2,981,869	$2,462,286	$1,814,597	$2,364,890	$1,904,857	-19.5%
Benefits	$944,973	$922,540	$854,930	$859,590	$765,336	-11%
Supplies and Services	$2,471,925	$2,261,070	$1,346,984	$1,921,874	$1,717,454	-10.6%
Rents & Leases	$231,015	$173,261	$190,113	$190,113	$190,113	0%
Capital Outlay	$33,882	$35,253	$0	$0	$0	0%
Total Expense Objects:	**$6,663,663**	**$5,854,410**	**$4,206,624**	**$5,336,467**	**$4,577,759**	**-14.2%**

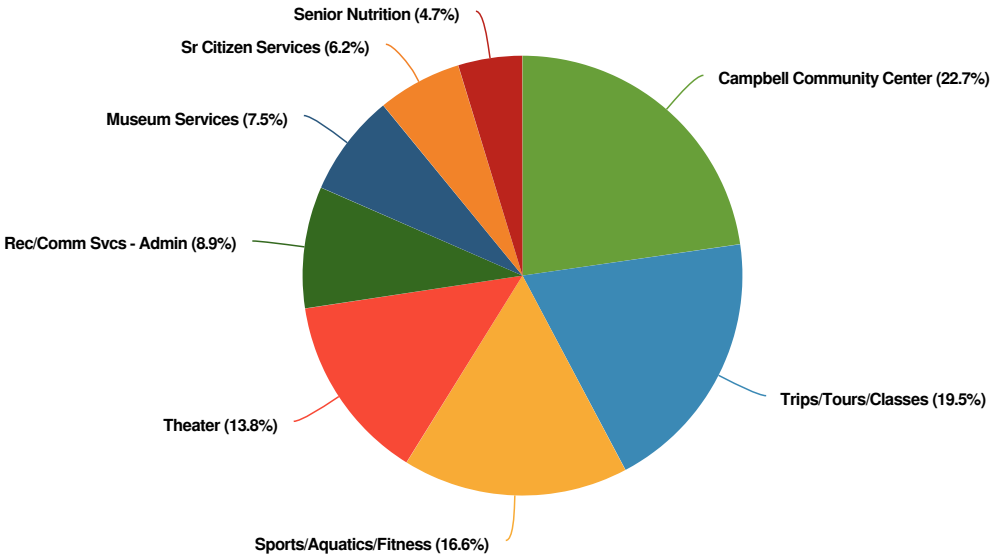
Staffing (Full-Time Equivalents)

Permanent Positions	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Museum Collections Specialist	1.00	1.00	1.00	1.00	-
Nutrition Site Manager (PPT)	0.50	0.50	0.50	0.50	-
Office Specialist	2.00	2.00	2.00	0.17	(1.83)
Recreation & Community Services Director	1.00	1.00	0.50	1.00	0.50
Recreation Program Coordinator	1.00	1.00	1.00	-	(1.00)
Recreation Services Manager	1.00	1.00	1.00	0.17	(0.83)
Recreation Specialist	5.00	6.00	5.00	4.54	(0.46)
Recreation Supervisor	3.75	3.75	3.75	3.75	-
Senior Services Supervisor	1.00	1.00	1.00	1.00	-
Utility Worker	1.00	1.00	1.00	1.00	-
Permanent	17.25	18.25	16.75	13.12	-3.63
Limited Term Positions	**FY 2019 Actual**	**FY 2020 Actual**	**FY 2021 Adopted**	**FY 2022 Adopted**	**FY21>22 change**
Recreation Specialist	1.00	-	-	-	-
Limited-Term	1.00	-	-	-	-
Temporary Positions	**FY 2019 Actual**	**FY 2020 Actual**	**FY 2021 Adopted**	**FY 2022 Adopted**	**FY21>22 change**
Adult Sports League Officials	0.78	0.87	0.08	-	-0.08
Aquatic Instructor/Lifeguard	2.43	2.33	0.82	2.33	1.51
Building Attendants	3.71	3.93	0.33	0.69	0.36
Case Management Support	0.29	0.29	0.29	0.29	-
Class Instructors	2.72	2.82	2.13	0.77	-1.36
Clerical Relief	0.34	0.34	-	-	-
Customer Service Clerks	2.96	3.14	0.63	0.52	-0.11
Day Camp Recreation Leader I, II, III	6.66	6.53	3.19	4.37	1.18
Day Camp Recreation Specialist	0.64	0.75	0.12	0.17	0.05
Day Camp Senior Recreation Specialist	0.24	-	-	-	-
Event Coordinator	0.63	0.66	0.09	0.08	-0.01
Facility Attendant Staff	0.09	0.09	0.02	0.02	-
Field Attendant	0.74	0.56	-	-	-
Fitness Program Class Instructors	0.74	0.74	1.10	0.32	-0.78
Fitness Program Staff (Drop-in)	3.91	4.03	0.40	0	-0.4
Food Server	0.50	0.50	0.46	0.50	0.04
Guest Services Associate	0.45	0.45	0.01	-	-0.01
Lifeguard/Instructor	0.11	0.12	0.07	0.07	-
Preschool Aides	2.14	2.21	1.69	1.08	-0.61
Preschool Teacher	2.06	1.8	1.69	0.95	-0.74
Program Assistant	0.80	0.79	0.09	-	-0.09
Recreation Leader	0.10	0.10	0.00	-	0.00
Recreation Specialist	0.69	0.69	0.03	-	-0.03
Relief Site Manager	0.04	0.04	0.04	0.04	-
Reservation Support	0.38	0.21	-	-	-
Skate Park Attendant	1.03	1.03	0.23	-	-0.23
Skate Park Instructor	0.38	0.39	0.16	0.17	0.01
Sports Class Instructors	0.96	0.93	0.15	0.07	-0.08
Summer Picnic Seasonal Support	-	0.23	-	-	-
Support Staff	0.22	0.34	-	-	-
Swim Team Coaches	1.87	2.44	1.14	2.46	1.32
Work Experience Leader	0.48	0.48	-	-	-
Youth League/Camp Leaders	0.37	0.47	0.1	-	-0.1
Temporary	39.46	40.30	15.06	14.90	(0.16)
Total Full Time Equivalents	57.71	58.55	31.81	28.02	(3.79)

**** Due to 20-day noticing requirements in the City's personnel rules and procedures, any potential layoffs or reduction in hours as a result of approved actions contained within this document would not be effective until August 1, 2021. Additionally, implementation of such items is subject to a meet and confer with designated bargaining unit representatives.***

Expenditures by Function

Budgeted Expenditures by Function

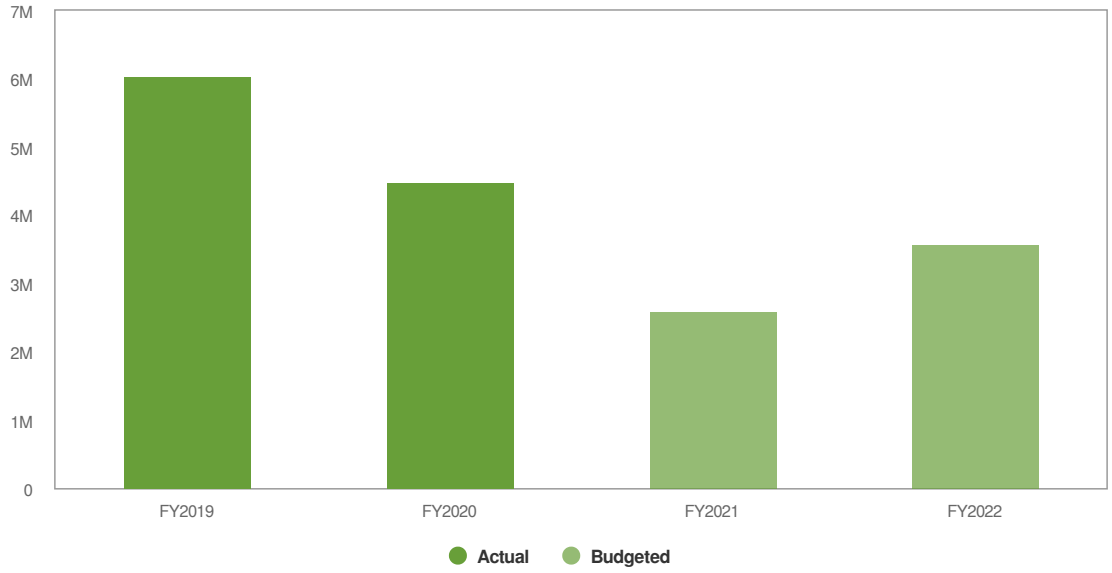


Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expenditures						
Recreation and Community Services						
Rec/Comm Svcs - Admin	$809,232	$632,879	$337,083	$366,925	$409,426	11.6%
Senior Nutrition	$205,364	$230,888	$215,979	$217,113	$215,781	-0.6%
Sr Citizen Services	$754,988	$591,870	$353,629	$553,483	$283,767	-48.7%
Campbell Community Center	$1,121,161	$1,220,201	$1,186,641	$1,313,477	$1,039,933	-20.8%
Museum Services	$429,091	$380,749	$333,520	$353,964	$344,681	-2.6%
Theater	$1,017,233	$880,776	$480,435	$748,469	$630,013	-15.8%
Sports/Aquatics/Fitness	$1,181,757	$966,324	$675,388	$820,933	$759,652	-7.5%
Trips/Tours/Classes	$1,144,838	$950,722	$623,951	$962,104	$894,507	-7%
Total Recreation and Community Services:	**$6,663,663**	**$5,854,410**	**$4,206,624**	**$5,336,467**	**$4,577,759**	**-14.2%**
Total Expenditures:	**$6,663,663**	**$5,854,410**	**$4,206,624**	**$5,336,467**	**$4,577,759**	**-14.2%**

Revenues Summary

$3,585,638 $995,763
(38.45% vs. prior year)

RECREATION & COMMUNITY SERVICES Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Intergovernmental Revenue						
SR NUTRITION REIMBURSEMNT	101.525.4561	$73,854	$74,892	$69,475	$69,475	$67,317
Total Intergovernmental Revenue:		**$73,854**	**$74,892**	**$69,475**	**$69,475**	**$67,317**
Charges for Services						
PROGRAM REVENUE-MUSEUM	101.528.4609	$31,037	$14,472	$1,500	$6,120	$2,000
AINSLEY HOUSE RENTAL	101.528.4610	$36,085	$10,765	$13,500	$18,155	$19,000
ADMISSION FEES-MUSEUM	101.528.4611	$8,042	$6,481	$0	$2,730	$1,000
ADULT SERVICES - CLASSES	101.526.4612	$224,082	$125,450	$60,800	$166,793	$87,000
PROGRAM FEES-SPORTS	101.531.4613	$460,380	$313,323	$113,000	$263,986	$200,000
PROGRAM FEES-AQUATICS	101.531.4614	$189,261	$136,639	$232,000	$195,037	$289,500
PROGRAM FEES-PICNIC FEES	101.527.4616	$27,231	$14,473	$4,200	$26,400	$9,500
PROGRAM FEES-DAY CAMPS	101.532.4617	$444,692	$135,110	$165,000	$456,180	$375,000
PROGRAM FEES-CLASSES	101.532.4619	$491,399	$285,690	$100,000	$385,301	$178,500
PROGRAM FEES-PRESCHOOL	101.532.4620	$368,677	$277,707	$100,000	$253,226	$190,000
PROGRAM FEES-SPEC EVENTS	101.532.4621		$1,050			
PROGRAM FEES-FITNESS	101.531.4622	$169,113	$143,092	$71,000	$54,180	$90,000
PROGRAM FEES-FITNESS	101.532.4622	-$1,140		$0	$0	
FUND RAISING	101.526.4625	$646				
ADULT SERVICES - PROGRAMS	101.526.4626	$147,082	$81,788	$1,400	$96,085	$5,700
VENDING MACHINE SALES	101.527.4627	$2,613	$2,995	$2,400	$2,400	$2,400
SKATE PARK INCOME	101.531.4628	$33,740	$21,203	$2,000	$19,582	$15,000
DROP IN CLASSES	101.531.4629	$144,656	$116,461	$0	$123,240	
COMM GRP SPON-SPEC EVENT	101.527.4630	$4,120	$775	$2,800	$5,225	$4,000
THEATER REVENUE	101.529.4631	$3,146	$1,564	$0	$1,000	$250
THEATER PRESERVATION CHG	101.529.4632	$57,961	$41,445	-$1,300	$21,805	$11,400
THEATRE FACILITY FEE	101.529.4633	$19,464	$10,498	$0	$10,633	$5,400
FACILITY RENTAL SURCHARGE	101.527.4634	$11,063	$16,265	$2,000	$12,000	$12,000
CONCESSION & MERCHANDISE	101.529.4643	$3,819	$1,480	$0	$1,125	
THEATER TICKET SALES	101.529.4644	$251,290	$229,627	-$26,000	$98,106	$55,600
SPONSORSHIP INCOME	101.527.4645	$5,000	$0	$0	$5,000	
SPONSORSHIP INCOME	101.529.4645	$45,188	$44,825	$1,813	$13,500	$5,600
THEATER PROGRAM ADS	101.529.4646	$5,875	$6,275	$0	$2,025	$1,325
HAZELWOOD/ROSEMARY EVENTS	101.532.4667		$29			
Total Charges for Services:		**$3,184,521**	**$2,039,482**	**$846,113**	**$2,239,834**	**$1,560,175**
Leases & Rentals						
RENTS/LEASES (REAL & PER)	101.527.4810	$1,637,957	$1,675,716	$1,625,200	$1,895,550	$1,681,600
OTHER RENTAL INCOME	101.527.4819	$712,153	$490,009	$38,300	$535,000	$170,000

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
OTHER RENTAL INCOME	101.529.4819	$416,336	$195,660	$0	$249,250	$93,500
Total Leases & Rentals:		**$2,766,446**	**$2,361,384**	**$1,663,500**	**$2,679,800**	**$1,945,100**
Miscellaneous Revenues						
DONATIONS-HIST MUSEUM	101.528.4812		$1,775	$0	$0	
DONATIONS-MEALS	101.525.4816	$12,532	$14,251	$10,788	$10,788	$12,946
DONATIONS-YOUTH SCHOLAR	101.524.4821	$6,096	$6,951			
DONATION-RECREATION	101.524.4825	$1,700	$700			
OTHER REVENUE	101.525.4965		$700			
OTHER REVENUE	101.527.4965	$1,315	$169	$0	$1,000	
OTHER REVENUE	101.529.4965		$274			
Total Miscellaneous Revenues:		**$21,644**	**$24,820**	**$10,788**	**$11,788**	**$12,946**
Total General Fund:		**$6,046,465**	**$4,500,579**	**$2,589,876**	**$5,000,897**	**$3,585,538**
Special Revenue						
Recreation Grants-Private						
Investments and Other Interest Income						
INVESTMENT EARNINGS	795.524.4410	$123	$121	$0	$0	$100
UNREALIZED GAINS/LOSSES	795.524.4431	$69	$32	$0	$0	
Total Investments and Other Interest Income:		**$192**	**$153**	**$0**	**$0**	**$100**
Total Recreation Grants-Private:		**$192**	**$153**	**$0**	**$0**	**$100**
Senior Center Fund						
Miscellaneous Revenues						
DONATIONS-SR CITIZENS CTR	797.526.4813	-$250	$450	$0	$0	
Total Miscellaneous Revenues:		**-$250**	**$450**	**$0**	**$0**	
Total Senior Center Fund:		**-$250**	**$450**	**$0**	**$0**	
Total Special Revenue:		**-$58**	**$603**	**$0**	**$0**	**$100**
Total Governmental Funds:		**$6,046,407**	**$4,501,181**	**$2,589,876**	**$5,000,897**	**$3,585,638**
Total All Funds:		**$6,046,407**	**$4,501,181**	**$2,589,876**	**$5,000,897**	**$3,585,638**

524 - Recreation & Community Services Administration

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

- Provide direction to staff to produce high quality, cost effective recreation, senior citizen and cultural services for the citizens of Campbell
- Maintain cooperative relationships with the Campbell Union School District and the Campbell Union High School District to coordinate programs and issues concerning Campbell residents
- Set revenue and expenditure targets with staff
- Monitor departmental performance relating to customer service, financial and productivity measures
- Assist in the development of program work plans and monitor progress
- Serve as staff to the Parks and Recreation Commission
- Complete the departmental budget preparation process for fiscal year 2022-23
- Complete an annual review of fees for departmental services and facilities
- Foster partnerships with other agencies and community groups to address the community's diverse recreational needs
- Ensure timely completion of permanent employees' annual performance reviews
- Conduct an annual departmental meeting to discuss community needs, future trends and departmental direction
- Assist the Parks & Recreation Commission in formulating their goals for 2022-2023

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Modify service delivery model and develop strategies to reduce general fund assistance **[Council Priority – Fiscal Stability and Recovery]**
- Assist with survey of Community Center Buildings for Hazardous Materials.

PERFORMANCE MEASURES

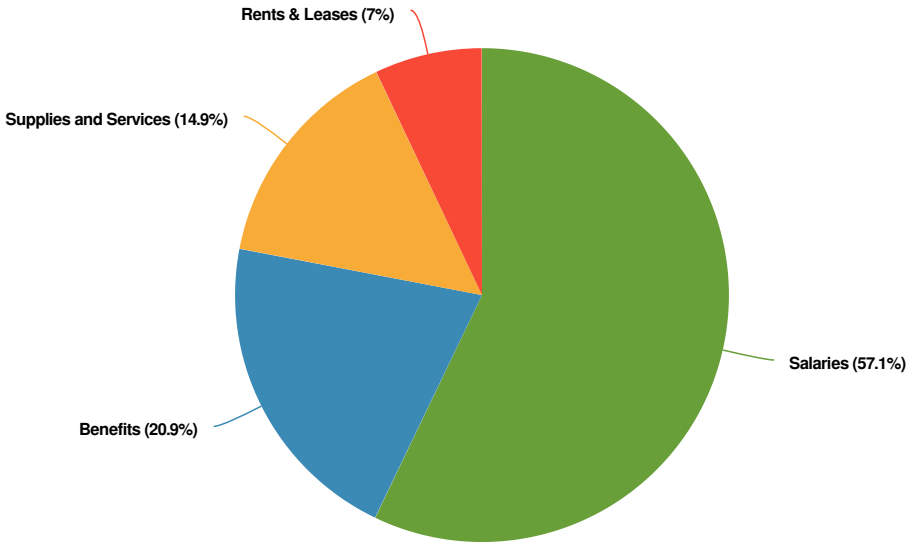
	Measure	FY 19	FY 20	FY 21
1	Percent actual to budgeted revenue for overall department	103%	75%	132%
2	Percent actual to budgeted expenditures for overall department	97%	79%	93%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Thoroughly analyzed departmental operations and implemented measures to increase cost recovery and reduce financial impact on the City's General Fund
- Completed configuration and implementation of new recreation software system

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$507,906	$380,591	$190,520	$200,291	$233,940	16.8%
Benefits	$188,409	$174,911	$89,279	$89,759	$85,491	-4.8%
Supplies and Services	$77,915	$51,126	$28,480	$48,070	$61,190	27.3%
Rents & Leases	$35,002	$26,251	$28,805	$28,805	$28,805	0%
Total Expense Objects:	**$809,232**	**$632,879**	**$337,083**	**$366,925**	**$409,426**	**11.6%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Recreation & Community Svcs. Director*	1.00	1.00	0.50	1.00	0.50
Office Specialist **	1.00	1.00	1.00	0.08	(0.92)
Recreation Specialist (Youth Engagement)	1.00	-	-	-	-
Recreation Specialist (Youth Engagement) ***	-	1.00	-	-	-
* Hire 7/1/21					
**Layoff 8/1/21					
***Moved to Program 532 in FY '21					
TOTAL	3.00	3.00	1.50	1.08	(0.42)

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Clerical Relief (Vacation/Holiday)	0.41	0.41	-	-	-
Customer Service Clerks	2.04	2.04	0.27	0.52	0.25
Recreation Leader *	0.10	0.10	-	-	-
Work Experience Leader *	0.48	0.48	-	-	-
*Youth Engagement Program					
TOTAL	3.03	3.03	0.27	0.52	0.25

**** Due to 20-day noticing requirements in the City's personnel rules and procedures, any potential layoffs as a result of approved actions contained within this document would not be effective until August 1, 2021. Additionally, implementation of such items is subject to a meet and confer with designated bargaining unit representatives.***

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.524.7001	$370,066	$281,614	$186,200	$189,851	$211,940
PERSONNEL - TEMPORARY	101.524.7002	$95,428	$61,437	$4,320	$10,440	$22,000
PERSONNEL - OVERTIME	101.524.7003		$18			
VACATION PAY	101.524.7006	$32,951	$25,526	$0	$0	
SICK LEAVE PAY	101.524.7007	$9,462	$11,996	$0	$0	
Total Salaries:		**$507,906**	**$380,591**	**$190,520**	**$200,291**	**$233,940**
Benefits						
UNIFORM ALLOWANCE	101.524.7105	$600				
PERS RETIREMENT	101.524.7106	$94,512	$92,143	$49,838	$50,252	$70,752
DENTAL INSURANCE	101.524.7107	$6,696	$4,534	$3,223	$3,223	$2,327
GROUP HEALTH INSURANCE	101.524.7108	$49,696	$36,334	$25,654	$25,654	$1,867
GROUP LIFE INSURANCE	101.524.7109	$580	$362	$279	$279	$201
WORKERS COMP INSURANCE	101.524.7110	$2,408	$1,889	$650	$663	$740
GROUP DISABILITY INS	101.524.7112	$2,758	$1,782	$1,215	$1,215	$1,033
MEDICARE	101.524.7113	$7,879	$6,141	$2,700	$2,753	$3,073
AUTO ALLOWANCE	101.524.7114	$4,560	$3,646	$1,320	$1,320	$2,640
CELL PHONE ALLOWANCE	101.524.7115	$720	$596	$180	$180	$360
OTHER BENEFITS PAY	101.524.7118	$11,000	$6,494			
SICK LEAVE PAYOFF	101.524.7120		$3,544			
COMP/VAC PAYOFF	101.524.7121		$12,420			
DEFERRED COMP CONTRIB	101.524.7122	$1,384	$605	$1,300	$1,300	$108
VEBA HEALTH DEF COMP	101.524.7124	$4,608	$3,795	$2,920	$2,920	$2,390
PARS RETIREMENT	101.524.7126	$1,007	$626			
Total Benefits:		**$188,409**	**$174,911**	**$89,279**	**$89,759**	**$85,491**
Supplies and Services						
COMMUNICATIONS-PHONES	101.524.7421	$2,078	$2,491	$2,250	$1,250	$2,350
OFFICE EXPENSE	101.524.7424	$9,101	$8,420	$4,500	$9,640	$9,640
SPECIAL DEPARTMENTAL	101.524.7427	$47,395	$27,703	$15,100	$30,550	$42,300
MAINT & OPER OF EQUIP	101.524.7429			$1,730	$1,730	$2,250
PROF & SPECIAL SERVICES	101.524.7430	$330	$413	$1,100	$1,100	$850
OTHER CONTRACTUAL SERVICE	101.524.7432	$587	$587			
MEMBERSHIPS/DUES/BOOKS	101.524.7434	$950	$695	$800	$800	$800
PROF DEVELOPMENT & MTGS	101.524.7435	$11,182	$7,392	$3,000	$3,000	$3,000
SPEC COMMUNITY SERVICES	101.524.7441	$6,291	$3,426			
Total Supplies and Services:		**$77,915**	**$51,126**	**$28,480**	**$48,070**	**$61,190**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Rents & Leases						
USER CHGS - IT POOL	101.524.7551	$35,002	$26,251	$28,805	$28,805	$28,805
Total Rents & Leases:		**$35,002**	**$26,251**	**$28,805**	**$28,805**	**$28,805**
Total General Fund:		**$809,232**	**$632,879**	**$337,083**	**$366,925**	**$409,426**
Total Governmental Funds:		**$809,232**	**$632,879**	**$337,083**	**$366,925**	**$409,426**
Total All Funds:		**$809,232**	**$632,879**	**$337,083**	**$366,925**	**$409,426**

Line-Item Account Detail

	Description	FY 2022 Adopted
7421	**Communications - Phones**	
	E-Mail Newsletter Fees	$ 1,250
	AT&T	1,100
		2,350
7424	**Office Expenses**	
	Office Water	2,640
	Office Supplies & Printing Expenses	7,000
		9,640
7427	**Special Departmental Expenses**	
	American Society of Composers, Authors & Performers (ASCAP) BMI Licensing Fee, SESAC	2,100
	Department Meetings	500
	Departmental Employee Recognition	200
	Motion Picture License	500
	Other Department Wide Supplies	2,000
	Recreation Activities Brochure	37,000
		42,300
7429	**Maintenance & Operation of Equipment**	
	License Adobe Suite	2,000
	Subscription Online Activity Guide	250
		2,250
7430	**Professional & Specialized Services**	
	Annual Website Subscription	650
	Hepatitis B Vaccines (Lifeguards/Building Attendants)	100
	TB Testing - Lifeguards, Day Camp Leaders, Instructors, Etc.	100
		850
7434	**Memberships, Dues, Books**	
	Books	100
	Dues (Includes Parks & Recreation Commission)	500
	Subscriptions	200
		800
7435	**Professional Development & Meetings**	
	Conferences, Workshops & Meetings	**3,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**28,805**
	TOTAL	**$ 89,995**

525 - Senior Nutrition

GENERAL FUND - (101)
Program Manager - Senior Services Supervisor

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE MEASURES

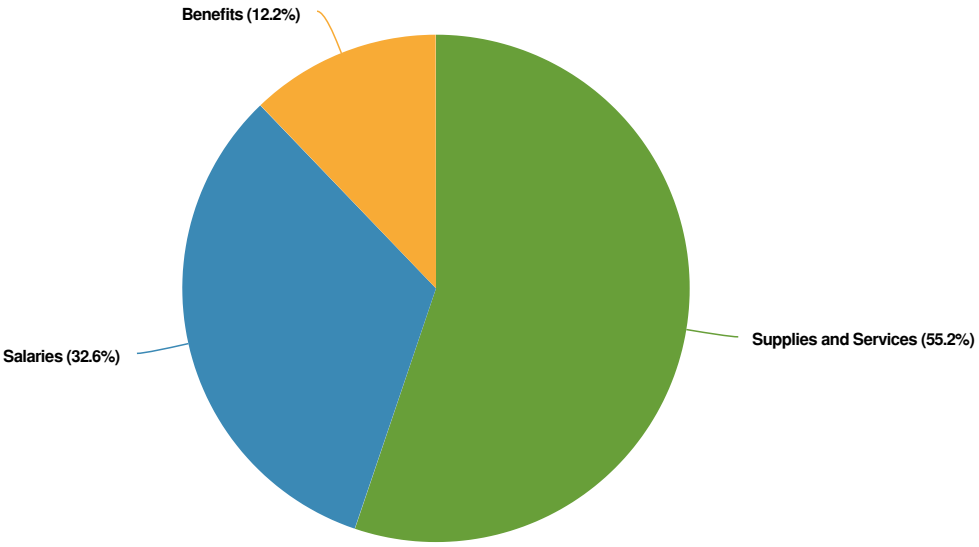
	Measure	FY 19	FY 20	FY 21
1	Total number of meals served as a percent of meals budgeted	93%	113%	129%
2	Average number of meals served per day as percent of meals budgeted	54 93%	66 113%	75 129%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Coordinated volunteers to continue walk up and drive through meal delivery to 75 seniors daily

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$71,991	$73,983	$66,039	$67,032	$70,432	5.1%
Benefits	$39,301	$41,015	$26,945	$27,087	$26,264	-3%
Supplies and Services	$94,072	$115,891	$122,994	$122,994	$119,085	-3.2%
Total Expense Objects:	**$205,364**	**$230,888**	**$215,979**	**$217,113**	**$215,781**	**-0.6%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Nutrition Site Manager- PPT	0.50	0.50	0.50	0.50	-
Senior Services Supervisor *	0.20	0.20	0.20	0.20	-
* Balance in Program 526					
TOTAL	0.70	0.70	0.70	0.70	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Relief Site Manager	0.04	0.04	0.04	0.04	-
Food Server	0.50	0.50	0.46	0.50	0.04
TOTAL	0.54	0.54	0.50	0.54	0.04

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.525.7001	$57,105	$53,814	$50,619	$51,612	$52,932
PERSONNEL - TEMPORARY	101.525.7002	$12,545	$13,862	$15,420	$15,420	$17,500
PERSONNEL - OVERTIME	101.525.7003	$53	$121			
VACATION PAY	101.525.7006	$1,130	$2,976	$0	$0	
SICK LEAVE PAY	101.525.7007	$1,157	$3,210	$0	$0	
Total Salaries:		**$71,991**	**$73,983**	**$66,039**	**$67,032**	**$70,432**
Benefits						
UNIFORM ALLOWANCE	101.525.7105	$90	$90	$0	$0	
PERS RETIREMENT	101.525.7106	$16,640	$18,527	$13,549	$13,661	$14,318
DENTAL INSURANCE	101.525.7107	$2,721	$2,789	$1,504	$1,504	$1,504
GROUP HEALTH INSURANCE	101.525.7108	$12,493	$12,915	$9,163	$9,163	$7,648
GROUP LIFE INSURANCE	101.525.7109	$236	$241	$130	$130	$130
WORKERS COMP INSURANCE	101.525.7110	$2,072	$2,087	$501	$511	$516
GROUP DISABILITY INS	101.525.7112	$513	$527	$744	$749	$761
MEDICARE	101.525.7113	$1,122	$1,147	$734	$748	$768
OTHER BENEFITS PAY	101.525.7118	$47	$0			
COMP/VAC PAYOFF	101.525.7121	$1,114	$242			
DEFERRED COMP CONTRIB	101.525.7122	$1,080	$1,053	$260	$260	$260
VEBA HEALTH DEF COMP	101.525.7124	$1,005	$1,215	$360	$360	$360
PARS RETIREMENT	101.525.7126	$167	$181	$0	$0	
Total Benefits:		**$39,301**	**$41,015**	**$26,945**	**$27,087**	**$26,264**
Supplies and Services						
SPECIAL DEPARTMENTAL	101.525.7427	$13,267	$13,044	$18,731	$18,731	$15,297
OTHER CONTRACTUAL SERVICE	101.525.7432	$80,804	$102,847	$104,263	$104,263	$103,788
Total Supplies and Services:		**$94,072**	**$115,891**	**$122,994**	**$122,994**	**$119,085**
Total General Fund:		**$205,364**	**$230,888**	**$215,979**	**$217,113**	**$215,781**
Total Governmental Funds:		**$205,364**	**$230,888**	**$215,979**	**$217,113**	**$215,781**
Total All Funds:		**$205,364**	**$230,888**	**$215,979**	**$217,113**	**$215,781**

Line-Item Account Detail

	Description	FY 2022 Adopted
7427	**Special Departmental Expense**	
	1. Fiscal	$ 842
	2. Staff Mileage	214
	3. Equipment & Repair	365
	4. Non-Food Items ($.35 x 18,600 Meals)	6,510
	5. Room Usage Fee	6,991
	6. Pre-Packaged Meals	375
		15,297
7432	**Other Contractual Services**	
	Food Costs (14,384 Meals @ $5.58 Each) County Share	80,263
	Food Costs (4,216 Meals @ $5.58 Each) City Share	23,525
		103,788
	TOTAL	**$ 119,085**

526 - Adult Services

GENERAL FUND - (101)
Program Manager - Senior Services Supervisor

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE MEASURES

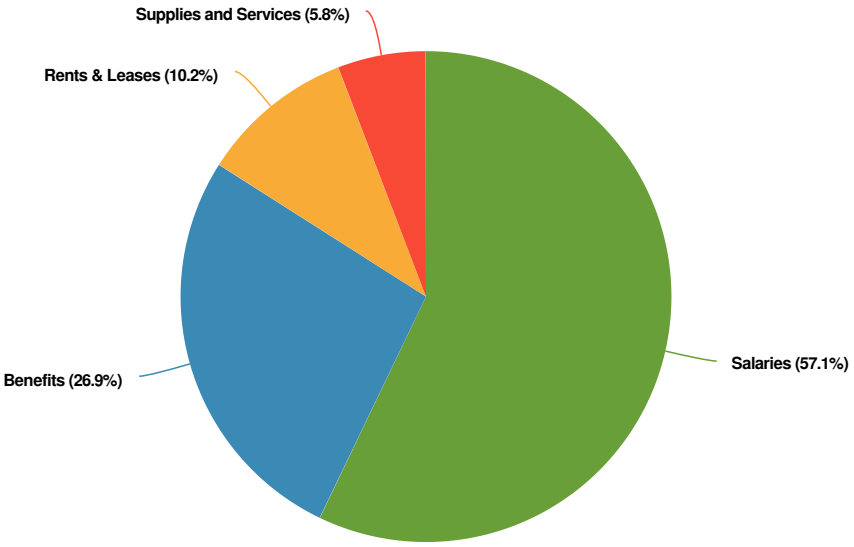
	Measure	FY 19	FY 20	FY 21
1	Attain 90% or better of desired membership base of 1,200	94% (1122)	82% 980	31% 367
2	Attain 80% enrollment in all classes	83%	77%	72%
3	45% of class participants are residents	36%	37%	34%
4	75% of surveyed participants rate activities as satisfactory or better	90%	98%	100%
5	Ratio of gross revenues to division direct expenses is 40% or greater	50%	36%	28%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Worked with the Aging Services Collaborative to host virtual Caregivers Count Conference
- Transitioned 50+ classes and activities to virtual platform during COVID-19

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$432,226	$352,180	$195,302	$337,896	$162,106	-52%
Benefits	$135,562	$123,392	$110,162	$110,727	$76,356	-31%
Supplies and Services	$152,198	$90,047	$19,360	$76,055	$16,500	-78.3%
Rents & Leases	$35,002	$26,251	$28,805	$28,805	$28,805	0%
Total Expense Objects:	**$754,988**	**$591,870**	**$353,629**	**$553,483**	**$283,767**	**-48.7%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Senior Services Supervisor *	0.80	0.80	0.80	0.80	-
Recreation Prog Coordinator **	1.00	1.00	1.00	-	-1.00
Recreation Specialist***	1.00	1.00	-	-	-
* Balance in Program 525					
** Freeze all FY'22					
*** Vacant- eliminate position					
TOTAL	2.80	2.80	1.80	0.80	-1.00

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Lifeguard/Instructor	0.11	0.12	0.07	0.07	-
Class Instructors	1.98	2.08	1.50	0.55	(0.95)
Case Management Support	0.29	0.29	0.29	0.29	-
Customer Service Clerks**	0.92	1.10	0.36		(0.36)
**moved to 101.524					-
TOTAL	3.30	3.59	2.22	0.91	(1.31)

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.526.7001	$235,620	$194,296	$152,302	$202,688	$100,406
PERSONNEL - TEMPORARY	101.526.7002	$175,325	$131,311	$43,000	$135,208	$61,700
PERSONNEL - OVERTIME	101.526.7003	$53	$121			
VACATION PAY	101.526.7006	$11,893	$15,443	$0	$0	
SICK LEAVE PAY	101.526.7007	$9,335	$11,009	$0	$0	
Total Salaries:		**$432,226**	**$352,180**	**$195,302**	**$337,896**	**$162,106**
Benefits						
UNIFORM ALLOWANCE	101.526.7105	$90	$690	$0	$0	
PERS RETIREMENT	101.526.7106	$57,781	$59,239	$63,615	$64,058	$54,908
DENTAL INSURANCE	101.526.7107	$6,338	$4,956	$3,867	$3,867	$1,719
GROUP HEALTH INSURANCE	101.526.7108	$43,879	$35,137	$29,254	$29,254	$13,386
GROUP LIFE INSURANCE	101.526.7109	$549	$414	$335	$335	$149
WORKERS COMP INSURANCE	101.526.7110	$7,070	$5,582	$3,316	$3,381	$1,675
GROUP DISABILITY INS	101.526.7112	$2,081	$1,580	$1,312	$1,312	$583
MEDICARE	101.526.7113	$5,002	$3,993	$2,882	$2,939	$1,456
OTHER BENEFITS PAY	101.526.7118	$47	$0			
COMP/VAC PAYOFF	101.526.7121	$2,989	$3,586			
DEFERRED COMP CONTRIB	101.526.7122	$3,835	$3,016	$2,340	$2,340	$1,040
VEBA HEALTH DEF COMP	101.526.7124	$3,609	$3,480	$3,240	$3,240	$1,440
PARS RETIREMENT	101.526.7126	$2,292	$1,719	$0	$0	
Total Benefits:		**$135,562**	**$123,392**	**$110,162**	**$110,727**	**$76,356**
Supplies and Services						
OFFICE EXPENSE	101.526.7424	$11,678	$8,442	$2,300	$5,060	$1,100
SPECIAL DEPARTMENTAL	101.526.7427	$19,522	$18,896	$600	$3,200	$700
MAINT & OPER OF EQUIP	101.526.7429	$130	$130	$240	$240	
OTHER CONTRACTUAL SERVICE	101.526.7432	$9,435	$8,042	$10,300	$13,820	$11,500
MEMBERSHIPS/DUES/BOOKS	101.526.7434	$734	$150	$420	$420	$200
OTHER CHARGES	101.526.7438	$15,505	$11,382	$5,500	$11,000	$3,000
SPEC COMMUNITY SERVICES	101.526.7441	$95,195	$43,004	$0	$42,315	
Total Supplies and Services:		**$152,198**	**$90,047**	**$19,360**	**$76,055**	**$16,500**
Rents & Leases						
USER CHGS - IT POOL	101.526.7551	$35,002	$26,251	$28,805	$28,805	$28,805
Total Rents & Leases:		**$35,002**	**$26,251**	**$28,805**	**$28,805**	**$28,805**
Total General Fund:		**$754,988**	**$591,870**	**$353,629**	**$553,483**	**$283,767**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Governmental Funds:		**$754,988**	**$591,870**	**$353,629**	**$553,483**	**$283,767**
Total All Funds:		**$754,988**	**$591,870**	**$353,629**	**$553,483**	**$283,767**

Line-Item Account Detail

	Description	FY 2022 Adopted
7424	**Office Expenses**	
	Newsletter Mailing & Permit	$ 400
	Office Supplies	100
	Printing of Monthly Newsletter	600
		1,100
7427	**Special Departmental Expenses**	
	Recreation Program Supplies	**700**
7432	**Other Contractual Services**	
	Payment for Contract Class Instructors	**11,500**
7434	**Memberships, Dues, Books**	
	Dues - Supervisor, Coordinator & Specialist	**200**
7438	**Other Charges**	
	Credit Card Fees	**3,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**28,805**
	TOTAL	**$ 45,305**

527 - Campbell Community Center

GENERAL FUND - (101)
Program Manager – Recreation Supervisor

MISSION STATEMENT

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

ON-GOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Assist with the asset valuation and long-term sustainability analysis of the Community Center campus **[Council Priority – Fiscal Stability and Recovery]**

PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	80% of available short-term rental space is scheduled	66%	66%	41%*
2	50% of available athletic field time is reserved	49%	49%	45%**

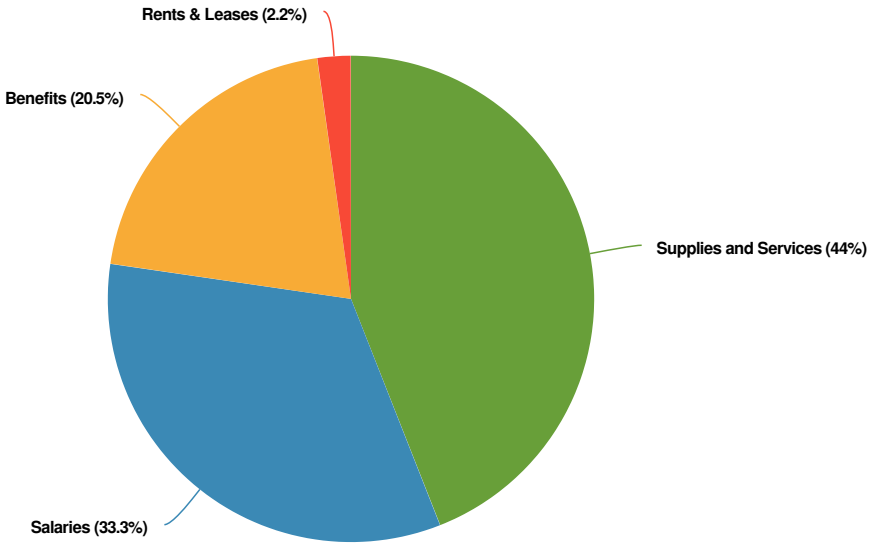
* Facility was closed July 2020-May 2021. Information reflects June 2021 only.
** Reduced availability during closure July 2020-May 2021.

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Modified business processes to streamline permitting of short-term rentals
- Managed ongoing restriction changes for programs and services at the Community Center

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$467,303	$413,021	$436,966	$556,569	$345,926	-37.8%
Benefits	$214,684	$210,499	$271,406	$272,939	$212,953	-22%
Supplies and Services	$411,172	$575,680	$455,225	$460,925	$458,010	-0.6%
Rents & Leases	$28,002	$21,002	$23,044	$23,044	$23,044	0%
Total Expense Objects:	**$1,121,161**	**$1,220,201**	**$1,186,641**	**$1,313,477**	**$1,039,933**	**-20.8%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Recreation Supervisor	1.00	1.00	1.00	1.00	-
Office Specialist *	1.00	1.00	1.00	0.08	-.92
Utility Worker	1.00	1.00	1.00	1.00	-
Recreation Specialist (Facilities)	1.00	1.00	1.00	1.00	-
Recreation Services Manager **	1.00	1.00	1.00	0.17	-0.83
* Layoff 8/1/21 ** Hire 4/1/22					
TOTAL	5.00	5.00	5.00	3.25	-1.75

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Support Staff	0.22	0.34	-	-	-
Building Attendants	3.69	3.91	0.33	0.69	0.36
Field Attendant	0.74	0.56	-	-	-
Reservations Support	0.38	0.21	-	-	-
Summer Picnic Seasonal Support	-	0.23	-	-	-
	5.03	5.25	0.33	0.69	0.36

*******Due to 20-day noticing requirements in the City's personnel rules and procedures, any potential layoffs as a result of approved actions contained within this document would not be effective until August 1, 2021. Additionally, implementation of such items is subject to a meet and confer with designated bargaining unit representatives.***

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.527.7001	$319,181	$300,019	$431,666	$546,105	$323,326
PERSONNEL - TEMPORARY	101.527.7002	$118,730	$72,039	$4,300	$9,464	$21,600
PERSONNEL - OVERTIME	101.527.7003	$1,772	$1,357	$1,000	$1,000	$1,000
VACATION PAY	101.527.7006	$10,425	$17,756	$0	$0	
SICK LEAVE PAY	101.527.7007	$17,194	$21,850	$0	$0	
Total Salaries:		**$467,303**	**$413,021**	**$436,966**	**$556,569**	**$345,926**
Benefits						
UNIFORM ALLOWANCE	101.527.7105	$960	$960	$1,200	$1,200	$1,200
PERS RETIREMENT	101.527.7106	$95,665	$108,509	$143,517	$144,710	$124,241
DENTAL INSURANCE	101.527.7107	$10,062	$8,224	$10,742	$10,742	$6,983
GROUP HEALTH INSURANCE	101.527.7108	$68,769	$59,666	$76,834	$76,834	$53,498
GROUP LIFE INSURANCE	101.527.7109	$856	$712	$930	$930	$605
WORKERS COMP INSURANCE	101.527.7110	$13,353	$10,616	$9,598	$9,786	$9,008
GROUP DISABILITY INS	101.527.7112	$3,354	$2,790	$3,888	$3,888	$2,410
MEDICARE	101.527.7113	$6,668	$5,935	$7,775	$7,927	$4,697
AUTO ALLOWANCE	101.527.7114		$15	$1,920	$1,920	$320
CELL PHONE ALLOWANCE	101.527.7115		$3	$360	$360	$60
OTHER BENEFITS PAY	101.527.7118	$190	$131	$0	$0	
COMP/VAC PAYOFF	101.527.7121	$1,956	$967			
DEFERRED COMP CONTRIB	101.527.7122	$5,980	$5,114	$5,200	$5,200	$4,008
VEBA HEALTH DEF COMP	101.527.7124	$5,604	$5,916	$9,441	$9,441	$5,924
PARS RETIREMENT	101.527.7126	$1,267	$942			
Total Benefits:		**$214,684**	**$210,499**	**$271,406**	**$272,939**	**$212,953**
Supplies and Services						
UTILITIES-ELECT/GAS	101.527.7420	$344,356	$518,796	$419,500	$419,500	$419,500
COMMUNICATIONS-PHONES	101.527.7421	$4,051	$5,306	$5,950	$5,950	$5,950
CLOTHING & PERSONAL EXP	101.527.7423	$350	$881	$0	$900	
SMALL TOOLS	101.527.7425	$3,522	$434	$3,900	$5,900	$3,900
SPECIAL DEPARTMENTAL	101.527.7427	$22,147	$23,800	$6,000	$6,000	$6,000
MAINT & OPER OF EQUIP	101.527.7429	$2,536	$1,546	$2,700	$2,700	$2,700
PROMOTIONAL EXPENSE	101.527.7431	$369	$109			
MEMBERSHIPS/DUES/BOOKS	101.527.7434	$150	$125	$175	$175	$160
PROF DEVELOPMENT & MTGS	101.527.7435	$175				
OTHER CHARGES	101.527.7438	$23,660	$16,477	$17,000	$17,000	$17,000
SPEC COMMUNITY SERVICES	101.527.7441	$9,855	$8,206	$0	$2,800	$2,800
Total Supplies and Services:		**$411,172**	**$575,680**	**$455,225**	**$460,925**	**$458,010**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Rents & Leases						
USER CHGS - IT POOL	101.527.7551	$28,002	$21,002	$23,044	$23,044	$23,044
Total Rents & Leases:		**$28,002**	**$21,002**	**$23,044**	**$23,044**	**$23,044**
Total General Fund:		**$1,121,161**	**$1,220,201**	**$1,186,641**	**$1,313,477**	**$1,039,933**
Total Governmental Funds:		**$1,121,161**	**$1,220,201**	**$1,186,641**	**$1,313,477**	**$1,039,933**
Total All Funds:		**$1,121,161**	**$1,220,201**	**$1,186,641**	**$1,313,477**	**$1,039,933**

Line-Item Account Detail

	Description	FY 2022 Adopted
7420	**Utilities : Electricity / Gas / Water**	
	PG&E (Community Center)	$ 288,000
	Sewer (Community Center)	32,400
	Water (Community Center)	99,100
		419,500
7421	**Communications - Phones**	
	Cell Phones for Field Attendants & Building Attendants	2,300
	Comcast Internet Services	3,650
		5,950
7425	**Minor Tools & Equipment**	
	Meeting Room Equipment	
	(Portable Whiteboard, Mic Cords, Surge Protectors, Ext. Cords, etc.)	400
	Replacement Signs (New Tenants, Vandalism Replacement)	3,500
		3,900
7427	**Special Departmental Expenses**	
	Meeting Supplies	200
	Miscellaneous Batteries, Flashlights, Emergency Preparedness, Etc.	500
	Miscellaneous OCBH equipment	1,100
	Tables (Replacement)	2,400
	Safety, First Aid, Personal Protective Equipment (PPE)	1,800
		6,000
7429	**Maintenance & Operation of Equipment**	
	Repairs to Microphones, TV's, PA's, AV Equipment,	
	Piano Tuning, etc.	2,050
	LCD Projector Replacement Lamps in OCBH	650
		2,700
7434	**Memberships, Dues, Books**	
	California Park & Recreation Society (CPRS)	**160**
7438	**Other Charges**	
	Active Fees and Charges	**17,000**
7441	**Special Community Services**	**2,800**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**23,044**
	TOTAL	**$ 481,054**

528 - Museum Services

GENERAL FUND - (101)
Program Manager - Senior Museum Specialist

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE MEASURES

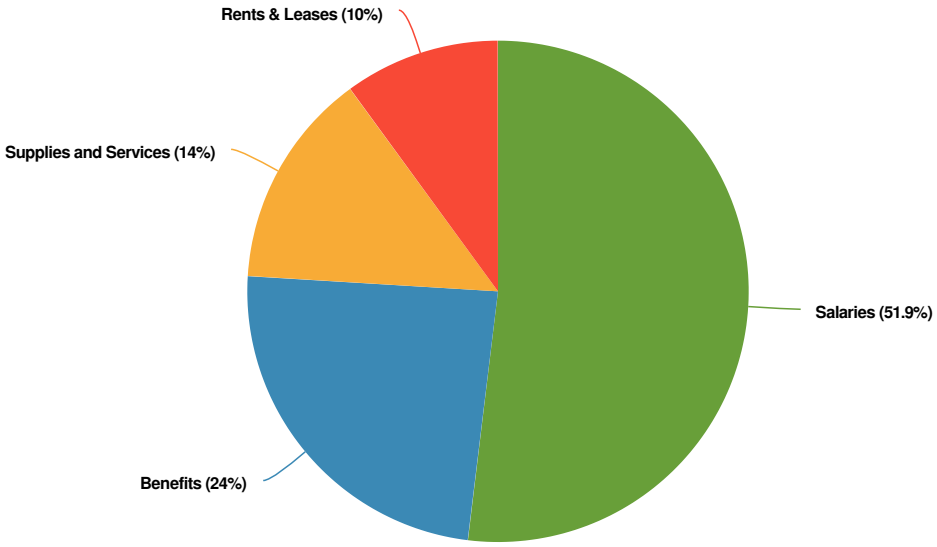
	Measure	FY 19	FY 20	FY 21
1	Ainsley Gardens are rented 75% of the time during peak available days	55% 24/44	30% 13/44	23% 10/44
2	Museum Education reaches 5,000 school children annually (on site field trips and off-site outreach	6779	3484	63
3	Visitor & event attendance reaches goals (5,000 total): - Ainsley House visitors* - 1,500 - Historical Museum visitors* - 500 - Ainsley House Garden Events - 3,000 *general public and museum members	5808 AH/1928 CHM/1320 AHG/1690	3399 AH/763 CHM/876 AHG/1760	535 AH/0 CHM/0 AHG/535
4	Museum volunteers complete 4,000 volunteer hours annually	4896	4555	1062
5	50% of museum donations are processed for accession into the collection within one year of donation	9/9 100%	5/7 71%	5/10 50%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Developed “What’s In The Box” video series to virtually share Collection items during pandemic
- Modified programming to virtual platform to engage community through pandemic with History at Home, Tasty Tuesdays, and Membership Mondays

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$228,082	$188,159	$169,757	$179,013	$179,002	0%
Benefits	$82,161	$82,906	$80,996	$81,425	$82,853	1.8%
Supplies and Services	$76,846	$78,182	$48,200	$58,960	$48,260	-18.1%
Rents & Leases	$42,003	$31,502	$34,566	$34,566	$34,566	0%
Total Expense Objects:	**$429,091**	**$380,749**	**$333,520**	**$353,964**	**$344,681**	**-2.6%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Recreation Supervisor	0.75	0.75	0.75	0.75	-
Museum Collections Specialist	1.00	1.00	1.00	1.00	-
TOTAL	1.75	1.75	1.75	1.75	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Facility Attendant Staff	0.09	0.09	0.02	0.02	-
Building Attendant (Museum Support)	0.02	0.02	-	-	-
Program Assistant	0.80	0.79	0.09	-	(0.09)
Event Coordinator	0.63	0.66	0.09	0.08	(0.01)
Guest Services Associate	0.45	0.45	0.01	-	(0.01)
TOTAL	1.99	2.01	0.21	0.10	(0.11)

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.528.7001	$145,003	$130,498	$166,057	$169,313	$169,302
PERSONNEL - TEMPORARY	101.528.7002	$69,226	$44,002	$3,640	$9,640	$9,640
PERSONNEL - OVERTIME	101.528.7003	$0	$0	$60	$60	$60
VACATION PAY	101.528.7006	$7,026	$10,030	$0	$0	
SICK LEAVE PAY	101.528.7007	$6,826	$3,629	$0	$0	
Total Salaries:		**$228,082**	**$188,159**	**$169,757**	**$179,013**	**$179,002**
Benefits						
PERS RETIREMENT	101.528.7106	$38,925	$41,490	$44,446	$44,816	$45,794
DENTAL INSURANCE	101.528.7107	$4,297	$3,870	$3,760	$3,760	$3,760
GROUP HEALTH INSURANCE	101.528.7108	$26,003	$26,076	$25,101	$25,101	$25,551
GROUP LIFE INSURANCE	101.528.7109	$372	$335	$326	$326	$326
WORKERS COMP INSURANCE	101.528.7110	$2,266	$1,504	$580	$591	$591
GROUP DISABILITY INS	101.528.7112	$1,458	$1,313	$1,276	$1,276	$1,276
MEDICARE	101.528.7113	$3,579	$3,015	$2,408	$2,455	$2,455
OTHER BENEFITS PAY	101.528.7118		$341			
DEFERRED COMP CONTRIB	101.528.7122	$2,275	$2,049	$1,300	$1,300	$1,300
VEBA HEALTH DEF COMP	101.528.7124	$2,141	$2,364	$1,800	$1,800	$1,800
PARS RETIREMENT	101.528.7126	$846	$549	$0	$0	
Total Benefits:		**$82,161**	**$82,906**	**$80,996**	**$81,425**	**$82,853**
Supplies and Services						
UTILITIES-ELECT/GAS	101.528.7420	$16,137	$22,435	$21,000	$21,000	$21,000
COMMUNICATIONS-PHONES	101.528.7421	$793	$555	$800	$800	$800
OFFICE EXPENSE	101.528.7424	$1,609	$724	$200	$1,000	$200
SPECIAL DEPARTMENTAL	101.528.7427	$33,795	$29,844	$12,800	$18,850	$12,500
MAINT & OPER OF EQUIP	101.528.7429	$0	$0	$1,000	$1,000	$1,000
PROMOTIONAL EXPENSE	101.528.7431	$3,596	$2,758	$2,200	$2,760	$2,760
OTHER CONTRACTUAL SERVICE	101.528.7432	$17,340	$19,906	$8,500	$11,350	$8,900
MEMBERSHIPS/DUES/BOOKS	101.528.7434	$1,191	$899	$500	$1,000	$500
PROF DEVELOPMENT & MTGS	101.528.7435	$680				
OTHER CHARGES	101.528.7438	$1,706	$1,062	$1,200	$1,200	$600
Total Supplies and Services:		**$76,846**	**$78,182**	**$48,200**	**$58,960**	**$48,260**
Rents & Leases						
USER CHGS - IT POOL	101.528.7551	$42,003	$31,502	$34,566	$34,566	$34,566
Total Rents & Leases:		**$42,003**	**$31,502**	**$34,566**	**$34,566**	**$34,566**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total General Fund:		**$429,091**	**$380,749**	**$333,520**	**$353,964**	**$344,681**
Total Governmental Funds:		**$429,091**	**$380,749**	**$333,520**	**$353,964**	**$344,681**
Total All Funds:		**$429,091**	**$380,749**	**$333,520**	**$353,964**	**$344,681**

Line-Item Account Detail

	Description	FY 2022 Adopted
7420	**Utilities - Electricity/Gas/Water**	
	Electricity & Gas - PG&E (Museum & Ainsley House)	$ 18,475
	Sewer (Museum & Ainsley House)	525
	Water (Museum & Ainsley House)	2,000
		21,000
7421	**Communication - Phones**	
	Telephone Line for Alarm System, Computer Network, FAX Machine (Visa/MC)	**800**
7424	**Office Expense**	
	Museum Operations	**200**
7427	**Special Department Expense**	
	Collections Supplies	5,000
	Conservation of Artifacts	5,000
	Exhibit Expenses	2,000
	Garden Supplies	500
		12,500
7429	**Mainenance & Operation of Equipment**	
	Ainsley House Alarm Monitoring & Repairs	500
	Historical Museum Alarm Monitoring & Repairs	500
		1,000
7431	**Promotional Expenses**	
	Marketing Expenses - Ainsley House Holiday Brochure, Exhibit Guides Education Brochure, Wedding Brochure, Ainsley House Visitor Brochure	**2,760**
7432	**Other Contractual Services**	
	Ainsley House Custodial Services	1,000
	Awning Cleaning / Bi-Annual	1,600
	Museum Custodial Services	6,300
		8,900
7434	**Memberships, Dues, Books**	
	Books / Dues	**500**
7438	**Other Charges**	
	Credit Card Fees	**600**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**34,566**
	TOTAL	**$ 82,826**

529 - Heritage Theatre

GENERAL FUND - (101)
Program Manager - Recreation Services Manager

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

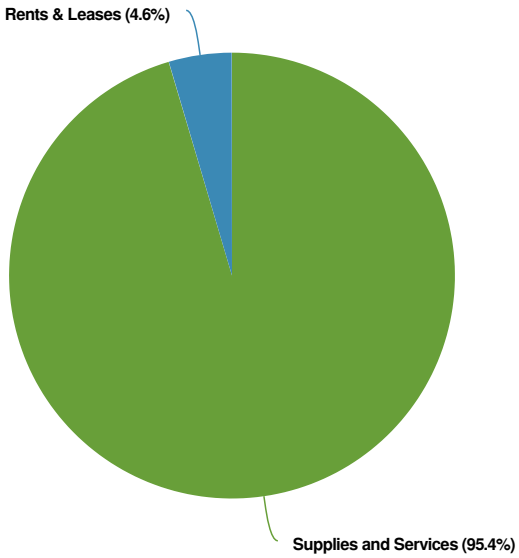
- Provide a quality venue, for production of a variety of entertainment and cultural activities
- Monitor performance of contract Theatre management staff relating to financial and productivity measures
- Operate the facility within a fiscally responsible framework that carefully balances creative and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

PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	60% of all prime dates are booked.	53% 90/171	28% 47/169	0%
2	Sponsorship revenue is 7% of overall Theatre expenses.	4.7%	4.1%	0%
3	Ratio of gross revenues (net of P&E) to expenses is 70% or greater.	77%	58%	0%
4	75% of available tickets for City Season shows will be sold.	82%	65%	0%
5	General Fund subsidy of Theatre Program to be $200,000/year or less.	$222,071	$355,172	waiting on grant

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Supplies and Services	$948,349	$819,271	$451,630	$719,664	$601,208	-16.5%
Rents & Leases	$35,002	$26,251	$28,805	$28,805	$28,805	0%
Capital Outlay	$33,882	$35,253	$0	$0	$0	0%
Total Expense Objects:	**$1,017,233**	**$880,776**	**$480,435**	**$748,469**	**$630,013**	**-15.8%**

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Supplies and Services						
UTILITIES-ELECT/GAS	101.529.7420	$46,793	$32,136	$34,890	$34,890	$17,800
COMMUNICATIONS-PHONES	101.529.7421	$11,066	$11,460	$10,140	$10,140	$10,140
ADVERTISING	101.529.7422	$49,989	$42,332	$2,500	$14,500	$11,500
OFFICE EXPENSE	101.529.7424	$8,535	$7,079	$500	$5,500	$1,500
SMALL TOOLS	101.529.7425	$0	$0	$100	$100	$100
SPECIAL DEPARTMENTAL	101.529.7427	$41,993	$39,191	$0	$22,665	$17,320
MAINT-BLDGS/STRUC/GROUNDS	101.529.7428	$1,040	$0	$0	$1,300	$1,300
MAINT & OPER OF EQUIP	101.529.7429	$4,492	$1,664	$3,000	$9,300	$9,700
PROF & SPECIAL SERVICES	101.529.7430	$676,918	$612,540	$372,100	$560,767	$484,428
OTHER CONTRACTUAL SERVICE	101.529.7432	$26,833	$18,018	$13,400	$27,320	$21,720
INSURANCE & SURETY BONDS	101.529.7433	$15,174	$15,891	-$10,182	$8,000	$8,000
OTHER CHARGES	101.529.7438	$65,517	$38,961	$25,182	$25,182	$17,700
Total Supplies and Services:		**$948,349**	**$819,271**	**$451,630**	**$719,664**	**$601,208**
Rents & Leases						
USER CHGS - IT POOL	101.529.7551	$35,002	$26,251	$28,805	$28,805	$28,805
Total Rents & Leases:		**$35,002**	**$26,251**	**$28,805**	**$28,805**	**$28,805**
Capital Outlay						
IMP OTHER THAN BUILDING	101.529.7883	$33,882	$35,253	$0	$0	$0
Total Capital Outlay:		**$33,882**	**$35,253**	**$0**	**$0**	**$0**
Total General Fund:		**$1,017,233**	**$880,776**	**$480,435**	**$748,469**	**$630,013**
Total Governmental Funds:		**$1,017,233**	**$880,776**	**$480,435**	**$748,469**	**$630,013**
Total All Funds:		**$1,017,233**	**$880,776**	**$480,435**	**$748,469**	**$630,013**

Line-Item Account Detail

	Description	FY 2022 Adopted
7420	**Utilities -Electricity/Gas/Water**	
	Gas & Electricity	$ 16,000
	Sewer	800
	Water	1,000
		17,800
7421	**Communications - Phones**	
	Cell Phone for Theatre Staff, Comcast, Wifi	**10,140**
7422	**Advertising**	
	Marketing for Co-produced & Season Shows	10,000
	Theatre Marketing & Advertising	1,500
		11,500
7424	**Office Expense**	
	Box Office Supplies	500
	Office Supplies	500
	Postage	500
		1,500
7425	**Small Tools & Equipment**	**100**
7427	**Special Departmental Expenses**	
	First Aid Kits, Supplies & Equipment	100
	Maintenance & Janitorial Supplies	200
	Photo Framing	220
	Piano Tuning	500
	Production Equipment & Supplies	1,500
	Special Program Expenses based on 1 Season:	
	Catering for Performers (Shows)	2,600
	Performer Transportation	1,000
	Program Printing	1,500
	Special Equipment Rental	9,700
		17,320
7428	**Maintenance of Buildings, Structures & Grounds**	
	General Repairs for Customer Use-Related Damages (Reimbursable)	**$ 1,300**
7429	**Maintenance & Operation of Equipment**	
	Choice Ticketing	2,700
	Preventative Maintenance Agreements:	
	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		2,400
	Fire / Intrusion / Burglar Alarm Monitoring		600
			9,700
7430	**Professional & Specialized Services**		
	Contract for Theatre Management & Theatre Manager		224,604
	Fund Development & Volunteer Expenses		750
	In-House Production Talent (Based on One Season)		40,000
	Other Reimbursable Expenses		700
	Part-Time Labor (Technicians, Box Office Staff, Production Manager)		215,984
	On-going Operations:		
	Box Office & House Manager	$ 45,993	
	Marketing/Media Relations	48,600	
	Production Manager	10,065	
	Technical Staff	50,198	
		$ 154,856	
	Reimbursable Labor:		
	Box Office @ Events	$ 6,642	
	House Manager @ Events	8,208	
	Technical Staff	46,278	
		$ 61,128	
		$ 215,984	
	Annual Research Fee		2,390
			484,428
7432	**Other Contractual Services**		
	Box Office Ticketing Software Support		2,500
	Carpet Cleaning		4,320
	Custodial Services & Upholstery Cleaning		12,400
	Security Services for In-House Productions		2,500
			21,720
7433	**Insurance & Surety Bonds**		
	Show Insurance (Annual Policy Based on Attendance or Square Feet & Number of Shows)		**8,000**
7438	**Other Charges**		
	American Society of Composers, Authors & Producers (ASCAP) / Broadcast Music, Inc. License Fee		1,500
	Credit Card Transaction & Bank Fees		12,000
	Internet Ticketing Fees		4,200
			17,700
7551	**User Charges - IT Pool**		
	Use of Computer Hardware/Software; Phones & Photocopier/FAX		**28,805**
		TOTAL:	**$ 630,013**

531 - Sports, Aquatics & Fitness

GENERAL FUND - (101)
Program Manager - Recreation Supervisor

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	Attain 70% of capacity or better in all programs.	62%	66%	61%
2	50% of participants are residents	53%	45%	57%
3	75% of surveyed participants rate activities as satisfactory or better	94%	95%	98%
4	Ratio of gross revenues to division expenses is 107% or greater.	85%	78%	120%
5	Revenue for Drop-In Programs to exceed direct expenses by 50%.*	52%	N/A	N/A

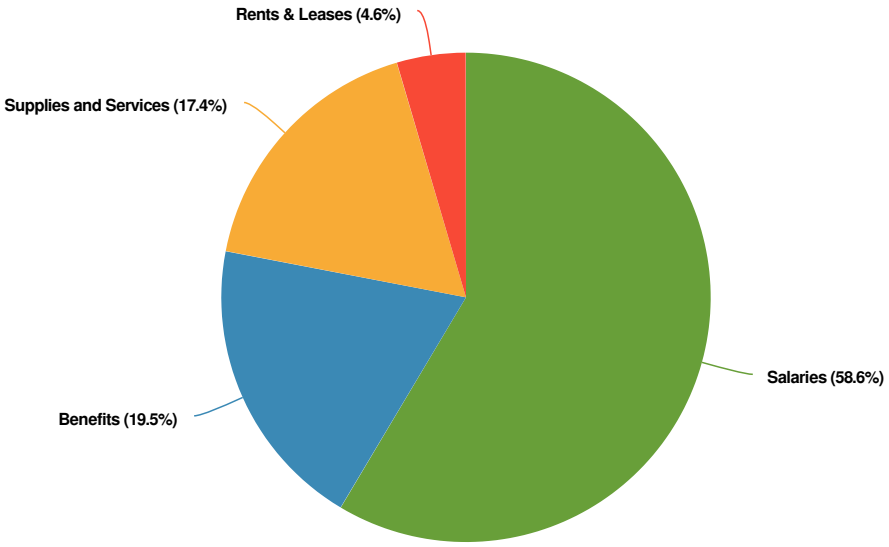
* No longer measured as of FY 20

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Modified programming to adjust for restrictions from pandemic
- Expanded lane reservations for lap swim to generate additional revenue and provide access to community

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$697,920	$564,247	$385,266	$483,866	$444,850	-8.1%
Benefits	$176,788	$167,611	$144,656	$145,386	$147,886	1.7%
Supplies and Services	$265,045	$202,963	$110,900	$157,115	$132,350	-15.8%
Rents & Leases	$42,003	$31,502	$34,566	$34,566	$34,566	0%
Total Expense Objects:	**$1,181,757**	**$966,324**	**$675,388**	**$820,933**	**$759,652**	**-7.5%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Recreation Supervisor	1.00	1.00	1.00	1.00	-
Recreation Specialist (Aquatics)	1.00	1.00	1.00	1.00	-
Recreation Specialist (Fitness)	1.00	1.00	1.00	1.00	-
TOTAL	3.00	3.00	3.00	3.00	- .

