

FY2011 MID-BIENNIAL BUDGET UPDATE



CITY OF BERKELEY CALIFORNIA

CITY OF BERKELEY
FY 2011 ADOPTED MID-BIENNIAL BUDGET UPDATE

ELECTED OFFICIALS

Mayor

Tom Bates

Councilmembers

Linda Maio (District 1)
Darryl Moore (District 2)
Max Anderson (District 3)
Jesse Arreguin (District 4)
Laurie Capitelli (District 5)
Susan Wengraf (District 6)
Kriss Worthington (District 7)
Gordon Wozniak (District 8)

City Auditor

Ann-Marie Hogan

City Manager

Philip Kamlarz

Deputy City Manager

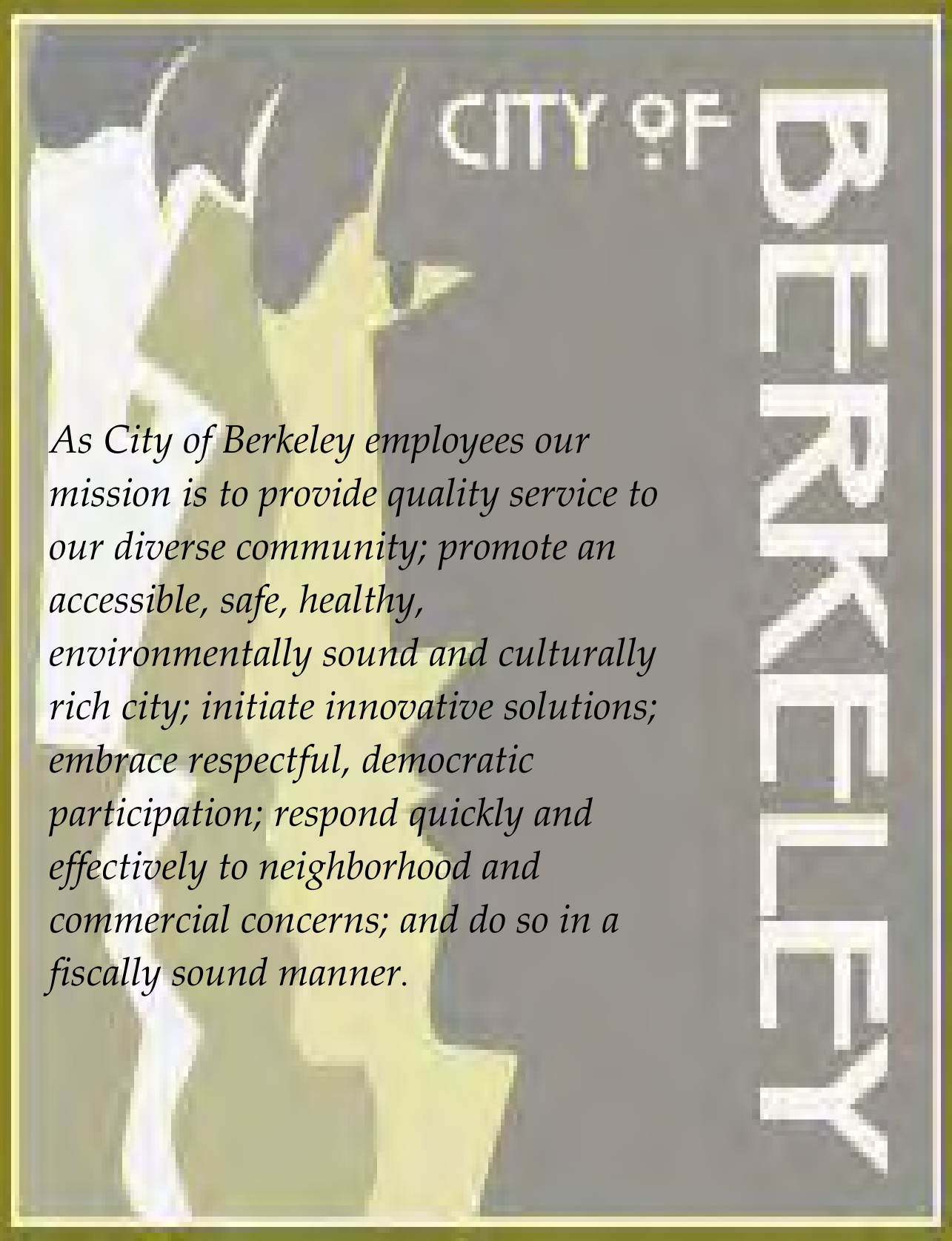
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The Office of Budget & Fiscal Management

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Special thanks to: Bob Hicks, Finance Director, Mary-Kay Clunies-Ross, Public Information Officer, and the Downtown Berkeley Association (cover photos)





As City of Berkeley employees our mission is to provide quality service to our diverse community; promote an accessible, safe, healthy, environmentally sound and culturally rich city; initiate innovative solutions; embrace respectful, democratic participation; respond quickly and effectively to neighborhood and commercial concerns; and do so in a fiscally sound manner.

CITY OF BERKELEY

ORGANIZATIONAL CHART

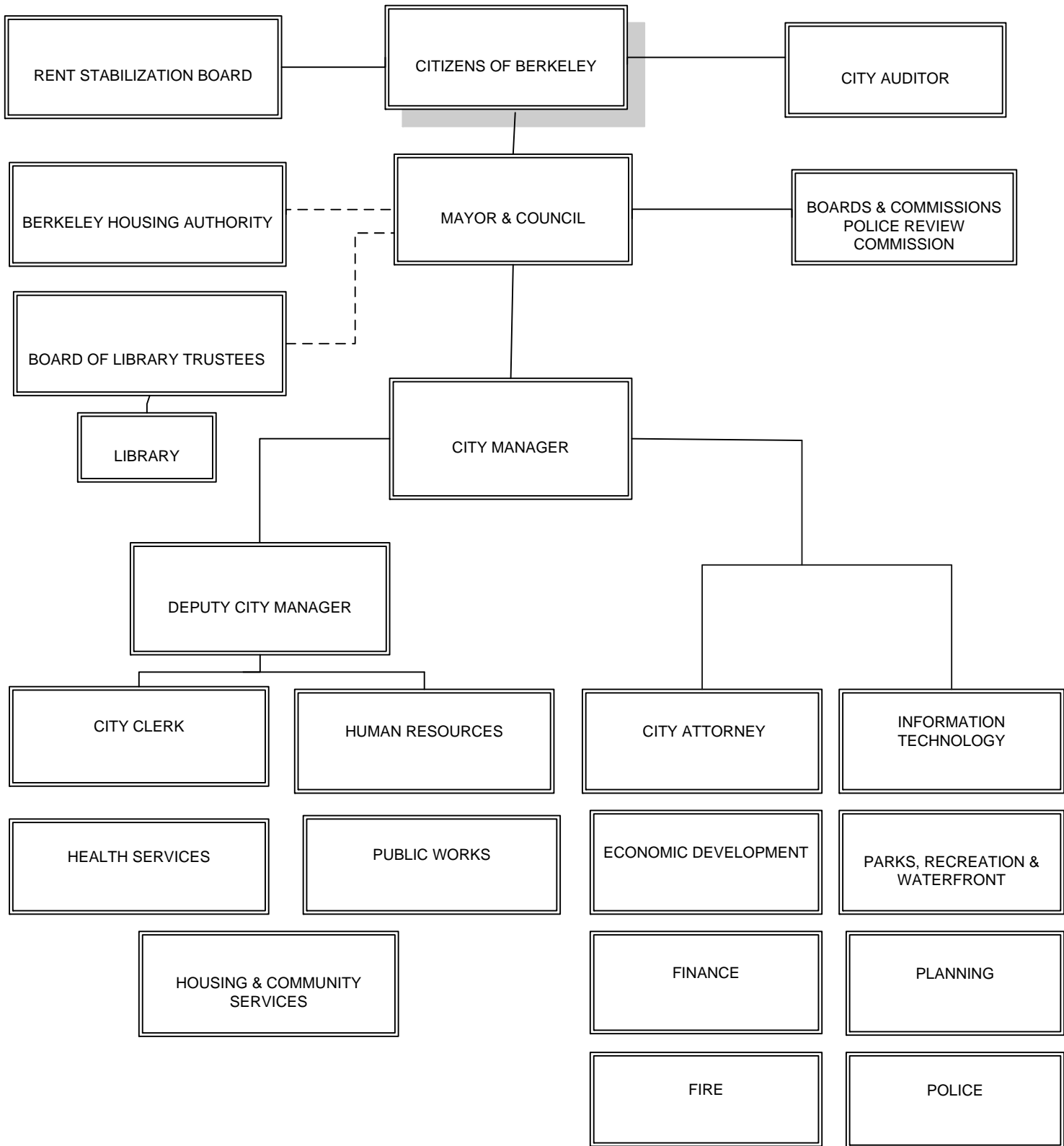


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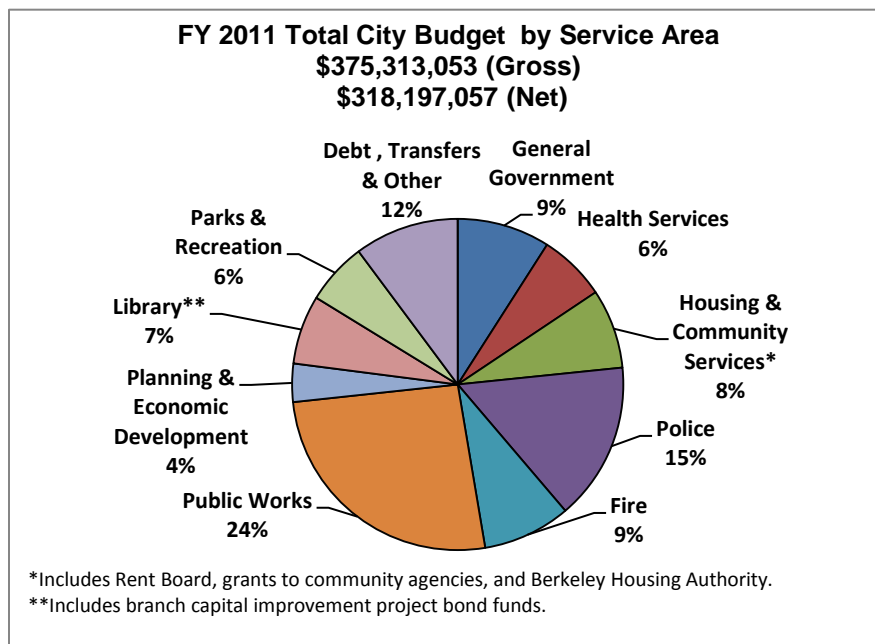
Office of the City Manager

Honorable Mayor and Members of the City Council:

The economy has been front-page news for over two years now, and people want to know how City services have been affected. Like many organizations with a mission to provide services, such as garbage and recycling collection, fire response, police protection, road repair, swim classes, meal delivery, and health education and treatment, the majority of our budget is personnel costs.

When cities are forced to cut costs, it means reducing or eliminating some services. In the last two years, the number of non-uniformed personnel has decreased by about 10%. We have worked to spread these reductions across departments and prevent major cuts to frontline services, but consequently services are still impacted.

Unfortunately, the need to reduce personnel costs and services is likely to continue. The economy is still volatile and tax revenues are not improving. The only thing we can be sure of is that City government will continue to shrink to adapt to the changing times.



This pie chart reflects the entire body of City services, approximately \$375 million for the current fiscal year. Although the revenue that pays for all those services comes from a wide variety of sources (such as fees, taxes, and state and federal grants), all City services can be impacted by an uncertain economic climate.

In 2008, when the recession started, many cities were forced to immediately cut staff and services. Berkeley’s budget was more stable, but we still instituted a hiring freeze and generally did not replace workers who resigned or retired. For the next two years, we were able to maintain services because of long-term planning, staff attrition, a reliable property tax base and voter support for City services. Other City revenues, however, have been less dependable, including state grants, property transfer tax, the utility users’ tax, and sales tax.

Citywide Reduction Summary

By the beginning of 2010, the City had a projected \$16 million deficit for FY 2011. We expected to cut about 47 vacant positions and layoff about 30 people. Using a variety of measures, including City employees volunteering to cut their wages by working fewer hours (a give-back to the City of about \$2 million), the number of layoffs has been dramatically reduced.

While this agreement helped us close the budget gap, implementing the reduction in hours requires that the City be closed two days every month and the last week of December. This will have an impact on services, which we will be monitoring throughout the year.

Since about 77% of the City’s expenses are labor costs, it is difficult to make significant budget cuts without reducing positions. The adopted budget eliminated 77 positions. Coupled with the 36 positions reduced in the FY 2010 budget, the two-year total is almost 114 positions citywide. This represents about a 10% reduction to non-sworn staffing in the City over two years.

Postion cuts	FY 2010	FY 2011	Two-Year Total
Total position adds	9.28	11.92	21.20
Total positon cuts	(45.63)	(89.31)	(134.94)
Total	(36.35)	(77.39)	(113.74)

Planning for the Future

Cost control and service cuts will be a big part of the budget discussions going forward, but they are not the only solutions. The City is working hard to develop creative ways to allow services to continue with fewer resources, including:

- 311 Customer Service Call Center and the Online Service Center (www.cityofberkeley.info/onlineservicecenter/);
- Refuse route optimization: A review of our garbage routes may mean new pick-up days, but more efficiency;
- Police patrol redeployment: A reorganization of our patrol assignments, putting officers where they are most needed; and
- Realigning our mental and public health programs to respond to changes in funding.

The budget process for the FY 2012 & FY 2013 biennial budget will begin October 2010 with discussions about the City’s funding priorities. This conversation will continue through the winter. The purpose is to align our obligations and our community’s needs with our resources.

FY 2011 Mid-year Budget Update Budget Message

Despite the challenges ahead, we will continue to strive to provide the best services possible. Nevertheless, as we move into budget planning for FY 2012 & FY 2013, we are facing shrinking revenues and escalating expenditures, and we are facing difficult choices. I encourage you to keep reading for information about some of the City's accomplishments this year. Please let me hear from you about how we are doing.

