


Office of the City Manager

RECEIVED AT
COUNCIL MEETING OF:
DEC 16 2003

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OFFICE OF THE CITY CLERK
CITY OF BERKELEY SUPPLEMENTAL REPORT
December 16, 3003

To: Honorable Mayor and
Members of the City Council
From:  Phil Kamlarz, Acting City Manager
Subject: Supplemental Information: Annual Appropriation Ordinance Amendment

SUMMARY

This report presents additional background information to assist the City Council in its consideration of the Appropriation Ordinance Amendment (Item #20) on tonight's Council Agenda. The report summarizes the overall recommendation to carry-over \$62.9 million in unexpended funds from the FY2003 Budget and provides additional information related to approximately \$8.4 million in discretionary funding included in my recommendation. In addition, the report includes responses to a number of questions submitted by the City Council following the presentation of this item at the meeting of December 9th.

BACKGROUND

At its meeting of December 9th, the City Council was presented a report outlining the City Manger's Recommendations to carry-over \$69.2 million in unexpended, unencumbered funds from FY2003. The carryovers are summarized as follows:

Non-discretionary funds	\$57.7		
General Fund/Capital Fund	<u>11.4</u>		
	\$69.2		
General Fund/Capital Fund	\$11.4		
Encumbrances	<u>< 3.1 ></u>		
	\$ 8.3		
	GF	Capital	
Unexpended Balance	\$3.46	\$ 7.67	
Carry-Over Amount	<u>1.47</u>	<u>6.9</u>	
Return to Fund Balance	\$1.99	+ \$ 0.79	→ \$2.88 Million

General Fund Operating Budget	(\$ Million)
Available Unexpended/Unencumbered	5.5
Less Encumbrances	<1.29>
Savings Allocated to Mid-Year Budget	<0.75>
	3.46
Recommended AAO Amendment	<1.47>
Revert to FB	1.99

**Operating budgets are generally not carried over as baseline budgets provide for annual operating costs. Carry-overs approved on a case-by-case basis:*

<u>Department</u>	<u>Request</u>	<u>Recommend</u>	<u>Comments</u>
City Manager	167	108	UC long range/tree planting
Transportation	478	376	TDM, TRiP, Traffic Circles
City Clerk	340	340	Records Management/Workplan
Information Technology	117	----	Request exceeds available \$
Finance	18	----	
Health & Human Services	307	18	Request exceeds available \$
Public Works	1,200	131	
PARKS Police Review Commission	230	230	
Fire Department	113	113	Move EOC
Housing	264	144	Energy Projects/Homeless Center
Planning	167	167	Southside Plan / CUPA
OED	39.5	31.5	Solano BID/ Bay Area East

General Fund/Capital	(\$ Million)
Available/Year-End	9.45
Less Encumbrances	<1.78>
Available for Carry-over	7.67
Recommended Carry-Over	<6.88>
Return to Fund Balance	0.79

**General Fund/Capital Project Funds typically carried over pending completion of projects – carry-overs denied on exception basis.*

	<u>Request</u>	<u>Recommend</u>	<u>Defer/Delay</u>
General/Admin	100	100	
Housing	471	471	
Infrastructure	20	---	Living Wall – pend. CMA funds
Marina	88	88	
Parks	2,254	2,254	
Buildings	1,719	1,231	Warm Water Pool, Emerg. Bldg. Repairs, Transfer Station
Sidewalk	939	337	Curb Ramps/Pathways
Streets	1,305	1,305	
Transportation/Traffic	<u>770</u>	<u>770</u>	
	7,668	6,559	

Alternatives for Council Consideration

- 1) Council could approve carry-over of Non-Discretionary Funding requests, PLUS Contractual Encumbrances and defer decisions on Discretionary projects until January – pending discussion of overall budget balancing options:

Non-Discretionary Requests: \$ 57.7 million
 Encumbrances (GF/Capital): 3.1 million
 Sub-Total \$ 60.8 million

Defer approval of Discretionary requests: \$ 8.4 million

- 2) Council could review list of projects where carry-overs are recommended and identify projects to be deferred/delayed in order to a) augment funds going to fund balance, and/or b) restore funds to projects recommended for deferral.