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
SPORTS:					
Adult Sports League Officials	0.78	0.87	0.08	-	(0.08)
Youth League/Camp Leaders	0.37	0.47	0.10	-	(0.10)
Sports Class Instructors	0.96	0.93	0.15	0.07	(0.08)
Recreation Specialist	0.69	0.69	0.03	-	(0.03)
AQUATICS:					-
Swim Team Coaches (5)	1.87	2.44	1.14	2.46	1.32
Aquatic Instructor/Lifeguard	2.43	2.33	0.82	2.33	1.51
FITNESS:					-
Fitness Program Staff (Drop-in)	3.91	4.03	1.10	-	(1.10)
Fitness Program Class Instructors	0.74	0.74	0.40	0.32	(0.08)
SKATE PARK:					-
Skate Park Attendant	1.03	1.03	0.23	-	(0.23)
Skate Park Instructor	0.38	0.39	0.16	0.17	0.01
TOTAL	13.16	13.92	4.21	5.35	1.14

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.531.7001	$228,724	$220,074	$270,566	$275,871	$275,850
PERSONNEL - TEMPORARY	101.531.7002	$440,351	$315,490	$112,700	$205,995	$167,000
PERSONNEL - OVERTIME	101.531.7003	$2,483	$7,129	$2,000	$2,000	$2,000
VACATION PAY	101.531.7006	$9,772	$10,108	$0	$0	
SICK LEAVE PAY	101.531.7007	$16,590	$11,445	$0	$0	
Total Salaries:		**$697,920**	**$564,247**	**$385,266**	**$483,866**	**$444,850**
Benefits						
UNIFORM ALLOWANCE	101.531.7105	-$570	$1,230	$1,200	$1,200	$1,200
PERS RETIREMENT	101.531.7106	$67,755	$75,089	$72,763	$73,366	$74,966
DENTAL INSURANCE	101.531.7107	$6,553	$5,906	$6,445	$6,445	$6,445
GROUP HEALTH INSURANCE	101.531.7108	$45,131	$44,112	$44,379	$44,379	$45,279
GROUP LIFE INSURANCE	101.531.7109	$567	$511	$558	$558	$558
WORKERS COMP INSURANCE	101.531.7110	$22,782	$14,962	$2,581	$2,631	$2,631
GROUP DISABILITY INS	101.531.7112	$2,223	$2,004	$2,187	$2,187	$2,187
MEDICARE	101.531.7113	$10,597	$8,618	$3,942	$4,019	$4,019
OTHER BENEFITS PAY	101.531.7118	$1,316	$1,310	$1,300	$1,300	$1,300
COMP/VAC PAYOFF	101.531.7121	$7,093	$2,180			
DEFERRED COMP CONTRIB	101.531.7122	$3,965	$3,579	$3,900	$3,900	$3,900
VEBA HEALTH DEF COMP	101.531.7124	$3,731	$4,130	$5,401	$5,401	$5,401
PARS RETIREMENT	101.531.7126	$5,646	$3,980	$0	$0	
Total Benefits:		**$176,788**	**$167,611**	**$144,656**	**$145,386**	**$147,886**
Supplies and Services						
SPECIAL DEPARTMENTAL	101.531.7427	$10,903	$615	$1,100	$5,425	$750
MAINT & OPER OF EQUIP	101.531.7429	$3,976	$1,852	$1,000	$5,800	$1,000
OTHER CONTRACTUAL SERVICE	101.531.7432	$139,220	$104,079	$70,000	$90,570	$90,000
MEMBERSHIPS/DUES/BOOKS	101.531.7434	$393	$293	$400	$400	$400
OTHER CHARGES	101.531.7438	$48,472	$45,081	$33,000	$33,000	$33,000
SPEC COMMUNITY SERVICES	101.531.7441	$62,081	$51,043	$5,400	$21,920	$7,200
Total Supplies and Services:		**$265,045**	**$202,963**	**$110,900**	**$157,115**	**$132,350**
Rents & Leases						
USER CHGS - IT POOL	101.531.7551	$42,003	$31,502	$34,566	$34,566	$34,566
Total Rents & Leases:		**$42,003**	**$31,502**	**$34,566**	**$34,566**	**$34,566**
Total General Fund:		**$1,181,757**	**$966,324**	**$675,388**	**$820,933**	**$759,652**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Governmental Funds:		**$1,181,757**	**$966,324**	**$675,388**	**$820,933**	**$759,652**
Total All Funds:		**$1,181,757**	**$966,324**	**$675,388**	**$820,933**	**$759,652**

Line-Item Account Detail

	Description	FY 2022 Adopted
7427	**Special Departmental Expenses**	
	Fitness Equipment Replacement	$ 600
	Sports Program Supplies	150
		750
7429	**Maintenance & Operation of Equipment**	
	Maintenance and Parts for Skate Park	500
	Maintenance and Parts for Fitness Center Equipment	500
		1,000
7432	**Other Contractual Services**	
	Payment for Sport Camp (Soccer Camps) and Contract Class Instructors	**90,000**
7434	**Memberships, Dues, Books**	
	Books, Dues, Subscriptions	**400**
7438	**Other Charges**	
	Active Fees and Charges	**33,000**
7441	**Special Community Services**	
	Aquatics Supplies	1,600
	Fitness Supplies	2,000
	Fun Run Supplies	2,900
	Skate Camp Shirts	500
	Sports Supplies	200
		7,200
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**34,566**
	TOTAL	**$ 166,916**

532 - Pre-School, Day Camp & Enrichment Classes

GENERAL FUND - (101)
Program Manager - Recreation Supervisor

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE MEASURES

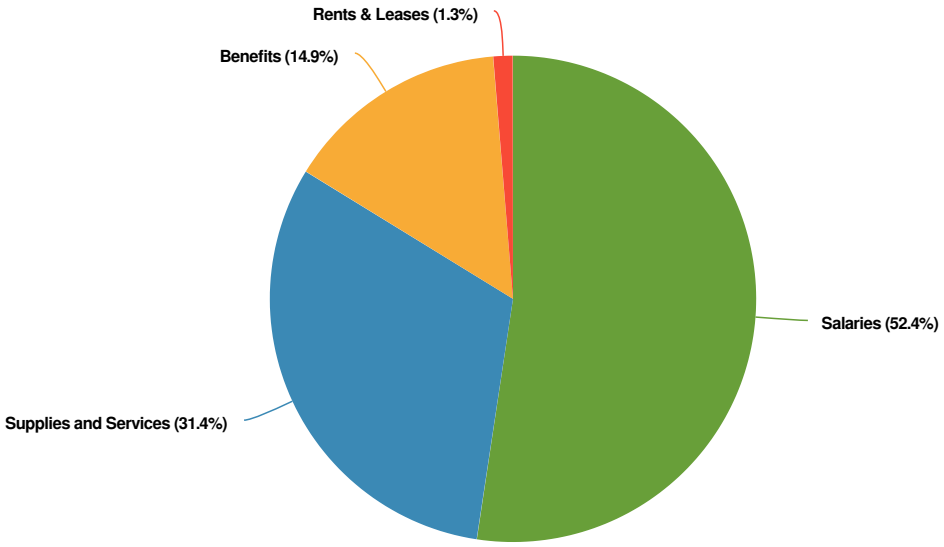
	Measure	FY 19	FY 20	FY 21
1	Attain 75% of capacity in all programs.	77%	75%	36%
2	75% of surveyed participants rate activities satisfactory or better	95%	95%	95%
3	50% of participants are residents.	53%	55%	69%
4	Ratio of gross revenues to division expenses is 115% or greater.	115%	77%	97%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Adjusted Pre-School program to meet County and State guidelines for school settings
- Transitioned programming to virtual format during pandemic
- Transitioned to virtual meetings for the Youth Commission and developed virtual programming opportunities to engage teens in the community

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$576,441	$490,106	$370,748	$540,223	$468,601	-13.3%
Benefits	$108,067	$122,206	$131,486	$132,267	$133,533	1%
Supplies and Services	$446,328	$327,910	$110,195	$278,091	$280,851	1%
Rents & Leases	$14,001	$10,501	$11,522	$11,522	$11,522	0%
Total Expense Objects:	**$1,144,838**	**$950,722**	**$623,951**	**$962,104**	**$894,507**	**-7%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 21>22 change
Recreation Supervisor	1.00	1.00	1.00	1.00	-
Recreation Specialist (Preschool)*	1.00	1.00	2.00	1.54	(0.46)
*Reduction in hours to 1.50 FTE's 8/1/21					
TOTAL	2.00	2.00	3.00	2.54	(0.46)

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 21>22 change
Day Camp Senior Recreation Specialist	0.24	-	-	-	-
Day Camp Recreation Specialist	0.64	0.75	0.12	0.17	0.05
Day Camp Recreation Leader I, II, III	6.66	6.53	3.19	4.37	1.18
Class Instructors	0.74	0.74	0.63	0.22	(0.41)
Preschool Teacher	2.06	1.80	1.69	0.95	(0.74)
Preschool Aides	2.14	2.21	1.69	1.08	(0.61)
TOTAL	12.48	12.03	7.32	6.79	(0.53)

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.532.7001	$170,220	$159,916	$236,848	$241,492	$227,001
PERSONNEL - TEMPORARY	101.532.7002	$386,079	$298,346	$131,900	$296,731	$239,600
PERSONNEL - OVERTIME	101.532.7003	$1,536	$352	$2,000	$2,000	$2,000
VACATION PAY	101.532.7006	$11,129	$22,440	$0	$0	
SICK LEAVE PAY	101.532.7007	$7,479	$9,051	$0	$0	
Total Salaries:		**$576,441**	**$490,106**	**$370,748**	**$540,223**	**$468,601**
Benefits						
UNIFORM ALLOWANCE	101.532.7105	-$570	$1,230	$1,200	$1,200	$925
PERS RETIREMENT	101.532.7106	$41,536	$47,388	$54,462	$54,990	$66,179
DENTAL INSURANCE	101.532.7107	$4,762	$4,978	$6,445	$6,445	$5,461
GROUP HEALTH INSURANCE	101.532.7108	$31,522	$35,593	$44,379	$44,379	$37,608
GROUP LIFE INSURANCE	101.532.7109	$412	$418	$558	$558	$473
WORKERS COMP INSURANCE	101.532.7110	$10,560	$6,362	$8,376	$8,541	$8,878
GROUP DISABILITY INS	101.532.7112	$1,610	$1,634	$3,330	$3,353	$2,837
MEDICARE	101.532.7113	$8,830	$7,634	$3,434	$3,502	$3,292
OTHER BENEFITS PAY	101.532.7118	$896	$0			
COMP/VAC PAYOFF	101.532.7121	$5,454	$6,585			
DEFERRED COMP CONTRIB	101.532.7122	$2,865	$3,015	$3,900	$3,900	$3,304
VEBA HEALTH DEF COMP	101.532.7124	$2,692	$3,480	$5,401	$5,401	$4,575
PARS RETIREMENT	101.532.7126	-$2,503	$3,888	$0	$0	
Total Benefits:		**$108,067**	**$122,206**	**$131,486**	**$132,267**	**$133,533**
Supplies and Services						
SPECIAL DEPARTMENTAL	101.532.7427	$7,161	$842	$3,500	$7,800	$3,500
OTHER CONTRACTUAL SERVICE	101.532.7432	$274,295	$204,806	$46,000	$166,856	$166,856
MEMBERSHIPS/DUES/BOOKS	101.532.7434	$554	$355	$695	$695	$695
OTHER CHARGES	101.532.7438	$65,044	$47,111	$41,000	$41,000	$41,000
SPEC COMMUNITY SERVICES	101.532.7441	$99,274	$74,797	$19,000	$61,740	$68,800
Total Supplies and Services:		**$446,328**	**$327,910**	**$110,195**	**$278,091**	**$280,851**
Rents & Leases						
USER CHGS - IT POOL	101.532.7551	$14,001	$10,501	$11,522	$11,522	$11,522
Total Rents & Leases:		**$14,001**	**$10,501**	**$11,522**	**$11,522**	**$11,522**
Total General Fund:		**$1,144,838**	**$950,722**	**$623,951**	**$962,104**	**$894,507**
Total Governmental Funds:		**$1,144,838**	**$950,722**	**$623,951**	**$962,104**	**$894,507**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total All Funds:		**$1,144,838**	**$950,722**	**$623,951**	**$962,104**	**$894,507**

Line-Item Account Detail

	Description	FY 2022 Adopted
7427	**Special Departmental Expenese**	
	Expendable Supplies - Day Camp	$ 1,500
	Expendable Supplies - Pre-School	2,000
		3,500
7432	**Other Contractual Services**	
	Payment for Contract Class Instructors (e.g., Art Classes, Gardening, Music Together, Gymnastics, Economic Driving School)	**166,856**
7434	**Membership, Dues, Books**	
	Dues	595
	Subscriptions	100
		695
7438	**Other Charges**	
	Active Fees and Charges	**41,000**
7441	**Special Community Services**	
	Youth Commission Event Supplies	1,100
	Day Camps Supplies	59,000
	Pre-School	8,700
		68,800
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**11,522**
	TOTAL	**$ 292,373**

FINANCE



Will Fuentes
Finance Director

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- In coordination with City staff, the City's Municipal Advisors, and other members of the financing team, prepare to issue the remaining Measure O bonds (estimated issuance July/August 2022) and establish a Bond Oversight Committee (by January 2022) **[Council Priority - Measure O Implementation]**
- Collaborate with the City Council, Executive Team, Public Works, Police Department, and project consultants, to determine Furniture, Fixture, and Equipment (FFE) requirements for the to-be-constructed new Police Station building and develop an adequate funding plan to support their timely acquisition **[Council Priority - Measure O Implementation]**
- Evaluate Business License systems and operations, develop improvements to better serve the business community, and collaborate with the Economic Development Division to improve data usefulness and report capabilities so as to enhance timely understanding of the City's business climate **[Council Priority – Financial Recovery and Operational Need]**
- Review current reserve policies and levels with City Council and develop recommendations for possible modification (recommended Fall 2021 Study Session) **[Council Priority – Fiscal Stability and Financial Recovery]**
- Evaluate long-range financial forecasting methodologies and determine whether improvements could be made **[Council Priority – Fiscal Stability and Financial Recovery]**
- Evaluate and discuss with City Council potential new revenue measures (recommended Fall 2021 Study Session or before if any measures under consideration for November 2021 ballot) **[Council Priority – Fiscal Stability and Financial Recovery]**
- Continue to provide City Council with monthly Fiscal Updates starting no later than September 2021 **[Council Priority – Fiscal Stability]**

**Note - The Finance Department also oversees budget unit 101.540 (Non-Departmental Finance), but has shifted that function to the NON-DEPARTMENTAL SECTION of this book so as to not distort the operating expenditures related to Finance's core duties.*

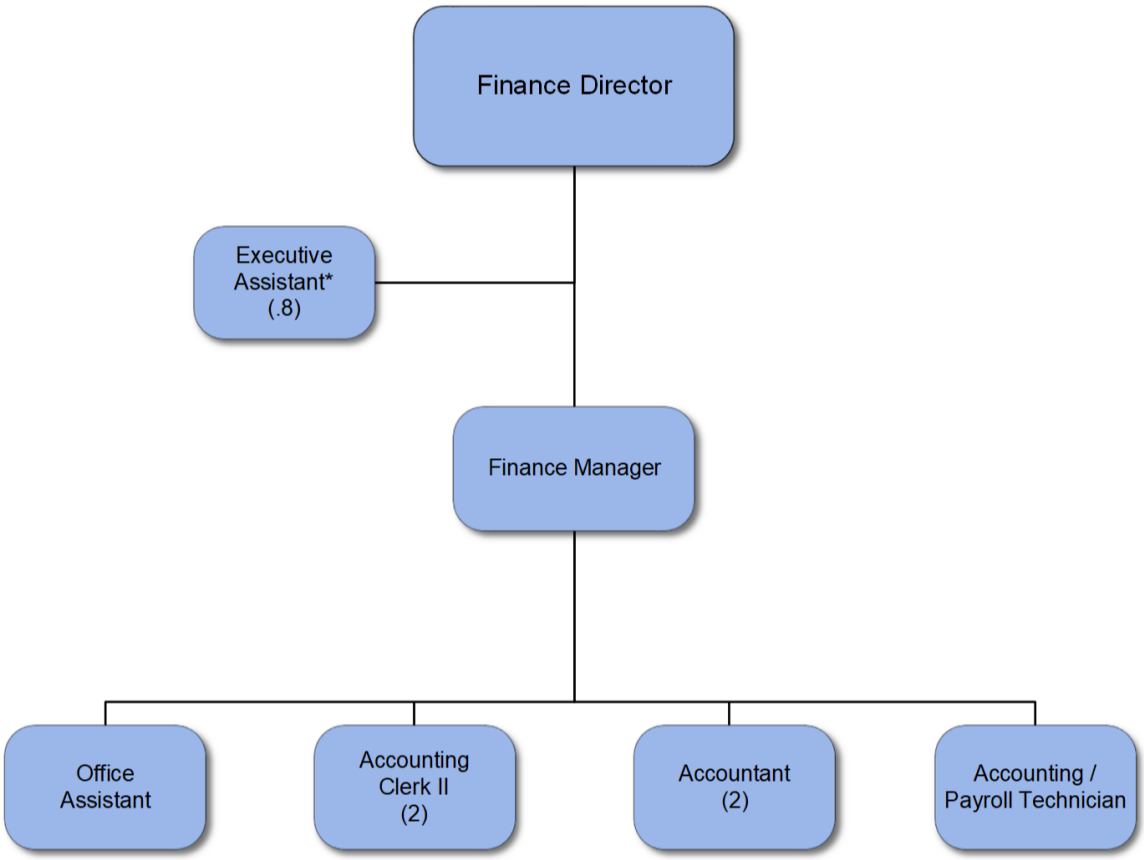
PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	90% of invoices are processed within 45 days.	100%	100%	100%
2	Number of A/P checks generated annually.	5,349	5,146	4,066
3	Number of invoices processed annually.	8,470	7,561	6,807
4	100% of the time, file all mandatory State and Federal reports within required timelines.	100%	100%	100%
5	Percent of time an unqualified audit opinion is received.	100%	100%	100%
6	80% of audit management letter comments implemented.	100%	100%	100%
7	95% of budget calendar milestones are met.	100%	100%	100%
8	90% of time miscellaneous accounts receivable billings are generated within 30 days.	100%	100%	100%
9	100% of bi-weekly payroll will be processed on schedule.	100%	100%	100%
10	100% of the time, all State and Federal required payroll reports will be prepared accurately and timely.	100%	98%	100%
11	Number of payroll checks generated annually.	8,945	8,390	5,786
12	90% of business license billings will be generated within 30 days of scheduled expiration date.	99%	99%	100%
13	99% of idle funds placed in interest bearing investments.	95%	95%	95%
14	80% of time, bank statements will be reconciled to general ledger cash balances within ten working days of month-end close.	60%	100%	91%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Provided monthly fiscal updates to the City Council and recommended corrective budgetary actions when necessary due to COVID-19 public health emergency
- Virtually onboarded a new City auditor after a formal RFP, evaluation, and selection process
- Implemented a new Digital Budget Book platform to enhance public viewing and transparency of the City's FY 2021-22 Operating and Capital Budget
- Coordinated with the City Manager's Office to present Budget Study Sessions to the City Council, Community Workshop, Internal Kickoff and request training session for the City's FY 2021-22 Operating Budget and FY 2022-26 Capital Improvement Plan
- Received the 28th consecutive "Distinguished Budget Award" from the GFOA for the City's FY 2020-21 Operating and Capital Budget document
- Received the 31st consecutive "Certificate of Achievement for Excellence in Financial Reporting" from the Government Finance Officers Association for the City's FY 2018-19 Comprehensive Annual Financial Report
- Completed the annual audit and the City's Comprehensive Annual Financial Report for FY 2019-20; resulting in no findings
- Collaborated with the City Manager's Office, Public Work's Department, and the City's external Financial Advisor and Bond Counsel to prepare necessary materials to place Measure O tax rate on the FY 2020-21 tax roll
- Collaborated with the City Manager's Office, Public Work's Department, and the City's external Financial Advisor and Bond Counsel to issue the first series of Measure O Bonds in August 2020 at a premium of $23.1 million; $3.1 million over their par value
- Assisted the City Manager's Office and external labor negotiators with costing of proposals for several bargaining unit agreements expiring on June 30, 2021
- Filed required information timely to the State Department of Finance (DOF) to support the City's $522,000 share of CARES Act / Coronavirus Relief Funding (CRF)
- Tracked and recorded expenses related to a public health emergency for the purposes of future federal reimbursement

Finance Department Organizational Chart



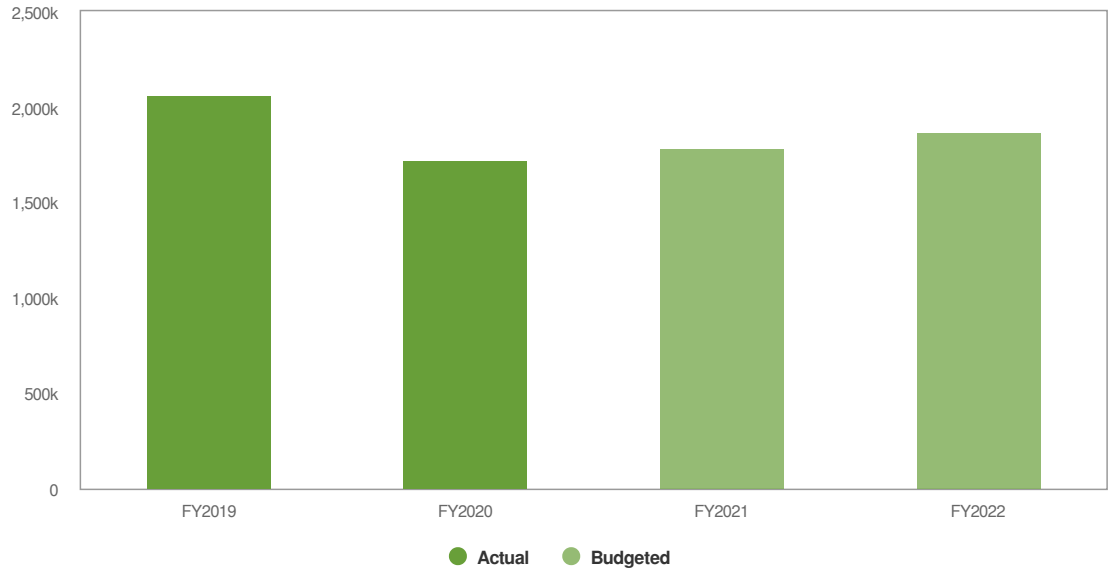
* Permanent Part-Time

Expenditures Summary

$1,868,658 **$87,865**

(4.93% vs. prior year)

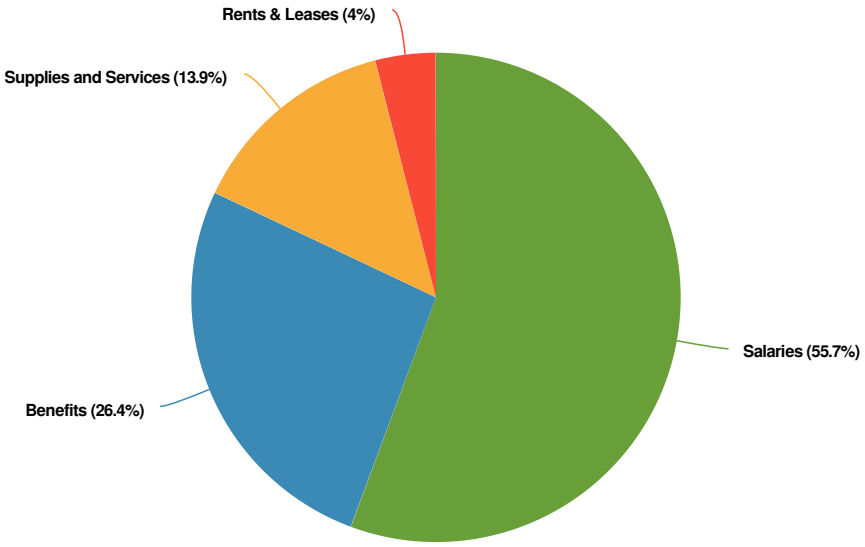
FINANCE Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$695,111	$889,835	$1,011,667	$1,031,404	$1,040,320	0.9%
Benefits	$503,940	$437,581	$476,320	$478,541	$492,860	3%
Supplies and Services	$766,643	$327,752	$217,913	$177,185	$260,585	47.1%
Rents & Leases	$91,006	$68,262	$74,893	$74,893	$74,893	0%
Total Expense Objects:	**$2,056,701**	**$1,723,430**	**$1,780,793**	**$1,762,023**	**$1,868,658**	**6.1%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Accountant	1.00	2.00	2.00	2.00	-
Accounting Clerk II	2.00	2.00	2.00	2.00	-
Payroll/Accounting Technician	1.00	1.00	1.00	1.00	-
Executive Assistant	0.80	0.80	0.80	0.80	-
Finance Director	1.00	1.00	1.00	1.00	-
Finance Manager	1.00	1.00	1.00	1.00	-
Office Assistant	1.00	1.00	1.00	1.00	-
Senior Accountant	1.00	-	-	-	-
TOTAL	8.80	8.80	8.80	8.80	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
	-	-	-	-	-
	-	-	-	-	-
					-
					-
					-
					-
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
General Fund						
Salaries						
PERSONNEL - REGULAR	101.535.7001	$595,728	$835,666	$1,009,167	$1,028,904	$1,037,820
PERSONNEL - TEMPORARY	101.535.7002	$55,324	$2,822	$0	$0	
PERSONNEL - OVERTIME	101.535.7003	$12,424	$5,679	$2,500	$2,500	$2,500
VACATION PAY	101.535.7006	$17,774	$25,837	$0	$0	
SICK LEAVE PAY	101.535.7007	$13,861	$19,831	$0	$0	
Total Salaries:		**$695,111**	**$889,835**	**$1,011,667**	**$1,031,404**	**$1,040,320**
Benefits						
PERS RETIREMENT	101.535.7106	$181,910	$232,140	$265,391	$267,256	$278,715
DENTAL INSURANCE	101.535.7107	$16,940	$17,921	$18,907	$18,907	$18,907
GROUP HEALTH INSURANCE	101.535.7108	$93,457	$130,453	$137,439	$137,439	$140,139
GROUP LIFE INSURANCE	101.535.7109	$1,178	$1,536	$1,637	$1,637	$1,637
WORKERS COMP INSURANCE	101.535.7110	$3,278	$3,361	$3,522	$3,591	$3,622
GROUP DISABILITY INS	101.535.7112	$4,718	$5,775	$6,901	$6,901	$6,901
MEDICARE	101.535.7113	$13,621	$14,209	$14,633	$14,919	$15,048
AUTO ALLOWANCE	101.535.7114	$2,240	$4,509	$4,560	$4,560	$4,560
CELL PHONE ALLOWANCE	101.535.7115	$171	$710	$720	$720	$720
OTHER BENEFITS PAY	101.535.7118	$18,991	$6,698	$0	$0	
SICK LEAVE PAYOFF	101.535.7120	$71,263				
COMP/VAC PAYOFF	101.535.7121	$81,527				
DEFERRED COMP CONTRIB	101.535.7122	$6,756	$7,999	$7,930	$7,930	$7,930
VEBA HEALTH DEF COMP	101.535.7124	$7,889	$12,272	$14,682	$14,682	$14,682
Total Benefits:		**$503,940**	**$437,581**	**$476,320**	**$478,541**	**$492,860**
Supplies and Services						
OFFICE EXPENSE	101.535.7424	$10,096	$9,637	$7,000	$7,000	$7,000
SPECIAL DEPARTMENTAL	101.535.7427	$886	$796	$800	$800	$800
MAINT & OPER OF EQUIP	101.535.7429	$2,372	$740	$1,900	$1,900	$1,900
PROF & SPECIAL SERVICES	101.535.7430	$649,527	$213,098	$114,713	$81,485	$164,885
OTHER CONTRACTUAL SERVICE	101.535.7432	$3,500	$3,500	$11,000	$3,500	$3,500
MEMBERSHIPS/DUES/BOOKS	101.535.7434	$584	$1,239	$1,500	$1,500	$1,500
PROF DEVELOPMENT & MTGS	101.535.7435	$469	$5,426	$1,000	$1,000	$1,000
STAFF DEVELOPMENT	101.535.7437	$316	$645			
OTHER CHARGES	101.535.7438	$98,894	$92,669	$80,000	$80,000	$80,000
Total Supplies and Services:		**$766,643**	**$327,752**	**$217,913**	**$177,185**	**$260,585**
Rents & Leases						
USER CHGS - IT POOL	101.535.7551	$91,006	$68,262	$74,893	$74,893	$74,893
Total Rents & Leases:		**$91,006**	**$68,262**	**$74,893**	**$74,893**	**$74,893**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total General Fund:		**$2,056,701**	**$1,723,430**	**$1,780,793**	**$1,762,023**	**$1,868,658**

Line-Item Account Detail

	Description	FY 2022 Adopted
7424	**Office Expenses**	
	Checks, Office Supplies & Forms	**$ 7,000**
7427	**Special Departmental Expenses**	
	Meeting Expenses & Departmental Meetings	**800**
7429	**Maintenance & Operation of Equipment**	
	Filing System (Herman) & Folder Sealer	**1,900**
7430	**Professional & Specialized Services**	
	Annual Audit (New Audit Firm)	55,500
	Budget and CAFR Review Program	1,335
	CalPERS - GASB 68 Reports	3,500
	Collection Services Fees (AR & DUI) (Offset by Revenue)	2,500
	Direct & Overlapping Bonded Debt Statement	500
	Mandated Cost Reimbursement	6,500
	Continuing Disclosures & Reporting	8,150
	Off-Site Storage	3,500
	GASB 87 Lease Accounting Software	7,500
	Property Tax Consultants Annual Fee	15,000
	Business License System Upgrade Implementation	49,000
	Business License System Upgrade Annual Fee	11,900
		164,885
7432	**Other Contractual Services**	
	Third Party Safekeeping - Bank of New York	**3,500**
7434	**Memberships, Dues, Books**	
	Dues: APA, CMTA, CSMFO & GFOA	**1,500**
7435	**Professional Development & Meetings**	
	Employee Training (Annual GAAP Update and APA Update)	**1,000**
7438	**Other Charges**	
	Property Tax Administration Fees - County (Includes TCAS Amortization Software)	**80,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax Equipment	**74,893**
	TOTAL	**$ 335,478**

COMMUNITY DEVELOPMENT

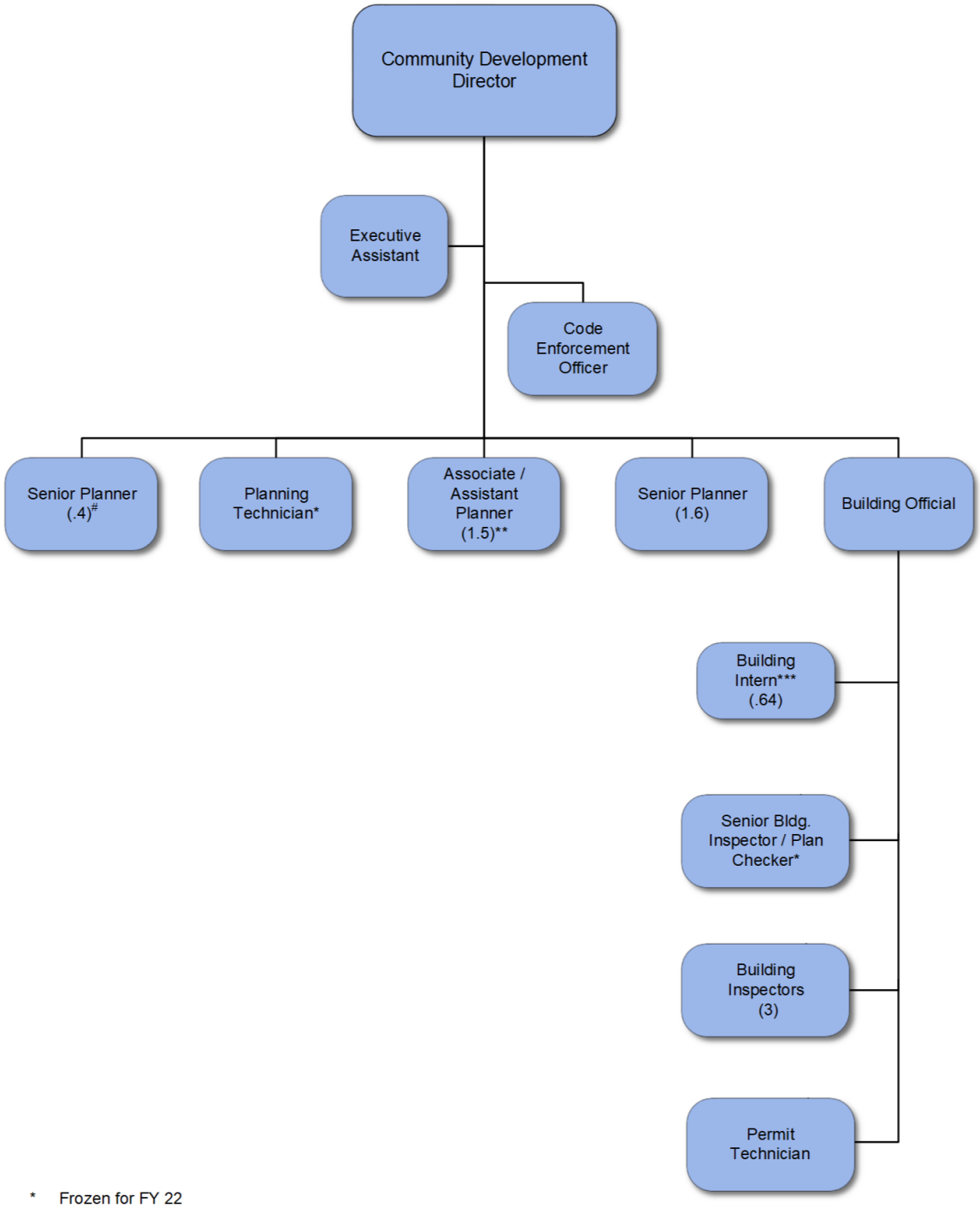


Rob Eastwood
Community Development Director

Community Development Department includes the following programs:

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

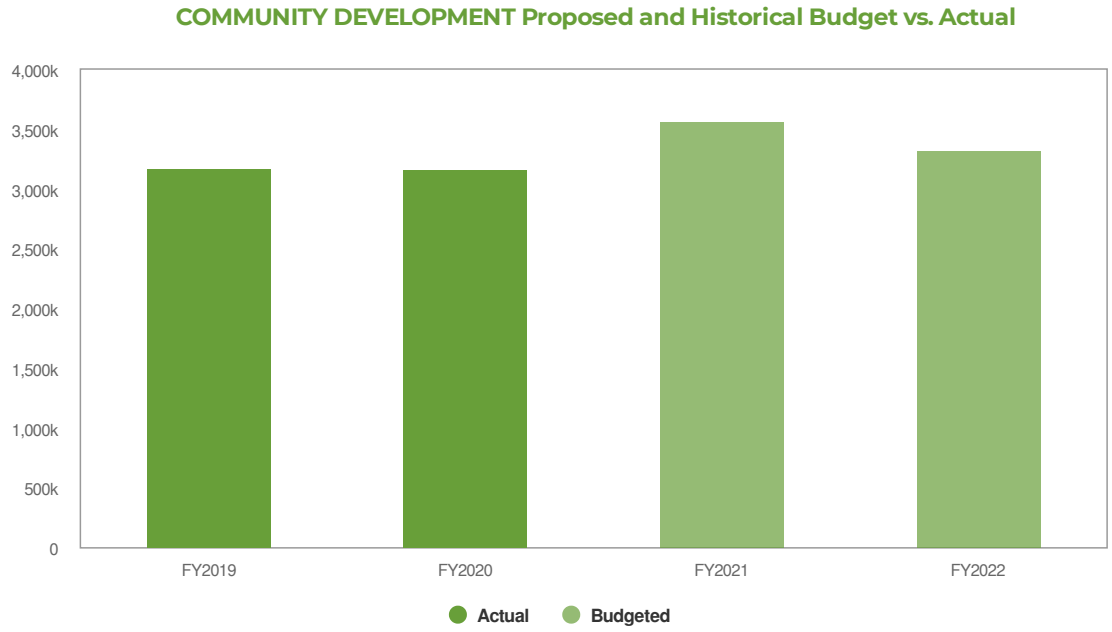
Community Development Organizational Chart



* Frozen for FY 22
** 1 FTE to be hired by 1/1/22 – Not reflected in FTE Total
*** Temporary
# Senior Housing Planner

Expenditures Summary

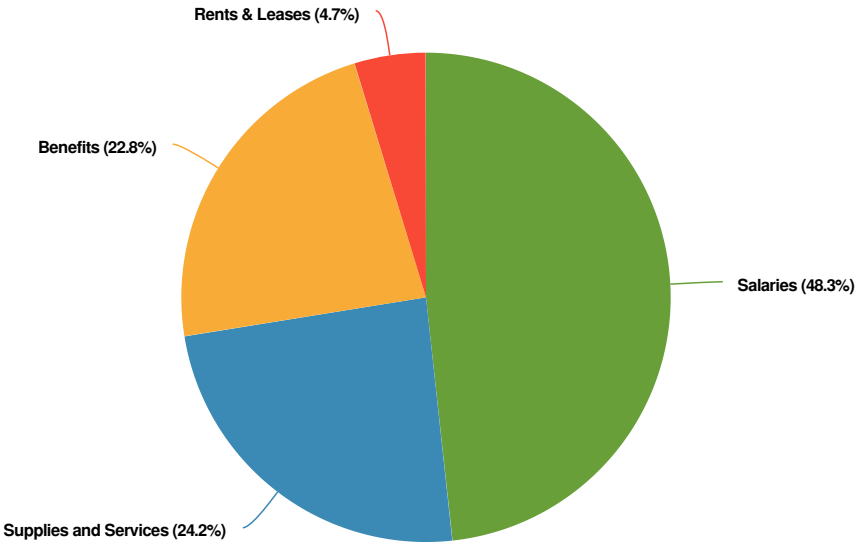
$3,329,452 -$245,178
(-6.86% vs. prior year)



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$1,677,707	$1,638,231	$1,475,434	$1,785,123	$1,607,556	-9.9%
Benefits	$730,371	$796,302	$776,915	$781,740	$759,934	-2.8%
Supplies and Services	$593,737	$591,094	$1,165,038	$567,155	$804,720	41.9%
Rents & Leases	$186,370	$145,348	$157,243	$157,243	$157,243	0%
Total Expense Objects:	**$3,188,184**	**$3,170,975**	**$3,574,630**	**$3,291,260**	**$3,329,452**	**1.2%**

Staffing (Full-Time Equivalents)

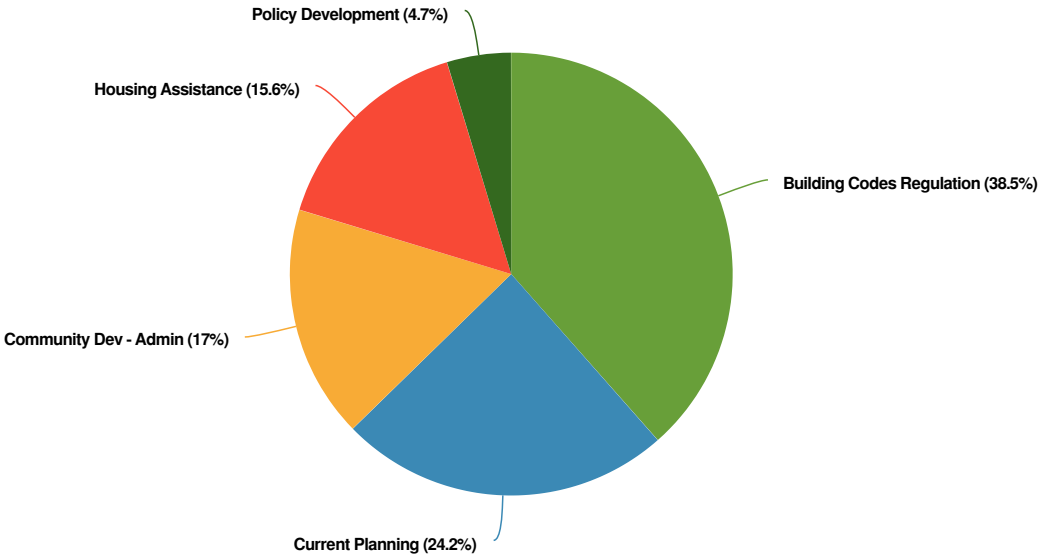
Permanent Position	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Assistant/Associate Planner	1.00	2.00	2.00	1.50	(0.50)
Building Division Manager / Bldg Official	1.00	1.00	0.50	1.00	0.50
Building Inspector	2.00	3.00	3.00	3.00	-
Code Enforcement Officer	1.00	1.00	1.00	1.00	-
Community Development Director	1.00	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	1.00	-
Permit Technician	1.00	1.00	1.00	1.00	-
Planning Technician	-	1.00	1.00	-	(1.00)
Senior Building Inspector	-	1.00	1.00	-	(1.00)
Senior Planner	2.00	2.00	2.00	2.00	-
Permanent	10.00	14.00	13.50	11.50	(2.00)

Limited-Term Position	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Assistant/Associate Planner	1.00	-	-	-	-
Building Inspector	1.00	-	-	-	-
Planning Technician	1.00	-	-	-	-
Senior Building Inspector	1.00	-	-	-	-
Limited-Term	4.00	-	-	-	-

Temporary Position	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Building Intern (Imaging Assistant)	0.64	0.64	0.64	0.64	-
Planning Intern	0.13	0.13			-
Temporary	0.77	0.77	0.64	0.64	-
Total Full Time Equivalents	14.77	14.77	14.14	12.14	(2.00)

Expenditures by Function

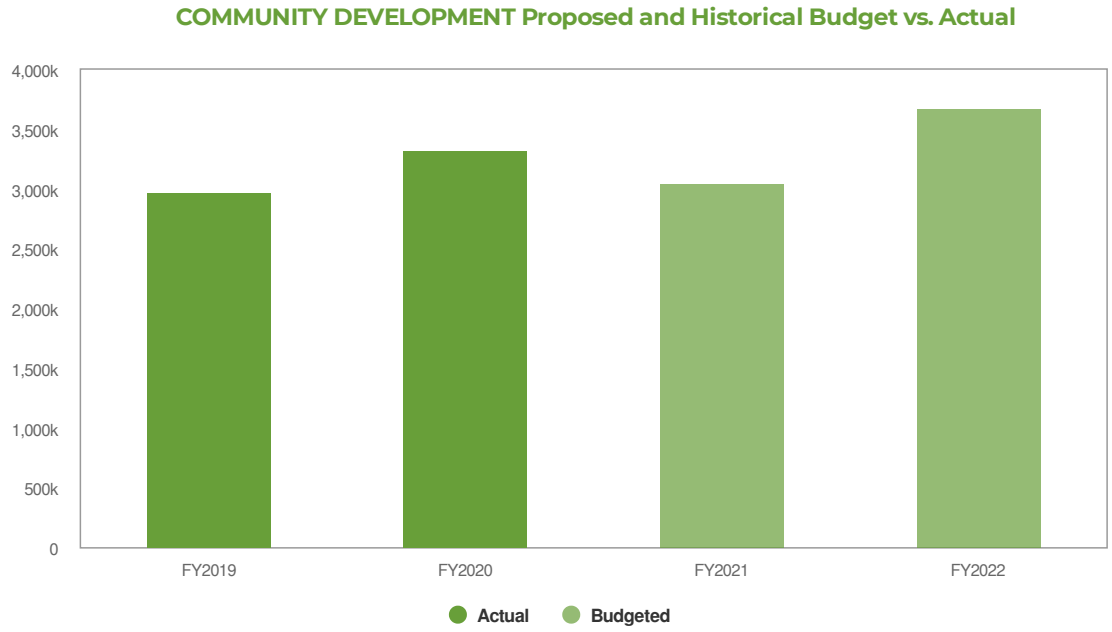
Budgeted Expenditures by Function



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expenditures						
Community Development						
Community Dev - Admin	$517,663	$500,986	$573,183	$536,017	$565,898	5.6%
Current Planning	$859,831	$719,058	$808,434	$963,774	$806,024	-16.4%
Policy Development	$192,115	$258,395	$706,409	$171,471	$155,802	-9.1%
Housing	$432					N/A
Building Codes Regulation	$1,352,235	$1,504,347	$1,221,591	$1,354,319	$1,281,816	-5.4%
Housing Assistance	$265,908	$188,190	$265,012	$265,679	$519,912	95.7%
Total Community Development:	**$3,188,184**	**$3,170,975**	**$3,574,630**	**$3,291,260**	**$3,329,452**	**1.2%**
Total Expenditures:	**$3,188,184**	**$3,170,975**	**$3,574,630**	**$3,291,260**	**$3,329,452**	**1.2%**

Revenues Summary

$3,690,643 $631,053
(20.63% vs. prior year)



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Other Taxes						
CONSTRUCTION TAX	101.554.4151	$26,451	$50,505	$105,000	$179,000	$148,346
Total Other Taxes:		**$26,451**	**$50,505**	**$105,000**	**$179,000**	**$148,346**
Licenses and Permits						
CONSTRUCTION PERMITS	101.554.4210	$1,391,341	$1,596,158	$1,441,000	$2,362,000	$1,987,556
ADVANCED PLAN CHECK FEE	101.554.4211	$426,433	$530,505	$336,000	$571,000	$460,882
GENERAL REVENUE-BLDG DEPT	101.554.4212	$34,640	$52,181	$21,000	$39,000	$28,805
PLN CHECK-TITLE 24 ENERGY	101.554.4213	$41,958	$70,850	$63,000	$95,000	$86,415
TECHNOLOGY ENHANCEMNT FEE	101.554.4214	$17,392	$39,028	$32,000	$57,000	$30,000
Total Licenses and Permits:		**$1,911,764**	**$2,288,722**	**$1,893,000**	**$3,124,000**	**$2,593,658**
Fines/Forfeits/Penalties						
CODE ENFORCEMENT FINES	101.554.4371	$33,531	$19,988	$5,000	$25,000	$10,000
Total Fines/Forfeits/Penalties:		**$33,531**	**$19,988**	**$5,000**	**$25,000**	**$10,000**
Intergovernmental Revenue						
OTHER STATE GRANTS	101.552.4543			$310,000	$0	
Total Intergovernmental Revenue:				**$310,000**	**$0**	
Charges for Services						
ZONING FEES	101.551.4660	$627,328	$559,340	$400,000	$400,000	$392,000
MICROFILM FEES	101.554.4661	$31,837	$28,325	$590	$74,000	
RENTAL DISPUTE RES FEE	101.550.4663	$60,604	$58,504	$60,000	$65,800	$65,800
STORM WATER IMPACT FEE	101.554.4669	$784				
GENERAL PLAN MAINT FEE	101.552.4670	$76,825	$91,339	$93,000	$125,000	$90,000
Total Charges for Services:		**$797,378**	**$737,507**	**$553,590**	**$664,800**	**$547,800**
Leases & Rentals						
RENTS/LEASES (REAL & PER)	101.550.4810	$124,463	$138,977	$125,000	$125,000	$125,000
Total Leases & Rentals:		**$124,463**	**$138,977**	**$125,000**	**$125,000**	**$125,000**
Miscellaneous Revenues						
OTHER REVENUE	101.554.4965	$1,583	$475	$0	$0	
Total Miscellaneous Revenues:		**$1,583**	**$475**	**$0**	**$0**	
Total General Fund:		**$2,895,170**	**$3,236,173**	**$2,991,590**	**$4,117,800**	**$3,424,804**
Special Revenue						
Housing Assistance						

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Investments and Other Interest Income						
INVESTMENT EARNINGS	233.557.4410	$29,946	$28,450	$8,000	$8,000	$50,000
UNREALIZED GAINS/LOSSES	233.557.4431	$1,342	$7,290	$0	$0	
OTHER INTEREST	233.557.4450	$30,160	$55,730	$10,000	$10,000	
Total Investments and Other Interest Income:		**$61,448**	**$91,471**	**$18,000**	**$18,000**	**$50,000**
Miscellaneous Revenues						
SALE OF REAL/PERS PROP	233.557.4960	$8,934				
OTHER REVENUE	233.557.4965	$13,090				$190,839
PRINCIPAL REPAYMENT	233.557.4966	$0	$0	$50,000	$50,000	$25,000
Total Miscellaneous Revenues:		**$22,024**	**$0**	**$50,000**	**$50,000**	**$215,839**
Total Housing Assistance:		**$83,472**	**$91,471**	**$68,000**	**$68,000**	**$265,839**
Total Special Revenue:		**$83,472**	**$91,471**	**$68,000**	**$68,000**	**$265,839**
Total Governmental Funds:		**$2,978,642**	**$3,327,644**	**$3,059,590**	**$4,185,800**	**$3,690,643**
Total All Funds:		**$2,978,642**	**$3,327,644**	**$3,059,590**	**$4,185,800**	**$3,690,643**

550 - Community Development Administration

GENERAL FUND - (101)
Program Manager - Community Development Director

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Continue to refine the on-line application and permit tracking system **[Operational Need]**
- Continue to participate in the Plan Bay Area 2050 implementation process **[Council Priority - Comprehensive Long-Term Land Use Planning]**

PERFORMANCE MEASURES

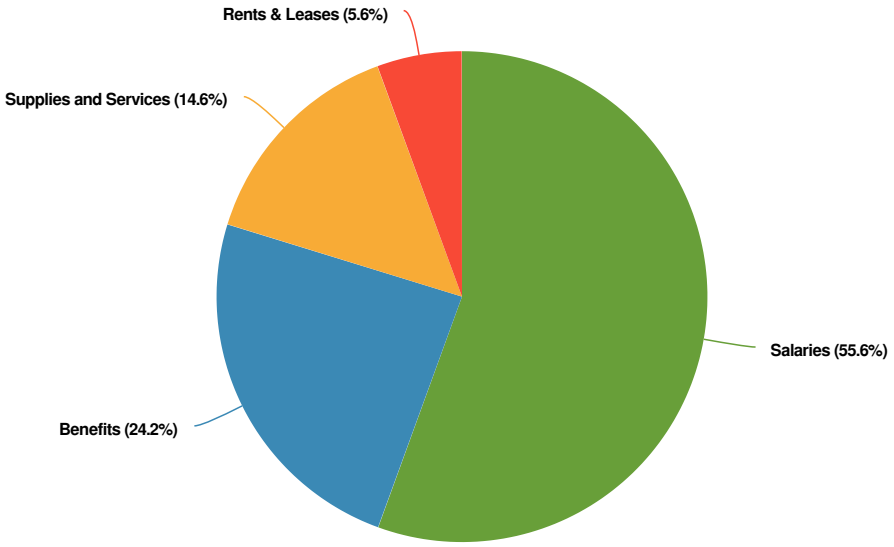
	Measure	FY 19	FY 20	FY 21
1	90% of call backs made within one business day.	95%	99%	95%
2	100% of public notices are filed accurately.	99%	95%	95%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Implemented of an online electronic permitting platform "My Government Online" (MGO) to allow for full paperless processing (electronic plan review) and continuance of services during COVID-19
- Transitioned the Planning Commission, Site and Architectural Review Committee and Historic Preservation Board to virtual meetings

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$266,289	$267,861	$287,655	$293,890	$314,366	7%
Benefits	$126,979	$136,548	$128,613	$129,441	$137,046	5.9%
Supplies and Services	$85,892	$67,699	$125,230	$81,000	$82,800	2.2%
Rents & Leases	$38,503	$28,877	$31,686	$31,686	$31,686	0%
Total Expense Objects:	**$517,663**	**$500,986**	**$573,183**	**$536,017**	**$565,898**	**5.6%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Community Development Director	1.00	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	1.00	-
TOTAL	2.00	2.00	2.00	2.00	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.550.7001	$250,301	$240,211	$287,655	$293,890	$314,366
VACATION PAY	101.550.7006	$8,112	$5,104	$0	$0	
SICK LEAVE PAY	101.550.7007	$7,877	$22,545	$0	$0	
Total Salaries:		**$266,289**	**$267,861**	**$287,655**	**$293,890**	**$314,366**
Benefits						
PERS RETIREMENT	101.550.7106	$64,185	$70,484	$77,083	$77,791	$81,464
DENTAL INSURANCE	101.550.7107	$4,082	$3,961	$4,082	$4,082	$4,297
GROUP HEALTH INSURANCE	101.550.7108	$30,181	$31,025	$32,507	$32,507	$35,216
GROUP LIFE INSURANCE	101.550.7109	$353	$343	$353	$353	$372
WORKERS COMP INSURANCE	101.550.7110	$1,076	$1,045	$996	$1,026	$1,097
GROUP DISABILITY INS	101.550.7112	$1,604	$1,556	$1,604	$1,604	$1,701
MEDICARE	101.550.7113	$4,321	$4,404	$4,171	$4,261	$4,558
AUTO ALLOWANCE	101.550.7114	$2,376	$2,394	$2,376	$2,376	$2,640
CELL PHONE ALLOWANCE	101.550.7115	$324	$326	$324	$324	$360
OTHER BENEFITS PAY	101.550.7118	$5,932	$6,500	$0	$0	
COMP/VAC PAYOFF	101.550.7121	$8,535	$10,112			
DEFERRED COMP CONTRIB	101.550.7122	$1,300	$1,247	$1,300	$1,300	$1,300
VEBA HEALTH DEF COMP	101.550.7124	$2,710	$3,152	$3,816	$3,816	$4,040
Total Benefits:		**$126,979**	**$136,548**	**$128,613**	**$129,441**	**$137,046**
Supplies and Services						
ADVERTISING	101.550.7422	$6,978	$4,607	$7,000	$7,000	$7,000
OFFICE EXPENSE	101.550.7424	$4,097	$2,251	$4,000	$4,000	$4,000
SPECIAL DEPARTMENTAL	101.550.7427	$468	$224	$800	$800	$800
MAINT & OPER OF EQUIP	101.550.7429	$125	$2,770	$47,430	$200	$2,000
OTHER CONTRACTUAL SERVICE	101.550.7432	$54,000	$54,000	$60,000	$60,000	$60,000
MEMBERSHIPS/DUES/BOOKS	101.550.7434	$3,714	$1,742	$4,000	$4,000	$4,000
PROF DEVELOPMENT & MTGS	101.550.7435	$16,510	$2,105	$2,000	$5,000	$5,000
Total Supplies and Services:		**$85,892**	**$67,699**	**$125,230**	**$81,000**	**$82,800**
Rents & Leases						
USER CHGS - IT POOL	101.550.7551	$38,503	$28,877	$31,686	$31,686	$31,686
Total Rents & Leases:		**$38,503**	**$28,877**	**$31,686**	**$31,686**	**$31,686**
Total General Fund:		**$517,663**	**$500,986**	**$573,183**	**$536,017**	**$565,898**
Total Governmental Funds:		**$517,663**	**$500,986**	**$573,183**	**$536,017**	**$565,898**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total All Funds:		**$517,663**	**$500,986**	**$573,183**	**$536,017**	**$565,898**

Line-Item Account Detail

	Description	FY 2022 Adopted
7422	**Advertising**	
	Publication of Legal Notices, EIR's, Etc.	**$ 7,000**
7424	**Office Expense**	
	Miscellaneous Printings, Maps, Publications, Office Supplies, Etc.	
	Reproduction for General Plan & Public Meetings	**4,000**
7427	**Special Department Expenses**	
	Employee Recognition	**800**
7429	**Maintenance & Operation of Equipment**	
	Microfiche Service Contract	2,000
		2,000
7432	**Other Contractual Services**	
	Rental Dispute Mediation (Project Sentinel) (Offset by Rental Dispute Fee Revenue)	**60,000**
7434	**Memberships, Dues, Books**	
	Books; SCCAPO meals; Director Dues & Subscriptions - APA, AICP & CDBG	**4,000**
7435	**Professional Development Meetings**	
	Director:	
	APA, League of California Cities, Workshops, SVEDA	**5,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**31,686**
	TOTAL	**$ 114,486**

551 - Current Planning

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

MISSION STATEMENT

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

ONGOING PROGRAM RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Work with City Attorney to update the City's density bonus and inclusionary ordinances **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Work with the City Attorney's office to amend the City's Camping Ordinance to allow activities in all zones with public assembly uses **[Council Priority - Comprehensive Long-Term Land Use Planning]**

PERFORMANCE MEASURES

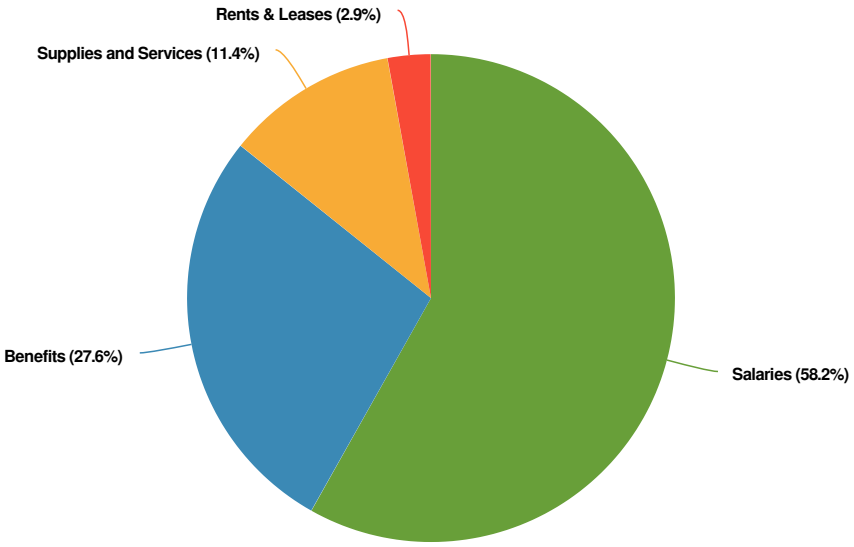
	Measure	FY 19	FY 20	FY 21
1	80% of inquiry phone calls and emails are returned within one business day.	90%	90%	80%
2	90% of minor building permits receive a response within five business days.	85%	85%	85%
3	85% of major building permits receive a response within ten business days.	85%	70%	70%
4	100% of completeness letters are sent out within 30 days.	100%	100%	100%
5	100% permit-streamlining to applicable projects are completed within six months.	100%	100%	100%
6	90% of hearings are held within 60 days of application completeness.	100%	100%	100%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Conducted virtual Planning Commission Study Sessions
- Issued and processed planning approvals and administrative permits
- Received and completed Code Enforcement complaints

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$543,894	$431,912	$500,270	$627,923	$468,897	-25.3%
Benefits	$228,909	$214,365	$276,120	$277,806	$222,283	-20%
Supplies and Services	$59,025	$51,779	$9,000	$35,000	$91,800	162.3%
Rents & Leases	$28,002	$21,002	$23,044	$23,044	$23,044	0%
Total Expense Objects:	**$859,831**	**$719,058**	**$808,434**	**$963,774**	**$806,024**	**-16.4%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 21>22 change
Assistant/Associate Planner (HIRE 01-01-22) *	0.70	0.70	0.70	0.35	(0.35)
Assistant/Associate Planner **	1.00	-	-	-	-
Assistant/Associate Planner	-	1.00	1.00	1.00	-
Senior Planner ***	1.30	1.30	1.30	1.10	(0.20)
Planning Technician **	1.00	-	-		-
Planning Technician (FREEZE ALL FY 2022)	-	1.00	1.00	-	(1.00)
Code Enforcement Officer	1.00	1.00	1.00	1.00	-
* Balance Funded in Program 552 ** Limited- Term Position *** Balance Funded in Programs 552 & 557					
	5.00	5.00	5.00	3.45	(1.55)

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 21>22 change
Planning Intern	0.13	0.13	-	-	-
	0.13	0.13	-	-	

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.551.7001	$477,845	$370,267	$480,270	$607,923	$448,897
PERSONNEL - TEMPORARY	101.551.7002	$1,800	$2,584			
PERSONNEL - OVERTIME	101.551.7003	$22,219	$17,072	$20,000	$20,000	$20,000
VACATION PAY	101.551.7006	$19,400	$23,043	$0	$0	
SICK LEAVE PAY	101.551.7007	$22,630	$18,946	$0	$0	
Total Salaries:		**$543,894**	**$431,912**	**$500,270**	**$627,923**	**$468,897**
Benefits						
UNIFORM ALLOWANCE	101.551.7105	$150	$600	$150	$150	$150
PERS RETIREMENT	101.551.7106	$113,823	$114,262	$159,591	$160,914	$144,090
DENTAL INSURANCE	101.551.7107	$10,026	$7,738	$10,742	$10,742	$7,412
GROUP HEALTH INSURANCE	101.551.7108	$69,494	$54,765	$66,609	$66,609	$42,421
GROUP LIFE INSURANCE	101.551.7109	$868	$665	$930	$930	$642
WORKERS COMP INSURANCE	101.551.7110	$10,252	$7,832	$9,946	$10,140	$7,488
GROUP DISABILITY INS	101.551.7112	$3,402	$2,607	$3,645	$3,645	$2,515
MEDICARE	101.551.7113	$8,578	$6,970	$8,646	$8,815	$6,509
CELL PHONE ALLOWANCE	101.551.7115	$83	$3	$360	$360	$360
OTHER BENEFITS PAY	101.551.7118	$577	$0			
SICK LEAVE PAYOFF	101.551.7120		$1,410			
COMP/VAC PAYOFF	101.551.7121		$7,474			
DEFERRED COMP CONTRIB	101.551.7122	$6,000	$4,645	$6,500	$6,500	$4,485
VEBA HEALTH DEF COMP	101.551.7124	$5,632	$5,360	$9,001	$9,001	$6,211
PARS RETIREMENT	101.551.7126	$23	$34			
Total Benefits:		**$228,909**	**$214,365**	**$276,120**	**$277,806**	**$222,283**
Supplies and Services						
SPECIAL DEPARTMENTAL	101.551.7427	$2,990	$3,494	$1,000	$3,000	$7,800
PROF & SPECIAL SERVICES	101.551.7430	$56,035	$40,875	$5,000	$15,000	$72,000
PROF DEVELOPMENT & MTGS	101.551.7435		$7,410	$3,000	$17,000	$12,000
Total Supplies and Services:		**$59,025**	**$51,779**	**$9,000**	**$35,000**	**$91,800**
Rents & Leases						
USER CHGS - IT POOL	101.551.7551	$28,002	$21,002	$23,044	$23,044	$23,044
Total Rents & Leases:		**$28,002**	**$21,002**	**$23,044**	**$23,044**	**$23,044**
Total General Fund:		**$859,831**	**$719,058**	**$808,434**	**$963,774**	**$806,024**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Governmental Funds:		**$859,831**	**$719,058**	**$808,434**	**$963,774**	**$806,024**
Total All Funds:		**$859,831**	**$719,058**	**$808,434**	**$963,774**	**$806,024**

Line-Item Account Detail

	Description	FY 2022 Adopted
7427	**Special Departmental Expense**	
	Historic Preservation Board Projects, iPad Purchase	$ 6,000
	Historic Preservation Board Application - Maintenance Fee	1,800
		7,800
7430	**Professional & Specialized Services**	
	Consultant for objective standards	67,000
	Hearing Officer	5,000
		72,000
7435	**Professional Development & Meetings**	
	Historic Preservation Board	1,000
	Planning Commission	5,000
	Planning Staff	5,000
	Code Enforcement:	1,000
	APA, League of Cities, Workshops, Historic Preservation Certificate	**12,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**23,044**
	TOTAL	**$ 114,844**

552 - Policy Development

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

- Manage and update the General Plan as needed
- Monitor State and Federal legal decisions, judicial decisions and regulations affecting planning, land use, and environmental review
- Represent the City on regional issues affecting land use and planning

- Maintain data for Geographic Information System (GIS) mapping for current land use, General Plan, zoning and parcel data
- Prepare text amendments to the zoning code as directed by the City Council

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Continue to work with consultant on General Plan Update **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Work with consultant on Housing Element revision **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Continue to work with the consultant to establish objective residential development standards **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Work to develop ADU ordinance to allow short term rentals, and consideration of an amnesty program existing ADU **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Work with City Attorney's Office to revise zoning ordinances to comply with State law **[Council Priority - Comprehensive Long-Term Land Use Planning]**

PERFORMANCE MEASURES

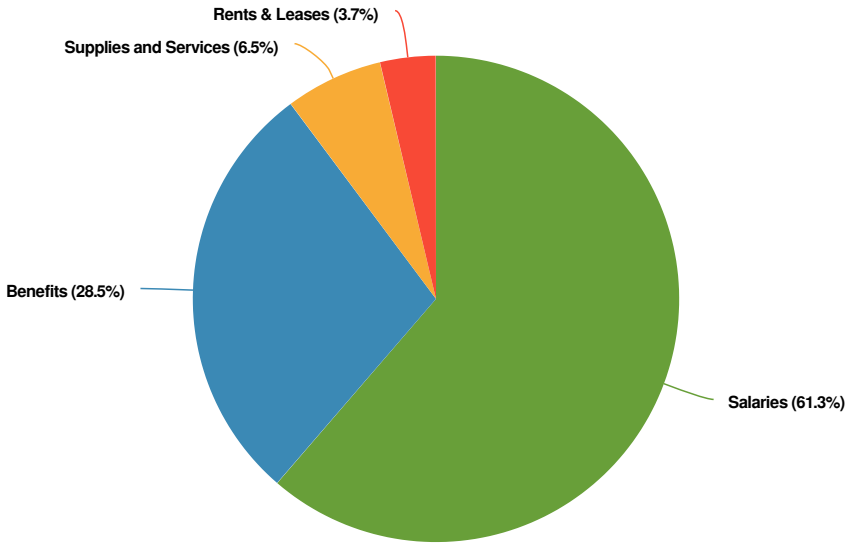
	Measure	FY 19	FY 20	FY 21
1	85% of policy development milestones and projects are completed according to the approved Work Plan.	90%	85%	100%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Drafted a Temporary Use Permit (TUP) Ordinance
- Drafted the Downtown Pedestrian-Oriented Activities Ordinance
- Hosted an Affordable Housing Developer Forum with the Planning Commission
- Participated in Planning Collaborative and Plan Bay Area 2050 meetings
- Secured approximately $190,000 in grant funding to help prepare the Housing Element through Local Early Action Planning (LEAP) ($150,000) and Regional Early Action Planning (REAP) ($40,839)
- Continued preparation of General Plan Update including support of General Plan Advisory Committee (GPAC)
- Issued Request for Proposals (RFPs) for consultant to prepare Housing Element Update

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$112,304	$85,635	$61,436	$113,335	$95,571	-15.7%
Benefits	$31,937	$40,315	$48,940	$49,255	$44,351	-10%
Supplies and Services	$40,874	$127,195	$590,273	$3,120	$10,120	224.4%
Rents & Leases	$7,000	$5,250	$5,761	$5,761	$5,761	0%
Total Expense Objects:	**$192,115**	**$258,395**	**$706,409**	**$171,471**	**$155,802**	**-9.1%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 21>22 change
Senior Planner *	0.50	0.50	0.50	0.50	-
Assistant/Associate Planner **	0.30	0.30	0.30	0.15	-0.15
* Balance Funded in Programs 551 & 557					
** Balance Funded in Program 551, hire 1/1/22					
TOTAL	0.80	0.80	0.80	0.65	-0.15

Temporary Personnel	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 2022/21 change
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.552.7001	$102,052	$80,145	$61,436	$113,335	$95,571
PERSONNEL - OVERTIME	101.552.7003	$2,684	$2,319	$0	$0	
VACATION PAY	101.552.7006	$2,052	$2,140			
SICK LEAVE PAY	101.552.7007	$5,515	$1,032	$0	$0	
Total Salaries:		**$112,304**	**$85,635**	**$61,436**	**$113,335**	**$95,571**
Benefits						
UNIFORM ALLOWANCE	101.552.7105		$120			
PERS RETIREMENT	101.552.7106	$11,551	$8,872	$29,752	$29,999	$28,948
DENTAL INSURANCE	101.552.7107	$1,719	$1,318	$1,719	$1,719	$1,397
GROUP HEALTH INSURANCE	101.552.7108	$11,833	$9,652	$10,791	$10,791	$8,416
GROUP LIFE INSURANCE	101.552.7109	$149	$106	$149	$149	$121
WORKERS COMP INSURANCE	101.552.7110	$2,092	$1,763	$1,854	$1,890	$1,594
GROUP DISABILITY INS	101.552.7112	$583	$417	$583	$583	$474
MEDICARE	101.552.7113	$1,743	$1,566	$1,612	$1,643	$1,386
OTHER BENEFITS PAY	101.552.7118	$247	$0			
SICK LEAVE PAYOFF	101.552.7120		$2,351			
COMP/VAC PAYOFF	101.552.7121		$12,457			
DEFERRED COMP CONTRIB	101.552.7122	$1,040	$786	$1,040	$1,040	$845
VEBA HEALTH DEF COMP	101.552.7124	$979	$907	$1,440	$1,440	$1,170
Total Benefits:		**$31,937**	**$40,315**	**$48,940**	**$49,255**	**$44,351**
Supplies and Services						
SPECIAL DEPARTMENTAL	101.552.7427	$3,350	$3,940	$3,120	$3,120	$3,120
PROF & SPECIAL SERVICES	101.552.7430	$37,524	$123,253	$587,153	$0	
PROF DEVELOPMENT & MTGS	101.552.7435		$2			$7,000
Total Supplies and Services:		**$40,874**	**$127,195**	**$590,273**	**$3,120**	**$10,120**
Rents & Leases						
USER CHGS - IT POOL	101.552.7551	$7,000	$5,250	$5,761	$5,761	$5,761
Total Rents & Leases:		**$7,000**	**$5,250**	**$5,761**	**$5,761**	**$5,761**
Total General Fund:		**$192,115**	**$258,395**	**$706,409**	**$171,471**	**$155,802**
Total Governmental Funds:		**$192,115**	**$258,395**	**$706,409**	**$171,471**	**$155,802**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total All Funds:		**$192,115**	**$258,395**	**$706,409**	**$171,471**	**$155,802**

Line-Item Account Detail

	Description	FY 2022 Adopted
7427	**Special Department Expense**	
	Local Area Formation Commission (LAFCO) Fee - Mandate	**$ 3,120**
7435	**Professional Development & Meetings**	
	Planning Commissioner APA Training and Conferences ($1,000 per Commissioner x 7 Commissioners)	**$ 7,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**5,761**
	TOTAL	**$ 15,881**

554 - Building Codes Regulations

GENERAL FUND - (101)
Program Manager - Building Official

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE MEASURES

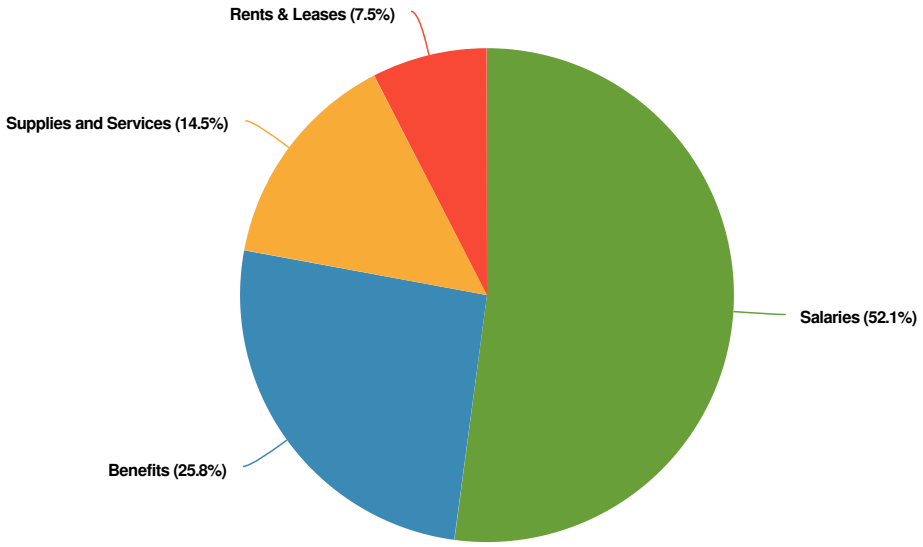
	Measure	FY 19	FY 20	FY 21
1	85% of all plan check submittals are given first review for compliance with codes within ten days of submittal.	95%	85%	80%
2	85% of time all inspections are made the day following the request.	100%	100%	90%
3	80% of simple tenant improvements and minor permits are issued over-the-counter. *	95%	85%	75%
4	90% of permit application for plan review are checked for completeness, compiled and proper routing within 2-hours of submittal.	90%	90%	75%
5	90% of plan review applications are given preliminary review for completeness, valuation and proper routing within 3 days of submittal. *	100%	90%	75%
6	80% of “Final” permits having plans are pulled from active storage and formatted for digital imaging within 5 days of final inspection.	80%	85%	N/A
7	90% of all minor nuisance complaints resolved within 30 days.	80%	90%	90%
8	90% of code enforcement inquiries are responded to within three business days.	80%	95%	100%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Issued building permits which included new home accessory dwelling units (ADU) permits
- Performed inspections, conducted plan checks and inspections for various projects

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$726,081	$830,473	$596,342	$719,660	$668,091	-7.2%
Benefits	$334,478	$392,435	$310,762	$312,673	$330,773	5.8%
Supplies and Services	$178,811	$191,220	$217,735	$225,235	$186,200	-17.3%
Rents & Leases	$112,865	$90,219	$96,752	$96,752	$96,752	0%
Total Expense Objects:	**$1,352,235**	**$1,504,347**	**$1,221,591**	**$1,354,319**	**$1,281,816**	**-5.4%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Building Division Manager / Bldg Official *	1.00	1.00	0.50	1.00	0.50
Building Inspector	2.00	3.00	3.00	3.00	-
Building Inspector **	1.00	-	-	-	-
Permit Technician	1.00	1.00	1.00	1.00	-
Senior Building Inspector ***	1.00	-	1.00	-	(1.00)
Senior Building Inspector	-	1.00	-	-	-
* Hire 7/1/21 ** Limited Term position *** Freeze all FY'22					
TOTAL	6.00	6.00	5.50	5.00	(0.50)

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Building Intern (Imaging Assistant)	0.64	0.64	0.64	0.64	-
TOTAL	0.64	0.64	0.64	0.64	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.554.7001	$649,158	$737,928	$581,042	$699,260	$647,691
PERSONNEL - TEMPORARY	101.554.7002	$16,545	$11,003	$15,300	$20,400	$20,400
PERSONNEL - OVERTIME	101.554.7003	$329		$0	$0	
VACATION PAY	101.554.7006	$34,147	$63,965	$0	$0	
SICK LEAVE PAY	101.554.7007	$25,902	$17,577	$0	$0	
Total Salaries:		**$726,081**	**$830,473**	**$596,342**	**$719,660**	**$668,091**
Benefits						
UNIFORM ALLOWANCE	101.554.7105	$600	$750	$600	$600	$450
PERS RETIREMENT	101.554.7106	$173,681	$206,236	$183,574	$185,091	$197,244
DENTAL INSURANCE	101.554.7107	$13,070	$14,099	$11,817	$11,817	$10,742
GROUP HEALTH INSURANCE	101.554.7108	$92,358	$101,639	$70,179	$70,179	$80,550
GROUP LIFE INSURANCE	101.554.7109	$1,132	$1,221	$1,023	$1,023	$930
WORKERS COMP INSURANCE	101.554.7110	$11,979	$13,317	$10,292	$10,493	$9,576
GROUP DISABILITY INS	101.554.7112	$4,678	$4,999	$4,131	$4,131	$3,888
MEDICARE	101.554.7113	$10,700	$12,627	$9,946	$10,139	$9,392
AUTO ALLOWANCE	101.554.7114	$1,920	$1,846	$960	$960	$1,920
CELL PHONE ALLOWANCE	101.554.7115	$1,856	$2,158	$1,620	$1,620	$1,440
OTHER BENEFITS PAY	101.554.7118	$7,734	$2,568			
COMP/VAC PAYOFF	101.554.7121		$13,062			
DEFERRED COMP CONTRIB	101.554.7122	$6,650	$7,404	$6,500	$6,500	$5,200
VEBA HEALTH DEF COMP	101.554.7124	$7,906	$10,366	$10,121	$10,121	$9,441
PARS RETIREMENT	101.554.7126	$215	$143	$0	$0	
Total Benefits:		**$334,478**	**$392,435**	**$310,762**	**$312,673**	**$330,773**
Supplies and Services						
OFFICE EXPENSE	101.554.7424	$5,554	$6,374	$5,000	$7,500	$7,500
SMALL TOOLS	101.554.7425	$0	$0	$200	$200	$200
PROF & SPECIAL SERVICES	101.554.7430	$172,656	$178,768	$207,035	$207,035	$170,000
MEMBERSHIPS/DUES/BOOKS	101.554.7434	$601	$5,484	$3,000	$8,000	$7,000
PROF DEVELOPMENT & MTGS	101.554.7435		$594	$2,500	$2,500	$1,500
Total Supplies and Services:		**$178,811**	**$191,220**	**$217,735**	**$225,235**	**$186,200**
Rents & Leases						
USER CHGS-MOTOR POOL	101.554.7550	$21,859	$21,965	$21,859	$21,859	$21,859
USER CHGS - IT POOL	101.554.7551	$91,006	$68,254	$74,893	$74,893	$74,893
Total Rents & Leases:		**$112,865**	**$90,219**	**$96,752**	**$96,752**	**$96,752**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total General Fund:		**$1,352,235**	**$1,504,347**	**$1,221,591**	**$1,354,319**	**$1,281,816**
Total Governmental Funds:		**$1,352,235**	**$1,504,347**	**$1,221,591**	**$1,354,319**	**$1,281,816**
Total All Funds:		**$1,352,235**	**$1,504,347**	**$1,221,591**	**$1,354,319**	**$1,281,816**

Line-Item Account Detail

	Description	FY 2022 Adopted
7424	**Office Expense**	
	Printing, Maps, Etc.	**$ 7,500**
7425	**Minor Tools & Equipment**	
	Miscellaneous Equipment & Supplies	**200**
7430	**Professional & Specialized Services**	
	Contract plan Checking - Structural Engineer Fees	160,000
	Graffiti Abatement	10,000
		170,000
7434	**Memberships, Dues, Books**	**7,000**
7435	**Professional Development & Meetings**	
	Professional Development & Meetings	**1,500**
7550	**User Charges - Motor Pool**	
	Use of City Vehicles	**21,859**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**74,893**
	TOTAL	**$ 282,952**

557 - Housing Assistance

LOW-MODERATE INCOME HOUSING FUND (233)
Program Manager – Senior Planner

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORKPLAN ITEMS FOR FISCAL YEAR 2022

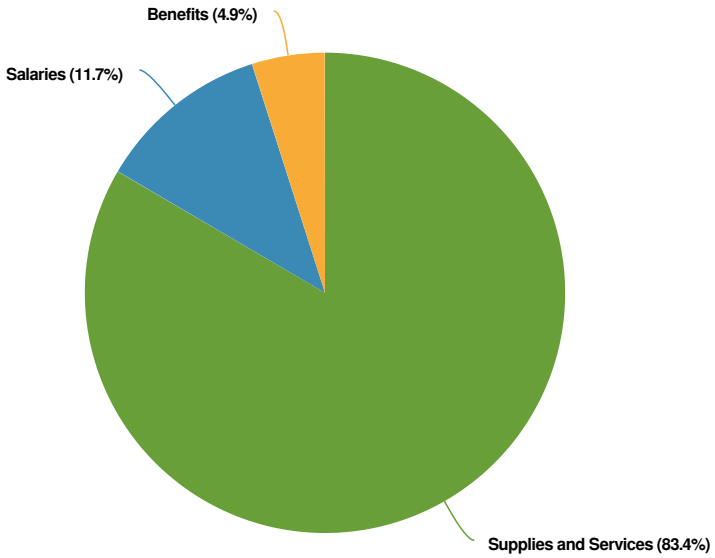
- Work with consultant to evaluate certification compliance and recommend any necessary enforcement action to the City Council **[Operational Need]**
- Evaluate options for administering the City's housing program **[Operational Need]**

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Negotiated a no-cost increase contract with HouseKeys Inc.
- Held online Below Market Rate (BMR) homebuyer and rental orientations
- Coordinated the resale of a BMR unit
- Recertified BMR rental and owner units
- Increased BMR owner unit response rate
- Processed subordination agreements
- Developed informational handouts on pricing methodology and equity sharing

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$29,138	$22,350	$29,732	$30,315	$60,631	100%
Benefits	$8,067	$12,639	$12,480	$12,565	$25,481	102.8%
Supplies and Services	$228,703	$153,200	$222,800	$222,800	$433,800	94.7%
Total Expense Objects:	**$265,908**	**$188,190**	**$265,012**	**$265,679**	**$519,912**	**95.7%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Senior Planner *	0.20	0.20	0.20	0.40	0.20
* Balance Funded in Programs 551 & 552					
TOTAL	0.20	0.20	0.20	0.40	0.20

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
Special Revenue						
Housing Assistance						
Salaries						
PERSONNEL - REGULAR	233.557.7001	$27,186	$21,138	$29,732	$30,315	$60,631
PERSONNEL - OVERTIME	233.557.7003	$395	$449	$0	$0	
VACATION PAY	233.557.7006	$762	$552			
SICK LEAVE PAY	233.557.7007	$796	$212	$0	$0	
Total Salaries:		**$29,138**	**$22,350**	**$29,732**	**$30,315**	**$60,631**
Benefits						
UNIFORM ALLOWANCE	233.557.7105		$30			
PERS RETIREMENT	233.557.7106	$3,022	$2,333	$7,958	$8,024	$16,400
DENTAL INSURANCE	233.557.7107	$430	$339	$430	$430	$859
GROUP HEALTH INSURANCE	233.557.7108	$2,958	$2,527	$2,363	$2,363	$4,725
GROUP LIFE INSURANCE	233.557.7109	$38	$26	$37	$37	$74
WORKERS COMP INSURANCE	233.557.7110	$530	$490	$496	$506	$1,011
GROUP DISABILITY INS	233.557.7112	$146	$103	$146	$146	$292
MEDICARE	233.557.7113	$440	$434	$431	$440	$879
SICK LEAVE PAYOFF	233.557.7120		$940			
COMP/VAC PAYOFF	233.557.7121		$4,983			
DEFERRED COMP CONTRIB	233.557.7122	$260	$202	$260	$260	$520
VEBA HEALTH DEF COMP	233.557.7124	$243	$233	$360	$360	$720
Total Benefits:		**$8,067**	**$12,639**	**$12,480**	**$12,565**	**$25,481**
Supplies and Services						
ADVERTISING	233.557.7422	$0	$0	$200	$200	$200
OFFICE EXPENSE	233.557.7424	$0	$0	$100	$100	$100
PROF & SPECIAL SERVICES	233.557.7430	$228,703	$153,200	$172,500	$172,500	$408,500
BAD DEBTS	233.557.7439	$0	$0	$50,000	$50,000	$25,000
Total Supplies and Services:		**$228,703**	**$153,200**	**$222,800**	**$222,800**	**$433,800**
Total Housing Assistance:		**$265,908**	**$188,190**	**$265,012**	**$265,679**	**$519,912**
Total Special Revenue:		**$265,908**	**$188,190**	**$265,012**	**$265,679**	**$519,912**
Total Governmental Funds:		**$265,908**	**$188,190**	**$265,012**	**$265,679**	**$519,912**
Total All Funds:		**$265,908**	**$188,190**	**$265,012**	**$265,679**	**$519,912**