Sincerely,

Phil Kamlarz
City Manager

SUMMARY OF FY 2011 ADOPTED UPDATE
By Funding Source

Fund Description	Actual FY 2010		Adopted Update FY 2011	
	Revenue ^(b)	Expenses	Revenue ^(b)	Expenses
General Fund Discretionary	\$ 139,684,838	\$ 142,243,192	\$ 146,080,210	\$ 146,080,210
Special Revenue Funds				
Emergency Disabled Services	891,431	790,475	894,401	892,796
Paramedic Tax ^(a)	2,816,018	2,893,842	3,258,903	2,866,335
Parks Tax ^(b)	8,835,497	9,154,037	8,839,323	9,510,513
Fire Assessment District	1,746	-	-	-
Measure GG - Fire Prep Tax	5,216,154	2,954,833	3,599,554	3,599,554
Street Light Assess. District	1,878,043	1,932,508	1,876,040	2,048,119
District #47 Miller/Stevenson	160	90,309	-	-
Sustainable Energy Financing District	155,549	159,596	-	-
Solano Avenue Bus. Imp. Dist.	73	-	-	-
Downtown Business Imp. Dist.	325,583	425,000	250,000	250,000
Telegraph Pro Bus. Imp. Dist.	211,031	255,598	263,000	263,000
N. Shattuck Bus. Imp. Dist.	163,907	83,451	164,000	164,000
Enterprise Funds				
Refuse	32,337,424	32,220,882	35,025,204	37,778,576
Marina Operation ^(b)	5,074,593	5,624,830	4,988,888	5,774,484
Sewer ^(b)	13,177,575	13,773,982	14,516,014	16,902,459
Clean Storm Water ^(b)	2,061,613	2,405,588	2,638,432	2,106,995
Private Sewer Lateral	39,300	107,141	41,900	309,200
Permit Service Center ^(b)	7,179,927	8,841,333	7,794,010	8,544,675
Off Street Parking	2,888,226	2,857,201	3,029,605	2,925,954
Parking Meter	5,341,467	4,947,342	5,773,658	5,625,989
Unified Program - Toxics ^(b)	730,040	769,204	676,970	827,652
Building Management (1947 Center St.)	2,922,623	2,971,505	3,051,128	5,255,284
Gas / Sales Tax Street Improvement Funds	5,274,583	4,256,694	5,586,699	5,773,594
Bonds [©]	173,721	7,404,151	16,056,656	10,736,948
Debt Service Funds	10,571,100	10,210,644	9,408,964	9,507,004
Grant Funds	43,383,746	45,059,994	35,338,804	31,485,388
Internal Service Funds ^(b)	22,010,887	20,210,853	22,692,186	23,663,703
Other Funds				
Capital Improvement Fund ^(b)	3,317,913	4,661,131	5,618,000	8,514,077
Public Liability	1,778,476	1,566,815	1,703,476	1,738,682
Library	14,152,275	13,792,543	14,167,289	14,302,634
Rent Board	3,808,926	3,496,145	3,800,000	3,950,000
Redevelopment Agency	1,263,769	2,000,159	772,233	1,376,719
Playground Camp ^(b)	1,949,602	1,711,058	1,913,000	2,142,170
Hlth State Aid Realign Trust	3,615,337	4,489,155	3,713,018	4,450,330
Other Funds	5,203,174	3,865,447	2,338,241	3,044,529
Revenue & Expenditure Subtotals:	\$ 348,436,327	\$ 358,226,638	\$ 365,869,806	\$ 372,411,573
Housing Authority	-	1,601,765	3,146,191	2,901,480
Revenue & Expenditure Totals:	\$ 348,436,327	\$ 359,828,403	\$ 369,015,997	\$ 375,313,053

(a) Increase in General Fund subsidy in FY 2011 Adopted Update to balance fund.

(b) Revenues do not reflect use of fund balances which are added to balance revenues with appropriations.

© Revenues for Bond Projects collected in prior fiscal years.

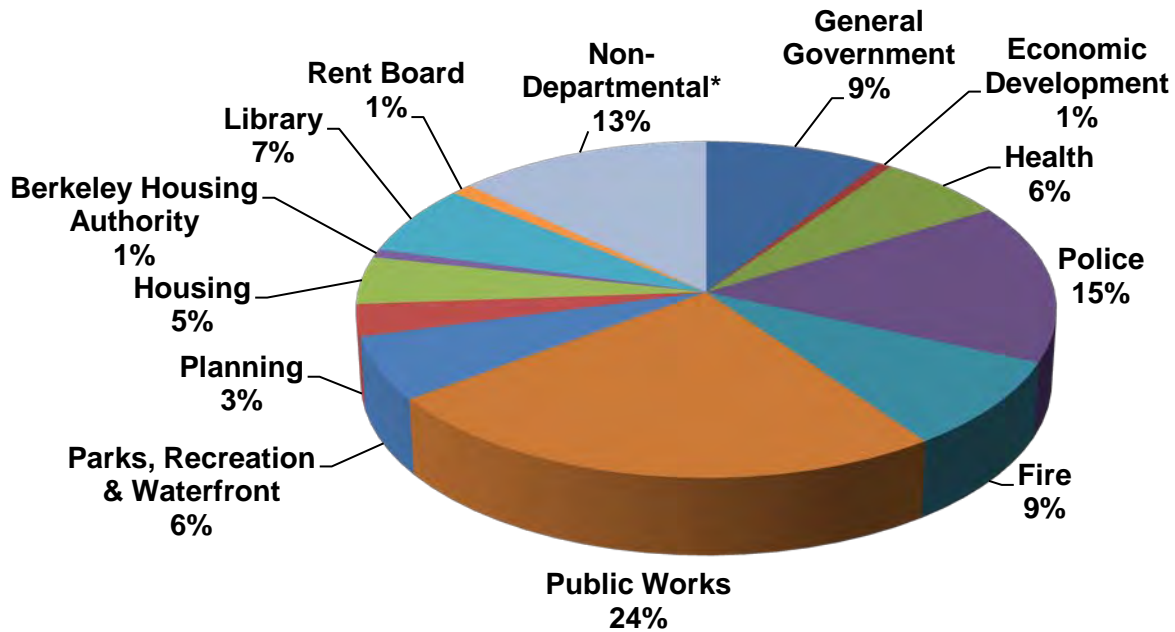
Summary of Expenditures by Department - All Funds

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted Update
Mayor & Council	1,579,401	1,589,920	1,597,283	1,710,410
Auditor	1,774,943	1,933,211	1,992,554	2,049,725
Police Review Commission	501,880	551,384	433,919	523,136
City Manager ⁽²⁾	4,948,882	7,613,786	7,526,187	4,826,531
Office of Economic Development	2,910,487	3,237,664	3,085,611	2,550,867
Information Technology ⁽²⁾	4,993,396	5,076,770	5,688,738	9,449,096
City Attorney	3,572,752	3,354,119	3,606,120	3,652,960
City Clerk	1,385,679	1,676,613	1,446,880	2,096,331
Finance	8,487,499	6,261,943	6,332,317	6,625,172
Human Resources	2,951,320	3,322,189	3,229,803	3,066,429
Health Services	28,907,377	29,346,051	23,940,367	24,643,481
Police	51,289,593	53,606,428	55,407,497	57,718,947
Fire	28,709,263	30,047,821	34,140,809	32,185,245
Public Works	79,444,756	91,382,453	89,809,102	91,800,178
Parks, Recreation & Waterfront	24,829,293	21,670,916	22,284,787	22,750,385
Planning	12,481,090	13,337,969	13,051,481	11,534,101
Housing & Community Services	17,482,528	12,964,762	23,033,267	17,219,835
Library	14,359,750	14,130,551	15,635,829	25,203,355
Rent Board	3,313,318	3,546,249	3,496,145	3,950,000
Non-Departmental	54,526,336	51,699,437	42,102,891	48,735,389
Gross Expenditure:	\$ 348,449,543	\$ 356,350,236	\$ 357,841,587	372,291,573
Berkeley Housing Authority ⁽¹⁾	2,217,424	2,329,958	1,986,317	3,021,480
Gross Appropriations:	350,666,967	358,680,194	359,827,904	375,313,053
Less: Dual Appropriations	(62,033,921)	(60,350,287)	(44,827,351)	(57,115,996)
Net Expenditure:	\$ 288,633,046	\$ 298,329,907	\$ 315,000,553	\$ 318,197,057

(1) Berkeley Housing Authority has been a separate entity since FY 2008

(2) Increase in Information Technology and decrease in City Manager due to transfer of Customer Service Unit from City Manager to Information Technology

**All Funds Expenditures by Department
 FY 2011 Adopted Update
 \$375,313,053 (Gross)
 \$318,197,057 (Net)**



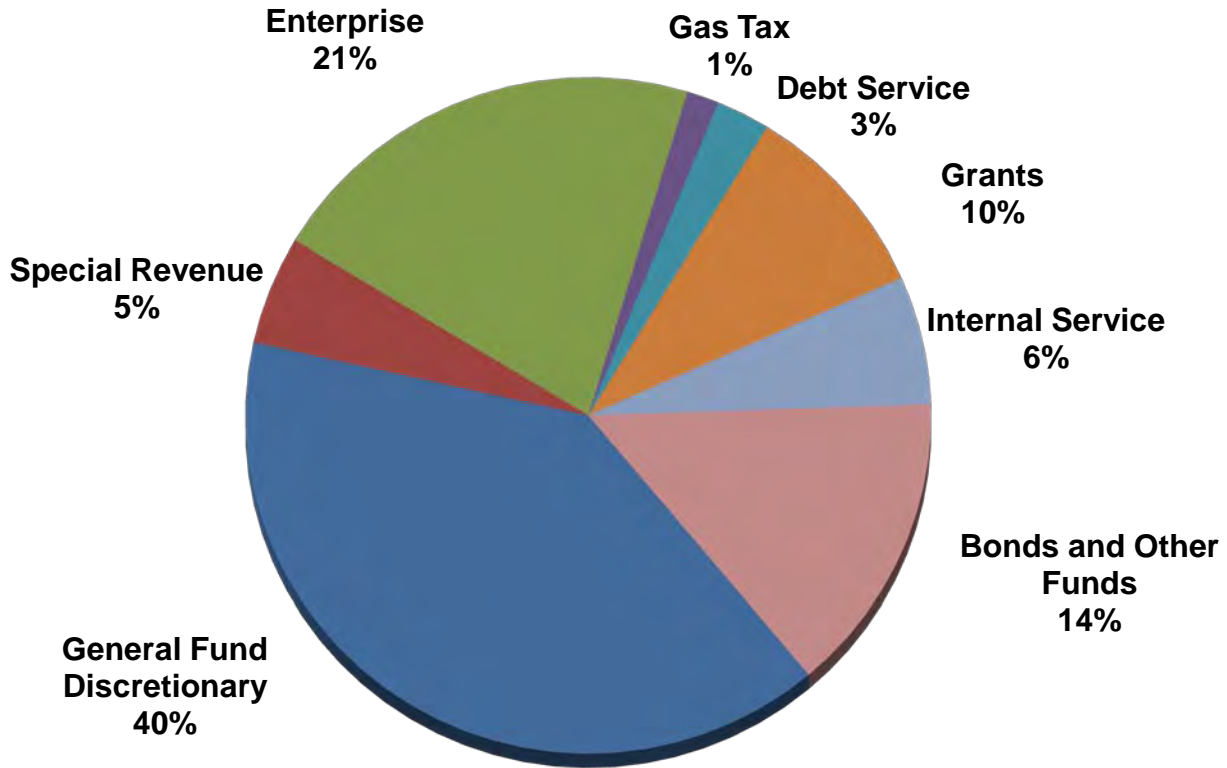
***Non-Departmental budget consists of:**

Fixed Costs:	\$771,383
Community Agencies :	\$4,928,524
Workers' Compensation :	\$4,816,120
Debt Service:	\$11,658,802
Transfers:	\$20,968,561
to CIP Fund	<u>\$5,593,000</u>