FY 2003 Unencumbered General Fund Carryover

Ind	Fund Name	Dept	Description	Carryover Request	Recommended for Approval	Contractual Obligations	Council Commitments	Discretionary Requests
				50,000	50,000	50,000		
10	General Fund	City Manager's Office	UC Long Range Development Plan	58,687	58,687			58,687
10	General Fund	City Manager's Office	Tree Planting Project	10,000				
10	General Fund	City Manager's Office	Fix Our Ferrals	24,000				
10	General Fund	City Manager's Office	Spay/Neuter Program	25,000				
10	General Fund	City Manager's Office	Home At Last: Pending Humane Commission review of their contract					
10	General Fund	City Manager's Office	Revise budget for Non-Spay/Neuter program veterinary bills to amount	167,687	167,687	50,000	-	58,687
		City Manager's Office Total		7,500	7,500		7,500	
10	General Fund	Transportation	Bike Plan Implementation	100,000	100,000	100,000		
10	General Fund	Transportation	EcoPass Contract	125,400	125,400	125,400		
10	General Fund	Transportation	FY 2003 Berkeley TRIP Contract	12,354	12,354		12,354	
10	General Fund	Transportation	Bicycle and Pedestrian Safety Project	356	356		356	
10	General Fund	Transportation	Sonoma Hopkins Triangle	40,000	40,000		40,000	
10	General Fund	Transportation	California/63rd Street Traffic Circle	72,500	72,500			50,390
10	General Fund	Transportation	TDM: Parking garage projects	60,000				
10	General Fund	Transportation	TDM Activities: Garage sign program; Berk Trip	9,961				
10	General Fund	Transportation	TDM: Parking garage projects	50,000				
10	General Fund	Transportation	Berk Trip - need for funding fy04	478,071	478,071	225,400	60,210	50,390
		Transportation Total		3,544	3,544	3,544		
10	General Fund	City Clerk	Captioning service for Council meetings	337,444	337,444	337,444		
10	General Fund	City Clerk	Records Management and Automation Project	340,988	340,988	340,988		
		City Clerk Total		23,425				
010	General Fund	Information Technology	Granicus Video Web Streaming	17,922				
010	General Fund	Information Technology	GovDocs citizen information subscription service	54,642				
010	General Fund	Information Technology	Unspent Public Safety salary funds for overtime and call back, two APAll upgrades and one SISS	13,953				
010	General Fund	Information Technology	AMS contract, PSB firewalls, and CISCO Works Upgrades, and computer hardware.	7,000				
010	General Fund	Information Technology	Computer Hardware Maintenance for Public Safety systems	116,942				
		Information Technology Total		18,500				
010	General Fund	Finance	Mailing and processing of RPP renewal applications	1,400				
010	General Fund	Finance	Purchase parts for heavy duty FUNDS\$ printer	19,900				
		Finance Total		18,030		18,030		
010	General Fund	HHS	T-1 lines for North and West Berkeley Senior Centers	30,951				
010	General Fund	HHS	HIPAA set aside funding	67,611				
010	General Fund	HHS	Funding for Info Systems Support Technician	50,000				
010	General Fund	HHS	Replacement for dining room seating at Senior Center	99,240				
010	General Fund	HHS	Adult and Youth employment rental and facilities costs	1,500				
010	General Fund	HHS	Day laborer Port-a-Potty costs	40,000				
010	General Fund	HHS	.5 Registered Environmental Health Specialist	307,332	307,332	18,030		
		HHS Total		20,000	20,000	20,000		
010	General Fund	Public Works	Water Meter for Plaza/Domingo Island	20,000	20,000	20,000		
010	General Fund	Public Works	Francis Albrier Computer Room	394,570				
010	General Fund	Public Works	Civic Center Tower Window Replacement	30,000				30,000
010	General Fund	Public Works	Civic Center Building Voice Evacuation System	16,645	16,645			16,645
010	General Fund	Public Works	Old City Hall Echo Reduction	7,084	7,084		7,084	
010	General Fund	Public Works	Bicycle and Pedestrian Safety Project	141,226				
010	General Fund	Public Works	XX7N62 Civic Center Building	33,250				
010	General Fund	Public Works	XX9R40 Warm Water Pool	456,704				
010	General Fund	Public Works	01CB24 PSB Communications Tower					