Line-Item Account Detail

	Description	FY 2022 Adopted
7422	**Advertising**	
	Promote Housing Assistance Availability	**$ 200**
7424	**Office Expense**	
	Office Supplies	**100**
7430	**Professional & Specialized Services**	
	BMR Administrator Contract- House Keys	140,000
	Santa Clara County Homeless Study	2,500
	General Consulting & Legal Services - BMR litigation	75,000
	Housing Element Update - Preliminary Consultant Costs	191,000
		408,500
7439	**Bad Debts**	
	Loan Forgiveness (Bankruptcy, Foreclosures, Short Sales)	**25,000**
	TOTAL	**$ 433,800**

LEGAL SERVICES



William Seligmann
City Attorney

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Assist Community Development with General Plan and Housing Element Update **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Assist Community Development with implementation of objective standards for residential developments **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Review/Draft Measure O construction contracts **[Council Priority - Measure O Implementation]**
- Work with Community Development Department to revise zoning ordinances for density bonus and inclusionary housing, and to comply with State law **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Assist Community Development Department with amending the City's Camping Ordinance to allow activities by public assembly uses in all zones **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Assist Community Development on consideration of amnesty program for ADUs **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Assist Community Development with consideration of legalizing short-term rentals **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Work with Council Subcommittee on process for priority scheduling **[Operational Need]**

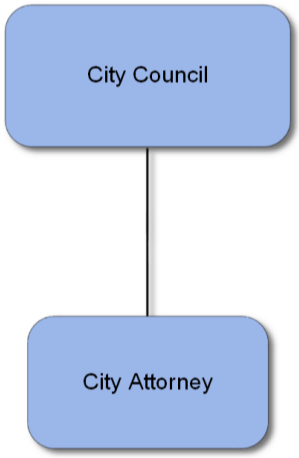
PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	Complete review of 85% of all contract and other documents submitted for review within two (2) weeks of submission.	84%	82%	90%
2	Provide a response to 70% of all requests for a written opinion within four (4) weeks of submission.	99%	98%	99%
3	Provide a response to 85% of all requests for oral advice within two (2) working days of submission.	96%	91%	100%
4	Obtain a favorable outcome in at least 60% of all cases adjudicated to a final conclusion.	100%	100%	75%
5	Personally attend at least 85% of all regular City Council Meetings.	96%	100%	100%
6	Personally attend at least 85% of all regular Planning Commission Meetings.	95%	93%	100%
7	Provide approximately 1,200 hours of legal assistance annually.	2290 hrs	1794 hrs	1974 hrs
8	Complete major workplan items within one (1) fiscal year.	-	1	3
9	Provide at least 250 office hours at City Hall each year.	351 hrs	256 hrs	343 hrs

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Provided legal support for adoption of ordinance establishing procedure to determine contractor non-responsibility
- Provided legal support for adoption of ordinance establishing procedures for bid protests
- Provided legal support for adoption of Camping and Graffiti Ordinance
- Provided legal support for adoption of ordinance establishing procedure for temporary uses
- Settled class action claim concerning Driving Under the Influence (DUI) cost recovery charges prior to filing of lawsuit
- Obtained favorable ruling in administrative hearing on code violations at 209 Railway
- Successfully tendered D'Aguair lawsuit to consultant and developer
- Reviewed Resolutions Declaring Local Emergency
- Prepared Resolutions relaxing enforcement on businesses selling their supplies or related services
- Prepared Resolutions providing for conducting businesses outdoors and in parking lots
- Completed draft update of Public Works contract documents
- Completed Santa Clara County Special Enforcement Taskforce MOU

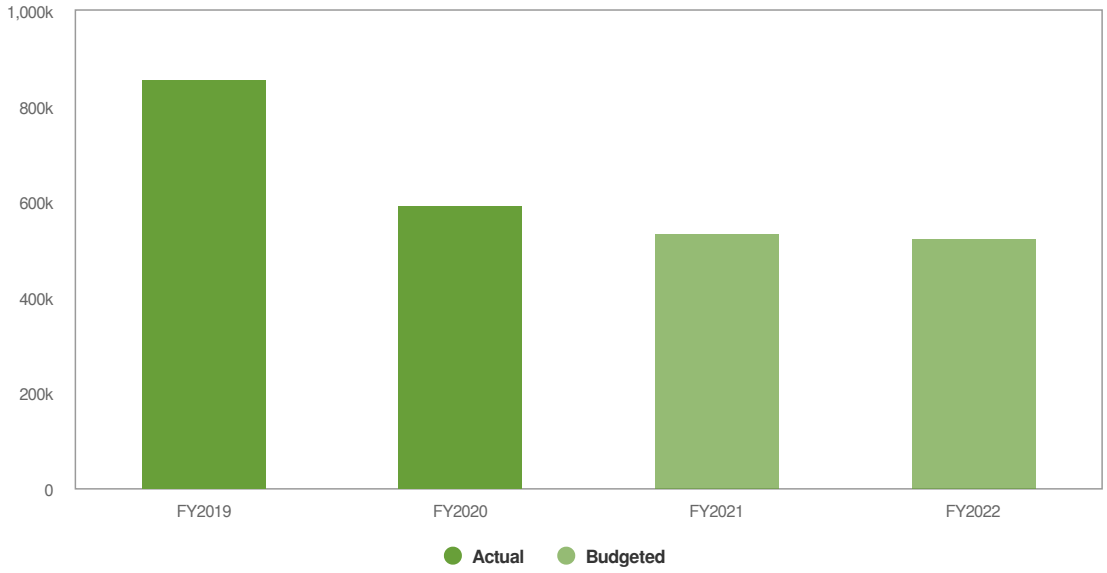
Legal Services Organizational Chart



Expenditures Summary

$523,658 -$10,970
(-2.05% vs. prior year)

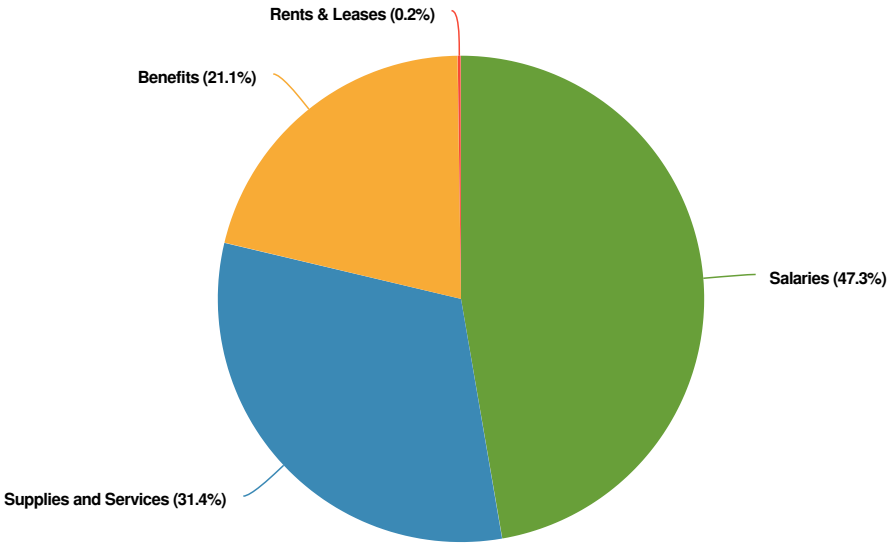
LEGAL SERVICES Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$237,720	$233,609	$242,102	$245,000	$247,680	1.1%
Benefits	$91,313	$98,979	$107,573	$107,573	$110,324	2.6%
Supplies and Services	$527,935	$259,498	$183,801	$209,075	$164,502	-21.3%
Rents & Leases	$1,400	$1,050	$1,152	$1,152	$1,152	0%
Total Expense Objects:	**$858,368**	**$593,137**	**$534,628**	**$562,800**	**$523,658**	**-7%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's)				
	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 21>22 change
City Attorney	1.00	1.00	1.00	1.00	-
TOTAL	1.00	1.00	1.00	1.00	-

Temporary Personnel	Full-Time Equivalents (FTE's)				
	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY 21>22 change
	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.560.7001	$237,720	$233,609	$242,102	$245,000	$247,680
Total Salaries:		**$237,720**	**$233,609**	**$242,102**	**$245,000**	**$247,680**
Benefits						
PERS RETIREMENT	101.560.7106	$53,938	$58,524	$62,923	$62,923	$64,301
DENTAL INSURANCE	101.560.7107	$2,148	$2,111	$2,148	$2,148	$2,148
GROUP HEALTH INSURANCE	101.560.7108	$29,701	$33,003	$37,067	$37,067	$38,440
GROUP LIFE INSURANCE	101.560.7109	$186	$183	$186	$186	$186
WORKERS COMP INSURANCE	101.560.7110	$921	$815	$830	$830	$830
GROUP DISABILITY INS	101.560.7112	$972	$955	$972	$972	$972
MEDICARE	101.560.7113	$3,447	$3,387	$3,447	$3,447	$3,447
Total Benefits:		**$91,313**	**$98,979**	**$107,573**	**$107,573**	**$110,324**
Supplies and Services						
SPECIAL DEPARTMENTAL	101.560.7427	$480	$53	$500	$500	$500
PROF & SPECIAL SERVICES	101.560.7430	$442,622	$223,881	$177,226	$202,500	$157,927
MEMBERSHIPS/DUES/BOOKS	101.560.7434	$4,411	$3,843	$4,275	$4,275	$4,275
PROF DEVELOPMENT & MTGS	101.560.7435	$1,208	$1,721	$1,800	$1,800	$1,800
CONSULTANT-DEMOGRPAHER	101.560.7466	$79,213				
CONSULTANT-REDISTRICTING	101.560.7467	$0	$30,000			
Total Supplies and Services:		**$527,935**	**$259,498**	**$183,801**	**$209,075**	**$164,502**
Rents & Leases						
USER CHGS - IT POOL	101.560.7551	$1,400	$1,050	$1,152	$1,152	$1,152
Total Rents & Leases:		**$1,400**	**$1,050**	**$1,152**	**$1,152**	**$1,152**
Total General Fund:		**$858,368**	**$593,137**	**$534,628**	**$562,800**	**$523,658**
Total Governmental Funds:		**$858,368**	**$593,137**	**$534,628**	**$562,800**	**$523,658**
Total All Funds:		**$858,368**	**$593,137**	**$534,628**	**$562,800**	**$523,658**

Line-Item Account Detail

	Description	FY 2022 Adopted
7427	**Special Department Expenses**	
	Federal Express / Printing / Photocopying	**$ 500**
7430	**Professional & Specialized Services**	
	Additional Legal Services	**157,927**
7434	**Memberships, Dues, Books**	
	Lexis On-Line Publications: Case Reporters / Statues	960
	Case Reporters	
	Case Statutes	
	Continuing Education of the Bar Publications	2,620
	California Litigation	
	California Real Estate Law	
	IMLA	695
		4,275
7435	**Professional Development & Meetings**	
	League of California Cities Conference & Webinar	**1,800**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**1,152**
	TOTAL	**$ 165,654**

POLICE DEPARTMENT

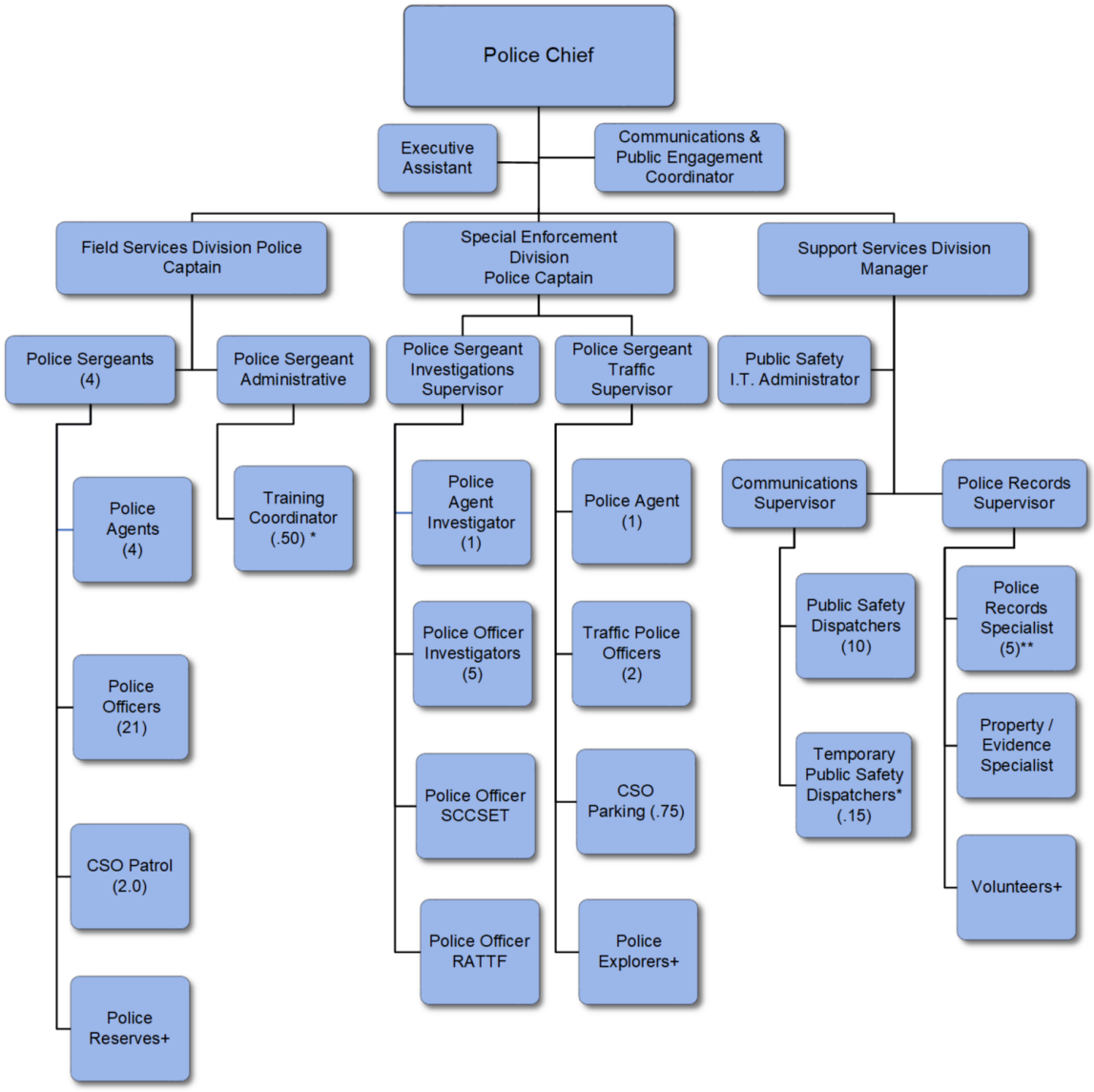


Gary Berg
Chief of Police

Public Safety Department includes the following programs:

601	Administration
602	Communications
603	Records
604	Special Enforcement Division
605	Field Services
606/607	Misc. Police Department Grants

Public Safety Organizational Chart

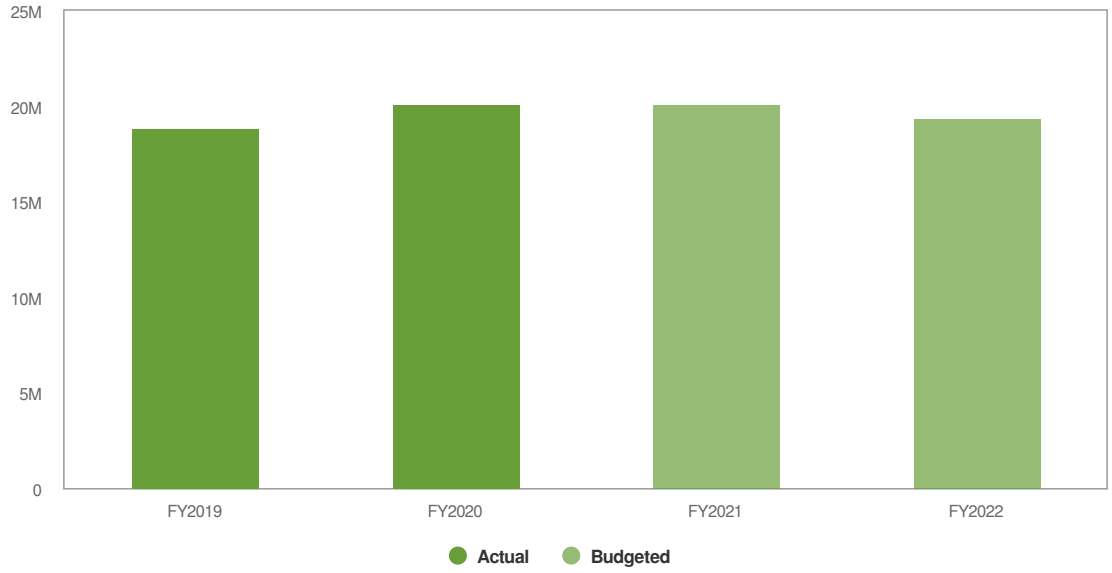


* Temporary Full or Part-time
** 1 FTE frozen for FY 22 – Not reflected in total FTE
\+ Volunteers

Expenditures Summary

$19,434,298 -$656,222
(-3.27% vs. prior year)

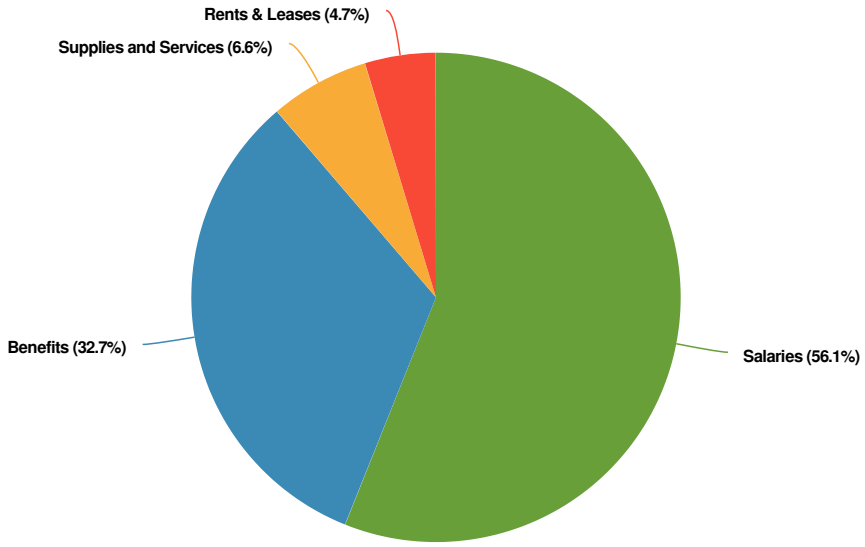
POLICE DEPARTMENT Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$9,611,520	$9,806,569	$10,515,378	$10,841,184	$10,895,814	0.5%
Benefits	$6,893,176	$7,825,249	$7,145,692	$7,151,252	$6,350,272	-11.2%
Supplies and Services	$1,289,854	$1,536,758	$1,342,793	$1,327,634	$1,278,351	-3.7%
Rents & Leases	$990,513	$878,007	$909,860	$909,860	$909,860	0%
Capital Outlay	$46,068	$60,195	$176,796	$0		N/A
Total Expense Objects:	**$18,831,130**	**$20,106,777**	**$20,090,519**	**$20,229,929**	**$19,434,298**	**-3.9%**

Staffing (Full-Time Equivalents)

Permanent Positions	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Communications & Public Engagement Coord	-	1.00	1.00	1.00	-
Communications Supervisor	1.00	1.00	1.00	1.00	-
Community Services Officer	2.75	4.75	2.92	2.75	(0.17)
Executive Assistant	0.80	0.80	0.80	1.00	0.20
I/T Administrator	-	-	-	0.92	0.92
Police Agent	6.00	6.00	6.00	6.00	-
Police Captain	2.00	2.00	2.00	2.00	-
Police Chief	1.00	1.00	1.00	1.00	-
Police Officer	30.00	30.00	30.00	30.00	-
Police Records Specialist	6.00	6.00	6.00	5.00	(1.00)
Police Records Supervisor	1.00	1.00	1.00	1.00	-
Police Sergeant	7.00	7.00	7.00	7.00	-
Property/Evidence Specialist	1.00	1.00	1.00	1.00	-
Public Safety Dispatcher	9.00	9.00	10.00	10.00	-
Public Safety Systems Specialist	1.00	1.00	1.00	0.08	(0.92)
Support Services Manager	1.00	1.00	1.00	1.00	-
Permanent	69.55	72.55	71.72	70.75	(0.97)

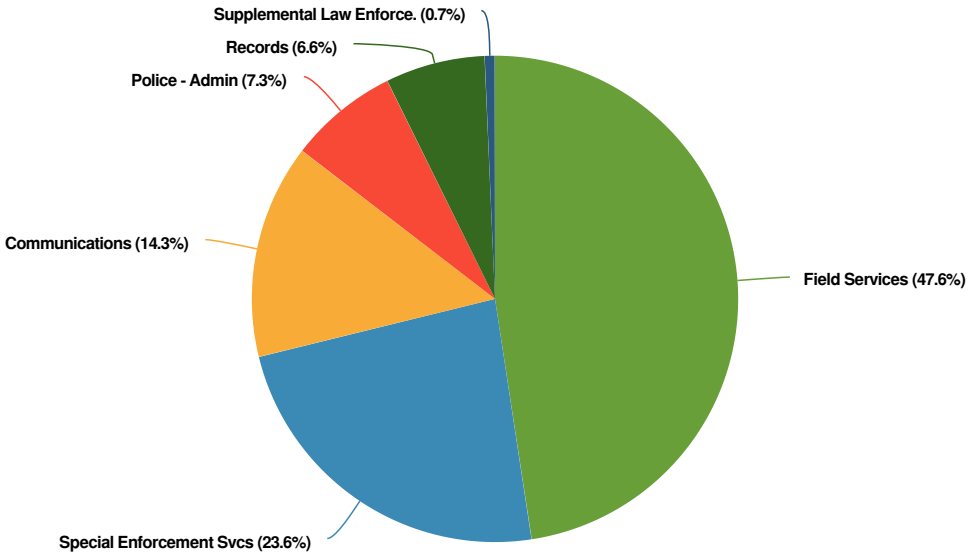
Limited Term Positions	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Limited-Term Positions					
Communications & Public Engagement Coordinator	0.50	-	-	-	-
Limited-Term	0.50	-	-	-	-

Temporary Positions	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Temporary Positions					
Crossing Guards	3.43	3.43	-	3.44	3.44
Part-Time Dispatcher (Per Diem Basis)	0.15	0.15	0.15	0.15	-
Part-Time Police Clerk	0.20	0.20	-	-	-
Public Safety Assistant	2.50	0.50	-	-	-
Training Coordinator	-	-	0.50	0.50	-
Temporary	6.28	4.28	0.65	4.09	3.44
Total Full Time Equivalents	76.33	76.83	72.37	74.84	2.47

Due to 20-day noticing requirements in the City's personnel rules and procedures, any potential layoffs as a result of approved actions contained within this document would not be effective until August 1, 2021. Additionally, implementation of such items is subject to a meet and confer with designated bargaining unit representatives.

Expenditures by Function

Budgeted Expenditures by Function

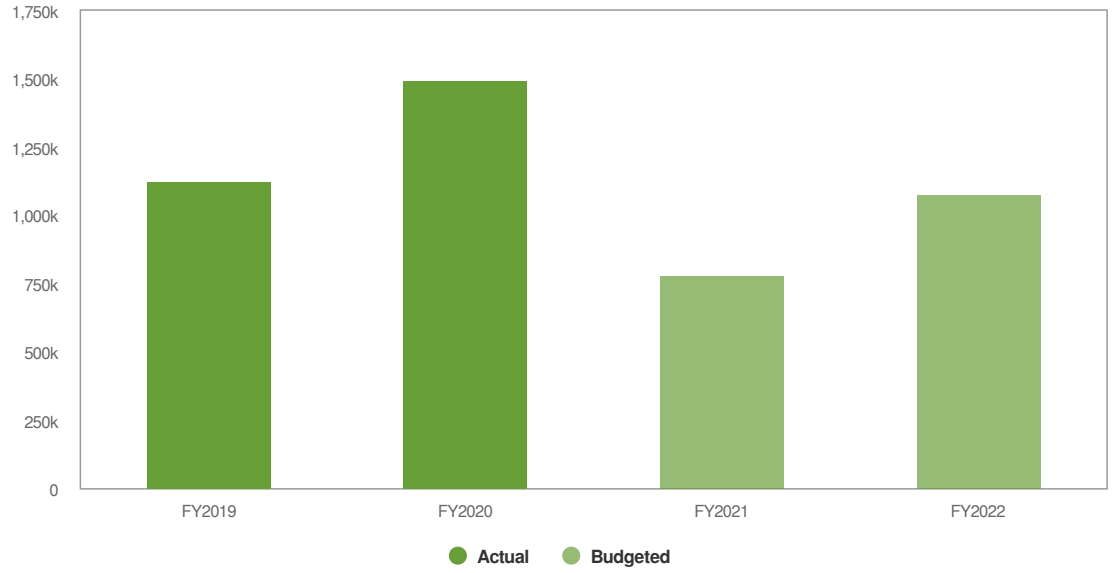


Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expenditures						
Public Safety						
Police - Admin	$1,195,749	$1,408,266	$1,430,209	$1,435,559	$1,413,717	-1.5%
Communications	$2,425,310	$2,417,189	$2,676,050	$2,704,444	$2,771,388	2.5%
Records	$1,329,673	$1,311,574	$1,315,803	$1,382,253	$1,286,793	-6.9%
Special Enforcement Svcs	$4,375,843	$4,219,680	$4,289,525	$4,711,192	$4,580,808	-2.8%
Field Services	$9,356,487	$10,578,688	$10,073,004	$9,996,481	$9,249,441	-7.5%
Supplemental Law Enforce.	$148,068	$102,074	$305,929	$0	$132,150	N/A
FEDERAL ASSET FORFEITURE		$69,307	$0	$0		N/A
Total Public Safety:	**$18,831,130**	**$20,106,777**	**$20,090,519**	**$20,229,929**	**$19,434,298**	**-3.9%**
Total Expenditures:	**$18,831,130**	**$20,106,777**	**$20,090,519**	**$20,229,929**	**$19,434,298**	**-3.9%**

Revenues Summary

$1,079,300 **$300,226**
(38.54% vs. prior year)

POLICE DEPARTMENT Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Licenses and Permits						
BICYCLE LICENSES	101.603.4242	$200	$0			
Total Licenses and Permits:		**$200**	**$0**			
Fines/Forfeits/Penalties						
VEHICLE CODE FINES-CITY	101.604.4310	$61,558	$54,337	$1	$37,500	$37,500
VEHICLE CODE FINES-COUNTY	101.604.4320	$125,838	$75,745	$19,000	$75,000	$75,000
VEHICLE CODE FINES-STATE	101.604.4330	$53,551	$65,995	$20,000	$37,500	$37,500
Total Fines/Forfeits/Penalties:		**$240,947**	**$196,077**	**$39,001**	**$150,000**	**$150,000**
Intergovernmental Revenue						
SUPPLEMENTAL LAW ENFORCE	101.605.4526	$0	$0	$0	$100,000	
DOJ GRANT (BVP)	101.604.4531	$3,133				
OTHER STATE GRANTS	101.604.4543	$209				
ARSON CONTRACT TRAINING	101.601.4558	$0	$0	$4,000	$4,000	$4,000
ARSON_COUNTY FIRE DPT	101.604.4559	$414,000	$444,500	$420,000	$420,000	$451,000
RATTF REIMBURSEMENT	101.604.4560	$125,706	$203,074	$100,000	$100,000	$100,000
ABANDONED VEHICLE FEES	101.604.4582	$37,027	$86,531	$60,000	$60,000	$60,000
POST REIMBURSEMENTS	101.601.4588	$20,840	$26,269	$12,500	$12,500	$12,500
Total Intergovernmental Revenue:		**$600,915**	**$760,374**	**$596,500**	**$696,500**	**$627,500**
Charges for Services						
COMM GRP SPON-SPEC EVENT	101.604.4630	$43,400	$48,091	$1,890	$50,000	$50,000
OTHER FILING FEES	101.603.4690	$5,010	$6,356	$7,300	$7,300	$7,300
SPEC POLICE DEPT SERVICES	101.603.4691	$48,571	$48,334	$20,000	$55,000	$45,000
FALSE ALARM FEES-PD	101.602.4693	$5,303	$4,740	$5,000	$5,000	$5,000
OTHER CURRENT SERV CHGS	101.604.4694		$15			
COST RECOVERY-PD DUI	101.604.4698	$0	$16,502	$2,500	$7,000	$7,000
COST RECOVERY-PD	101.604.4704	$10,249	$1,979	$1	$14,000	$67,500
COST RECOVERY-PD	101.605.4704		$9,299			
CAL NENA REIMBURSEMENT-PD	101.602.4707	$0	$1,126	$1,882	$10,000	$10,000
Total Charges for Services:		**$112,533**	**$136,443**	**$38,573**	**$148,300**	**$191,800**
Miscellaneous Revenues						
OTHER REVENUE	101.604.4965	$255	$5,831	$0	$0	

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Miscellaneous Revenues:		**$255**	**$5,831**	**$0**	**$0**	
Total General Fund:		**$954,850**	**$1,098,725**	**$674,074**	**$994,800**	**$969,300**
Special Revenue						
Asset Forfeiture Fund						
Miscellaneous Revenues						
ASSET SEIZURES	205.604.4892	$22,172	$7,360	$5,000	$5,000	$5,000
ASSET SEIZURES	205.607.4892		$236,358	$0	$0	$5,000
Total Miscellaneous Revenues:		**$22,172**	**$243,719**	**$5,000**	**$5,000**	**$10,000**
Total Asset Forfeiture Fund:		**$22,172**	**$243,719**	**$5,000**	**$5,000**	**$10,000**
Supplemental Law Enforce.						
Intergovernmental Revenue						
SUPPLEMENTAL LAW ENFORCE	210.606.4526	$148,747	$155,948	$100,000	$0	$100,000
Total Intergovernmental Revenue:		**$148,747**	**$155,948**	**$100,000**	**$0**	**$100,000**
Total Supplemental Law Enforce.:		**$148,747**	**$155,948**	**$100,000**	**$0**	**$100,000**
Total Special Revenue:		**$170,918**	**$399,666**	**$105,000**	**$5,000**	**$110,000**
Total Governmental Funds:		**$1,125,769**	**$1,498,392**	**$779,074**	**$999,800**	**$1,079,300**
Total All Funds:		**$1,125,769**	**$1,498,392**	**$779,074**	**$999,800**	**$1,079,300**

601 - Police Administration

GENERAL FUND - (101)
Program Manager - Police Chief

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2021 - 2022

- Support and provide feedback regarding the design of new Police Station funded by Measure O bonds **[Council Priority - Measure O Implementation]**
- Collaborate with the City Council, Executive Team, Public Works Finance Department, project consultants, and key stakeholders to determine Furniture, Fixture, and Equipment (FFE) requirements for the to-be-constructed new Police Station building and develop an adequate funding plan to support their timely acquisition **[Council Priority - Measure O Implementation]**

PERFORMANCE MEASURES

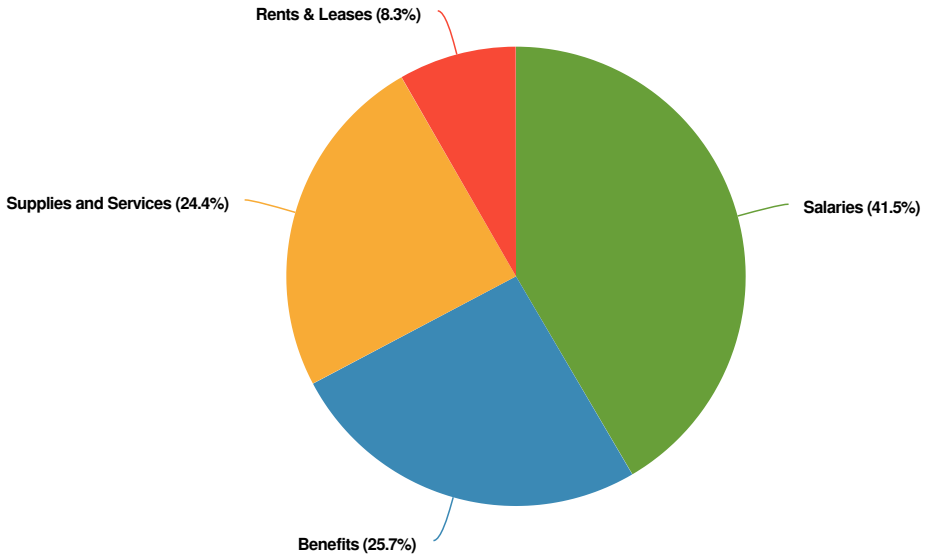
	Measure	FY 19	FY 20	FY 21
1	Percent of regular and reserve officers who are in compliance with P.O.S.T. approved in-service training requirements.	100%	100%	100%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Completed a comprehensive "Year in Review" to highlight crime statistics and programs within the department
- Implemented a COVID-19 Operational Guideline with ongoing contingency planning that enabled the department to remain fully operational throughout the pandemic
- Worked with California POST (Peace Officer Standards and Training) to complete an audit of all training and background checks
- Completed the following trainings:
  - POST two-year training cycle beginning 1/2021
    - All staff completed all but four hours of State Mandated training in the first six months of the training cycle
    - All sworn personnel completed POST approved de-escalation training
  - Re-vamped firearms and tactical shotgun courses based on changes to state law
  - Expanded the Arrest and Control Training Group

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$486,656	$349,608	$566,592	$575,415	$587,327	2.1%
Benefits	$217,869	$565,711	$398,576	$400,630	$363,624	-9.2%
Supplies and Services	$365,251	$378,185	$347,831	$342,304	$345,557	1%
Rents & Leases	$125,972	$114,762	$117,210	$117,210	$117,210	0%
Total Expense Objects:	**$1,195,749**	**$1,408,266**	**$1,430,209**	**$1,435,559**	**$1,413,717**	**-1.5%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's)				
	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Police Chief	1.00	1.00	1.00	1.00	-
Executive Assistant*	0.80	0.80	0.80	1.00	0.20
Communications and Public Engagment Coordinator	0.50	1.00	1.00	1.00	-
*Increase to 1.00 FTE- hire 7-1-21					
TOTAL	2.30	2.80	2.80	3.00	0.20

Temporary Personnel	Full-Time Equivalents (FTE's)				
	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Training Coordinator	-	-	0.50	0.50	-
TOTAL	-	-	0.50	0.50	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.601.7001	$308,824	$288,827	$449,992	$458,815	$470,727
PERSONNEL - TEMPORARY	101.601.7002			$41,600	$41,600	$41,600
PERSONNEL - OVERTIME	101.601.7003	$129,697	$71,883	$75,000	$75,000	$75,000
VACATION PAY	101.601.7006	$20,069	$1,839	$0	$0	
SICK LEAVE PAY	101.601.7007	$28,067	-$12,940	$0	$0	
Total Salaries:		**$486,656**	**$349,608**	**$566,592**	**$575,415**	**$587,327**
Benefits						
UNIFORM ALLOWANCE	101.601.7105	$1,100	$550	$0	$0	
PERS RETIREMENT	101.601.7106	$115,941	$136,942	$334,613	$336,336	$296,411
DENTAL INSURANCE	101.601.7107	$7,470	$5,897	$6,016	$6,016	$6,445
GROUP HEALTH INSURANCE	101.601.7108	$51,161	$44,497	$32,977	$32,977	$35,329
GROUP LIFE INSURANCE	101.601.7109	$660	$514	$521	$521	$558
WORKERS COMP INSURANCE	101.601.7110	$15,341	$21,493	$10,301	$10,503	$10,285
GROUP DISABILITY INS	101.601.7112	$2,076	$2,150	$2,284	$2,284	$2,430
MEDICARE	101.601.7113	$7,636	$9,330	$6,525	$6,653	$6,826
OTHER BENEFITS PAY	101.601.7118	$8,121	$135,124	$0	$0	
SICK LEAVE PAYOFF	101.601.7120		$106,838			
COMP/VAC PAYOFF	101.601.7121	$1,968	$95,561			
DEFERRED COMP CONTRIB	101.601.7122	$1,736	$1,676	$1,300	$1,300	$1,300
VEBA HEALTH DEF COMP	101.601.7124	$4,661	$5,140	$4,040	$4,040	$4,040
Total Benefits:		**$217,869**	**$565,711**	**$398,576**	**$400,630**	**$363,624**
Supplies and Services						
OFFICE EXPENSE	101.601.7424	$816	$1,535	$2,750	$2,750	$2,750
SPECIAL DEPARTMENTAL	101.601.7427	$4,974	$8,049	$10,200	$10,200	$10,200
PROF & SPECIAL SERVICES	101.601.7430	$233,164	$220,128	$213,554	$213,554	$192,807
MEMBERSHIPS/DUES/BOOKS	101.601.7434	$3,574	$3,474	$3,800	$3,800	$3,800
PROF DEVELOPMENT & MTGS	101.601.7435	$16,155	$16,573	$18,000	$18,000	$18,000
STAFF DEVELOPMENT	101.601.7437	$106,569	$128,426	$99,527	$94,000	$118,000
Total Supplies and Services:		**$365,251**	**$378,185**	**$347,831**	**$342,304**	**$345,557**
Rents & Leases						
USER CHGS-MOTOR POOL	101.601.7550	$88,405	$88,511	$88,405	$88,405	$88,405
USER CHGS - IT POOL	101.601.7551	$37,567	$26,251	$28,805	$28,805	$28,805
Total Rents & Leases:		**$125,972**	**$114,762**	**$117,210**	**$117,210**	**$117,210**
Total General Fund:		**$1,195,749**	**$1,408,266**	**$1,430,209**	**$1,435,559**	**$1,413,717**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Governmental Funds:		**$1,195,749**	**$1,408,266**	**$1,430,209**	**$1,435,559**	**$1,413,717**
Total All Funds:		**$1,195,749**	**$1,408,266**	**$1,430,209**	**$1,435,559**	**$1,413,717**

Line-Item Account Detail

	Description	FY 2022 Adopted
7424	**Office Expense**	
	Office Supplies	$ 1,500
	Year-in-Review	1,250
		2,750
7427	**Special Departmental Expense**	
	Community Outreach	2,000
	Recruitment	1,000
	Department Employee Recognition	2,000
	Department Meeting	2,000
	Miscellaneous Equipment/Training	700
	Other Department-Wide Supplies	2,500
		10,200
7430	**Professional & Specialized Services**	
	Contracted Background Checks	18,000
	Crime Lab Fees	116,935
	Cal-ID Santa Clara Automated Fingerprint System (Fee Calculated by Usage)	33,172
	Lexipol Policy Manual, Daily Training Bulletins & Testing Database	9,300
	Social Media Software / Apps / Supplies	1,000
	Mobile PD - Smart Phone Application	8,500
	Contracted Legal Service	3,000
	Fingerprint Checks	900
	Livescan Applicant Fingerprinting	2,000
		192,807
7434	**Membership, Books, Dues**	
	Books & Subscriptions	800
	Dues	3,000
		3,800
7435	**Professional Development**	
	Professional Development	**18,000**
7437	**Staff Development**	
	Training Costs (Includes POST Training)	100,000
	EVOC or other POST Training	18,000
		118,000
7550	**User Charges - Motor Pool**	
	Use of City Vehicles	**88,405**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**28,805**
	TOTAL	**$ 462,767**

602 - Communications

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	90% of incoming 9-1-1 calls are answered within ten seconds.	95%	96%	95%
2	90% of emergency calls for service are dispatched in less than two minutes.	N/A*	N/A*	96.7%

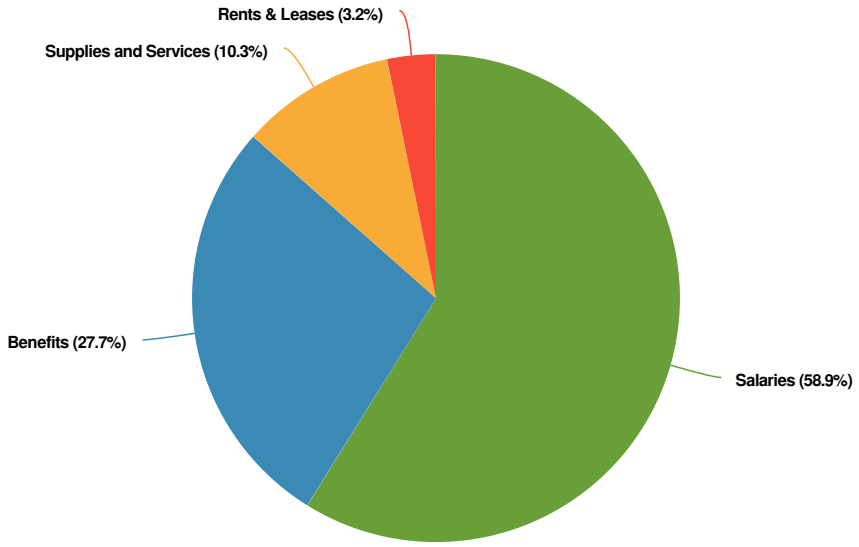
*Data not retrievable at this time due to migration to new CAD/RMS system.

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Transitioned to the digital radio system and participated in a county wide work group to encrypt all mutual aid channels
- Provided mental health training to employees on trauma and stress response
- Deployed new technology allowing reverse text to 911 and location accuracy (Rapid Deploy)
- Worked with state vendors to start installing state funded equipment to move towards implementation of Next Generation 911

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$1,478,868	$1,441,867	$1,561,896	$1,589,733	$1,631,233	2.6%
Benefits	$639,080	$679,470	$750,158	$750,715	$766,659	2.1%
Supplies and Services	$198,853	$214,470	$274,700	$274,700	$284,200	3.5%
Rents & Leases	$108,509	$81,381	$89,296	$89,296	$89,296	0%
Total Expense Objects:	**$2,425,310**	**$2,417,189**	**$2,676,050**	**$2,704,444**	**$2,771,388**	**2.5%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Support Services Manager *	0.50	0.50	0.50	0.50	-
Communications Supervisor***	1.00	1.00	1.00	1.00	-
Public Safety Dispatcher	9.00	9.00	10.00	10.00	-
Public Safety Systems Specialist- Layoff 8-01-21	1.00	1.00	1.00	0.08	(0.92)
IT Administrator (from Public Safety Sys Spec)**	-	-	-	0.92	0.92
* Balance in Program 603 ** New position- Hire 8-1-21 ***Hire 7-1-21					
TOTAL	11.50	11.50	12.50	12.50	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Part-Time Dispatcher (Per Diem Basis)	0.15	0.15	0.15	0.15	-
TOTAL	0.15	0.15	0.15	0.15	-

**** Due to 20-day noticing requirements in the City's personnel rules and procedures, any potential layoffs as a result of approved actions contained within this document would not be effective until August 1, 2021. Additionally, implementation of such items is subject to a meet and confer with designated bargaining unit representatives.***

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.602.7001	$1,074,012	$1,252,415	$1,432,795	$1,460,632	$1,467,566
PERSONNEL - TEMPORARY	101.602.7002	$44,458	$39,939	$10,000	$10,000	$35,000
PERSONNEL - OVERTIME	101.602.7003	$200,808	$28,263	$40,000	$40,000	$50,000
POST	101.602.7005	$14,750	$15,830	$18,200	$18,200	$18,200
VACATION PAY	101.602.7006	$39,103	$34,395	$0	$0	
SICK LEAVE PAY	101.602.7007	$56,434	$14,705	$0	$0	
HOLIDAY PAY	101.602.7103	$49,303	$56,320	$60,901	$60,901	$60,467
Total Salaries:		**$1,478,868**	**$1,441,867**	**$1,561,896**	**$1,589,733**	**$1,631,233**
Benefits						
MEAL ALLOWANCE	101.602.7104	$3,540	$562	$3,000	$3,000	$3,000
PERS RETIREMENT	101.602.7106	$292,391	$335,244	$407,106	$407,560	$417,906
DENTAL INSURANCE	101.602.7107	$24,060	$24,131	$26,856	$26,856	$26,856
GROUP HEALTH INSURANCE	101.602.7108	$195,403	$219,440	$238,780	$238,780	$244,104
GROUP LIFE INSURANCE	101.602.7109	$2,973	$3,017	$3,348	$3,348	$3,348
WORKERS COMP INSURANCE	101.602.7110	$7,481	$7,035	$7,021	$7,067	$7,247
GROUP DISABILITY INS	101.602.7112	$8,194	$8,258	$9,234	$9,234	$9,234
MEDICARE	101.602.7113	$23,412	$22,872	$22,268	$22,326	$22,420
AUTO ALLOWANCE	101.602.7114	$723	$564	$960	$960	$960
CELL PHONE ALLOWANCE	101.602.7115	$856	$726	$720	$720	$720
OTHER BENEFITS PAY	101.602.7118	$11,990	$1,629	$0	$0	
COMP/VAC PAYOFF	101.602.7121	$41,141	$27,964	$0	$0	
DEFERRED COMP CONTRIB	101.602.7122	$6,843	$7,112	$7,592	$7,592	$7,592
VEBA HEALTH DEF COMP	101.602.7124	$19,989	$20,880	$23,272	$23,272	$23,272
PARS RETIREMENT	101.602.7126	$86	$36	$0	$0	
Total Benefits:		**$639,080**	**$679,470**	**$750,158**	**$750,715**	**$766,659**
Supplies and Services						
COMMUNICATIONS-PHONES	101.602.7421	$66,356	$73,890	$50,500	$50,500	$50,500
OFFICE EXPENSE	101.602.7424	$382	$655	$900	$900	$900
SPECIAL DEPARTMENTAL	101.602.7427	$3,720	$2,106	$4,800	$4,800	$4,800
MAINT & OPER OF EQUIP	101.602.7429	$15,472	$24,818	$93,000	$93,000	$88,500
PROF & SPECIAL SERVICES	101.602.7430	$109,722	$107,000	$113,500	$113,500	$127,500
MEMBERSHIPS/DUES/BOOKS	101.602.7434	$1,272	$781	$2,000	$2,000	$2,000
PROF DEVELOPMENT & MTGS	101.602.7435	$0	$2,993	$10,000	$10,000	$10,000
STAFF DEVELOPMENT	101.602.7437	$1,929	$2,228	$0	$0	
Total Supplies and Services:		**$198,853**	**$214,470**	**$274,700**	**$274,700**	**$284,200**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Rents & Leases						
USER CHGS - IT POOL	101.602.7551	$108,509	$81,381	$89,296	$89,296	$89,296
Total Rents & Leases:		**$108,509**	**$81,381**	**$89,296**	**$89,296**	**$89,296**
Total General Fund:		**$2,425,310**	**$2,417,189**	**$2,676,050**	**$2,704,444**	**$2,771,388**
Total Governmental Funds:		**$2,425,310**	**$2,417,189**	**$2,676,050**	**$2,704,444**	**$2,771,388**
Total All Funds:		**$2,425,310**	**$2,417,189**	**$2,676,050**	**$2,704,444**	**$2,771,388**

Line-Item Account Detail

	Description	FY 2022 Adopted
7421	**Communications - Phones**	
	California Law Enforcement Telecommunication System (CLETS) Dedicated Phone Line	$ 4,500
	Cell Phones Service and Use Charges	11,000
	Telephone Lines and Service (Including Phone Lines, Modems & Radios)	35,000
		50,500
7424	**Office Expense**	
	Dispatch Office Supplies	**900**
7427	**Special Department Expense**	
	Cell Phones (Replacement)	3,000
	Communications Supplies	750
	Headsets	1,050
		4,800
7429	**Maintenance & Operation of Equipment**	
	Operations & Maintenance Payments per SVRIA JPA Agreement MOU	50,000
	Radio Maintenance	23,000
	Logging Recorder Maintenance	12,000
	RIPA	3,500
		88,500
7430	**Professional & Specialized Services**	
	SVRIA to CAD Interface (Central Square)	3,000
	Central Square (TriTech) CAD/NIBRS Maintenance	83,000
	Sheriff's Law Enforcement Telecommunication System (includes CJIC Not Direct)	25,000
	Pruneyard Tower Repeater Lease	3,000
	Dispatch console cleaning (every other year)	1,000
	California Law Enforcement Telecommunications	
	System Access Fee (Direct Connect)	7,500
	RMS Maintenance	5,000
		127,500
7434	**Memberships, Dues, Books**	
	Books & Subscriptions	900
	Dues	1,100
		2,000
7435	**Professional Development & Meetings**	
	CAL NENA or APCO Conference &	
	Quarterly Meetings (Funded by State 9-1-1 Program)	**10,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**89,296**
	TOTAL:	**$ 373,496**

603 - Records

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

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

PERFORMANCE MEASURES

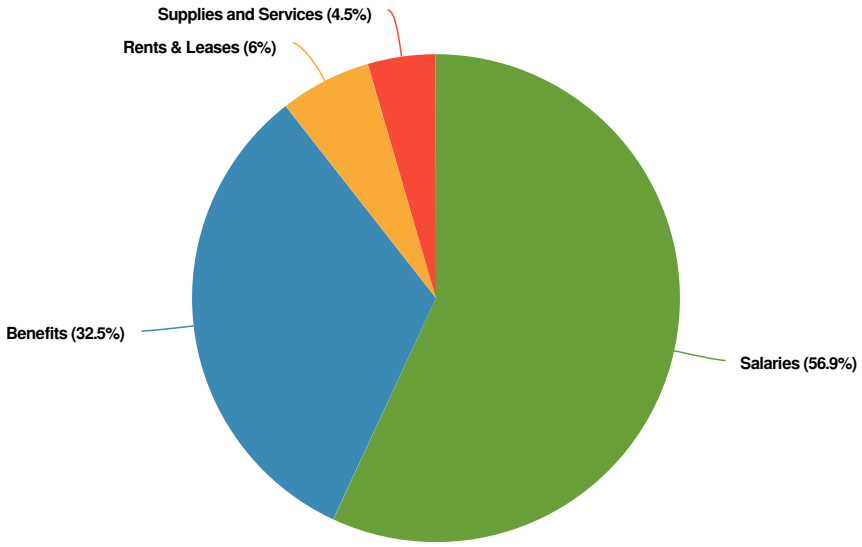
	Measure	FY 19	FY 20	FY 21
1	95% of report requests submitted to the Records Division will be processed within 7 business days of receipt	95%	96%	100%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Completed Property and Evidence storage facility audit
- Completed Records Division audit to examine compliance and productivity
- Transitioning from statistical reporting of Uniform Crime Reporting to National Incident Based Reporting

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$757,809	$763,934	$733,783	$800,026	$732,447	-8.4%
Benefits	$391,611	$420,504	$444,896	$445,103	$418,522	-6%
Supplies and Services	$85,747	$56,255	$59,350	$59,350	$58,050	-2.2%
Rents & Leases	$94,507	$70,880	$77,774	$77,774	$77,774	0%
Total Expense Objects:	**$1,329,673**	**$1,311,574**	**$1,315,803**	**$1,382,253**	**$1,286,793**	**-6.9%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Support Services Manager *	0.50	0.50	0.50	0.50	-
Police Records Supervisor	1.00	1.00	1.00	1.00	-
Police Records Specialist **	6.00	6.00	6.00	5.00	(1.00)
Property/Evidence Specialist	1.00	1.00	1.00	1.00	-
Community Services Officer	1.00	1.00	0.08	-	(0.08)
* Balance of Position in Program 602					
** ONE VACANT- FREEZE ALL FY 2022					
TOTAL	9.50	9.50	8.58	7.50	(1.08)

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Part-Time Police Clerk	0.20	0.20	-	-	-
TOTAL	0.20	0.20	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.603.7001	$640,197	$635,742	$697,064	$763,308	$699,011
PERSONNEL - TEMPORARY	101.603.7002	$28,225	$28,169			
PERSONNEL - OVERTIME	101.603.7003	$3,544	$1,560	$4,000	$4,000	$4,000
VACATION PAY	101.603.7006	$31,224	$32,882	$0	$0	
SICK LEAVE PAY	101.603.7007	$23,626	$35,049	$0	$0	
HOLIDAY PAY	101.603.7103	$30,993	$30,531	$32,719	$32,719	$29,436
Total Salaries:		**$757,809**	**$763,934**	**$733,783**	**$800,026**	**$732,447**
Benefits						
UNIFORM ALLOWANCE	101.603.7105	$5,325	$5,136	$5,302	$5,302	$4,585
PERS RETIREMENT	101.603.7106	$152,657	$168,542	$211,409	$211,587	$212,910
DENTAL INSURANCE	101.603.7107	$17,994	$17,878	$18,441	$18,441	$16,114
GROUP HEALTH INSURANCE	101.603.7108	$146,381	$159,089	$164,057	$164,057	$144,731
GROUP LIFE INSURANCE	101.603.7109	$2,162	$2,248	$2,348	$2,348	$2,046
WORKERS COMP INSURANCE	101.603.7110	$9,844	$9,509	$3,343	$3,348	$2,551
GROUP DISABILITY INS	101.603.7112	$6,196	$6,015	$6,379	$6,379	$5,589
MEDICARE	101.603.7113	$11,964	$12,516	$11,568	$11,591	$10,600
AUTO ALLOWANCE	101.603.7114	$723	$564	$960	$960	$960
CELL PHONE ALLOWANCE	101.603.7115	$849	$726	$390	$390	$360
OTHER BENEFITS PAY	101.603.7118	$5,527	$5,991	$0	$0	
COMP/VAC PAYOFF	101.603.7121	$11,513	$12,085	$0	$0	
DEFERRED COMP CONTRIB	101.603.7122	$4,576	$4,558	$4,624	$4,624	$4,004
VEBA HEALTH DEF COMP	101.603.7124	$15,530	$15,307	$16,075	$16,075	$14,071
PARS RETIREMENT	101.603.7126	$369	$339			
Total Benefits:		**$391,611**	**$420,504**	**$444,896**	**$445,103**	**$418,522**
Supplies and Services						
OFFICE EXPENSE	101.603.7424	$15,015	$16,990	$16,000	$16,000	$16,000
SPECIAL DEPARTMENTAL	101.603.7427	$19,045	$17,062	$15,500	$15,500	$15,500
PROF & SPECIAL SERVICES	101.603.7430	$35,282	$3,838	$12,550	$12,550	$11,050
MEMBERSHIPS/DUES/BOOKS	101.603.7434	$168	$175	$300	$300	$500
STAFF DEVELOPMENT	101.603.7437	$366	$1,688	$0	$0	
OTHER CHARGES	101.603.7438	$15,870	$16,503	$15,000	$15,000	$15,000
Total Supplies and Services:		**$85,747**	**$56,255**	**$59,350**	**$59,350**	**$58,050**
Rents & Leases						
USER CHGS - IT POOL	101.603.7551	$94,507	$70,880	$77,774	$77,774	$77,774
Total Rents & Leases:		**$94,507**	**$70,880**	**$77,774**	**$77,774**	**$77,774**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total General Fund:		**$1,329,673**	**$1,311,574**	**$1,315,803**	**$1,382,253**	**$1,286,793**
Total Governmental Funds:		**$1,329,673**	**$1,311,574**	**$1,315,803**	**$1,382,253**	**$1,286,793**
Total All Funds:		**$1,329,673**	**$1,311,574**	**$1,315,803**	**$1,382,253**	**$1,286,793**

Line-Item Account Detail

	Description	FY 2022 Adopted
7424	**Office Expense**	
	Departmental Office Supplies	**$ 16,000**
7427	**Special Departmental Expenses**	
	Parking Citation Hand Held Ticketing Device - Paper and Supplies	1,600
	Automated Fingerprint Identification System (AFIS) Supplies	500
	Evidence Equipment & Supplies	2,000
	Gun/Drug Disposal	1,000
	Miscellaneous Equipment/Supplies	2,000
	Moving / Warning Citations	3,500
	Parking Enforcement Citations	1,100
	Postage, Notices & Miscellaneous Supplies	800
	Special Forms/Materials	3,000
		15,500
7430	**Professional & Specialized Services**	
	APBnet Computer Transmission Charges - (Formerly Critical Reach)	550
	Software Licensing (Adobe, Laserfiche)	2,000
	Crime Reports.Com (Public Engines)	1,500
	CopLogic Online Reporting	6,400
	Parking Ticket Hearing Official	600
		11,050
7434	**Memberships, Dues, Books**	
	Dues	**500**
7438	**Other Charges**	
	Water Service	3,000
	Hazardous Material Pickup	3,000
	Linen Service - Men's & Women's Locker Rooms	3,000
	Shredding Service	6,000
		15,000
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**77,774**
	TOTAL	**$ 135,824**

604 - Special Enforcement Division

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

MISSION STATEMENT

Resolve cases quickly and reduce crime by providing proactive and follow-up investigative services utilizing traditional and innovative methods. Reduce traffic accidents, create safer roadways, and decrease blight conditions in neighborhoods by providing essential traffic services.

ONGOING RESPONSIBILITIES

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

PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	Traffic enforcement index of at least 21. (Hazardous citations plus DUI arrests, divided by injury accidents)	14.84	12.16	8.08
2	80% of abandoned vehicle complaints responded to within 48 hours of receipt.	100%	75%*	100%
3	100% of traffic concerns are assigned resources.	100%	75%*	88%

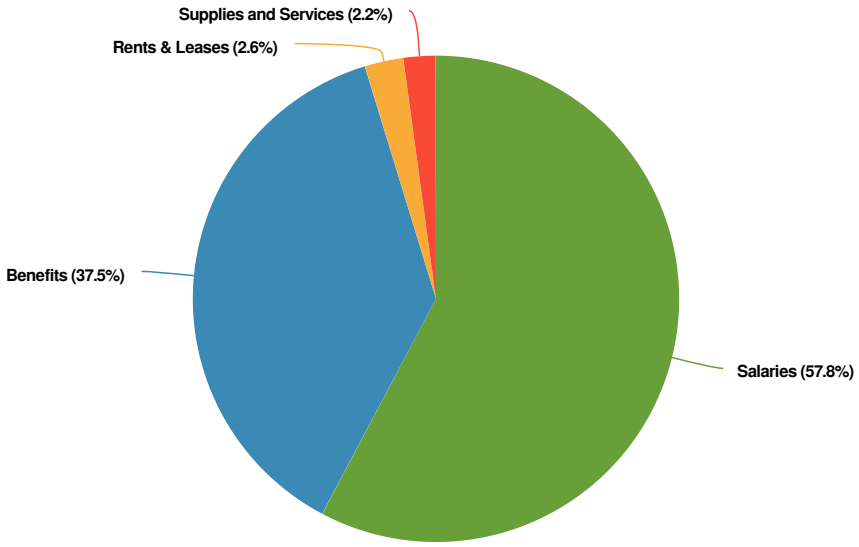
* Due to COVID-19, abandoned vehicles were not marked for towing due to Shelter-in-Place Orders

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Received approval of Office of Traffic Safety Grant $77,476 for electronic citation software/devices in addition to upgrades to department's existing Crossroads traffic report program
- Received approval of Emergency Management Performance Grant $8,000 for computers for the new Mobile Emergency Command vehicle
- Expanded the Unmanned Aircraft Systems (drone) and used this system to resolve several incidents
- Deployed three new radar trailers that can collect speed data
- Investigated several high-profile cases, including:
  - Suspect taken into custody who sexually assaulted an 80-year-old with dementia
  - An embezzlement case of over $1,200,000 which had been ongoing for 18 months involving extensive investigation concluded with the suspect's arrest
  - Suspect who coerced a 14-year-old by threats to send pornographic videos of herself. Numerous other victims were identified during the investigation
  - Felony battery and robbery involving five gang members
  - Arrested suspect after linking him to multiple burglary and prowling cases which included an assault to commit rape where the suspect videoed himself in the victim's room
  - Investigated arson case with a loss more than $1,000,000; suspect was arrested after obtaining a confession based on evidence located
  - Multiple arrests involving a large auto theft ring from Texas
  - Suspect arrested after being identified in several large commercial burglaries of fitness centers
  - Multiple investigations leading to the seizure of 8 "ghost guns" and narcotics

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$2,302,949	$2,055,094	$2,317,205	$2,525,381	$2,645,599	4.8%
Benefits	$1,822,484	$1,713,711	$1,669,307	$1,892,431	$1,719,229	-9.2%
Supplies and Services	$115,978	$239,664	$185,933	$176,300	$98,900	-43.9%
Rents & Leases	$134,433	$110,037	$117,080	$117,080	$117,080	0%
Capital Outlay		$101,173				N/A
Total Expense Objects:	**$4,375,843**	**$4,219,680**	**$4,289,525**	**$4,711,192**	**$4,580,808**	**-2.8%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Police Captain	1.00	1.00	1.00	1.00	-
Police Sergeant	2.00	2.00	2.00	2.00	-
Police Agent	2.00	2.00	2.00	2.00	-
Police Officer *	9.00	9.00	9.00	9.00	-
Community Services Officer-PPT	0.75	0.75	0.75	0.75	-
* 2 FTE funded by County of Santa Clara Fire Department					
TOTAL	14.75	14.75	14.75	14.75	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Public Safety Assistant	1.50	0.50	-		-
Crossing Guards *	3.43	3.43	-	3.44	3.44
*50% funded by School District pending agreement					
TOTAL	4.93	3.93	-	3.44	3.44

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.604.7001	$1,694,108	$1,484,699	$2,007,138	$2,194,674	$2,199,494
PERSONNEL - TEMPORARY	101.604.7002	$141,971	$83,621	$0	$0	$107,000
PERSONNEL - OVERTIME	101.604.7003	$105,839	$75,685	$100,000	$100,000	$100,000
POST	101.604.7005	$115,493	$91,278	$101,896	$113,530	$115,869
VACATION PAY	101.604.7006	$99,991	$66,099	$0	$0	
SICK LEAVE PAY	101.604.7007	$52,840	$67,303	$0	$0	
FLSA OVERTIME	101.604.7008	$1,385	$2,637	$0	$0	
RETENTION PAY	101.604.7009		$103,165	$5,638	$5,638	$11,010
HOLIDAY PAY	101.604.7103	$91,321	$80,606	$102,533	$111,538	$112,225
Total Salaries:		**$2,302,949**	**$2,055,094**	**$2,317,205**	**$2,525,381**	**$2,645,599**
Benefits						
UNIFORM ALLOWANCE	101.604.7105	$15,003	$11,830	$14,855	$15,955	$15,955
PERS RETIREMENT	101.604.7106	$1,201,676	$1,214,708	$1,255,163	$1,446,894	$1,260,005
DENTAL INSURANCE	101.604.7107	$28,768	$23,066	$28,510	$30,658	$30,400
GROUP HEALTH INSURANCE	101.604.7108	$207,507	$176,100	$198,700	$213,517	$218,782
GROUP LIFE INSURANCE	101.604.7109	$2,703	$2,171	$2,627	$2,813	$2,813
WORKERS COMP INSURANCE	101.604.7110	$98,871	$83,436	$86,172	$92,912	$93,078
GROUP DISABILITY INS	101.604.7112	$1,701	$1,367	$1,519	$1,519	$1,519
MEDICARE	101.604.7113	$37,409	$32,473	$32,624	$35,254	$35,320
CELL PHONE ALLOWANCE	101.604.7115			$270	$270	$270
OTHER BENEFITS PAY	101.604.7118	$31,112	$14,116	$0	$0	
SICK LEAVE PAYOFF	101.604.7120	$48,219	$46,308	$0	$0	
COMP/VAC PAYOFF	101.604.7121	$122,502	$80,038	$0	$0	
DEFERRED COMP CONTRIB	101.604.7122	$267	$242	$0	$0	
VEBA HEALTH DEF COMP	101.604.7124	$25,269	$26,992	$48,868	$52,638	$61,087
PARS RETIREMENT	101.604.7126	$1,476	$864			
Total Benefits:		**$1,822,484**	**$1,713,711**	**$1,669,307**	**$1,892,431**	**$1,719,229**
Supplies and Services						
CLOTHING & PERSONAL EXP	101.604.7423	$4,922	$7,339	$5,500	$5,500	$5,500
OFFICE EXPENSE	101.604.7424	$819	$184	$1,846	$1,500	$1,500
SPECIAL DEPARTMENTAL	101.604.7427	$49,640	$157,146	$15,650	$15,650	$20,650
MAINT & OPER OF EQUIP	101.604.7429	$1,472	$2,206	$3,000	$3,000	$3,000
PROF & SPECIAL SERVICES	101.604.7430	$47,046	$50,505	$154,187	$144,900	$62,500
PROMOTIONAL EXPENSE	101.604.7431	$4,030	$8,244			
MEMBERSHIPS/DUES/BOOKS	101.604.7434	$2,094	$2,086	$1,750	$1,750	$1,750
STAFF DEVELOPMENT	101.604.7437	$1,192	$3,000	$0	$0	

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
OTHER CHARGES	101.604.7438	$4,763	$8,954	$4,000	$4,000	$4,000
Total Supplies and Services:		**$115,978**	**$239,664**	**$185,933**	**$176,300**	**$98,900**
Rents & Leases						
USER CHGS-MOTOR POOL	101.604.7550	$36,426	$36,532	$36,426	$36,426	$36,426
USER CHGS - IT POOL	101.604.7551	$98,007	$73,505	$80,654	$80,654	$80,654
Total Rents & Leases:		**$134,433**	**$110,037**	**$117,080**	**$117,080**	**$117,080**
Total General Fund:		**$4,375,843**	**$4,118,506**	**$4,289,525**	**$4,711,192**	**$4,580,808**
Special Revenue						
Other Federal Grants Fund						
Capital Outlay						
MACHINERY & EQUIPMENT	218.604.7884		$101,173			
Total Capital Outlay:			**$101,173**			
Total Other Federal Grants Fund:			**$101,173**			
Total Special Revenue:			**$101,173**			
Total Governmental Funds:		**$4,375,843**	**$4,219,680**	**$4,289,525**	**$4,711,192**	**$4,580,808**
Total All Funds:		**$4,375,843**	**$4,219,680**	**$4,289,525**	**$4,711,192**	**$4,580,808**

Line-Item Account Detail

	Description	FY 2022 Adopted
7423	**Clothing & Personal Expense**	
	Clothing & Badges - Explorer / PSA Uniforms	$ 1,000
	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
		5,500
7424	**Office Expense**	
	Office & Desk Supplies	**1,500**
7427	**Special Department Expense**	
	CERT Equipment	5,000
	Crime Scene Response Team (CSRT) Supplies	
	-- Evidence Collection, Chemicals / MAIT	750
	Crisis Negotiation Team (CNT) Supplies & Equipment	1,000
	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
	Microphones for Digital Radios (Traffic Motorcycles)	2,000
	Safety Equipment - Holsters, Handcuffs, Pepper Spray	500
	SWAT Replacement Equipment	5,000
	Witness & Victim Expenses	500
	GPS Tracker Fees: (3SI Security)	3,500
		15,650
7429	**Maintenance & Operation of Equipment**	
	Passive Alcohol Sensor (PAS) Device Calibration & Repair	1,000
	Radar Unit Calibration / Lidar Calibration / Vehicle Calibration	2,000
		3,000
7430	**Professional & Specialized Services**	
	Private Database Searches (CLEAR / TLO/ZetX)	26,000
	Investigative Software:	
	Cellebrite, Visual Statement FX3 Forensics, Coplink Yearly Maintenance,	
	South Bay Information Sharing System (SBISS), Forensic Logic COPLINK & LEAP	15,000
	Search Warrant Fees (Cell/Tower)	1,000
	Sketch Artist Fees	1,000
	Sexual Assault Exams (Valley Medical Center)	12,000
	Computer Crime Investigations Internet Service Provider	1,500
	Comcast Cable	2,500
	Cell Phone Download Reader - Annual Subscription Fee	3,500
		62,500
7434	**Membership, Dues, Books**	
	Books	250
	Dues	1,500
		1,750

7438	**Other Charges**	
	Transportation (Prisoner Transport Fees)	2,500
	Tow Fees (Evidence / Investigation / RV Tows)	1,500
		4,000
7550	**User Charges - Motor Pool**	
	Use of City Vehicles	**36,426**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**80,654**
	TOTAL	**$ 210,980**

605 - Field Services

GENERAL FUND - (101)
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

PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	Respond to 90% of emergency calls for service within five minutes	N/A*	N/A*	94.5%
2	Respond to 90% of non-emergency calls for service within twenty minutes	N/A*	N/A*	N/A*

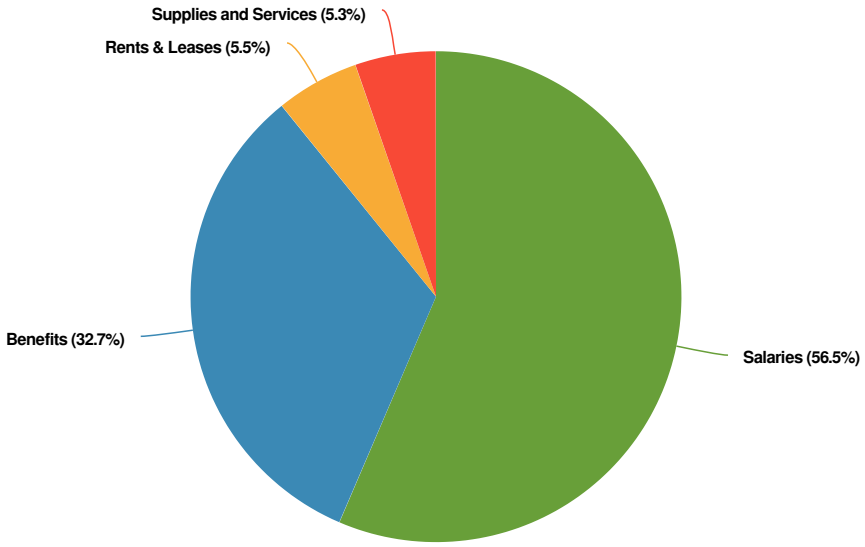
*Data not retrievable at this time due to migration to new CAD/RMS system.