REVENUE BY FUNDING SOURCE

Fund Description	Actual Revenue FY 2008	Actual Revenue FY 2009	Actual Revenue FY 2010	Adopted Update Revenue FY 2011
10 General Fund Discretionary	\$2,480,392	\$141,501,145	\$139,684,838	\$ 146,080,210
Special Revenue Funds				
18 Emergency Disabled Services	838,111	877,241	891,431	894,401
160 Paramedic Assessment/Tax	2,917,798	2,991,029	2,816,018	3,258,903
450 Landscape Assessment/Parks Tax	8,408,132	8,931,354	8,835,497	8,839,323
455 Fire Assessment District	9,173	23,912	1,746	-
456 Measure GG - Fire Prep Tax	0		5,216,154	3,599,554
470 Street Light Assess. District	1,885,081	1,890,792	1,878,043	1,876,040
471 DST #47 Miller/Stevenson	0	0	160	-
472 Sustainable Energy Finance District	0	178,976	155,549	-
474 Solano Avenue Business Imp. District	3,274	717	73	-
475 Underground Assess. Districts	0	0	-	-
476 Downtown Business Imp. District	308,033	367,725	325,583	250,000
477 Telegraph Bus Pro Imp District	9,767	194,365	211,031	263,000
478 N. Shattuck Bus. Imp. Dist.	166,465	167,914	163,907	164,000
Enterprise Funds				
820 Refuse	29,780,955	29,390,719	32,337,424	35,025,204
825 Marina Operation	4,742,399	5,486,270	5,074,593	4,988,888
830 Sewer	14,283,048	14,594,855	13,177,575	14,516,014
831 Clean Storm Water	2,268,665	2,366,786	2,061,613	2,638,432
832 Private Sewer Lateral	63,300	40,500	39,300	41,900
833 Permit Service Center	10,506,316	9,362,146	7,179,927	7,794,010
835 Off Street Parking	2,948,803	2,757,428	2,888,226	3,029,605
840 Parking Meter	4,354,919	4,767,123	5,341,467	5,773,658
845 Unified Program - Toxics	780,672	834,049	730,040	676,970
850 Building Management - 1947 Center St.	2,942,174	3,027,680	2,922,623	3,051,128
Gas / SalesTax Street Improvement Funds	1,525,359	5,784,097	5,274,583	5,586,699
Bond Funds				
Measure FF - Branch Libraries	0	10,000,000	13,641	15,953,320
Measure G Bond Capital Imprvmnts	143,887	109,646	128,888	-
Measure S Bond Capital Imprvmnts	443,473	28,087	29,176	-
640 BJPFA Lease Revenue Bonds	0	0	-	103,336
656 00 Mello-Roos - Fire Equipment	7,065,000	148,089	2,016	-
676 Meas I - Animal Shelter	849,875	176,320	-	-
Debt Service Funds				
710 Debt Service Fund	0	763,204	579,789	964,313
714 09 Measure FF Library Debt Service	1,884,489	0	-	426,933
720 99 Lease Re Bds BJPFA \$9M	983,259	690,965	451,858	650,000
721 SPL Tax Bds CFD#1 ML-ROOS	6,529	987,531	978,088	0
723 2002 G.O. Refunding Bonds	74,286	1,443,661	1,509,598	1,463,321
Other Debt Service	6,596,348	8,306,672	7,051,767	5,904,397
Grant Funds				
Federal Grants	11,883,774	9,793,061	15,859,214	9,763,364
State/County Grants	32,207,275	28,647,919	27,208,916	25,394,303
Other Grants	22,450,521	496,607	315,616	181,137
Internal Service Funds				
488 Employee Training Fund	187,101	400,957	-	-
860 Equipment Replacement	143,849,594	3,730,124	2,725,121	3,660,516
865 Equipment Maintenance	3,876,775	6,566,815	6,380,930	6,867,740
866 Building Maintenance Fund	400,957	4,027,592	3,380,760	3,528,514
870 Warehouse	3,279,418	605,322	579,704	544,147
871 Corp Yard Warehouse Fund	10,086,348	0	-	-
873 PC Replacement	2,968,095	365,138	383,000	382,998
875 Workers Compensation	622,628	8,261,248	8,561,372	7,708,271
Other Funds				
610 Capital Improvement Fund	984,331	8,831,107	3,317,913	5,618,000
881 Public Liability	98,143	1,853,476	1,778,476	1,703,476
301 Library	382,998	13,957,027	14,152,275	14,167,289
440 Rent Board	1,148	3,416,960	3,808,926	3,800,000
Redevelopment Agency	2,223,568	911,037	1,263,769	772,233
330 Playground Camp	10,165,218	1,870,832	1,949,602	1,913,000
958 Hlth State Aid Realign Trust	305,617	3,739,205	3,615,337	3,713,018
Other Funds	2,907,450	4,382,141	5,203,174	2,338,241
Revenue Subtotals:	\$358,150,941	\$360,047,566	\$348,436,327	\$365,869,806
Housing Authority	1,898,660	1,625,761	0	3,146,191
Revenue Totals:	\$360,049,601	\$361,673,327	\$348,436,327	\$369,015,997

Revenue By Funding Source
FY 2011 Adopted Update
\$369,015,997
(Excludes Use of Fund Balances)



DEBT LIMIT COMPUTATION (June 30, 2009)

The City of Berkeley is a charter city and, as such, does not have a debt limit. However, if it were a general law city, its legal debt limit and debt limit margin would be the following:

Total FY 2010 assessed valuation (less other exemptions)	<u>\$11,965,357,245</u>
Debt limit (15% of assessed value)	1,794,803,587
Amount of debt applicable to the debt limit	<u>71,430,000</u>
Legal debt margin (if Berkeley were a general law city)	<u>\$1,723,373,587</u>

In addition, to the total general obligation bonds outstanding of \$71,430,000.00 as of June 30, 2009, the voters have authorized a general obligation measure of \$16,000,000 for the library branches), which has not been issued as of the date of this report.

Effects of Existing Non-Tax-Supported Debt levels on Current and Future City Operations

The City's existing debt levels are not expected to significantly impact current operations since the general obligation bonds are entirely tax-supported and the City has identifiable sources of debt repayment for its governmental revenue bonds and its enterprise lease revenue bonds and certificates of participation, as follows:

Governmental Revenue Bonds

Description	Principal Outstanding at June 30, 2009	Year of Final Maturity	Debt Service Due in FY 2011	Debt Service Due in FY 2012
WBIP Tax Allocation Refunding Bonds	\$4,970,000	2015	\$950,255	\$947,780
Theatre Facility and Park Land Acquisition Bonds	7,675,000	2029	632,025	620,888
Refunding Pension Obligation Bonds	3,265,000	2018	605,500	533,410
WBIP Subordinated Tax Allocation Bonds-BRA	1,000,000	2012	0.00	0.00
Total Governmental Revenue Bonds	\$16,910,000		\$2,187,780	\$2,102,078

- WBIP Tax Allocation Refunding Bonds: These bonds will not negatively impact current or future City operations since they are entirely supported by tax increment revenues.
- Theatre Facility and P ark Land Acquisition Bonds: These bonds will not negatively

DEBT LIMIT COMPUTATION (June 30, 2009)

impact current or future City operations since they have been supported by Capital Improvement Fund transfers since FY 2001. The bonds were issued to help address two City priorities: (1) Obtaining land to build playgrounds and (2) supporting the arts, through the construction of a new Berkeley Repertory Theatre.

- Refunding Pension Obligation Bonds: These bonds were issued to purchase a Guaranteed Investment Contract (GIC) and risk agreement that provides pension benefit payments to members of the Safety Members Pension Fund. These bonds won't negatively impact current or future City operations since the city has a legal obligation to pay the pension benefits. If the City had not incurred the liability to purchase the GIC, the City would have to use General Fund cash to fund the pension benefits. In addition, the income earned on the GIC (9.68%) is double the rates currently available in the market.

Also, it should be pointed out that on December 1, 2003, the City significantly reduced its non-tax-supported debt level by paying off \$20.5 million in 1996 Refunding Lease Revenue Bonds, in order to save the General Fund annual debt service subsidy payments of over \$1 million through FY 2015.

Enterprise Funds Lease Revenue Bonds and COP's

Description	Principal Outstanding at June 30, 2009	Year of Final Maturity	Debt Service Due in FY 2011	Debt Service Due in FY 2012
Garage Improvement Bonds	\$4,510,000	2022	\$451,243	\$456,624
Certificates of Participation for Acquisition of 1947 Center Street	26,755,000	2033	1,884,946	1,887,011
Total Enterprise Funds Lease Revenue Bonds and COP's	\$31,265,000		\$2,336,189	\$2,343,635

- Garage Improvement Bonds: These bonds won't negatively impact current or future City operations since they are entirely supported by fees from the parking garages and mall leases.
- Certificates of Participation for Acquisition of 1947 center street building: The purchase of this building was viewed as a prudent financial decision because it gave the City the opportunity to house several City departments that were leasing space. The elimination of these lease costs plus the lease income from other tenants in the building offsets the debt service costs on the COP's. In addition, the City is building equity in the building. For these reasons, these bonds won't negatively impact current or future City operations.

UNFUNDED LIABILITIES (employee benefits) SUMMARY

During discussion on the City’s budget over the past year, City Council has requested that staff to provide an analysis of the City’s unfunded liabilities. This report responds to this request, providing a summary and status of each of the City’s unfunded liabilities.

Unfunded liabilities are defined as identifiable obligations of an organization for which the organization does not have 100% cash in the bank at all times to cover the cost should all obligations become due and payable at the same time. Generally, an organization manages a balance between funding a portion of all of those obligations and the associated risk that the obligations will ever be payable all at the same time. When based on solid management tools and information, this balance is generally considered the prudent and responsible approach since payment demands of these obligations rarely, if ever, occur simultaneously. The alternative would be to 100% fund the obligations causing a great portion of the City’s cash to be reserved and not available for funding City services.

It is common fiscal practice to carefully balance the level of funding between expected payment demands and cash liquidity to fund City operations. The City actively manages its unfunded or under-funded liabilities, and completes annual actuarial valuations for most of the benefit accounts. These valuations consider economic, demographic and historical composition of the benefit programs and establish amounts that the City should set aside each year to fund its benefit-related financial obligations. In today’s economic climate it is critical that the City continue to manage its liabilities to ensure long-term fiscal stability.

Overall, the City’s funding level for its benefit liabilities is reasonably good – a cumulative total of 77% funded. However, there are several benefit categories that have low funding levels that need to be considered. The table below lists the City’s key benefit categories with unfunded liability. Each of these benefits differ in how their funding methodology is structured; some are considered “pay as you go” and others are pre-funded to achieve a certain level of funding within a specified period of time. Several of the benefit programs have closed to new enrollees and are being phased out, such as the SRIP I Disability benefit and the Safety Members Pension Fund benefit.

Unfunded Liabilities (6/30/09) (in millions)	Actuarial Assets	Actuarial Liabilities	Unfunded Liability	% Funded
PERS (all plans)	843.76	990.32	146.55	85%
Worker’s Compensation	8.28	21.19	12.91	39%
Non-sworn Retiree Medical	5.45	22.13	16.68	25%
Police Retiree medical	4.73	37.24	32.51	13%
Fire Retiree Medical	3.46	9.34	5.89	37%
Safety Members Pension Fund	3.04	7.61	4.57	40%
Sick & Vacation payouts	0.40	17.12	16.72	2%
SRIP I Disability	0.00	13.05	13.05	0%
Police Sick Leave Entitlement	0.00	3.92	3.92	0%
	\$869.13	\$1,121.93	\$252.81	77%

UNFUNDED LIABILITIES (employee benefits) SUMMARY

California Public Employee Retirement System (CalPERS)

Benefit history & summary

Retirement rates continue to represent one of the most significant citywide budgetary pressures and the City's retirement plans represent the largest of the City's benefit liabilities. The California Public Employees' Retirement System (CalPERS) is a defined benefit pension plan funded by a combination of employee contributions that are set by statute and employer contributions that fluctuate from year to year based on an annual actuarial valuation performed by CalPERS. When CalPERS performs its actuarial analysis, it uses data two years previous; for example, the employer rates for Fiscal Year 2011 are based on data as of June 30, 2008. An outside actuary reviews the City's rates each year and advises the City on the funded status of the plans and projects employer rates for future years.

The City contributes to three plans: Police Safety Plan, Fire Safety Plan and Miscellaneous Employee plan (all non-sworn employees). All full-time and part-time benefited employees are required to participate in CalPERS. Benefits vest after five years of service and are based on the employees' years of service, age and single highest year of compensation. The three plans are independent of one another with different contract plan amendments negotiated over the years through the collective bargaining process. Assets and liabilities of each plan are segregated with no cross subsidization from one plan to another.

As we have previously discussed with Council, CalPERS employer rates will increase dramatically over the next few years due to large investment losses over the past two years. While original forecasts have improved slightly due to some investment gains, losses for FY 2009 were about -28%. PERS assumes a 7.75% positive rate of return, so this negative performance directly impacts the rates employers pay.

In October 2009, CalPERS provided the City with revised rates for FY 2011 and projected rates for FY 2012 based on the June 30, 2008 valuation. They are included below – as well as forecasted rate increases as projected by the City's actuary through FY 2016. Previously, CalPERS had issued an update that explained their Board approved rate methodology to deal with the magnitude of employer rate increases. This involves segregating the investment losses incurred in FY 2008 and FY 2009, phasing in over three years the impact of these losses on employer rates, and amortizing the investment losses over a 30-year period.

Funding status

A critical assumption to the rate impacts is the level of confidence we have in the CalPERS annualized rate of return of 7.75%. If returns are less than 7.75%, rates will be further impacted. In consultation with our outside actuary, staff is conservatively estimating an annualized rate of return from June 30, 2011 – 2016 of 5.7%. The table below illustrates the dramatic rate increases to Berkeley based on these assumptions.

UNFUNDED LIABILITIES (employee benefits) SUMMARY

	FY 2009 - FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	Cumulative Growth	% Growth from FY 2009
Miscellaneous	16.3%	18.0%	20.6%	24.2%	25.1%	25.8%	9.5%	58%
Police	36.0%	38.3%	42.4%	48.4%	49.7%	50.8%	14.8%	41%
Fire	25.3%	27.7%	32.5%	40.0%	41.9%	43.5%	18.2%	72%

Rate smoothing has resulted in FY 2010 CalPERS rates slightly lower than the FY 2009 rates based on the performance of the market prior to the downturn this past year. The adopted FY 2010 budget maintains CalPERS rates at the slightly higher FY 2009 rate levels, setting aside the savings (about \$600,000). The FY 2011 rates have been adjusted by CalPERS and are now at the FY 2009 level. Since we assumed our rates at this level already, there is no change in retirement costs for FY 2011.

Retirement rate volatility and the City's liability

As discussed above, the City will experience significant increases in its CalPERS employer retirement contributions and CalPERS has implemented a smoothing methodology to assist local agencies in dealing with these increases. While this does help with the employer contribution costs, it results in increased unfunded actuarial accrued liability (UAAL). Looking back over the last ten years, the City's UAAL has grown from a super-funded status (i.e., enough assets in the plan to pay all retirement benefits for current employees as well as all retirees) to the current unfunded level.

The current level of 85% funded is very good; however, we anticipate this will diminish as employer rates increase over the next several years. In the late 1990's CalPERS communicated to local contracting agencies that cities were "super-funded" and that Cal PERS did not anticipate significant rate increases, also indicating the enhancing benefits would be affordable. This has proven not to be true and the volatility of CalPERS employer rates has negatively impacted the City's budget and will continue to do so for the foreseeable future.

Workers' Compensation

Benefit history & summary

Workers' compensation system is a no-fault system, meaning that injured employees need not prove the injury was someone else's fault in order to receive workers' compensation benefits for an on-the-job injury. The workers' compensation system is premised on a trade-off between employees and employers -- employees are supposed to promptly receive the limited statutory workers' compensation benefits for on-the-job injuries, and in return, the limited workers' compensation benefits are the exclusive remedy for injured employees against their employer, even when the employer negligently caused the injury. The workers' compensation system has an extensive statutory scheme for determining compensability, payment and provision of benefits and payment for various medical and legal services that are part of treating the injured worker.

Funding status

The City is self insured for workers' compensation. Payments are made to the Workers' Compensation Self-Insurance Fund by transfers from all City funds. The amount of payments made by City funds into the Workers' Compensation Self Insurance Fund are

UNFUNDED LIABILITIES (employee benefits) SUMMARY

determined by an actuarial analysis conducted by an outside actuary. These accruals represent estimates of amounts to ultimately be paid for reported claims and upon past experience, recent claim settlement trends and other information. Funds are available to pay claims and administrative costs of the program on a pay-as-you-go basis. It is important to understand that payments on indemnity claims may be made over a very long period of time. For example, the City is still making payments in 2010 on a claim that occurred in 1976.