FY 2003 Unencumbered General Fund Carryover

id	Fund Name	Dept	Description	Carryover Request	Recommended for Approval	Contractual Obligations	Council Commitments	Discretionary Requests
				26,227				
0	General Fund	Public Works	02CB31 CCB Cleanup Projects	1,410				
0	General Fund	Public Works	02CB51 Relocate EOC to PSB	11,505	11,505			11,505
0	General Fund	Public Works	02CB52 1900 Addison Street Move	16,531				
0	General Fund	Public Works	03cb58 CCB Stairtower Windows	26,000	26,000		26,000	
0	General Fund	Public Works	xx4e57 Santa Fe Right of Way	1,201,152	131,234	40,000	33,084	58,150
		Public Works Total		230,000	230,000	230,000		
0	General Fund	Parks Rec & Waterfront	Skate Park Post Construction; Francis Albrier Grant Match	230,000	230,000	230,000	-	-
		Parks Rec & Waterfront Total		113,130	113,130	113,130		
0	General Fund	Fire	Emergency Operations Center Project - PSB and 1610 AM	113,130	113,130	113,130	-	-
		Fire Total		87,000	87,000		87,000	
0	General Fund	Housing	Installation of photovoltaic projects on City facilities per Council request.	25,000	25,000		25,000	
0	General Fund	Housing	Pre-feasibility study of community power aggregation	6,000	6,000		6,000	
0	General Fund	Housing	Design phase of future installation of photovoltaic projects	89,328				
0	General Fund	Housing	Unspent balances from community agencies that receive General Funds in FY 2003. Housing has contract with these agencies and receives invoices that were not paid until the current fiscal year.					
0	General Fund	Housing	Consultant and professional services related to Oxford Lot Project	5,915				13,000
0	General Fund	Housing	Berkeley contribution to Alameda County-wide Homeless Continuum of Care	13,000	13,000			
10	General Fund	Housing	Relocation expenses related to Harrison Street Project and other projects	13,500	13,500			13,500
10	General Fund	Housing	Implementation of capital projects in which department incurs expenses not eligible for Federal funds	24,543				
		Housing Total		264,286	144,500	-	118,000	26,500
				117,274	117,274	117,274		
10	General Fund	Planning	Southside Project	50,000	50,000			50,000
10	General Fund	Planning	Part of CUPA program balance remaining in GF - transfer to 845	167,274	167,274	117,274	-	50,000
		Planning Total		14,000	14,000			14,000
10	General Fund	OED	Solano Avenue Business Improvement District Implementation	15,000	15,000			15,000
10	General Fund	OED	Bay Area East Shore membership	2,500	2,500			2,500
10	General Fund	OED	Façade Grant Program in South Berkeley	8,000				
10	General Fund	OED	Consultant for Sustainable Community Inventory	39,500	31,500			31,500
		OED Total						
				3,446,262	1,321,843	1,134,822	211,294	275,227
		Grand Total						