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Worked with Liebert Cassidy Whitmore (LCW) to overhaul use of force review and reporting process
  - All staff received updated use of force training
  - Supervisors received updated reporting and review training
- Created early claim resolution process and trained all supervisors during implementation
- Created a working group with Santa Clara County Health and Human Services, Adult Protective Services, Mental Health Court, Santa Clara County District Attorney's Office, and the Santa Clara County Public Defender's Office to address issues with homeless population
  - Hosted a community webinar with Office of Supportive Housing and Behavioral Health along with Q&A to address community concerns surrounding homelessness
- Added enforcement K9 Koa and therapy K9 Ainsley to our K9 program
  - Established K9 coverage seven days per week
  - K9 Koa certified in explosives and firearms detection
- Began conversion of marked patrol fleet from gasoline to Hybrid Interceptors
  - Streamlined the purchasing and outfitting process for marked and un-marked vehicles
  - Placed five patrol vehicles and two unmarked vehicles into service
- Restructured and expanded of Axon services
  - Entered ten-year Records Management System (RMS)/ Computer Aided Dispatch (CAD) contract
  - Consolidated all current contracts into ten-year bundle

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$4,506,581	$5,103,326	$5,251,579	$5,350,629	$5,221,624	-2.4%
Benefits	$3,798,789	$4,395,539	$3,837,946	$3,662,373	$3,027,673	-17.3%
Supplies and Services	$524,025	$578,877	$474,980	$474,980	$491,644	3.5%
Rents & Leases	$527,092	$500,946	$508,500	$508,500	$508,500	0%
Total Expense Objects:	**$9,356,487**	**$10,578,688**	**$10,073,004**	**$9,996,481**	**$9,249,441**	**-7.5%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Police Captain	1.00	1.00	1.00	1.00	-
Police Sergeant	5.00	5.00	5.00	5.00	-
Police Agent	4.00	4.00	4.00	4.00	-
Police Officer *	21.00	21.00	21.00	21.00	-
Community Services Officer**	1.00	3.00	2.08	1.10	(0.98)
* One vacant hire 7/1/21 ** 2.00 FTEs total in FY 2022; with 0.90 funded by SLESF in budget unit 210.606.					
TOTAL	32.00	34.00	33.08	32.10	(0.98)

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.605.7001	$3,740,311	$4,060,446	$4,538,870	$4,654,697	$4,546,450
PERSONNEL - TEMPORARY	101.605.7002	$95	$15,514	$0	$0	
PERSONNEL - OVERTIME	101.605.7003	$235,184	$247,514	$215,000	$215,000	$215,000
POST	101.605.7005	$175,702	$190,683	$215,225	$203,590	$164,023
VACATION PAY	101.605.7006	$86,562	$61,284	$0	$0	
SICK LEAVE PAY	101.605.7007	$58,543	$96,261	$0	$0	
FLSA OVERTIME	101.605.7008	$4,064	$8,301	$0	$0	
RETENTION PAY	101.605.7009		$195,129	$28,412	$28,412	$55,044
HOLIDAY PAY	101.605.7103	$206,120	$228,193	$254,072	$248,929	$241,108
Total Salaries:		**$4,506,581**	**$5,103,326**	**$5,251,579**	**$5,350,629**	**$5,221,624**
Benefits						
UNIFORM ALLOWANCE	101.605.7105	$35,543	$36,882	$36,010	$35,642	$36,828
PERS RETIREMENT	101.605.7106	$2,398,924	$2,689,295	$2,857,214	$2,677,347	$2,076,874
DENTAL INSURANCE	101.605.7107	$64,915	$66,033	$67,749	$67,725	$65,225
GROUP HEALTH INSURANCE	101.605.7108	$481,402	$497,718	$474,138	$480,628	$442,913
GROUP LIFE INSURANCE	101.605.7109	$6,041	$6,168	$6,257	$6,347	$6,073
WORKERS COMP INSURANCE	101.605.7110	$198,925	$221,837	$197,062	$196,745	$188,070
GROUP DISABILITY INS	101.605.7112	$2,083	$2,123	$1,770	$2,491	$1,774
MEDICARE	101.605.7113	$73,072	$84,739	$75,588	$74,311	$72,017
CELL PHONE ALLOWANCE	101.605.7115			$394	$750	$396
OTHER BENEFITS PAY	101.605.7118	$162,483	$135,454	$0	$0	
SICK LEAVE PAYOFF	101.605.7120	$9,023	$136,208	$0	$0	
COMP/VAC PAYOFF	101.605.7121	$306,750	$440,722	$0	$0	
DEFERRED COMP CONTRIB	101.605.7122	$983	$935	$627	$1,192	$629
VEBA HEALTH DEF COMP	101.605.7124	$58,646	$77,424	$121,137	$119,196	$136,874
Total Benefits:		**$3,798,789**	**$4,395,539**	**$3,837,946**	**$3,662,373**	**$3,027,673**
Supplies and Services						
CLOTHING & PERSONAL EXP	101.605.7423	$19,647	$14,235	$20,050	$20,050	$20,050
OFFICE EXPENSE	101.605.7424	$814	$594	$1,200	$1,200	$1,200
SPECIAL DEPARTMENTAL	101.605.7427	$130,006	$131,313	$102,600	$102,600	$114,600
MAINT & OPER OF EQUIP	101.605.7429	$4,762	$853	$4,500	$4,500	$4,500
PROF & SPECIAL SERVICES	101.605.7430	$76,522	$103,675	$36,100	$36,100	$41,100
OTHER CONTRACTUAL SERVICE	101.605.7432	$285,946	$325,162	$308,530	$308,530	$308,194
MEMBERSHIPS/DUES/BOOKS	101.605.7434	$1,909	$984	$1,000	$1,000	$1,000
STAFF DEVELOPMENT	101.605.7437	$4,364	$1,803			

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
OTHER CHARGES	101.605.7438	$55	$259	$1,000	$1,000	$1,000
Total Supplies and Services:		**$524,025**	**$578,877**	**$474,980**	**$474,980**	**$491,644**
Rents & Leases						
USER CHGS-MOTOR POOL	101.605.7550	$422,085	$422,191	$422,085	$422,085	$422,085
USER CHGS - IT POOL	101.605.7551	$105,007	$78,755	$86,415	$86,415	$86,415
Total Rents & Leases:		**$527,092**	**$500,946**	**$508,500**	**$508,500**	**$508,500**
Total General Fund:		**$9,356,487**	**$10,578,688**	**$10,073,004**	**$9,996,481**	**$9,249,441**
Total Governmental Funds:		**$9,356,487**	**$10,578,688**	**$10,073,004**	**$9,996,481**	**$9,249,441**
Total All Funds:		**$9,356,487**	**$10,578,688**	**$10,073,004**	**$9,996,481**	**$9,249,441**

Line-Item Account Detail

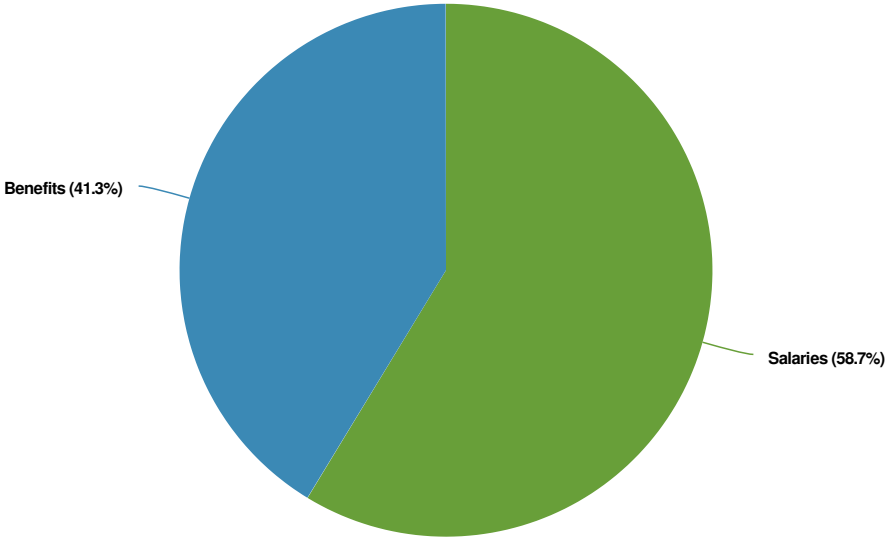
	Description	FY 2022 Adopted
7423	**Clothing & Personal Expense**	
	New Officer Uniforms/Equipment	$ 4,250
	Safety Gear (Leather, Earpieces etc.)	5,000
	Uniform Repair/Replacement	600
	Special Duty Uniforms	2,500
	Reserve Uniforms & Safety Equipment	2,400
	Officer Rain Gear	2,500
	Name Tags and Cap Pieces	500
	Cleaning (Reserves and Explorer Uniforms)	1,500
	Badge Replacement	800
		20,050
7424	**Office Expense**	
	Office Supplies	**1,200**
7427	**Special Department Expense**	
	Patrol Supplies	5,600
	First Aid Supplies / AED Supplies	4,000
	Evidence Supplies	5,000
	Ammunition, Range Supplies, and Weapon Replacements	56,000
	Range Supplies (Cleaning Solution/Targets/Ear & Eye Protection)	3,000
	Other Supplies:	
	Bulletproof Vests (50% Reimbursed by Federal Government)	10,000
	Chemical Agents	1,000
	Emergency Preparedness Equipment & Supplies	1,000
	K9 Supplies	5,000
	Vehicle Graphics	4,000
	MDC Replacement	20,000
		114,600
7429	**Maintenance & Operation of Equipment**	
	Fire Extinguisher Service	500
	Miscellaneous Repairs	500
	Repairs for Damages to Citizen Property	1,000
	Weapons Repair / Maintenance	2,500
		4,500
7430	**Professional & Specialized Services**	
	Online Scheduler	3,100
	Range Storage - Alarm & Electricity Fees	1,000
	Mobile EOC Costs (Satellite Phone / TV / Internet)	4,000
	Emergency Clean-Up / Call Outs	3,000
	Alcohol Blood and Breath Tests	20,000
	Range Use Fee	10,000
		41,100

7432	**Other Contractual Services**	
	Silicon Valley Animal Control Authority Services (Shelter & Field Services)	**$ 308,194**
7434	**Memberships, Dues, Books**	
	Books, Dues & Subscriptions	**1,000**
7438	**Other Charges**	
	Towing, PD Vehicle Malfunctions / Mobile Emergency Response Group & Equipment (MERGE) Course Rental	**1,000**
7550	**User Charges - Vehicle Pool**	
	Use of Vehicles	**422,085**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**86,415**
	Total	**$ 1,086,559**

606/607 - Misc. PD Grants

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$78,657	$92,739	$84,324	$0	$77,585	-100%
Benefits	$23,343	$50,313	$44,809	$0	$54,565	-100%
Supplies and Services		$69,307	$0	$0		0%
Capital Outlay	$46,068	-$40,979	$176,796	$0		-100%
Total Expense Objects:	**$148,068**	**$171,381**	**$305,929**	**$0**	**$132,150**	**-100%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Community Services Officer	-	-	-	0.90	0.90
TOTAL	-	-	-	0.90	0.90

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
TOTAL					

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2022 Adopted
All Funds					
Governmental Funds					
Special Revenue					
Asset Forfeiture Fund					
Supplies and Services					
OTHER CHARGES	205.607.7438		$69,307	$0	
Total Supplies and Services:			**$69,307**	**$0**	
Total Asset Forfeiture Fund:			**$69,307**	**$0**	
Supplemental Law Enforce.					
Salaries					
PERSONNEL - REGULAR	210.606.7001	$76,900	$88,189	$80,462	$74,031
PERSONNEL - OVERTIME	210.606.7003		$1,416		
VACATION PAY	210.606.7006		$67	$0	
SICK LEAVE PAY	210.606.7007		$168		
HOLIDAY PAY	210.606.7103	$1,757	$2,898	$3,862	$3,554
Total Salaries:		**$78,657**	**$92,739**	**$84,324**	**$77,585**
Benefits					
UNIFORM ALLOWANCE	210.606.7105	$325	$1,294	$732	$1,332
PERS RETIREMENT	210.606.7106	$7,949	$10,421	$9,583	$21,166
DENTAL INSURANCE	210.606.7107	$1,144	$2,618	$2,124	$1,934
GROUP HEALTH INSURANCE	210.606.7108	$9,437	$23,928	$21,308	$19,935
GROUP LIFE INSURANCE	210.606.7109	$153	$338	$276	$251
WORKERS COMP INSURANCE	210.606.7110	$2,664	$6,676	$6,092	$5,653
GROUP DISABILITY INS	210.606.7112	$400	$868	$721	$656
MEDICARE	210.606.7113	$473	$1,306	$1,223	$1,135
CELL PHONE ALLOWANCE	210.606.7115			$356	$324
DEFERRED COMP CONTRIB	210.606.7122	$250	$677	$565	$515
VEBA HEALTH DEF COMP	210.606.7124	$548	$2,188	$1,829	$1,665
Total Benefits:		**$23,343**	**$50,313**	**$44,809**	**$54,565**
Capital Outlay					
MACHINERY & EQUIPMENT	210.606.7884	$46,068	-$40,979	$176,796	
Total Capital Outlay:		**$46,068**	**-$40,979**	**$176,796**	
Total Supplemental Law Enforce.:		**$148,068**	**$102,074**	**$305,929**	**$132,150**
Total Special Revenue:		**$148,068**	**$171,381**	**$305,929**	**$132,150**
Total Governmental Funds:		**$148,068**	**$171,381**	**$305,929**	**$132,150**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2022 Adopted
Total All Funds:		**$148,068**	**$171,381**	**$305,929**	**$132,150**

FIRE SERVICES



Tony Bowden
*Fire Chief**

GENERAL FUND - (101)
Fire Services Program (610)*

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

**Fire Protection Services for the City of Campbell are provided through a contractual agreement with the Santa Clara County Fire Department (SCCFD). The Police Department and the Police Chief manages the contractual agreement for the City.*

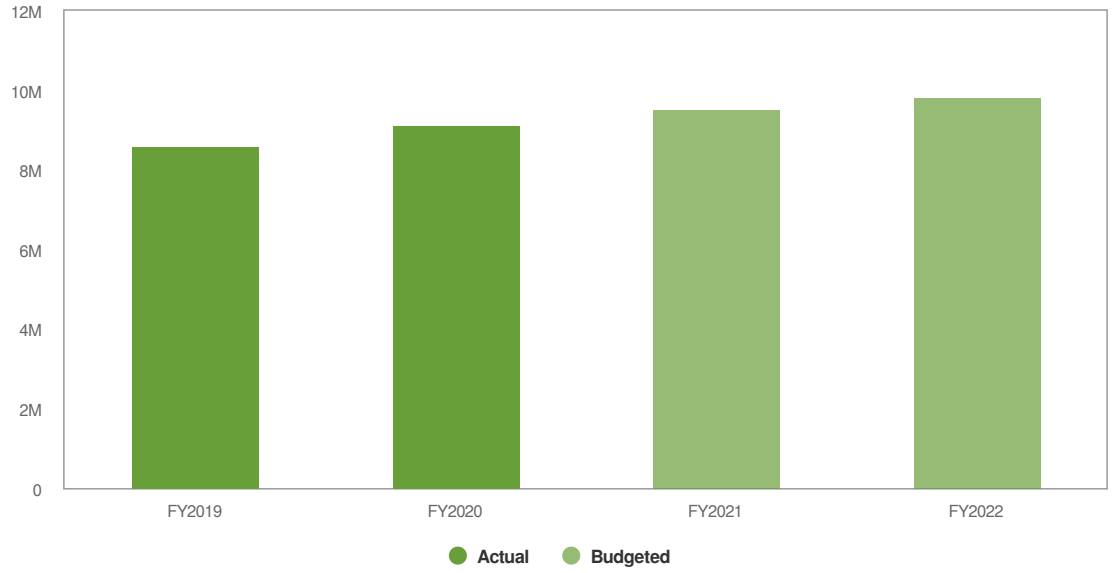
PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
1	Respond to 90% of all fire related calls for service within seven minutes or less	85.71%	100%	100%
2	Respond to 90% of all medical related calls for service within eight minutes or less	98%	100%	100%

Expenditures Summary

$9,856,600 $304,113
(3.18% vs. prior year)

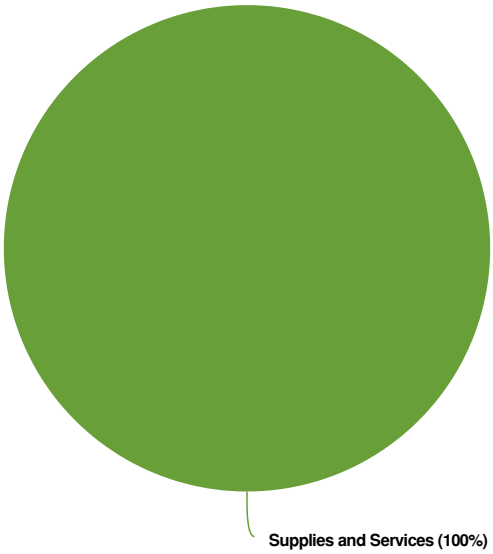
FIRE SERVICES Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type

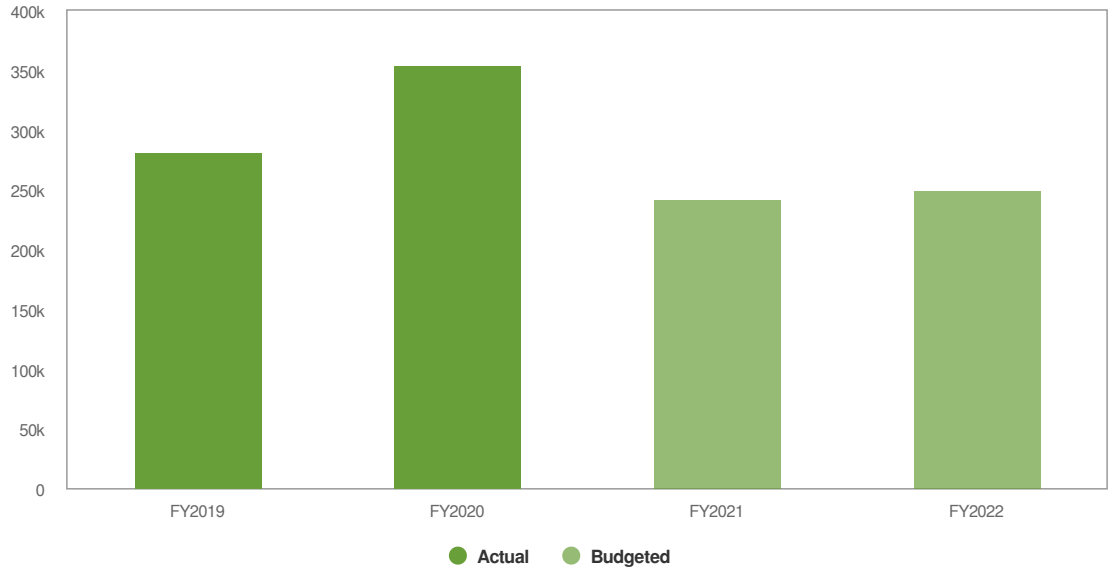


Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Supplies and Services	$8,591,974	$9,126,693	$9,552,487	$9,552,487	$9,856,600	3.2%
Total Expense Objects:	**$8,591,974**	**$9,126,693**	**$9,552,487**	**$9,552,487**	**$9,856,600**	**3.2%**

Revenues Summary

$250,290 **$7,290**
(3% vs. prior year)

FIRE SERVICES Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Licenses and Permits						
FIRE PERMITS	101.610.4241	$149,752	$193,136	$140,000	$140,000	$144,200
Total Licenses and Permits:		**$149,752**	**$193,136**	**$140,000**	**$140,000**	**$144,200**
Charges for Services						
HAZARDOUS WASTE CLEANUP	101.610.4692	$131,662	$161,704	$103,000	$103,000	$106,090
Total Charges for Services:		**$131,662**	**$161,704**	**$103,000**	**$103,000**	**$106,090**
Total General Fund:		**$281,414**	**$354,841**	**$243,000**	**$243,000**	**$250,290**
Total Governmental Funds:		**$281,414**	**$354,841**	**$243,000**	**$243,000**	**$250,290**
Total All Funds:		**$281,414**	**$354,841**	**$243,000**	**$243,000**	**$250,290**

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Supplies and Services						
OTHER CONTRACTUAL SERVICE	101.610.7432	$8,591,974	$9,126,693	$9,552,487	$9,552,487	$9,856,600
Total Supplies and Services:		**$8,591,974**	**$9,126,693**	**$9,552,487**	**$9,552,487**	**$9,856,600**
Total General Fund:		**$8,591,974**	**$9,126,693**	**$9,552,487**	**$9,552,487**	**$9,856,600**
Total Governmental Funds:		**$8,591,974**	**$9,126,693**	**$9,552,487**	**$9,552,487**	**$9,856,600**
Total All Funds:		**$8,591,974**	**$9,126,693**	**$9,552,487**	**$9,552,487**	**$9,856,600**

Line-Item Account Detail

	Description	FY 2022 Adopted
7432	**Other Contractual Services**	
	Santa Clara County Fire Department (SCCFD) Service Contract	**$ 9,856,600**
	TOTAL	**$ 9,856,600**

PUBLIC WORKS

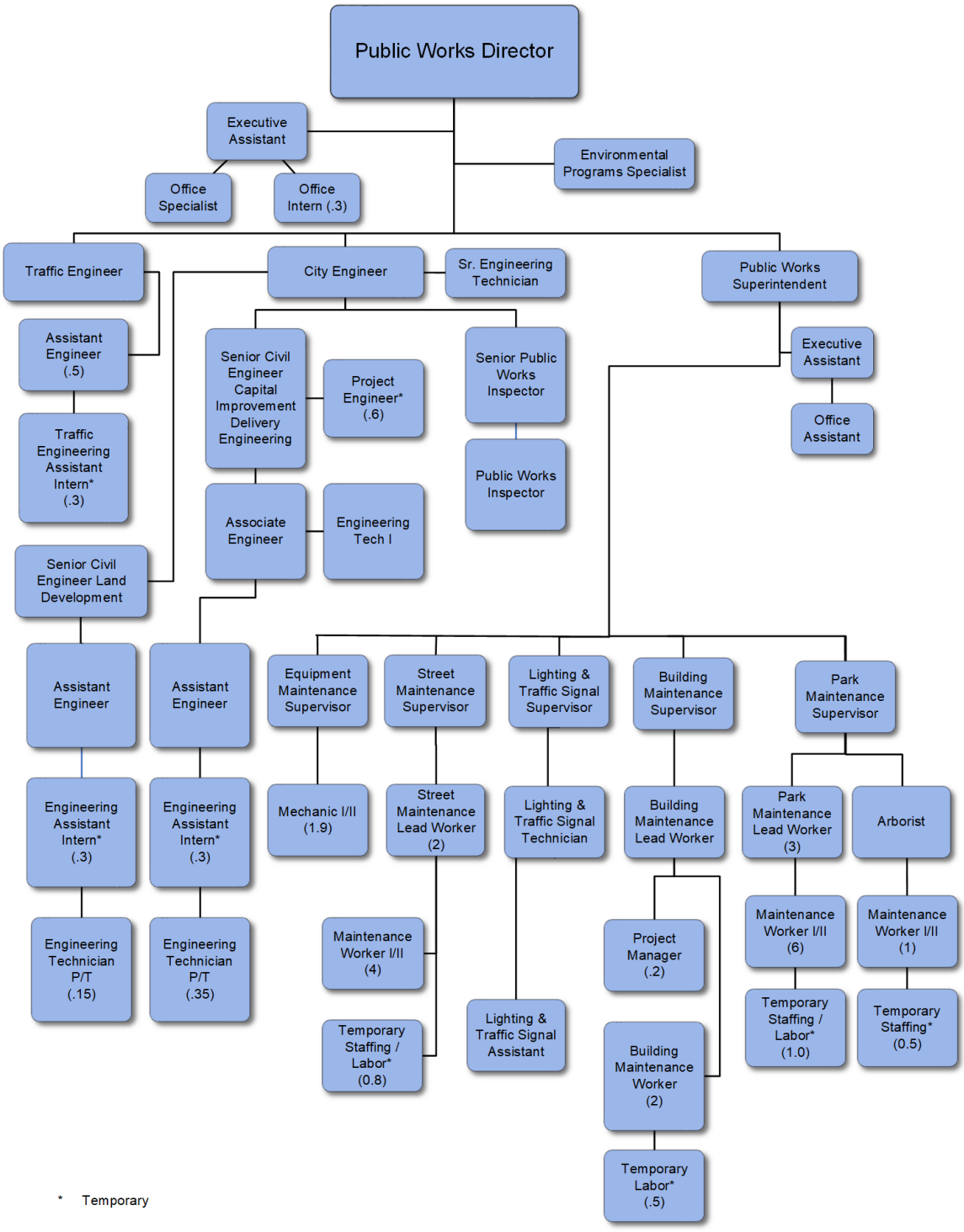


Todd Capurso
Public Works Director

Public Works Department includes the following programs:

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

Public Works Organizational Chart

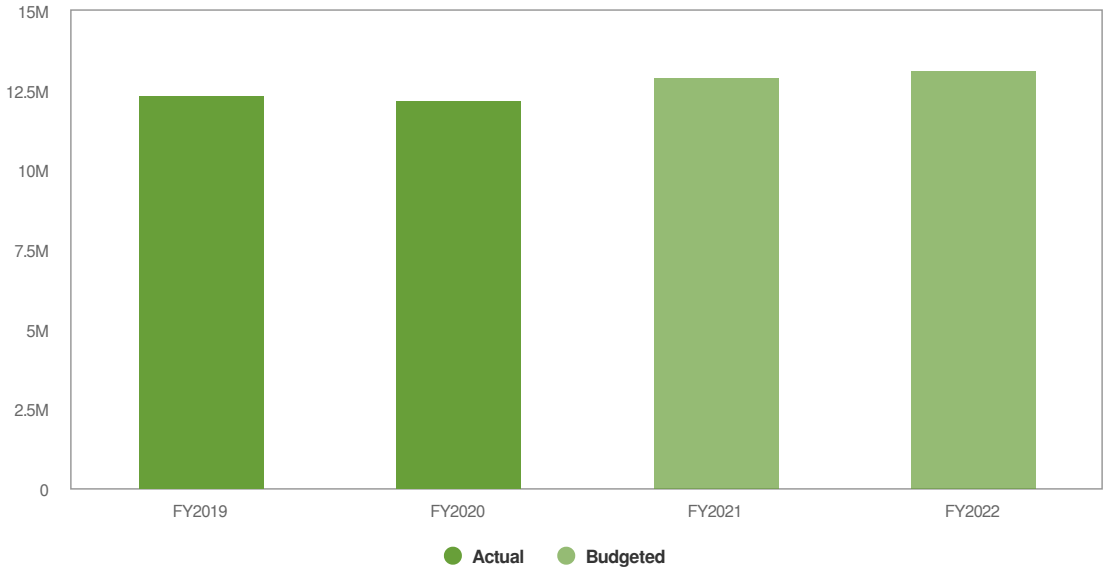


* Temporary

Expenditures Summary

$13,172,470 **$268,544**
(2.08% vs. prior year)

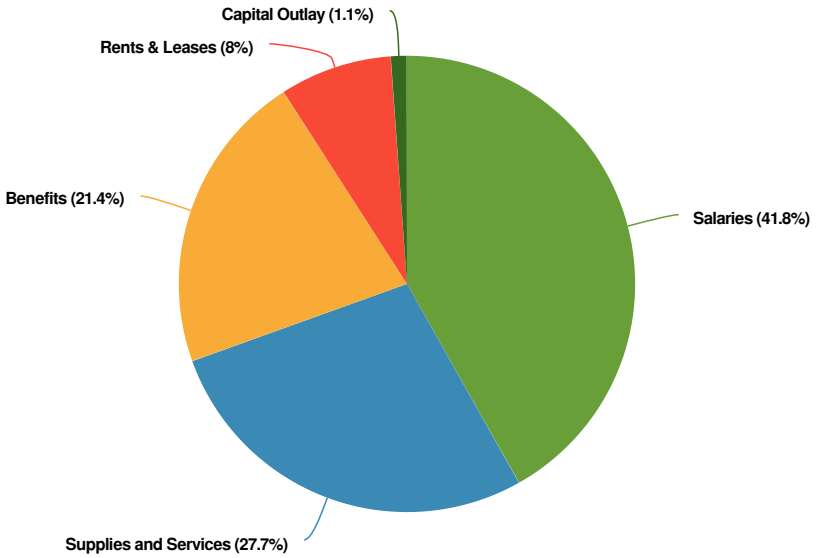
PUBLIC WORKS Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$4,882,857	$4,684,756	$4,934,158	$5,437,613	$5,511,751	1.4%
Benefits	$2,596,782	$2,628,575	$2,650,948	$2,667,535	$2,818,757	5.7%
Supplies and Services	$3,659,479	$3,953,458	$3,734,735	$3,441,765	$3,644,559	5.9%
Rents & Leases	$1,109,761	$1,022,717	$1,047,403	$1,047,403	$1,047,403	0%
Capital Outlay	$120,403	-$77,668	$536,682	$301,000	$150,000	-50.2%
Total Expense Objects:	**$12,369,282**	**$12,211,838**	**$12,903,926**	**$12,895,316**	**$13,172,470**	**2.1%**

Staffing (Full-Time Equivalents)

Permanent Positions	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Arborist	1.00	1.00	1.00	0.00	-1.00
Assistant Engineer	2.50	2.50	2.50	2.50	-
Associate Civil Engineer	1.00	1.00	1.00	1.00	-
Building Maintenance Lead Worker	1.00	1.00	1.00	1.00	-
Building Maintenance Supervisor	1.00	1.00	1.00	1.00	-
Building Maintenance Worker	2.00	2.00	1.00	1.83	0.83
City Engineer	1.00	1.00	1.00	1.00	-
Engineer Technician I	0.00	1.00	1.00	1.00	-
Environmental Programs Coordinator	0.00	1.00	1.00	1.00	-
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	-
Executive Assistant	2.00	2.00	2.00	2.00	-
Lighting & Traffic Signal Assistant	1.00	1.00	1.00	1.00	-
Lighting & Traffic Signal Supervisor	1.00	1.00	1.00	1.00	-
Lighting & Traffic Signal Technician	1.00	1.00	1.00	1.00	-
Maintenance Worker I / II	11.00	10.00	10.00	9.25	-0.75
Mechanic I / II	1.90	1.90	1.90	1.90	-
Office Assistant	1.00	1.00	1.00	1.00	-
Office Specialist	1.00	1.00	1.00	1.00	-
Park Maintenance Lead Worker	3.00	3.00	3.00	2.92	(0.08)
Park Maintenance Supervisor	1.00	1.00	0.00	1.00	1.00
Public Works Director	1.00	1.00	1.00	1.00	-
Public Works Inspector	1.00	1.00	1.00	1.00	-
Public Works Superintendent	1.00	1.00	1.00	1.00	-
Senior Civil Engineer	2.00	2.00	2.00	2.00	-
Senior Engineering Tech	0.00	0.00	0.00	0.83	0.83
Senior Public Works Inspector	1.00	1.00	1.00	1.00	-
Street Maintenance Lead Worker	2.00	2.00	2.00	2.00	-
Street Maintenance Supervisor	1.00	1.00	1.00	1.00	-
Traffic Engineer	1.00	1.00	1.00	1.00	-
Permanent	44.40	45.40	43.40	44.23	0.83

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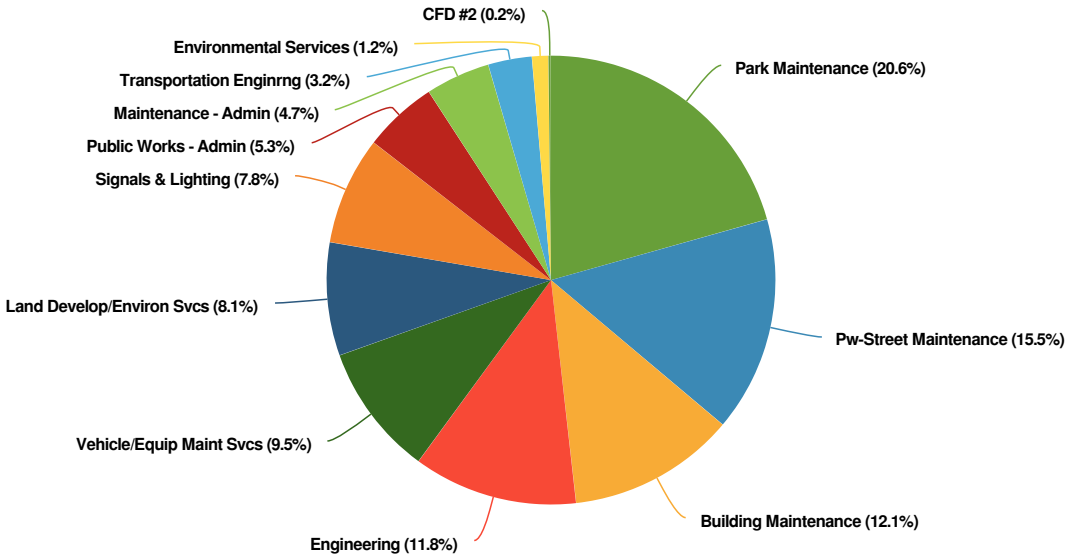
Staffing (Full-Time Equivalents)

Limited-Term Positions	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Administrative Analyst I	-	-	-	-	-
Assistant Engineer	1.00	1.00	0.00	0.00	-
Engineer Technician I	1.00	0.00	0.00	0.00	-
Limited-Term	2.00	1.00	0.00	0.00	-

Temporary Positions	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Engineering Assistant (Interns)	1.00	1.00	0.80	0.60	(0.20)
Engineering Technician	0.00	0.00	0.50	0.50	-
Executive Project Manager	0.40	0.00	0.00	0.00	-
Management Intern	0.50	0.50	0.00	0.00	-
Office Assistant-Part-Time	0.30	0.30	0.20	0.00	(0.20)
Project Engineer	0.70	0.80	0.60	0.60	-
Project Manager (One-Time Projects)	0.40	0.00	0.40	0.20	(0.20)
Technician	0.50	0.25	0.00	0.00	-
Temporary Building Maintenance Worker	0.50	0.50	0.50	0.50	-
Temporary Labor (Parks)	2.75	3.00	2.00	1.00	(1.00)
Temporary Labor (Trees)	0.75	0.75	1.00	0.50	(0.50)
Office Intern			0.10	0.30	0.20
Street Maintenance- Storm inlet/tree trim	1.00	1.00	1.20	0.80	(0.40)
Traffic Engineering Assistant (Intern)	0.50	0.50	0.40	0.30	-0.1
Temporary	9.30	8.60	7.70	5.30	(2.40)
Total Full Time Equivalents	55.70	55.00	51.10	49.53	(1.57)

Expenditures by Function

Budgeted Expenditures by Function

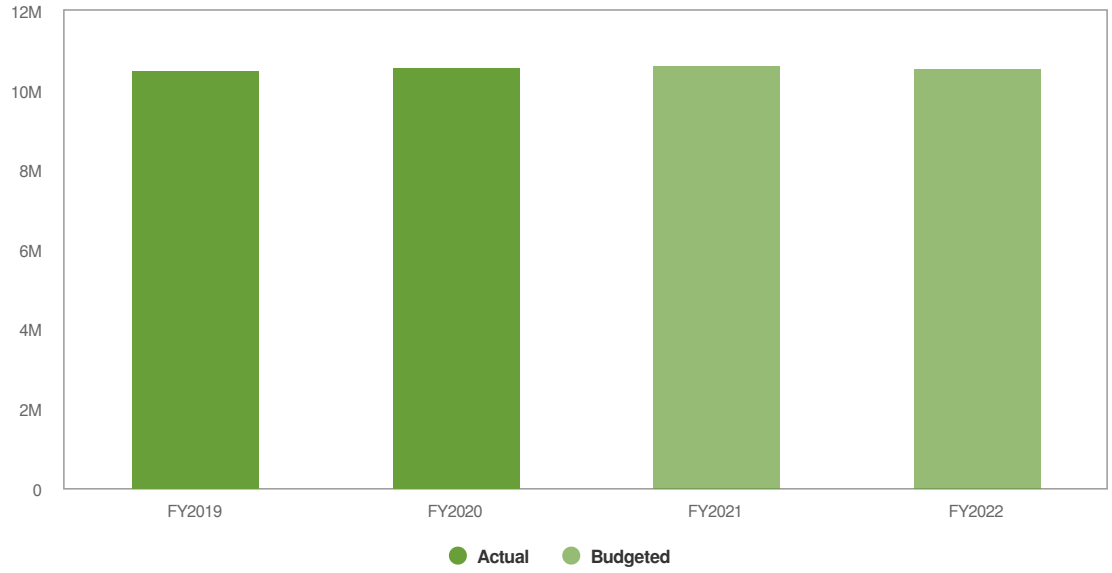


Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expenditures						
Public Works						
Public Works - Admin	$696,580	$635,345	$682,367	$709,405	$702,227	-1%
Environmental Services		$830	$135,670	$135,670	$155,629	14.7%
Transportation Enginrng	$424,573	$414,418	$413,099	$417,918	$415,255	-0.6%
Engineering	$1,185,345	$1,226,996	$1,304,875	$1,386,421	$1,560,126	12.5%
Land Develop/Environ Svcs	$941,849	$751,263	$1,052,073	$967,621	$1,072,996	10.9%
CFD #2	$2,631	$11,324	$24,200	$23,000	$23,000	0%
Maintenance - Admin	$516,832	$555,002	$597,712	$605,530	$613,084	1.2%
Vehicle/Equip Maint Svcs	$1,438,167	$1,185,177	$1,627,443	$1,398,788	$1,252,636	-10.4%
Pw-Street Maintenance	$1,790,084	$1,784,625	$1,926,180	$1,990,180	$2,041,915	2.6%
Signals & Lighting	$1,003,204	$1,101,580	$1,047,879	$1,038,956	$1,026,304	-1.2%
Park Maintenance	$2,923,160	$2,857,278	$2,671,782	$2,755,727	$2,718,326	-1.4%
Building Maintenance	$1,446,858	$1,688,001	$1,420,645	$1,466,101	$1,590,973	8.5%
Total Public Works:	**$12,369,282**	**$12,211,838**	**$12,903,926**	**$12,895,316**	**$13,172,470**	**2.1%**
Total Expenditures:	**$12,369,282**	**$12,211,838**	**$12,903,926**	**$12,895,316**	**$13,172,470**	**2.1%**

Revenues Summary

$10,571,056 -$70,133
(-0.66% vs. prior year)

PUBLIC WORKS Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Sales & Use Taxes						
MEASURE B STREET MAINT	101.730.4111			$114	$0	
Total Sales & Use Taxes:				**$114**	**$0**	
Other Taxes						
FRANCHISES - GARBAGE	101.740.4123	$2,089,673	$2,086,705	$2,031,496	$2,231,496	$2,231,496
FRANCHISES - SAN JOSE WTR	101.701.4124	$241,006	$239,445	$248,800	$248,800	$260,000
Total Other Taxes:		**$2,330,679**	**$2,326,150**	**$2,280,296**	**$2,480,296**	**$2,491,496**
Licenses and Permits						
TRUCK PERMITS	101.720.4271	$370	$128	$1,000	$1,000	$1,000
Total Licenses and Permits:		**$370**	**$128**	**$1,000**	**$1,000**	**$1,000**
Intergovernmental Revenue						
TRANSIT SHELTER ADVERTISE	101.720.4544	$19,013	$13,050	$6,000	$6,000	$16,000
Total Intergovernmental Revenue:		**$19,013**	**$13,050**	**$6,000**	**$6,000**	**$16,000**
Charges for Services						
COST RECOVERY-PW	101.780.4701		$121			
ENGR & SUBDIV FILING FEES	101.730.4722	-$225	-$3,315			
ENGR & SUBDIV FILING FEES	101.740.4722	$558,995	$444,199	$458,000	$408,000	$410,000
PROJECT OVERHEAD OFFSET	101.720.4725	$10,444	$6,295	$20,000	$20,000	$20,000
PROJECT OVERHEAD OFFSET	101.730.4725	$236,534	$363,647	$742,992	$742,992	$449,000
PROJECT OVERHEAD OFFSET	101.740.4725		$683	$10,000	$0	
TRAFFIC ENGINEERING FEES	101.720.4728	$950	$25,984	$30,000	$0	$20,000
METRICOM ENCHR AGREEMENT	101.720.4730	$14				
COMMUNITY GARDEN FEES	101.745.4735	$3,528	$3,315	$3,600	$3,600	$3,600
SALE-MAPS & PUBLICATIONS	101.730.4760	$1,035	$941	$2,000	$2,000	$2,000
Total Charges for Services:		**$811,274**	**$841,871**	**$1,266,592**	**$1,176,592**	**$904,600**
Leases & Rentals						
RENTS/LEASES (REAL & PER)	101.701.4810	$21,600	$20,540	$21,600	$21,600	$44,600
Total Leases & Rentals:		**$21,600**	**$20,540**	**$21,600**	**$21,600**	**$44,600**
Miscellaneous Revenues						
NOTICE/IMPROVE/OBLIGATION	101.730.4924	$2,995	$0	$6,100	$6,100	$6,100
OTHER REVENUE	101.730.4965			$65,000	$0	
TREE IN LIEU FEE	101.701.4971	$25,320	$26,704	$2,500	$25,000	$25,000
Total Miscellaneous Revenues:		**$28,315**	**$26,704**	**$73,600**	**$31,100**	**$31,100**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total General Fund:		**$3,211,251**	**$3,228,442**	**$3,649,202**	**$3,716,588**	**$3,488,796**
Special Revenue						
Vehicle Impact Fees						
Investments and Other Interest Income						
INVESTMENT EARNINGS	202.760.4410		$0	$250	$250	$250
Total Investments and Other Interest Income:			**$0**	**$250**	**$250**	**$250**
Charges for Services						
VEHICLE IMPACT FEES	202.760.4731	$161,220	$200,851	$300,000	$300,000	$300,000
VEHICLE IMPACT-GARBAGE	202.760.4732	$477,600	$477,600	$477,000	$477,000	$477,000
Total Charges for Services:		**$638,820**	**$678,451**	**$777,000**	**$777,000**	**$777,000**
Total Vehicle Impact Fees:		**$638,820**	**$678,451**	**$777,250**	**$777,250**	**$777,250**
Gas Tax Fund						
Investments and Other Interest Income						
Investment Earnings	204.760.4410					$25,000
UNREALIZED GAINS/LOSSES	204.760.4431	$11,638				
Total Investments and Other Interest Income:		**$11,638**				**$25,000**
Intergovernmental Revenue						
STATE GASOLINE TAX 2105	204.760.4510	$234,257	$220,622	$229,250	$229,250	$239,389
STATE GASOLINE TAX 2106	204.760.4511	$154,536	$138,798	$149,799	$149,799	$143,455
STATE GASOLINE TAX 2107	204.760.4512	$294,604	$278,577	$275,789	$275,789	$304,457
STATE GASOLINE TAX 2107.5	204.760.4513	$6,000	$6,000	$6,000	$6,000	$6,000
GAS EXCISE TAX 7360	204.760.4516	$142,636	$298,225	$365,429	$365,429	$325,874
SB1-ROAD MAINT (2017)	204.760.4518	$782,968	$749,085	$740,000	$740,000	$812,365
SB1 TCRF LOAN REPAYMENT	204.760.4519		$48,622			
Total Intergovernmental Revenue:		**$1,615,001**	**$1,739,929**	**$1,766,267**	**$1,766,267**	**$1,831,540**
Miscellaneous Revenues						
OTHER REVENUE	204.760.4965	$1,873	$71	$2,500	$2,500	$2,500
Total Miscellaneous Revenues:		**$1,873**	**$71**	**$2,500**	**$2,500**	**$2,500**
Total Gas Tax Fund:		**$1,628,511**	**$1,740,000**	**$1,768,767**	**$1,768,767**	**$1,859,040**
Lighting District Fund						
Property Taxes						
PROP TAXES - CURR SECURED	207.770.4001	$995,117	$1,140,569	$1,010,000	$1,010,000	$1,010,000
PROP TAXES - CURR UNSECRD	207.770.4002	$80,632	$79,170	$0	$0	
OTHER PROPERTY TAXES	207.770.4005	$2,565				

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
PROPERTY TAX PASS THRU	207.770.4007	$151,367	$181,785	$130,000	$130,000	$130,000
RESIDUAL RPTTF DISTRIBUTE	207.770.4008	$0	$0	$3,000	$3,000	$3,000
PROP TAXES - ERAF	207.770.4011	$40,571	$59,460			
Total Property Taxes:		**$1,270,252**	**$1,460,983**	**$1,143,000**	**$1,143,000**	**$1,143,000**
Investments and Other Interest Income						
OTHER INTEREST	207.770.4450	$1,705	$2,118	$0	$0	
Total Investments and Other Interest Income:		**$1,705**	**$2,118**	**$0**	**$0**	
Intergovernmental Revenue						
SIGNAL MAINT COST SHARING	207.770.4542	$5,224	$2,002	$2,500	$2,500	$2,500
SCC OPEN SPACE AUTHORITY	207.775.4564	$10,726				
ST HOMEOWNERS PROP TAX RE	207.770.4581	$4,755	$4,784	$0	$0	
Total Intergovernmental Revenue:		**$20,706**	**$6,786**	**$2,500**	**$2,500**	**$2,500**
Charges for Services						
COST RECOVERY-PW	207.770.4701		$1,074			
COST RECOVERY-PW	207.775.4701	$2,279				
VEHICLE CHARGING STATION	207.770.4709	$22,874	$22,950	$20,000	$20,000	$20,000
Total Charges for Services:		**$25,153**	**$24,024**	**$20,000**	**$20,000**	**$20,000**
Miscellaneous Revenues						
DONATIONS-PARKS	207.775.4818		$10,000			
INSURANCE CLAIMS REIMB	207.770.4962	$4,054	$56,125	$5,000	$5,000	$5,000
Total Miscellaneous Revenues:		**$4,054**	**$66,125**	**$5,000**	**$5,000**	**$5,000**
Special Assessments						
STR LIGHTING ASSESSMENTS	207.770.5001	$5,229		$0	$0	
STR LIGHTING ASSESSMENTS	207.775.5001	$1,270,691	$1,198,165	$1,210,000	$1,210,000	$1,210,000
Total Special Assessments:		**$1,275,921**	**$1,198,165**	**$1,210,000**	**$1,210,000**	**$1,210,000**
Total Lighting District Fund:		**$2,597,791**	**$2,758,201**	**$2,380,500**	**$2,380,500**	**$2,380,500**
Environmental Svcs Fund						
Intergovernmental Revenue						
BEVERAGE CONTAINER GRANT	209.715.4533	$0	$0	$10,000	$10,000	$10,000
Total Intergovernmental Revenue:		**$0**	**$0**	**$10,000**	**$10,000**	**$10,000**
Charges for Services						
STORM WATER FEES	209.715.4720	$381,322	$40,462	$45,000	$45,000	$45,000
STORM DRAIN FEES	209.715.4721	$38,420	$20,693	$20,000	$20,000	$20,000
SOLID WASTE RATE FEES	209.715.4724	$549,886	$565,133	$556,464	$556,464	$556,464
Total Charges for Services:		**$969,628**	**$626,288**	**$621,464**	**$621,464**	**$621,464**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Miscellaneous Revenues						
AB 939 RECYCLING - SCC	209.715.4922	$84,425	$68,905	$49,356	$49,356	$49,356
Total Miscellaneous Revenues:		**$84,425**	**$68,905**	**$49,356**	**$49,356**	**$49,356**
Total Environmental Svcs Fund:		**$1,054,054**	**$695,192**	**$680,820**	**$680,820**	**$680,820**
Comm Facilities Dist #2						
Investments and Other Interest Income						
OTHER INTEREST	237.741.4450	$50	$85	$0	$0	
Total Investments and Other Interest Income:		**$50**	**$85**	**$0**	**$0**	
Special Assessments						
SPECIAL ASSESSMENT CFD #2	237.741.5005	$48,355	$48,893	$35,250	$35,250	$35,250
Total Special Assessments:		**$48,355**	**$48,893**	**$35,250**	**$35,250**	**$35,250**
Total Comm Facilities Dist #2:		**$48,405**	**$48,978**	**$35,250**	**$35,250**	**$35,250**
Parks And Museum Fund						
Miscellaneous Revenues						
DONATIONS-HIST MUSEUM	794.775.4812	$1,994	$1,439			
Total Miscellaneous Revenues:		**$1,994**	**$1,439**			
Total Parks And Museum Fund:		**$1,994**	**$1,439**			
Total Special Revenue:		**$5,969,575**	**$5,922,261**	**$5,642,587**	**$5,642,587**	**$5,732,860**
Total Governmental Funds:		**$9,180,826**	**$9,150,703**	**$9,291,789**	**$9,359,175**	**$9,221,656**
Proprietary Funds						
Internal Service Funds						
Motor Vehicle Pool Fund						
Intergovernmental Revenue						
ARSON_COUNTY FIRE DPT	641.750.4559	$10,000	$0	$10,000	$10,000	$10,000
Total Intergovernmental Revenue:		**$10,000**	**$0**	**$10,000**	**$10,000**	**$10,000**
Charges for Services						
MOTOR POOL REIMBUSEMENT	641.750.4727		$1,630			
Total Charges for Services:			**$1,630**			
Miscellaneous Revenues						
SALE OF REAL/PERS PROP	641.750.4960	$10,425	$10,681	$10,000	$10,000	$10,000
INSURANCE CLAIMS REIMB	641.750.4962	$17,272	$119,169	$0	$0	
EXPENSE ABATE-MISC	641.750.4968		-$159			
Total Miscellaneous Revenues:		**$27,697**	**$129,692**	**$10,000**	**$10,000**	**$10,000**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Charges to Oper Depts						
USER FEES-MOTOR POOL	641.750.5101	$1,328,130	$1,329,400	$1,329,400	$1,329,400	$1,329,400
Total Charges to Oper Depts:		**$1,328,130**	**$1,329,400**	**$1,329,400**	**$1,329,400**	**$1,329,400**
Total Motor Vehicle Pool Fund:		**$1,365,827**	**$1,460,722**	**$1,349,400**	**$1,349,400**	**$1,349,400**
Total Internal Service Funds:		**$1,365,827**	**$1,460,722**	**$1,349,400**	**$1,349,400**	**$1,349,400**
Total Proprietary Funds:		**$1,365,827**	**$1,460,722**	**$1,349,400**	**$1,349,400**	**$1,349,400**
Total All Funds:		**$10,546,653**	**$10,611,425**	**$10,641,189**	**$10,708,575**	**$10,571,056**

701 - Public Work Administration

GENERAL FUND - (101)
Program Manager - Public Works Director

MISSION STATEMENT

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

ONGOING RESPONSIBILITIES

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

WORK PLAN ITEMS FOR FISCAL YEAR 2022

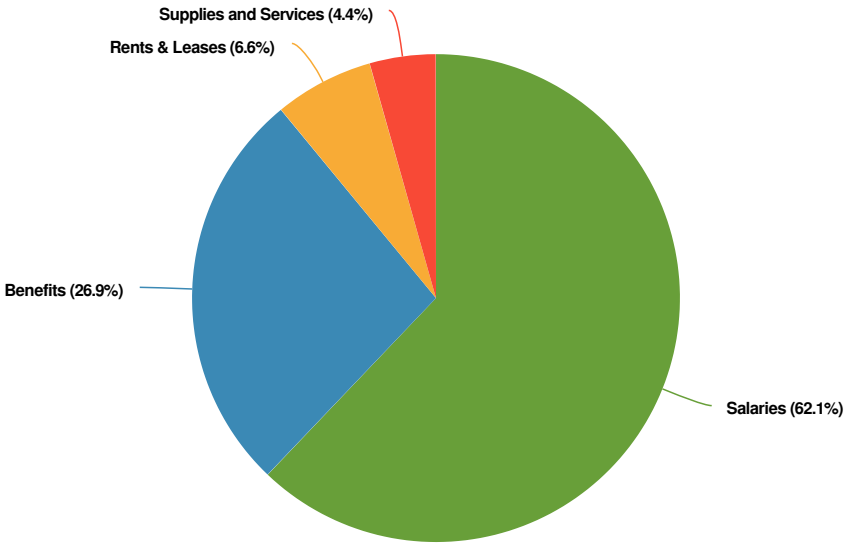
- Manage and implement Measure O design process and subsequent related work; complete design of Library and Police building projects **[Council Priority - Measure O Implementation]**
- Represent Campbell in long range regional transportation planning efforts - Envision Silicon Valley and Plan Bay Area 2050 process **[Council Priority - Comprehensive Long-Term Land Use Planning]**
- Complete revisions to specifications and contract document requirements in coordination with the City Attorney **[Operational Need]**

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Presented Measure O – Library Schematic Design approved by Council
- Presented Measure O – Police Building Schematic Design approved by Council
- Maintained work plan, budget strategy, and schedule for Measure O projects
- Received authorization from Council to perform Measure O Environmental Review
- Implemented parklet program for downtown businesses to expand operations during the COVID-19 pandemic

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$432,122	$395,622	$415,220	$440,742	$436,339	-1%
Benefits	$183,144	$172,857	$179,758	$181,275	$188,999	4.3%
Supplies and Services	$25,309	$24,862	$41,300	$41,300	$30,800	-25.4%
Rents & Leases	$56,004	$42,003	$46,088	$46,088	$46,088	0%
Total Expense Objects:	**$696,580**	**$635,345**	**$682,367**	**$709,405**	**$702,227**	**-1%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Public Works Director	1.00	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	1.00	-
Office Specialist	1.00	1.00	1.00	1.00	-
Environmental Programs Specialist *	-	1.00	-	-	-
* Moved to Fund 209.715					
TOTAL	3.00	4.00	3.00	3.00	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Executive Project Manager	0.40	-	-	-	-
Management Intern (Engineering Assistant)	0.50	0.50	0.10	0.30	0.20
Office Assistant - Part-Time	0.20	0.20	0.20	-	(0.20)
TOTAL	1.10	0.70	0.30	0.30	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.701.7001	$370,227	$348,018	$414,720	$426,242	$425,839
PERSONNEL - TEMPORARY	101.701.7002	$15,411	$10,077	$0	$14,000	$10,000
PERSONNEL - OVERTIME	101.701.7003	$0	$105	$500	$500	$500
VACATION PAY	101.701.7006	$24,769	$19,696	$0	$0	
SICK LEAVE PAY	101.701.7007	$21,715	$17,727	$0	$0	
Total Salaries:		**$432,122**	**$395,622**	**$415,220**	**$440,742**	**$436,339**
Benefits						
PERS RETIREMENT	101.701.7106	$93,209	$97,840	$111,515	$112,824	$115,185
DENTAL INSURANCE	101.701.7107	$7,090	$6,006	$6,445	$6,445	$6,445
GROUP HEALTH INSURANCE	101.701.7108	$48,619	$45,274	$39,909	$39,909	$45,279
GROUP LIFE INSURANCE	101.701.7109	$614	$520	$558	$558	$558
WORKERS COMP INSURANCE	101.701.7110	$1,898	$1,972	$1,447	$1,488	$1,486
GROUP DISABILITY INS	101.701.7112	$2,649	$2,272	$2,430	$2,430	$2,430
MEDICARE	101.701.7113	$6,577	$6,185	$6,013	$6,181	$6,175
AUTO ALLOWANCE	101.701.7114	$2,640	$2,660	$2,640	$2,640	$2,640
CELL PHONE ALLOWANCE	101.701.7115	$360	$363	$360	$360	$360
OTHER BENEFITS PAY	101.701.7118	$10,707	$2,788	$0	$0	
SICK LEAVE PAYOFF	101.701.7120	$49				
COMP/VAC PAYOFF	101.701.7121	$1,346				
DEFERRED COMP CONTRIB	101.701.7122	$2,851	$2,320	$2,600	$2,600	$2,600
VEBA HEALTH DEF COMP	101.701.7124	$4,336	$4,539	$5,841	$5,841	$5,841
PARS RETIREMENT	101.701.7126	$200	$118			
Total Benefits:		**$183,144**	**$172,857**	**$179,758**	**$181,275**	**$188,999**
Supplies and Services						
COMMUNICATIONS-PHONES	101.701.7421	$1,236	$4,133	$1,100	$1,100	$1,100
OFFICE EXPENSE	101.701.7424	$4,632	$6,763	$5,000	$5,000	$5,000
SPECIAL DEPARTMENTAL	101.701.7427	$2,087	$4,439	$3,500	$3,500	$3,000
MAINT & OPER OF EQUIP	101.701.7429	$3,059	$3,501	$2,700	$2,700	$2,700
PROF & SPECIAL SERVICES	101.701.7430	$9,800	$5,000	$25,000	$25,000	$15,000
MEMBERSHIPS/DUES/BOOKS	101.701.7434	$765	$325	$2,000	$2,000	$2,000
PROF DEVELOPMENT & MTGS	101.701.7435	$3,729	$527	$2,000	$2,000	$2,000
STAFF DEVELOPMENT	101.701.7437		$175			
Total Supplies and Services:		**$25,309**	**$24,862**	**$41,300**	**$41,300**	**$30,800**
Rents & Leases						
USER CHGS - IT POOL	101.701.7551	$56,004	$42,003	$46,088	$46,088	$46,088

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Rents & Leases:		**$56,004**	**$42,003**	**$46,088**	**$46,088**	**$46,088**
Total General Fund:		**$696,580**	**$635,345**	**$682,367**	**$709,405**	**$702,227**
Total Governmental Funds:		**$696,580**	**$635,345**	**$682,367**	**$709,405**	**$702,227**
Total All Funds:		**$696,580**	**$635,345**	**$682,367**	**$709,405**	**$702,227**

Line-Item Account Detail

	Description	FY 2022 Adopted
7421	**Communications - Phones**	
	Monthly Fees - Cellular Telephones	**$ 1,100**
7424	**Office Expense**	
	Office Supplies	**5,000**
7427	**Special Departmental Expense**	
	Departmental Employee Recognition	1,000
	Drafting Materials, Special Events, Special Equipment, Etc.	2,000
		3,000
7429	**Maintenance & Operation of Equipment**	
	Engineering Copier	**2,700**
7430	**Professional & Specialized Services**	
	Consultant Services (Funded by CIPR)	**15,000**
7434	**Memberships, Dues, Books**	
	General - Books, Dues, and Subscriptions	700
	Bluebeam Revu Software	1,300
		2,000
7435	**Professional Development & Meetings**	
	Required for APWA membership/certification	**2,000**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**46,088**
	TOTAL	**$ 76,888**

715 - Environmental Programs

ENVIRONMENTAL SERVICES FUND - (209)
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
- Provide support to the West Valley Solid Waste and West Valley Clean Water JPA's

WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Coordinate and support efforts to implement the requirements of SB 1383 **[Operational Need]**

PERFORMANCE MEASURES

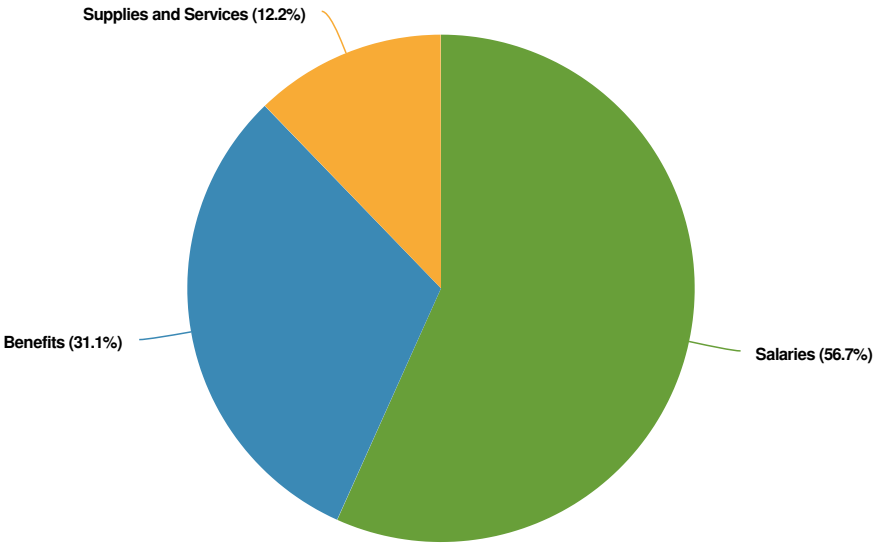
	Measure	FY 19	FY 20	FY 21
1	City of Campbell Solid Waste Maximum Disposal (pounds/person/day)	4.7%	4.9%	5.3%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Facilitated planning and implementation of Senate Bill (SB) 1383 with West Valley Solid Waste Joint Powers Authority (JPA)
- Implemented new funding model for the West Valley Clean Water Program JPA
- Completed pollution awareness mural on the Los Gatos Creek Trail underneath the Creekside underpass
- Installed ten receptacle stations and education interpretive signage along the Los Gatos Creek Trail, funded by a grant from Valley Water

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects					
Salaries	$665	$88,270	$88,270	$88,268	0%
Benefits	$164	$47,399	$47,399	$48,360	2%
Supplies and Services		$0	$0	$19,000	N/A
Total Expense Objects:	**$830**	**$135,670**	**$135,670**	**$155,629**	**14.7%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Environmental Programs Specialist (Fund 209)			1.00	1.00	-
	-	-	1.00	1.00	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds					
Governmental Funds					
Special Revenue					
Environmental Svcs Fund					
Salaries					
PERSONNEL - REGULAR	209.715.7001	$665	$88,270	$88,270	$88,268
Total Salaries:		**$665**	**$88,270**	**$88,270**	**$88,268**
Benefits					
PERS RETIREMENT	209.715.7106	$76	$23,365	$23,365	$23,876
DENTAL INSURANCE	209.715.7107		$2,148	$2,148	$2,148
GROUP HEALTH INSURANCE	209.715.7108	$45	$16,283	$16,283	$16,733
GROUP LIFE INSURANCE	209.715.7109		$186	$186	$186
WORKERS COMP INSURANCE	209.715.7110	$12	$308	$308	$308
GROUP DISABILITY INS	209.715.7112		$729	$729	$729
MEDICARE	209.715.7113	$10	$1,280	$1,280	$1,280
DEFERRED COMP CONTRIB	209.715.7122	$10	$1,300	$1,300	$1,300
VEBA HEALTH DEF COMP	209.715.7124	$12	$1,800	$1,800	$1,800
Total Benefits:		**$164**	**$47,399**	**$47,399**	**$48,360**
Supplies and Services					
Prof & Special Services	209.715.7430				$6,000
Promotional Expense	209.715.7431				$1,000
Other Contractual Service	209.715.7432				$12,000
Total Supplies and Services:			**$0**	**$0**	**$19,000**
Total Environmental Svcs Fund:		**$830**	**$135,670**	**$135,670**	**$155,629**
Total Special Revenue:		**$830**	**$135,670**	**$135,670**	**$155,629**
Total Governmental Funds:		**$830**	**$135,670**	**$135,670**	**$155,629**
Total All Funds:		**$830**	**$135,670**	**$135,670**	**$155,629**

Line-Item Account Detail

	Description	FY 2022 Adopted
7430	Professional & Specialized Services	6,000
7431	Promotional Expenses	1,000
7432	Other Contractual Services	12,000
	TOTAL	$ 19,000

720 - Transportation Engineering

GENERAL FUND - (101)
Program Manager - Traffic Engineer

MISSION STATEMENT

Manage, including monitoring and planning improvements to, the City's surface transportation system to achieve safe and efficient movement of pedestrians, bicyclists, and vehicles within and through the community in the most cost-effective and equitable manner possible.

ONGOING RESPONSIBILITIES

- Collect and analyze traffic volume, accident, speed, and related data
- Manage traffic signal timing and coordination
- Determine the need for traffic regulation and control, and direct the placement and operation of traffic controls according to Council policy and traffic engineering standards
- Respond to citizen requests for changes in traffic controls and for evaluation of other traffic engineering issues
- Work with neighborhood groups, as appropriate, to evaluate traffic issues, identify appropriate alternatives, and develop recommendations
- Support the Engineering Division's design and construction of capital improvement projects
- Represent the City in regional and interagency transportation programs and projects, including congestion management, arterial and freeway operations, public transit planning and development, project funding, and bikeway planning
- Prepare and submit mandated reports to the Santa Clara Valley Transportation Agency and Caltrans
- Staff the City's Bicycle and Pedestrian Advisory Committee
- Support the Community Development Department and Engineering Division in the review of development projects and General Plan changes
- Identify and apply for outside funding sources suitable for transportation-related projects in the City
- Prepare an annual traffic-vehicle-pedestrian accident report
- Manage annual bicycle and pedestrian safety improvement projects
- Implement the City's current Traffic Calming Policy
- Participate, as appropriate, in implementation and operation of Silicon Valley-Intelligent Transportation Systems (SV-ITS) Projects
- Manage grant funds as provided through VTA and other granting agencies

WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Manage, design, and Implement traffic calming improvements **[CIP Support]**
- Manage, design, and Implement bicycle and pedestrian enhancements and safety improvements **[Council Priority – Open Space]**
- Review and consider revisions to the City's Traffic Calming Policy **[CIP Support]**

PERFORMANCE MEASURES

	Measure	FY 19	FY 20	FY 21
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	22 6.1%	14 4.2%	7* 3.3%
3	Number of bicycle accidents and percent of total of all accidents	22 4.2%	14 5.1%	11* 5.2%
4	Number of injury accidents and percent of total of all accidents	99 27.7%	71 21.4%	56* 26.7%
5	80% of Traffic Service Requests responded to within 30 days	89%	97%	95%

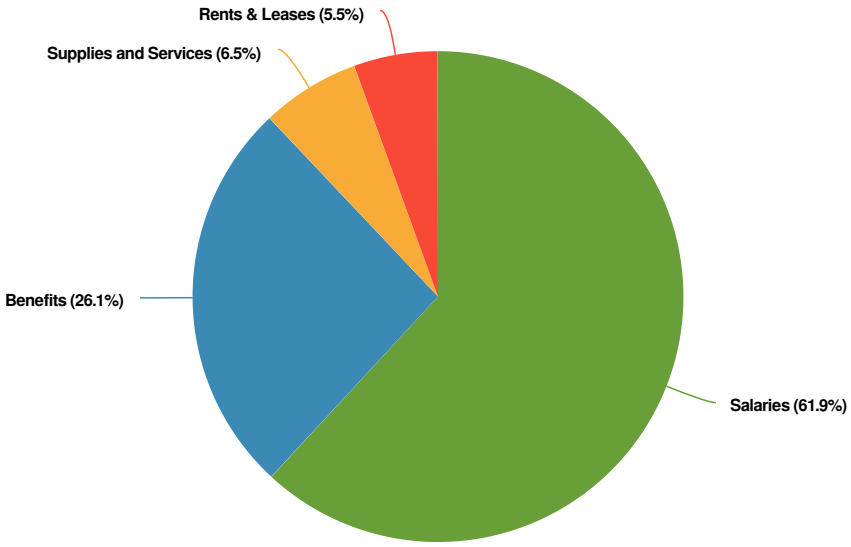
*Accident data from 7/1/20 to 4/30/21 (10 months)

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Completed the Citywide Quinquennial Speed Survey Study
- Completed the construction of the Railway Avenue and Kennedy Avenue Radar Sign Installations Project
- Completed the construction of the Traffic Calming on East Campbell Avenue east of Bascom Avenue
- Completed the neighborhood outreach process, design, and construction of the Traffic Calming on Ridgeley Drive
- Completed the construction of the Hamilton Avenue/Winchester Boulevard Signal Pole Replacement Project
- Completed Campbell Avenue/Railway Avenue Bike Box Project
- Completed the Downtown Pedestrian Improvements Project
    - Design and construction of Campbell Avenue/Railway Avenue Bike Box
    - Design of Rectangular Rapid Flashing Beacon Systems on Loop Streets

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$232,086	$241,920	$240,430	$259,134	$257,032	-0.8%
Benefits	$135,277	$139,181	$105,108	$105,789	$108,229	2.3%
Supplies and Services	$29,207	$12,315	$44,517	$29,950	$26,950	-10%
Rents & Leases	$28,002	$21,002	$23,044	$23,044	$23,044	0%
Total Expense Objects:	**$424,573**	**$414,418**	**$413,099**	**$417,918**	**$415,255**	**-0.6%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Traffic Engineer	1.00	1.00	1.00	1.00	-
Assistant Engineer (PPT)	0.50	0.50	0.50	0.50	-
TOTAL	1.50	1.50	1.50	1.50	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Traffic Engineering Assistant (Intern)	0.50	0.50	0.40	0.30	(0.10)
TOTAL	0.50	0.50	0.40	0.30	(0.10)

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.720.7001	$206,225	$216,067	$239,930	$244,634	$246,532
PERSONNEL - TEMPORARY	101.720.7002	$11,996	$9,126	$0	$14,000	$10,000
PERSONNEL - OVERTIME	101.720.7003	$0	$0	$500	$500	$500
VACATION PAY	101.720.7006	$10,253	$12,199	$0	$0	
SICK LEAVE PAY	101.720.7007	$3,613	$4,527	$0	$0	
Total Salaries:		**$232,086**	**$241,920**	**$240,430**	**$259,134**	**$257,032**
Benefits						
UNIFORM ALLOWANCE	101.720.7105	$75	$75	$0	$0	
PERS RETIREMENT	101.720.7106	$77,626	$84,616	$64,219	$64,754	$66,685
DENTAL INSURANCE	101.720.7107	$4,297	$4,223	$3,223	$3,223	$3,223
GROUP HEALTH INSURANCE	101.720.7108	$24,143	$25,140	$24,049	$24,049	$24,499
GROUP LIFE INSURANCE	101.720.7109	$372	$366	$279	$279	$279
WORKERS COMP INSURANCE	101.720.7110	$4,613	$4,433	$4,002	$4,081	$4,112
GROUP DISABILITY INS	101.720.7112	$1,701	$1,672	$1,337	$1,337	$1,337
MEDICARE	101.720.7113	$3,816	$3,920	$3,479	$3,547	$3,575
AUTO ALLOWANCE	101.720.7114	$1,920	$1,935	$1,920	$1,920	$1,920
CELL PHONE ALLOWANCE	101.720.7115	$360	$363	$360	$360	$360
OTHER BENEFITS PAY	101.720.7118	$6,545	$4,517	$0	$0	
COMP/VAC PAYOFF	101.720.7121	$6,739	$4,512			
DEFERRED COMP CONTRIB	101.720.7122	$650	$642	$0	$0	
VEBA HEALTH DEF COMP	101.720.7124	$2,263	$2,646	$2,240	$2,240	$2,240
PARS RETIREMENT	101.720.7126	$157	$123			
Total Benefits:		**$135,277**	**$139,181**	**$105,108**	**$105,789**	**$108,229**
Supplies and Services						
SPECIAL DEPARTMENTAL	101.720.7427	$0	$66	$5,500	$5,500	$5,500
MAINT & OPER OF EQUIP	101.720.7429	$5,920	$0	$7,500	$7,500	$7,500
PROF & SPECIAL SERVICES	101.720.7430	$22,213	$11,174	$29,567	$15,000	$12,000
MEMBERSHIPS/DUES/BOOKS	101.720.7434	$1,074	$931	$1,950	$1,950	$1,950
PROF DEVELOPMENT & MTGS	101.720.7435		$145			
Total Supplies and Services:		**$29,207**	**$12,315**	**$44,517**	**$29,950**	**$26,950**
Rents & Leases						
USER CHGS - IT POOL	101.720.7551	$28,002	$21,002	$23,044	$23,044	$23,044
Total Rents & Leases:		**$28,002**	**$21,002**	**$23,044**	**$23,044**	**$23,044**
Total General Fund:		**$424,573**	**$414,418**	**$413,099**	**$417,918**	**$415,255**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Governmental Funds:		**$424,573**	**$414,418**	**$413,099**	**$417,918**	**$415,255**
Total All Funds:		**$424,573**	**$414,418**	**$413,099**	**$417,918**	**$415,255**

Line-Item Account Detail

	Description	FY 2022 Adopted
7427	**Special Departmental Expenses**	
	Marking Paint, Measuring Wheels, Hoses, Etc.	$ 250
	Silicon Valley Intelligent Traffic Solutions Technical Support	5,000
	Technical Software and Updates (Non-Information Technology Supported)	250
		5,500
7429	**Maintenance & Operation of Equipment**	
	Pool Bicycle Maintenance	500
	Silicon Valley - Intelligent Transportation Systems Equipment	7,000
		7,500
7430	**Professional & Specialized Services**	
	Conduct City initiated traffic studies & analysis	12,000
		12,000
7434	**Memberships, Dues, Books**	
	Bluebeam Revu Software	900
	Subscriptions	150
	Dues - Institute of Transportation Engineering (ITE);	
	Transportation Resources Board (TRB)	640
	Books	260
		1,950
7551	**User Charges - IT Pool**	
	IT Support of Silicon Valley Intelligent Traffic Solutions	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**23,044**
	TOTAL	**$ 49,994**

730 - Engineering

GENERAL FUND - (101)
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
- Maintain streetlight inventory and assist with street lighting needs for projects

WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Implement the Annual Street Maintenance Program **[CIP Support]**
- Complete design and construction of the Campbell Park improvements **[Council Priority – Open Space]**
- Complete construction of the all-inclusive playground at John D. Morgan Park (Budd Ave. side) **[Council Priority – Open Space]**
- Complete the design of the Harriet Avenue Sidewalk project **[CIP Support]**
- Manage, design, and implement approved Capital Improvement Projects **[CIP Support]**
- Update Standard Plans and Specifications for Public Works Construction **[Operational Need]**
- Support, review, and implement small-cell wireless projects **[Operational Need]**
- Review and update City of Campbell Quality Assurance Plan (QAP) in compliance with Federal Highway Administration and Caltrans **[Operational Need]**

PERFORMANCE MEASURES

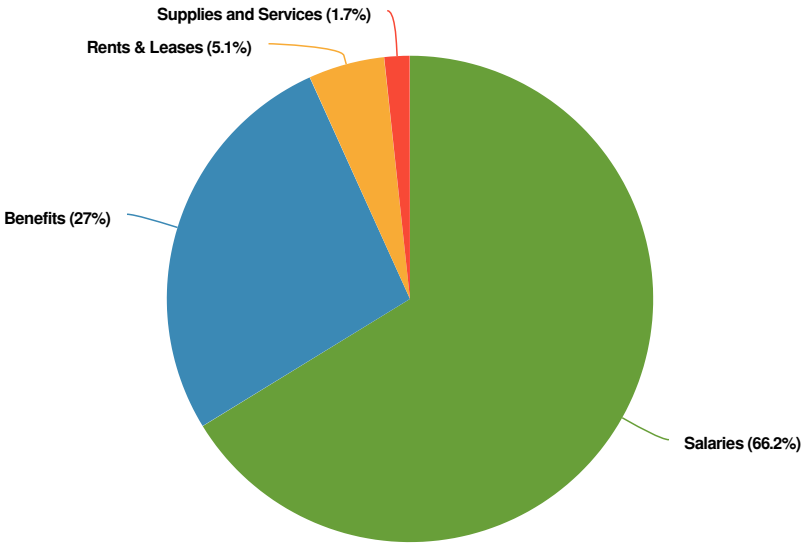
	Measure	FY 19	FY 20	FY 21
1	Average cost of design and construction engineering is 18%	15%	16%	19%
2	75% of City's pavement network is at a PCI of 70 or greater	61%	56%	88%
3	Overall PCI of City's pavement network	73	70	68

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Completed construction of the Annual Street Maintenance - Winchester Boulevard Resurfacing Project
- Awarded construction contract for the FY 2021-22 Annual Street Maintenance – Residential and Collector Streets Resurfacing Project
- Awarded construction contract for John D. Morgan Park, Budd Avenue side, All Inclusive Playground Improvement Project
- Completed the preliminary design and obtained California Environmental Quality Act (CEQA) clearance for the San Tomas Aquino Creek Trail Project

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$744,028	$761,791	$847,506	$926,888	$1,033,526	11.5%
Benefits	$333,804	$368,889	$351,976	$354,140	$421,207	18.9%
Supplies and Services	$14,821	$12,663	$26,335	$26,335	$26,335	0%
Rents & Leases	$92,692	$73,547	$79,058	$79,058	$79,058	0%
Capital Outlay		$10,107				N/A
Total Expense Objects:	**$1,185,345**	**$1,226,996**	**$1,304,875**	**$1,386,421**	**$1,560,126**	**12.5%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
City Engineer *	0.50	0.50	0.50	0.50	-
Senior Civil Engineer	1.00	1.00	1.00	1.00	-
Assistant Engineer **	1.00	1.00	-	-	-
Senior Public Works Inspector	1.00	1.00	1.00	1.00	-
Associate Civil Engineer	1.00	1.00	1.00	1.00	-
Assistant Engineer	1.00	1.00	1.00	1.00	-
Engineer Technician I	1.00	1.00	1.00	1.00	-
Senior Engineer Technician***	-	-	-	0.83	0.83
* Balance of Position in Program 740					
** Vacant- replace with Sr. Eng. Technician					
***New position, replaces Asst Engineer (hire 9-1-21)					
TOTAL	6.50	6.50	5.50	6.33	0.83

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Engineering Assistant (Intern)	0.50	0.50	0.40	0.30	(0.10)
Project Engineer/Inspector	0.70	0.80	0.60	0.60	-
Engineering Technician	0.25	0.25	0.35	0.35	-
TOTAL	1.45	1.55	1.35	1.25	(0.10)

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.730.7001	$586,036	$658,519	$784,506	$799,888	$925,526
PERSONNEL - TEMPORARY	101.730.7002	$80,360	$46,468	$60,000	$124,000	$105,000
PERSONNEL - OVERTIME	101.730.7003	$0	$1,545	$3,000	$3,000	$3,000
VACATION PAY	101.730.7006	$44,575	$32,978	$0	$0	
SICK LEAVE PAY	101.730.7007	$33,057	$22,281	$0	$0	
Total Salaries:		**$744,028**	**$761,791**	**$847,506**	**$926,888**	**$1,033,526**
Benefits						
UNIFORM ALLOWANCE	101.730.7105	$415	$600	$600	$600	$725
PERS RETIREMENT	101.730.7106	$171,325	$192,189	$210,097	$211,846	$254,305
DENTAL INSURANCE	101.730.7107	$11,459	$11,491	$11,817	$11,817	$13,607
GROUP HEALTH INSURANCE	101.730.7108	$79,962	$86,481	$83,296	$83,296	$98,814
GROUP LIFE INSURANCE	101.730.7109	$976	$995	$1,023	$1,023	$1,178
WORKERS COMP INSURANCE	101.730.7110	$11,234	$10,193	$9,846	$10,039	$12,044
GROUP DISABILITY INS	101.730.7112	$4,192	$4,258	$4,374	$4,374	$4,981
MEDICARE	101.730.7113	$11,822	$12,128	$11,382	$11,605	$13,428
AUTO ALLOWANCE	101.730.7114	$2,880	$2,902	$2,880	$2,880	$2,880
CELL PHONE ALLOWANCE	101.730.7115	$900	$907	$900	$900	$900
OTHER BENEFITS PAY	101.730.7118	$10,148	$12,963	$0	$0	
SICK LEAVE PAYOFF	101.730.7120		$6,481			
COMP/VAC PAYOFF	101.730.7121	$15,847	$13,606			
DEFERRED COMP CONTRIB	101.730.7122	$4,900	$4,984	$5,200	$5,200	$6,283
VEBA HEALTH DEF COMP	101.730.7124	$7,094	$8,610	$10,561	$10,561	$12,061
PARS RETIREMENT	101.730.7126	$650	$100			
Total Benefits:		**$333,804**	**$368,889**	**$351,976**	**$354,140**	**$421,207**
Supplies and Services						
COMMUNICATIONS-PHONES	101.730.7421	$0	$0	$675	$675	$675
CLOTHING & PERSONAL EXP	101.730.7423	$0	$0	$400	$400	$400
SMALL TOOLS	101.730.7425	$30	$351	$1,500	$1,500	$1,500
SPECIAL DEPARTMENTAL	101.730.7427	$0	$1,073	$200	$200	$200
PROF & SPECIAL SERVICES	101.730.7430	$11,068	$7,283	$10,000	$10,000	$10,000
MEMBERSHIPS/DUES/BOOKS	101.730.7434	$1,630	$1,850	$9,060	$9,060	$9,060
PROF DEVELOPMENT & MTGS	101.730.7435	$2,094	$2,105	$3,500	$3,500	$3,500
STAFF DEVELOPMENT	101.730.7437			$1,000	$1,000	$1,000
Total Supplies and Services:		**$14,821**	**$12,663**	**$26,335**	**$26,335**	**$26,335**
Rents & Leases						

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
USER CHGS-MOTOR POOL	101.730.7550	$15,687	$15,793	$15,687	$15,687	$15,687
USER CHGS - IT POOL	101.730.7551	$77,005	$57,754	$63,371	$63,371	$63,371
Total Rents & Leases:		**$92,692**	**$73,547**	**$79,058**	**$79,058**	**$79,058**
Capital Outlay						
MACHINERY & EQUIPMENT	101.730.7884		$10,107			
Total Capital Outlay:			**$10,107**			
Total General Fund:		**$1,185,345**	**$1,226,996**	**$1,304,875**	**$1,386,421**	**$1,560,126**
Total Governmental Funds:		**$1,185,345**	**$1,226,996**	**$1,304,875**	**$1,386,421**	**$1,560,126**
Total All Funds:		**$1,185,345**	**$1,226,996**	**$1,304,875**	**$1,386,421**	**$1,560,126**

Line-Item Account Detail

	Description	FY 2022 Adopted
7421	**Communications**	
	Monthly Fees - Mi-Fi Cellular Devices	**$ 675**
7423	**Clothing & Personal Expenses**	
	Safety Clothing and Damaged Clothing Repair	**400**
7425	**Minor Tools & Equipment**	
	Survey Equipment	**1,500**
7427	**Special Departmental Expenses**	
	Employee Recognition	**200**
7430	**Professional & Specialized Services**	
	Supplemental Engineering & Storm Water Consultant Services (As Needed)	10,000
		10,000
7434	**Memberships, Dues, Books**	
	Bluebeam Review Software	1,800
	AutoCAD license	6,060
	General Books, Dues, and Subscriptions	1,200
		9,060
7435	**Professional Development & Meetings**	
	Required for APWA membership/certification	**3,500**
7437	**Staff Development**	**1,000**
7550	**User Charges - Motor Pool**	
	Use of City Vehicles	**15,687**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**63,371**
	TOTAL	**$ 105,393**

740 - Land Development / Environmental Programs

GENERAL FUND - (101)
Program Manager - City Engineer

MISSION STATEMENT

Provide review of land development and subdivision projects ensuring compliance with appropriate laws, City ordinances, and mitigation of project impacts. Administer, plan and manage the City's solid waste collection and disposal, storm water management, and other environmental programs as needed.

