



CITY COUNCIL

Linda R. Maio
Councilmember District 1

CONSENT CALENDAR

December 7, 2004

TO: Honorable Mayor and
Members of the City Council

FROM: Councilmembers Linda Maio

SUBJECT: Legislative Aide's Participation in the Voluntary Time Off (VTO)
Program

RECOMMENDATION:

Transfer funds to the General Fund that result from Legislative Aide's participation in the Voluntary Time Off Program (VTO).

BACKGROUND:

The City Manager has implemented a Voluntary Time Off (VTO) Program for all City of Berkeley staff. Those employees electing to participate in the VTO Program will take either vacation leave with pay or Leave Without Pay (LWOP). Savings resulting from employees taking LWOP will become "salary savings" within that department's budget and operating fund (General Fund and other revenue funds). These savings will be monitored and tracked throughout the fiscal year. The General Fund salary savings resulting from Legislative Aides that take LWOP would normally remain in the Councilmember's D-13 account. This resolution would transfer these monies back to the General Fund reserve instead of leaving them in the D-13 account.

FINANCIAL IMPLICATIONS:

Increase funds available in the General Fund by an unknown amount.

CONTACT PERSON:

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