FY 2003 Unencumbered Capital Improvement Fund Carryover

Category	Description	Carry Over Request	Recommended for Approval	Comments
General	Neighborhood Services Capital Funds Needed to offset FY 2004	61,136	61,136	
	03DA15 ADA Policy Review	12,200	12,200	
	Relocate Engineering/CIP to 2121 Allston Way	27,000	27,000	
	General Total	100,336	100,336	
Housing	For rehabilitation of BHA Low Inc Public Housing	10,000	10,000	
	HTF funds committed to dev. Affordable Housing	392,825	392,825	
	Rehabilitation Loans	68,316	68,316	
	Housing Total	471,141	471,141	
Infrastructure	03AD47 Living Wall Project	20,000	-	Defer project pending CMA funding
	Infrastructure Total	20,000	-	
Marina	01MR02 Marina Restroom	50,000	50,000	
	03WF07 Marina Obs. Deck Replacement	8,000	8,000	
	Marina Observation Deck Replacment	30,000	30,000	
	Marina Total	88,000	88,000	
Parks	Ohlone West Play Area	193,000	193,000	
	CCA Remediation Project	169,747	169,747	
	Cordornices Park Access; Ohlone West Play Area, Civic Ctr Park, Harrison Skate, San Pablo Park Pathway	1,289,745	1,289,745	
	Live Oak Park Pathway; Parks ADA, Grants Match	333,937	333,937	
	Aquatic Park Tide Tubes, Aquatic Park NRMP Implementation	267,753	267,753	
	Parks Total	2,254,182	2,254,182	
Public Buildings	XX9R40 Warm Water Pool	116,361	-	Defer project pending agreement with BUSD
	XX9R66 ADA Impr. Branch Libraries	81,630	81,630	
	02CB32 Art Center Walkway	77,338	77,338	
	02CB45 So. Berkeley Senior Center Repairs	116,723	116,723	
	02DA01 FY02 ADA Building Improvements	22,066	22,066	
	02PB38 J. Kenney Rec Center Repairs	63,287	63,287	
	03CB06 FY03 Emergency Building Repairs	261,544	-	Refine workplan to use FY04 funds
	03CB61 Center Street Garage Elevator	20,000	20,000	
	03cb73 Relocate to 2121 Allston	61,777	61,777	
	01CB16 Transfer Station Expansion	110,328	-	Funding from Refuse fund
	Citywide Elevator Maintenance	28,444	28,444	
	King Swim Center	116,870	116,870	
	Deferred Building Maintenance	24,686	24,686	
	ADA 6th Street Elevator	11,000	11,000	

FY 2003 Unencumbered Capital Improvement Fund Carryover

Attachment B

Category	Description	Carry Over Request	Recommended for Approval	Comments
	Corp Yard Rehab Project	74,497	74,497	
	FY 03 Miscellaneous Elevator Renovations	63,461	63,461	
	James Kenney Rec Center	469,936	469,936	
	Public Buildings Total	1,719,948	1,231,715	
Sidewalk Repairs				
	02SW12 Emergency Sidewalk, PH1	7,612	7,612	
	02SW15 North Crossways Path Proj	5,161	5,161	
	03sw04 Pathway Repair	80,156	-	
	ADA Curb Ramps	438,432	92,432	Complete remaining projects with FY04 and FY05 funds
	Spiral Sidewalk Program	407,726	232,726	
	Sidewalk Repairs Total	939,087	337,931	
Streets				
	Street Rehab, Phase 1, FY 2003	8,926	8,926	
	Street Rehab, Phase 2, FY 2003	995,540	995,540	
	02ST01 Street Rehab Phase 1	103,432	103,432	
	02ST21 LaLoma/Hilgard Retn Wall	9,245	9,245	
	03AD01 Survey Planning	20,300	20,300	
	03st01 Street Rehab, Phase I	67,043	67,043	
	Arlington Street Repairs	101,496	101,496	
	Streets Total	1,305,982	1,305,982	
Transportation/Traffic				
	Bike Plan Implementation	80,192	80,192	
	Bicycle and Pedestrian Safety Project	50,215	50,215	
	Traffic Calming Circles	130,004	130,004	
	BAPS funds for crosswalk treatments	40,000	40,000	
	Bike rack project	13,000	13,000	
	Hearst/Arch/LeConte traffic signal	128,000	128,000	
	New traffic signal for fy03	120,000	120,000	
	01TP14 Oxford/Vine Traffic Signal	17,004	17,004	
	01TP17 7th/Grayson Traffic Signal	6,800	6,800	
	02SW05 Bike Plan Projects	19,999	19,999	
	02TP02 New Traffic Signals	77,904	77,904	
	02TP25 Traffic Signal 6th/Virginia	20,909	20,909	
	02TP26 Traffic Circle Webster/College	20,909	20,909	
	02TP27 Traffic Circle Calif/Oregon	4,971	4,971	
	03tp28 San Pablo Diverters Repair	10,000	10,000	
	Transportation Project Balances	30,000	30,000	
	Transportation/Traffic Total	770,270	770,270	
Grand Total		7,668,946	6,559,557	