ONGOING RESPONSIBILITIES

- Provide Engineering staff support to the City's Development Review process
- Provide Engineering staff support to the Building Permit process as required
- Plan check maps, street improvement plans, and grading and drainage plans
- Support public counter and issue land development permits for construction within the public right-of-way
- Evaluate and recommend updates of Land Development
- Engineering fees, permit forms and handouts
- Prepare budget and monitor expenditures and revenues, including cost recovery
- Coordinate and implement solid waste programs to comply with legislative mandates regarding solid waste reduction, monitor annual diversion rates and assist with preparation of annual report
- Manage the City's solid waste franchised refuse collection contract, landfill contract, recycling contract, yard waste contract, and household hazardous waste contract
- Coordinate and facilitate implementation of programs to comply with the City's National Pollutant Discharge Elimination System permit
- Provide staff liaison to West Valley Solid Waste Joint Powers Authority
- Provide storm water management liaison to Santa Clara Valley Water District, County Fire, West Valley Sanitation District, and West Valley Clean Water Program, including budget submittal for program funding and required annual reports
- Administer the City's Lighting and Landscape Assessment District (LLD)

WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Assist with the implementation of the reissued Storm Water Municipal Regional Permit (MRP 3.0), including necessary updates to the Green Infrastructure Plan **[Council Priority - Comprehensive Long-Term Land Use Planning]**

PERFORMANCE MEASURES

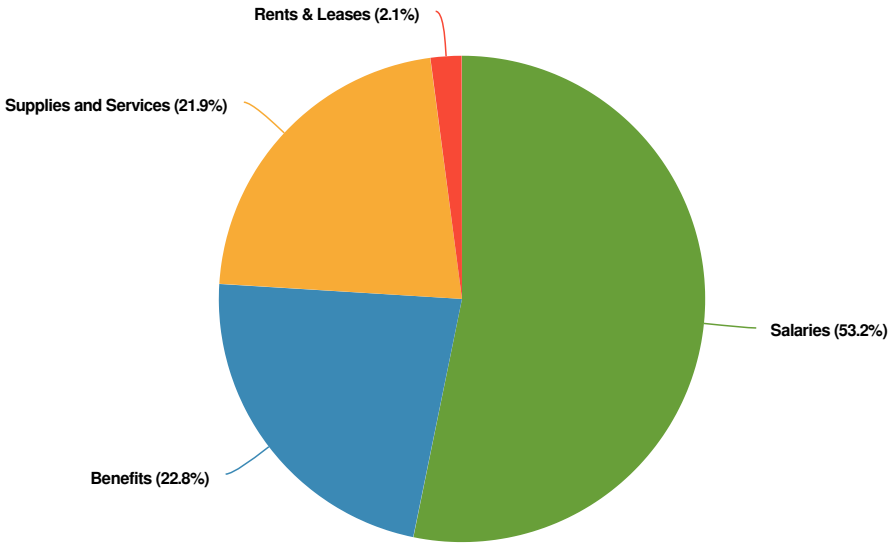
	Measure	FY 19	FY 20	FY 21
1	80% of development application reviews completed within ten working days	96%	92%	97%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Issued encroachment permits for the use of downtown parklets and allowed portions of the city parking lots to be used during the COVID-19 pandemic
- Completed the RFP and selection of the City Surveyor for land development reviews
- Completed the RFP and selection of the Environmental Consultant for the Measure O Project

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$498,110	$453,762	$556,189	$566,585	$570,978	0.8%
Benefits	$203,418	$203,151	$236,744	$238,222	$244,409	2.6%
Supplies and Services	$214,268	$73,442	$236,805	$140,480	$235,274	67.5%
Rents & Leases	$26,053	$20,909	$22,335	$22,335	$22,335	0%
Total Expense Objects:	**$941,849**	**$751,263**	**$1,052,073**	**$967,621**	**$1,072,996**	**10.9%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Senior Civil Engineer	1.00	1.00	1.00	1.00	-
Assistant Engineer	1.00	1.00	1.00	1.00	-
City Engineer *	0.50	0.50	0.50	0.50	-
Public Works Inspector	1.00	1.00	1.00	1.00	-
* Balance of Position in Program 730					
TOTAL	3.50	3.50	3.50	3.50	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Engineering Assistant (Intern)	0.50	0.50	0.40	0.30	(0.10)
Engineering Technician	0.25	0.25	0.15	0.15	-
TOTAL	0.75	0.75	0.55	0.45	(0.10)

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.740.7001	$433,768	$396,595	$530,189	$540,585	$546,978
PERSONNEL - TEMPORARY	101.740.7002	$12,108	$16,881	$26,000	$26,000	$24,000
VACATION PAY	101.740.7006	$32,501	$22,358	$0	$0	
SICK LEAVE PAY	101.740.7007	$19,733	$17,929	$0	$0	
Total Salaries:		**$498,110**	**$453,762**	**$556,189**	**$566,585**	**$570,978**
Benefits						
UNIFORM ALLOWANCE	101.740.7105	$300	$257	$300	$300	$300
PERS RETIREMENT	101.740.7106	$101,047	$105,444	$141,948	$143,130	$147,993
DENTAL INSURANCE	101.740.7107	$7,520	$6,769	$7,520	$7,520	$7,520
GROUP HEALTH INSURANCE	101.740.7108	$52,876	$51,031	$55,310	$55,310	$56,435
GROUP LIFE INSURANCE	101.740.7109	$651	$647	$651	$651	$651
WORKERS COMP INSURANCE	101.740.7110	$7,965	$6,625	$7,429	$7,574	$7,681
GROUP DISABILITY INS	101.740.7112	$2,916	$2,594	$2,916	$2,916	$2,916
MEDICARE	101.740.7113	$7,571	$6,843	$7,690	$7,841	$7,933
AUTO ALLOWANCE	101.740.7114	$2,880	$2,902	$2,880	$2,880	$2,880
CELL PHONE ALLOWANCE	101.740.7115	$540	$544	$540	$540	$540
OTHER BENEFITS PAY	101.740.7118	$9,129	$12,012	$0	$0	
SICK LEAVE PAYOFF	101.740.7120	$929				
COMP/VAC PAYOFF	101.740.7121	$1,411				
DEFERRED COMP CONTRIB	101.740.7122	$2,600	$2,061	$2,600	$2,600	$2,600
VEBA HEALTH DEF COMP	101.740.7124	$4,924	$5,192	$6,961	$6,961	$6,961
PARS RETIREMENT	101.740.7126	$159	$230	$0	$0	
Total Benefits:		**$203,418**	**$203,151**	**$236,744**	**$238,222**	**$244,409**
Supplies and Services						
COMMUNICATIONS-PHONES	101.740.7421	$0	$0	$675	$675	$675
CLOTHING & PERSONAL EXP	101.740.7423	$66	$0	$200	$200	$200
SPECIAL DEPARTMENTAL	101.740.7427	$1,105	$1,177	$2,500	$2,500	$2,500
PROF & SPECIAL SERVICES	101.740.7430	$212,058	$69,697	$206,218	$109,893	$208,874
OTHER CONTRACTUAL SERVICE	101.740.7432	$0	$2,281	$19,187	$19,187	$15,000
MEMBERSHIPS/DUES/BOOKS	101.740.7434	$459	$265	$5,925	$5,925	$5,925
PROF DEVELOPMENT & MTGS	101.740.7435	$580	$22	$1,500	$1,500	$1,500
STAFF DEVELOPMENT	101.740.7437	$0	$0	$600	$600	$600
Total Supplies and Services:		**$214,268**	**$73,442**	**$236,805**	**$140,480**	**$235,274**
Rents & Leases						
USER CHGS-MOTOR POOL	101.740.7550	$5,052	$5,158	$5,052	$5,052	$5,052

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
USER CHGS - IT POOL	101.740.7551	$21,001	$15,751	$17,283	$17,283	$17,283
Total Rents & Leases:		**$26,053**	**$20,909**	**$22,335**	**$22,335**	**$22,335**
Total General Fund:		**$941,849**	**$751,263**	**$1,052,073**	**$967,621**	**$1,072,996**
Total Governmental Funds:		**$941,849**	**$751,263**	**$1,052,073**	**$967,621**	**$1,072,996**
Total All Funds:		**$941,849**	**$751,263**	**$1,052,073**	**$967,621**	**$1,072,996**

Line-Item Account Detail

	Description	FY 2022 Adopted
7421	**Communications**	
	Monthly Fee - MiFi - Cellular Devices	**$ 675**
7423	**Clothing & Personal Expenses**	
	Safety Clothing	**200**
7427	**Special Departmental Expenses**	
	County Recorder Fees	500
	Employee Recognition	200
	County Recorder Map Update	1,000
	Public Education Material	800
		2,500
7430	**Professional & Specialized Services**	
	LLA Management Services	11,500
	West Valley Solid Waste Management Authority	
	(Funded by Environmental Services Program - 715)	147,374
	Supplemental Land Development Engineering Services	50,000
		208,874
7432	**Other Contractual Services**	
	Household Hazardous Waste Supplemental Services	
	(Funded by Environmental Services Program - 715)	**15,000**
7434	**Memberships, Dues, Books**	
	Bluebeam Revu Software	450
	AutoCAD license	4,040
	General Books, Dues, and Subscriptions	1,435
		5,925
7435	**Professional Development & Meetings**	
	Required for APWA membership/certification	**1,500**
7437	**Staff Development**	
	Staff Development	**600**
7550	**User Charges - Motor Pool**	
	Use of City Vehicles	**5,052**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**17,283**
	TOTAL	**$ 257,609**

741 - Community Facilities District #2

COMMUNITY FACILITIES DISTRICT #2 FUND- (237)
Program Manager – City Engineer

MISSION STATEMENT

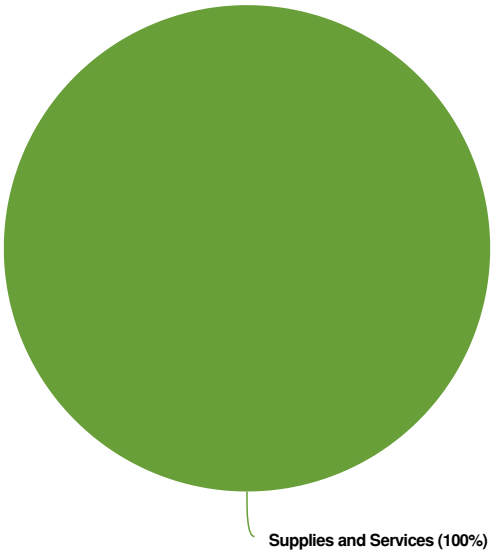
Administer the special tax revenues generated from Community Facilities District No. 2 (Public Services – Storm Water Treatment and Related Facilities) and account for related expenditures.

ONGOING RESPONSIBILITIES

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

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Supplies and Services	$2,631	$11,324	$24,200	$23,000	$23,000	0%
Total Expense Objects:	**$2,631**	**$11,324**	**$24,200**	**$23,000**	**$23,000**	**0%**

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
Special Revenue						
Comm Facilities Dist #2						
Supplies and Services						
UTILITIES-ELECT/GAS	237.741.7420	$1,861	$1,753	$3,000	$3,000	$3,000
PROF & SPECIAL SERVICES	237.741.7430	$770	$0	$4,000	$4,000	$4,000
OTHER CONTRACTUAL SERVICE	237.741.7432	$0	$9,571	$17,200	$16,000	$16,000
Total Supplies and Services:		**$2,631**	**$11,324**	**$24,200**	**$23,000**	**$23,000**
Total Comm Facilities Dist #2:		**$2,631**	**$11,324**	**$24,200**	**$23,000**	**$23,000**
Total Special Revenue:		**$2,631**	**$11,324**	**$24,200**	**$23,000**	**$23,000**
Total Governmental Funds:		**$2,631**	**$11,324**	**$24,200**	**$23,000**	**$23,000**
Total All Funds:		**$2,631**	**$11,324**	**$24,200**	**$23,000**	**$23,000**

Line-Item Account Detail

	Description	FY 2022 Adopted
7420	**Utilities - Electricity/Gas/Water**	
	Utilities - Electricity/Gas/Water	**$ 3,000**
7430	**Professional & Specialized Services**	
	CFD #2 - Management Services	**4,000**
7432	**Other Contractual Services**	
	Contractual Services Landscape Maintenance	**16,000**
	TOTAL	**$ 23,000**

745 - PW Maintenance Administration

GENERAL FUND - (101)
Program Manager - Public Works Superintendent

MISSION STATEMENT

Provide cost-effective management oversight for the maintenance of the City's infrastructure, including public right-of-way facilities, parks, grounds, traffic signals, and streetlights, as well as the City's vehicles and equipment.

ONGOING RESPONSIBILITIES

- Provide personnel and budget administration for the Maintenance Division
- Manage citizen requests for Maintenance Division service
- Provide public information concerning maintenance activities
- Coordinate the annual Arbor Day observance
- Serve as Safety Coordinator for the Maintenance Division
- Assure Maintenance Division adherence to the Injury and Illness Prevention Program
- Administer the City's motor pool, shopping cart collection, integrated pest management program, and the underground storage tank designated operator contract
- Support the Parks and Recreation Commission
- Optimize the use of community volunteers
- Track adherence to performance standards
- Coordinate Maintenance Division Review, as needed, for Capital Improvement Program and private development projects
- Keep the Hazardous Materials Management Plan and Storm Water Pollution Prevention Plans up-to-date
- Oversee and coordinate maintenance personnel for special events
- Participate in Emergency Operation Center (EOC) drills
- Oversee the operation of the Community Garden at Edith Morley Park
- Develop annual sidewalk repair and street tree planting location lists
- Develop and implement cost savings in all Sections
- Coordinate City-wide garage sale, residential clean-up and West Valley Clean Water Program litter pick-up events
- Coordinate home composting classes in the City with the Santa Clara County Home Composting Education Program
- Continue sidewalk inspection program

WORK PLAN ITEMS FOR FISCAL YEAR 2022

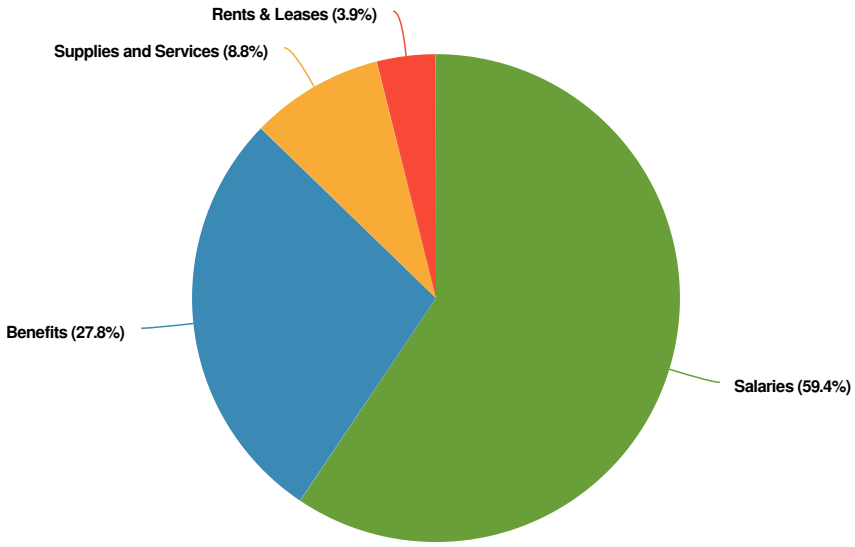
- Managed essential infrastructure maintenance operations through the COVID-19 closure and re-opening
- Assisted in the delivery of the agreement for citywide Energy Service Company (ESCO) Projects and project management
- Coordinated with the City's Safety Consultant to provide essential training for all maintenance staff
- Complete the acquisition and installation of a new Traffic Signal & Lighting Modular Building at the Service Center **[CIP Support]**

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Managed essential infrastructure maintenance operations through the COVID-19 closure and re-opening
- Assisted in the delivery of the agreement for citywide Energy Service Company (ESCO) Projects and project management
- Coordinated with the City's Safety Consultant to provide essential training for all maintenance staff

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$313,988	$340,133	$353,838	$360,705	$364,251	1%
Benefits	$142,173	$154,476	$165,745	$166,695	$170,703	2.4%
Supplies and Services	$32,736	$37,889	$54,200	$54,200	$54,200	0%
Rents & Leases	$27,935	$22,504	$23,930	$23,930	$23,930	0%
Total Expense Objects:	**$516,832**	**$555,002**	**$597,712**	**$605,530**	**$613,084**	**1.2%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 Change
Public Works Superintendent	1.00	1.00	1.00	1.00	-
Office Assistant	1.00	1.00	1.00	1.00	-
Executive Assistant	1.00	1.00	1.00	1.00	-
TOTAL	3.00	3.00	3.00	3.00	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 Change
Office Assistant	0.10	0.10	-	-	-
TOTAL	0.10	0.10	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.745.7001	$256,121	$300,777	$155,141	$359,705	$363,251
PERSONNEL - TEMPORARY	101.745.7002	$21,113	$6,533			
PERSONNEL - OVERTIME	101.745.7003	$2,167	$659	$238	$1,000	$1,000
VACATION PAY	101.745.7006	$15,334	$16,099	$3,635	$0	
SICK LEAVE PAY	101.745.7007	$19,252	$16,066	$6,042	$0	
Total Salaries:		**$313,988**	**$340,133**	**$165,055**	**$360,705**	**$364,251**
Benefits						
PERS RETIREMENT	101.745.7106	$68,728	$79,796	$30,910	$95,212	$98,256
DENTAL INSURANCE	101.745.7107	$6,087	$6,321	$3,715	$6,445	$6,445
GROUP HEALTH INSURANCE	101.745.7108	$43,292	$47,525	$26,108	$44,379	$45,279
GROUP LIFE INSURANCE	101.745.7109	$512	$547	$322	$558	$558
WORKERS COMP INSURANCE	101.745.7110	$3,790	$3,719	$1,802	$3,654	$3,667
GROUP DISABILITY INS	101.745.7112	$2,248	$2,387	$1,397	$2,430	$2,430
MEDICARE	101.745.7113	$4,989	$5,410	$2,683	$5,216	$5,267
CELL PHONE ALLOWANCE	101.745.7115	$360	$363	$177	$360	$360
OTHER BENEFITS PAY	101.745.7118	$4,921	$1,076	$4,145	$0	
COMP/VAC PAYOFF	101.745.7121	$1,030				
DEFERRED COMP CONTRIB	101.745.7122	$2,350	$2,514	$1,280	$2,600	$2,600
VEBA HEALTH DEF COMP	101.745.7124	$3,867	$4,817	$2,842	$5,841	$5,841
Total Benefits:		**$142,173**	**$154,476**	**$75,381**	**$166,695**	**$170,703**
Supplies and Services						
COMMUNICATIONS-PHONES	101.745.7421	$6,794	$8,112	$3,833	$9,400	$9,400
OFFICE EXPENSE	101.745.7424	$4,303	$4,846	$3,857	$4,500	$4,500
SPECIAL DEPARTMENTAL	101.745.7427	$11,544	$15,807	$2,649	$12,000	$12,000
MAINT-BLDGS/STRUC/GROUNDS	101.745.7428	$86				
MAINT & OPER OF EQUIP	101.745.7429			$14,700	$22,850	$22,850
PROF & SPECIAL SERVICES	101.745.7430	$49	$97	$0	$1,500	$1,500
MEMBERSHIPS/DUES/BOOKS	101.745.7434	$299	$370	$130	$950	$950
PROF DEVELOPMENT & MTGS	101.745.7435	$9,661	$8,658	$1,081	$3,000	$3,000
Total Supplies and Services:		**$32,736**	**$37,889**	**$26,250**	**$54,200**	**$54,200**
Rents & Leases						
USER CHGS-MOTOR POOL	101.745.7550	$6,647	$6,753	$3,324	$6,647	$6,647
USER CHGS - IT POOL	101.745.7551	$21,288	$15,751	$8,641	$17,283	$17,283
Total Rents & Leases:		**$27,935**	**$22,504**	**$11,965**	**$23,930**	**$23,930**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Actual	FY2021 Adopted	FY2022 Adopted
Total General Fund:		**$516,832**	**$555,002**	**$278,650**	**$605,530**	**$613,084**
Total Governmental Funds:		**$516,832**	**$555,002**	**$278,650**	**$605,530**	**$613,084**
Total All Funds:		**$516,832**	**$555,002**	**$278,650**	**$605,530**	**$613,084**

Line-Item Account Detail

	Description	FY 2022 Adopted
7421	**Communications - Phones**	
	Cellular Phones	**$ 9,400**
7424	**Office Expense**	
	Office Supplies, Forms, Etc.	**4,500**
7427	**Special Departmental Expenses**	
	Employee Recognition and misc. expenses	1,000
	Community Garage Sale Advertising, Publicity, Etc. (Recycling Map)	3,000
	Alarm System, Furniture, Comcast Cable	5,000
	Great American Litter Pick-Up	3,000
		12,000
7429	**Maintenance & Operation of Equipment**	
	IWorQ - Citizen Engagement	2,500
	IWorQ - Facilities	2,500
	IWorQ - Fleet	4,500
	IWorQ - Trees	3,150
	IWorQ - Work Management	5,700
	IWorQ - Parks	4,500
		22,850
7430	**Professional & Specialized Services**	
	Blueprints, Drafting & Printing, Safety Programs & Subscriptions, Consultants, etc.	**1,500**
7434	**Memberships, Dues, Books**	
	Books	200
	Dues - Maintenance Superintendents Association; California Parks & Recreation Society; Arbor Day Foundation, American Public Works Associations, Etc.	750
		950
7435	**Professional Development & Meetings**	
	Required for Professional Certificates	**3,000**
7550	**User Charges - Motor Pool**	
	Use of City Vehicles	**6,647**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**17,283**
	TOTAL	**$ 76,630**

750 - Vehicle & Equipment Maintenance

MOTOR VEHICLE POOL FUND - (641)
Program Manager - Equipment Maintenance Supervisor

MISSION STATEMENT

Provide quality, timely, and cost-effective maintenance and repair services for the City's vehicles and equipment.

ONGOING RESPONSIBILITIES

- Establish and maintain records and cost accounting information
- Develop, schedule and accomplish preventive maintenance programs for each vehicle and piece of equipment
- Procure parts, supplies, publications, tools, equipment and specialty services
- Provide service and repairs to safety vehicles and equipment on a priority basis
- Provide vehicle inspections for the Police Department as requested for major accidents
- Procure new vehicles and equipment in cooperation with end-users
- Monitor and maintain permits for underground tanks
- Administer the annual fuel contract
- Procure and outfit budgeted vehicles and equipment
- Dispose of all surplus vehicles and equipment

WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Complete approved vehicle & equipment purchase and lease acquisitions **[Operational Need]**

PERFORMANCE MEASURES

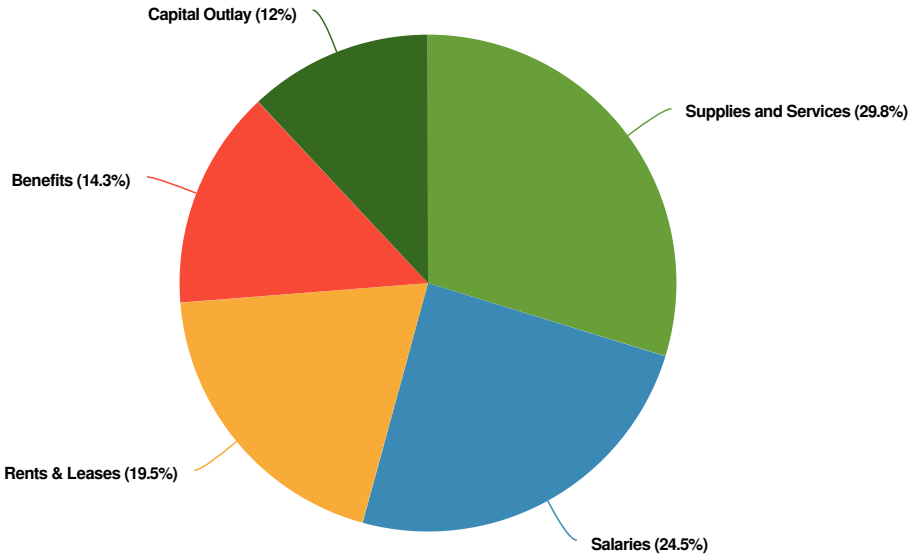
	Measure	FY 19	FY 20	FY 21
1	80% of preventative maintenance is completed on schedule	94%	95%	95%
2	Public Safety vehicle availability is 85% or higher	92%	89%	95%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Facilitated the Enterprise Lease program and deployed all newly acquired vehicles and equipment
- Delivered facility improvement projects to improve safety and efficiency for vehicle technicians

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$283,305	$283,734	$299,033	$304,886	$306,823	0.6%
Benefits	$167,719	$180,185	$174,684	$175,857	$178,768	1.7%
Supplies and Services	$618,677	$566,114	$372,700	$372,700	$372,700	0%
Rents & Leases	$248,063	$242,919	$244,345	$244,345	$244,345	0%
Capital Outlay	$120,403	-$87,775	$536,682	$301,000	$150,000	-50.2%
Total Expense Objects:	**$1,438,167**	**$1,185,177**	**$1,627,443**	**$1,398,788**	**$1,252,636**	**-10.4%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	-
Mechanic I	1.00	1.00	1.00	1.00	-
Mechanic II- PPT	0.90	0.90	0.90	0.90	-
TOTAL	2.90	2.90	2.90	2.90	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Proprietary Funds						
Internal Service Funds						
Motor Vehicle Pool Fund						
Salaries						
PERSONNEL - REGULAR	641.750.7001	$252,805	$251,533	$298,533	$304,386	$306,323
PERSONNEL - TEMPORARY	641.750.7002	$1,280	$4,456			
PERSONNEL - OVERTIME	641.750.7003	$322	$339	$500	$500	$500
VACATION PAY	641.750.7006	$17,520	$16,731	$0	$0	
SICK LEAVE PAY	641.750.7007	$11,377	$10,676	$0	$0	
Total Salaries:		**$283,305**	**$283,734**	**$299,033**	**$304,886**	**$306,823**
Benefits						
UNIFORM ALLOWANCE	641.750.7105	$1,080	$1,189	$1,005	$1,005	$1,005
PERS RETIREMENT	641.750.7106	$64,709	$69,966	$80,170	$80,835	$83,129
DENTAL INSURANCE	641.750.7107	$6,445	$6,045	$5,996	$5,996	$5,996
GROUP HEALTH INSURANCE	641.750.7108	$59,177	$62,194	$55,737	$55,737	$56,187
GROUP LIFE INSURANCE	641.750.7109	$558	$523	$539	$539	$539
WORKERS COMP INSURANCE	641.750.7110	$24,960	$23,538	$21,639	$22,061	$22,201
GROUP DISABILITY INS	641.750.7112	$2,187	$2,051	$2,114	$2,114	$2,114
MEDICARE	641.750.7113	$3,565	$4,965	$4,343	$4,428	$4,456
CELL PHONE ALLOWANCE	641.750.7115	$360	$363	$360	$360	$360
OTHER BENEFITS PAY	641.750.7118		$2,166			
COMP/VAC PAYOFF	641.750.7121	$3,118	$4,943			
DEFERRED COMP CONTRIB	641.750.7122	$1,560	$1,422	$1,040	$1,040	$1,040
VEBA HEALTH DEF COMP	641.750.7124		$820	$1,740	$1,740	$1,740
Total Benefits:		**$167,719**	**$180,185**	**$174,684**	**$175,857**	**$178,768**
Supplies and Services						
CLOTHING & PERSONAL EXP	641.750.7423	$1,885	$2,051	$4,000	$4,000	$4,000
SMALL TOOLS	641.750.7425	$4,589	$5,773	$6,000	$6,000	$6,000
GASOLINE AND DIESEL	641.750.7426	$149,224	$150,215	$150,000	$150,000	$150,000
SPECIAL DEPARTMENTAL	641.750.7427	$1,645	$6,953	$7,500	$7,500	$7,500
MAINT-BLDGS/STRUC/GROUNDS	641.750.7428	$956	$0	$11,000	$11,000	$11,000
MAINT & OPER OF EQUIP	641.750.7429	$203,728	$174,240	$180,500	$180,500	$180,500
PROF & SPECIAL SERVICES	641.750.7430	$18,181	$9,903	$13,200	$13,200	$13,200
MEMBERSHIPS/DUES/BOOKS	641.750.7434	$60	$0	$500	$500	$500
DEPRECIATION	641.750.7444	$238,408	$216,981			
Total Supplies and Services:		**$618,677**	**$566,114**	**$372,700**	**$372,700**	**$372,700**
Rents & Leases						
USER CHGS-MOTOR POOL	641.750.7550	$227,062	$227,168	$227,062	$227,062	$227,062

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
USER CHGS - IT POOL	641.750.7551	$21,001	$15,751	$17,283	$17,283	$17,283
Total Rents & Leases:		**$248,063**	**$242,919**	**$244,345**	**$244,345**	**$244,345**
Capital Outlay						
MACHINERY & EQUIPMENT	641.750.7884	$120,403	-$87,775	$536,682	$301,000	$150,000
Total Capital Outlay:		**$120,403**	**-$87,775**	**$536,682**	**$301,000**	**$150,000**
Total Motor Vehicle Pool Fund:		**$1,438,167**	**$1,185,177**	**$1,627,443**	**$1,398,788**	**$1,252,636**
Total Internal Service Funds:		**$1,438,167**	**$1,185,177**	**$1,627,443**	**$1,398,788**	**$1,252,636**
Total Proprietary Funds:		**$1,438,167**	**$1,185,177**	**$1,627,443**	**$1,398,788**	**$1,252,636**
Total All Funds:		**$1,438,167**	**$1,185,177**	**$1,627,443**	**$1,398,788**	**$1,252,636**

Line-Item Account Detail

	Description	FY 2022 Adopted
7423	**Clothing & Personal Expenses**	
	Damage to Clothing & Personal Property	
	Uniform/Laundry Service	**$ 4,000**
7425	**Minor Tools & Equipment**	
	Special Automotive Hand Tools and Diagnostic Software	**6,000**
7426	**Gasoline & Diesel**	
	Fuel, Oil, Etc.	**150,000**
7427	**Special Departmental Expense**	
	Shop Alarm System Charges, Rental of Back-up Equipment, one-time alarm expense, and Misc. Equipment	**7,500**
7428	**Maintenance of Buildings, Structures & Grounds**	
	Shop Equipment Repair & Fuel Island Repair	1,000
	Special Project : 2 electric garage door openers	10,000
		11,000
7429	**Maintenance & Operation of Equipment**	
	Miscellaneous Parts	45,000
	Emissions Testing / Diesel Testing	8,500
	Compressor Maintenance	2,000
	Small Equipment Repair	5,000
	Commercial Repairs, Bodywork, Painting, etc	120,000
		180,500
7430	**Professional & Specialized Services**	
	Certified Underground Storage Tank and Liner Inspections	2,700
	Fuel Master Maintenance Agreement (Annual)	4,000
	SB 981 Inspection	6,500
		13,200
7434	**Memberships, Dues, Books**	**500**
7550	**User Charges - Motor Pool**	
	Use of City Vehicles & Other Non-Highway Equipment	**227,062**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**17,283**
7884	**Machinery & Equipment**	
	PD Lease to purchase (1st year of 5)	75,000
	Public Works Lease only (2nd year of 5)	75,000
		150,000
	TOTAL	**$ 767,045**

760 - Street Maintenance

GAS TAX FUND - (204)
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 contract*s*
- Complete repainting of all school crosswalks and legends by the opening of the school year
- Administer the annual centerline striping contract
- Proactively identify and repair sidewalk hazards in high pedestrian traffic areas of the City
- Continue sidewalk inspection and repair program for high use areas
- Coordinate and oversee emergency street repairs

WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Complete approved Capital Improvement Projects, including the Campbell Park pathway, Community Center Track resurfacing, and street crack sealing projects **[Council Priority – Open Space]**

PERFORMANCE MEASURES

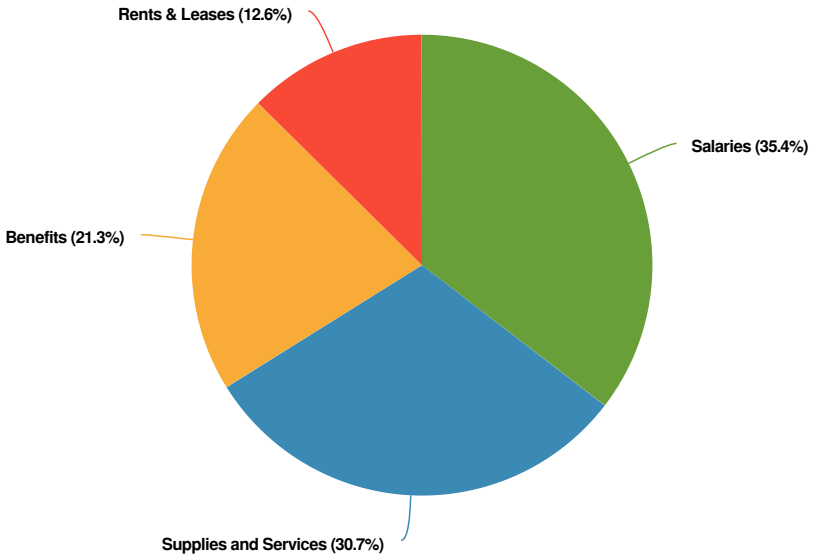
	Measure	FY 19	FY 20	FY 21
1	95% of emergency call-outs responded to within two hours	100%	100%	100%
2	90% of sidewalk repair requests are inspected and marked within five working days	100%	98%	99%
3	80% of traffic work orders completed within 20 days	95%	95%	95%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Completed the annual maintenance improvement projects in two maintenance zones for sidewalks and curb and gutter repair
- Completed installation of 13 full capture devices for storm drain inlets
- Completed installation of concrete block retaining for site preparation for the new Signal and Lighting Building
- Completed street crack-filling for 56 residential streets to support the City's Pavement protection program
- Completed installation of new bicycle pathway at Campbell Park
- Completed installation of concrete K-rails at Campbell Ave parklets for downtown restaurant outdoor sitting

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$615,224	$595,075	$659,893	$732,539	$723,457	-1.2%
Benefits	$371,785	$393,335	$423,257	$425,791	$434,608	2.1%
Supplies and Services	$544,686	$539,469	$585,880	$574,700	$626,700	9%
Rents & Leases	$258,390	$256,746	$257,151	$257,151	$257,151	0%
Total Expense Objects:	**$1,790,084**	**$1,784,625**	**$1,926,180**	**$1,990,180**	**$2,041,915**	**2.6%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Street Maintenance Lead Worker	2.00	2.00	2.00	2.00	-
Maintenance Worker I / II	4.00	4.00	4.00	4.00	-
Street Maintenance Supervisor	1.00	1.00	1.00	1.00	-
TOTAL	7.00	7.00	7.00	7.00	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Temporary Staffing *	0.50	0.50	0.60	0.40	(0.20)
Temporary Staffing **	0.50	0.50	0.60	0.40	(0.20)
* Funded from Environmental Services Fund 209 for Stormwater Inlet Inspection and Cleaning					
** Funded from Environmental Services Fund 209 for Street Tree Trimming					
TOTAL	1.00	1.00	1.20	1.00	(0.20)

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
Special Revenue						
Gas Tax Fund						
Salaries						
PERSONNEL - REGULAR	204.760.7001	$517,658	$524,090	$646,893	$659,539	$660,457
PERSONNEL - TEMPORARY	204.760.7002	$22,820	$4,488	$0	$60,000	$40,000
PERSONNEL - OVERTIME	204.760.7003	$13,631	$7,675	$13,000	$13,000	$23,000
VACATION PAY	204.760.7006	$38,027	$27,323	$0	$0	
SICK LEAVE PAY	204.760.7007	$23,089	$31,500	$0	$0	
Total Salaries:		**$615,224**	**$595,075**	**$659,893**	**$732,539**	**$723,457**
Benefits						
UNIFORM ALLOWANCE	204.760.7105	$4,500	$4,800	$4,800	$4,800	$4,800
PERS RETIREMENT	204.760.7106	$130,903	$145,494	$173,947	$175,384	$179,472
DENTAL INSURANCE	204.760.7107	$15,039	$14,240	$14,300	$14,300	$14,300
GROUP HEALTH INSURANCE	204.760.7108	$143,538	$150,181	$156,496	$156,496	$161,145
GROUP LIFE INSURANCE	204.760.7109	$1,302	$1,233	$1,302	$1,302	$1,302
WORKERS COMP INSURANCE	204.760.7110	$50,272	$47,087	$46,952	$47,865	$47,932
GROUP DISABILITY INS	204.760.7112	$5,346	$5,070	$5,346	$5,346	$5,346
MEDICARE	204.760.7113	$9,582	$9,555	$9,424	$9,608	$9,621
CELL PHONE ALLOWANCE	204.760.7115	$1,080	$1,089	$1,080	$1,080	$1,080
OTHER BENEFITS PAY	204.760.7118	$3,723	$6,403	$650	$650	$650
SICK LEAVE PAYOFF	204.760.7120	$1,423	$1,555			
DEFERRED COMP CONTRIB	204.760.7122	$3,119	$2,959	$3,120	$3,120	$3,120
VEBA HEALTH DEF COMP	204.760.7124	$1,652	$3,609	$5,840	$5,840	$5,840
PARS RETIREMENT	204.760.7126	$305	$58			
Total Benefits:		**$371,785**	**$393,335**	**$423,257**	**$425,791**	**$434,608**
Supplies and Services						
CLOTHING & PERSONAL EXP	204.760.7423	$894	$1,098	$1,000	$1,000	$1,000
SMALL TOOLS	204.760.7425	$49	$562	$1,200	$1,200	$1,200
SPECIAL DEPARTMENTAL	204.760.7427		-$163			
MAINT-BLDGS/STRUC/GROUNDS	204.760.7428	$101,780	$111,970	$114,000	$114,000	$114,000
MAINT & OPER OF EQUIP	204.760.7429	$14	$0	$1,000	$1,000	$1,000
PROF & SPECIAL SERVICES	204.760.7430	$2,574	$3,878	$12,100	$12,100	$12,100
OTHER CONTRACTUAL SERVICE	204.760.7432	$439,374	$421,993	$456,180	$445,000	$497,000
MEMBERSHIPS/DUES/BOOKS	204.760.7434	$0	$130	$400	$400	$400
Total Supplies and Services:		**$544,686**	**$539,469**	**$585,880**	**$574,700**	**$626,700**
Rents & Leases						

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
USER CHGS-MOTOR POOL	204.760.7550	$251,390	$251,496	$251,390	$251,390	$251,390
USER CHGS - IT POOL	204.760.7551	$7,000	$5,250	$5,761	$5,761	$5,761
Total Rents & Leases:		**$258,390**	**$256,746**	**$257,151**	**$257,151**	**$257,151**
Total Gas Tax Fund:		**$1,790,084**	**$1,784,625**	**$1,926,180**	**$1,990,180**	**$2,041,915**
Total Special Revenue:		**$1,790,084**	**$1,784,625**	**$1,926,180**	**$1,990,180**	**$2,041,915**
Total Governmental Funds:		**$1,790,084**	**$1,784,625**	**$1,926,180**	**$1,990,180**	**$2,041,915**
Total All Funds:		**$1,790,084**	**$1,784,625**	**$1,926,180**	**$1,990,180**	**$2,041,915**

Line-Item Account Detail

	Description	FY 2022 Adopted
7423	**Clothing & Personal Equipment**	
	Damage to Clothing, Rain Gear Replacement, Temporary Labor Uniforms, Etc.	**$ 1,000**
7425	**Minor Tools & Equipment**	
	Miscellaneous Small Tools & Equipment	**1,200**
7428	**Maintenance of Buildings, Structures & Grounds**	
	Asphalt, Crack Sealant, Traffic Paint, Signs, Metal/Wood Posts, Barricades, OverKote, Etc.	100,000
	Street Sweeping Signage Funded from Environmental Services Program - Fund 209	10,000
	Rental of Equipment	4,000
		114,000
7429	**Maintenance & Operation of Equipment**	
	Miscellaneous Equipment Repair: Sign Applicator, Drill Breaker, Paint Shaker, Compressors, Etc.	**1,000**
7430	**Professional & Specialized Services**	
	Annual Street Report Preparation	2,100
	Homeless Encampment Contractual Cleanup Services	10,000
		12,100
7432	**Other Contractual Services**	
	Street Sweeping (Including Heavy Leaf Pickup) / (Funded from Environmental Services Program)	207,000
	Power Wash 2nd Street Parking Garage	8,000
	Trash Capture Devices (Funded from Environmental Services Program)	20,000
	Traffic Improvements	20,000
	Weekend Service - Downtown Litter Cans (Funded from Environmental Services Program)	20,000
	Waste Oil / Paint Hauling	2,000
	Storm Drain Filter & Interceptor Cleaning (Funded from Environmental Services Program)	6,000
	Sidewalk Curb / Gutter Repair (Emergencies)	75,000
	Recycled Water Service	20,000
	Parking Lot & Garage Sweeping & Cleaning (Funded from Environmental Services Program)	31,000
	Miscellaneous Storm Drain Repairs	22,000
	Emergency and/or Specialized Street Repairs / Traffic Work Orders	10,000
	Downtown Sidewalk and Trash Receptacle Cleaning (Funded from Environmental Services Program)	16,000
	Centerline Striping and Thermoplastic	40,000
		497,000

	Description	FY 2022 Adopted
7434	**Memberships, Books, Dues**	
	Books & Training Videos & Dues	**400**
7550	**User Charges - Motor Pool**	
	Use of City Vehicles & Other Non-Highway Equipment	**251,390**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**5,761**
	TOTAL	**$ 883,851**

770 - Signals & Lighting Maintenance

LIGHTING AND LANDSCAPE ACT FUND - (207)
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 streetlights 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
- Support downtown holiday decorations and events

WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Inspect and accept Streetlight LED conversions completed by the ESCO project **[Council Priority – Fiscal Stability and CIP Support]**

PERFORMANCE MEASURES

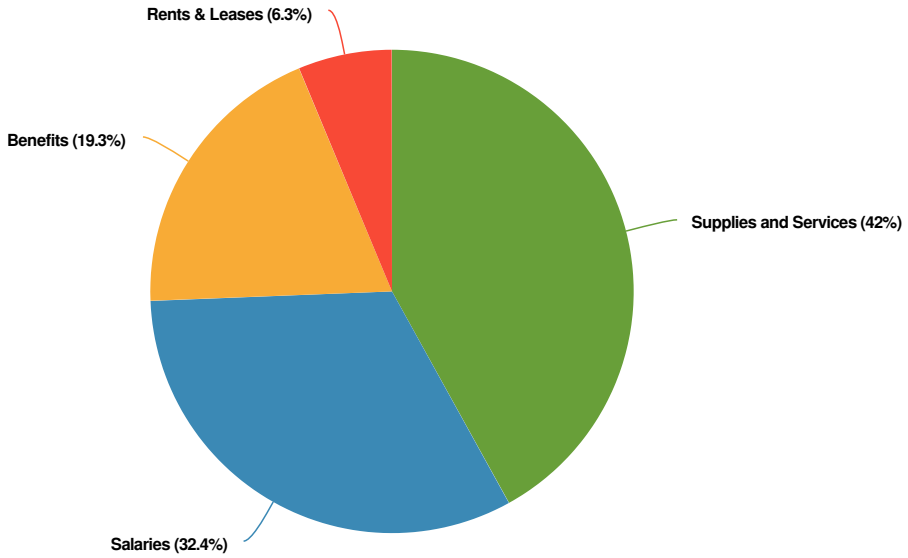
	Measure	FY 19	FY 20	FY 21
1	95% of emergency call-outs responded to within two (2) hours	100%	99%	98%
2	85% of streetlight outages repaired within ten (10) working day.	99%	99%	99%
3	100% of Underground Service Alert utility location requests responded to within seven (7) working days	100%	100%	100%

FY 2021 SIGNIFICANT ACCOMPLISHMENTS

- Completed all Underground Service Alert (USA) marking requests
- Completed multiple Traffic Signal Improvements at multiple intersections, including the installation of audible peds and cameras and a signal cabinet replacement

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$282,822	$281,153	$326,543	$332,751	$332,745	0%
Benefits	$165,325	$174,255	$194,828	$196,072	$198,427	1.2%
Supplies and Services	$484,427	$584,186	$462,075	$445,700	$430,700	-3.4%
Rents & Leases	$70,630	$61,985	$64,433	$64,433	$64,433	0%
Total Expense Objects:	**$1,003,204**	**$1,101,580**	**$1,047,879**	**$1,038,956**	**$1,026,304**	**-1.2%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Lighting & Traffic Signal Supervisor	1.00	1.00	1.00	1.00	-
Lighting & Traffic Signal Technician	1.00	1.00	1.00	1.00	-
Lighting & Traffic Signal Assistant	1.00	1.00	1.00	1.00	-
TOTAL	3.00	3.00	3.00	3.00	-

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
	-	-	-	-	-
TOTAL	-	-	-	-	-

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
Special Revenue						
Lighting District Fund						
Salaries						
PERSONNEL - REGULAR	207.770.7001	$246,373	$249,026	$318,543	$324,751	$324,745
PERSONNEL - TEMPORARY	207.770.7002		$662			
PERSONNEL - OVERTIME	207.770.7003	$6,996	$7,094	$8,000	$8,000	$8,000
VACATION PAY	207.770.7006	$16,366	$14,692	$0	$0	
SICK LEAVE PAY	207.770.7007	$13,086	$9,680	$0	$0	
Total Salaries:		**$282,822**	**$281,153**	**$326,543**	**$332,751**	**$332,745**
Benefits						
UNIFORM ALLOWANCE	207.770.7105	$2,250	$2,400	$2,400	$2,400	$2,400
PERS RETIREMENT	207.770.7106	$62,064	$68,611	$85,678	$86,383	$88,273
DENTAL INSURANCE	207.770.7107	$6,445	$5,921	$6,199	$6,199	$6,076
GROUP HEALTH INSURANCE	207.770.7108	$62,183	$64,840	$65,958	$65,958	$66,906
GROUP LIFE INSURANCE	207.770.7109	$558	$513	$558	$558	$558
WORKERS COMP INSURANCE	207.770.7110	$22,825	$22,491	$23,127	$23,576	$23,575
GROUP DISABILITY INS	207.770.7112	$2,187	$2,009	$2,187	$2,187	$2,187
MEDICARE	207.770.7113	$4,254	$4,481	$4,642	$4,732	$4,732
CELL PHONE ALLOWANCE	207.770.7115	$720	$726	$720	$720	$360
OTHER BENEFITS PAY	207.770.7118	$279	$0			
DEFERRED COMP CONTRIB	207.770.7122	$1,560	$1,436	$1,560	$1,560	$1,560
VEBA HEALTH DEF COMP	207.770.7124		$828	$1,800	$1,800	$1,800
Total Benefits:		**$165,325**	**$174,255**	**$194,828**	**$196,072**	**$198,427**
Supplies and Services						
UTILITIES-ELECT/GAS	207.770.7420	$294,056	$316,361	$255,000	$255,000	$255,000
COMMUNICATIONS-PHONES	207.770.7421	$3,278	$4,017	$6,000	$6,000	$6,000
CLOTHING & PERSONAL EXP	207.770.7423	$0	$426	$900	$900	$900
SMALL TOOLS	207.770.7425	$4,097	$498	$1,000	$1,000	$1,000
SPECIAL DEPARTMENTAL	207.770.7427	$5,665	$5,856	$5,300	$5,300	$5,300
MAINT & OPER OF EQUIP	207.770.7429	$162,797	$240,671	$178,375	$162,000	$147,000
MEMBERSHIPS/DUES/BOOKS	207.770.7434	$4,196	$5,818	$7,500	$7,500	$7,500
OTHER CHARGES	207.770.7438	$10,337	$10,539	$8,000	$8,000	$8,000
Total Supplies and Services:		**$484,427**	**$584,186**	**$462,075**	**$445,700**	**$430,700**
Rents & Leases						
USER CHGS-MOTOR POOL	207.770.7550	$35,628	$35,734	$35,628	$35,628	$35,628
USER CHGS - IT POOL	207.770.7551	$35,002	$26,251	$28,805	$28,805	$28,805
Total Rents & Leases:		**$70,630**	**$61,985**	**$64,433**	**$64,433**	**$64,433**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Lighting District Fund:		**$1,003,204**	**$1,101,580**	**$1,047,879**	**$1,038,956**	**$1,026,304**
Total Special Revenue:		**$1,003,204**	**$1,101,580**	**$1,047,879**	**$1,038,956**	**$1,026,304**
Total Governmental Funds:		**$1,003,204**	**$1,101,580**	**$1,047,879**	**$1,038,956**	**$1,026,304**
Total All Funds:		**$1,003,204**	**$1,101,580**	**$1,047,879**	**$1,038,956**	**$1,026,304**

Line-Item Account Detail

	Description	FY 2022 Adopted
7420	**Utilities - Electricity/Gas/Water**	
	Parks & Other Lighting	$ 5,000
	Street Lighting	200,000
	Traffic Signals	50,000
		255,000
7421	**Communications - Phones**	
	Controllers, Modem, Phone Lines, Etc.	**6,000**
7423	**Clothing & Personal Expenses**	
	Repair of Damaged Clothing; Staff Rain Gear; Safety Gear & Vests for Three Temporary Labor Uniforms	**900**
7425	**Minor Tools & Equipment**	
	Miscellaneous New Tools	**1,000**
7427	**Special Departmental Expenses**	
	Downtown Tree Lighting and Banners	5,000
	Trailer & Storage Unit Alarms	300
		5,300
7429	**Maintenance & Operation of Equipment**	
	Street Lighting Conversions to LED	20,000
	Cost Share Agreement with Santa Clara County for San Tomas Expressway Shared Signals	2,000
	Maintenance / Repair EV Charging Stations (change out terminals)	10,000
	Cost Share Agreement with the City of San Jose for Operation of Shared Signals	13,000
	Stolen Wire Replacement	2,000
	Street Light & Traffic Signal Upgrades, Preventive Maintenance, Scheduled & Emergency Repairs; Video Detection Modifications, Knock-downs, Miscellaneous Repairs of Damaged Equipment ($5,000 Offset with Insurance Reimbursements)	90,000
	Street Lighting Pole Replacement	10,000
		147,000

	Description	FY 2022 Adopted
7434	**Memberships, Dues, Books**	
	Underground Service Alert	5,000
	Dues - International Municipal Signal Association (IMSA); Traffic Signal Association	300
	Dues - California Street Light Association; Books - National Electrical Manufacturers Association (NEMA) Manual; Elect. Code Updates	1,800
		400
		7,500
7438	**Other Charges**	
	Property Tax Administration Fees	**8,000**
7550	**User Charges - Motor Pool**	
	Use of City Vehicles & Other Non-Highway Equipment	**35,628**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**28,805**
	TOTAL	**$ 523,937**

775 - Park Maintenance

LIGHTING AND LANDSCAPE ACT FUND - (207)
Program Manager - Park Maintenance Supervisor

MISSION STATEMENT

Preserve the City's investment through quality, cost-effective maintenance of all parks, street trees, public facility grounds, and the creek trail in an aesthetic, usable and safe condition.

ONGOING RESPONSIBILITIES

- Effectively manage the procurement and use of staff, contractors, consultants, materials and equipment
- Administer landscape maintenance and parking lot sweeping contracts
- Monitor public parks and grounds for maintenance and repair needs
- Provide horticultural advice for the general public and other City departments
- Serve as the City's Pest Control Advisor
- Support special events
- Assist with the preparation of plans, specifications and estimates for park-related projects and provide inspection assistance
- Coordinate maintenance activities with the Recreation & Community Services Department
- Coordinate the Neighborhood Street Tree Planting Program
- Assist with the Edith Morley Park Community Garden
- Continue to celebrate Arbor Day and maintain Tree City USA status
- Assist Engineering with park related projects

WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Implement water conservation strategies including turf area reductions **[Council Priority – Fiscal Stability]**
- Complete scheduled tree trimming services for two Maintenance Zones **[Operational Need]**

PERFORMANCE MEASURES

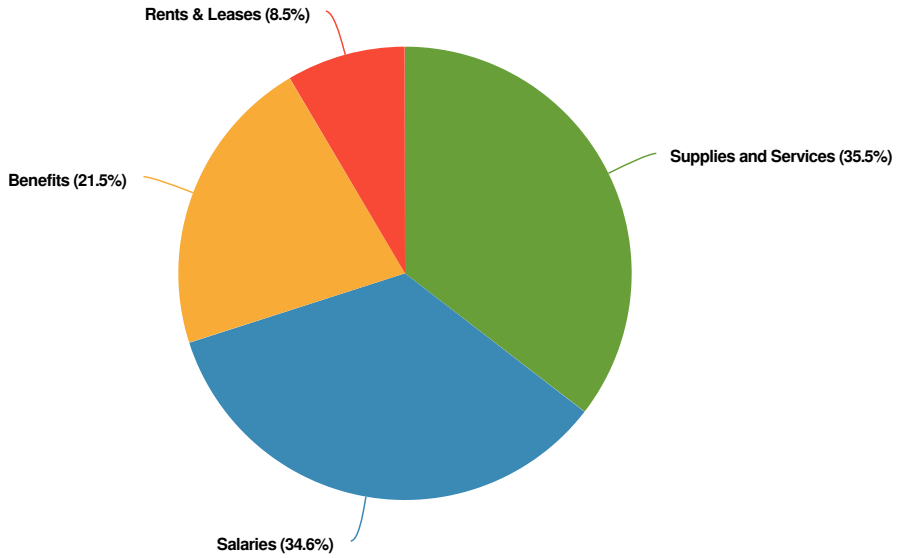
	Measure	FY 19	FY 20	FY 21
1	95% of emergency tree work is mitigated within one day	97%	95%	95%
2	90% of landscaped medians, parks and civic grounds maintained at a rating of 3 (4 point scale/bi-annual survey)	88%	85%	75%

FY 2021 SIGNIFICANT ACCOMPLISHMENTS

- Completed installation of CalSense cloud-based irrigation system at the Community Center
- Supported project delivery of JDM all-inclusive playground project and the Campbell Park Playground Project
- Completed tree trimming for two maintenance zones

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$1,100,664	$1,011,406	$880,841	$1,030,976	$940,684	-8.8%
Benefits	$634,744	$643,062	$587,201	$590,810	$583,201	-1.3%
Supplies and Services	$950,737	$974,517	$973,000	$903,200	$963,700	6.7%
Rents & Leases	$237,015	$228,293	$230,741	$230,741	$230,741	0%
Total Expense Objects:	**$2,923,160**	**$2,857,278**	**$2,671,782**	**$2,755,727**	**$2,718,326**	**-1.4%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Park Maint SupSupervisor*	1.00	1.00	-	1.00	1.00
Park Maint Lead Worker**	3.00	3.00	3.00	2.92	(0.08)
Maint Worker I/II ***	7.00	6.00	6.00	5.25	(0.75)
Sr Park Maint Worker/Arborist****	1.00	1.00	1.00	-	(1.00)
*Vacant- hire 7/1/21 **One position vacant- hire 8/1/21 ***One position vacant- hire 4/1/22 ****Vacant- freeze all FY'22					
	12.00	11.00	10.00	9.17	(0.83)

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>22 change
Temporary Labor (Parks)	2.75	3.00	2.00	1.00	(1.00)
Temporary Labor (Trees)	0.75	0.75	1.00	0.50	(0.50)
	3.50	3.75	3.00	1.50	(1.50)

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
Special Revenue						
Lighting District Fund						
Salaries						
PERSONNEL - REGULAR	207.775.7001	$768,925	$746,169	$792,339	$880,776	$822,868
PERSONNEL - TEMPORARY	207.775.7002	$181,653	$124,786	$60,000	$120,000	$90,000
PERSONNEL - OVERTIME	207.775.7003	$32,516	$32,131	$25,000	$25,000	$25,000
POST	207.775.7005	$5,200	$5,240	$5,200	$5,200	$2,817
VACATION PAY	207.775.7006	$64,468	$60,376	$0	$0	
SICK LEAVE PAY	207.775.7007	$47,902	$42,704	$0	$0	
Total Salaries:		**$1,100,664**	**$1,011,406**	**$882,538**	**$1,030,976**	**$940,684**
Benefits						
MEAL ALLOWANCE	207.775.7104	$18				
UNIFORM ALLOWANCE	207.775.7105	$7,875	$8,000	$8,000	$8,000	$6,533
PERS RETIREMENT	207.775.7106	$213,800	$233,074	$235,531	$237,452	$254,697
DENTAL INSURANCE	207.775.7107	$24,708	$21,719	$20,376	$20,376	$18,924
GROUP HEALTH INSURANCE	207.775.7108	$237,874	$232,191	$221,840	$221,840	$206,558
GROUP LIFE INSURANCE	207.775.7109	$2,124	$1,880	$1,860	$1,860	$1,705
WORKERS COMP INSURANCE	207.775.7110	$93,302	$83,919	$63,584	$64,805	$60,257
GROUP DISABILITY INS	207.775.7112	$8,566	$7,552	$7,290	$7,290	$6,926
MEDICARE	207.775.7113	$18,063	$17,087	$12,763	$13,008	$12,095
CELL PHONE ALLOWANCE	207.775.7115	$1,080	$989	$1,080	$1,080	$1,410
OTHER BENEFITS PAY	207.775.7118	$7,431	$13,182	$3,900	$3,900	$2,709
SICK LEAVE PAYOFF	207.775.7120	$8	$267			
COMP/VAC PAYOFF	207.775.7121	$10,696	$12,761	$0	$0	
DEFERRED COMP CONTRIB	207.775.7122	$5,461	$4,882	$5,200	$5,200	$4,246
VEBA HEALTH DEF COMP	207.775.7124	$1,652	$4,295	$6,000	$6,000	$7,140
PARS RETIREMENT	207.775.7126	$2,087	$1,263	$0	$0	
Total Benefits:		**$634,744**	**$643,062**	**$587,424**	**$590,810**	**$583,201**
Supplies and Services						
UTILITIES-ELECT/GAS	207.775.7420	$450,460	$479,179	$445,000	$395,000	$460,000
COMMUNICATIONS-PHONES	207.775.7421	$3,218	$4,356	$3,500	$3,500	$3,500
CLOTHING & PERSONAL EXP	207.775.7423	$3,060	-$33	$3,000	$3,000	$3,000
OFFICE EXPENSE	207.775.7424		$326			
SMALL TOOLS	207.775.7425	$13,768	$11,904	$18,000	$18,000	$18,000
SPECIAL DEPARTMENTAL	207.775.7427	$12,201	$16,770	$15,000	$15,000	$15,000
MAINT-BLDGS/STRUC/GROUNDS	207.775.7428	$242,315	$215,642	$222,900	$212,000	$212,000
MAINT & OPER OF EQUIP	207.775.7429	$3,110	$556	$3,000	$3,000	$3,000

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
PROF & SPECIAL SERVICES	207.775.7430	$2,165	$0	$5,000	$5,000	$5,000
OTHER CONTRACTUAL SERVICE	207.775.7432	$217,904	$245,057	$255,900	$247,000	$242,500
MEMBERSHIPS/DUES/BOOKS	207.775.7434	$1,027	$761	$1,700	$1,700	$1,700
PROF DEVELOPMENT & MTGS	207.775.7435	$1,509				
Total Supplies and Services:		**$950,737**	**$974,517**	**$973,000**	**$903,200**	**$963,700**
Rents & Leases						
USER CHGS-MOTOR POOL	207.775.7550	$201,936	$202,042	$201,936	$201,936	$201,936
USER CHGS - IT POOL	207.775.7551	$35,079	$26,251	$28,805	$28,805	$28,805
Total Rents & Leases:		**$237,015**	**$228,293**	**$230,741**	**$230,741**	**$230,741**
Total Lighting District Fund:		**$2,923,160**	**$2,857,278**	**$2,673,703**	**$2,755,727**	**$2,718,326**
Environmental Svcs Fund						
Salaries						
PERSONNEL - REGULAR	209.775.7001			-$1,698	$0	
Total Salaries:				**-$1,698**	**$0**	
Benefits						
PERS RETIREMENT	209.775.7106			-$193	$0	
WORKERS COMP INSURANCE	209.775.7110			-$6	$0	
MEDICARE	209.775.7113			-$25	$0	
Total Benefits:				**-$223**	**$0**	
Total Environmental Svcs Fund:				**-$1,921**	**$0**	
Total Special Revenue:		**$2,923,160**	**$2,857,278**	**$2,671,782**	**$2,755,727**	**$2,718,326**
Total Governmental Funds:		**$2,923,160**	**$2,857,278**	**$2,671,782**	**$2,755,727**	**$2,718,326**
Total All Funds:		**$2,923,160**	**$2,857,278**	**$2,671,782**	**$2,755,727**	**$2,718,326**

Line-Item Account Detail

	Description	FY 2022 Adopted
7420	**Utilities - Electricity / Gas / Water**	
	San Jose Water; Pacific Gas & Electric; West Valley Sanitation District	**$ 460,000**
7421	**Communications - Phones**	
	Irrigation Controller Phone Charges	**3,500**
7423	**Clothing & Personal Expenses**	
	Damage to Personal Clothing; Rain Gear & Glove Replacement; Temporary Labor Uniforms (Parks - $2,000 / Trees - $1,000)	**3,000**
7425	**Minor Tools & Equipment**	
	Equipment Rental	3,000
	Small Power Equipment	10,000
	Shovels, Rakes, Small Hand Tools (Pliers, Screwdrivers, Etc.)	5,000
		18,000
7427	**Special Departmental Expenses**	
	Special Projects / Volunteer Support	5,000
	Play Equipment Replacement	10,000
		15,000
7428	**Maintenance of Buildings, Structures & Grounds**	
	Phase 2 of 3 : Trash Can Replacement	5,000
	Irrigation Controller Replacement	15,000
	Master Valve Replacement	15,000
	Pest Control	10,000
	Fibar & Mulch	15,000
	Backflow Maintenance & Replacements	12,000
	Chemicals, Fertilizer, Seed, Ground Cover, Sod, Shrubs, Trees, Maint. of Park Furniture, Playground Equip., Irrigation	80,000
	Irrigation, Fences, Pumps, Elect., Plumbing, Etc.	60,000
		212,000
7429	**Maintenance & Operation of Equipment**	
	Alarms	2,000
	Landscaping Equipment Maintenance & Repairs	1,000
		3,000
7430	**Professional & Specialized Services**	
	Arborist Consulting and Other Park Consultant Services	**5,000**
7432	**Other Contractual Services**	
	Landscape Maintenance - Contractual	82,500
	Emergency Tree Work	20,000
	Park Maintenance - Contractual	15,000
	Downtown Tree Treatments	5,000
	Scheduled Tree Pruning and Street Tree Maintenance (Including Tree Grates) Partially funded by PLAN JPA Risk Mitigation Grant	110,000
	Tree Replacement Program	10,000
		242,500

7434	**Memberships, Dues, Books**	
	Books & Subscriptions - Parks ($200), Trees ($500)	700
	Dues - National Park & Recreation Association; International Arborist Association; Park & Recreation Society; Landscape Supervisors Forum	1,000
		1,700
7550	**User Charges - Motor Pool**	
	Use of City Vehicles & Other Non-Highway Equipment & Tools	**201,936**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**28,805**
	TOTAL:	**$ 1,194,441**

780 - Building Maintenance

GENERAL FUND - (101)

Program Manager – Building Maintenance Supervisor

MISSION STATEMENT

Effectively and efficiently maintain all City buildings for maximum operation, safety, comfort and a pleasing visual appearance.