Reduction of the incidences and severity of workplace injuries and acceleration of early and safe return to work for injured workers are key strategies in achieving lower benefit costs. Council has made the reduction of workers' compensation claims a major priority for staff. Staff now prepares regular status reports for Council regarding the City's Workers' Compensation experience. We have accrued a fund balance based on rates established through actuarial analysis and consider the current 39% level of funding to be adequate for the City's claim history and annual costs. It is the City's practice to obtain an actuarial study on an annual basis.

Safety Members Pension Fund (closed plan)

Benefit history & summary

The Safety Members Pension Fund (SMPF) is a single-employer defined benefit pension plan for fire and police officers who retired before March 1973. In March 1973, all active fire and police officers were transferred from SMPF to CalPERS. The SMPF is closed to new enrollees as any Police Officer or Fire Fighter hired after March 1973 was enrolled in CalPERS. The Safety Members Pension Board administers the plan. The authority under which benefit provisions are established or may be amended is the Berkeley Municipal Code chapters 4.20, 4.24, 4.28 and 4.32. At June 30, 2009, the date of the most recent actuarial valuation, there were 31 retired members and surviving spouses who average over 90 years old.

Service and disability retirement benefits are based on a percentage of salary at retirement, multiplied by years of service. Benefits are adjusted annually by either (1) current active salary increases (based on the same rank at retirement); or, (2) the increase in the California Consumer Price Index (with a 1% minimum and a 3% cap). SMPF also provides surviving spouse benefits.

Funding Status

The City pays SMPF benefits on a pay-as-you-go basis. In February 1989, the Berkeley Civic Improvement Corporation (BCIC) purchased, on behalf of the City, a Guaranteed Income Contract (GIC) from Mass Mutual. This contract provides annual payments through 2018 and an annual guaranteed 9.68% rate of return (net of expenses). The City pays the difference between actual benefit payments and contract provided annual payments, from the General Fund. Additional amounts may be paid, in 2008 through 2017, under a Risk Agreement to compensate the City for the difference between the amounts paid by the City to its pensioners and the actuarially determined amounts.

Government Accounting Standards Board Statement No. 27 requires the City to determine the plan's annual pension cost (APC) based on the most recent actuarial valuation. The APC equals the plan's annual required contribution (ARC), adjusted for historical differences between the ARC and amounts contributed. The actuary has

UNFUNDED LIABILITIES (employee benefits) SUMMARY

determined the City's annual required contribution and amounts contributed. The actuary has determined the City's ARC is the greater of (a) a 20-year amortization of the unfunded actuarial liability, or (b) actual benefit payments made for the year.

For the year ended June 30, 2009 the City's ARC was \$1,736,185 and was equal to the benefit payments during the year. The City contributed this amount for the year through a \$745,376 payment from the GIC plus \$990,809 paid from the General Fund. The actuarial liability was determined using the projected unit credit actuarial cost method. The plan's unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll on a closed basis. The amortization period of the unfunded actuarial liability ends June 30, 2017.

Retiree Medical Benefit Plan: Non-sworn employees

Benefit history & summary

Beginning June 28, 1998, the City made available a Retiree Health Premium Assistance Plan (Retiree Medical) to each qualifying employee and his/her spouse or domestic partner. The plan design was established through benefit and actuarial consultants as well as tax counsel. The intent by the City and its unions was to establish the benefit and prefund the benefit over a 30 year amortization period. The plan design includes, but is not limited to, an eight year City of Berkeley CalPERS service vesting period, a sliding scale of percentage the City will contribute based on years of service between eight and twenty years, and a cap of employer contributions to premium payments at 4.5% per fiscal year. The retiree is required to pay the difference between the City's monthly contribution and the actual monthly insurance premium charged by the health plan he/she has elected for retiree medical coverage.

Funding status

Based on sound actuarial advice at the time of original plan design, the plan was structured to cap the annual employer contribution to 4.5% and to pre-fund these benefits at a 70% level using a 30-year amortization. We are roughly 12 years into the life of these plans and are funding based on this strategy. The rate of increase in health care premiums has outpaced the amount the City contributes so the retiree must pay a higher proportion of the premium costs.

The City provides these post-retirement health insurance benefits in accordance with labor contracts between the City and various collective bargaining units. The labor contracts all have language that provides that if the City's funding of this benefit is insufficient to fully fund the retiree medical benefits, the City shall not be required to increase its funding. In the event that there are insufficient funds in the trust to cover the City's contribution, the City and the unions agree to meet and confer regarding the City's distribution of its contribution. The City's strategy for funding the Retiree Health Premium Assistance Plan is to fund based on a level percentage of payroll which varies generally between 1% and 3% of payroll. The funding variance is driven by different benefit levels contained in each of the labor contracts.

The City funds its contributions to the Retiree Health Premium Assistance Plan as a level percentage of salary based on actuarial analysis. In past fiscal years, the City's contributions to this benefit were similar for almost all of the non-sworn bargaining units. However, through the latest rounds of collective bargaining, the City agreed to

UNFUNDED LIABILITIES (employee benefits) SUMMARY

significant changes in the benefits among the bargaining units and changes in the dollar amount of the City's contributions. For this reason, a decision was reached to segregate the assets and liabilities based on representation units within bargaining organizations and create separate plan documents and trust agreements to make the plans more manageable in future years and avoid cross subsidization of benefits.

In August 2004, the Governmental Accounting Standards Board (GASB) issued Statement No. 45, Accounting and Financial Reporting for Employers for Post-employment Benefits other than Pensions (GASB 45 – OPEB). This new standard requires government employers to account for post-employment benefits other than pensions during an employee's employment service with the City, instead of during retirement on a "pay-as-you-go" basis. The City will be in full compliance with this requirement when the City Council authorizes the City Manager at the May 18, 2010 meeting to execute and implement a new Internal Revenue Code Section 115 trust to replace the existing grantor trust.

On June 24, 2009, the City received an actuarial study of the Retiree Health Premium Assistance Plan as of June 30, 2009 and has calculated the required Annual Required Contribution (ARC), the Annual Other Post Employment Benefit (OPEB) Expenses and the Net OPEB obligation in accordance with GASB 45. This actuarial study segregated plan assets and liabilities among seven different plans and established funding levels for each plan based on the difference in benefit levels.

Staff intends to contract for a new actuarial study based on data effective June 30, 2010. This will allow us to review the segregated plans and determine whether funding levels are appropriate.

Retiree Medical Benefit Plan: Sworn Fire employees

Benefit history & summary

The Fire Retiree Medical Benefit provides assistance with the payment of medical premiums for retired and former sworn fire employees, plus spouse or domestic partner assistance for former employees who retired after July 1, 1997. Eligibility is based on years of service with the Berkeley Fire Department with a vesting period of ten years and the retiree must be at least 50 years of age unless the employee retired as a result of disability.

The benefit amount the City contributes toward payment of the medical premiums is determined by a sliding scale based on years of sworn service with the Berkeley Fire Department and ranges from 25% for 10 years of service up to 100% after 25 years of service. The contribution is tied to the Kaiser single or two party rates for employees who retired on or after July 1, 2006. Like the non-sworn retiree medical benefit, the City's contribution increase is capped at 4.5% per calendar year. For employees employed prior to July 1, 2006 but after July 1, 1997, contribution amounts are tied to the Health Net Senior Advantage or Health Net Standard rate as applicable.

Funding status

Based on sound actuarial advice at the time of original plan design, the plan was structured to cap the annual employer contribution to 4.5% and to pre-fund these benefits at a 70% level using a 30-year amortization. We are roughly 13 years into the

UNFUNDED LIABILITIES (employee benefits) SUMMARY

life of these plans and are funding based on this strategy. The rate of increase in health care premiums has outpaced the amount the City contributes so the retiree must pay a higher proportion of the premium costs.

The City provides this post-retirement health insurance benefits, in accordance with labor contracts between the City and the Berkeley Fire Fighters Association/I.A.F.F. Local 1227. The City's strategy for funding the retiree health benefit is to fund based on a level percentage of payroll, which is currently 4.6% of payroll based on the actuarial analysis performed Milliman.

On May 13, 2009, the City received an actuarial study of the Fire Employees Retiree Health Plan as of June 30, 2008 and has calculated the required Annual Required Contribution (ARC), the Annual Other Post Employment Benefit (OPEB) Expenses and the Net OPEB obligation in accordance with GASB 45. Staff intends to contract for a new actuarial study based on data effective June 30, 2010.

Retiree Medical Benefit Plan: Sworn Police employees

Benefit history & summary

The Berkeley Police Association negotiated a post employment benefit in 1989 that was intended to provide assistance for the payment of medical insurance premiums, with payments commencing 10 years after the employee retired.

Through the negotiation process, in 1997, the waiting period for receipt of the benefit was reduced from 10 years after retirement to 5 years after retirement; and in 2007, it was further amended to reduce the waiting period to 2 years after retirement. The program has a 10 year vesting period. The amount the City pays is tied to the active two-party Kaiser rate until the death of the retiree and spouse/domestic partner. There is currently no limit to the City's contribution.

There is a sliding scale on the percentage the City is required to pay the retiree and spouse/domestic partner. For former sworn Police employees who retire prior to July 2007, the City contributes 25% of the active two-party Kaiser rate after 10 years of service. This percentage increases to 100% after 25 years of service. For former sworn Police employees who retire after July 2007, the City contributes 25% of the active two-party Kaiser rate after 10 years of service, and this percentage increases to 100% after 20 years of service.

Funding status

Although this benefit is based on medical premiums, it is paid directly to the retired Police and spouse/domestic partner regardless of whether they are enrolled in the City's retiree medical plan. Benefits are paid from a Section 401(a) trust and are taxable to retirees when they are received. The Section 401(a) trust was written by outside tax counsel and a Determination Letter was obtained from the Internal Revenue Service. Therefore, this plan is considered a supplemental income benefit plan subject to accounting requirements defined by the Government Accounting Standards Board (GASB) Statement No. 27, Accounting and Financial Reporting by Employers for Pensions.

UNFUNDED LIABILITIES (employee benefits) SUMMARY

Because the benefit is post-employment cash payments to the retiree and spouse/domestic partner, the City makes tax deductions before any payments are made under the plan. Representatives of the City have met with representatives of the Police Association numerous times and explained why this practice is potentially an inefficient use of the benefit if the retiree intends to pay medical benefits with the proceeds. However, some Police retirees use the post-employment cash for other purposes.

On April 14, 2009, the City received an actuarial analysis of the Police Retiree Income Plan as of June 30, 2008. This valuation establishes the required Annual Required Contribution (ARC), the Annual Other Post Employment Benefit (OPEB) Expenses and the Net OPEB obligation in accordance with GASB 27. Currently, the ARC is \$2,756,206 and the City's annual contribution is \$1,163,597. Because the City is not making the full ARC due to budgetary constraints, the benefit is considerably underfunded (63% unfunded). Staff recognizes that the current structure of the benefit is poor and intends to discuss this during upcoming police labor negotiations. Staff will contract for a new actuarial study based on data effective June 30, 2010.

Police Retiree Sick Leave Entitlement (SLE) plan

Benefit history & summary

The City's 1984 to 1989 Memorandum Agreement with the Berkeley Police Association provided that effective July 1, 1984, a retiring employee could elect health insurance coverage, at City expense, at the Kaiser two-party rate up to a sum not to exceed his/her daily rate at the time of retirement, in lieu of the sick leave payout provided elsewhere in the contract. At that time there was no retiree medical coverage for any employees and a similar benefit was negotiated with other unions and for unrepresented employees. For all employees this benefit ceased with the creation of a formal retiree medical benefit in the late 1990s. Police retained this benefit in 1989 when they negotiated their separate retiree supplemental income benefit plan discussed above.

The language in the labor contract has evolved over time for the purpose of gaining clarity of the intent of the benefit. The current memorandum of Understanding provides that the duration of medical coverage will be computed as follows: the payout amount, after taxes are deducted, shall be divided by the monthly cost in effect on the date of retirement (including both the cost to the City and the cost to the employee) of the medical plan in which the employee is enrolled on the date of retirement. That computation will produce the number of months for which the City will pay, and the payout of any residual amount. A trust fund account will be established by the City in its accounting records for each retiree who elects this option. The retiree's individual account will be reserved and available for premium payments until exhausted.

Funding status

The City is required to have an actuarial valuation done of this benefit under the provisions of GASB 45. On April 16, 2010, the City received an actuarial valuation performed by Milliman Inc., for plan assets and liabilities as of July 1, 2009. As of July 1, 2009 there were 31 retirees receiving benefits under this plan. The benefit should be funded by the value of the sick leave forfeited to fund this benefit plus additional contributions based on the actuarial analysis. The actuarial analysis recommends that the funding should be 2.16% of covered payroll. Milliman has used a 15 year

UNFUNDED LIABILITIES (employee benefits) SUMMARY

amortization period for this benefit as it is the City's objective to negotiate with the Police Association when the current contract terminates in 2011 to close this benefit to new enrollees.

SRIP I Disability (closed plan)

Benefit history & summary

Non-sworn employees were enrolled in both Social Security and in CalPERS prior to January 1980. On May 13, 1980, the City Council authorized the City Manager to begin the process of withdrawing non-sworn employees from Social Security. On March 30, 1982 non-sworn employees voted to withdraw from Social Security and accept the alternate Supplementary Retirement and Income Plan (SRIP I). On January 1, 1983, Ordinance No. 5450-N.S. established SRIP I, which consist of two (2) separate components. The first component is a money purchase pension plan established under Internal Revenue Code Section 401(a). The second component of SRIP I is a disability benefit that was intended to substitute for the disability benefit provided under Social Security.

Funding status

The City self-insured for SRIP I disability payments. SRIP I was closed to new participants on July 1, 1988 and there are only 48 active employees so future liability is limited. There are currently 88 former employees receiving disability benefits under this plan and benefits cease with the death of the former employee. This plan has no reserves and relies on annual contributions from the General Fund as well as other funds. An actuarial analysis has determined that there is a \$14 million unfunded liability. Five-year projections assume that costs will not exceed a 3.0% inflation projection.