Responses to City Council Questions Related to Appropriations Ordinance Amendments

1. Tree Planting Project (\$58,000, City Manager) What is this and is it necessary?

This project works with neighborhood groups to identify areas where tree planting would dramatically improve the streetscape. These specific funds are from the Neighborhood Services capital budget and are to be used at the 1800 block of Ashby (at MLK) and a couple of blocks along Telegraph Avenue. The main costs are concrete excavation and the purchase and framing/installation of tree guards. The project is non-essential but does improve the streetscape.

2. Berkeley TriP contact (\$125,400, Transportation) While we are in favor of the TRiP store, why are we spending \$125,400 on a store that is not in operation?

Carryover funds are needed to pay for FY 2003 contract. Going forward, this funding is being considered as part of the Citywide spending reductions. Since the TRiP store closure there has not been an outcry from the community about an outlet from which to buy transit tickets, presumably because there are numerous alternatives at stores throughout the city. Staff is reviewing alternatives to provide the service and would only require an in-kind contribution of providing storefront space.

3. Video streaming of Council meetings (\$23,425, Clerk) What would this money have funded? We aren't getting rid of video streaming, are we?

The City will continue video streaming of City Council meetings. The Clerk's Office proposed funding FY04 contract through FY03 savings. An alternative source of funding has been identified as a result of the City's settlement with H.T.E., our financial software provider.

4. Photovoltaic (solar power) projects at City facilities (\$87,000, Housing) This is listed as a Council commitment. What will it fund and can/should it be delayed?

The Photovoltaic project is for the installation of Photovoltaic panels on the Maintenance building at the Corp Yard. The project will generate energy savings and is projected to break even, perhaps even provide some cost savings if the bid prices are favorable. Delaying the project risks the loss of State matching funds.

5. Street Rehab, Phase 2 (\$995,540, Public Works)

This is a lot of money. Our streets are a mess, but can we defer some of this? (There are several other street rehab/repair pots of money in here, but this is the biggest. We can ask the same questions about all of them.)

Funds already committed to work in progress. This year's funding for streets could be reviewed as a source of savings if future projects are deferred.

6. Why wasn't the \$33,250 (general fund) and the \$116,381 (capital fund) earmarked for the Warm Water Pool not approved for carryover?

The project is on hold pending issues with BUSD. The project can be funded from the \$3M bond measure when it resumes.

7. Why wasn't the entire \$469,936 for ADA curb ramps carried forward? The recommendation from the CM's Budget Office is to carryover only \$92,432 of the ADA curb ramp funds.

Funding is proposed to be reduced so as to provide carryover for "pending" curb ramps. Staff estimates work will cover 92% of City curbs. Remaining curb ramps to be completed using FY04& FY05 funds over the next 18 months.

8. Whatever happened to the \$750,000 set-a-side by City Manager Keene for the ADA Transition Plan?

The City allocates \$750,000 annually to the ADA capital program: \$250,000 for ADA Buildings, \$250,000 ADA Curb Ramps, and \$250,000 ADA Parks Rehab. The total equals \$750,000. In our current fiscal year these funds were reduced by \$212,500 to help bolster City reserves. As the City completed the capital infrastructure component of ADA implementation, these funds would be available to address programmatic access issues.