ON-GOING PROGRAM RESPONSIBILITIES

- Provide effective custodial maintenance and repair services to City buildings
- Plan, manage and oversee all improvements, maintenance and repairs to buildings
- Provide efficient, professional and courteous service to all customers
- Coordinate and supervise tenant improvements at the Community Center
- Improve energy efficiency in all City buildings when and wherever possible
- Propose, plan, manage and administer all Capital Improvement Projects related to building preservation, remodeling, safety and operations
- Carryout specified IIPP training and inspection requirements
- Provide set-ups and take-downs for Community Center facility uses, supervise uses; and insure the security of the facility
- Provide support, expertise and equipment to/for community special events, City activities and departmental programs and operations
- Maintain the Community Center swimming pool to required health and safety codes
- Provide support and expertise to other departments on maintenance and repair issues
- Initiate all Building Maintenance Special Projects
- Serve as departmental Safety Coordinator

MAJOR WORK PLAN ITEMS FOR FISCAL YEAR 2022

- Perform a CASP review for citywide ADA compliance **[Operational Need]**
- Complete approved special projects for City buildings **[CIP Support]**
- Complete and accept all cost saving measures related to the Energy Savings Improvements (ESCO) Project **[Council Priority – Fiscal Stability]**

PERFORMANCE MEASURES

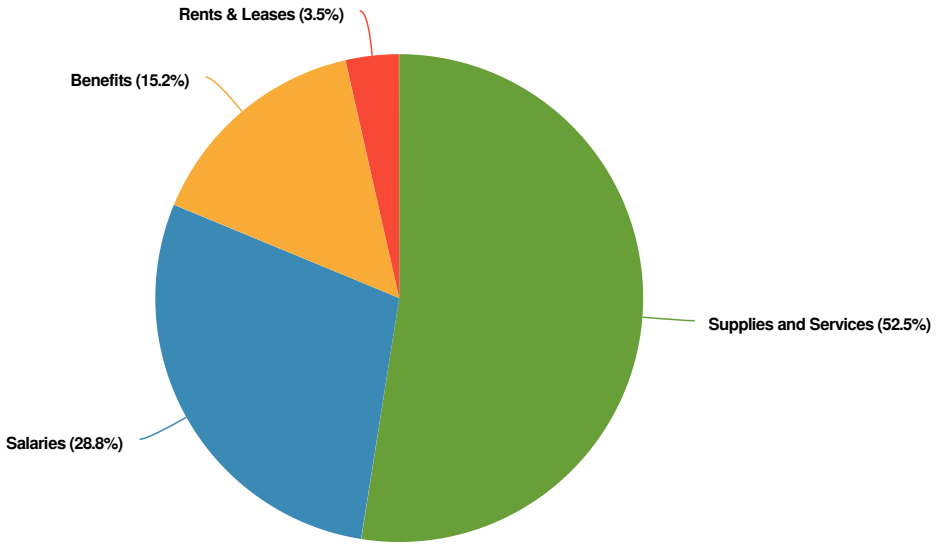
	Measure	FY 19	FY 20	FY 21
1	Cost per square foot to maintain City buildings	$4.50	$4.60	$4.90
2	50 % of work orders are completed within three working days	92%	92%	92%

FISCAL YEAR 2021 SIGNIFICANT ACCOMPLISHMENTS

- Completed the integration of the IT network and computer systems into the new uninterrupted power supply and surge protection in the Police Department's IT system
- Replaced City Hall's antiquated main circuit breaker with a new unit
- Remodeled Finance's conference room and installed new Audio Visual (A/V) upgrades
- Repaired the Campbell Park foot bridge
- Replaced a damaged drinking fountain at the pedestrian overcrossing at John D. Morgan Park on the Rincon side

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries	$380,507	$319,495	$266,396	$394,136	$457,647	16.1%
Benefits	$259,391	$199,019	$184,247	$185,485	$241,846	30.4%
Supplies and Services	$741,981	$1,116,676	$913,722	$830,200	$835,200	0.6%
Rents & Leases	$64,978	$52,811	$56,280	$56,280	$56,280	0%
Total Expense Objects:	**$1,446,858**	**$1,688,001**	**$1,420,645**	**$1,466,101**	**$1,590,973**	**8.5%**

Staffing (Full-Time Equivalents)

Permanent Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>21 change
Building Maintenance Supervisor	1.00	1.00	1.00	1.00	-
Building Maintenance Lead Worker	1.00	1.00	1.00	1.00	-
Building Maintenance Worker *	2.00	2.00	1.00	1.83	0.83
*One position vacant- hire 9-1-21					
TOTAL	4.00	4.00	3.00	3.83	0.83

Temporary Personnel	Full-Time Equivalents (FTE's) FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2022 Adopted	FY21>21 change
Temporary Building Maintenance Worker	0.50	0.50	0.50	0.50	-
Project Manager (One-Time Projects)	0.40	0.50	0.40	0.20	-0.20
TOTAL	0.90	1.00	0.90	0.70	-0.20

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.780.7001	$324,294	$265,859	$243,396	$321,136	$404,647
PERSONNEL - TEMPORARY	101.780.7002	$39,001	$36,316	$20,000	$70,000	$50,000
PERSONNEL - OVERTIME	101.780.7003	$5,553	$3,554	$3,000	$3,000	$3,000
VACATION PAY	101.780.7006	$8,848	$6,844	$0	$0	
SICK LEAVE PAY	101.780.7007	$2,812	$6,922	$0	$0	
Total Salaries:		**$380,507**	**$319,495**	**$266,396**	**$394,136**	**$457,647**
Benefits						
UNIFORM ALLOWANCE	101.780.7105	$1,662	$1,546	$1,200	$1,200	$1,700
PERS RETIREMENT	101.780.7106	$81,974	$84,083	$84,963	$85,665	$112,920
DENTAL INSURANCE	101.780.7107	$8,057	$6,077	$6,445	$6,445	$8,236
GROUP HEALTH INSURANCE	101.780.7108	$57,077	$44,389	$50,654	$50,654	$65,947
GROUP LIFE INSURANCE	101.780.7109	$698	$511	$558	$558	$713
WORKERS COMP INSURANCE	101.780.7110	$33,875	$24,099	$22,933	$23,380	$29,488
GROUP DISABILITY INS	101.780.7112	$2,957	$2,103	$2,430	$2,430	$3,037
MEDICARE	101.780.7113	$6,305	$4,915	$4,603	$4,693	$5,919
CELL PHONE ALLOWANCE	101.780.7115	$277	$515	$720	$720	$1,020
OTHER BENEFITS PAY	101.780.7118	$3,759	$6,134	$1,300	$1,300	$1,842
COMP/VAC PAYOFF	101.780.7121	$53,846	$16,587			
DEFERRED COMP CONTRIB	101.780.7122	$3,600	$3,187	$2,600	$2,600	$3,683
VEBA HEALTH DEF COMP	101.780.7124	$4,855	$4,497	$5,841	$5,841	$7,341
PARS RETIREMENT	101.780.7126	$451	$377	$0	$0	
Total Benefits:		**$259,391**	**$199,019**	**$184,247**	**$185,485**	**$241,846**
Supplies and Services						
UTILITIES-ELECT/GAS	101.780.7420	$36,432				
COMMUNICATIONS-PHONES	101.780.7421	$4,938	$1,756	$3,000	$3,000	$3,000
CLOTHING & PERSONAL EXP	101.780.7423	$180	$259	$900	$900	$900
SMALL TOOLS	101.780.7425	$1,642	$1,230	$2,000	$2,000	$2,000
SPECIAL DEPARTMENTAL	101.780.7427	$90,777	$107,523	$86,700	$86,700	$86,700
MAINT-BLDGS/STRUC/GROUNDS	101.780.7428	$196,518	$554,184	$215,000	$215,000	$179,000
MAINT & OPER OF EQUIP	101.780.7429	$77,029	$90,557	$136,422	$132,900	$132,900
OTHER CONTRACTUAL SERVICE	101.780.7432	$334,000	$361,075	$469,500	$389,500	$430,500
MEMBERSHIPS/DUES/BOOKS	101.780.7434	$466	$0	$200	$200	$200
STAFF DEVELOPMENT	101.780.7437		$91			
Total Supplies and Services:		**$741,981**	**$1,116,676**	**$913,722**	**$830,200**	**$835,200**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Rents & Leases						
USER CHGS-MOTOR POOL	101.780.7550	$15,953	$16,059	$15,953	$15,953	$15,953
USER CHGS - IT POOL	101.780.7551	$49,025	$36,752	$40,327	$40,327	$40,327
Total Rents & Leases:		**$64,978**	**$52,811**	**$56,280**	**$56,280**	**$56,280**
Total General Fund:		**$1,446,858**	**$1,688,001**	**$1,420,645**	**$1,466,101**	**$1,590,973**
Total Governmental Funds:		**$1,446,858**	**$1,688,001**	**$1,420,645**	**$1,466,101**	**$1,590,973**
Total All Funds:		**$1,446,858**	**$1,688,001**	**$1,420,645**	**$1,466,101**	**$1,590,973**

Line-Item Account Detail

	Description	FY 2022 Adopted
7421	**Communications - Phones**	
	Alarms & Telephone Lines	**$ 3,000**
7423	**Clothing & Personal Expenses**	
	Rain Gear, Part-Time Employee Uniforms	**900**
7425	**Minor Tools & Equipment**	
	Equipment Rentals	**2,000**
7427	**Special Departmental Expenses**	
	Custodial Supplies & Lights (All Buildings)	85,000
	Signs	1,000
	Batteries for Drills, Flashlights, Radios, Etc.	700
		86,700
7428	**Maintenance of Buildings, Structures & Grounds**	
	General Maintenance:	
	Service Center	5,000
	Park Buildings - JDM, Campbell, Fischer, & Morley	13,000
	Downtown Parking Garage	4,000
	Community Center - General	80,000
	City Hall	18,000
	Ainsley House, Carriage House & Museum	4,000
	Tenant Improvements	15,000
	Community Center Painting	30,000
		169,000
7429	**Maintenance & Operation of Equipment**	
	Unanticipated Equipment, Materials and Supplies	12,000
	Boiler & HVAC Replacement	25,000
	Pool and Pond Supplies and Chemicals	20,000
	Service Agreements:	
	Service Agreements: Panic Alarm Monitoring (City Hall)	650
	Heating, Ventilation, Air Conditioning (HVAC) Units	27,000
	Fire Alarm Monitoring (Parking Garage)	650
	Fire Alarm Monitoring (Community Center)	2,000
	Fire Alarm Monitoring (City Hall)	600
	Emergency Lighting Systems (Theatre & Parking Garage)	2,000
	Burglar Alarm (Community Center)	1,500
	Annual Check of Fire Alarm System	5,000
	Routine Service & Repairs:	
	Microphone & General	
	P.A. System Repairs (Council Chambers & Portable Units)	1,000
	Fire Extinguisher Re-Charge Program (All City Buildings)	4,500
	Fire Alarm Equipment (Heat Detectors, Wiring, Horns, Etc.)	7,000
		108,900

	Description	FY 2022 Adopted
7432	**Other Contractual Services**	
	Custodial Services:	
	Upholstery Cleaning	$ 1,000
	Parks Buildings	70,000
	Community Center	255,000
	City Hall, Police Department, Service Center & Downtown Parking Garage	90,000
	Citizen Callouts for Janitorial Services	500
	Window Washing - Semi-Annual (Ainsley House & Museum)	1,500
	Removal of Bio-Hazardous Waste	2,000
	Pest Control/Abatement (All Buildings)	3,000
	Furniture Moving	2,500
	Emergency Pool Service	1,000
	Battery & Light Recycling	4,000
		430,500
7434	**Memberships, Books, Dues**	
	Books, Reference & Training Manuals	**200**
7550	**User Charges - Motor Pool**	
	Use of City Vehicles	**15,953**
7551	**User Charges - IT Pool**	
	Use of Computer Hardware/Software; Phones & Photocopier/Fax	**40,327**
	TOTAL	**$ 867,480**

WVSWMA JPA

**The City of Campbell acts as a fiduciary agent for the West Valley Solid Waste Management Authority (WVSWMA) JPA; collecting special assessment revenue and disbursing it out to participating agencies along with paying other expenses of the JPA.*

WVSWMA JPA FUND - (798)
WVSWMA Program (401)

MISSION STATEMENT

Provide support to the West Valley Solid Waste Management Authority (WVSWMA) JPA

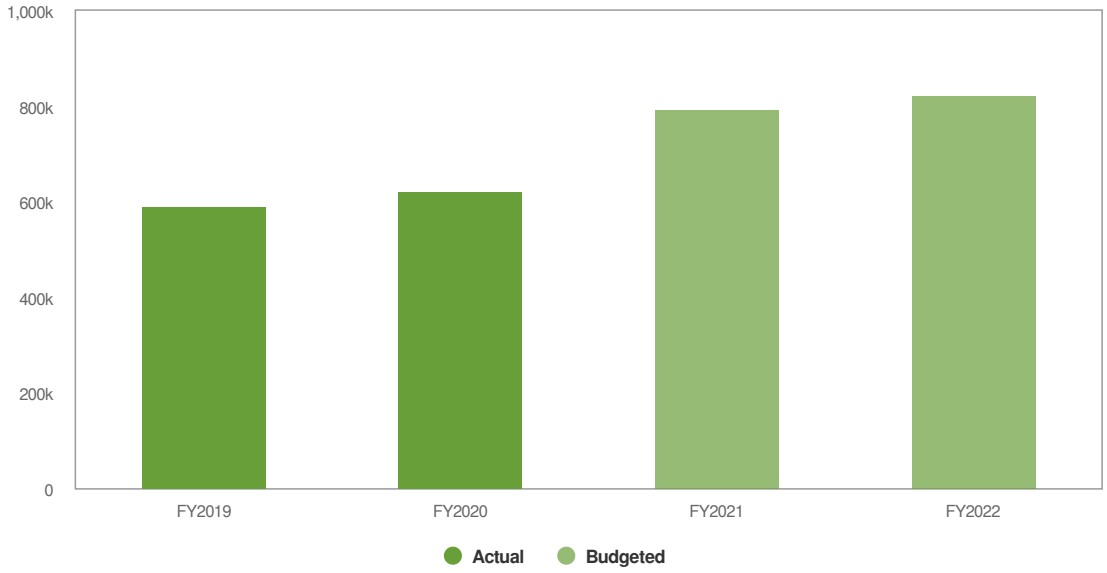
ONGOING RESPONSIBILITIES

- Provide support to the West Valley Solid Waste Management Authority (WVSWMA) JPA

Expenditures Summary

$822,888 $28,096
(3.54% vs. prior year)

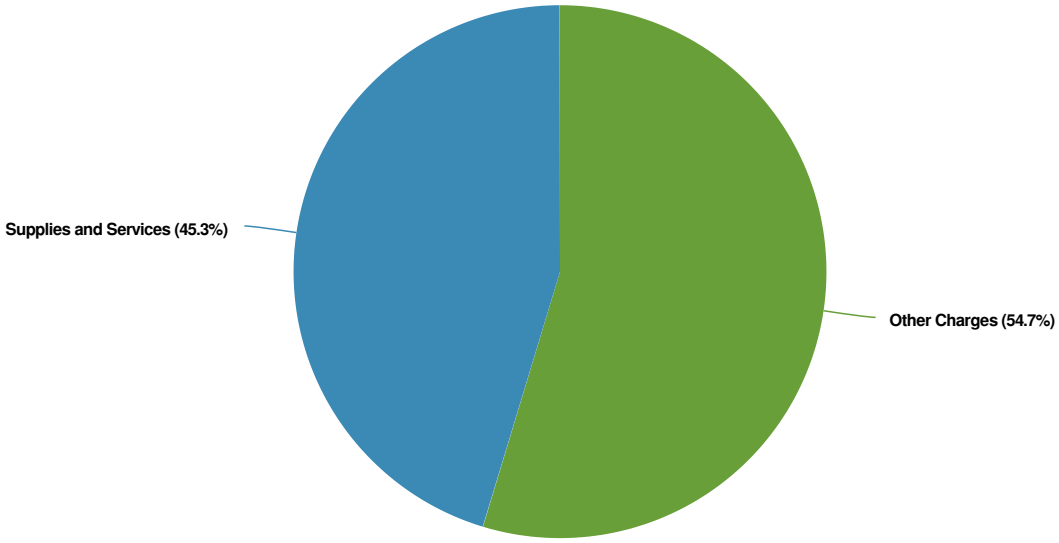
WVSWMA JPA Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

Budgeted Expenditures by Expense Type

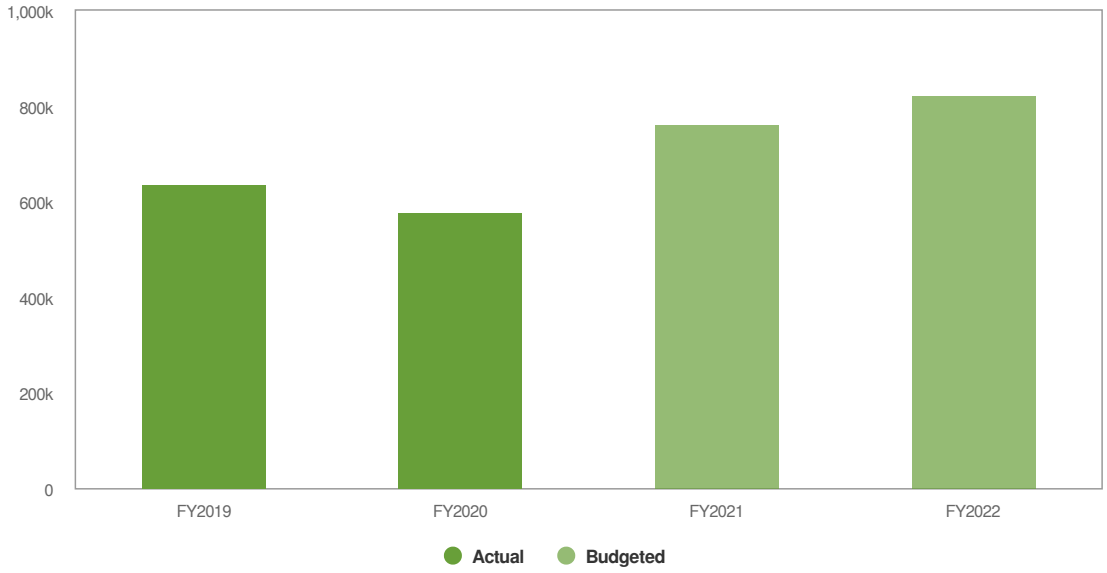


Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Supplies and Services	$142,132	$174,105	$344,792	$0	$372,888	8.1%
Other Charges	$450,000	$450,000	$450,000	$0	$450,000	0%
Total Expense Objects:	**$592,132**	**$624,105**	**$794,792**	**$0**	**$822,888**	**3.5%**

Revenues Summary

$822,888 $59,654
(7.82% vs. prior year)

WVSWMA JPA Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Fiduciary Funds						
Agency Funds						
West Valley JPA Fund						
Investments and Other Interest Income						
INVESTMENT EARNINGS	798.401.4410	$6,942	$6,310	$0	$0	$0
UNREALIZED GAINS/LOSSES	798.401.4431	$263	$1,627	$0	$0	$0
Total Investments and Other Interest Income:		**$7,204**	**$7,937**	**$0**	**$0**	**$0**
Miscellaneous Revenues						
OTHER REVENUE	798.401.4965	$5,000	$10,975	$15,965	$0	$0
WEST VALLEY JPA	798.401.4970	$176,244	$108,323	$297,269	$0	$372,888
JPA SOLID WASTE	798.401.4975	$450,000	$450,000	$450,000	$0	$450,000
Total Miscellaneous Revenues:		**$631,244**	**$569,298**	**$763,234**	**$0**	**$822,888**
Total West Valley JPA Fund:		**$638,448**	**$577,235**	**$763,234**	**$0**	**$822,888**
Total Agency Funds:		**$638,448**	**$577,235**	**$763,234**	**$0**	**$822,888**
Total Fiduciary Funds:		**$638,448**	**$577,235**	**$763,234**	**$0**	**$822,888**
Total All Funds:		**$638,448**	**$577,235**	**$763,234**	**$0**	**$822,888**

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Fiduciary Funds						
Agency Funds						
West Valley JPA Fund						
Supplies and Services						
OFFICE EXPENSE	798.401.7424	$0	$0	$500	$0	$500
SPECIAL DEPARTMENTAL	798.401.7427	$6,940	$8,900	$22,597	$0	$20,857
PROF & SPECIAL SERVICES	798.401.7430	$130,985	$158,630	$281,285	$0	$310,252
OTHER CONTRACTUAL SERVICE	798.401.7432	$2,830	$2,970	$8,344	$0	$8,524
INSURANCE & SURETY BONDS	798.401.7433	$1,377	$3,605	$2,732	$0	$2,799
PROF DEVELOPMENT & MTGS	798.401.7435	$0	$0	$4,000	$0	$4,000
OTHER CHARGES	798.401.7438	$0	$0	$9,369	$0	$25,956
MISCELLANEOUS EXPENSE	798.401.7443			$15,965	$0	
Total Supplies and Services:		**$142,132**	**$174,105**	**$344,792**	**$0**	**$372,888**
Other Charges						
JPA SOLID WASTE DIST	798.401.7675	$450,000	$450,000	$450,000	$0	$450,000
Total Other Charges:		**$450,000**	**$450,000**	**$450,000**	**$0**	**$450,000**
Total West Valley JPA Fund:		**$592,132**	**$624,105**	**$794,792**	**$0**	**$822,888**
Total Agency Funds:		**$592,132**	**$624,105**	**$794,792**	**$0**	**$822,888**
Total Fiduciary Funds:		**$592,132**	**$624,105**	**$794,792**	**$0**	**$822,888**
Total All Funds:		**$592,132**	**$624,105**	**$794,792**	**$0**	**$822,888**

Line-Item Account Detail

	Description	FY 2022 Adopted
7424	Office Expenses	$ 500
7427	Special Departmental Expenses	
	Legal Services	20,857
7430	Professional Services	310,252
7432	Other Contractual Services	8,524
7433	Insurance Liability	2,799
7435	Travel, Conferences & Meetings	4,000
7438	Other Charges	25,956
7675	JPA Solid Waste Distribution	450,000
	TOTAL	$ 822,888

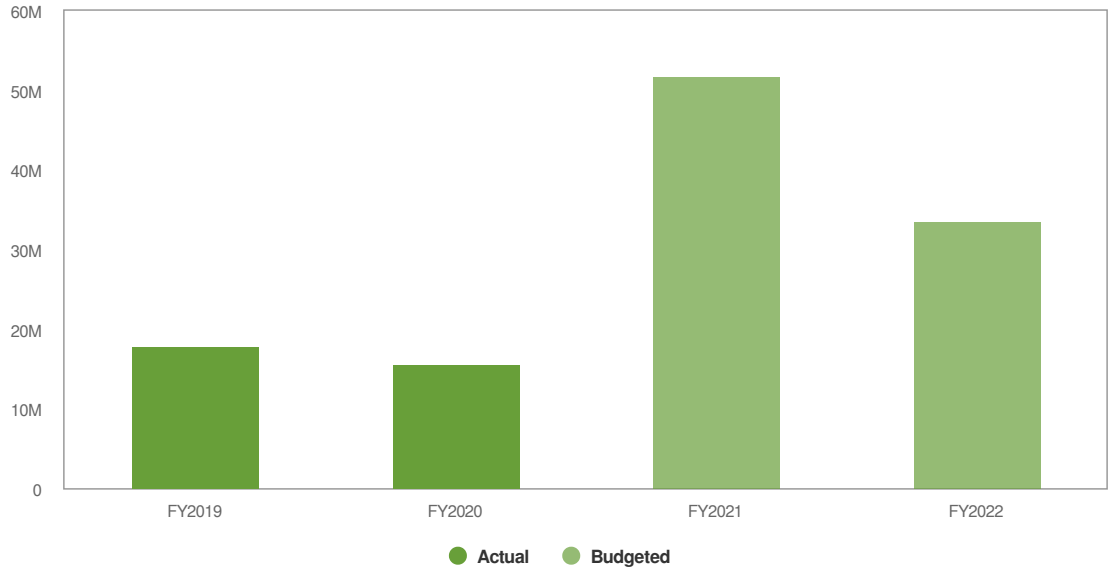
NON-DEPARTMENTAL

The Non-Departmental (Other) category captures the City's vacancy savings factor, leave cashout payments, general liability insurance payments, utility payments, misc. debt service payments, operating and capital transfers in and out between funds, and capital project activity.

Expenditures Summary

$33,523,625 -$18,324,537
(-35.34% vs. prior year)

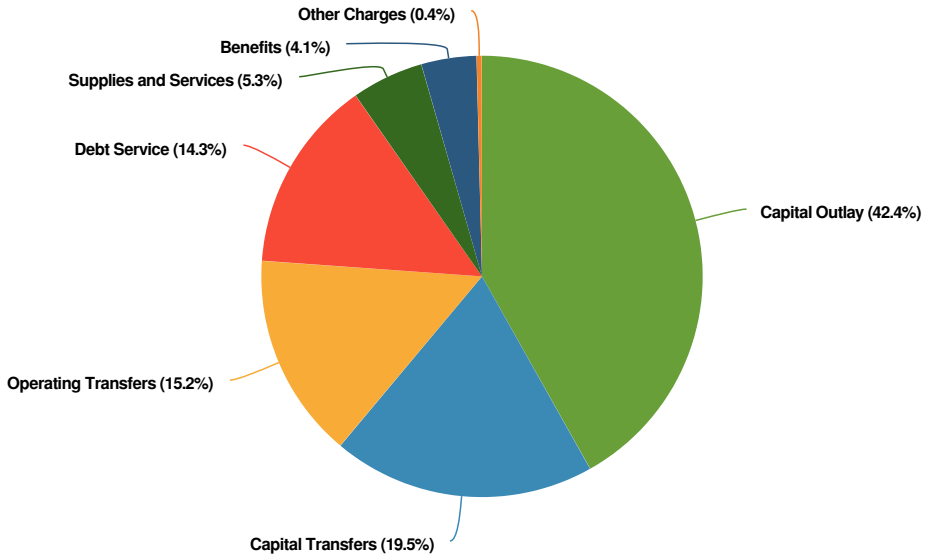
NON-DEPARTMENTAL Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Expenditures by Expense Type

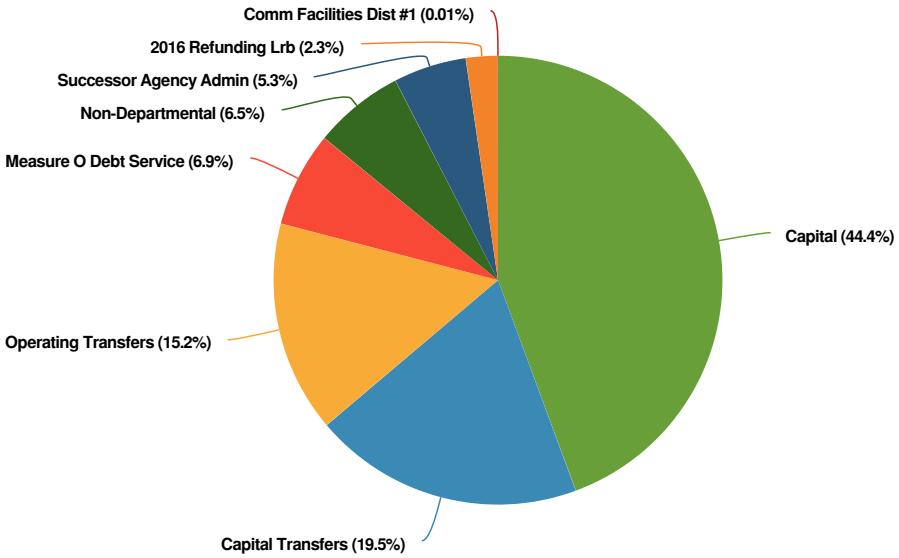
Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries		$0	$0	-$780,000	-$401,400	-48.5%
Benefits	$251,235	$380,625	$961,783	$784,000	$1,369,000	74.6%
Supplies and Services	$7,617,404	$2,405,972	$4,249,797	$3,094,236	$1,788,596	-42.2%
Other Charges	$286,036	$171,104	$130,000	$330,000	$133,900	-59.4%
Debt Service	$1,276,520	$1,173,127	$4,124,635	$2,362,038	$4,802,400	103.3%
Capital Outlay	$1,472,685	$3,140,236	$19,353,671	$8,485,049	$14,197,733	67.3%
Operating Transfers	$5,031,165	$4,535,646	$7,427,799	$5,551,849	$5,105,762	-8%
Capital Transfers	$1,982,069	$3,918,454	$15,600,477	$9,104,049	$6,527,634	-28.3%
Total Expense Objects:	**$17,917,114**	**$15,725,164**	**$51,848,162**	**$28,931,221**	**$33,523,625**	**15.9%**

Expenditures by Function

Budgeted Expenditures by Function



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expenditures						
Finance						
Non-Departmental	$1,374,556	$1,457,942	$1,602,329	$1,335,751	$2,188,574	63.8%
Total Finance:	**$1,374,556**	**$1,457,942**	**$1,602,329**	**$1,335,751**	**$2,188,574**	**63.8%**
Finance - Other						
Measure O Debt Service		$1,530	$1,762,597	$0	$2,297,500	N/A
2016 Refunding Lrb	$849,275	$762,075	$769,300	$769,300	$764,250	-0.7%
Comm Facilities Dist #1	$3,511	$3,461	$3,500	$3,500	$3,500	0%
Successor Agency Admin	$6,560,364	$1,125,101	$1,614,128	$1,614,128	$1,764,672	9.3%
Expense Abatement	$101	-$617	$0	$0		N/A
Operating Transfers	$5,028,565	$4,535,646	$7,427,799	$5,551,849	$5,105,762	-8%
Capital Transfers	$1,982,069	$3,918,454	$15,600,477	$9,104,049	$6,527,634	-28.3%
Total Finance - Other:	**$14,423,885**	**$10,345,650**	**$27,177,801**	**$17,042,826**	**$16,463,318**	**-3.4%**
Capital	$2,118,673	$3,921,572	$23,068,032	$10,552,644	$14,871,733	40.9%
Total Capital:	**$2,118,673**	**$3,921,572**	**$23,068,032**	**$10,552,644**	**$14,871,733**	**40.9%**
Total Expenditures:	**$17,917,114**	**$15,725,164**	**$51,848,162**	**$28,931,221**	**$33,523,625**	**15.9%**

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.540.7001		$0	$0	-$780,000	-$401,400
Total Salaries:			**$0**	**$0**	**-$780,000**	**-$401,400**
Benefits						
PERS RETIREMENT	101.540.7106	$4,257				
COMP/VAC PAYOFF	101.540.7121	$0	$0	$36,578	$350,000	$900,000
Total Benefits:		**$4,257**	**$0**	**$36,578**	**$350,000**	**$900,000**
Supplies and Services						
UTILITIES-ELECT/GAS	101.540.7420	$212,080	$304,158	$247,200	$247,200	$247,200
COMMUNICATIONS-PHONES	101.540.7421	$53,857	$63,081	$59,000	$59,000	$59,000
OFFICE EXPENSE	101.540.7424	$1,629	$3,998	$4,500	$4,500	$4,500
PROF & SPECIAL SERVICES	101.540.7430	$9,741	$47,222	$47,000	$47,000	$56,000
OTHER CONTRACTUAL SERVICE	101.540.7432	$3,080	$3,080	$3,100	$3,100	$3,100
INSURANCE & SURETY BONDS	101.540.7433	$418,881	$535,377	$695,409	$695,409	$836,732
PROF DEVELOPMENT & MTGS	101.540.7435		$534			
OTHER CHARGES	101.540.7438	$66,656	$71,869	$73,000	$73,000	$73,000
FEES PAID TO STATE	101.540.7440	$7,300	$0	$1,000	$1,000	$1,000
INSURANCE CLAIMS EXPENSE	101.540.7442	$80,996	$27,444	$75,000	$75,000	$75,000
COBRA INSURANCE	101.905.7445	$101	-$617	$0	$0	
OTHER INTEREST EXPENSE	101.540.7448	$0	$34	$500	$500	$500
ANNEXATION PMT - SAN JOSE	101.540.7458	$230,042	$230,042	$230,042	$230,042	$200,042
Total Supplies and Services:		**$1,084,363**	**$1,286,221**	**$1,435,751**	**$1,435,751**	**$1,556,074**
Other Charges						
RETIREE HEALTH PREFUNDING	101.540.7626	$286,036	$171,104	$130,000	$330,000	$133,900
Total Other Charges:		**$286,036**	**$171,104**	**$130,000**	**$330,000**	**$133,900**
Operating Transfers						
OPERATING TRANSFERS OUT	101.980.9899	$3,096,268	$2,858,545	$3,541,990	$3,606,923	$3,548,091
Total Operating Transfers:		**$3,096,268**	**$2,858,545**	**$3,541,990**	**$3,606,923**	**$3,548,091**
Capital Transfers						

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
CAPITAL TRANSFERS OUT	101.990.9999	$1,209,938	$1,080,020	$2,230,931	$575,084	$815,634
Total Capital Transfers:		**$1,209,938**	**$1,080,020**	**$2,230,931**	**$575,084**	**$815,634**
Total General Fund:		**$5,680,863**	**$5,395,890**	**$7,375,249**	**$5,517,758**	**$6,552,299**
Special Revenue						
Vehicle Impact Fees						
Capital Transfers						
CAPITAL TRANSFERS OUT	202.990.9999	$0	$74,921	$937,079	$777,000	$777,000
Total Capital Transfers:		**$0**	**$74,921**	**$937,079**	**$777,000**	**$777,000**
Total Vehicle Impact Fees:		**$0**	**$74,921**	**$937,079**	**$777,000**	**$777,000**
Gas Tax Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	204.980.9899	$81,000	$87,630	$60,000	$0	
Total Operating Transfers:		**$81,000**	**$87,630**	**$60,000**	**$0**	
Capital Transfers						
CAPITAL TRANSFERS OUT	204.990.9999	$0	$2,440	$740,000	$740,000	$845,000
Total Capital Transfers:		**$0**	**$2,440**	**$740,000**	**$740,000**	**$845,000**
Total Gas Tax Fund:		**$81,000**	**$90,070**	**$800,000**	**$740,000**	**$845,000**
Asset Forfeiture Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	205.0604.9899	$2,600				
OPERATING TRANSFERS OUT	205.980.9899	$8,500	$19,000	$4,500	$4,500	
Total Operating Transfers:		**$11,100**	**$19,000**	**$4,500**	**$4,500**	
Total Asset Forfeiture Fund:		**$11,100**	**$19,000**	**$4,500**	**$4,500**	
Lighting District Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	207.980.9899	$111,300	$111,300	$242,840	$111,300	$111,300
Total Operating Transfers:		**$111,300**	**$111,300**	**$242,840**	**$111,300**	**$111,300**
Total Lighting District Fund:		**$111,300**	**$111,300**	**$242,840**	**$111,300**	**$111,300**
Environmental Svcs Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	209.980.9899	$1,472,897	$1,200,571	$1,628,440	$1,574,526	$1,191,771
Total Operating Transfers:		**$1,472,897**	**$1,200,571**	**$1,628,440**	**$1,574,526**	**$1,191,771**
Capital Transfers						
CAPITAL TRANSFERS OUT	209.990.9999	$0	$81,837	$42,163	$0	

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Capital Transfers:		**$0**	**$81,837**	**$42,163**	**$0**	
Total Environmental Svcs Fund:		**$1,472,897**	**$1,282,408**	**$1,670,603**	**$1,574,526**	**$1,191,771**
Supplemental Law Enforce.						
Capital Transfers						
CAPITAL TRANSFERS OUT	210.990.9999		$120,787			
Total Capital Transfers:			**$120,787**			
Total Supplemental Law Enforce.:			**$120,787**			
Other State Grants Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	212.980.9899	$10,000	$10,000			
Total Operating Transfers:		**$10,000**	**$10,000**			
Capital Transfers						
CAPITAL TRANSFERS OUT	212.990.9999	$277,378	$1,573,516	$8,082,706	$6,066,965	$1,215,000
Total Capital Transfers:		**$277,378**	**$1,573,516**	**$8,082,706**	**$6,066,965**	**$1,215,000**
Total Other State Grants Fund:		**$287,378**	**$1,583,516**	**$8,082,706**	**$6,066,965**	**$1,215,000**
TDA Grant Fund						
Capital Transfers						
CAPITAL TRANSFERS OUT	216.990.9999	$0	$36,790	$490,362	$20,000	$30,000
Total Capital Transfers:		**$0**	**$36,790**	**$490,362**	**$20,000**	**$30,000**
Total TDA Grant Fund:		**$0**	**$36,790**	**$490,362**	**$20,000**	**$30,000**
Other Federal Grants Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	218.980.9899	$5,000	$5,000	$6,871	$0	
Total Operating Transfers:		**$5,000**	**$5,000**	**$6,871**	**$0**	
Capital Transfers						
CAPITAL TRANSFERS OUT	218.990.9999	$4,676	$528,190	$67,000	$0	$1,000,000
Total Capital Transfers:		**$4,676**	**$528,190**	**$67,000**	**$0**	**$1,000,000**
Total Other Federal Grants Fund:		**$9,676**	**$533,190**	**$73,871**	**$0**	**$1,000,000**
Comm Facilities Dist #1						
Supplies and Services						
PROF & SPECIAL SERVICES	236.549.7430	$3,511	$3,461	$3,500	$3,500	$3,500
Total Supplies and Services:		**$3,511**	**$3,461**	**$3,500**	**$3,500**	**$3,500**
Operating Transfers						

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
OPERATING TRANSFERS OUT	236.980.9899	$140,000	$140,000	$143,000	$143,000	$143,000
Total Operating Transfers:		**$140,000**	**$140,000**	**$143,000**	**$143,000**	**$143,000**
Total Comm Facilities Dist #1:		**$143,511**	**$143,461**	**$146,500**	**$146,500**	**$146,500**
Comm Facilities Dist #2						
Operating Transfers						
OPERATING TRANSFERS OUT	237.980.9899	$4,000	$4,000	$12,000	$12,000	$12,000
Total Operating Transfers:		**$4,000**	**$4,000**	**$12,000**	**$12,000**	**$12,000**
Total Comm Facilities Dist #2:		**$4,000**	**$4,000**	**$12,000**	**$12,000**	**$12,000**
Parkland Dedication Fund						
Capital Transfers						
CAPITAL TRANSFERS OUT	295.990.9999	$490,077	$419,953	$3,010,236	$925,000	$1,845,000
Total Capital Transfers:		**$490,077**	**$419,953**	**$3,010,236**	**$925,000**	**$1,845,000**
Total Parkland Dedication Fund:		**$490,077**	**$419,953**	**$3,010,236**	**$925,000**	**$1,845,000**
Parks And Museum Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	794.980.9899			$154,770	$0	
Total Operating Transfers:				**$154,770**	**$0**	
Total Parks And Museum Fund:				**$154,770**	**$0**	
Total Special Revenue:		**$2,610,939**	**$4,419,396**	**$15,625,467**	**$10,377,791**	**$7,173,571**
Capital Project Fund						
Benefits						
PROJECT SALARY & BENEFITS	435.0310.7130	$0	$0	$3,100	$0	
PROJECT SALARY & BENEFITS	435.14GG.7130	$8,229	$4,496			
PROJECT SALARY & BENEFITS	435.15DD.7130	$0	$0	$4,000	$0	
PROJECT SALARY & BENEFITS	435.15HH.7130	$0	$0	$15,643	$0	
PROJECT SALARY & BENEFITS	435.15NN.7130	$2,638	$6,627	$33,133	$0	
PROJECT SALARY & BENEFITS	435.16NN.7130	$165	$0			
PROJECT SALARY & BENEFITS	435.17BB.7130	$8,263				
PROJECT SALARY & BENEFITS	435.17DD.7130	$20,338	$36,228	$20,404	$0	$108,000
PROJECT SALARY & BENEFITS	435.17FF.7130	$10,096	$8,307			

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
PROJECT SALARY & BENEFITS	435.17LL.7130	$27	$0			
PROJECT SALARY & BENEFITS	435.17MM.7130	$3,410				
PROJECT SALARY & BENEFITS	435.17SS.7130	$0	$0	$5,000	$0	
PROJECT SALARY & BENEFITS	435.18BB.7130	$5,308				
PROJECT SALARY & BENEFITS	435.18CC.7130	$0	$5,411			
PROJECT SALARY & BENEFITS	435.18KK.7130	$2,657	$0			
PROJECT SALARY & BENEFITS	435.18MM.7130	$18,071	$89,472			
PROJECT SALARY & BENEFITS	435.18NN.7130	$28,509	$55,046	$1,278	$0	
PROJECT SALARY & BENEFITS	435.18PP.7130	$11,634	$19,870	$88,814	$0	$25,000
PROJECT SALARY & BENEFITS	435.18WW.7130	$665	$0	$3,935	$0	
PROJECT SALARY & BENEFITS	435.18XX.7130	$115,197	$115,918	$179,071	$0	
PROJECT SALARY & BENEFITS	435.19BB.7130	$0	$0	$19,540	$0	
PROJECT SALARY & BENEFITS	435.19DD.7130	$0	$0	$5,000	$0	
PROJECT SALARY & BENEFITS	435.19EE.7130	$0	$10,000			
PROJECT SALARY & BENEFITS	435.19FF.7130	$0	$0	$10,000	$0	
PROJECT SALARY & BENEFITS	435.19GG.7130	$4,159	$9,151			
PROJECT SALARY & BENEFITS	435.19HH.7130	$0	$0	$7,000	$0	
PROJECT SALARY & BENEFITS	435.19JJ.7130	$7,609	$14,388			
PROJECT SALARY & BENEFITS	435.19KK.7130	$0	$0	$15,000	$5,000	
PROJECT SALARY & BENEFITS	435.19MM.7130	$0	$0	$5,000	$0	
PROJECT SALARY & BENEFITS	435.20CC.7130		$0	$5,000	$5,000	
PROJECT SALARY & BENEFITS	435.20GG.7130		$1,795	$53,205	$0	
PROJECT SALARY & BENEFITS	435.20JJ.7130		$3,917	$22,083	$0	
PROJECT SALARY & BENEFIT	435.20PP.7130		$0	$25,000	$25,000	
PROJECT SALARY & BENEFIT	435.21BB.7130			$389,000	$389,000	
PROJECT SALARY & BENEFIT	435.21KK.7130			$10,000	$10,000	

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
PROJECT SALARY & BENEFIT	435.21QQ.7130			$5,000	$0	
Project Salary & Benefits	435.22BB.7130					$324,000
Project Salary & Benefits	435.22DD.7130					$5,000
Project Salary & Benefits	435.22HH.7130					$7,000
Total Benefits:		**$246,977**	**$380,625**	**$925,205**	**$434,000**	**$469,000**
Supplies and Services						
PROF & SPECIAL SERVICES	435.0310.7430	$0	$0	$12,049	$0	
PROF & SPECIAL SERVICES	435.15GG.7430	$0	$0	$7,233	$0	
PROF & SPECIAL SERVICES	435.15NN.7430	$199,927	$155,320	$49,812	$0	
PROF & SPECIAL SERVICES	435.17BB.7430	$7,524	$0	$5,230	$0	
PROF & SPECIAL SERVICES	435.17DD.7430	$20,848	$37,712	$137,261	$0	
PROF & SPECIAL SERVICES	435.17SS.7430	$0	$0	$10,000	$0	
PROF & SPECIAL SERVICES	435.18BB.7430	$6,557	$2,440	$3,040	$0	
PROF & SPECIAL SERVICES	435.18GG.7430	$12,855	$1,886			
PROF & SPECIAL SERVICES	435.18KK.7430	$2,400	$0			
PROF & SPECIAL SERVICES	435.18MM.7430	$34,740	$18,363	$2,322	$0	
PROF & SPECIAL SERVICES	435.18NN.7430	$15,001	$14,238	$13,366	$0	
PROF & SPECIAL SERVICES	435.18PP.7430	$0	$127,104	$293,030	$0	
PROF & SPECIAL SERVICES	435.18TT.7430	$0	$0	$50,000	$0	
PROF & SPECIAL SERVICES	435.18WW.7430		$1,200			
PROF & SPECIAL SERVICES	435.18XX.7430	$78,786	$6,422	$406,017	$0	
PROF & SPECIAL SERVICES	435.19JJ.7430	$17,773	$22,227			
PROF & SPECIAL SERVICES	435.20AA.7430		$0	$30,000	$0	
PROF & SPECIAL SERVICES	435.20GG.7430		$13,799	$136,201	$0	
PROF & SPECIAL SERVICES	435.20PP.7430		$0	$180,000	$180,000	
PROF & SPECIAL SERVICES	435.21BB.7430			$50,000	$50,000	
PROF & SPECIAL SERVICES	435.21KK.7430			$5,000	$5,000	
Prof & Special Services	435.22BB.7430					$150,000
Prof & Special Services	435.22JJ.7430					$55,000
Total Supplies and Services:		**$396,410**	**$400,710**	**$1,390,561**	**$235,000**	**$205,000**
Capital Outlay						
IMP OTHER THAN BUILDING	435.0310.7883	$0	$0	$41,735	$0	
IMP OTHER THAN BUILDING	435.15DD.7883	$15,730	$21,085			
IMP OTHER THAN BUILDING	435.15GG.7883	$0	$0	$3,321	$0	
IMP OTHER THAN BUILDING	435.15NN.7883	$0	$0	$506,560	$0	
IMP OTHER THAN BUILDING	435.16FF.7883	$17,449				
IMP OTHER THAN BUILDING	435.16NN.7883	$7,000	$0			

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
IMP OTHER THAN BUILDING	435.17AA.7883	$0	$30,941			
IMP OTHER THAN BUILDING	435.17BB.7883	$3,561				
IMP OTHER THAN BUILDING	435.17DD.7883			$0	$0	$1,915,000
IMP OTHER THAN BUILDING	435.17FF.7883	$179,158	$43,154	$10,649	$0	
IMP OTHER THAN BUILDING	435.17JJ.7883	$0	$0	$40,000	$0	
IMP OTHER THAN BUILDING	435.17PP.7883	$0	$0	$8,716	$0	
IMP OTHER THAN BUILDING	435.17SS.7883	$0	$6,140	$78,530	$0	$250,000
IMP OTHER THAN BUILDING	435.17TT.7883	$14,199	$2,200	$3,968	$0	
IMP OTHER THAN BUILDING	435.17XX.7883	$0	$23,600	$31,116	$0	
IMP OTHER THAN BUILDING	435.17YY.7883	$20,412				
IMP OTHER THAN BUILDING	435.17ZZ.7883	$13,376				
IMP OTHER THAN BUILDING	435.18BB.7883	$121,010				
IMP OTHER THAN BUILDING	435.18CC.7883	$24,387	$31,379	$384	$0	
IMP OTHER THAN BUILDING	435.18DD.7883	$29,000				
IMP OTHER THAN BUILDING	435.18FF.7883	$23,800	$0			
IMP OTHER THAN BUILDING	435.18HH.7883	$0	$9,175	$70,518	$0	
IMP OTHER THAN BUILDING	435.18JJ.7883	$265,362	$0			
IMP OTHER THAN BUILDING	435.18KK.7883	$571	$0			
IMP OTHER THAN BUILDING	435.18MM.7883	$1,176	$553,749			
IMP OTHER THAN BUILDING	435.18NN.7883	$0	$644,163			
IMP OTHER THAN BUILDING	435.18PP.7883		$477	$1,522,626	$0	
IMP OTHER THAN BUILDING	435.18RR.7883	$47,722				
IMP OTHER THAN BUILDING	435.18SS.7883	$12,302				
IMP OTHER THAN BUILDING	435.18WW.7883	$31,023	$4,623	$6,404	$0	
IMP OTHER THAN BUILDING	435.18XX.7883	$1,725	$799,191	$6,600,420	$0	
IMP OTHER THAN BUILDING	435.19BB.7883	$0	$0	$87,669	$0	

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
IMP OTHER THAN BUILDING	435.19DD.7883	$14,253	$4,267	$35,949	$0	
IMP OTHER THAN BUILDING	435.19EE.7883	$0	$21,645	$8,355	$0	
IMP OTHER THAN BUILDING	435.19FF.7883	$0	$0	$35,000	$0	
IMP OTHER THAN BUILDING	435.19HH.7883	$0	$7,837	$35,163	$0	
IMP OTHER THAN BUILDING	435.19KK.7883	$46,423	$38,476	$50,100	$45,000	
IMP OTHER THAN BUILDING	435.19LL.7883	$108,245	$108,194	$75,000	$75,000	
IMP OTHER THAN BUILDING	435.19MM.7883	$0	$0	$45,000	$0	$38,000
IMP OTHER THAN BUILDING	435.20CC.7883		$0	$40,000	$40,000	
IMP OTHER THAN BUILDING	435.20DD.7883		$0	$317,000	$0	
IMP OTHER THAN BUILDING	435.20GG.7883			$0	$0	$1,000,000
IMP OTHER THAN BUILDING	435.20JJ.7883		$71,004	$202,996	$0	
IMP OTHER THAN BUILDING	435.20PP.7883		$0	$1,570,000	$1,570,000	
IMP OTHER THAN BUILDING	435.21AA.7883			$55,000	$55,000	
IMP OTHER THAN BUILDING	435.21BB.7883			$2,340,000	$2,290,000	
IMP OTHER THAN BUILDING	435.21GG.7883			$90,000	$90,000	
IMP OTHER THAN BUILDING	435.21KK.7883			$135,000	$135,000	
IMP OTHER THAN BUILDING	435.21NN.7883			$60,000	$60,000	
IMP OTHER THAN BUILDING	435.21OO.7883			$4,065,049	$4,065,049	
IMP OTHER THAN BUILDING	435.21PP.7883			$290,000	$0	
IMP OTHER THAN BUILDING	435.21QQ.7883			$63,874	$0	
Imp Other Than Building	435.22AA.7883					$70,000
Imp Other Than Building	435.22BB.7883					$2,360,000
Imp Other Than Building	435.22DD.7883					$50,000
Imp Other Than Building	435.22FF.7883					$50,000
Imp Other Than Building	435.22GG.7883					$175,000
Imp Other Than Building	435.22HH.7883					$43,000
MACHINERY & EQUIPMENT	435.0310.7884	$12,353	$1,012	$9,135	$0	
MACHINERY & EQUIPMENT	435.15DD.7884	$0	$0	$4,503	$0	
MACHINERY & EQUIPMENT	435.15HH.7884	$4,087	$42,226			
MACHINERY & EQUIPMENT	435.15NN.7884	$0	$0	$20,000	$0	

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
MACHINERY & EQUIPMENT	435.17FF.7884	$1,000	$3,000	$18,169	$0	
MACHINERY & EQUIPMENT	435.17VV.7884	$396,009	$442,715	$131,276	$0	
MACHINERY & EQUIPMENT	435.18VV.7884	$61,353	$99,682			
MACHINERY & EQUIPMENT	435.19KK.7884	$0	$9,513	$20,487	$10,000	
MACHINERY & EQUIPMENT	435.20AA.7884		$0	$24,000	$0	
MACHINERY & EQUIPMENT	435.20FF.7884		$46,068			
MACHINERY & EQUIPMENT	435.20HH.7884		$74,720			
MACHINERY & EQUIPMENT	435.20KK.7884		$0	$550,000	$0	
Machinery & Equipment	435.22CC.7884					$62,550
Machinery & Equipment	435.22EE.7884					$90,084
Total Capital Outlay:		**$1,472,685**	**$3,140,236**	**$19,303,671**	**$8,435,049**	**$6,103,634**
Operating Transfers						
OPERATING TRANSFERS OUT	435.980.9899			$787,083	$0	
Total Operating Transfers:				**$787,083**	**$0**	
Total Capital Project Fund:		**$2,116,073**	**$3,921,572**	**$22,406,520**	**$9,104,049**	**$6,777,634**
Measure 0 Capital Fund						
Supplies and Services						
PROF & SPECIAL SERVICES	448.21MM.7430			$1,398,595	$1,398,595	
Total Supplies and Services:				**$1,398,595**	**$1,398,595**	
Capital Outlay						
IMP OTHER THAN BUILDING	448.21MM.7883			$50,000	$50,000	$8,094,099
Total Capital Outlay:				**$50,000**	**$50,000**	**$8,094,099**
Total Measure 0 Capital Fund:				**$1,448,595**	**$1,448,595**	**$8,094,099**
Measure 0 Bond Fund						
Supplies and Services						
OTHER CHARGES	348.535.7438		$1,530			$1,500
Total Supplies and Services:			**$1,530**			**$1,500**
Debt Service						
BOND ISSUANCE COSTS	348.535.7774			$203,185	$0	
PRINCIPAL PAYMENT	348.535.7775			$1,140,000	$0	$1,660,000
INTEREST EXPENSE	348.535.7776			$352,936	$0	$636,000
DISCOUNT EXPENSE	348.535.7778			$66,477	$0	
Total Debt Service:				**$1,762,597**	**$0**	**$2,296,000**
Total Measure 0 Bond Fund:			**$1,530**	**$1,762,597**	**$0**	**$2,297,500**
2016 Refunding Lease Rev						
Debt Service						

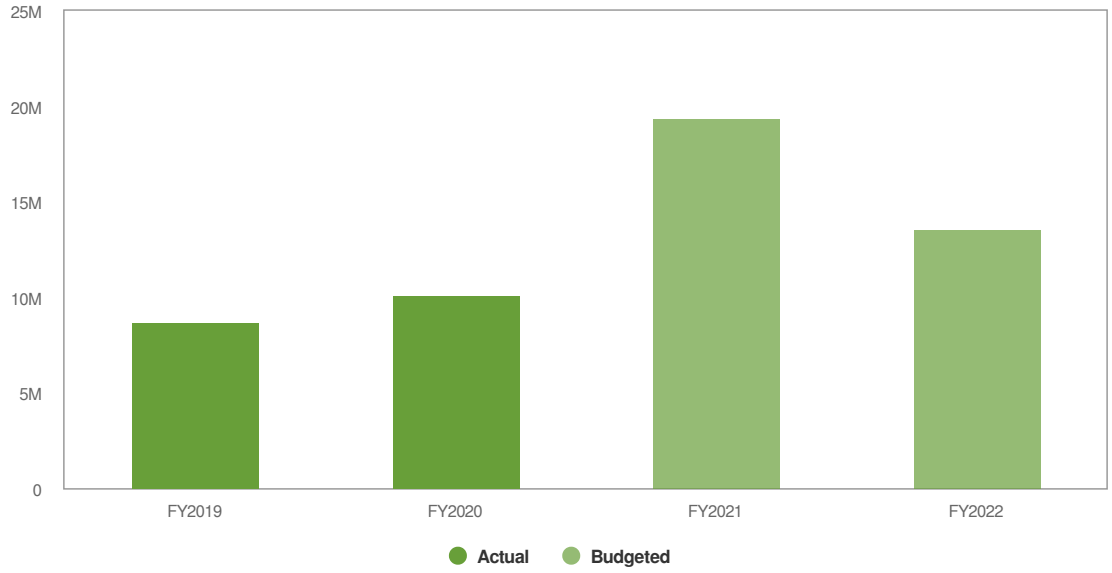
Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
PRINCIPAL PAYMENT	370.548.7775	$605,000	$643,900	$550,000	$550,000	$570,000
INTEREST EXPENSE	370.548.7776	$242,925	$116,925	$217,800	$217,800	$192,750
PAYING AGENT FEES	370.548.7777	$1,350	$1,250	$1,500	$1,500	$1,500
Total Debt Service:		**$849,275**	**$762,075**	**$769,300**	**$769,300**	**$764,250**
Total 2016 Refunding Lease Rev:		**$849,275**	**$762,075**	**$769,300**	**$769,300**	**$764,250**
Total Governmental Funds:		**$11,257,150**	**$14,500,463**	**$49,387,730**	**$27,217,493**	**$31,659,353**
Proprietary Funds						
Internal Service Funds						
Motor Vehicle Pool Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	641.980.9899	$50,000	$50,000	$50,000	$50,000	$50,000
Total Operating Transfers:		**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**
Total Motor Vehicle Pool Fund:		**$50,000**	**$50,000**	**$50,000**	**$50,000**	**$50,000**
MIS Pool Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	647.980.9899	$49,600	$49,600	$146,570	$49,600	$49,600
Total Operating Transfers:		**$49,600**	**$49,600**	**$146,570**	**$49,600**	**$49,600**
Total MIS Pool Fund:		**$49,600**	**$49,600**	**$146,570**	**$49,600**	**$49,600**
Workers Compensation Fund						
Operating Transfers						
OPERATING TRANSFERS OUT	690.980.9899			$649,734	$0	
Total Operating Transfers:				**$649,734**	**$0**	
Total Workers Compensation Fund:				**$649,734**	**$0**	
Total Internal Service Funds:		**$99,600**	**$99,600**	**$846,304**	**$99,600**	**$99,600**
Total Proprietary Funds:		**$99,600**	**$99,600**	**$846,304**	**$99,600**	**$99,600**
Fiduciary Funds						
Private Purpose Trust						
Successor Agency To RDA						
Supplies and Services						
PROF & SPECIAL SERVICES	333.815.7430	$57,378	$2,200			
DEPRECIATION	333.815.7444	$6,051,541	$697,519			
SA ADMIN EXPENSE	333.815.7490	$24,200	$14,330	$21,390	$21,390	$22,522
Total Supplies and Services:		**$6,133,119**	**$714,049**	**$21,390**	**$21,390**	**$22,522**
Debt Service						
Principal Payment	333.815.7775					$1,375,000

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
INTEREST EXPENSE	333.815.7776	$425,695	$409,602	$1,592,738	$1,592,738	$365,150
PAYING AGENT FEES	333.815.7777	$1,550	$1,450	$0	$0	$2,000
Total Debt Service:		**$427,245**	**$411,052**	**$1,592,738**	**$1,592,738**	**$1,742,150**
Total Successor Agency To RDA:		**$6,560,364**	**$1,125,101**	**$1,614,128**	**$1,614,128**	**$1,764,672**
Total Private Purpose Trust:		**$6,560,364**	**$1,125,101**	**$1,614,128**	**$1,614,128**	**$1,764,672**
Total Fiduciary Funds:		**$6,560,364**	**$1,125,101**	**$1,614,128**	**$1,614,128**	**$1,764,672**
Total All Funds:		**$17,917,114**	**$15,725,164**	**$51,848,162**	**$28,931,221**	**$33,523,625**

Revenues Summary

$13,631,768 **-$5,807,871**
(-29.88% vs. prior year)

NON-DEPARTMENTAL Proposed and Historical Budget vs. Actual



**Note - FY 2021 represents forecasted numbers and not budgeted numbers. FY 2022 represents adopted budget and not proposed.*

Revenue by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Leases & Rentals						
RENTS/LEASES (REAL & PER)	101.540.4810	$1,200	$1,200	$2,000	$2,000	$2,100
Total Leases & Rentals:		**$1,200**	**$1,200**	**$2,000**	**$2,000**	**$2,100**
Miscellaneous Revenues						
OTHER REVENUE	101.540.4965	$4,270	$4,512	$2,000	$2,000	$2,100
Total Miscellaneous Revenues:		**$4,270**	**$4,512**	**$2,000**	**$2,000**	**$2,100**
Revenues						
TRANSACTION PROCESS FEE	101.540.4910	$0	$22,646	$70,000	$0	$72,100
Total Revenues:		**$0**	**$22,646**	**$70,000**	**$0**	**$72,100**
OFS - Operating Transfers						
OPERATING TRANSFERS IN	101.980.6899	$1,294,226	$974,801	$3,204,688	$1,248,626	$791,371
Total OFS - Operating Transfers:		**$1,294,226**	**$974,801**	**$3,204,688**	**$1,248,626**	**$791,371**
Total General Fund:		**$1,299,696**	**$1,003,158**	**$3,278,688**	**$1,252,626**	**$867,671**
Special Revenue						
Gas Tax Fund						
OFS - Operating Transfers						
OPERATING TRANSFERS IN	204.980.6899	$583,671	$645,300	$630,120	$645,300	$700,300
Total OFS - Operating Transfers:		**$583,671**	**$645,300**	**$630,120**	**$645,300**	**$700,300**
Total Gas Tax Fund:		**$583,671**	**$645,300**	**$630,120**	**$645,300**	**$700,300**
Lighting District Fund						
OFS - Operating Transfers						
OPERATING TRANSFERS IN	207.980.6899	$1,481,343	$1,512,720	$1,531,362	$1,559,098	$1,569,341
Total OFS - Operating Transfers:		**$1,481,343**	**$1,512,720**	**$1,531,362**	**$1,559,098**	**$1,569,341**
Total Lighting District Fund:		**$1,481,343**	**$1,512,720**	**$1,531,362**	**$1,559,098**	**$1,569,341**
Environmental Svcs Fund						
OFS - Operating Transfers						
OPERATING TRANSFERS IN	209.980.6899	$437,000	$437,000	$1,011,899	$1,029,000	$437,000
Total OFS - Operating Transfers:		**$437,000**	**$437,000**	**$1,011,899**	**$1,029,000**	**$437,000**
Total Environmental Svcs Fund:		**$437,000**	**$437,000**	**$1,011,899**	**$1,029,000**	**$437,000**
Supplemental Law Enforce.						
OFS - Operating Transfers						
OPERATING TRANSFERS IN	210.980.6899	$131,000				$29,000
Total OFS - Operating Transfers:		**$131,000**				**$29,000**

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
Total Supplemental Law Enforce.:		**$131,000**				**$29,000**
Other Federal Grants Fund						
OFS - Operating Transfers						
CAPITAL TRANSFERS IN	218.990.6999	$49,224				
Total OFS - Operating Transfers:		**$49,224**				
Total Other Federal Grants Fund:		**$49,224**				
Comm Facilities Dist #1						
Investments and Other Interest Income						
OTHER INTEREST	236.549.4450	$204	$255	$550	$550	$550
Total Investments and Other Interest Income:		**$204**	**$255**	**$550**	**$550**	**$550**
Special Assessments						
SPEC ASSESS COMM SVCS	236.549.5004	$145,033	$144,225	$146,350	$146,350	$146,350
Total Special Assessments:		**$145,033**	**$144,225**	**$146,350**	**$146,350**	**$146,350**
Total Comm Facilities Dist #1:		**$145,237**	**$144,480**	**$146,900**	**$146,900**	**$146,900**
Total Special Revenue:		**$2,827,475**	**$2,739,500**	**$3,320,282**	**$3,380,298**	**$2,882,541**
Capital Project Fund						
OFS - Operating Transfers						
CAPITAL TRANSFERS IN	435.990.6999	$1,932,846	$3,918,454	$10,166,312	$9,104,049	$6,527,634
Total OFS - Operating Transfers:		**$1,932,846**	**$3,918,454**	**$10,166,312**	**$9,104,049**	**$6,527,634**
Total Capital Project Fund:		**$1,932,846**	**$3,918,454**	**$10,166,312**	**$9,104,049**	**$6,527,634**
2016 Refunding Lease Rev						
Investments and Other Interest Income						
INVESTMENT EARNINGS	370.548.4410	$172	$712	$500	$500	$500
UNREALIZED GAINS/LOSSES	370.548.4431		$34	$0	$0	
Total Investments and Other Interest Income:		**$172**	**$746**	**$500**	**$500**	**$500**
OFS - Operating Transfers						
OPERATING TRANSFERS IN	370.980.6899	$849,925	$762,825	$768,825	$768,825	$763,750
Total OFS - Operating Transfers:		**$849,925**	**$762,825**	**$768,825**	**$768,825**	**$763,750**
Total 2016 Refunding Lease Rev:		**$850,097**	**$763,571**	**$769,325**	**$769,325**	**$764,250**
Total Governmental Funds:		**$6,910,114**	**$8,424,683**	**$17,534,607**	**$14,506,298**	**$11,042,096**
Proprietary Funds						
Internal Service Funds						
Motor Vehicle Pool Fund						
OFS - Operating Transfers						

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
OPERATING TRANSFERS IN	641.980.6899	$50,000	$50,000	$89,973	$97,000	$781,000
Total OFS - Operating Transfers:		**$50,000**	**$50,000**	**$89,973**	**$97,000**	**$781,000**
Total Motor Vehicle Pool Fund:		**$50,000**	**$50,000**	**$89,973**	**$97,000**	**$781,000**
MIS Pool Fund						
OFS - Operating Transfers						
OPERATING TRANSFERS IN	647.980.6899	$204,000	$153,000	$190,930	$204,000	$34,000
Total OFS - Operating Transfers:		**$204,000**	**$153,000**	**$190,930**	**$204,000**	**$34,000**
Total MIS Pool Fund:		**$204,000**	**$153,000**	**$190,930**	**$204,000**	**$34,000**
Total Internal Service Funds:		**$254,000**	**$203,000**	**$280,903**	**$301,000**	**$815,000**
Total Proprietary Funds:		**$254,000**	**$203,000**	**$280,903**	**$301,000**	**$815,000**
Fiduciary Funds						
Private Purpose Trust						
Successor Agency To RDA						
Investments and Other Interest Income						
INVESTMENT EARNINGS	333.815.4410	$11,443	$13,150	$10,000	$10,000	$10,000
UNREALIZED GAINS/LOSSES	333.815.4431	$128	$5,140	$0	$0	
Total Investments and Other Interest Income:		**$11,571**	**$18,290**	**$10,000**	**$10,000**	**$10,000**
Intergovernmental Revenue						
RDA TRUST ADMIN	333.815.4590	$27,765	$21,360	$21,390	$21,390	$22,522
R P T T F	333.815.4591	$1,556,501	$1,512,252	$1,592,738	$1,592,738	$1,742,150
Total Intergovernmental Revenue:		**$1,584,266**	**$1,533,612**	**$1,614,128**	**$1,614,128**	**$1,764,672**
Total Successor Agency To RDA:		**$1,595,837**	**$1,551,902**	**$1,624,128**	**$1,624,128**	**$1,774,672**
Total Private Purpose Trust:		**$1,595,837**	**$1,551,902**	**$1,624,128**	**$1,624,128**	**$1,774,672**
Agency Funds						
Debt Service Fund-Lid #30						
Investments and Other Interest Income						
INVESTMENT EARNINGS	367.541.4410		$721	$0	$0	
UNREALIZED GAINS/LOSSES	367.541.4431		$201	$0	$0	
Total Investments and Other Interest Income:			**$922**	**$0**	**$0**	
Total Debt Service Fund-Lid #30:			**$922**	**$0**	**$0**	
Total Agency Funds:			**$922**	**$0**	**$0**	
Total Fiduciary Funds:		**$1,595,837**	**$1,552,825**	**$1,624,128**	**$1,624,128**	**$1,774,672**
Total All Funds:		**$8,759,951**	**$10,180,508**	**$19,439,639**	**$16,431,426**	**$13,631,768**

540, 548, 549 - Non-Departmental (Finance)

GENERAL FUND - (101), DEBT SERVICE FUNDS (370), SPECIAL TAX LEVY FUND (236)
Program Manager - Finance Director

MISSION STATEMENT

- **101.540 - Effectively manage the City's general liability and property risk programs and provide for City-wide services not specifically provided for within individual departments.**
- **370.548 - Effectively administer the City's long-term debt obligations.**
- **236.549 - Administer the special tax revenues generated from the Cambrian 36 and San Jose neighborhood (post-annexation) and account for related expenditures.**

ONGOING RESPONSIBILITIES

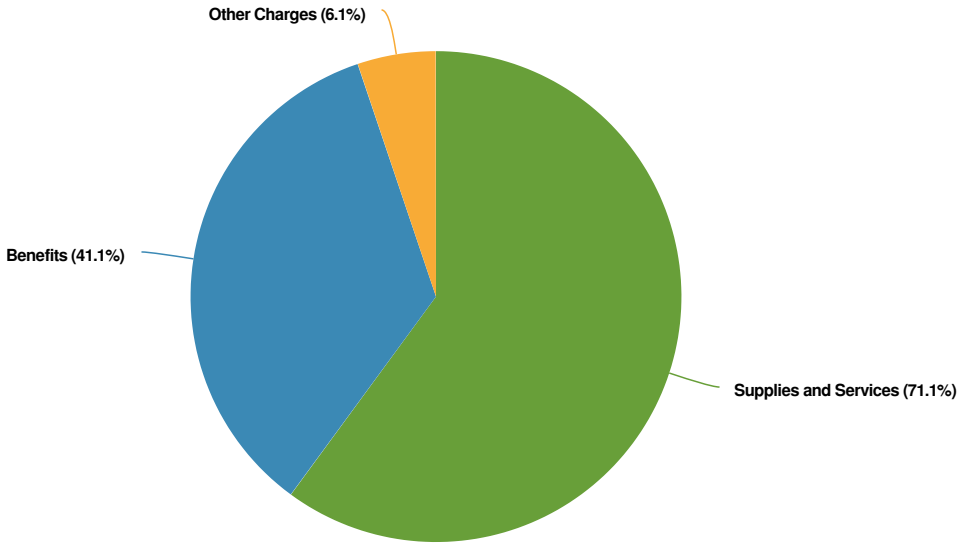
- 101.540
  - Administer General Liability and Property insurance programs
  - Serve as member on the City's Safety Committee
  - Maintain a framework from which policy decisions are made regarding user's fees and charges
  - Assist Safety Committee chairperson in updating Safety and Risk Management Policies and Procedures
- 370.548
  - Account for all transactions related to debt issuances and refinancings
  - Invest all idle funds in accordance with the City's Investment Policy and ensure safety, provide liquidity, and obtain a market yield in that specific order
  - Pay principal and interest on maturities of debt in a timely manner
  - Coordinate accounting of bond proceeds subject to arbitrage requirements
  - Restructure outstanding debt when economically feasible
  - Monitor service levels and performance reporting standards for this program
  - Monitor and submit Continuing Disclosure Information by required deadlines
- 236.549
  - Monitor the special tax revenues generated from the district
  - Ensure expenditures are related to costs of maintaining the district
  - Administer necessary reporting requirements related to the district including annual reporting

PERFORMANCE MEASURES (101.540)

	Measure	FY 19	FY 20	FY 21
1	Number of liability claims filed.	22	17	17
2	Total annual liability and property claims expense.	$ 80,996	$ 47,556	$ 87,985
3	Liability and property claims premium no more than 3% of total annual payroll.	2%	2%	2%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Name	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted	%Chg
Expense Objects						
Salaries		$0	$0	-$780,000	-$401,400	-48.5%
Benefits	$4,257	$0	$36,578	$350,000	$900,000	157.1%
Supplies and Services	$1,084,262	$1,286,838	$1,435,751	$1,435,751	$1,556,074	8.4%
Other Charges	$286,036	$171,104	$130,000	$330,000	$133,900	-59.4%
Total Expense Objects:	**$1,374,556**	**$1,457,942**	**$1,602,329**	**$1,335,751**	**$2,188,574**	**63.8%**

Expenditures by Fund

Name	Account ID	FY2019 Actual	FY2020 Actual	FY2021 Forecast	FY2021 Adopted	FY2022 Adopted
All Funds						
Governmental Funds						
General Fund						
Salaries						
PERSONNEL - REGULAR	101.540.7001		$0	$0	-$780,000	-$401,400
Total Salaries:			**$0**	**$0**	**-$780,000**	**-$401,400**
Benefits						
PERS RETIREMENT	101.540.7106	$4,257				
COMP/VAC PAYOFF	101.540.7121	$0	$0	$36,578	$350,000	$900,000
Total Benefits:		**$4,257**	**$0**	**$36,578**	**$350,000**	**$900,000**
Supplies and Services						
UTILITIES-ELECT/GAS	101.540.7420	$212,080	$304,158	$247,200	$247,200	$247,200
COMMUNICATIONS-PHONES	101.540.7421	$53,857	$63,081	$59,000	$59,000	$59,000
OFFICE EXPENSE	101.540.7424	$1,629	$3,998	$4,500	$4,500	$4,500
PROF & SPECIAL SERVICES	101.540.7430	$9,741	$47,222	$47,000	$47,000	$56,000
OTHER CONTRACTUAL SERVICE	101.540.7432	$3,080	$3,080	$3,100	$3,100	$3,100
INSURANCE & SURETY BONDS	101.540.7433	$418,881	$535,377	$695,409	$695,409	$836,732
PROF DEVELOPMENT & MTGS	101.540.7435		$534			
OTHER CHARGES	101.540.7438	$66,656	$71,869	$73,000	$73,000	$73,000
FEES PAID TO STATE	101.540.7440	$7,300	$0	$1,000	$1,000	$1,000
INSURANCE CLAIMS EXPENSE	101.540.7442	$80,996	$27,444	$75,000	$75,000	$75,000
OTHER INTEREST EXPENSE	101.540.7448	$0	$34	$500	$500	$500
ANNEXATION PMT - SAN JOSE	101.540.7458	$230,042	$230,042	$230,042	$230,042	$200,042
Total Supplies and Services:		**$1,084,262**	**$1,286,838**	**$1,435,751**	**$1,435,751**	**$1,556,074**
Other Charges						
RETIREE HEALTH PREFUNDING	101.540.7626	$286,036	$171,104	$130,000	$330,000	$133,900
Total Other Charges:		**$286,036**	**$171,104**	**$130,000**	**$330,000**	**$133,900**
Total General Fund:		**$1,374,556**	**$1,457,942**	**$1,602,329**	**$1,335,751**	**$2,188,574**
Total Governmental Funds:		**$1,374,556**	**$1,457,942**	**$1,602,329**	**$1,335,751**	**$2,188,574**
Total All Funds:		**$1,374,556**	**$1,457,942**	**$1,602,329**	**$1,335,751**	**$2,188,574**

Line-Item Account Detail

	Description	FY 2022 Adopted
7420	**Civic Center Utility Costs**	
	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)	**$ 247,200**
7421	**Communications - Phones**	
	Civic Center Telecommunications Costs	
	- City Hall Modem Connection for Financial System	
	- Emergency Lines	
	- Fax Lines (City Hall)	
	- Switchboard	**59,000**
7424	**Office Expenese**	
	Print Shop Office Supplies, City-Wide Envelopes, Miscellaneous Forms, Etc.	**4,500**
7430	**Professional & Specialized Services**	
	Sales Tax Audit	47,000
	Quarterly Sales Tax Report	9,000
		56,000
7432	**Other Contractual Obligations**	
	2002 COP Admin Fee	**3,100**
7433	**Insurance & Surety Bonds**	
	Comprehensive Insurance Premiums:	
	Liability Insurance Pool (PLAN JPA)	685,980
	Property (PLAN JPA) - Preliminary Proposed Budget	150,752
		836,732
7438	**Other Charges**	
	Armored Car Service	7,000
	Credit Card Transaction Fees (City Hall Cashiering)	66,000
		73,000
7440	**Fees Paid to State**	
	Fuel Tax, Underground Storage Tank Fees, Annexations, Etc.	**1,000**
7442	**Insurance Claims Expenses**	
	General Liability Self-Insured Retention (SIR)	**75,000**
7448	**Other Interest Expenses**	
	Estimated Interest on Refundable Faithful Performance Deposits	**500**
7458	**Annexation Expense**	
	Annexation Payment to City of San Jose (#9 of 40)	**200,042**
7626	**Retiree Health Prefunding**	
	GASB 45 Phase in Funding of Future Retiree Health Benefits (OPEB 6/30/17 Valuation)	
	3% Growth Factor from New Required Trust Payment of $130,000	**133,900**
	TOTAL:	**$ 1,689,974**

CAPITAL IMPROVEMENT PLAN

Capital Improvement Plan

This section of the budget contains the City's Adopted Five-Year Capital Improvement Plan (CIP). It also provides specific capital project details (including projected operating budget impacts) and a listing of carry forward projects.

In conjunction with the annual budget process, the City prepares a CIP that identifies anticipated project expenditures greater than $25,000 over a multi-year timeframe. The CIP provides the City with a strategic planning document that guides near- and medium-term expenditures for preservation of City infrastructure; major investments in existing or new facilities; and other asset maintenance and investment expenditures, including technology and communications systems. Projects shown in the first year receive budgetary appropriations as part of the FY 2022 budget approval process.

Summary

As shown below, the Adopted 2022-2026 CIP contains 43 projects of which 7 are new, an additional 25 have appropriations within the five-year plan, and 11 projects are carried over from prior years with no additional appropriations needed.

New Capital Projects	Total Budget	Funding Period	Source of Funds
Officer Safety Plan	$ 1,686,202	FY2022 - FY2031	CIPR
Parking Guidance System	230,000	FY2023	Private
Police Building FF&E Design	155,000	FY2022 - FY2023	CIPR
Police Facility - FF&E	2,841,575	FY2023 - FY2025	Unfunded
Police Mobile Data Computer Replacement	209,400	FY2023 - FY2027	CIPR
Pruneyard Creek Trail Extension	250,000	FY2023	Private
SR 17/San Tomas/Camden/White Oaks Improvements	1,007,500	FY2026	Measure B/Private
Sub-Total	**$ 6,379,677**		

Additional Appropriations	Total Budget	Funding Period	Source of Funds
Accessibility Ramps	$ 250,000	FY2022 - FY2026	Construction Tax
ADA Transition Plan Improvements	250,000	FY2022 - FY2026	CIPR
Annual Street Maintenance	17,180,164	FY2022 - FY2026	Carryover - CIPR/VIF/Grants/SB1
Bike/Pedestrian and Traffic Safety Improvements	340,874	FY2022 - FY2026	Carryover - Construction Tax/Grants
Campbell Park Improvements	2,073,377	FY2022	Carryover - Park Fees/Grants
Service Center Portable Building Replacement	385,498	FY2022	Carryover - Land Sale
Sidewalk/Curb and Gutter Replacement	475,000	FY2022 - FY2026	Construction Tax
Traffic Calming Improvements	100,000	FY2022 - FY2023	Carryover - Construction Tax
Sub-Total	**$ 21,054,913**		

Existing Projects	Total Budget	Funding Period	Source of Funds
Armored Rescue Vehicle	$ 312,750	FY2022 - FY2026	CIPR
Auxiliary Gym Upgrades	54,000		Carryover - Park Fees
Cablecast Equipment Upgrade	56,235		Carryover - Private
CAD/RMS/MDC Replacement	15,643		Carryover - CIPR
Camden Avenue Resurfacing	1,443,300		Carryover - VIF
Campbell Avenue and Page Street Traffic Signal	332,000	FY2023 - FY2024	Private
Citywide ITS Enhancement	28,817		Carryover - Grants
Community Center Bathroom Upgrades	70,518		Carryover - CIPR
Community Center C-Wing Breezeway Reroofing	70,000	FY2022	CIPR
Community Center Track Resurfacing	290,000		Carryover - Park Fees
Community Center Transformer Replacement	200,000	FY2023	CIPR
Energy Efficiency Projects (ESCO)	565,049		Carryover - Private
General Hazardous Survey of Community Center Buildings	150,000	FY2023	Carryover - CIPR
Hamilton Ave. Hwy. 17 Southbound Offramp	1,507,000	FY2024 - FY2025	Grants/Private
Harriet Avenue Sidewalks	1,277,000	FY2022 - FY2023	Carryover - CIPR/Grants
JDM Improvements - Budd	1,480,752	FY2022	Carryover - Grants/Park Fees
JDM Improvements - Budd - Restroom Improvements	839,000	FY2024 - FY2025	Park Fees
JDM Improvements - Rincon - Design	46,000	FY2025	Park Fees
JDM Park - Rincon Recreation Building Assessment	50,000	FY2023	Park Fees
JDM Park Parking Lots	240,000	FY2023	Park Fees
Measure O - Civic Center Improvements	49,263,953	FY2022 - FY2025	Carryover - Measure O
Miscellaneous Storm Drainage Improvements	142,163	FY2023 & FY2025	Carryover - Environmental Services
Mobile EOC	550,000		Carryover - Grants
PED Warn Beacons & Bike	4,000		Carryover - CIPR
Service Pistol Replacement	150,000	FY2024	CIPR
Silicon Valley Radio Communications System (SVRCS)	109,443		Carryover - CIPR
Traffic & Street Sign Replacement	115,629	FY2023	Carryover - CIPR
Virginia Park Improvements	320,000	FY2025 - FY2026	Park Fees
Sub-Total	**$ 59,683,252**		

Total 5-Year Capital Projects	**$ 87,117,842**

Project Funding Sources

Revenue for project expenditures comes from a number of funding sources, both restricted and discretionary. Nearly 57% of the Adopted 2022-2026 CIP budget is for the Measure O – Civic Center Improvements project. This project is a $50 million, five-year project which is completely funded from proceeds of general obligation bond sales, as authorized by voters in 2018. Measure O funds are restricted funds whose expenditures are to be reviewed by an Oversight Committee appointed by the City Council.

The remaining $37.8 million in the 2022-2026 Adopted CIP budget comprises the following sources: Grant / Private funds which are restricted for specific uses, such as a Federal grant for the design and construction of Harriet Avenue sidewalks or a County VTA grant for the widening of the Hamilton Avenue Highway 17 Southbound Offramp totaling $13.3 million (15%); Vehicle Impact Fees are contributing a total of $6.1 million (7%) towards annual street maintenance; Gas Tax (SB1) funds are providing an additional $4.8 million (5%) towards annual street maintenance work; Parkland Dedication fees to pay for improvement projects at various parks or recreational facilities are funding a total of $4.7 million (5%); Capital Improvement Plan Reserves (CIPR) are contributing $5 million (6%); and Construction Tax and Environmental Service Funds are providing $1.1 million of the total $87.1 million in the Adopted five-year CIP.

The CIPR, which is part of the General Fund, is the City's most flexible funding source and has historically been used for a wide range of project expenditures. By established County Policy, the CIPR receives a portion of available General Fund surplus at fiscal year-end. The availability of funds for the CIPR is dependent on actual expenditures and revenues in a given year. In years when revenues are strong or expenditures are lower than anticipated, CIPR increases. In years when revenues are lean and reserves are needed to balance the City's budget, the CIPR does not increase and adopted projects are required to be deferred or placed on the City's Unfunded Projects list.

The City does not project an increase to CIPR in FY 2022, but projects an increase of $275,000, $550,000, $750,000, and $1,000,000 in FY 2023 through FY 2026.

Planning Commission Review

The Planning Commission held a Public Hearing to consider the Proposed CIP on June 8, 2021. During that meeting, the Commission found the five-year CIP is consistent with the City's General Plan, and found the adopted projects in the CIP to be either categorically exempt under the California Environmental Quality Act (CEQA), or to have been considered under previous project approvals.

Assumptions and Operating Budget Impacts

The 2022-2026 CIP is prepared in accordance with certain assumptions about funding constraints, operating budget implications, City priorities, and work plans as summarized blow:

- Project and equipment costs, where applicable, are based on department estimates. Cost estimates are based on current market and contract experience on similar projects, where available, or order of magnitude cost estimates for larger projects in the early phases of design. Projects managed by Public Works include "soft costs" such as staff costs for project management, design, inspection and administration, and consultant services as necessary.
- Ongoing operating costs for annual maintenance and technical support, as well as any new revenues, are projected for each capital project and, as appropriate, are reflected in the operating budget. For the current capital plan, due to the nature of the projects included in the plan, most of the projects are not expected to have a significant operating budget impact. Existing work plans, ongoing programs and service level requirements were taken into consideration in project scheduling.

Project Selection Criteria

Criteria used in evaluating project requests include:

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

Exhibits:

1. Financial Summaries
2. Five-Year Cash Flow Analysis
3. Capital Project Descriptions
4. Unfunded List

CIP Summaries - By Category

Community Center	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Project							
General Hazardous Survey of Community Center Buildings	$ 90,000	$ 60,000	$ -	$ -	$ -	$ -	$ 150,000
Sub-total	**$ 90,000**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**

Parks & Open Space							
Project							
Campbell Park Improvements	$ 1,973,377	$ 100,000	$ -	$ -	$ -	$ -	$ 2,073,377
Community Center Track Resurfacing	290,000	-	-	-	-	-	290,000
JDM Improvements - Budd	1,480,752	-	-	-	-	-	1,480,752
JDM Improvements - Budd - Restroom Improvements	-	-	108,000	731,000	-	-	839,000
JDM Improvements - Rincon - Design	-	-	-	46,000	-	-	46,000
JDM Park Parking Lots	-	240,000	-	-	-	-	240,000
JDM Park - Rincon Recreation Building Assessment	-	-	50,000	-	-	-	50,000
Virginia Park Improvements	-	-	-	70,000	250,000	-	320,000
Sub-total	**$ 3,744,129**	**$ 340,000**	**$ 158,000**	**$ 847,000**	**$ 250,000**	**$ -**	**$ 5,339,129**

Public Facility (Buildings)							
Project							
Accessibility Ramps	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ -	$ 250,000
ADA Transition Plan Improvements	50,000	50,000	50,000	50,000	50,000	-	250,000
Auxiliary Gym Upgrades	54,000	-	-	-	-	-	54,000
Community Center Bathroom Upgrades	70,518	-	-	-	-	-	70,518
Community Center C-Wing Breezeway Reroofing	70,000	-	-	-	-	-	70,000
Community Center Transformer Replacement	-	200,000	-	-	-	-	200,000
Energy Efficiency Projects (ESCO)	565,049	-	-	-	-	-	565,049
Measure O - Civic Center Improvements	7,720,000	21,920,000	17,320,000	2,303,953	-	-	49,263,953
(NEW) Police Building FFE Design	55,000	410,298	1,968,099	393,678	169,500	-	2,996,575
(NEW) Pruneyard Creek Trail Extension	-	250,000	-	-	-	-	250,000
Service Center Portable Building Replacement	385,498	-	-	-	-	-	385,498
Sub-total	**$ 9,020,065**	**$ 22,880,298**	**$ 19,388,099**	**$ 2,797,631**	**$ 269,500**	**$ -**	**$ 54,355,593**

CIP Summaries - By Category (cont.)