Sick & Vacation Payout Fund

Benefit history & summary

It is the City's policy to permit employees to accumulate earned but unused vacation and sick leave benefits. The City records the cost of vested vacation and sick leave as "earned." Earned vacation and sick leave that is taken during the year is payable from the fund(s) to which the employee's salary or wage is charged. The vested sick and vacation balances for employees who retire or otherwise leave the City are paid from the Sick Leave and Vacation Payouts Fund at the time of departure.

In FY 2005, the Budget Office created a special fund to cover the liability incurred by the accrual of excess sick and vacation benefits. As employees leave the City, these earned balances are paid to the employee. In past years this payout was unbudgeted. A major problem with unfunded vacation and sick leave obligations is that liabilities are calculated at any point in time on the basis of the highest rates earned by the employee. Therefore, the unpaid liability for each employee goes up with every COLA, step increase, and/or promotion, and is difficult to project at any one point in time, as the amounts do not remain static. The City has not performed an actuarial valuation of this benefit.

Funding status

The City funds the benefits fund through a percentage of payroll at 2.25% of base salary for sworn employees and 1.25 % of salary for all other employees. Department budgets

UNFUNDED LIABILITIES (employee benefits) SUMMARY

are not directly charged for payouts of unused and terminal sick and vacation benefits. Rather, these costs are paid from the Sick & Vacation Accrual Fund.

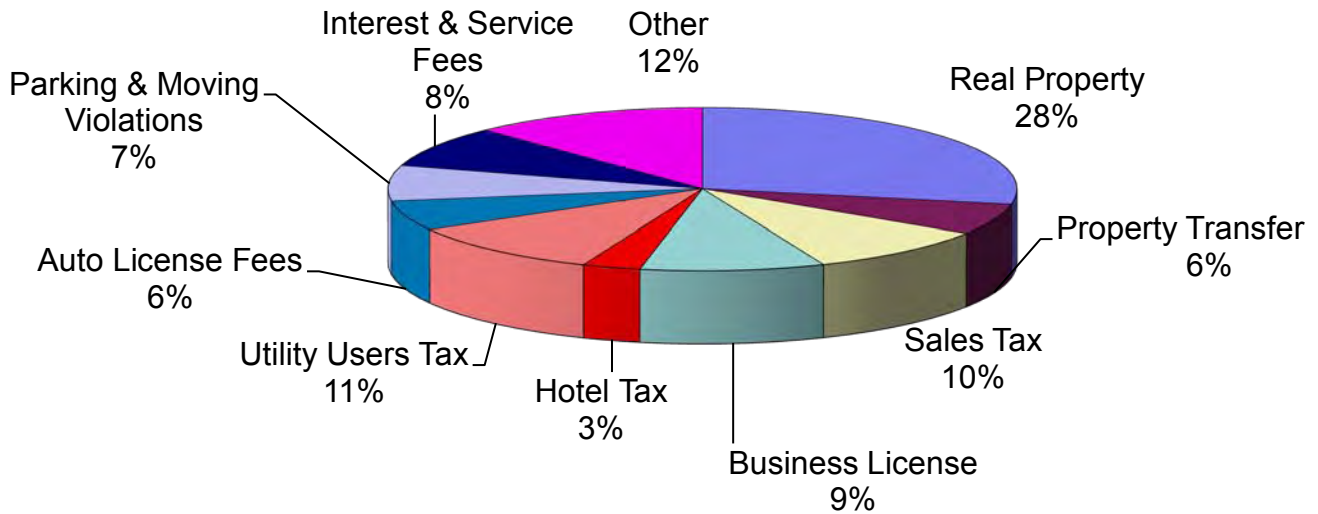
This budget recommends increasing the percent for sworn employees to 3.25% to recognize the large outstanding liability and number of upcoming retirements from the sworn ranks. In addition, the budget proposes to allocate an additional \$250,000 in FY 2011 and in FY 2012 to the fund to help cover the costs of upcoming sworn personnel retirements.

Current contracted actuarial/consultant companies:

Benefit Category	Contractor	Type of Service
CalPERS	Bartel Associates (John Bartel)	Actuary
Workers' Compensation	Bickmore Risk Services & Consulting	Actuary
Workers' Compensation	Farley Consulting Services	Claims audit
Retiree Medical Health (all plans)	Milliman	Actuary
Police Retiree SLE	Milliman	Actuary
All plans as needed	Hansen Bridgett	Tax Counsel

FY 2011 ADOPTED UPDATE GENERAL FUND REVENUES SUMMARY

	Actual Revenue FY 2008	Actual Revenue FY 2009	Actual Revenue FY 2010	Adopted Update Revenue FY 2011
Real Property	\$34,717,302	\$36,635,911	\$37,400,654	\$38,347,624
Property Transfer Tax	12,606,789	8,043,064	7,987,670	9,000,000
Unsecured Property	2,114,996	2,468,138	2,350,521	2,624,784
Sales Tax	14,785,208	14,237,320	12,693,183	13,905,040
Business License	13,562,752	13,195,941	13,307,976	13,811,713
Hotel Tax	3,578,183	3,711,655	3,647,693	4,348,146
Utility Users Tax	15,320,893	14,658,959	14,412,076	15,338,522
Auto. In-Lieu	8,015,303	8,396,886	8,545,142	8,629,827
Parking Fines	10,187,314	10,029,602	9,021,035	9,700,000
Moving Violations	405,306	491,365	333,629	600,000
Interest	5,524,148	4,550,515	5,388,379	4,950,000
Service Fees	6,113,871	6,791,668	6,508,372	7,072,783
SUB-TOTAL	\$126,932,065	\$123,211,024	\$121,596,330	\$128,328,439
Other Revenues	16,917,529	18,290,121	18,088,508	17,751,771
TOTAL	\$143,849,594	\$141,501,145	\$139,684,838	\$146,080,210



Summary of Expenditures by Department - General Fund

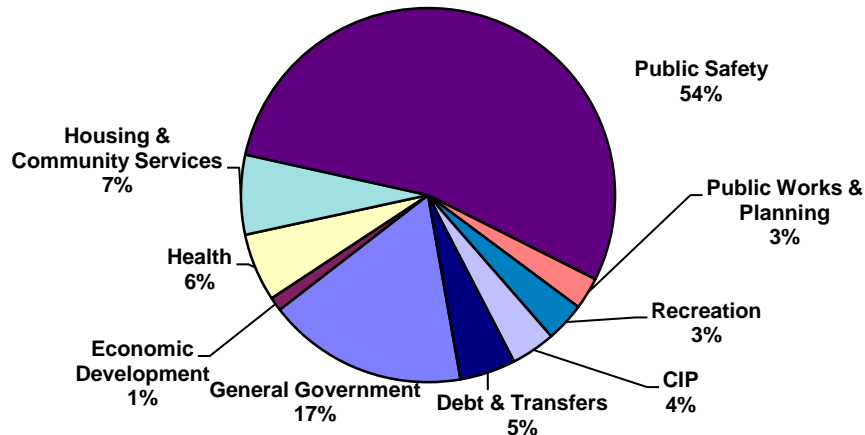
	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted Update
Mayor & Council	1,579,401	1,589,920	1,597,283	1,710,410
Auditor	1,638,097	1,792,982	1,844,327	1,895,931
Police Review Commission	501,880	551,384	433,919	523,136
City Manager ⁽¹⁾	4,668,897	6,786,897	6,575,879	4,573,046
Office of Economic Development	1,789,811	2,200,092	2,174,250	1,768,973
Information Technology ⁽¹⁾	4,437,747	4,012,227	4,529,007	6,249,710
City Attorney	1,728,914	1,829,257	2,039,305	1,845,345
City Clerk	1,385,679	1,676,613	1,446,880	2,096,331
Finance	6,293,282	4,467,893	4,509,850	4,478,887
Human Resources	1,933,763	2,160,384	2,104,845	1,902,449
Health Services	9,509,384	10,290,601	6,869,701	6,619,843
Police	47,162,837	49,368,800	51,632,219	53,238,521
Fire	24,456,485	24,371,324	24,149,637	25,561,890
Public Works	2,357,851	3,191,985	2,631,777	2,503,886
Parks, Recreation & Waterfront	6,111,535	5,878,756	5,548,860	4,957,295
Planning	1,248,016	1,803,934	1,676,801	1,536,994
Housing & Community Services	1,916,245	1,517,486	5,189,676	5,099,176
Non-Departmental ⁽²⁾	24,954,262	24,296,263	17,024,424	19,518,387
Subtotal:	\$ 143,674,086	\$147,786,798	\$141,978,640	\$ 146,080,210
Berkeley Housing Authority ⁽³⁾	351,543	548,359	264,552	
Total General Fund	\$ 144,025,629	\$148,335,157	\$142,243,192	\$ 146,080,210

(1) Increase in Information Technology and decrease in City Manager due to transfer of Customer Service Unit from City Manager's Office to Information Technology

(2) Non-Departmental Budget consists of the following: Fixed Costs (\$711,842), Community Agencies (\$4,928,524), Debt Service (\$152,000) and Transfers (\$13,725,481)

(3) Berkeley Housing Authority has been separate entity since FY 2008.

General Fund Expenditures by Service Area FY 2011 Adopted Update \$146,080,210



KEY GENERAL FUND REVENUES

REAL PROPERTY TAXES

Under the State Constitution, Real Property Taxes (Property Taxes) are applied to all taxable real and personal property (i.e., possessory interest, and other personal property considered to be permanently attached to the property), and are set at 1% of the assessed value. The Alameda County Assessor maintains property tax assessment rolls that account all property. Property Taxes are adjusted per the following:

- ❑ The assessed value of real property that has not changed ownership increases by the change in the California Consumer Price Index up to a maximum of 2% per year.
- ❑ Property that changes ownership; is substantially altered; is newly constructed; “state-assessed” rather than “local-assessed” property; and personal property (i.e., possessory interest, and other personal property considered to be permanently attached to the property), is assessed at the full market value in the first year, and subject to the 2% cap, thereafter.

In 1979, in order to mitigate the loss of Property Tax revenues after approval of Proposition 13, the State legislature approved AB 8. This action was approved to provide a permanent method for allocating the proceeds from the 1% property tax rate, by allocating revenues back to local governments based on their historic shares of property tax revenues. As part of the State’s 1993-94 budget, the AB 8 formula was altered requiring another ongoing shift in City Property Tax revenue to K-12 schools and community colleges (Education Revenue Augmentation Fund or ERAF).

Proposition 1A, enacted in November 2004, provides protection for local property taxes, sales taxes, and VLF revenues by prohibiting the State Legislature from taking any action that would:

- ❑ Reduce the local Bradley Burns Uniform sales and Use Tax rate or alter its allocation.
- ❑ Decrease VLF revenue from the 0.65% rate without providing replacement funding.
- ❑ Shift property taxes from cities, counties or special districts except under certain circumstances.

However, under Proposition 1A, the State was given the ability to “borrow” local revenues to be paid back within three years with interest. The State’s FY 2010 budget was passed on July 28, 2009, and one budget bill that passed (AB x414) suspended Proposition 1A and authorized the borrowing of \$1.9 billion in property tax funds from local governments and shifts them to supplemental revenue augmentation funds to be used for K-12 schools, courts, prisons, Medi-Cal, and hospitals. Berkeley’s share of that amount borrowed was approximately \$4.2 million. Another budget bill (AB x415) instructs county auditors to shift 8 percent of each local government’s share of property taxes to the Supplemental Revenue Augmentation Fund. The bill also requires the State to repay the borrowed funds by June 30, 2013, and contains language to allow local governments to securitize the loans made to the State (i.e., issue bonds collateralized by the loans to be repaid to cities by the state), and caps the interest that can be paid on the bonds at 8 percent. If a city participates in the securitization program, the State will pay the cost of their interest up to 8 percent. If a city decides not to securitize the loan, the State will pay the city an interest rate to be determined by the State Controller not to exceed 6 percent. In FY 2010, the City of Berkeley participated in the securitization program and received the exact amount borrowed by the State under

KEY GENERAL FUND REVENUES

REAL PROPERTY TAXES *cont.*

Proposition 1A. As a result, the State's borrowing had no impact on the financial position of the City in FY 2010.

The City's Property Tax is collected by Alameda County. The City currently receives approximately 32.58% of the 1% countywide real property tax levied, and most of the revenue is received in December and April.

Agency/Jurisdiction Allocation	% Allocated
City of Berkeley	32.58
County General Fund	14.77
Schools	43.14
Special Districts	9.51
Total 1% Countywide Tax Allocation	100.00

**Allocation
Of County-
Wide
Property
Tax**

Analysis of Real Property Tax

Factors that affect the revenue generated by property taxes are:

- ❑ Changes in assessed values, which are caused by inflation adjustments up to 2%, construction activity, and sales of properties;
- ❑ Economic growth in the Bay Area; and
- ❑ The rate of collection.

**Changes in
Taxable
Assessed
Values &
Collection
Rate**

Description	2008	2009	2010	2011
Taxable Assessed Value (\$1,000)	\$11,041,792	\$11,798,116	\$11,965,357	\$12,029,116
\$ Change Assessed Value (\$1,000)	782,421	756,324	167,241	63,759
% Change Assessed Value	7.6%	6.9%	1.4%	.5%
% Prop Tax Collected	95.4%	95.4%	96.9%	Not available

During FY 2010, Secured Property Tax revenues totaled \$37,400,679, which was \$764,768 or 2.1% more than the \$36,635,911 received for FY 2009. This was slightly higher than the growth in assessed value of 1.834% for FY 2010. The FY 2010 total was \$423,973 less than the adopted budget amount of \$37,824,652.

The growth in annual property tax revenues is generally close to the growth in annual assessed values. Differences between the two result primarily from reassessment refunds and changes in delinquency rates.

KEY GENERAL FUND REVENUES

REAL PROPERTY TAXES cont.