9. How much money does the City receive annually from Measure B? What are the constraints on spending the money and how much of it is allocated for paratransit?

<u>Measure B Categories</u>	<u>Fund</u>	<u>FY 2003 Revenue</u>	<u>USE of FUNDS</u>
Local Streets and Roads priority in the right-of-way. May be used for any transp. proj.	391	\$1,835,338	Projects based on local
Bicycle and Pedestrians Bike/Pedestrian connections, close bike & pedestrian gaps.	392	\$ 216,247	ADA accessibility,
Paratransit paratransit programs, gaps in service coordination.	393	<u>\$ 234,600</u>	ADA transit operators,
Total		\$2, 286,185	

10. How much money that the city of Berkeley receive annually from the state gas tax and how is it specifically allocated? How much goes to streets and so forth?

<i>FY 03</i>	<i>FY 03</i>	<i>FY 03</i>
<i>Fund</i>	<i>Revenue</i>	<i>Expenditure</i>
362	\$447,335	\$498,961
363	\$874,409	\$428,195
364	\$ 11,198	\$0
365		\$ 21,764
366	<u>\$647,292</u>	<u>\$938,059</u>
TOTAL	\$1,980,234	\$1,865,215

Gas Tax Expenditures By Division

PW Administration	\$ 56,804
Traffic Signal Maintenance	\$481,575
Street Maintenance	\$451,936
Traffic Maintenance	\$124,106
Traffic Engineering	\$ 12,570
Engineering Street Design	\$ 44,531
Engineering Sidewalk Design	\$103,927
Engineering Program Development	\$ 40,087
CIP Street Capital	\$ 4,998
CIP Sidewalk Capital	\$ 12,941
Office of Transportation	\$303,753
Non-Departmental	<u>\$250,000</u>
TOTAL	\$1,830,424

11. What is the status of the Living Wall project and what will happen to if the two funding allocations totaling \$20,000 in public Works are cut?

CMA funding will be delayed for a year or more, project can be deferred.

12. There are two funding allocations for spiral sidewalks in public Works—one is \$175,000 allocation that is not recommended for approval. The other is \$232,726, which is recommended for approval. Please explain what the difference is.

The \$175,000 is the carryover request for the spiral sidewalk program. The construction contract has been awarded. These funds need to be carried over into FY 2004. The \$232,726 is mislabeled in the CM's carryover report. The correct description for the \$232,726 is "Emergency Sidewalk Repair".

13. What are the total funding allocations for sidewalk repairs in this fiscal year and the previous two fiscal years? How much money has been spent on the new curb cuts for the same three fiscal years and how many curb cuts have been installed? Has the money for curb cuts come out of the sidewalk repair allotment or does it come out of the ADA curb cut allotment?

This information is still being gathered and will be provided at a later date.

14. Apparently a new lift was purchased for the warm water Pool. Where is this lift? When was it purchased? Why hasn't the lift been installed and why didn't the funding for the lift be taken from the warm water Pool allocation instead of the ADA allotment? Please shift this cost to the warm water Pool allotment and restore funds to the ADA allotment.

ADA funds have been used for the purchase and installation of the lift.

15. There is a \$2,344,400 allocation in building purchases and management—what is the money for and what is the additional \$686,284 in debt service for 1947 Center St.?

The \$2 million is needed for the rehab of 1947 Center Street in order to prepare the workspace for all the departments that are scheduled to move into the new city facility. The \$686,284 is needed to pay the annual debt service for this building.