Public Facility (Equipment)							
Project							
Armored Rescue Vehicle	$ 62,550	$ 62,550	$ 62,550	$ 62,550	$ 62,550	$ -	$ 312,750
CAD/RMS/MDC Replacement	15,643	-	-	-	-	-	15,643
Cablecast Equip Upgrade (435 Fund Balance)	1,176	16,176	1,176	1,176	1,176	35,355	56,235
Mobile EOC	550,000	-	-	-	-	-	550,000
(NEW) Officer Safety Plan	90,084	177,045	177,045	177,045	177,045	887,938	1,686,202
(NEW) Parking Guidance System	-	230,000	-	-	-	-	230,000
(NEW) Police Mobile Data Computer Replacement	-	41,880	41,880	41,880	41,880	41,880	209,400
Service Pistol Replacement	-	-	150,000	-	-	-	150,000
Sub-total	**$ 719,453**	**$ 527,651**	**$ 432,651**	**$ 282,651**	**$ 282,651**	**$ 965,173**	**$ 3,210,230**

Public Facility (I-T)							
Project							
Silicon Valley Radio Communications System (SVRCS)	$ 7,000	$ 7,000	$ 7,000	$ 7,000	$ 7,000	$ 74,443	$ 109,443
Sub-total	**$ 7,000**	**$ 7,000**	**$ 7,000**	**$ 7,000**	**$ 7,000**	**$ 74,443**	**$ 109,443**

Streets & Signals	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Project							
Annual Street Maintenance	$ 3,440,164	$ 2,834,000	$ 300,000	$ 7,817,000	$ 250,000	$ 2,539,000	$ 17,180,164
Bike/Ped & Safety Improvements	18,000	5,126	19,874	-	-	-	43,000
Bike/Pedestrian and Traffic Safety Improvements	13,000	37,874	41,000	55,000	55,000	96,000	297,874
Camden Avenue Resurfacing	1,443,300	-	-	-	-	-	1,443,300
Campbell Avenue and Page Street Traffic Signal	-	60,000	272,000	-	-	-	332,000
Citywide ITS Enhancement	25,000	3,817	-	-	-	-	28,817
Hamilton Ave. Hwy. 17 Southbound Offramp	-	-	507,000	1,000,000	-	-	1,507,000
Harriet Avenue Sidewalks	127,000	1,150,000	-	-	-	-	1,277,000
Miscellaneous Storm Drainage Improvements	42,163	50,000	-	50,000	-	-	142,163
PED Warn Beacons & Bike	4,000	-	-	-	-	-	4,000
Sidewalk/Curb and Gutter Replacement	175,000	75,000	75,000	75,000	75,000	-	475,000
(NEW) SR 17/San Tomas/Camden/White Oaks Improvements	-	-	-	-	1,007,500	-	1,007,500
Traffic Calming Improvements	50,000	50,000	-	-	-	-	100,000
Traffic & Street Sign Replacement	55,629	60,000	-	-	-	-	115,629
Sub-total	**$ 5,393,256**	**$ 4,325,817**	**$ 1,214,874**	**$ 8,997,000**	**$ 1,387,500**	**$ 2,635,000**	**$ 23,953,447**

GRAND TOTAL	**$ 18,973,903**	**$ 28,140,766**	**$ 21,200,624**	**$ 12,931,282**	**$ 2,196,651**	**$ 3,674,616**	**$ 87,117,842**

CIP Summaries - By Department

City Manager	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Project							
Cablecast Equip Upgrade (435 Fund Balance)	$ 1,176	$ 16,176	$ 1,176	$ 1,176	$ 1,176	$ 35,355	$ 56,235
Measure O - Civic Center Improvements	7,720,000	21,920,000	17,320,000	2,303,953	-	-	49,263,953
Sub-total	**$ 7,721,176**	**$ 21,936,176**	**$ 17,321,176**	**$ 2,305,129**	**$ 1,176**	**$ 35,355**	**$ 49,320,188**

Police							
Project							
Armored Rescue Vehicle	$ 62,550	$ 62,550	$ 62,550	$ 62,550	$ 62,550	$ -	$ 312,750
CAD/RMS/MDC Replacement	15,643	-	-	-	-	-	15,643
Mobile EOC	550,000	-	-	-	-	-	550,000
(NEW) Officer Safety Plan	90,084	177,045	177,045	177,045	177,045	887,938	1,686,202
(NEW) Police Building FFE Design	55,000	410,298	1,968,099	393,678	169,500	-	2,996,575
(NEW) Police Mobile Data Computer Replacement	-	41,880	41,880	41,880	41,880	41,880	209,400
Service Pistol Replacement	-	-	150,000	-	-	-	150,000
Silicon Valley Radio Communications System (SVRCS)	7,000	7,000	7,000	7,000	7,000	74,443	109,443
Sub-total	**$ 780,277**	**$ 698,773**	**$ 2,406,574**	**$ 682,153**	**$ 457,975**	**$ 1,004,261**	**$ 6,030,013**

Public Works							
Project							
Accessibility Ramps	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ -	$ 250,000
ADA Transition Plan Improvements	50,000	50,000	50,000	50,000	50,000	-	250,000
Annual Street Maintenance	3,440,164	2,834,000	300,000	7,817,000	250,000	2,539,000	17,180,164
Bike/Ped and Safety Improvements	18,000	5,126	19,874	-	-	-	43,000
Bike/Pedestrian and Traffic Safety Improvements	13,000	37,874	41,000	55,000	55,000	96,000	297,874
Camden Avenue Resurfacing	1,443,300	-	-	-	-	-	1,443,300
Campbell Avenue and Page Street Traffic Signal	-	60,000	272,000	-	-	-	332,000
Campbell Park Improvements	1,973,377	100,000	-	-	-	-	2,073,377
Citywide ITS Enhancement	25,000	3,817	-	-	-	-	28,817
Community Center C-Wing Breezeway Reroofing	70,000	-	-	-	-	-	70,000
Community Center Track Resurfacing	290,000	-	-	-	-	-	290,000
Community Center Transformer Replacement	-	200,000	-	-	-	-	200,000
Energy Efficiency Projects (ESCO)	565,049	-	-	-	-	-	565,049
Hamilton Ave. Hwy. 17 Southbound Offramp	-	-	507,000	1,000,000	-	-	1,507,000
Harriet Avenue Sidewalks	127,000	1,150,000	-	-	-	-	1,277,000
JDM Improvements - Budd	1,480,752	-	-	-	-	-	1,480,752
JDM Improvements - Budd - Restroom Improvements	-	-	108,000	731,000	-	-	839,000
JDM Improvements - Rincon - Design	-	-	-	46,000	-	-	46,000
JDM Park Parking Lots	-	240,000	-	-	-	-	240,000
JDM Park - Rincon Recreation Building Assessment	-	-	50,000	-	-	-	50,000
Miscellaneous Storm Drainage Improvements	42,163	50,000	-	50,000	-	-	142,163
(NEW) Parking Guidance System for Parking Garages	-	230,000	-	-	-	-	230,000
PED Warn Beacons & Bike	4,000	-	-	-	-	-	4,000
(NEW) Pruneyard Creek Trail Extension	-	250,000	-	-	-	-	250,000
Service Center Portable Building Replacement	385,498	-	-	-	-	-	385,498
Sidewalk/Curb and Gutter Replacement	175,000	75,000	75,000	75,000	75,000	-	475,000
(NEW) SR 17/San Tomas/Camden/White Oaks Improvements	-	-	-	-	1,007,500	-	1,007,500
Traffic & Street Sign Replacement	55,629	60,000	-	-	-	-	115,629
Traffic Calming Improvements	50,000	50,000	-	-	-	-	100,000
Virginia Park Improvements	-	-	-	70,000	250,000	-	320,000
Sub-total	**$ 10,257,932**	**$ 5,445,817**	**$ 1,472,874**	**$ 9,944,000**	**$ 1,737,500**	**$ 2,635,000**	**$ 31,493,123**

Recreation & Community Services							
Project							
Auxiliary Gym Upgrades	$ 54,000	$ -	$ -	$ -	$ -	$ -	$ 54,000
Community Center Bathroom Upgrades	70,518	-	-	-	-	-	70,518
General Hazardous Materials Survey of Community Center Buildings	90,000	60,000	-	-	-	-	150,000
Sub-total	**$ 214,518**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 274,518**

GRAND TOTAL	$ 18,973,903	$ 28,140,766	$ 21,200,624	$ 12,931,282	$ 2,196,651	$ 3,674,616	$ 87,117,842

CIP Summaries - By Funding Source

Capital Improvement Reserve	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Project							
ADA Transition Plan Improvements	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ -	$ 250,000
Annual Street Maintenance	258,800	200,000	-	600,000	-	200,000	1,258,800
Armored Rescue Vehicle	62,550	62,550	62,550	62,550	62,550	-	312,750
CAD/RMS/MDC Replacement	15,643	-	-	-	-	-	15,643
Community Center Bathroom Upgrades	70,518	-	-	-	-	-	70,518
Community Center C-Wing Breezeway Reroofing	70,000	-	-	-	-	-	70,000
Community Center Transformer Replacement	-	200,000	-	-	-	-	200,000
Energy Efficiency Project (ESCO)	10,084	-	-	-	-	-	10,084
General Hazardous Materials Survey of Community Center Buildings	90,000	60,000	-	-	-	-	150,000
Harriet Avenue Sidewalks	127,000	150,000	-	-	-	-	277,000
(NEW) Officer Safety Plan	90,084	177,045	177,045	177,045	177,045	887,938	1,686,202
PED Warn Beacons & Bike	4,000	-	-	-	-	-	4,000
(NEW) Police Building FFE Design	55,000	100,000	-	-	-	-	155,000
(NEW) Police Mobile Data Computer Replacement	-	41,880	41,880	41,880	41,880	41,880	209,400
Service Pistol Replacement	-	-	150,000	-	-	-	150,000
Silicon Valley Radio Communications System (SRVCS)	7,000	7,000	7,000	7,000	7,000	74,443	109,443
Traffic & Street Sign Replacement	55,629	60,000	-	-	-	-	115,629
Sub-total	**$ 966,308**	**$ 1,108,475**	**$ 488,475**	**$ 938,475**	**$ 338,475**	**$ 1,204,261**	**$ 5,044,469**

Construction Tax							
Project							
Accessibility Ramps	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ -	$ 250,000
Bike/Ped & Safety Improvements	18,000	5,126	19,874	-	-	-	43,000
Bike/Pedestrian and Traffic Safety Improvements	-	-	11,000	25,000	25,000	64,000	125,000
Sidewalk. Curb & Gutter Improvements	175,000	75,000	75,000	75,000	75,000	-	475,000
Traffic Calming Improvements	50,000	50,000	-	-	-	-	100,000
Sub-total	**$ 293,000**	**$ 180,126**	**$ 155,874**	**$ 150,000**	**$ 150,000**	**$ 64,000**	**$ 993,000**

Debt Obligations							
Project							
Measure O - Civic Center Improvements	$ 7,720,000	$ 21,920,000	$ 17,320,000	$ 2,303,953	$ -	$ -	$ 49,263,953
Sub-total	**$ 7,720,000**	**$ 21,920,000**	**$ 17,320,000**	**$ 2,303,953**	**$ -**	**$ -**	**$ 49,263,953**

Environmental Services Funds							
Project							
Miscellaneous Storm Drainage Improvements	$ 42,163	$ 50,000	$ -	$ 50,000	$ -	$ -	$ 142,163
Sub-total	**$ 42,163**	**$ 50,000**	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ 142,163**

Gas Tax (SB 1)							
Project							
Annual Street Maintenance	$ 990,000	$ 845,000	$ 300,000	$ 1,850,000	$ 250,000	$ 550,000	$ 4,785,000
Sub-total	**$ 990,000**	**$ 845,000**	**$ 300,000**	**$ 1,850,000**	**$ 250,000**	**$ 550,000**	**$ 4,785,000**

CIP Summaries - By Funding Source (cont.)

Grants / Private	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026		TOTAL
Project							
Annual Street Maintenance	$ 1,414,364	$ 1,012,000	$ -	$ 3,036,000	$ -	$ 1,012,000	$ 6,474,364
Bike/Pedestrian and Traffic Safety Improvements	13,000	37,874	30,000	30,000	30,000	32,000	172,874
Cablecast Equip Upgrade (435 Fund Balance)	1,176	16,176	1,176	1,176	1,176	35,355	56,235
Campbell Avenue and Page Street Traffic Signal	-	60,000	272,000	-	-	-	332,000
Campbell Park Improvements (Prop 68)	103,000	100,000	-	-	-	-	203,000
Citywide ITS Enhancement	25,000	3,817	-	-	-	-	28,817
Community Center Track Resurfacing	67,000	-	-	-	-	-	67,000
Energy Efficiency Projects (ESCO)	554,965	-	-	-	-	-	554,965
Hamilton Ave. Hwy 17 Southbound Offramp	-	-	507,000	1,000,000	-	-	1,507,000
Harriet Avenue Sidewalls	-	1,000,000	-	-	-	-	1,000,000
JDM Improvements - Budd	551,282	-	-	-	-	-	551,282
Mobile EOC	550,000	-	-	-	-	-	550,000
(NEW) Parking Guidance System	-	230,000	-	-	-	-	230,000
(NEW) Pruneyard Creek Trail Extension	-	250,000	-	-	-	-	250,000
Service Center Portable Building Replacement	385,498	-	-	-	-	-	385,498
(NEW) SR 17/San Tomas/Camden/White Oaks Improvements	-	-	-	-	1,007,500	-	1,007,500
Sub-total	**$ 3,665,285**	**$ 2,709,867**	**$ 810,176**	**$ 4,067,176**	**$ 1,038,676**	**$ 1,079,355**	**$ 13,370,535**

Parkland Dedication							
Project							
Auxiliary Gym Upgrades	$ 54,000	$ -	$ -	$ -	$ -	$ -	$ 54,000
Campbell Park Improvements	1,870,377	-	-	-	-	-	1,870,377
Community Center Track Resurfacing	223,000	-	-	-	-	-	223,000
JMD Park Improvements - Budd	929,470	-	-	-	-	-	929,470
JDM Park Improvements - Rincon - Design	-	-	-	46,000	-	-	46,000
JDM Park - Budd - Restroom Improvements	-	-	108,000	731,000	-	-	839,000
JDM Park Parking Lots	-	240,000		-	-	-	240,000
JDM Park - Rincon Recreation Building Assessment	-	-	50,000	-	-	-	50,000
Virginia Park Improvements	-	-	-	70,000	250,000	-	320,000
Sub-total	**$ 3,076,847**	**$ 240,000**	**$ 158,000**	**$ 847,000**	**$ 250,000**	**$ -**	**$ 4,571,847**

Vehicle Impact Fees - Building Permits							
Project							
Annual Street Maintenance	$ 300,000	$ 300,000	$ -	$ 900,000	$ -	$ 300,000	$ 1,800,000
Camden Avenue Resurfacing	1,443,300	-	-	-	-	-	1,443,300
Sub-total	**$ 1,743,300**	**$ 300,000**	**$ -**	**$ 900,000**	**$ -**	**$ 300,000**	**$ 3,243,300**

Vehicle Impact Fees - Garbage							
Project							
Annual Street Maintenance	$ 477,000	$ 477,000	$ -	$ 1,431,000	$ -	$ 477,000	$ 2,862,000
Sub-total	**$ 477,000**	**$ 477,000**	**$ -**	**$ 1,431,000**	**$ -**	**$ 477,000**	**$ 2,862,000**

Unfunded							
Project							
Police Facility - Furniture, Fixtures and Equipment	$ -	$ 1,086,768	$ 1,547,307	$ 207,500	$ -	$ -	$ 2,841,575
Sub-total	**$ -**	**$ 1,086,768**	**$ 1,547,307**	**$ 207,500**	**$ -**	**$ -**	**$ 2,841,575**

GRAND TOTAL	$ 18,973,903	$ 28,917,236	$ 20,779,832	$ 12,745,104	$ 2,027,151	$ 3,674,616	$ 87,117,842

CIP Cash Flow - FY 2022 Through FY 2026

CIPR - Fund 101

Beginning Fund Balance		$ 1,579,450	$ 1,251,816	$ 425,341	$ 493,866	$ 312,391
Revenues	**Total**	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**
CIPR Funding Policy ($1.5M/yr Target)	$ -	$ -	$ 275,000	$ 550,000	$ 750,000	$ 1,000,000
Sub-Total Revenues	$ -	$ -	$ 275,000	$ 550,000	$ 750,000	$ 1,000,000

Project #	Project Title	Type	Total	Encumbrance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining
20GG	Harriet Avenue Sidewalks	P	$ 150,000	$ -	$ -	$ (150,000)	$ -	$ -	$ -	$ -
21GG	General Hazardous Materials Survey - CCC	P	60,000	-	-	(60,000)	-	-	-	-
22AA	Comm Center C-Wing Breezeway Reroofing	P	70,000	-	(70,000)	-	-	-	-	-
22CC	Armored Rescue Vehicle	P	312,750	-	(62,550)	(62,550)	(62,550)	(62,550)	(62,550)	-
23AA	Comm Center Transformer Replacement	P	200,000	-	-	(200,000)	-	-	-	-
24AA	Service Pistol Replacement	P	150,000	-	-	-	(150,000)	-	-	-
19KK	Traffic & Street Sign Replacement	P	60,000	-	-	(60,000)	-	-	-	-
22HH	ADA Transition Plan	A	250,000	-	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	-
22BB	Annual Street Maintenance	A	1,000,000	-	-	(200,000)	-	(600,000)	-	200,000
23KK	Police Mobile Data Computer Replacement	N	209,400	-	-	(41,880)	(41,880)	(41,880)	(41,880)	41,880
22EE	Officer Safety Plan	N	1,686,202	-	(90,084)	(177,045)	(177,045)	(177,045)	(177,045)	887,938
22JJ	Police Building FFE Design	N	155,000	-	(55,000)	(100,000)	-	-	-	-
	Sub-Total Expenditures		$ 4,303,352	$ -	$ (327,634)	$ (1,101,475)	$ (481,475)	$ (931,475)	$ (331,475)	$ 1,129,818
	Surplus/Deficit				$ (327,634)	$ (826,475)	$ 68,525	$ (181,475)	$ 668,525	
	Ending Fund Balance				$ 1,251,816	$ 425,341	$ 493,866	$ 312,391	$ 980,916	

Legend:

N - New	P - Previously Approved - No Additional Funding Requested
C - Carryover	A - Previously Approved - Additional Funding Requested

CIPR Carryover - Fund 101

Beginning Fund Balance		$ 741,117	$ 102,443	$ 95,443	$ 88,443	$ 81,443			
Project #	**Project Title**	**Type**	**Total**	**Encumbrance**	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**	**Remaining**
15HH	CAD/RMS/MDC Replacement	C	$ 15,643	$ -	$ (15,643)	$ -	$ -	$ -	$ -	$ -
17VV	Silicon Valley Radio Communications System	C	109,443	57,031	(7,000)	(7,000)	(7,000)	(7,000)	(7,000)	74,443
18HH	Community Center Bathroom Upgrades	C	70,518	-	(70,518)	-	-	-	-	-
19FF	PED Warn Beacons & Bike	C	4,000	3,000	(4,000)	-	-	-	-	-
19KK	Traffic & Street Sign Replacement	C	55,629	-	(55,629)	-	-	-	-	-
20GG	Harriet Avenue Sidewalks	P	127,000	-	(127,000)	-	-	-	-	-
21BB	Annual Street Maintenance	C	258,800	-	(258,800)	-	-	-	-	-
21GG	General Hazardous Materials Survey - CCC	P	90,000	-	(90,000)	-	-	-	-	-
21OO	Energy Efficient Project (ESCO)	P	10,084	10,084	(10,084)	-	-	-	-	-
	Sub-Total Expenditures		$ 741,117	$ 70,115	$ (638,674)	$ (7,000)	$ (7,000)	$ (7,000)	$ (7,000)	$ 74,443
	Surplus/Deficit				$ (638,674)	$ (7,000)	$ (7,000)	$ (7,000)	$ (7,000)	
	Ending Fund Balance				$ 102,443	$ 95,443	$ 88,443	$ 81,443	$ 74,443	

Legend:

N - New	P - Previously Approved - No Additional Funding Requested
C - Carryover	A - Previously Approved - Additional Funding Requested

Construction Tax - Fund 101

Beginning Fund Balance		$ 470,330	$ 325,676	$ 298,346	$ 299,852	$ 311,953
Revenues	**Total**	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**
Construction Tax	$ 787,587	$ 148,346	$ 152,796	$ 157,380	$ 162,101	$ 166,964
Sub-Total Revenues	$ 787,587	$ 148,346	$ 152,796	$ 157,380	$ 162,101	$ 166,964

Project #	Project Title	Type	Total Budget	Encumbrance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining
19MM	Traffic Calming Improvements	C	$ 12,000	$ -	$ (12,000)	$ -	$ -	$ -	$ -	$ -
		A	88,000	-	(38,000)	(50,000)	-	-	-	-
20CC	Bike/Ped & Safety Impr	C	18,000	6,414	(18,000)	-	-	-	-	-
21QQ	Bike/Ped & Safety Impr	C	25,000	-	-	(5,126)	(19,874)	-	-	-
22DD	Bike/Ped & Traffic Safety Impr	A	125,000	-	-	-	(11,000)	(25,000)	(25,000)	64,000
22GG	Sidewalk, Curb & Gutter Impr	A	475,000	-	(175,000)	(75,000)	(75,000)	(75,000)	(75,000)	-
22FF	Accessibility Ramps	N	250,000	-	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)	-
	Sub-Total Expenditures		$ 993,000	$ 6,414	$ (293,000)	$ (180,126)	$ (155,874)	$ (150,000)	$ (150,000)	$ 64,000
	Surplus/Deficit				$ (144,654)	$ (27,330)	$ 1,506	$ 12,101	$ 16,964	
	Ending Fund Balance				$ 325,676	$ 298,346	$ 299,852	$ 311,953	$ 328,917	

Legend:
N - New — P - Previously Approved - No Additional Funding Requested
C - Carryover — A - Previously Approved - Additional Funding Requested

Vehicle Impact - Fund 202

Beginning Fund Balance		$ 2,650,506	$ 1,207,456	$ 1,207,706	$ 1,984,956	$ 431,206
Revenues	**Total**	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**
Vehicle Impact Fees	$ 1,500,000	$ 300,000	$ 300,000	$ 300,000	$ 300,000	$ 300,000
Solid Waste Vehicle Impact Fees	2,385,000	477,000	477,000	477,000	477,000	477,000
Investment Income	1,250	250	250	250	250	250
Sub-Total Revenues	$ 3,886,250	$ 777,250	$ 777,250	$ 777,250	$ 777,250	$ 777,250

Project #	Project Title	Type	Total	Encumbrance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining
21BB	Annual Street Maintenance - Garbage Fees	C	$ 477,000	$ -	$ (477,000)	$ -	$ -	$ -	$ -	$ -
21BB	Annual Street Maintenance - Permit Fees	C	300,000	-	(300,000)	-	-	-	-	-
21SS	Camden Avenue Resurfacing	C	1,443,300	8,240	(1,443,300)	-	-	-	-	-
22BB	Annual Street Maintenance	A	3,885,000	-	-	(777,000)	-	(2,331,000)	-	777,000
	Sub-Total Expenditures		$ 6,105,300	$ 8,240	$ (2,220,300)	$ (777,000)	$ -	$ (2,331,000)	$ -	$ 777,000
	Surplus/Deficit				$ (1,443,050)	$ 250	$ 777,250	$ (1,553,750)	$ 777,250	
	Ending Fund Balance				$ 1,207,456	$ 1,207,706	$ 1,984,956	$ 431,206	$ 1,208,456	

Legend:
N - New — P - Previously Approved - No Additional Funding Requested
C - Carryover — A - Previously Approved - Additional Funding Requested

Gas Tax (SB1 funds only) - Fund 204

Beginning Fund Balance		$ 724,863	$ 547,228	$ 502,228	$ 1,002,228	$ (47,772)
Revenues	**Total**	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**
State SB1 Proceeds	$ 4,012,365	$ 812,365	$ 800,000	$ 800,000	$ 800,000	$ 800,000
Sub-Total Revenues	$ 4,012,365	$ 812,365	$ 800,000	$ 800,000	$ 800,000	$ 800,000

Project #	Project Title	Type	Total	Encumbrance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining
21BB	Annual Street Maintenance	C	$ 740,000	$ -	$ (740,000)	$ -	$ -	$ -	$ -	$ -
22BB	Annual Street Maintenance	A	4,045,000	-	(250,000)	(845,000)	(300,000)	(1,850,000)	(250,000)	550,000
	Sub-Total Expenditures		$ 4,785,000	$ -	$ (990,000)	$ (845,000)	$ (300,000)	$ (1,850,000)	$ (250,000)	$ 550,000
	Surplus/Deficit				$ (177,635)	$ (45,000)	$ 500,000	$ (1,050,000)	$ 550,000	
	Ending Fund Balance				$ 547,228	$ 502,228	$ 1,002,228	$ (47,772)	$ 502,228	

Legend:
N - New — P - Previously Approved - No Additional Funding Requested
C - Carryover — A - Previously Approved - Additional Funding Requested

Environmental Services - Storm Drain Fund Balance - Fund 209

Beginning Fund Balance		$ 568,329	$ 297,087	$ -	$ -	$ -

Revenues	Total	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Storm Drain Fees	$ 100,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ 20,000
Beverage Container Grants	50,000	10,000	10,000	10,000	10,000	10,000
Storm Water Fees	225,000	45,000	45,000	45,000	45,000	45,000
Solid Waste Fees	2,782,320	556,464	556,464	556,464	556,464	556,464
AB 919 Recycling	246,780	49,356	49,356	49,356	49,356	49,356
Transfers In	2,185,000	437,000	437,000	437,000	437,000	437,000
Investment Income	2,500	500	500	500	500	500
Sub-Total Revenues	$ 5,591,600	$ 1,118,320	$ 1,118,320	$ 1,118,320	$ 1,118,320	$ 1,118,320

Operating Expenditures	Total	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Operating Transfers Out	$ (5,191,515)	$ (1,191,771)	$ (1,205,110)	$ (953,214)	$ (898,261)	$ (943,159)
Operating Costs (Personnel & Supplies)	(826,251)	(155,628)	(160,297)	(165,106)	(170,059)	(175,161)
Sub-Total Operating Expenditures	$ (6,017,766)	$ (1,347,399)	$ (1,365,407)	$ (1,118,320)	$ (1,068,320)	$ (1,118,320)

Project #	Project Title	Type	Total	Encumbrance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining
19HH	Misc Storm Drain Improvements	C	$ 42,163	$ -	$ (42,163)	$ -	$ -	$ -	$ -	$ -
23EE	Misc Storm Drain Improvements	P	100,000	-	-	(50,000)	-	(50,000)	-	-
	Sub-Total Expenditures		$ 142,163	$ -	$ (42,163)	$ (50,000)	$ -	$ (50,000)	$ -	$ -
	Surplus/Deficit				$ (271,242)	$ (297,087)	$ -	$ -	$ -	
	Ending Fund Balance				$ 297,087	$ -	$ -	$ -	$ -	

Legend:	
N - New	P - Previously Approved - No Additional Funding Requested
C - Carryover	A - Previously Approved - Additional Funding Requested

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

Beginning Fund Balance		$ 3,381,035	$ 2,210,750	$ 1,082,883	$ 2,093,707	$ 68,531

Revenues	Total	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Federal Grants (SLSEF, HSIP, CDBG)	$ 1,000,000	$ 1,000,000	$ -	$ -	$ -	$ -
State Grant (VERBS, EOC, Prop 68)	203,000	203,000	-	-	-	-
Local Grants (SCC VLF, SCC AIPG, MTC)	1,075,000	215,000	215,000	215,000	215,000	215,000
Measure B (LSF)	3,985,000	797,000	797,000	797,000	797,000	797,000
Measure B (VTA)	2,000,000	-	-	-	1,000,000	1,000,000
TDA Grants (Fund 216)	150,000	30,000	30,000	30,000	30,000	30,000
Cresleigh Homes	332,000	-	60,000	272,000	-	-
Private Contr/Grant (Developer Fees)	994,500	-	480,000	507,000	-	7,500
Corp Yard Land Sale Proceeds (F435)	250,000	250,000	-	-	-	-
Sub-Total Revenues	$ 9,989,500	$ 2,495,000	$ 1,582,000	$ 1,821,000	$ 2,042,000	$ 2,049,500

Project #	Project Title	Type	Total	Encumbrance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining
0310	Cablecast Equip Upgrade (435 Fund Balance	C	$ 56,235	$ -	$ (1,176)	$ (16,176)	$ (1,176)	$ (1,176)	$ (1,176)	$ 35,355
17DD	Campbell Park Improvements	P	203,000	-	(103,000)	(100,000)	-	-	-	-
17FF	Citywide ITS Enhancement	C	28,817	-	(25,000)	(3,817)	-	-	-	-
17SS	Service Center Portable Bldg Replacement	C	135,498	11,000	(135,498)	-	-	-	-	-
		A	250,000	-	(250,000)	-	-	-	-	-
18PP	JDM Improvements - Budd	C	551,282	551,282	(551,282)	-	-	-	-	-
20DD	Campbell Avenue and Page St Traffic Signal	P	332,000	-	-	(60,000)	(272,000)	-	-	-
20GG	Harriet Avenue Sidewalks	P	1,000,000	-	-	(1,000,000)	-	-	-	-
20KK	Mobile EOC	C	550,000	550,000	(550,000)	-	-	-	-	-
21BB	Annual Street Maintenance	C	1,414,364	-	(1,414,364)	-	-	-	-	-
21OO	Energy Efficiency Project (ESCO)	C	554,965	554,965	(554,965)	-	-	-	-	-
21PP	CCC Track Resurfacing	C	67,000	-	(67,000)	-	-	-	-	-
21QQ	Bike / Ped and Traffic Safety Improv	C	22,874	-	(8,000)	(14,874)	-	-	-	-
24CC	Hamilton Ave. Hwy 17 Southbound Offramp	P	1,507,000	-	-	-	(507,000)	(1,000,000)	-	-
22BB	Annual Street Maintenance	A	5,060,000	-	-	(1,012,000)	-	(3,036,000)	-	1,012,000
22DD	Bike / Ped and Traffic Safety Improv	A	150,000	-	(5,000)	(23,000)	(30,000)	(30,000)	(30,000)	32,000
23LL	Pruneyard Creek Trail Extension	N	250,000	-	-	(250,000)	-	-	-	-
26JJ	SR 17/San Tomas/Camden/White Oaks Impı	N	1,007,500	-	-	-	-	-	(1,007,500)	-
23JJ	Parking Guidance System	N	230,000	-	-	(230,000)	-	-	-	-
	Sub-Total Expenditures		$ 13,370,535	$ 1,667,247	$ (3,665,285)	$ (2,709,867)	$ (810,176)	$ (4,067,176)	$ (1,038,676)	$ 1,079,355
	Surplus/Deficit				$ (1,170,285)	$ (1,127,867)	$ 1,010,824	$ (2,025,176)	$ 1,010,824	
	Ending Fund Balance				$ 2,210,750	$ 1,082,883	$ 2,093,707	$ 68,531	$ 1,079,355	

Legend:	
N - New	P - Previously Approved - No Additional Funding Requested
C - Carryover	A - Previously Approved - Additional Funding Requested

Parkland Dedication - Fund 295

Beginning Fund Balance		$ 4,726,160	$ 2,084,149	$ 2,263,885	$ 2,527,418	$ 2,103,887
Revenues	**Total**	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**
Parkland Dedication Fees	$ 2,000,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000	$ 400,000
Investment Income	117,007	34,836	19,736	21,533	23,469	17,433
Sub-Total Revenues	$ 2,117,007	$ 434,836	$ 419,736	$ 421,533	$ 423,469	$ 417,433

Project #	Project Title	Type	Total	Encumbrance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining
17DD	Campbell Park Improvements	C	$ 50,377	$ 40,000	$ (50,377)	$ -	$ -	$ -	$ -	$ -
		A	1,820,000	-	(1,820,000)					-
18PP	JDM Park Improvements - Budd	C	904,470	759,231	(904,470)	-	-	-	-	-
20AA	Auxiliary Gym Upgrades	C	54,000	-	(54,000)					-
20PP	JDM Improvements - Budd	A	25,000	-	(25,000)					-
20QQ	Virginia Park Improvements	P	320,000	-				(70,000)	(250,000)	-
21PP	Community Center Track Resurfacing	P	223,000	-	(223,000)					-
23DD	JDM Park Parking Lots	P	240,000	-		(240,000)				-
24DD	JDM Restrooms Improvement - Budd	P	839,000	-			(108,000)	(731,000)		-
24EE	JDM Rincon Recreational Bldg Assessment	P	50,000	-			(50,000)			-
25AA	JDM Improvements - Rincon - Design	P	46,000	-				(46,000)		-
	Sub-Total Expenditures		$ 4,571,847	$ 799,231	$ (3,076,847)	$ (240,000)	$ (158,000)	$ (847,000)	$ (250,000)	$ -
	Surplus/Deficit				$ (2,642,011)	$ 179,736	$ 263,533	$ (423,531)	$ 167,433	
	Ending Fund Balance				$ 2,084,149	$ 2,263,885	$ 2,527,418	$ 2,103,887	$ 2,271,320	

Legend:
N - New — P - Previously Approved - No Additional Funding Requested
C - Carryover — A - Previously Approved - Additional Funding Requested

Measure O - Fund 448

Beginning Fund Balance		$ 19,263,953	$ 11,543,953	$ 19,623,953	$ 2,303,953	$ -
Revenues	**Total**	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**
Measure O Bond Proceeds	$ 30,000,000	$ -	$ 30,000,000	$ -	$ -	$ -
Sub-Total Revenues	$ 30,000,000	$ -	$ 30,000,000	$ -	$ -	$ -

Project #	Project Title	Type	Total	Encumbrance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining
21MM	Measure O Design and Construction	C	$ 4,018,724	$ 2,394,018	$ (4,018,724)	$ -	$ -	$ -	$ -	$ -
		P	45,245,229	-	(3,701,276)	(21,920,000)	(17,320,000)	(2,303,953)	-	-
	Sub-Total Expenditures		$ 49,263,953	$ 2,394,018	$ (7,720,000)	$ (21,920,000)	$ (17,320,000)	$ (2,303,953)	$ -	$ -
	Surplus/Deficit				$ (7,720,000)	$ 8,080,000	$ (17,320,000)	$ (2,303,953)	$ -	
	Ending Fund Balance				$ 11,543,953	$ 19,623,953	$ 2,303,953	$ -	$ -	

Legend:
N - New — P - Previously Approved - No Additional Funding Requested
C - Carryover — A - Previously Approved - Additional Funding Requested

Unfunded

Beginning Fund Balance		$ -	$ -	$ (310,298)	$ (2,278,397)	$ (2,672,075)
Revenues	**Total**	**FY 2022**	**FY 2023**	**FY 2024**	**FY 2025**	**FY 2026**

Project #	Project Title	Type	Total	Encumbrance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining
21JJ	Police Facility - Furnitures, Fixtures, Equip	N	$ 2,841,575	$ -	$ -	$ (310,298)	$ (1,968,099)	$ (393,678)	$ (169,500)	$ -
	Sub-Total Expenditures		$ 2,841,575	$ -	$ -	$ (310,298)	$ (1,968,099)	$ (393,678)	$ (169,500)	$ -
	Surplus/Deficit				$ -	$ (310,298)	$ (1,968,099)	$ (393,678)	$ (169,500)	
	Ending Fund Balance				$ -	$ (310,298)	$ (2,278,397)	$ (2,672,075)	$ (2,841,575)	

Legend:
N - New — P - Previously Approved - No Additional Funding Requested
C - Carryover — A - Previously Approved - Additional Funding Requested

CIP TOTAL	**$ 87,117,842**	**$ 4,945,265**	**$(18,973,903)**	**$(28,140,766)**	**$(21,200,624)**	**$(12,931,282)**	**$ (2,196,651)**	**$ 3,674,616**

Projects that require new or additional appropriations for FY2022 are as follows. These appropriations were formally adopted by City Council on June 15, 2021. Projects with carryover appropriations that were previously approved do not require re-approval, but may be modified by Council if desired:

FY2022 Funded Projects	Carryover	FY2022 Budget Appropriation
Accessibility Ramps	$ -	$ 50,000
ADA Transition Plan Improvements	-	50,000
Annual Street Maintenance	3,190,164	2,834,000
Armored Rescue Vehicle	-	62,550
Bike/Pedestrian and Traffic Safety Improvements	22,874	55,000
Campbell Park Improvements	50,377	2,023,000
Community Center C-Wing Breezeway Reroofing	-	70,000
Harriet Avenue Sidewalks	127,000	1,000,000
JDM Improvements - Budd	1,455,752	25,000
Measure O - Civic Center Improvements	4,018,724	8,457,924
Officer Safety Plan	-	90,084
Police Building FF&E Design	-	55,000
Service Center Portable Building Replacement	135,498	250,000
Sidewalk/Curb and Gutter Replacement	-	175,000
Traffic Calming Improvements	12,000	38,000
TOTAL	**$ 9,012,389**	**$ 15,235,558**

CAPITAL PROJECT

Project #:	22-BB	**Funding Type:**	Additional
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Streets	**Total Appropriation:**	$ 17,180,164
		Encumbrance:	$ -

Project Title: **Annual Street Maintenance**

Project Description

This project is for annual street maintenance per the City's Pavement Management Program. Funding allocations in CIP FY21 and FY22 will provide pavement treatments on collector and local streets. In addition to the Capital Improvement Program Reserve (CIPR), other anticipated funding sources are the City's Vehicle Impact Fee (separate allocations from construction and solid waste collection vehicles), Santa Clara County Vehicle Registration Fee (VRF), State SB1 - Road Maintenance and Rehabilitation Account (RMRA), Santa Clara County Measure B, and one-time grants (One Bay Area and CalRecycle). A maintenance of effort is required for cities to receive Measure B and RMRA funds. The City must maintain an annual expenditure of $917,000 in general fund monies which are satisfied through the use of CIPR and Vehicle Impact Fees.



Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ 258,800	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 200,000	$ 1,258,800
VIF (Building)	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
VIF (Garbage)	477,000	477,000	477,000	477,000	477,000	477,000	2,862,000
VRF	665,500	215,000	215,000	215,000	215,000	215,000	1,740,500
VTA-Measure B	731,864	797,000	797,000	797,000	797,000	797,000	4,716,864
TDA Grant	17,000	-	-	-	-	-	17,000
State Funding (SB1)	740,000	845,000	800,000	800,000	800,000	800,000	4,785,000
TOTAL	**$ 3,190,164**	**$ 2,834,000**	**$ 2,789,000**	**$ 2,789,000**	**$ 2,789,000**	**$ 2,789,000**	**$ 17,180,164**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 22-BB
Program #: 730
Department: Public Works
Category: Streets

Project Title: **Annual Street Maintenance**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ 445,164	$ 324,000	$ 200,000	$ 250,000	$ 200,000	$ -	$ 1,419,164
Construction	2,945,000	2,360,000	50,000	7,517,000	50,000	2,539,000	15,461,000
Professional Services	50,000	150,000	50,000	50,000	-	-	300,000
Total	**$ 3,440,164**	**$ 2,834,000**	**$ 300,000**	**$ 7,817,000**	**$ 250,000**	**$ 2,539,000**	**$ 17,180,164**
Staff Hours	3,561	2,592	1,600	2,000	1,600	-	11,353

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design	X	X	X	X	X
Bids Received	X	X		X	
Bid Award	X	X		X	
Construction	X	X	X	X	X

CAPITAL PROJECT

Project #:	22-FF	**Funding Type:**	Additional
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Public Facility	**Total Appropriation:**	$ 250,000
		Encumbrance:	$ -

Project Title: **Accessibility Ramps**

Project Description

This project will install accessibility curb ramps in compliance with Americans with Disability Act (ADA) standards and is consistent with the City's ADA Transition Plan.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses Strategic Plan Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles, and Objective 3.4 - Streets that are safe, clean, and well maintained.

Alternatives

1. Reduce or increase the number of ramps for installation each year.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Construction Tax	$ -	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 250,000
TOTAL	**$ -**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 22-FF
Program #: 730
Department: Public Works
Category: Public Facility

Project Title: **Accessibility Ramps**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ 5,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000	$ -	$ 25,000
Construction	45,000	45,000	45,000	45,000	45,000	-	225,000
Total	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ -**	**$ 250,000**
Staff Hours	40	40	40	40	40	-	200

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design	X	X	X	X	X
Bids Received	X	X	X	X	X
Bid Award	X	X	X	X	X
Construction	X	X	X	X	X

CAPITAL PROJECT

Project #:	22-HH	**Funding Type:**	Additional
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Public Facility - Buildings	**Total Appropriation:**	$ 250,000
		Encumbrance:	$ -

Project Title: **ADA Transition Plan Improvements**

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Phase improvements and revise funding levels.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ -	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 250,000
TOTAL	**$ -**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 250,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 22-HH
Program #: 730
Department: Public Works
Category: Public Facility - Buildings

Project Title: **ADA Transition Plan Improvements**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Construction	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ 50,000	$ -	$ 250,000
Total	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ -**	**$ 250,000**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design	X	X	X	X	X
Bids Received	X	X	X	X	X
Bid Award	X	X	X	X	X
Construction	X	X	X	X	X

CAPITAL PROJECT

Project #:	22-CC	**Funding Type:**	Previously Approved
Program #:	605	**Useful Life:**	25 years
Department:	Police Department		
Category:	Equipment	**Total Appropriation:**	$ 312,750
		Encumbrance:	$ -

Project Title: **Armored Car Rescue Vehicle**

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ -	$ 62,550	$ 62,550	$ 62,550	$ 62,550	$ 62,550	$ 312,750
TOTAL	**$ -**	**$ 62,550**	**$ 62,550**	**$ 62,550**	**$ 62,550**	**$ 62,550**	**$ 312,750**

Project Manager: Dan Livingston, Police Captain

CAPITAL PROJECT

Project #: 22-CC
Program #: 605
Department: Police Department
Category: Equipment

Project Title: **Armored Rescue Vehicle**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Equipment	$ 62,550	$ 62,550	$ 62,550	$ 62,550	$ 62,550	$ -	$ 312,750
Total	**$ 62,550**	**$ 62,550**	**$ 62,550**	**$ 62,550**	**$ 62,550**	**$ -**	**$ 312,750**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition	X				
Design	X				
Bids Received	X				
Bid Award	X				
Construction					

CAPITAL PROJECT

Project #:	22-DD	**Funding Type:**	Additional
Program #:	720	**Useful Life:**	20 years
Department:	Public Works		
Category:	Streets & Signals	**Total Appropriation:**	$ 297,874
		Encumbrance:	$ -

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

Project Description

This annual project provides minor improvements to streets and signals to increase safety as deemed necessary by the City's Traffic Engineer and City Engineer. This project also constructs Class II bike lanes, sidewalks, paths, and other improvements to enhance pedestrian and bicyclist safety on City streets. The Transportation Development Act (TDA) funds represent the majority of the project funding. Currently estimated at $30,000 annually, the amount can vary; annual adjustments may be necessary.



Relationship to Strategic Goals, Objectives, and Action Strategies

Supports Strategic 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	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Grants - TDA	$ 22,874	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 172,874
Construction Tax	-	25,000	25,000	25,000	25,000	25,000	125,000
TOTAL	**$ 22,874**	**$ 55,000**	**$ 55,000**	**$ 55,000**	**$ 55,000**	**$ 55,000**	**$ 297,874**

Project Manager: Matthew Jue, Traffic Engineer

CAPITAL PROJECT

Project #: 22-DD
Program #: 720
Department: Public Works
Category: Streets & Signals

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ 1,200	$ 3,350	$ 3,500	$ 5,000	$ 5,000	$ 9,000	$ 27,050
Construction	11,800	34,524	37,500	50,000	50,000	87,000	270,824
Total	**$ 13,000**	**$ 37,874**	**$ 41,000**	**$ 55,000**	**$ 55,000**	**$ 96,000**	**$ 297,874**
Staff Hours	4	16	28	40	40	-	128

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design	X	X	X	X	X
Bids Received	X	X	X	X	X
Bid Award	X	X	X	X	X
Construction	X	X	X	X	X

CAPITAL PROJECT

Project #:	20-DD	**Funding Type:**	Previously Approved
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Streets and Signals	**Total Appropriation:**	$ 332,000
		Encumbrance:	$ -

Project Title: **Campbell Avenue and Page Street Traffic Signal**

Project Description

This project will signalize the intersection of East Campbell Avenue and Page Street. The project schedule is contingent on the Cresleigh Homes Development Project completing their frontage improvements along East Campbell Avenue. The project is funded by City and developer contributions taken from recent development projects either already collected or conditioned which include the St. Anton project ($60,000), Pruneyard Office Building project ($85,000), Cresleigh Homes project ($187,000). The City portion includes CIPR ($90,000) and advance funding by CIPR for the future redevelopment of the Greylands site (estimate of $173,000). The portion of funding for City staff reflects the City's responsibility to deliver the traffic signal including final design and construction.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses Strategic Plan Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles, and Objective 3.4 - Streets that are safe, clean, and well maintained.

Alternatives

1. Delay construction of the traffic signal to a future date until Greylands site redevelops.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Private (Developer)	$ -	$ -	$ 60,000	$ 272,000	$ -	$ -	$ 332,000
TOTAL	**$ -**	**$ -**	**$ 60,000**	**$ 272,000**	**$ -**	**$ -**	**$ 332,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 20-DD
Program #: 730
Department: Public Works
Category: Streets and Signals

Project Title: **Campbell Avenue and Page Street Traffic Signal**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ -	$ 5,000	$ -	$ -	$ -	$ -	$ 5,000
Construction	-	-	272,000	-	-	-	272,000
Professional Services	-	55,000	-	-	-	-	55,000
Total	**$ -**	**$ 60,000**	**$ 272,000**	**$ -**	**$ -**	**$ -**	**$ 332,000**
Staff Hours	-	40	-	-	-	-	40

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design		X			
Bids Received					
Bid Award			X		
Construction			X		

CAPITAL PROJECT

Project #:	17-DD	**Funding Type:**	Additional
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Parks and Open Space	**Total Appropriation:**	$ 2,073,377
		Encumbrance:	$ 40,000

Project Title: **Campbell Park Improvements**

Project Description

This project will renovate and expand amenities at Campbell Park to address aged play equipment and under capacity restrooms. New equipment and surfacing will comply with the latest playground equipment safety standards.

Funding for design began in FY16-17 and continued through FY17-18. This CIP provides funding for construction.

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Park Fees	$ 50,377	$ 1,820,000	$ -	$ -	$ -	$ -	$ 1,870,377
Grants (Prop 68)	-	203,000	-	-	-	-	203,000
TOTAL	**$ 50,377**	**$ 2,023,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,073,377**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

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

Project Title: **Campbell Park Improvements**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ 98,377	$ 10,000	$ -	$ -	$ -	$ -	$ 108,377
Construction	1,825,000	90,000	-	-	-	-	1,915,000
Professional Services	50,000	-	-	-	-	-	50,000
Total	**$ 1,973,377**	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 2,073,377**
Staff Hours	787	80	-	-	-	-	867

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design	X				
Bids Received	X				
Bid Award	X				
Construction	X	X			

CAPITAL PROJECT

Project #:	22-AA	**Funding Type:**	Previously Approved
Program #:	780	**Useful Life:**	20 years
Department:	Public Works		
Category:	Public Facility - Buildings	**Total Appropriation:**	$ 70,000
		Encumbrance:	$ -

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

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Continue to repair roof leaks as needed.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ -	$ 70,000	$ -	$ -	$ -	$ -	$ 70,000
TOTAL	**$ -**	**$ 70,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 70,000**

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 22-AA
Program #: 780
Department: Public Works
Category: Public Facility - Buildings

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Construction	$ 70,000	$ -	$ -	$ -	$ -	$ -	$ 70,000
Total	**$ 70,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 70,000**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design					
Bids Received	X				
Bid Award	X				
Construction	X				

CAPITAL PROJECT

Project #:	23-AA	**Funding Type:**	Previously Approved
Program #:	780	**Useful Life:**	50 years
Department:	Public Works		
Category:	Public Facility - Buildings	**Total Appropriation:**	$ 200,000
		Encumbrance:	$ -

Project Title: **Community Center Transformer Replacement**

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ -	$ -	$ 200,000	$ -	$ -	$ -	$ 200,000
TOTAL	**$ -**	**$ -**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ 200,000**

Project Manager: Alex Mordwinow, Public Works Supertintendent

CAPITAL PROJECT

Project #: 23-AA
Program #: 780
Department: Public Works
Category: Public Facility - Buildings

Project Title: **Community Center Transformer Replacement**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Construction	$ -	$ 200,000	$ -	$ -	$ -	$ -	$ 200,000
Total	**$ -**	**$ 200,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 200,000**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design					
Bids Received		X			
Bid Award		X			
Construction		X			

CAPITAL PROJECT

Project #:	21-GG	**Funding Type:**	Previously Approved
Program #:	524	**Useful Life:**	20 years
Department:	Recreation & Community Services		
Category:	Community Center	**Total Appropriation:**	$ 150,000
		Encumbrance:	$ -

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

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ 90,000	$ -	$ 60,000	$ -	$ -	$ -	$ 150,000
TOTAL	**$ 90,000**	**$ -**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ 150,000**

Project Manager: Natasha Bissell, Acting RCS Director

CAPITAL PROJECT

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

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Professional Services	$ 90,000	$ 60,000	$ -	$ -	$ -	$ -	$ 150,000
Total	**$ 90,000**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition	X	X			
Design	X	X			
Bids Received	X	X			
Bid Award	X	X			
Construction	X	X			

CAPITAL PROJECT

Project #:	24-CC	**Funding Type:**	Previously Approved
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Streets and Signals	**Total Appropriation:**	$ 1,507,000
		Encumbrance:	$ -

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

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Defer implementing the project.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Grant (VTA Measure E	$ -	$ -	$ -	$ -	$ 1,000,000	$ -	$ 1,000,000
Private (Developer)	-	-	-	507,000	-	-	507,000
TOTAL	**$ -**	**$ -**	**$ -**	**$ 507,000**	**$ 1,000,000**	**$ -**	**$ 1,507,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 24-CC
Program #: 730
Department: Public Works
Category: Streets and Signals

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ -	$ -	$ 100,000	$ 150,000	$ -	$ -	$ 250,000
Construction	-	-	-	850,000	-	-	850,000
Professional Services	-	-	407,000	-	-	-	407,000
Total	**$ -**	**$ -**	**$ 507,000**	**$ 1,000,000**	**$ -**	**$ -**	**$ 1,507,000**
Staff Hours	-	-	800	1,200	-	-	2,000

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design			X	X	
Bids Received					
Bid Award				X	
Construction					

CAPITAL PROJECT

Project #:	20-GG	**Funding Type:**	Previously Approved
Program #:	780	**Useful Life:**	20 years
Department:	Public Works		
Category:	Streets and Signals	**Total Appropriation:**	$ 1,277,000
		Encumbrance:	$ -

Project Title: **Harriet Avenue Sidewalks**

Project Description

This project will design and construct sidewalks where there are gaps on the west side of Harriet Avenue between Westmont Avenue and Van Dusen Lane. The project will also install shared lane markings ("sharrows") in both directions of Harriet Avenue. FY2020 allocated $205,000 of the $355,000 local match required by the federal grant to allow for design to begin.

Relationship to Strategic Goals, Objectives, and Action Strategies

Supports Strategic Objectives 3.1 – Safe residential neighborhoods and 3.3 – Streets that safely and comfortably accommodate pedestrian and bicycles.

Alternatives

1. Allow current conditions to remain.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ 127,000	$ -	$ 150,000	$ -	$ -	$ -	$ 277,000
Grant (Federal)	-	1,000,000	-	-	-	-	1,000,000
TOTAL	**$ 127,000**	**$ 1,000,000**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ 1,277,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

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

Project Title: **Harriet Avenue Sidewalks**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ 127,000	$ 50,000	$ -	$ -	$ -	$ -	$ 177,000
Construction	-	1,000,000	-	-	-	-	1,000,000
Professional Services	-	100,000	-	-	-	-	100,000
Total	**$ 127,000**	**$ 1,150,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,277,000**
Staff Hours	1,015	400	-	-	-	-	1,415

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design	X				
Bids Received		X			
Bid Award		X			
Construction		X			

CAPITAL PROJECT

Project #:	24-DD	**Funding Type:**	Previously Approved
Program #:	730	**Useful Life:**	15 years
Department:	Public Works		
Category:	Parks and Open Space	**Total Appropriation:**	$ 839,000
		Encumbrance:	$ -

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

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Defer implementing project until a new structure is necessary due to failures.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Park Fees	$ -	$ -	$ -	$ 108,000	$ 731,000	$ -	$ 839,000
TOTAL	**$ -**	**$ -**	**$ -**	**$ 108,000**	**$ 731,000**	**$ -**	**$ 839,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 24-DD
Program #: 730
Department: Public Works
Category: Parks and Open Space

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ -	$ -	$ 108,000	$ 81,000	$ -	$ -	$ 189,000
Construction	-	-	-	650,000	-	-	650,000
Total	**$ -**	**$ -**	**$ 108,000**	**$ 731,000**	**$ -**	**$ -**	**$ 839,000**
Staff Hours	-	-	864	648	-	-	1,512

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design			X		
Bids Received				X	
Bid Award				X	
Construction				X	

CAPITAL PROJECT

Project #:	20-PP	**Funding Type:**	Previously Approved
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Parks and Open Space	**Total Appropriation:**	$ 1,480,752
		Encumbrance:	$ 1,310,513

Project Title: **John D. Morgan (JDM) Park Improvement (Budd)**

Project Description

This project will enchance and expand amenities located on the south end of John D. Morgan Park, near Budd Avenue. CIP FY 2018 and FY 2019 previously allocated $300,000 to this project. The City was awarded $1,000,000 from the Santa Clara County's All Inclusive Playground Grant in November 2018. Additional funds are needed to provide for the 50% local match and for tasks and items that the All Inclusive Playground Grant does not provide. The project will design and reconstruct the playgrounds to increase play value and features to allow all-inclusive play. Other amenities will be determined upon completion of the conceptual design phase.

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Do not move forward with improvements and repair elements as needed.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Park Fees	$ 904,470	$ 25,000	$ -	$ -	$ -	$ -	$ 929,470
County Grant	551,282						551,282
TOTAL	**$ 1,455,752**	**$ 25,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,480,752**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 20-PP
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: **John D. Morgan (JDM) Park Improvement (Budd)**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ 25,000	$ -	$ -	$ -	$ -	$ -	$ 25,000
Construction	1,415,752	-	-	-	-	-	1,415,752
Professional Services	40,000	-	-	-	-	-	40,000
Total	**$ 1,480,752**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,480,752**
Staff Hours	200	-	-	-	-	-	200

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design					
Bids Received					
Bid Award					
Construction	X				

CAPITAL PROJECT

Project #:	25-AA	**Funding Type:**	Previously Approved
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Parks and Open Space	**Total Appropriation:**	$ 46,000
		Encumbrance:	$ -

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

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Park Fees	$ -	$ -	$ -	$ -	$ 46,000	$ -	$ 46,000
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 46,000**	**$ -**	**$ 46,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 25-AA
Program #: 730
Department: Public Works
Category: Parks and Open Space

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ -	$ -	$ -	$ 23,000	$ -	$ -	$ 23,000
Professional Services	-	-	-	23,000	-	-	23,000
Total	**$ -**	**$ -**	**$ -**	**$ 46,000**	**$ -**	**$ -**	**$ 46,000**
Staff Hours	-	-	-	184	-	-	184

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design				X	
Bids Received					
Bid Award					
Construction					

CAPITAL PROJECT

Project #:	24-EE	**Funding Type:**	Previously Approved
Program #:	730	**Useful Life:**	5 years
Department:	Public Works		
Category:	Parks and Open Space	**Total Appropriation:**	$ 50,000
		Encumbrance:	$ -

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

Project Description

The Recreation building located on the Rincon Avenue side of John D. Morgan Park is in need of updates. This project will study the existing facility and assess the needs for update in order to anticipate future growth of John D. Morgan Park. This work was identified in the Parks Maintenance Program Assessment Management Initiative as presented to the City Council on November 17, 2015.

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Defer assessment study.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Park Fees	$ -	$ -	$ 50,000	$ -	$ -	$ -	$ 50,000
TOTAL	**$ -**	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ 50,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 24-EE
Program #: 730
Department: Public Works
Category: Parks and Open Space

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Professional Services	$ -	$ -	$ 50,000	$ -	$ -	$ -	$ 50,000
Total	**$ -**	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ 50,000**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design			X		
Bids Received					
Bid Award					
Construction					

CAPITAL PROJECT

Project #:	23-DD	**Funding Type:**	Previously Approved
Program #:	730	**Useful Life:**	10 years
Department:	Public Works		
Category:	Parks and Open Space	**Total Appropriation:**	$ 240,000
		Encumbrance:	$ -

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

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Defer implementing project.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Park Fees	$ -	$ -	$ 240,000	$ -	$ -	$ -	$ 240,000
TOTAL	**$ -**	**$ -**	**$ 240,000**	**$ -**	**$ -**	**$ -**	**$ 240,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 23-DD
Program #: 730
Department: Public Works
Category: Parks and Open Space

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ -	$ 10,000	$ -	$ -	$ -	$ -	$ 10,000
Construction	-	220,000	-	-	-	-	220,000
Professional Services	-	10,000	-	-	-	-	10,000
Total	**$ -**	**$ 240,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 240,000**
Staff Hours	-	80	-	-	-	-	80

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design		X			
Bids Received		X			
Bid Award		X			
Construction		X			

CAPITAL PROJECT

Project #:	21-MM	**Funding Type:**	Previously Approved
Program #:	518	**Useful Life:**	30 years
Department:	City Manager		
Category:	Public Facility - Buildings	**Total Appropriation:**	$49,263,953
		Encumbrance:	$ 2,394,018

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

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Debt Obligation	$ 4,018,724	$ 8,457,924	$20,874,000	$13,932,000	$ 1,981,305	$ -	$49,263,953
TOTAL	**$ 4,018,724**	**$ 8,457,924**	**$20,874,000**	**$13,932,000**	**$ 1,981,305**	**$ -**	**$49,263,953**

Project Manager: Todd Capurso, Public Works Director

CAPITAL PROJECT

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

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	**$ 120,000**	**$ 120,000**	**$ 120,000**	**$ 120,000**	**$ -**	**$ -**	**$ 480,000**
Construction	6,000,000	20,000,000	16,000,000	2,000,000	-	-	44,000,000
Professional Services	1,600,000	1,800,000	1,200,000	183,953	-	-	4,783,953
Total	**$ 7,720,000**	**$21,920,000**	**$17,320,000**	**$ 2,303,953**	**$ -**	**$ -**	**$49,263,953**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design	X				
Bids Received	X				
Bid Award	X				
Construction	X	X	X	X	

CAPITAL PROJECT

Project #:	23-EE	**Funding Type:**	Previously Approved
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Streets and Signals	**Total Appropriation:**	$ 142,163
		Encumbrance:	$ -

Project Title: **Miscellaneous Storm Drainage Improvements**

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Environmental Service	$ 42,163	$ -	$ 50,000	$ -	$ 50,000	$ -	$ 142,163
TOTAL	**$ 42,163**	**$ -**	**$ 50,000**	**$ -**	**$ 50,000**	**$ -**	**$ 142,163**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 23-EE
Program #: 730
Department: Public Works
Category: Streets and Signals

Project Title: **Miscellaneous Storm Drainage Improvements**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ 6,800	$ -	$ -	$ 7,000	$ -	$ -	$ 13,800
Construction	35,363	50,000	-	43,000	-	-	128,363
Total	**$ 42,163**	**$ 50,000**	**$ -**	**$ 50,000**	**$ -**	**$ -**	**$ 142,163**
Staff Hours	-	-	-	56	-	-	56

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design	X			X	
Bids Received					
Bid Award					
Construction		X			

CAPITAL PROJECT

Project #:	22-EE	**Funding Type:**	New
Program #:	605	**Useful Life:**	10 years
Department:	Police		
Category:	Public Facilities - Equipment	**Total Appropriation:**	$ 1,686,202
		Encumbrance:	$ -

Project Title: **Officer Safety Plan**

Project Description

The Police Department has been an early adopter of technology such as body worn cameras, in car video systems, and Tasers, resulting in increased transparency and community trust, successful case filing and evidence collection, and improved officer safety at the same time decreasing incidents of injury related to use of force. This ten year Officer Safety Plan contract will combine our current Axon contracts, including body worn camera and evidence.com (set to expire in fiscal 22) Interview room recording systems, and Axon Fleet (In car cameras) with a Taser replacement plan and also provide for additional evidence management improvements leading to decreased staff time. The department currently budgets $90,500.00 per year for Axon systems, which does not include a Taser replacement contract. Safety additions will include the ability to locate officers by camera position, view their camera live from dispatch or a supervisors office, and holster sensors that will activate the camera system any time an officers gun is drawn. The program also comes with a full training suite, including VR technology that puts officers through scenarios from both the officers point of view and the individuals with a intent of developing empathy and currently focused on dealing with persons in mental health crises. This contract also provides for predictable year to year expenses related to these services over the ten year period and combines contracts at a better rate than if we attempted to negotiate all of these services we currently use a la carte. Year to year the quoted cost for these services has increased, locking in a long term contract will lead to significant long term savings. This also provides access to Axon's records management system, which would eventually place all of our systems in one ecosystem creating even greater efficiencies. All equipment replacement due to failure or breakage is covered under this contract. Our current Tasers are out of warranty and will reach the end the useable life of five years in March, 2021. Axon reports twice the number of failures after the five year mark and will not provide their 10 million dollar coverage for product failure after five years.

Relationship to Strategic Goals, Objectives, and Action Strategies

2.3 Effective City services at appropriate service levels, using resources in the most cost effective manner.
4.1 An improved feeling of safety within the community.

Alternatives

1. Continue to maintain Tasers out of warranty and renegotiate Body Worn Camera/Evidence.com contract in 2022.

Source	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	Total
CIPR	$ 90,084	$ 177,045	$ 177,045	$ 177,045	$ 177,045	$ 887,938	$ 1,686,202
TOTAL	**$ 90,084**	**$ 177,045**	**$ 177,045**	**$ 177,045**	**$ 177,045**	**$ 887,938**	**$ 1,686,202**

Project Manager: Ian White, Police Captain

CAPITAL PROJECT

Project #: 22-EE
Program #: 605
Department: Police Department
Category: Public Facilities - Equipment

Project Title: **Officer Safety Plan**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Equipment	$ 90,084	$ 177,045	$ 177,045	$ 177,045	$ 177,045	$ 887,938	$ 1,686,202
Total	**$ 90,084**	**$ 177,045**	**$ 177,045**	**$ 177,045**	**$ 177,045**	**$ 887,938**	**$ 1,686,202**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition	X				
Design	X				
Bids Received	X				
Bid Award	X				
Construction	X				

CAPITAL PROJECT

Project #:	23-JJ	**Funding Type:**	New
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Public Facility - Equipment	**Total Appropriation:**	$ 230,000
		Encumbrance:	$ -

Project Title: **Parking Guidance System for Parking Garages**

Project Description

The City's Downtown parking garages have no parking guidance system. This project would guide drivers to available parking spaces in real-time by communicating parking occupancy in each stall. With the use of sensors, directional wayfinding signs installed throughout the parking structures would keep drivers informed resulting in less traffic congestion, stress and pollution for Downtown Campbell visitors, customers, and employees. Funding for the project is from the Conditions of Approval associated with the Parking Modification Permit (PLN2017-009) whereby the developer contributes $6,000 (in 2017 dollars) per deficient parking space toward the improvement of parking facilities in the Campbell Downtown. The actual fee will reflect the relative increase in Consumer Price Index (CPI) and the number of parking spaces based on type of use. The budget amount of $230,000 is the most accurate estimate in 2021, assuming a count of 30 deficient parking spaces.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses 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 levels.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Private	$ -	$ -	$ 230,000	$ -	$ -	$ -	$ 230,000
TOTAL	**$ -**	**$ -**	**$ 230,000**	**$ -**	**$ -**	**$ -**	**$ 230,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 23-JJ
Program #: 730
Department: Public Works
Category: Public Facilities - Equipment

Project Title: **Parking Guidance System for Parking Garages**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ -	$ 50,000	$ -	$ -	$ -	$ -	$ 50,000
Equipment	-	180,000	-	-	-	-	180,000
Total	**$ -**	**$ 230,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 230,000**
Staff Hours	-	400	-	-	-	-	400

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design		X			
Bids Received		X			
Bid Award		X			
Construction		X			

CAPITAL PROJECT

Project #:	22-JJ	**Funding Type:**	New
Program #:	605	**Useful Life:**	20 years
Department:	Police		
Category:	Public Facility - Building	**Total Appropriation:**	$ 2,996,575
		Encumbrance:	$ -

Project Title: **Police Facility - Furniture, Fixtures and Equipment (FF&E) Design**

Project Description

Collaborate with the City Council, Executive Team, Finance Department, project consultants, and key stakeholders to determine Furniture, Fixture, and Equipment (FFE) requirements for the to-be-constructed new Police Station building and develop an adequate funding plan to support their timely acquisition.

Relationship to Strategic Goals, Objectives, and Action Strategies

2.3 Effective City services at approprate service levels, using resources in the most cost efficient manner.
4.5 An effective emergency prepardness program.

Alternatives

1. No recommended alternatives.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ -	$ 55,000	$ 100,000	$ -	$ -	$ -	$ 155,000
Unfunded	-	-	1,086,768	1,547,307	207,500	-	2,841,575
TOTAL	**$ -**	**$ 55,000**	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ 2,996,575**

Project Manager: Dan Livingston, Police Captain

CAPITAL PROJECT

Project #: 22-JJ
Program #: 605
Department: Police Department
Category: Public Facilities - Building

Project Title: **Police Facility - Furniture, Fixtures and Equipment (FF&E) Design**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Professional Services	$ 55,000	$ 260,298	$ 764,561	$ 169,678	$ 141,500	$ -	$ 1,391,037
Equipment	-	150,000	1,203,538	224,000	28,000	-	1,605,538
Total	**$ 55,000**	**$ 410,298**	**$ 1,968,099**	**$ 393,678**	**$ 169,500**	**$ -**	**$ 2,996,575**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition		X	X	X	X
Design	X	X			
Bids Received					
Bid Award					
Construction					

CAPITAL PROJECT

Project #:	23-KK	**Funding Type:**	New
Program #:	605	**Useful Life:**	5 years
Department:	Police		
Category:	Public Facility - Equipment	**Total Appropriation:**	$ 209,400
		Encumbrance:	$ -

Project Title: **Police Mobile Data Computer Replacement**

Project Description

The Police Department utilizes Mobile Data Computers to run our computer automated dispatch, the Axon Fleet In-Car camera systems, Tri Tech report writing, and other web based services. Officers receive critical information regarding the calls they are responding to, are provided with GPS mapping for faster response times, and have access to critical information regarding persons and vehicles that they come into contact with in the field. Similar to police radios these computers serve as an additional connection to other officers in the field and dispatch, and allow the officer to request emergency assistance. The current Mobile Data Computers were purchased in 2017. Based upon the useful life of this technology, the police department anticipates needing to replace this equipment during the 22/23 fiscal year. The Police Department will be replacing the current systems with a lap top option that will provide for more versatility and productivity. These systems will allow for digital signatures and move the Police Department towards the ultimate goal of paperless transactions. They also include modem components that are currently purchased separately and hard mounted in the patrol cars. The combining of these technologies removes unnecessary wiring and additional purchases, while also increasing reliability in the field. This purchase would include docking stations for offices and report writing areas, so that officers can move seamlessly from their patrol cars to their report writing stations, without losing access to critical information stored in their vehicles computer.

Relationship to Strategic Goals, Objectives, and Action Strategies

2.3 Effective City services at appropriate service levels, using resources in the most cost effective manner.
4.1 An improved feeling of safety within the community.
4.5 An Effective Emergency Preparedness Program

Alternatives

1. Continue using existing computers replacing them and other components as they fail. This is not recommended as it could cause officer safety and response issues if a sufficient number of units are not serviceable.

Source	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	Total
CIPR	$ -	$ 41,880	$ 41,880	$ 41,880	$ 41,880	$ 41,880	$ 209,400
TOTAL	**$ -**	**$ 41,880**	**$ 41,880**	**$ 41,880**	**$ 41,880**	**$ 41,880**	**$ 209,400**

Project Manager: Ian White, Police Captain

CAPITAL PROJECT

Project #: 23-KK
Program #: 605
Department: Police Department
Category: Public Facility - Equipment

Project Title: **Police Mobile Data Computer Replacement**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Equipment	$ -	$ 41,880	$ 41,880	$ 41,880	$ 41,880	$ 41,880	$ 209,400
Total	**$ -**	**$ 41,880**	**$ 41,880**	**$ 41,880**	**$ 41,880**	**$ 41,880**	**$ 209,400**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition		X			
Design		X			
Bids Received		X			
Bid Award		X			
Construction		X			

CAPITAL PROJECT

Project #:	23-LL	**Funding Type:**	New
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Public Facilities	**Total Appropriation:**	$ 250,000
		Encumbrance:	$ -

Project Title: **Pruneyard Creek Trail Extension**

Project Description

Design and construction of a public pathway within Caltrans Highway 17 right-of-way along the westerly boundary of The Pruneyard Shopping and Office Complex. This project proposes to connect the existing Los Gatos Creek trail spur adjacent to the Pruneyard parking garage to the Portals at East Campbell Avenue, providing a safe, continuous connection from the Los Gatos Creek Trail to East Campbell Avenue.

This project was originally a Condition of Approval for The Pruneyard Master Use Permit, but after repeated good faith efforts by the The Pruneyard to secure approval from Caltrans with no resolution, the City agreed to accept a $250,000 contribution towards the construction cost from The Pruneyard to pursue the project as a City project. City staff will continue discussions with Caltrans, and if Caltrans allows the improvements within their right-of-way, the City will design and construct the project with local Park Fees to fund the design, permitting, and construction management costs.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project addresses Strategic Plan Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles, Objective 3.4 - Streets that are safe, clean, and well maintained, and Objective 6.3 - A balance of active and passive uses for the City's open space areas.

Alternatives

1. This project addresses Strategic Plan Objective 3.3 - Streets that safely and comfortably accommodate pedestrians and bicycles, Objective 3.4 - Streets that are safe, clean, and well maintained, and Objective 6.3 - A balance of active and passive uses for the City's open space areas.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Private (Pruneyard)	-	-	250,000	-	-	-	250,000
TOTAL	**$ -**	**$ -**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ 250,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 23-LL
Program #: 730
Department: Public Works
Category: Public Facilities

Project Title: **Pruneyard Creek Trail Extension**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Construction	-	250,000	-	-	-	-	250,000
Total	**$ -**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 250,000**
Staff Hours	-	400	-	-	-	-	400

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design		X			
Bids Received		X			
Bid Award		X			
Construction		X			

CAPITAL PROJECT

Project #:	17-SS	**Funding Type:**	Additional
Program #:	780	**Useful Life:**	20 years
Department:	Public Works		
Category:	Public Facility - Buildings	**Total Appropriation:**	$ 385,498
		Encumbrance:	$ -

Project Title: **Service Center Portable Building Replacement**

Project Description

This project will replace the existing Traffic Signal & Street Lighting portable modular building with a pre-fabricated metal permanent building. The project will include removal and disposal of the existing modular unit and connection of all utilities to the new building providing more efficient use of space and the diminished lot of the Service Center. The building will house offices for Parks and Signals & Lighting staff, a Signal Testing shop and workshop, as well as vehicle, equipment and materials storage.

Relationship to Strategic Goals, Objectives, and Action Strategies

Strategic Plan elements and objectives 4.4 - A reduced number of accidents and associated injuries, 5.3 - Safe, attractive, and efficient parks and buildings that operate for maximum community use, benefit, and enjoyment

Alternatives

1. Do not replace the existing building and continue to make costly repairs and renovations.
2. Additional alternatives. Please insert additional rows as needed.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Private (Sales Proceeds)	$ 135,498	$ 250,000	$ -	$ -	$ -	$ -	$ 385,498
TOTAL	**$ 135,498**	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 385,498**

Project Manager: Dave Fanucchi, Building Maintenance Supervisor

CAPITAL PROJECT

Project #: 17-SS
Program #: 780
Department: Public Works
Category: Public Facilities - Buildings

Project Title: **Service Center Portable Building Replacement**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Construction	$ 385,498	$ -	$ -	$ -	$ -	$ -	$ 385,498
Total	**$ 385,498**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 385,498**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design					
Bids Received	X				
Bid Award	X				
Construction	X				

CAPITAL PROJECT

Project #:	24-AA	**Funding Type:**	Previously Approved
Program #:	605	**Useful Life:**	10 years
Department:	Police Department		
Category:	Equipment	**Total Appropriation:**	$ 150,000
		Encumbrance:	$ -

Project Title: **Service Pistol Replacement**

Project Description

With the high amount of use at range training and exposure to the elements, the expected dependable / useful life of Police Department handguns is approximately ten (10) years. Our current cache of handguns was purchased in 2013. While we have had some typical parts breakage, we have been fortunate with the dependability of our current weapons. The Department expects that within the next three years these weapons will deteriorate to a point where it will be more prudent to purchase new weapons and discontinue repairs of the current supply. Though these weapons are rarely used in a service capacity, there is no acceptable margin for error or malfunction in an emergency use situation. With the current price of handguns available for Law Enforcement Use, we estimate the cost of replacement in FY 2024, at $150,000. This cost would include holsters and other safety equipment necessary for issuance. The average delivery times for a bulk purchase of handguns and related equipment is approximately six months.

Relationship to Strategic Goals, Objectives, and Action Strategies

This project will address Strategic Plan Objective 4.5 - An effective emergency preparedness program.