Forecast of Property Tax Revenue

The revenue projection for Real Property Tax revenue is primarily based on the annual County Assessor's Office estimate of assessed values, which is provided before May 10th each year. The difference between the estimate in May and the actual certification in August is generally small. The FY 2011 Real Property Tax revenue is currently projected at \$37.8 million as the City only experienced slight growth in assessed value related to ownership changes in calendar year 2009, and the 2% cost of living increase that the City has relied on to boost growth in assessed value was negative .24% in 2009, and will result in the loss of a significant amount of Real Property Tax revenue in FY 2011.

The revenue projection for FY 2011 and FY 2012 is based on staff's tracking of increases in assessed value due to ownership changes, an estimate of Proposition 8 reassessments to be granted by the County, and an estimate for the delinquency rate. Currently, FY 2011 Real Property Tax revenue is projected to increase by 1.12, consistent with staff's estimate of growth in assessed value, and then rebound to 4.5% in FY 2012, 2013, and 2014. Staff updates these original Adopted Budget projections quarterly.

REAL PROPERTY TAXES	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$36,635,911	\$37,400,679	\$37,819,541	\$39,521,421	\$41,299,885	\$43,158,379
\$ Change	\$1,918,609	\$764,768	\$418,862	\$1,701,880	\$1,778,464	\$1,858,494
% Change	5.5%	2.1%	1.12%	4.5%	4.5%	4.5%

KEY GENERAL FUND REVENUES

SUPPLEMENTAL REAL PROPERTY TAXES

Supplemental Taxes are the result of the reassessment of property as of the 1st day of the month following either an ownership change or completion of new construction. In most cases, this reassessment results in one or more supplemental tax bills being sent to the property owner during the year, in addition to the annual property tax bill.

The Assessor determines the new value of the property based on the current market, and then calculates the difference between the new value (set at the time of purchase or completion of new construction) and the old value (set on January 1st of the previous fiscal year). The result is the supplemental assessment value. Once the new assessed value of a property has been determined, the Assessor will send a notification of the amount to be assessed to the owner.

Analysis of Supplemental Real Property Tax

Factors that affect the revenue generated by Supplemental Taxes are the sales of real property and/or new construction in the City that occurs after the assessment lien date (of January 1st) until the end of the fiscal year (June 30th).

For FY 2010, Supplemental Tax revenue totaled \$599,711, which is a decrease of \$509,866 or 46.0% from the \$1,109,577 received for FY 2009. The FY 2010 total was \$1,000,289 less than the adopted budget amount of \$1,600,000.

Forecast of Supplemental Real Property Tax Revenue

Supplemental Tax revenues are projected to recover in FY 2011 through FY 2014, as property sales increase from depressed levels.

SUPPLEMENTAL REAL PROPERTY	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$1,109,577	\$599,711	\$1,600,000	\$1,600,000	\$1,600,000	\$1,600,000
\$ Change	(797,754)	(509,866)	1,000,289	0	0	0
% Change	(41.8%)	(46.0%)	166.8%	0	0	0

KEY GENERAL FUND REVENUES

PROPERTY TRANSFER TAXES

The Property Transfer Tax (Transfer Tax) rate set by the City of Berkeley is 1.5% of the value of consideration paid for the documented sale of real property or any transfer of interest in real property. The tax is due when the documents of transfer are recorded with the County. Title companies collect the tax as part of the sale closing process, and remit the funds to Alameda County when sales or transfers are finalized. Penalties are imposed on delinquent payments, and interest is charged from the date of delinquency until paid. Alameda County remits the amounts due monthly, and the amounts are credited to the General Fund.

Seismic Retrofit Rebate Program. In Berkeley, a portion of Transfer Taxes are used to fund the City's Seismic Retrofit Rebate Program for residential housing built prior to 1989. Upon transfer of a qualifying residential property, the buyer may voluntarily choose to reserve up to 1/3 of the total Transfer Tax to perform voluntary seismic upgrades as specified by the City.

Property owners have up to one year after the recording of the sale to complete the seismic work and file for the rebate. An extension for good cause may be requested in writing up to one year past the original deadline date, provided the request is made prior to the 1-year filing deadline.

Analysis of Property Transfer Tax

Because Property Transfer Tax is tied directly to all real property sales, it is a volatile revenue source, and difficult to predict more than one year at a time. Factors that affect the revenue generated by Transfer Taxes are the sale price of property and the frequency with which property is sold. These immediate factors are driven by the availability of mortgage loans, the level of long-term interest rates, the supply and demand for real estate in Berkeley, and general economic growth in the Bay Area. Currently, all of these factors are negative, and have resulted in sharply lower Property Transfer Tax revenues over the last two fiscal years.

For the FY 2010, Property Transfer Tax revenue declined \$55,394 or .7%, to \$7,987,670, from \$8,043,064 received in FY 2009. Staff projected a 25% turnaround in Property Transfer Tax revenues for FY 2010 before the fiscal year started, but it didn't materialize as very few commercial property sales took place during the year. As a result, the FY 2010 Property Transfer Tax total was \$2,012,329 less than the adopted budget amount of \$10 million. Property sales in FY 2010 totaled \$566,180,234, versus \$535,863,520 in FY 2009. In addition, the number of property sales increased by 91 or 12.8%, from 709 in FY 2009 to 800 in FY 2010. However, the increase occurred among lower-priced homes.

KEY GENERAL FUND REVENUES

PROPERTY TRANSFER TAXES *cont.*

Forecast of Transfer Tax Revenue

Staff is currently forecasting a rebound in Transfer Tax revenues starting in FY 2011 and FY 2012, to \$9 million and \$10.5 million, respectively (net of budgeted seismic retrofit rebates of \$990,000). However, it should be noted that those levels of Transfer Tax revenue will still be at or below the City's baseline of \$10.5 million. This was considered to be a level staff did not believe that Transfer Tax revenue would drop below, and any amounts above this baseline were considered to be non-recurring (one-time) revenue, available for one-time expenditure allocations only.

PROPERTY TRANSFER TAX	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$8,043,064	\$7,987,670	\$9,000,000	\$10,500,000	\$10,500,000	\$10,500,000
\$ Change	(4,563,725)	(55,394)	1,012,330	1,500,000	0	0
% Change	(36.2%)	(.7%)	12.7%	16.7%	0%	0%

KEY GENERAL FUND REVENUES

VEHICLE IN-LIEU TAX / LICENSE FEES (VLF)

Motor Vehicle In-Lieu Tax (VLF) is a tax imposed by the State on the ownership of a registered vehicle. VLF is collected by the State Department of Motor Vehicles (DMV) and more than 95% of these fees are divided equally between counties and cities, and their aggregate shares are distributed in proportion to the respective populations of the cities and counties. The State withholds less than 5% of these fees for the support of the Department of Motor Vehicles. Until 1998-99, the annual license fee was 2% of the market value of the vehicle as determined by the DMV. In 1998-99, the State reduced the license fees by 25%, but agreed to backfill local jurisdictions for this loss in revenue.

In 2004, the Governor lowered the annual VLF to 0.65%, from 2.0%. In the budget agreement between the Governor and cities and counties, the Governor agreed to backfill the 1.35% difference in VLF with property taxes from the Education Revenue Augmentation Fund (ERAF), in exchange for cities and counties taking cuts of \$350 million in FY 2005 and FY 2006. Berkeley's share of the cut was \$1.83 million in both FY 2005 and FY 2006. Beginning in FY 2006, this property tax in lieu of VLF will grow at the same rate as the change in gross assessed valuation of taxable property in the City from the prior year.

Analysis of VLF

Factors that have affected the revenue generated by VLF in the past include the sales of new vehicles in California, DMV administrative costs, and the proportion of Berkeley's population to the total for the State and County. Starting in FY 2006, the rate of growth in the assessed values of properties also impacted VLF revenues, as the amount of the VLF backfill paid increased by the change in gross assessed values of taxable properties.

For FY 2010, VLF revenue totaled \$8,545,142, which is \$148,256 or 1.8% more than the \$8,396,886 received in FY 2009.

Forecast of VLF Revenue

VLF revenue projections are based on trend analysis, growth in assessed value and communications with the State Controller's Office staff about new vehicle sales and DMV administrative costs reported. Approximately 95% of VLF revenue is tied to the change in gross assessed values of taxable properties, which accounts for the growth reflected in the FY 2010 and FY 2011, despite various projections of lower vehicle sales.

VLF	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$8,396,887	\$8,545,142	\$8,640,848	\$9,029,686	\$9,436,022	\$9,860,643
\$ Change	381,584	148,255	95,706	388,838	406,336	424,621
% Change	4.8%	1.8%	1.12%	4.5%	4.5%	4.5%

KEY GENERAL FUND REVENUES

PERSONAL PROPERTY TAXES (Unsecured Property)

Personal property tax is assessed at the rate of 1% of the market value on a business' personal property, such as office furniture, machinery and other equipment. The tax is billed and collected by Alameda County in a single installment due August 31st, and most of the amount due to the City is remitted in September and credited to the General Fund.

Analysis of Personal Property Taxes

Factors that affect the revenue generated by taxes on personal property are business capital expenditures growth, and the collection rate. The growth in annual personal property tax revenues should generally be close to the growth in annual assessed values, except for significant changes in collection rates. In addition, prior years' personal property levies collected in the current year and refunds are included in the total and can cause significant variances.

During FY2010, Unsecured Property Tax revenues totaled \$2,350,521, which was \$117,617 or 4.8% less than the \$2,468,138 received in FY 2009.

Description	Changes in Taxable Assessed Values and Collection Rate			
	2008	2009	2010	2011
Assessed Value (\$1,000) *	\$606,725	\$ 671,874	\$720,105	\$677,755
\$ Change Assessed Value	13,803	65,149	48,231	(42,350)
% Change Assessed Value	2.3%	10.7%	7.2%	(5.9)%
Property Taxes Levied	2,163,960	2,348,294	2,477,914	Not Available Yet
% Prop Tax Collected	95.4%	94.1%	94.4%	Not Available Yet

Trend Of Primary Variables

Forecast of Personal Property Tax Revenue

Projections anticipate no revenue growth from the level in FY 2010.

PERSONAL PROPERTY TAX	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$2,468,138	\$2,350,521	\$2,347,190	\$2,347,190	\$2,347,190	\$2,347,190

KEY GENERAL FUND REVENUES

SALES TAXES

Sales Tax is an excise tax imposed on retailers for the privilege of selling or leasing tangible personal property. The Use Tax is an excise tax imposed for the storage, use, or other consumption of tangible personal property purchased from any retailer. The proceeds of sales and use taxes imposed within the boundaries of Berkeley are distributed by the State to various agencies, with the City of Berkeley receiving 1% of the amount collected. In March 2004, voters of California approved Proposition 57, the California Economic Recovery Bond Act. Legislative provisions implementing Proposition 57 provide for a swapping of ¼ cent to be used by the State to repay the bonds, effective July 1, 2004. The so called “triple flip” provisions consist of (a) a reduction of the Bradley Burns Local Sales and Use Tax rate by ¼% in tandem with a new ¼% state rate to fund fiscal recovery bond repayment; (b) repayment to cities and counties with additional local property tax previously allocated to local schools; and (c) repayment to local schools with State general funds.

Effective April 1, 2009, the State sales and use tax rate was increased by 1%, from 8.75% to 9.75%. This 1% tax rate increase will expire on either July 1, 2011.

The total sales tax rate for Alameda County is currently 9.75% and distributed as follows:

Distribution of Sales Tax Collected within Alameda County

Agency	Distribution %
State of California	5.50%
State of California General Fund (effective April 1, 2009), expires in 2011 or 2012	1.00%
State Public Safety Fund (Proposition 172)	0.5%
City of Berkeley (including .25% Triple Flip reimbursement)	1.0%
Alameda County	0.25%
Alameda County Transportation Improvement Authority	0.5%
Alameda County Essential Health Care Services	0.5%
Alameda County BART	0.5%
Total Sales Tax	9.75%

Analysis of Sales Tax

Factors that affect the revenue generated by Sales Tax include:

- ❑ Overall economic growth in the Bay Area and competition from neighboring cities;
- ❑ Growth rate of specific dominant commercial/industrial sectors in Berkeley;
- ❑ Berkeley’s business attraction/retention efforts, especially on retail establishments; and
- ❑ Catalog and Internet sales
- ❑ Success of the City’s Use Tax project

KEY GENERAL FUND REVENUES

SALES TAXES cont.

For FY 2010, Sales Tax revenue totaled \$12,693,183, which is \$1,544,137 or 10.8% less than the \$14,237,320 received for the same period in FY 2009. The FY 2010 Sales Tax total was \$1,723,523 less than the adopted budget amount of \$14,416,706. The FY 2010 decline was caused by a severe recession that has resulted in a significant number of lost jobs and a significant slowdown in consumer and business spending. Economic categories with significant declines include: New car sales; Miscellaneous retail; building materials-retail; food markets; apparel stores; furniture/appliances; and recreation products.

Forecast of Sales Tax Revenue

Annual Sales Tax revenue is expected to increase 2.5% in FY 2011, and 3.0% in FY 2012 through FY 2014.

SALES TAX	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$14,237,319	\$12,693,183	\$13,005,949	\$13,396,127	\$13,798,011	\$14,211,951
\$ Change	(547,889)	(1,544,137)	312,766	390,178	401,884	413,940
% Change	(3.7%)	(10.8%)	2.5%	3.0%	3.0%	3.0%

KEY GENERAL FUND REVENUES

BUSINESS LICENSE TAX

A tax receipt (colloquially called a “business license”) is issued each year upon payment of a Business License Tax (BLT), which is either a fixed amount or based on a varying percentage of the prior year’s gross receipts, depending on the type of business. The Business License must be renewed on January 1st each year, and the required tax is delinquent if paid after February 28th.

Analysis of Business License Tax

Factors that affect the BLT revenue are:

- ❑ Number of business renewals;
- ❑ Commercial and industrial growth rates;
- ❑ Attraction/loss of businesses;
- ❑ Economic growth in the Bay Area; and
- ❑ Results of Finance BLT collection activity; and the City Auditor’s and Finance Department audit programs.

For FY 2010, BLT revenue totaled \$13,505,958, which is \$117,529 or .9% more than the \$13,388,429 received in FY 2009. The Finance Department has an aggressive program to increase revenue, especially Business License Taxes. The BLT increase reported for FY 2010 is more than accounted for by the BLT billings of \$1,182,945 and collections of \$687,564 generated by Finance Department audits.