16. How much funding is the end this year's budget for staff and programs for the following:

1. Youth programs- \$3.7 million
2. Senior programs- \$2.2 million
3. Homeless programs- \$1.3 million
4. Disability programs- \$1.7 million

****Many programs may serve the same population.**

RECEIVED AT
COUNCIL MEETING OF:

DEC 16 2003

OFFICE OF THE CITY CLERK
CITY OF BERKELEY

PROPOSED FY2004 MID-YEAR BUDGET REDUCTIONS
In response to Loss of State Vehicle License Fee Backfill

Projected Loss in State Vehicle License Fee Backfill

\$ 3,000,000

	FY2004	FY2005	FTE	Status	Impact
Revenues					
One-Time Revenues	350,000	-			COMCAST Settlement
Expenditure Reductions					
Citywide					
Freeze on discretionary overtime	TBD	-			
Hiring Freeze (non-essential positions)	TBD	-			
Defer Non-Essential Capital Projects	1,000,000	-			Allocation of funds from FY2003 Project Savings - Appropriations Ordinance Amendment
Police					
Manage Interim Hiring of Sworn Officers to yield 12-15 vacancies	500,000	-			Manage back-fill and non-essential overtime
Fire					
Reduction of overtime through taking one truck company out of service during daytime hours.	250,000	500,000			Reduce response capability for structural fires 10 hrs/day; possible need for mutual aid No reduction in response for medical calls No reduction in Ambulance Service
Reduce non-essential positions on the existing vacancy list.	1,000,000				Detailed Reductions on Following Pages
Reserves	TBD	TBD			

	FY2004	FY2005	FTE	Status	Impact
Detailed Reduction in Existing Vacancies -					
Fire					
Delete Fire Prevention Inspector	96,000	96,000	1.00	V	Reduce overall fire prevention effectiveness.
City Manager					
Delete Deputy CM	131,000	131,000	1.00	V	Reduction of the ability to coordinate between the City Manager's Office, Departments, Community Agencies and other entities.
Delete Sr. Animal Control Officer	66,500	66,500	1.00	V	Reduction of response time to request for services.
Delete Asst. Management Analyst	37,500	75,000	1.00	V	Reduction of administrative help for City Manager's Senior staff resulting in an increase in turnover time.
Reduce Sr. Management Analyst to 75%	11,500	23,000	0.25	V/T	Reduction of assistance to the City Manager's Office in its outreach effort.
City Attorney					
Delete funding for Law Clerks	44,000	88,000	2.00	Hourly	Increased work for attorneys and making it difficult to handle cases in-house.
City Clerk					
Reduce number of Agenda Packets	12,500	25,000			No impact on services
Delete Records Manager position	43,000	86,000	1.00	V	Reduction of services in the areas of agenda management, commission support, research assistance and support for elections.
Information Technology					
Reduce funds from support of Public Safety system	80,000	80,000			Possible decrease of reliability in response to emergencies.
Finance					
Delete OSII - Treasury	56,824	56,824	1.00	V	Negative impact on City-wide cash handling and internal control reviews/risk assessments.
Human Resources					
Delete Senior Management Position	152,000	152,000	1.00	V	Impact progress in employee relations area and cause delays in implementation of safety programs.

	<u>FY2004</u>	<u>FY2005</u>	<u>FTE</u>	<u>Status</u>	<u>Impact</u>
HHS					
Delete Assoc. Management Analyst	43,000	86,000	1.00	V	Administrative functions redistributed to other staff. Other functions discontinued.
Delete Mental Health Program Supervisor	44,000	88,843	1.00	V	Administrative functions redistributed to other staff. Other functions discontinued.
Public Works					
Delete Overtime for Street Cleaning/Special Events	10,000	22,787			Street cleaning will get done either by event organizer or as part of the regular street cleaning schedule.
Parks					
Delete Asst. Recreation Coordinator	31,350	62,731	1.00	V	Negligible impact on programs
Delete OSII (YAP)	30,000	59,388	1.00	V	Negligible impact on programs
Eliminate 'unallocated' funding	53,762	53,762			Negligible impact on programs
Transfer Costs of AOSIII to other funds	12,000	23,767			Negligible impact on programs
<i>Subtotal Other Departments</i>	954,936	1,276,602			
	<u>3,054,936</u>	<u>1,776,602</u>	<u>13.25</u>	Vacancies	