Alternatives

1. Continue use of current weapons and repair or replace individually as they become obsolete.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ -	$ -	$ -	$ 150,000	$ -	$ -	$ 150,000
TOTAL	**$ -**	**$ -**	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ 150,000**

Project Manager: Dan Livingston, Police Captain

CAPITAL PROJECT

Project #: 24-AA
Program #: 605
Department: Police Department
Category: Equipment

Project Title: **Service Pistol Replacement**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Equipment	$ -	$ -	$ 150,000	$ -	$ -	$ -	$ 150,000
Total	**$ -**	**$ -**	**$ 150,000**	**$ -**	**$ -**	**$ -**	**$ 150,000**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition			X		
Design			X		
Bids Received			X		
Bid Award			X		
Construction			X		

CAPITAL PROJECT

Project #:	22-GG	**New Project:**	Additional
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Streets	**Total Appropriation:**	$ 475,000
		Encumbrance:	$ -

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

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Construction Tax	$ -	$ 175,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ 475,000
TOTAL	**$ -**	**$ 175,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 475,000**

Project Manager: Alex Mordwinow, Public Works Superintendent

CAPITAL PROJECT

Project #: 22-GG
Program #: 730
Department: Public Works
Category: Streets

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Construction	$ 175,000	$ 75,000	$ 75,000	$ 75,000	$ 75,000	$ -	$ 475,000
Total	**$ 175,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ 75,000**	**$ -**	**$ 475,000**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design					
Bids Received	X	X	X	X	X
Bid Award	X	X	X	X	X
Construction	X	X	X	X	X

CAPITAL PROJECT

Project #:	26-JJ	**Funding Type:**	New
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Streets & Signals	**Total Appropriation:**	$ 1,007,500
		Encumbrance:	$ -

Project Title: **SR 17/San Tomas/Camden/White Oaks Improvements**

Project Description

To improve traffic operations and safety, implement the following: northbound SR17 off-ramp improvements to include signal at White Oaks with interconnect at San Tomas/Camden/White Oaks signal and lane reconfigurations. The project is included on the Valley Transportation Authority (VTA) Valley Transportation Plan 2040 (VTP 2040) Highway Project List for $1 million in anticipated future grant funds through the VTA Measure B program. The preliminary design effort will prepare the project to apply for additional grant funding. The current local funding of $7,500 is through developer contributions collected. Local contribution requirement is estimated at $200,000.

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Defer implementing project.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Grants - Measure B	$ -	$ -	$ -	$ -	$ -	$ 1,000,000	$ 1,000,000
Private (Developer)	-	-	-	-	-	7,500	7,500
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,007,500**	**$ 1,007,500**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 26-JJ
Program #: 730
Department: Public Works
Category: Streets & Signals

Project Title: **SR 17/San Tomas/Camden/White Oaks Improvements**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ -	$ -	$ -	$ -	$ 100,000	$ -	$ 100,000
Construction	-	-	-	-	807,500	-	807,500
Professional Services	-	-	-	-	100,000	-	100,000
Total	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,007,500**	**$ -**	**$ 1,007,500**
Staff Hours	-	-	-	-	800	-	800

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design					X
Bids Received					
Bid Award					
Construction					

CAPITAL PROJECT

Project #:	19-KK	**Funding Type**	Previously Approved
Program #:	730	**Useful Life:**	10 years
Department:	Public Works		
Category:	Streets and Signals	**Total Appropriation:**	$ 115,629
		Encumbrance:	$ -

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

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

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

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
CIPR	$ 55,629	$ -	$ 60,000	$ -	$ -	$ -	$ 115,629
TOTAL	**$ 55,629**	**$ -**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ 115,629**

Project Manager: Ron Taormina, Street Maintenance Field Supervisor

CAPITAL PROJECT

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

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

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
Construction	$ 55,629	$ 60,000	$ -	$ -	$ -	$ -	$ 115,629
Total	**$ 55,629**	**$ 60,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 115,629**
Staff Hours	-	-	-	-	-	-	-

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design					
Bids Received					
Bid Award					
Construction	X	X			

CAPITAL PROJECT

Project #:	19-MM	**Funding Type:**	Additional
Program #:	720	**Useful Life:**	20 years
Department:	Public Works		
Category:	Streets & Signals	**Total Appropriation:**	$ 100,000
		Encumbrance:	$ -

Project Title: **Traffic Calming Improvements**

Project Description

This project wil allow staff to address traffic calming issues in various neighborhoods throughout the City - consistent with the Traffic Calming Policy: engaging the community and constructing improvements to reduce speeds and volume on streets that meet the adopted criteria.

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Allow the current conditions to remain.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Construction Tax	12,000	38,000	50,000	-	-	-	100,000
TOTAL	**$ 12,000**	**$ 38,000**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ 100,000**

Project Manager: Matthew Jue, Traffic Engineer

CAPITAL PROJECT

Project #: 19-MM
Program #: 720
Department: Public Works
Category: Streets & Signals

Project Title: **Traffic Calming Improvements**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ 5,000	$ 5,000	$ -	$ -	$ -	$ -	$ 10,000
Construction	45,000	45,000	-	-	-	-	90,000
Total	**$ 50,000**	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 100,000**
Staff Hours	100	100	-	-	-	-	200

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design	X	X			
Bids Received	X	X			
Bid Award	X	X			
Construction	X	X			

CAPITAL PROJECT

Project #:	20-QQ	**Funding Type:**	Previously Approved
Program #:	730	**Useful Life:**	20 years
Department:	Public Works		
Category:	Parks and Open Space	**Total Appropriation:**	$ 320,000
		Encumbrance:	$ -

Project Title: **Virginia Park Improvements**

Project Description

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

Relationship to Strategic Goals, Objectives, and Action Strategies

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

Alternatives

1. Do not move forward with improvements and repair elements as needed.

Source	Carryover	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Total
Park Fees	$ -	$ -	$ -	$ -	$ 70,000	$ 250,000	$ 320,000
TOTAL	**$ -**	**$ -**	**$ -**	**$ -**	**$ 70,000**	**$ 250,000**	**$ 320,000**

Project Manager: Amy Olay, City Engineer

CAPITAL PROJECT

Project #: 20-QQ
Program #: 730
Department: Public Works
Category: Parks and Open Space

Project Title: **Virginia Park Improvements**

Capital Cost Detail	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	Remaining	TOTAL
City Staff	$ -	$ -	$ -	$ 50,000	$ 50,000	$ -	$ 100,000
Construction	-	-	-	-	200,000	-	200,000
Professional Services	-	-	-	20,000	-	-	20,000
Total	**$ -**	**$ -**	**$ -**	**$ 70,000**	**$ 250,000**	**$ -**	**$ 320,000**
Staff Hours	-	-	-	400	400	-	800

Operating Impacts	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	TOTAL
Total	$ -	$ -	$ -	$ -	$ -	$ -

Project Schedule	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Acquisition					
Design				X	
Bids Received					X
Bid Award					X
Construction					X

Unfunded Projects - Sorted By Category

Streets and Signals

Project	Newly Added		Total	Priority
Campbell Avenue Plan Line	X	$	200,000	Medium
Campbell and Page Street Traffic Signal (City portion)			263,000	Medium
Campisi Way - South Improvements			300,000	High
Campisi Way - North Sidewalk Improvements			500,000	High
Civic Center Drive Improvements - Preliminary Concepts			50,000	High
ADA Accessibility Ramps			9,000,000	Medium
Deferred Street Maintenance [Additional Funds]			16,500,000	High
Median Landscaping [Campbell, Bascom and Hamilton]			2,065,000	Low
Pollard Road/Burrows Avenue Traffic Signals			300,000	Low
Reconfiguration of Harrison/Civic Center Intersection	X		1,000,000	Medium
Sub-Total		**$**	**30,178,000**	

Community Center

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

Parks and Open Space

Project	Newly Added		Total	Priority
Future Park Acquisition (4-Acre Site)		$	12,000,000	Medium
Orchard City Green Safe Zone			75,000	High
San Tomas Creek Trail - Construction Phase			5,300,000	Medium
Sub-Total		**$**	**17,375,000**	

Public Facility - Building

Project	Newly Added		Total	Priority
Ainsley House Garden Patio		$	110,000	Medium
City Hall Renovation			20,000,000	High
Citywide Building Assessment			90,000	Medium
Comm. Dev. & Pub. Works Floor Space Imps.			250,000	Low
Measure O - Police Dept. Furniture, Fixtures & Equipment			2,841,575	High
Museum Warehouse Storage			94,000	Medium
Redevelopment of Gravel Lot into an Employee Parking Lot	X		250,000	High
Resurfacing of Public Parking Lots [Downtown, Parks]			150,000	Medium
Service Center Administrative Building Renovation			900,000	Medium
Sub-Total		**$**	**24,685,575**	

Public Facility - Equipment

Project	Newly Added		Total	Priority
Public Safety Digital Radio Replacement	X	$	250,000	High
Sub-Total		**$**	**250,000**	

TOTAL UNFUNDED PROJECTS

	Total
TOTAL	**$ 77,938,575**

DEBT

DEBT MANAGEMENT

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

Legal Debt Limit and General Obligation Debt

The City's most recently calculated debt limit was $414 million with $0 of debt subject to the limit. At that time, the City also had no general obligation debt.

2002 Certificates of Participation

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

2016 Refunding Lease Revenue Bonds

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

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

2020 Measure O General Obligation Bonds

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

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

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

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

Annual Debt Service to Maturity - 2002 Certificates of Participation

Fiscal Year	Total Principal	Total Interest	Total Debt Service
2022	$ -	$ -	$ -
2023	-	-	-
2024	-	-	-
2025	-	-	-
2026	-	-	-
Thereafter	1,245,843	5,214,157	6,460,000
Total	**$ 1,245,843**	**$ 5,214,157**	**$ 6,460,000**

Annual Debt Service to Maturity - 2016 Refunding Lease Revenue Bonds

Fiscal Year	Total Principal	Total Interest	Total Debt Service
2022	$ 570,000	$ 192,750	$ 762,750
2023	585,000	172,500	757,500
2024	605,000	148,700	753,700
2025	630,000	124,000	754,000
2026	655,000	98,300	753,300
Thereafter	2,130,000	130,200	2,260,200
Total	**$ 5,175,000**	**$ 866,450**	**$ 6,041,450**

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

Fiscal Year	Total Principal	Total Interest	Total Debt Service
2022	$ 1,660,000	$ 636,000	$ 2,296,000
2023	1,000,000	596,100	1,596,100
2024	780,000	565,500	1,345,500
2025	345,000	543,000	888,000
2026	360,000	528,900	888,900
Thereafter	14,715,000	7,407,550	22,122,550
Total	**$ 18,860,000**	**$ 10,277,050**	**$ 29,137,050**

Successor Agency Debt Management

2016 Tax Allocation Refunding Bonds

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

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

Annual Debt Service to Maturity - 2016 Tax Allocation Refunding Bonds

Fiscal Year	Total Principal	Total Interest	Total Debt Service
2022	$ 1,375,000	$ 365,150	$ 1,740,150
2023	1,555,000	334,192	1,889,192
2024	1,595,000	300,984	1,895,984
2025	1,630,000	266,871	1,896,871
2026	1,660,000	232,066	1,892,066
Thereafter	9,610,000	614,369	10,224,369
Total	**$ 17,425,000**	**$ 2,113,632**	**$ 19,538,632**

REFERENCE MATERIALS

History of Campbell

Early History of the Region

The Ohlone were the first people to inhabit the Santa Clara Valley. Prior to European contact, the Ohlone developed complex cultures and lived in tribal villages of around 500-1000 people that were completely sustained by the natural resources of the Valley. The Ohlone way of life was changed forever with the arrival of the Spanish Missionaries in the late 1700's. The Spanish colonized coastal territories and valleys of what was then called Alta California. In 1777, Mission Santa Clara de Asis and Pueblo de San Jose de Guadalupe were founded. These Spanish settlements brought changes to the landscape with the introduction of Mediterranean fruits and cattle.

In 1821, Mexico won independence from Spain and control of Alta California. The Mexican government gave large land grants of the former mission lands to wealthy Spanish settlers, who were known as Californios who built vast ranchos. Two large ranchos, Rancho Rinconada de los Gatos and Ranch Quito, made up part of what would become present day Campbell. The Sebastian Peralta on the northern tip of Rancho Rinconada, near what is now John D. Morgan Park was the first adobe built in the area.

Benjamin Campbell

American settlers made their way west, encouraged by the available land and resources in Alta California. One pioneer was William Campbell who brought his family west by wagon train from Missouri in 1846. The Campbell family arrived in the Santa Clara Valley on October 25, 1846. After fighting with the American forces in the Mexican American War at the Battle of Santa Clara, the Campbell family secured 160 acres near present day Santa Clara and started a wheat farm. William Campbell worked to survey the towns of San Jose and Santa Clara. While his son Benjamin Campbell, the founder of present-day City of Campbell, was left in charge of the ranch. The Campbells, as early pioneers in the Valley, helped to develop industry in the region.

In 1849, when the word went out that gold was discovered, many newcomers began migrating to the fertile soil of the Santa Clara Valley. By 1850, California was swiftly ushered into statehood, becoming the 31st state. In 1851, five years after arriving in California, Benjamin Campbell purchased his own 160 acres of former Mission grazing land. He then traveled back to Missouri to marry his sweetheart, Mary Rucker. A few months later, in 1852, Benjamin Campbell led a wagon train of 43 people made up of his in laws and relatives back to Campbell. The Campbells, like many others, soon built a farmhouse and began growing wheat. Their treelined driveway to the Campbell ranch house is now Campbell Avenue.

In the 1878, as fruit orchards replaced wheat fields, the Campbells granted the South Pacific Coast Railroad a right of way through their land to help transport crops to outside markets. The Campbell's home became the first post office. In 1886 Benjamin Campbell sold 1 acre of land to the railroad to build a small depot called "Campbell Station," In 1888, Ben and Mary Campbell started to subdivide their land, which eventually became downtown Campbell.

Orchards

Fruit orchards and small family farms became the way of life. Campbell became known as the "Orchard City," and its population and economy began to develop around the thriving food-growing industry. As early as 1887, many local orchardists began to pool their crops to sell to packers, and grower-owned companies and cooperatives became the industry standard. By 1917, Campbell's two main cooperatives, the Campbell Fruit Growers Union, and the Campbell Farmers Union Packing Company, were absorbed into the statewide California Prune and Apricot Growers Union (which marketed their products under the Sunsweet brand). At one time Sunsweet had the largest drying yard in the world in Campbell.

Canneries

By the 1890s, the town was becoming renowned for its fruit products and some of the finest canneries in California, led by local canning pioneers John Colpitts Ainsley, George H. Hyde, and Perley Payne. While family-run orchards still surrounded the town, canneries and drying yards provided work for hundreds of people, creating an economy that helped the tiny town grow and develop. Employment opportunities attracted new groups of immigrants adding diversity to the town. The growth of Campbell continued as public services, telephones, schools, a library, and a volunteer fire department were established. Many of the new businesses were housed in buildings that still stand today in downtown Campbell.

Incorporation/ Present Day

Like the rest of the nation, Campbell struggled through the great depression and continued to develop into the baby boomer years of the 1950s. In 1952, the City of Campbell voted for incorporation. By the 1960s the canneries and most orchards and drying yards were gone from Campbell. In their place were office parks or subdivisions. Campbell evolved from agriculture to suburbia. In the 21st century, the people who make their homes in Campbell are reaping the benefits of progress. The energy and talent of generations of immigrants, native Californians, and new residents fuel its growth. Today, another generation is poised to grow Campbell's future.

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History of Campbell Through the Years









Campbell Community Profile - General



- 50 Miles South of San Francisco
- Surrounded on Three Sides by San Jose
- 6.7 Square Miles
- Incorporated - March 1952
- Council / Manager Form of Government
- 25,649 Registered Voters
- 7,732 (31.72%) Votes Cast in Last General Election
- Public Safety - 71 FTE's (47 Sworn)
- Public Safety - Two Fire Stations
- Public Safety - Fire Services Contracted with the County of Santa Clara

Campbell Community Profile - Infrastructure

As reported in our City's Comprehensive Audited Financial Report - Fiscal Year Ending June 30, 2020

Category	2020	2019	2018	2017	2016
Miles of Streets	96	96	96	96	96
Miles of Sewers (Storm/Sanitary) [1]	59/602	59/602	59/602	50/618	50/618
Streetlights	2800	2715	2715	2706	2705
Parks - Number of Acres	87	87	87	87	87

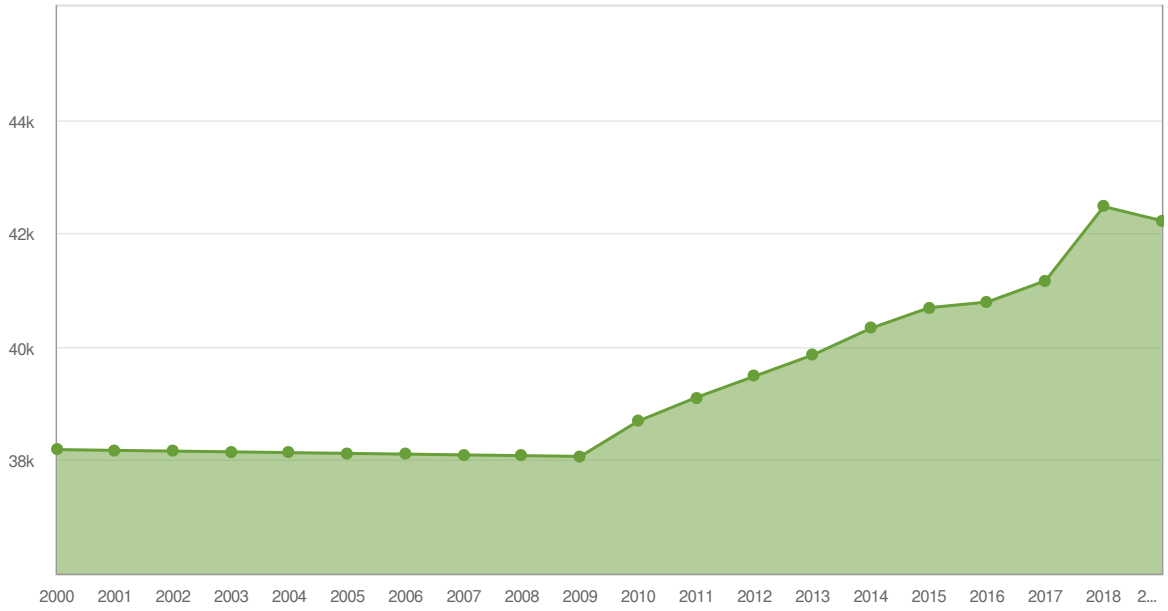
(1) *West Valley Sanitation District*

Demographic Data Source for all information that follows : American Community Survey,
2010 Census, 2000 US Census and 1990 US Census
DATA SHOWN THROUGH 2019

Population Overview

TOTAL POPULATION **42,221** → **-.6% vs. 2018**

Growth Rank
426 OUT OF **482**
Municipalities in California



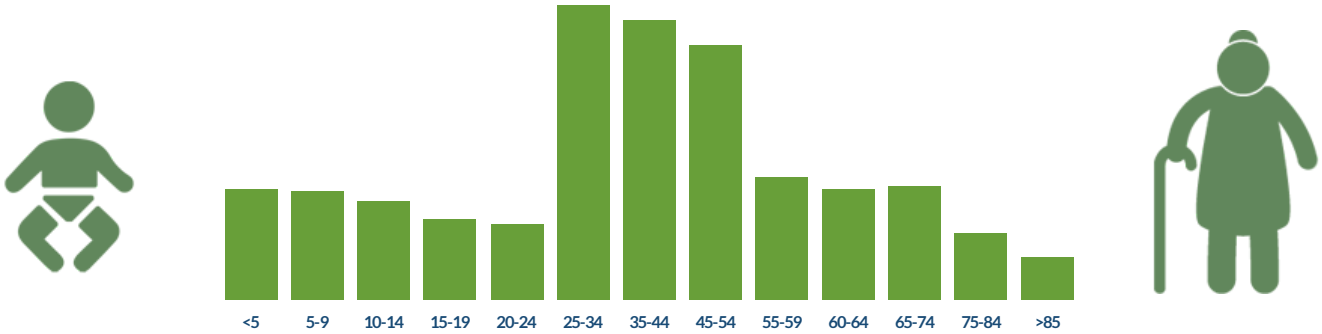
** Data Source: American Community Survey, 2010 Census, 2000 US Census and 1990 US Census*



DAYTIME POPULATION
43,751

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

POPULATION BY AGE GROUP



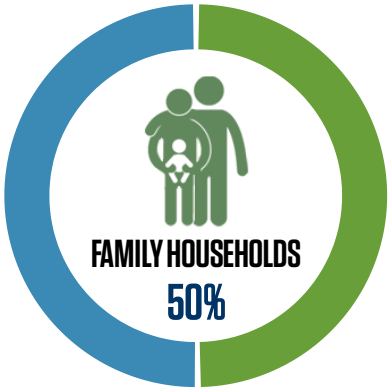
Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

Household Analysis

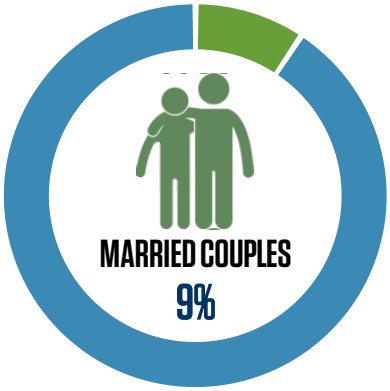
TOTAL HOUSEHOLDS

16,163

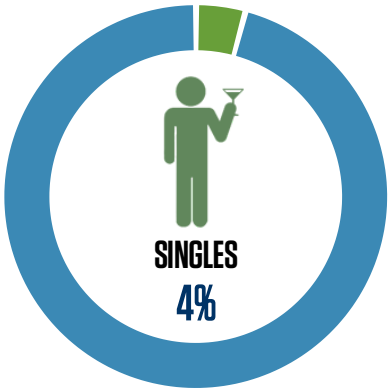
Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



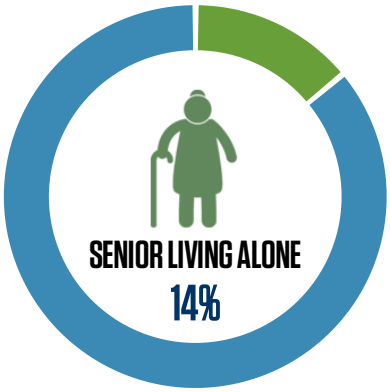
▼ 0% LOWER THAN STATE AVERAGE



▼ 33% LOWER THAN STATE AVERAGE



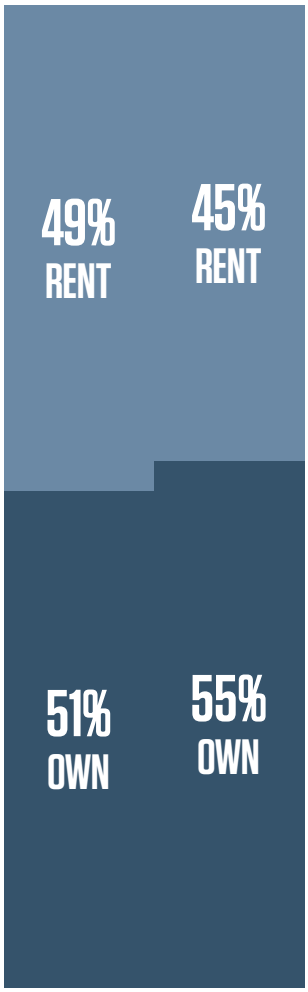
▼ 23% LOWER THAN STATE AVERAGE

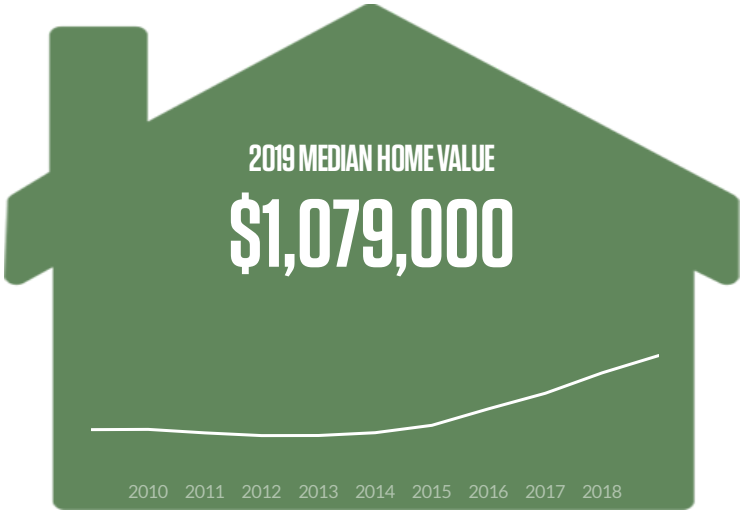


▲ 3% HIGHER THAN STATE AVERAGE

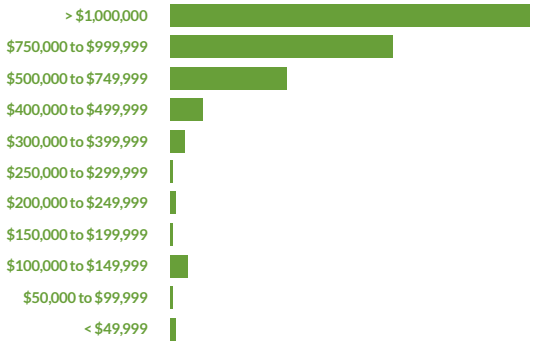
Housing Overview

HOME OWNERS VS RENTERS





HOME VALUE DISTRIBUTION

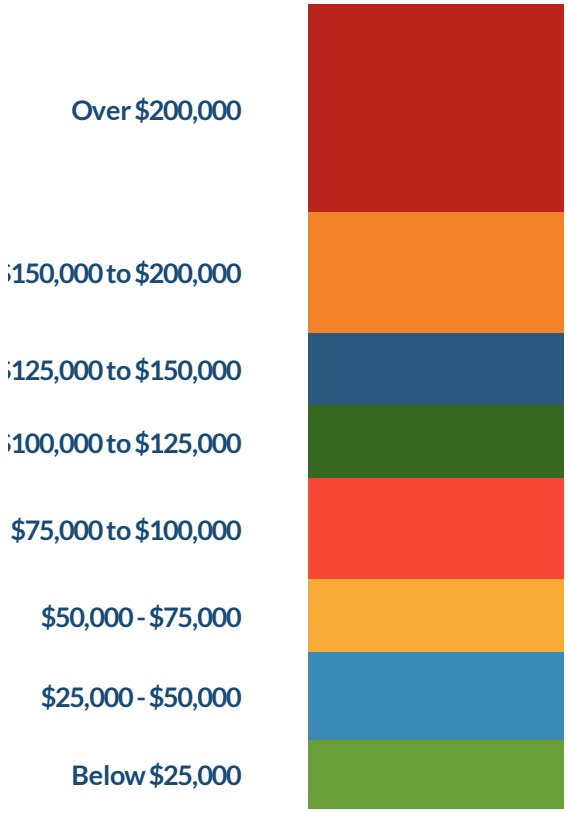


** Data Source: 2019 US Census Bureau (http://www.census.gov/data/developers/data-sets.html), American Community Survey. Home value data includes all types of owner-occupied housing.*

Economic Analysis

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.

HOUSEHOLD INCOME



ABOVE $200,000

26%

▲112% HIGHER THAN STATE AVERAGE

MEDIAN INCOME

$124,525

▲66% HIGHER THAN STATE AVERAGE

BELOW $25,000

9%

▼46% LOWER THAN STATE AVERAGE

Principal Employers

100 or More Employees - Listed Alphabetically

BUSINESS NAME	INDUSTRY	NUMBER OF EMPLOYEES
8X8 INC	TECHNOLOGY	742
ADORNO CONSTRUCTION INC	CONSTRUCTION	130
BARRACUDA NETWORKS INC	MANUFACTURING	315
BIOREFERENCE LABORATORIES INC	MEDICAL	170
BITGLASS INC	TECHNOLOGY	140
CHARGEPOINT	SERVICES	1029
CHILDREN'S RECOVERY CENTER	HOSPITAL	140
DIALOG SEMICONDUCTOR INC	TECHNOLOGY	123
FAMILY MATTERS IN-HOME CARE	SERVICES	210
GROUPWARE TECHNOLOGY	TECHNOLOGY	170
INTERNAL DRIVE	TECHNOLOGY	113
JAMES NICHOLSON ENTERPRISES	SERVICES	127
KOHL'S #977	RETAIL	112
LUNA MEXICAN KITCHEN	RESTAURANT	110
MOSS ADAMS LLP	SERVICES	201
ROCK BOTTOM RESTAURANT & BREWERY	RESTAURANT	111
SAAMA TECHNOLOGIES	MANUFACTURING	185
SAFEWAY INC #3241	RETAIL / GROCERY / SERVICE STATION	134
SAGE VETERINARY CENTERS LP	VETERINARIAN FACILITY	143
TACPRO LLC DBA:CREGANNA MEDICAL	RESEARCH & DEVELOPMENT	148
THE HOME DEPOT #0642	RETAIL	230
THE RIGHT STUFF HEALTH CLUB	FITNESS	120
TRADER JOE'S #73	RETAIL / GROCERY	113
WHOLE FOODS MARKET	RETAIL / GROCERY	208

Principal Property Taxpayers

Listed Alphabetically

675 CREEKSIDE OWNER LLC
AG-SW HAMILTON PLAZA OWNER LP
PARC RESIDENCES LLC
PRUNEYARD OFFICE INVESTORS LLC
PRUNEYARD REGENGY LLC
RAILWAY CAMPBELL LLC
RAINTREE CAMPBELL LLC
REVRES LLC
SHI-III CAMPBELL LP

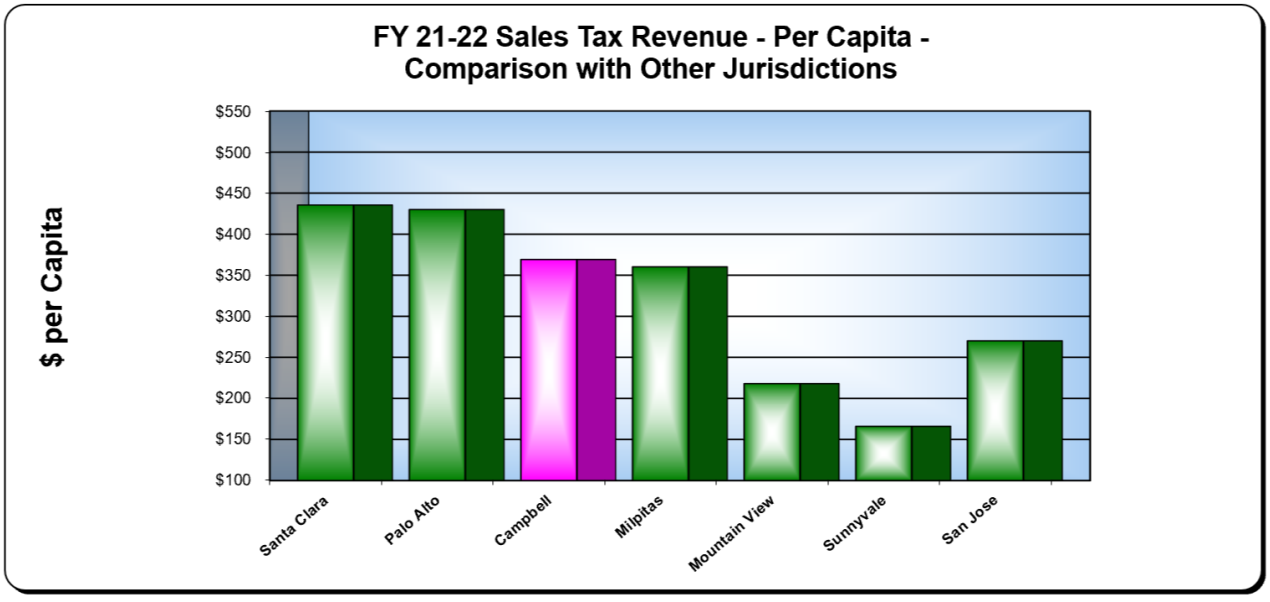
Principal Sales Tax Producers

Listed Alphabetically

ANDRO'S ROSTILJ
ARGONAUT WINDOW & DOOR
CHARGEPOINT
CHEVRON SERVICE STATIONS
CVS/PHARMACY
DASHER TECHNOLOGIES
ECONOMY LUMBER CO.
GARDENLAND CENTER
GROUPWARE TECHNOLOGY
HOME DEPOT
JOE ESCOBAR DIAMONDS
KOHL'S DEPARTMENT STORES
LUNA MEXICAN KITCHEN
MARSHALL'S STORES
ROSS STORES
ROTTEN ROBBIE SERVICE STATIONS
SAFEWAY SERVICE STATIONS
SAFEWAY STORES
SHELL SERVICE STATIONS
SIERRA PACIFIC TURF SUPPLY
SPORTS BASEMENT
SUMMERWINDS GARDEN CENTERS
SWIMOUTLET.COM
WALGREEN'S DRUG STORES
WHOLE FOODS MARKET

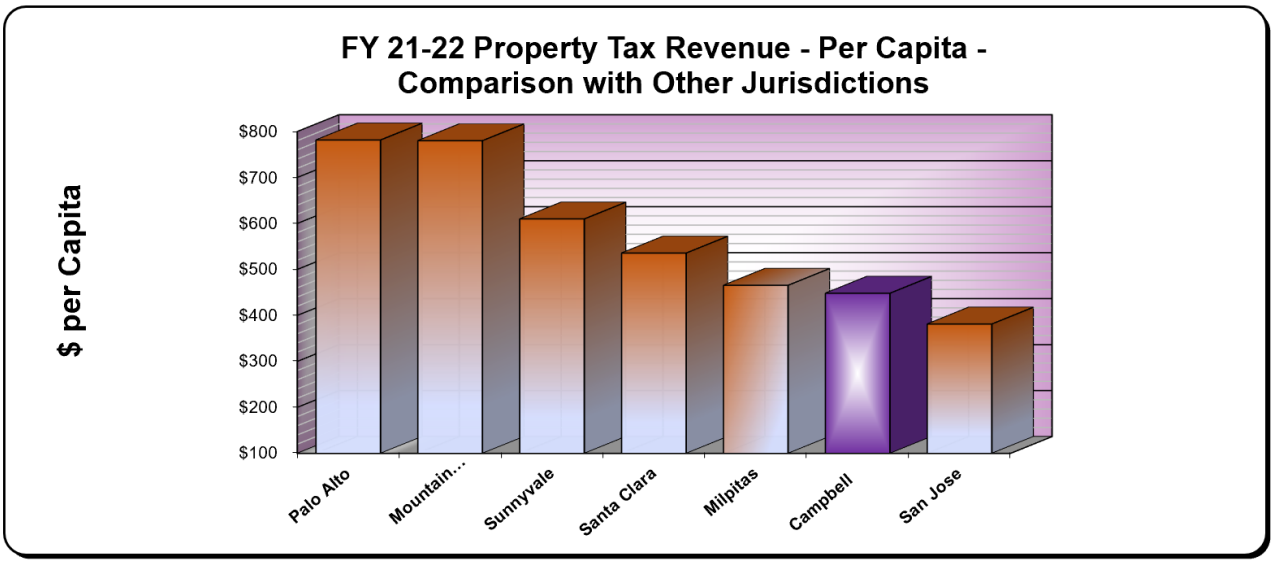
Sales Tax Revenue
Comparison with Other Jurisdictions
FY 17-18 through FY 21-22

City	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Budgeted 2021-22
Campbell	$14,859,014	$15,684,222	$13,493,745	$14,172,118	$15,521,900
% of General Fund	29%	29%	29%	26%	27%
Per Capita	349.07	371.29	322.87	338.08	369.16
Milpitas	$27,854,331	$28,889,784	$25,058,325	$28,371,951	$31,941,250
% of General Fund	26%	26%	24%	24%	29%
Per Capita	357.68	360.19	297.62	328.38	360.27
Mountain View	$20,713,381	$24,389,890	$19,452,148	$19,604,000	$18,477,000
% of General Fund	15%	17%	14%	14%	13%
Per Capita	255.13	293.26	235.10	234.10	218.00
Palo Alto	$31,091,000	$36,507,728	$30,563,248	$20,500,000	$28,183,600
% of General Fund	16%	18%	16%	12%	16%
Per Capita	464.32	550.99	467.59	313.18	429.96
San Jose	$226,336,942	$263,530,326	$260,558,394	$242,500,000	$280,200,000
% of General Fund	17%	19%	22%	21%	23%
Per Capita	219.25	256.35	255.00	235.55	270.13
Santa Clara	$55,881,563	$68,797,353	$55,269,669	$55,600,000	$58,183,000
% of General Fund	23%	24%	23%	24%	23%
Per Capita	441.02	532.96	423.96	421.30	435.51
Sunnyvale	$31,314,096	$32,219,912	$27,118,152	$24,520,507	$25,818,641
% of General Fund	15%	15%	14%	11%	13%
Per Capita	204.38	210.85	177.59	159.09	165.97



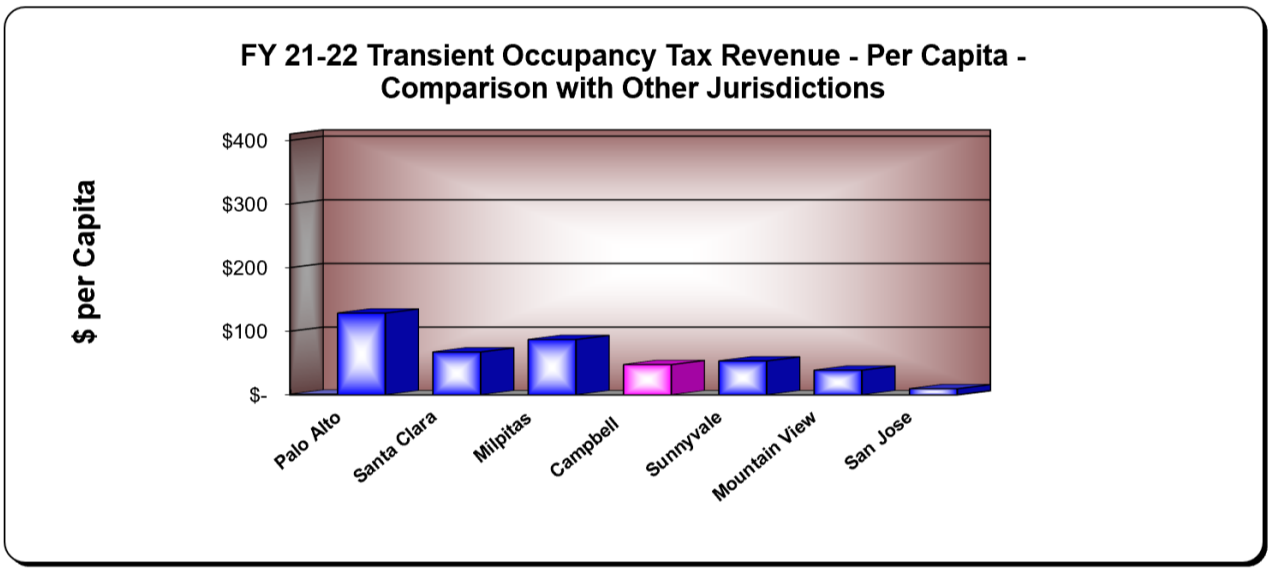
Property Tax
Comparison with Other Jurisdictions
FY 17-18 through FY 21-22

City	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Budgeted 2021-22
Campbell	$14,004,162	$15,646,864	$17,208,898	$17,481,100	$18,847,000
% of General Fund	27%	29%	34%	32%	33%
Per Capita	328.99	370.40	411.77	417.01	448.24
Milpitas	$32,009,724	$33,924,593	$37,799,083	$36,872,241	$41,269,917
% of General Fund	30%	30%	36%	32%	37%
Per Capita	411.05	422.96	448.94	426.77	465.49
Mountain View	$49,418,921	$51,450,527	$54,839,123	$57,206,600	$66,108,200
% of General Fund	36%	35%	38%	40%	45%
Per Capita	608.69	618.63	662.80	683.13	779.97
Palo Alto	$42,839,000	$47,327,394	$51,089,154	$52,000,000	$51,227,800
% of General Fund	22%	23%	27%	30%	28%
Per Capita	639.77	714.29	781.61	794.41	781.51
San Jose	$306,222,332	$330,199,269	$369,506,527	$370,500,000	$395,500,000
% of General Fund	24%	24%	31%	32%	32%
Per Capita	296.63	321.20	361.62	359.88	381.29
Santa Clara	$55,008,928	$58,614,758	$65,498,024	$66,982,000	$71,559,000
% of General Fund	23%	21%	27%	29%	29%
Per Capita	434.14	454.08	502.42	507.55	535.63
Sunnyvale	$74,349,897	$84,827,810	$91,839,180	$93,432,808	$94,860,330
% of General Fund	36%	40%	47%	43%	47%
Per Capita	485.26	555.13	601.42	606.21	609.78



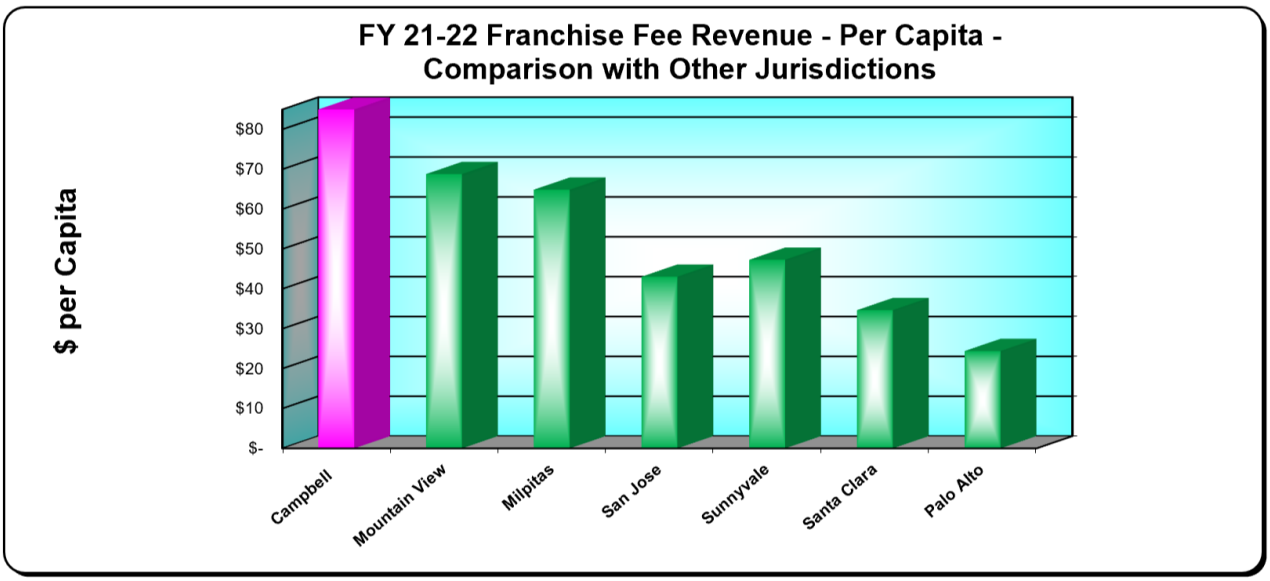
Transient Occupancy Tax Revenue
Comparison with Other Jurisdictions
FY 17-18 through FY 21-22

City	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Budgeted 2021-22
Campbell	$4,554,949	$4,768,864	$3,144,208	$3,002,060	$2,000,000
% of General Fund	9%	9%	6%	6%	4%
Per Capita	107.01	112.89	75.23	71.61	47.57
Milpitas	$12,121,516	$14,502,737	$11,376,522	$13,452,683	$7,713,639
% of General Fund	12%	13%	11%	11%	7%
Per Capita	155.66	180.81	135.12	155.70	87.00
Mountain View	$7,057,226	$7,050,530	$5,601,695	$5,075,400	$3,288,600
% of General Fund	5%	5%	4%	4%	2%
Per Capita	86.92	84.77	67.70	60.61	38.80
Palo Alto	$24,937,000	$25,648,696	$18,553,491	$14,900,000	$8,427,700
% of General Fund	13%	12%	10%	9%	5%
Per Capita	372.42	387.10	283.85	227.63	128.57
San Jose	$19,530,772	$20,536,084	$14,103,867	$9,000,000	$10,000,000
% of General Fund	2%	1%	1%	1%	1%
Per Capita	18.92	19.98	13.80	8.74	9.64
Santa Clara	$21,419,237	$26,558,027	$15,933,791	$3,625,000	$9,000,000
% of General Fund	9%	9%	7%	2%	4%
Per Capita	169.04	205.74	122.22	27.47	67.37
Sunnyvale	$17,741,915	$21,248,918	$15,929,808	$5,308,664	$8,296,416
% of General Fund	9%	10%	8%	2%	4%
Per Capita	115.80	139.06	104.32	34.44	53.33



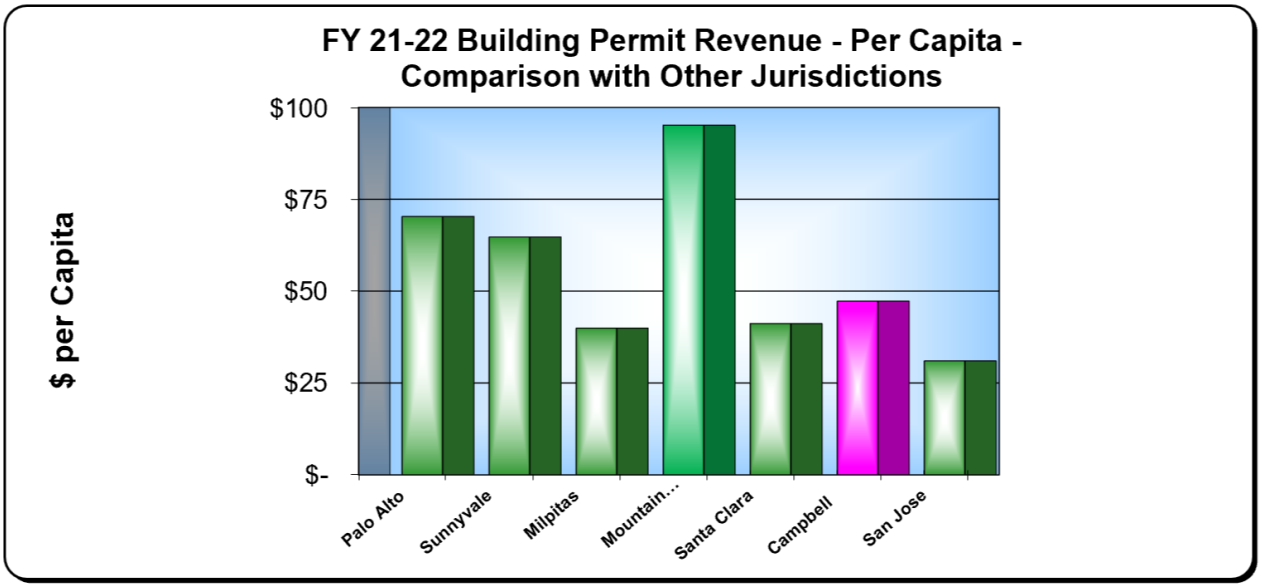
Franchise Fee Revenue
Comparison with Other Jurisdictions
FY 17-18 through FY 21-22

City	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Budgeted 2021-22
Campbell	$3,586,297	$3,515,547	$3,527,926	$3,852,219	$3,881,019
% of General Fund	7%	6%	7%	7%	7%
Per Capita	84.25	83.22	84.41	91.89	92.30
Milpitas	$4,677,808	$5,127,311	$5,173,191	$5,514,787	$5,751,133
% of General Fund	4%	5%	5%	5%	5%
Per Capita	60.07	63.93	61.44	63.83	64.87
Mountain View	$5,092,778	$5,293,472	$5,457,701	$5,162,800	$5,830,500
% of General Fund	4%	4%	4%	4%	4%
Per Capita	62.73	63.65	65.96	61.65	68.79
Palo Alto	$1,829,000	$1,732,528	$1,665,836	$1,900,000	$1,600,000
% of General Fund	1%	1%	1%	1%	1%
Per Capita	27.31	26.15	25.49	29.03	24.41
San Jose	$51,179,782	$48,397,444	$44,435,817	$45,921,096	$44,651,652
% of General Fund	4%	3%	4%	4%	4%
Per Capita	49.58	47.08	43.49	44.60	43.05
Santa Clara	$4,204,380	$5,335,853	$4,529,679	$4,738,000	$4,630,000
% of General Fund	2%	2%	2%	2%	2%
Per Capita	33.18	41.34	34.75	35.90	34.66
Sunnyvale	$7,160,176	$6,976,089	$7,179,493	$7,069,800	$7,356,348
% of General Fund	3%	3%	4%	3%	4%
Per Capita	46.73	45.65	47.02	45.87	47.29



Building Permit Revenue
Comparison with Other Jurisdictions
FY 17-18 through FY 21-22

City	Actual 2017-18	Actual 2018-19	Actual 2019-20	Budgeted 2020-21	Budgeted 2021-22
Campbell	$1,727,591	$1,391,341	$1,596,158	$2,362,000	$1,987,556
% of General Fund	3%	3%	3%	4%	3%
Per Capita	40.59	32.94	38.19	56.35	47.27
Milpitas	$9,923,609	$9,451,604	$4,585,232	$3,500,000	$3,540,115
% of General Fund	9%	8%	4%	3%	3%
Per Capita	127.43	117.84	54.46	40.51	39.93
Mountain View	$11,304,730	$8,483,810	$6,149,575	$7,580,100	$8,065,100
% of General Fund	8%	6%	4%	5%	6%
Per Capita	139.24	102.01	74.32	90.52	95.16
Palo Alto	$5,239,000	$4,666,891	$3,931,913	$4,609,399	$4,609,399
% of General Fund	3%	2%	2%	3%	3%
Per Capita	78.24	70.44	60.15	70.42	70.32
San Jose	$33,546,256	$36,727,607	$36,249,608	$24,606,400	$32,178,325
% of General Fund	3%	3%	3%	2%	3%
Per Capita	32.50	35.73	35.48	23.90	31.02
Santa Clara	$4,209,512	$8,270,925	$4,768,771	$5,700,000	$5,500,000
% of General Fund	2%	3%	2%	2%	2%
Per Capita	33.22	64.07	36.58	43.19	41.17
Sunnyvale	$14,695,746	$15,939,900	$14,024,473	$9,080,488	$10,069,695
% of General Fund	7%	8%	7%	4%	5%
Per Capita	95.91	104.31	91.84	58.92	64.73



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 an 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 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 appropriation limit for the following fiscal year. The City of Campbell's limit for fiscal year 2021-22 of $81.1 million was adopted by City Council on June 15, 2021.

When a city's proceeds of taxes (less statutory exclusions) exceed the legal imit, excess tax revenue must be returned to the State or citizens through a process of refunds, rebates, or other means that may be determined at that time. The fiscal year 2021-22 calculations indicate the City of Campbell will again be significantly below the appropriations or spending limit. The City's appropriations limit of $81.1 million for fiscal year 2021-22 is approximately $4 million higher than the fiscal year 2020-21 limit of $77.1 million. For fiscal year 2021-22, the City's proceeds of taxes subject to the appropriations limit are projected to be $39.7 million. This is 49% of the legal appropriations limit. Any future amendments to the adopted appropriations from "proceeds of taxes" will be subject to the limit and will be calculated accordingly. As a result of the City's Gann calculations being so far under the legal limit, restraints on current or future budget deliberations are not contemplated.

FY 2021-2022 APPROPRIATIONS LIMIT

Per Capita Change		1.0573
Population Change		0.9944
Calculation Factor FY 2021-22	1.0573 x 0.9944	1.0514
FY 2021-22 Limit	$77,091,302 x 1.0514	81,053,795
Appropriations Subject to Limit		39,747,296
Appropriations under Limit		41,306,499

Financial Policies

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

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

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

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

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

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

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

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

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

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

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

The ***General Liability Insurance Reserve*** will be maintained at a level deemed adequate to meet projected liabilities. This level may be determined by an actuarial evaluation or derived from estimates provided by the City's third party risk pool provider, subject to a minimum level equal to 100% of the self-insured retention (SIR). Other reserves required by law, contractual obligation or Generally Accepted Accounting Principles (GAAP) shall be provided for. Lastly, the City Manager may, at his/her discretion, establish additional reserves and/or recommend annual reserve fund replenishments, deemed necessary and prudent to ensure the fiscal health of the City, subject to City Council approval.

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

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

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

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

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

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

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

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

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

The City will restrict long-term borrowing to the funding of capital improvement projects and equipment. The term of debt shall not exceed the expected useful life of the capital improvement project or equipment. General obligation debt will not exceed 3.75% of the City's assessed value in accordance with State law. Where possible, the City will use special assessment, revenue, or other self-funding debt instead of general obligation bonds.
The City will maintain good communications with bond rating agencies about its financial condition. The City will use refunding techniques where appropriate to allow for the restructuring of its current outstanding debt to remove or change restrictive covenants, and/or to reduce annual debt service in an amount sufficient to justify the costs of refunding/re-issuance. The City may use short-term debt to cover temporary or emergency cash flow shortages. All such short-term borrowing will be subject to Council approval.

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

Basis of Budgeting

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

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

Budget Process

The City of Campbell adopts an annual budget. There is one document containing both summary and detailed information on revenues and expenditure appropriations for the Fiscal Year beginning July 1, and ending June 30. In addition to the operating budget, the City Council adopts a five-year Capital Improvement Plan (CIP) from which new projects for the first year become an integral part of the proposed operating/capital budget. Typically, this process begins in late September with the distribution of CIP request forms and instructions and ends in mid-April or early May with Council's formal adoption of the five-year CIP. Although a CIP document is prepared separate from the budget document, the CIP information is incorporated into the budget document resulting in an operating/capital budget.

The formal operating budget preparation process begins annually in December with development of financial forecasts by Finance and preparation of budget materials and instructions to assist preparers. If desired, a budget kick-off meeting is scheduled for the purpose of outlining the budget calendar, as well as the process, procedures, forms, and systems to be used in the development of the budget. More importantly, this ensures that the budget is prepared in accordance with fiscal policies/guidelines and objectives established by the City Council. The time frames provided in the budget timeline below reflect early involvement of City staff and the City Council in review and discussion of policy direction, goals and objectives concurrent with development of financial projections and service level requirements. With this approach, the necessary components that guide the process are incorporated into the proposed budget prior to formal submission to the City Council. Readers may be interested to know that all unencumbered operating budget appropriations lapse at year-end. This means that this budget only contains new appropriations for the Fiscal Year.

Budget Amendments

Because the budget is an estimate, from time to time it is necessary to make adjustments to fine-tune the line-items within it. Various levels of administrative control are utilized to maintain the budget's integrity. Program Managers are accountable for the line-item level of control of their individual program budgets for operating revenues and expenditures as well as capital projects. Department Heads are accountable for the fund level of control for funds within their departments. Finance oversees the general level of accountability related to budgetary integrity through systems checks and balances and various internal controls. Budget adjustments can consist of two basic types; administrative adjustments or those requiring additional appropriations. The City's financial policies authorize the City Manager to administratively approve budget adjustments within the adopted budget up to $10,000 or requiring transfers from reserves up to $5,000 per transaction. Requests for increases in appropriations over these amounts or any adjustments to capital projects require approval by the City Council. Changes in appropriations during the year must be submitted by the City Manager to the City Council for review and approval, and must be accompanied by appropriate fiscal impact analysis. The City Manager is authorized to transfer at the fund level budgeted appropriations, including capital projects, provided no change is made to the total amount provided for any one fund.

A General Fund mid-year report is presented to the City Council in February of each year. Budget amendments resulting from that review are authorized by resolution of the City Council. The City strives to publish a budget that will qualify for the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) and the Excellence in Operating Budgeting Award from the California Society of Municipal Finance Officers (CSMFO).

The City Council has established formal Financial and Administrative Policies. These policies require a review of the General Fund (the City's largest fund) at the mid-point of the fiscal year. All appropriation adjustments are approved at that time by resolution of the City Council and implemented by the Finance Department. Excerpts from the Financial Policies Summary are incorporated within the Summary budget document.

FY 2022 Budget Development Calendar

2020

DECEMBER

S	M	T	W	T	F	S
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

2021

JANUARY

S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

2021

FEBRUARY

S	M	T	W	T	F	S
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	1	2	3	4	5	6

2021

MARCH

S	M	T	W	T	F	S
28	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3

2021

APRIL

S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1

2021

MAY

S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

2021

JUNE

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

KEY:

CITY HOLIDAY OR CLOSURE
INTERNAL REVIEW PROCESS
BUDGET DEADLINES FOR FINANCE
BUDGET DEADLINES FOR DEPARTMENTS
STUDY SESSION or COUNCIL MTG
COMMISSION OR COMMITTEE MTG

DECEMBER 2020

Dec 14 - Dec 18	Internal Discussion - Prioritization & Mid-Year Strategies
Dec 18	Draft Budget Calendar Distributed Internally
Dec 18	YTD November Expenditures & Revenues Provided
Dec 18	IT, PW Bldg., PW Vehicle Request Forms Provided
Dec 23	***Info. Memo to Council*** - Monthly Budget Update
Dec 24 - Jan 3	Holiday Closure

JANUARY 2021

Jan 15	YTD December Expenditures & Revenues Provided
Jan 15	CIP Request Forms & Instructions Provided
Jan 15	Proj. Personnel Costing & Personnel Forms Provided
Jan 15	IT, PW Bldg., PW Vehicle Requests Due to Finance
Jan 15 - Feb 2	Internal Review of IT, PW Bldg, & PW Vehicle Requests
Jan 18	Martin Luther King Jr. Day
Jan 19	Monthly Budget Update - Prelim. Mid-Year Strategies
Jan 29	Input on Mid-Year Exp. And Rev. Adjusts. Due to Finance

FEBRUARY 2021

Feb 3	Finance Provides Budget Kickoff & Training
Feb 12	Personnel Requests Due to HR and Finance
Feb 12	Personnel Funding Shift Requests Due to Finance
Feb 12	CIP Requests Due to Finance
Feb 12 - Feb 24	Internal Review of CIP Requests
Feb 12 - Feb 26	Internal Review of Personnel Budget Requests
Feb 15	Presidents' Day
Feb 16	Monthly Budget Update - Mid-Year Review
Feb 26	Operating Budget Requests Due to Finance

MARCH 2021

Mar 1 - Apr 2	Internal Review of All Operating Budget Requests
Mar 3	Parks and Recreation Commission - Input on Parks CIP
Mar 11	CIC - Input on Social Services Subgrant Program
Mar 16	Midyear FY 2021 Budget Follow-Up
Mar 31	***Study Session*** - Strategic Financial Planning

APRIL 2021

Apr 2	Budget Narratives Due to Finance
Apr 20	***Study Session*** - Work Plans & CIP
Apr 20	Adoption of Master Fee Schedule
Apr 28	***Study Session*** - Work Plans & CIP

MAY 2021

May 11	Posting of Proposed Operating Budget & CIP to Web
May 18	***Study Session*** – Operating Budget and CIP
May 20	**Community Workshop** – Operating Budget and CIP
May 31	Memorial Day

JUNE 2021

Jun 1	Introduction of Budget, CIP, & Gann
Jun 8	Planning Comm. - CIP General Plan Conformance
Jun 15	***Public Hearing*** - Adoption of Budget, CIP, & Gann

Fund Structure

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. All funds included within the City's audited financial statements are appropriated and included within the budget document.

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

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' Compensation Insurance	516	City Manager - Administration	Workers Comp. Trust	690
Information Technologies	547	City Manager - Administration	IT Pool	647
Measure O CIP	518	City Manager - Administration	Measure O CIP	448
COVID-19 Response (Payroll)	538	City Manager - Administration	General Fund	101
COVID-19 Response (Non-Payroll)	539	City Manager - Administration	General Fund	101
Community Svcs. Administration	524	Recreation & Comm. Services	General Fund	101
Senior Nutrition Program	525	Recreation & Comm. Services	General Fund	101
Adult Services	526	Recreation & Comm. Services	General Fund	101
Campbell Community Center	527	Recreation & Comm. Services	General Fund	101
Museum Services	528	Recreation & Comm. Services	General Fund	101
Heritage Theatre	529	Recreation & Comm. Services	General Fund	101
Sports, Aquatics & Fitness	531	Recreation & Comm. Services	General Fund	101
Preschool, Day Camp & Enrichment Classes	532	Recreation & Comm. Services	General Fund	101
Accounting	535	Finance Department	General Fund	101
Non-Departmental	540	Finance Department	General Fund	101
2016 Refunding Lease Revenue Bond	548	Debt Service	Debt Service	370
Community Facilities District #1	549	Finance Department	Community Facilities District #1	236
Comm. Dev. - Administration	550	Community Development	General Fund	101
Current Planning	551	Community Development	General Fund	101
Policy Development	552	Community Development	General Fund	101
CDBG Housing	553	Community Development	Housing & Comm. Dev.	208
Building	554	Community Development	General Fund	101
Economic Development	556	Community Development	General Fund	101
Housing Assistance	557	Community Development	Low-Moderate Income Housing	233
Legal Services	560	City Manager - Administration	General Fund	101
Police - Administration	601	Public Safety	General Fund	101
Communications	602	Public Safety	General Fund	101
Records	603	Public Safety	General Fund	101
Special Enforcement Services	604	Public Safety	General Fund	101
Field Services	605	Public Safety	General Fund	101
Fire Protection Services	610	Public Safety	General Fund	101
Public Works (PW) - Administration	701	Public Works Department	General Fund	101
Environmental Programs	715	Public Works Department	Solid Waste Mgmt.	209
Transportation Engineering	720	Public Works Department	General Fund	101
Engineering	730	Public Works Department	General Fund	101
Land Dev. / Envir. Programs	740	Public Works Department	General Fund	101
Community Facilities District #2	741	Public Works Department	Community Facilities District #2	237
PW Maintenance Administration	745	Public Works Department	General Fund	101
Vehicle & Equip. Maint. Services	750	Public Works Department	Motor Vehicle Pool	641
Street Maintenance	760	Public Works Department	Gas Tax	204
Signals & Lighting Maint.	770	Public Works Department	Lighting & Lndscp. Dist.	207
Park Maintenance	775	Public Works Department	Lighting & Lndscp. Dist.	207
Building Maintenance	780	Public Works Department	General Fund	101
Capital Projects	950	Capital Project	Capital Projects	435
Transfers-Out	990	Other Financing Sources	Multiple	Multiple

GFOA Budget Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of Campbell

California

For the Fiscal Year Beginning

July 1, 2020



Executive Director

CSMFO Budget Award



California Society of
Municipal Finance Officers

Certificate of Award

Operating Budget Excellence Award
Fiscal Year 2020-2021

Presented to the

City of Campbell

For meeting the criteria established to achieve the CSMFO Excellence Award in Budgeting

January 31, 2021

Marcus Pimentel
CSMFO President

Michael Manno, Chair
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

APPENDIX

Glossary

ACCOUNTING SYSTEM - The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

ADOPTION - Formal action by City Council which sets spending limits for the fiscal year. The City's budget is adopted by Council resolution.

APPROPRIATION - Through an appropriation, the City Council legally authorizes the City to spend money and to incur obligations for specific purposes. Budgetary/operating fund appropriations lapse at the end of each fiscal year. Non-operating fund appropriations, on the other hand, continue in force until fully expended or until the City has accomplished or abandoned the purpose for which the Council granted the funds.

ASSESSED VALUATION - A value established for real property for use as a basis in levying property taxes. For all agencies in the State of California, assessed value is established by the County Assessor for the secured and unsecured property tax rolls; the utility property tax roll is valued by the State Board of Equalization. Under Article XIII of the State Constitution (Proposition 13 adopted by the voters on June 6, 1978), properties are assessed at 100% of full value. Proposition 13 also modified the value of real taxable property for fiscal 1979 by rolling back values to fiscal 1976 levels. From this base of assessment, subsequent annual increases in valuation are limited to a maximum of 2%. However, increases to full value are allowed for property improvements or upon change of ownership. Personal property is excluded from these limitations, and is subject to annual reappraisal.

AUDIT - Prepared by an independent Certified Public Accountant (CPA), the primary objective of an audit is to determine if the City's Financial Statements present fairly the City's financial position and results of operations in conformity with generally accepted accounting principles. In conjunction with their performance of an audit, it is customary for an independent auditor to issue a Management Letter stating the adequacy of the City's internal controls as well as recommending improvements to the City's financial management practices.

BALANCED BUDGET – A budget is considered balanced where operating revenues, including budgeted use of reserves, meet or exceed operating expenditures. The City of Campbell adopts a balanced budget annually.

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.

BONDS - A bond is a written promise to pay a specified sum of money (called the face value or principal amount) at a specified date or dates in the future (called the maturity date) together with period interest at a specified rate.

BOND RATING (MUNICIPAL) - A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

BUDGET - As the City's financial operating plan for the fiscal year, the budget displays the estimated expenditures (costs) for providing services and the estimated sources of revenue (income) to pay for them. Once the City Council adopts the budget, the total becomes the maximum spending limit. Campbell's budget operates on a fiscal year (July 1, through June 30) basis.

BUDGET AMENDMENT - The Council may amend or supplement the budget at any time after adoption. The City Manager has the authority to approve administrative adjustments to the budget as outlined in the Financial and Administrative Policies set by Council.

BUDGET DOCUMENT - The instrument used by the City Council to present a comprehensive financial program to the appropriating body. Campbell's budget consists of two documents. The Budget contains a budget message to the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The document consists of exhibits that show, in detail, the information as to the past years' actual revenues, expenditures, and other data used in determining the estimates. In addition to the budget document, the appropriation resolution is necessary to put the budget into effect.

BUDGET MESSAGE - Included in the opening section of the budget, the Budget Message provides the Council and the public with a summary of the most important aspects of the budget, comparative data from previous fiscal years, goals and objectives, and the views and recommendations of the City Manager.

BUDGET POLICIES - General and specific guidelines adopted by the Council that govern the financial plan's preparation and administration.

CAPITAL ASSETS - All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful live extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets).

CAPITAL IMPROVEMENT PLAN (CIP) - The plan or schedule of expenditures for major construction of roads, sidewalks, City facilities and/or park improvements and for the purchase of equipment. Campbell's CIP follows a five-year schedule and includes projects which cost $25,000 or more to complete. The CIP is approved along with the adoption of the budget, which appropriates the first year of the CIP.

CASH - Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

CASH MANAGEMENT - The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

COLLECTIVE BARGAINING - The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

CONSUMER PRICE INDEX (CPI) - The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

CONTINGENCY - A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

COST-BENEFIT ANALYSIS - A reserve set aside for emergency or unanticipated appropriations.

DEBT INSTRUMENT - Methods of borrowing funds, including General Obligation (G.O.) bonds, revenue bonds, lease/purchase agreements, lease-revenue bonds, tax allocation bonds, and Certificates of Participation (COPs). (See Bonds.)

DEBT SERVICE - Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, or Certificates of Participation (COP's).

DEBT SERVICE FUNDS - Are used to account for the accumulation of resources and the payment of, principal and interest on the City's bonds, Certificates of Participation (C.O.P.), and other long-term obligations.

DEPARTMENT - A major organizational unit of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area. In Campbell, Department Heads are the chief administrators within a department. Program Managers typically report to either the Department Head or his/her assistant.

EMPLOYEE SERVICES - A budget category which generally accounts for salaries of full-time and temporary employees, overtime expenses, and all employee benefits, such as medical, dental, and retirement.

ENCUMBRANCES - Commitments against an approved budget for unperformed (executory) contracts for goods or services. They cease to be encumbrances when the obligations are paid or otherwise terminated.

EXPENDITURE - The outflow of funds paid or to be paid for an asset obtained or goods and services obtained. Note: An encumbrance is not an expenditure; an encumbrance is a commitment of funds to be expended. (See Encumbrances.)

FISCAL YEAR - Period designated by City for the beginning and ending of financial transactions. Fiscal year begins July 1 and ends June 30.

FIXED ASSETS - Non-consumable assets of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The city has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of $5,000.

FULL-TIME EQUIVALENTS (FTE) - The amount of time a position has been budgeted for in terms of the amount of time a regular, full-time employee normally works in a year. Full-time employees are paid for 2,080 hours in a year equating to 1.0 FTE. Correspondingly, a part-time employee who works 1,040 hours would equate to 0.5 FTE. Elected positions are budgeted, however, are not included in net FTE totals.

FUND - Municipal governments organize and operate their accounting systems on a fund basis. The formal definition of the fund is an independent financial and accounting entity with a self-balancing set of accounts in which cities record financial transactions relating to revenues, expenditures, assets and liabilities. Each fund has a budget with exception of the General Fund (which accounts for general purpose actions and has unrestricted revenue sources). Each remaining fund typically has a unique funding source and purpose. Establishing funds enables the City to account for the use of restricted revenue sources and carry on specific activities or pursue specific objectives.

FUND BALANCE - Fund balance is the excess of assets over liabilities and represents the cumulative effect of revenues and other financing sources over expenditures and other financing uses.

GAAP - (Generally Accepted Accounting Principles) - Both industry and governments use Generally Accepted Accounting Principles as standards for accounting and reporting financial activity. The Governmental Accounting Standards Board (GASB) is the primary source of governmental GAAP.

GASB 34 - A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45 - This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

GENERAL FUND - The primary operating fund of the City, all revenues that are not required by law or contractual agreement to a specific fund are accounted for in the General Fund. With the exception of subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose.

GENERAL OBLIGATION (GO) BONDS - Bonds for which the City pledges its full faith and credit for repayment. Debt Service is paid from property tax revenue levied (in the case of voter-approved bonds) or other general revenue.

GOAL - A statement of broad direction, purpose, or intent. In Campbell's budget, goals are synonymous with mission statements.

GRANT - External contributions, and/or gifts of cash, or other assets typically from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is Community Development Block Grant funding from the Federal Government.

INTERFUND TRANSFERS - When the City moves money between its various funds, it makes an interfund transfer, referred to as transfers-in and transfers-out. In aggregate, transfers in and out offset each other for the fiscal year and may be for operational or capital purposes.

INTERNAL SERVICE FUNDS - Are used to finance and account for goods and/or services provided by one City department to other City departments on a cost reimbursement basis.

LINE-ITEM BUDGET - A budget that lists detailed expenditure categories (salaries & benefits, office supplies, travel, dues, rents, etc.) separately, along with the amount budgeted for each specified category. The Summary Budget reflects the program rather than line-item budgets. The Detail Budget reflects the line-item detail.

MODIFIED ACCRUAL BASIS OF ACCOUNTING - Basis of accounting according to which (a) revenues are recognized in the accounting period in which they have become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

MUNICIPAL CODE - A book that codifies the City Council approved ordinances currently in effect. The Code defines City policy with respect to all areas of municipal jurisdictions and administration.

NON-DEPARTMENTAL - This program accounts for all expenditures that are not specifically designated to any operating department within the General Fund. Examples of expenses include insurance costs, general utilities and claims costs.

NON-OPERATING BUDGET - The non-operating budget contains non-operating funds which the City uses to finance projects with limited objectives and/or finite life spans. These budgets do not lapse at year end and are carried forward from year to year until the monies are fully expended or their purposes are accomplished or abandoned. As a matter of practice, Campbell budgets for all non-operating funds. The non-operating portion of the budget typically accounts for debts, reserves and capital projects funds.

OBJECTIVE - A statement of specific direction, purpose, or intent based on the needs of the community and the goals established for a specific program or service level.

OBJECTS OF EXPENDITURE - The individual expenditure accounts used to record each type of expenditure incurred in City operations. For budgeting purposes, objects of expenditure are categorized into groups of similar types of expenditures called major objects or types of expenditure. The major objects of expenditure used in the budget are:

Employee Services - Salaries and benefits paid to City employees (permanent and temporary).

Supplies and Other Services - Office supplies; travel and related expenses; rents; contractual services; and memberships, dues and books.

Debt Service - Payments of principal and interest on debt instruments.

Capital Outlay - The purchase of non-consumable assets that exceed the capitalization limit of $5,000 and that are expected to have a useful life of more than one year. These would include furniture, fixtures, machinery and equipment.

Transfers - (See Interfund Transfers)

ORDINANCE - A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless pre-empted by a higher form of law. An Ordinance has a higher legal standing than a Resolution and is typically codified in a city's municipal code.

OPERATING BUDGET - The operating budget provides a plan for current expenditures and the proposed means of financing them. In a broader sense, the annual operating budget is a statement of what services the municipality will deliver to its citizens during of the fiscal year.

PARS - Public Agency Retirement System (PARS) for the City's temporary employees. PERS - The State of California's Public Employee's Retirement System (PERS) for the City's employees.

PROGRAM - As subdivisions of departments, programs are budgetary or organizational units of government with limited sets of work responsibilities within their respective departments. Programs also serve to increase budgetary accountability. Campbell's budget is compiled on a program basis, each with an identified program manager.

RESERVE - An account which the City uses either to set aside revenues that it does not need to spend in the current fiscal year or to earmark revenues for a specific future purpose. Reserves are typically established and budgeted through Council policy action.

RESOLUTION - A special order of the City Council which has a lower legal standing than an ordinance.

RESOURCES - Total amounts available for appropriation including estimated revenues, interfund transfers, and beginning fund balances.

REFUNDING DEBT - Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

RESERVE FUND - An amount set aside annually within the budget of a city to provide a funding source for extraordinary or unforeseen expenditures.

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 ASSESSMENTS - Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements over an agreed upon term.

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.

Acronyms

Acronym	Description
ABAG	Association of Bay Area Governments
ADA	American Disabilities Act
AFIS	Automated Fingerprint Identification System
AICP	American Institute of Certified Planners
AMA	American Museum Association
A/P	Accounts Payable
APA	American Payroll Association
APA	American Planning Association
APWA	American Public Works Association
A/R	Accounts Receivable
ARRA	Asphalt Recycling & Reclaiming Association
ASCAP	American Society of Composers, Authors & Performers
ASIS	American Society for Industrial Security
ATAP	Association of Threat Assessment Professionals
AWS	Automated Warrant System
BAAQMD	Bay Area Air Quality Management District
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
CERT	Community Emergency Response Team
CESA	California Emergency Services Association
CEQA	California Environmental Quality Act
CFCIA	California Finance Crimes Investigation Association
CFD	Community Facilities Districts
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
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
DCBA	Downtown Campbell Business Association
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
ESCO	Energy Service Company
ESRI	Environmental Systems Research Institute, Inc.
EVOC	Emergency Vehicle Operations Course
FBI	Federal Bureau of Investigation
FOHT	Friends of the Heritage Theatre
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
GPS	Global Positioning System
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
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 Technology
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
MISAC	Municipal Information Systems Association of California
MMANC	Municipal Management Assistants Northern California
MOU	Memorandum of Understanding
MTC	Metropolitan Transportation Commission
MTEP	Management Talent Exchange Program
NAFTO	National Association of Field Training Officers
NAGBOR	Net Adjusted Gross Box Office Receipts
NEMA	National Electrical Manufacturers Association
NPDES	National Pollution Discharge Elimination System
NOCA	North of Campbell Avenue
NRPA	National Recreation Parks Association
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
PLAN JPA	Pooled Liability Assurance Network Joint Powers Authority
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
RFP	Request for Proposal
RMS	Records Management Systems
RPTTF	Redevelopment Agency Property Tax Trust Fund
RSS	Real Simple Syndication
RWQCB	Regional Water Quality Control Board
SA	Successor Agency
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
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
TOT	Transient Occupancy Tax
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