Forecast of Business License Tax Revenue

The BLT revenues are expected to increase by 3.0% in FY 2011, 1.1% in FY 2012, and 2.0% in FY 2013 and FY 2014.

BUSINESS LICENSE TAX	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$13,388,579	\$13,505,958	\$13,906,572	\$13,755,795	\$14,024,402	\$14,304,890
\$ Change	(174,289)	117,379	400,614	(150,777)	268,607	280,488
% Change	(1.3%)	.9%	3.0%	1.1%	2.0%	2.0%
# of Licenses (calendar year)	12,430					

KEY GENERAL FUND REVENUES

UTILITY USERS TAX

Utility Users Tax (UUT) has generally been a steady and reliable source of General Fund revenue for most governmental entities, and is generally the 2nd largest source of GF revenue. Utility Users Tax is charged at the rate of 7.5% to all users of a given utility (electricity, gas, telephone, cable, and cellular), other than the corporation providing the utility (a utility company's consumption of all utilities used in the production or supply of their service is not taxed). The tax is not applicable to State, County, or City agencies, or to insurance companies and banks.

Analysis of UUT

Some factors that affect the revenue generated by UUT are:

- ❑ Consumption/use of gas, electricity, telecommunication services, cable, and cellular;
- ❑ Regulatory actions, including deregulation and re-regulation;
- ❑ PUC rate changes;
- ❑ Market forces;
- ❑ Evolution of technology; and
- ❑ Legislative actions at State and Federal levels

About 56% of UUT revenues are generated from gas and electric services and 44% from telecommunications:

Electricity. Electric rates are expected to remain stable with a slight decrease in FY 2011 and FY 2012.

Gas. Gas rates have declined sharply in the recent past, but are expected to rebound slightly in FY 2011 and FY 2012.

UUT revenue in FY 2010 declined by \$246,883 or 1.7%, to \$14,412,076, from the \$14,658,959 received in FY 2009, primarily as a result of the sharp decline in natural gas prices, and a one-time credit of \$188,239 to customers for electric overcharges in 2009. The FY 2010 UUT total was \$1,426,446 less than the adopted budget amount of \$15,838,522.

KEY GENERAL FUND REVENUES

UTILITY USERS TAX *cont.*

Forecast of UUT Revenues

UUT is expected to increase approximately 1.1% in FY 2011 and remain relatively flat out to FY2014, due to a slight increase in natural gas prices, a slight decrease in electricity rates, and continued growth in cable and cellular telephone categories. Projections are based on current trend analysis, rate changes and consultation with the City's Energy Officer.

UTILITY USERS TAX	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$14,658,959	\$15,338,522	\$15,500,000	\$15,500,000	\$15,500,000	\$15,500,000
\$ Change	(661,934)	679,563	161,478	0	0	0
% Change	(4.3%)	4.6%	1.1%	0%	0%	0%
Cable	1,236,456	1,380,596	1,435,820	1,435,820	1,435,820	1,435,820
Gas/Elec	8,140,922	8,303,740	8,409,994	8,409,994	8,409,994	8,409,994
Phone	2,014,908	2,014,908	2,014,908	2,014,908	2,014,908	2,014,908
Cellular	3,266,673	3,639,278	3,639,278	3,639,278	3,639,278	3,639,278

KEY GENERAL FUND REVENUES

FRANCHISE FEES: CABLE - ELECTRIC - GAS

Cable Franchise.

Prior to the passage of State Bill AB2987, Federal and State laws allowed cities to grant franchises to cable companies to use the public right-of-way (PROW) to install and provide video service. The cable company, in turn, applied for a permit to install the video facilities. The permit also allowed for maintenance work once the installation was complete. Under the current franchise agreement, the cable company pays Berkeley an annual franchise fee of 5% of gross revenues, in quarterly installments. In addition, they support the Public Access Channel programming (B-TV). The cable franchise expires on November 12, 2007. The recently passed State Bill AB 2987 allows companies to apply for statewide cable television franchises, and the new bill maintains the City's 5% franchise fee. In addition to the 5% franchise fee, the bill allows the City to receive an additional fee of 1% of the gross revenue for Public, Educational and Government (PEG) purposes.

Electric & Gas Franchises.

These franchise fees (ultimately paid by the consumer) are variable fees based on gross receipts for the sale of electricity or gas within the City, and is the greater of these two calculations:

1. Electric or Gas Franchise Ordinance: 2% of gross receipts attributable to miles of line operated; or
2. 1937 Act Computations: gross receipts within the City times 0.5%.

Electric/Gas franchise fees are paid annually to the General Fund. Electric and gas franchise payments are based on two methods of calculating gross receipts. The electric/gas company must complete both calculations, and the payment made is the greater amount. In addition, the PUC approved a franchise fee surcharge since PG&E no longer handles all energy service, and to prevent cities from losing franchise revenue generated by third parties. The surcharge is an estimate of the amount of revenues generated by third parties multiplied by the franchise fee rate.

Analysis of Franchise Fees

As indicated in the revenue table below, total Franchise Fee revenues have had decent growth. Over the last several years, Cable had double-digit growth in revenues, while gas and electric had flat revenues, with an upward bias.

For FY 2010, Franchise Fee revenue totaled \$1,848,246, which is \$116,698 or 6.7% more than the \$1,731,548 received for FY 2009, but was \$274,357 less than the adopted budget amount of \$1,965,509..

KEY GENERAL FUND REVENUES

FRANCHISE FEES: CABLE - ELECTRIC – GAS cont.

Forecast of Franchise Fee Revenue

State Bill AB 2987 continues local fees at their current rate. Consequently, Franchise Fee revenues are projected to increase by 2.0% from FY 2011 through FY 2014.

FRANCHISE FEES	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$1,848,246	\$1,691,152	\$1,724,975	\$1,759,475	\$1,794,664	\$1,830,557
Cable	878,851	875,026	892,527	910,377	928,585	947,156
Electric	482,236	482,374	492,021	501,862	511,899	522,137
Gas	487,160	333,752	340,427	347,236	354,180	361,264

KEY GENERAL FUND REVENUES

TRANSIENT OCCUPANCY TAXES

Transient Occupancy Tax (TOT) is assessed at the rate of 12% on the room charge for rental of transient lodging when the period of occupancy is 30 days or less. This is sometimes referred to as “hotel tax.” Hotel guests pay the 12% tax.

Analysis of TOT

Factors that affect the revenue generated by TOT are: the number of hotel rooms available for occupancy; their level of occupancy; and the average room rates charged. The number of occupied rooms was severely impacted by the events of September 11, 2001, and is just now rebounding. Obviously, economic downturns that impact personal or business discretionary cash also restrict travel, and thus reduce the number of occupied rooms in a particular economic cycle. At the same time, good economic times that support renovation and facility upgrades remove rooms from inventory, and have a short-term impact as well.

Transient Occupancy Tax (TOT) revenue declined by \$63,962 or 1.7% in FY 2010 to \$3,647,693, from \$3,711,655 in FY 2009. Staff had increased TOT revenue projections by approximately \$800,000, as a major hotel came back on line this quarter after extensive renovations and expansion of their facility. However, the opening was a few months later than expected. In addition, the revenues from all of the other major hotels, except one, fell sharply during the year, resulting in a large shortfall from the adopted budget amount of \$4,960,105.

Forecast of TOT Revenue

The Adopted Budget TOT revenue forecast is based on projections for the 12 largest hotels (TOT = number of rooms times hotel’s estimate of occupancy rate times average room rate). Revenues are currently projected to increase at a rate of 3.0% in FY 2011, 15.7% in FY 2012 and Flat in FY 2013 through FY 2014.

TRANSIENT OCCUPANCY TAX	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$3,711,655	\$3,647,693	\$3,757,124	\$4,348,146	\$4,348,146	\$4,348,146
\$ Change	421,917	(63,962)	109,431	591,022	0	0
% Change	11.8%	(1.7)%	3.0%	15.7%	0%	0%

KEY GENERAL FUND REVENUES

INTEREST INCOME

The City employs a strict cash management program to ensure that all available funds are invested to earn the maximum yield consistent with safety and liquidity. Invested money is pooled and each of the funds receives interest income based on its share of monthly net cash balances. Short-term securities are purchased at a discount (the interest income earned by the City is the difference between the price paid by the City and the par value of the bonds). Long-term securities purchased by the City pay an interest coupon (generally semi-annually). Interest is allocated from the General Fund each month to other designated City funds, based on their net cash balances.

Analysis of Interest Income

For FY 2010, Interest Income totaled \$5,387,536, which is \$837,021 or 18.4% more than the \$4,550,515 received in FY 2009, and \$187,536 more than the adopted budget amount of \$5.2 million. This was possible because Staff locked in rates on long-term securities that are substantially higher than the rates currently available in the bond market.

Forecast of Interest Income

Interest Income projections are made by taking the existing investments and multiplying by the effective yield, and adding the calculation for estimated interest income on future investments (estimate of amounts to be invested in the various maturities, times the estimate of the applicable interest rate). The interest rate environment for last year and this year has been an extremely difficult one to invest in because the Federal Reserve forced short-term rates to fall to a rate close to zero and implemented a \$1.25 trillion program to buy Treasuries and mortgage-backed securities in order to get mortgage rates down to 4.5%. This has caused many cities' interest income to be cut in half, or worse.

However, Interest Income for Berkeley are expected to remain at the FY 2010 level for two reasons: (1) the City Council adopted investment policies that allow Staff the flexibility to quickly react to dramatic changes in the market, and (2) Staff was able to react to the dramatic changes made by the Fed, by locking in yields on medium-term investments that are more than twice the yields currently available in the market.

Staff plans to prepay over \$26 million in FY 2011 CalPERS payments, by increasing the Tax and Revenue Anticipation notes (TRAN) issued. The rationale for this are as follows: (1) Short-term rates currently earn between .08% and .47%; (2) CalPERS will give the City a 3.8% discount on prepaid amounts; and (3) The amount is returned in full in less than one year, as City departments are charged for CalPERS expenses each pay period .

KEY GENERAL FUND REVENUES

INTEREST INCOME cont.

At the current level of interest rates, this would generate approximately \$864,000 (Discount of approximately \$989,000, less interest expense of approximately \$125,000) for the City in FY 2011.

INTEREST INCOME	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$4,550,515	\$5,387,536	\$5,550,000	\$5,550,000	\$5,550,000	\$5,550,000

KEY GENERAL FUND REVENUES

PARKING FINES

AB 408 decriminalized parking violations, changing punishment from a criminal penalty to a civil liability. In doing so, it substituted a system of citations and civil penalties, to be adjudicated by an administrative structure within the city or other agency rather than the court system. This structure was intended to allow cities more control and efficiency in the administration of parking fines. To the extent possible, issuing agencies within the same county standardize their parking penalties.

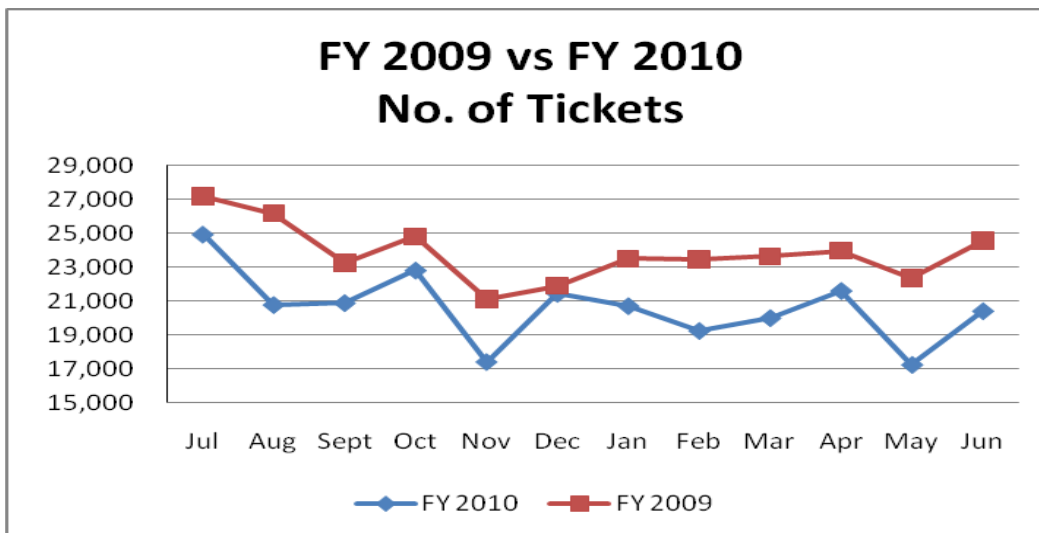
Analysis of Parking Fines

Factors that affect the revenue generated by Parking Fines include:

- ❑ Amounts established for payment of parking tickets and related charges
- ❑ Number of working parking meters
- ❑ Level of community service participation
- ❑ Collections using a professional collections agency and also registration holds with DMV and/or liens with the Franchise Tax Board

For FY 2010, Parking Fines decreased \$1,008,688 or 10.1% to \$9,020,914, from \$10,029,602 in FY 2009, despite a \$5/ticket increase. Year-over-year ticket writing declined in every month of FY 2010, with an overall decline of over 13%, as follows:

Month	FY 2010	FY 2009	Difference	% Difference
July	24,932	27,161	(\$ 2,229)	(8.2%)
August	20,767	26,160	(5,393)	(20.6%)
September	20,880	23,247	(2,367)	(10.2%)
October	22,805	24,801	(1,996)	(8.05%)
November	17,395	21,104	(3,709)	(17.6%)
December	21,428	21,893	(465)	(2.1%)
January	20,700	23,485	(2,785)	(11.9%)
February	19,233	23,445	(4,212)	(18.0%)
March	19,992	23,628	(3,636)	(15.4%)
April	21,600	23,957	(2,257)	(9.4%)
May	17,226	22,344	(5,118)	(22.9%)
June	20,401	24,540	(4,139)	(16.9%)
Total	247,359	285,865	(38,506)	(13.5%)



KEY GENERAL FUND REVENUES

PARKING FINES cont.

Staff had expected a significant increase in this revenue source as a result of the \$5/ticket increase effective October 1st, approved by Council. However, the decline in ticket writing more than offset the impact of raising the ticket prices. As a result, actual Parking Fines revenue was less than the adopted budget total of \$11,397,000 by \$2,376,086.

Forecast of Parking Fine Revenue

Revenue projections are based on: an estimate of valid tickets issued times the average ticket price times the collection rate (including use of a collection agency, registration holds with DMV and/or liens with the Franchise Tax Board) minus Jail Construction Fund payments.

PARKING FINE REVENUE	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Net* Collections	\$10,029,602	\$9,020,914	\$9,700,000	\$10,372,100	\$10,683,263	\$11,003,761
\$ Change	(157,712)	(1,008,688)	679,086	672,100	311,163	320,498
% Change	(1.5%)	(10.1%)	7.5%	6.9%	3.0%	3.0
Parking Citations	285,865	247,359				

KEY GENERAL FUND REVENUES

AMBULANCE FEES

By agreement with Alameda County, the City of Berkeley is the exclusive provider of all emergency ground ambulance service within the City limits. The contract began in July 1, 1999 and was extended in FY 2006 to October 31, 2007. The specific ambulance fee depends on the type of service delivered. Clients and clients' insurance companies are billed monthly by an outside agency (ADPI) that also maintains the City's accounts receivable subsidiary records. The Fire Department receives the remitted amounts and the revenues are credited to the General Fund.

Analysis of Ambulance Fees

For FY 2010, Ambulance Fee revenue totaled \$3,549,301, which is \$127,469 or 3.7% more than the \$3,421,832 received in FY 2009. More Medicare/Medical payments were received in FY 2010 because during the same period in FY 2009, the federal and state governments were withholding payments due to problems with the federal/state budgets. For example, no Medical payments were received in August and September 2008, and very few Medicare payments were received in July and September 2008. Also, Alameda County Board of Supervisors approved a 2.77% COLA that the City Council approved, effective February 1, 2009.

Forecast of Ambulance Fee Revenue

Projections are based on trend analysis and discussions with Fire Department staff for estimates of each type of service, and the total collections rate. The revenue is projected to increase by 3.0% in FY 2011 through FY 2014.

AMBULANCE FEES	Actual Revenue		Projected Revenue			
	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014
Total Collections	\$3,421,832	\$3,549,301	\$3,655,780	\$3,765,453	\$3,878,417	\$3,994,770
\$ Change	441,611	127,469	106,479	109,673	112,964	116,353
% Change	14.8%	3.7%	3.0%	3.0%	3.0%	3.0%

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

INTRODUCTION

This section contains financial forecasts for eleven of the City's key operating funds, which can be described in these broad categories:

SPECIAL REVENUE/GRANT FUNDS are revenue sources legally restricted to a specific purpose, service or program and include tax-based revenues:

- ❑ Parks Tax Fund
- ❑ Library Tax Fund
- ❑ Paramedic Tax Fund

SPECIAL ASSESSMENT FUNDS account for revenues and expenditures related to the financing of public improvements or services:

- ❑ Clean Storm Water Fund
- ❑ Streetlight Assessment District Fund
- ❑ Measure B Fund

ENTERPRISE FUNDS are used to support the expenditures of a specific service or program and revenue is derived through the collection of the fees associated with providing the service/program.

- ❑ Permit Service Center
- ❑ Sanitary Sewer Fund
- ❑ Refuse Fund
- ❑ Parking Meter Fund
- ❑ Marina Enterprise Fund

A number of these funds face shortfalls and require balancing measures to close these gaps. Revenue growth is limited by statutory "caps" on certain funds, specifically, the Clean Storm Water and the Streetlight Assessment funds since revenues have been essentially frozen since the passage of Proposition 218. Several "special tax" revenue funds are limited in terms of revenue growth to the rate of inflation (i.e. Bay Area Consumer Price Index (CPI), which was less than 1% in FY 2010 and is 1.7168% for FY 2011. The City has no discretion in increasing revenues in these funds without voter-approval. The impacts of the economy on our enterprise funds, particularly the Refuse, Permit Service Center and Parking Meter funds have caused significant revenue losses. Nonetheless, expenditures within these funds are projected to increase as a result of many of the same factors that impact the General Fund (e.g., salary cost-of-living increases, health benefit costs and retirement costs).

Public & Mental Health Funds

There are a number of other key operating funds that are not represented in this section, specifically the public and mental health funds. Given State budget reductions and revenue losses due to the economy, these projections are very dynamic.

While the budget includes significant reductions in the public health funds, these reductions only address known funding losses – not any additional cuts from the State that may be proposed in the upcoming weeks. These projections will be refined over the next two months. In addition, there are some adopted reductions to the mental health funds, on top of big reductions in FY 2010. Again, these do not address the entire projected deficit and further reductions will be necessary over the next two years as available fund balance disappears.

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

PARKS TAX FUND

This is a special tax charged to Berkeley property owners on a square foot basis and is used to fund the maintenance of parks, city trees, and landscaping in the City of Berkeley. Berkeley voters approved the tax in May 1997 to replace the Landscape Assessment District. The tax rate was initially set by the voters and is adjusted annually based on the Consumer Price Index (CPI). Revenue is based on a square footage calculation and is collected through the property tax bill.

Analysis

As it stands right now, the fund balance remains healthy through FY 2012. Available fund balance is being reduced by an annual shortfall, and balancing measures will be implemented by FY 2013 to erase the projected shortfall.

Fund Forecast

	FY 2009	FY 2010	Adopted FY 2011 Update	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
	Actual	Actual				
Beginning Balance	2,384,207	2,813,027	2,494,487	2,494,487	1,437,364	849,732
Revenues	8,931,354	8,835,497	8,839,323	8,839,323	9,014,420	9,193,020
Parks Tax	8,583,427	8,723,059	8,754,869	8,754,869	8,929,966	9,108,566
Other Revenue	347,927	112,438	84,454	84,454	84,454	84,454
Expenditures	8,502,534	9,154,037	9,510,513	9,896,446	9,602,053	9,806,470
Personnel	6,471,058	6,873,879	7,106,592	7,108,198	7,391,581	7,576,394
Non-Personnel	1,986,503	2,121,369	2,156,734	1,941,061	1,960,472	1,980,076
Capital Improvement	44,973	158,789	247,187	847,187	250,000	250,000
Annual Surplus/Shortfall	428,820	-318,540	-671,190	-1,057,123	-587,632	-613,450
Ending Balance	2,813,027	2,494,487	1,823,297	1,437,364	849,732	236,281

Revenue Assumptions

- ❑ Annual tax rate increases are tied to Bay Area CPI Index only
- ❑ FY 2011 tax set at 1.7168% increase
- ❑ FY 2012 through FY 2013 assumes 2% increase in Parks Tax

Expenditures Assumptions

- ❑ FY 2011 projected assumes \$600,000 in capital funds for Corporation Yard Ratcliff Building project will be spent
- ❑ FY 2011 & FY 2012 include approved total compensation increases for personnel per labor contracts
- ❑ FY 2012 personnel assumes a 1.7% PERS rate increase
- ❑ FY 2013 personnel assumes no total compensation increase due to conclusion of the current labor contract; assumes a 2.6% PERS rate increase
- ❑ Assumes 1% increases in non-personnel from FY 2012 through FY 2013

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

LIBRARY TAX FUND

The Library Tax Fund provides funding for the Berkeley Public Library system. The primary source of revenue to the fund is the Library Tax, which was originally established in 1980 and reauthorized in 1988. The City Council sets the tax rate annually through an ordinance and the tax rate is indexed to the greater of either the Bay Area Consumer Price Index or the per capita Personal Income Growth in California. Revenue is based on a square footage calculation and is collected through the property tax bill. Additional revenue to this fund includes the collection of library fees.

Fund Forecast

	FY 2009 Actual	FY 2010 Actual	Adopted FY 2011 Update	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
Beginning Balance	807,072	1,102,147	1,461,879	1,461,879	988,331	502,836
Revenues	13,957,027	14,152,275	14,167,289	14,215,289	14,484,885	14,768,542
Library Tax	13,651,761	13,844,489	13,904,789	13,904,789	14,182,885	14,466,542
Other Revenue	305,266	307,786	262,500	310,500	302,000	302,000
Expenditures	13,661,952	13,792,543	14,302,634	14,688,837	14,970,380	15,236,295
Personnel	11,253,950	11,669,332	11,552,228	11,556,290	12,104,934	12,334,437
Non-Personnel	1,459,515	1,287,604	1,775,406	1,857,157	1,866,500	1,916,500
Library Materials	819,881	823,068	900,000	900,000	900,000	950,000
Capital Improvements	17,214	12,539	75,000	375,390	98,946	35,358
Debt Service	111,392					
Annual Surplus/Shortfall	295,075	359,732	-135,345	-473,548	-485,495	-467,753
Ending Balance	1,102,147	1,461,879	1,326,534	988,331	502,836	35,083

Revenue Assumptions

- FY 2011 Library Tax increase set at 1.7168% increase in Bay Area CPI.
- FY 2012 through FY 2013 assumes a 2% tax increase in Library Tax.

Expenditures Assumptions

- FY 2011 includes the elimination of 1.75 FTE positions
- FY 2011 & FY 2012 include approved total compensation increases for personnel per labor contracts
- FY 2012 personnel assumes a 1.7% PERS rate increase
- FY 2013 personnel assumes no total compensation increase due to conclusion of the current labor contract; assumes a 2.6% PERS rate increase

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

PARAMEDIC TAX FUND

The Paramedic Tax generates around \$2.1 million per year to support the City's Paramedic and Emergency Medical Response services for Berkeley residents. Revenues are collected through a square footage tax on property owners. The tax rate can only be adjusted annually based on the Consumer Price Index (CPI) in the immediate San Francisco Bay Area.

Analysis

Due to the revenue increases being capped by CPI increases and expenditures growing at a higher rate, this fund has experienced significant deficits in the past fiscal years. An annual General Fund subsidy is required to balance the fund. This fluctuates based on staffing composition and related costs. The subsidy is increased in FY 2011 to balance a growing fund deficit, and the subsidy will be decreased in FY 2012.

Fund Forecast

	FY 2009	FY 2010	Adopted FY 2011 Update	FY 2011 Projected	FY2012 Projected	FY2013 Projected
	Actual	Actual				
Beginning Balance	259,504	-261,500	-339,324	-339,324	53,244	0
Revenues	2,991,029	2,816,018	3,258,903	3,258,903	2,847,584	2,969,815
Paramedic Tax	2,291,029	2,325,832	2,332,903	2,332,903	2,379,561	2,427,152
General Fund Subsidy	700,000	490,186	926,000	926,000	468,023	542,663
Expenditures	3,512,033	2,893,842	2,866,335	2,866,335	2,900,828	2,969,815
Personnel	3,105,724	2,477,712	2,444,807	2,444,807	2,479,300	2,548,287
Non-Personnel	406,309	416,130	421,528	421,528	421,528	421,528
Annual Surplus/Shortfall	-521,004	-77,824	392,568	392,568	-53,244	1
Ending Balance	-261,500	-339,324	53,244	53,244	0	0

Revenue Assumptions

- FY 2011 tax increase set at 1.7168%
- FY 2012 through FY 2013 assume a 2% tax increase in Paramedic Tax
- General Fund subsidy increased in FY 2011 to balance fund
- Subsidy projected to decrease in FY 2012 through FY 2013

Expenditures Assumptions

- FY 2011 - FY 2013 do not include any total compensation increases for sworn personnel due to the expiration of the current labor contract for sworn personnel
- FY 2012 personnel assumes a 2.4% PERS rate increase
- FY 2013 personnel assumes a 4.8% PERS rate increase

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

CLEAN STORM WATER FUND

The Clean Storm Water fund provides the funding for the maintenance and improvement of the City's storm water drainage system to reduce the pollutants in storm water from entering local creeks and the Bay. Revenue to this fund is from the collection of fees charged to every owner of real property in the city of Berkeley and is collected through property taxes.

Analysis

Clean Storm Water Fund revenues are fee-supported and are capped at 1996 levels by Proposition 218, set at flat \$34 fee per year. Without a fee increase, which can only be implemented through a 2/3 approval vote of Berkeley citizens, revenues remain flat and the fund is only able to support basic storm drain maintenance – with limited capital storm drain program allocations. About \$2 million per year in new funding is required to address the decaying infrastructure needs of the City's storm drain system and meet permit requirements. While not reflected in this fund forecast, the FY 2011 budget proposes to allocate \$700,000 a year for three years (total of \$2.1M) from General Fund CIP fund balance for emergency storm water system repairs (FY 2011 – FY 2013). Long-term, sustainable funding for a capital program is needed.

Fund Forecast

	FY 2009	FY 2010	Adopted FY 2011 Update	FY 2011 Projected	FY2012 Projected	FY2013 Projected
	Actual	Actual				
Beginning Balance	917,927	648,280	304,305	304,305	327,118	303,880
Revenues	2,366,786	2,061,613	2,638,432	2,856,977	2,227,005	2,233,961
Program revenues	2,366,786	2,061,613	1,995,150	1,995,150	1,995,150	1,995,150
UC In-Lieu Payment		0	643,282	861,827	231,855	238,811
Interest	18,715	462	0		0	0
Expenditures	2,636,433	2,405,588	2,106,995	2,834,164	2,250,243	2,268,908
Personnel	1,647,206	1,665,286	1,128,225	1,128,225	1,174,276	1,192,941
Non-Personnel	727,812	540,302	778,770	844,112	844,112	844,112
Capital Expenditure	261,415	200,000	200,000	861,827	231,855	231,855
Annual Surplus/Shortfall	-269,647	-343,975	531,437	22,813	-23,238	-34,948
Ending Balance	648,280	304,305	835,742	327,118	303,880	268,932

Revenue Assumptions

- Fund receives \$200,000 annually (adjusted by CPI) from UC Berkeley settlement agreement for storm drain infrastructure improvements. FY 2011 includes prior year payments.

Expenditures Assumptions

- FY 2011 includes elimination of 4 FTEs (\$420,877) and shifts costs of (\$200,450) to other eligible funds
- FY 2011 & FY 2012 include approved total compensation increases for personnel per labor contracts
- FY 2012 personnel assumes as 1.7% PERS rate increase
- FY 2013 personnel assumes no total compensation increase due to conclusion of the current labor contract; assumes a 2.6% PERS rate increase

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

CLEAN STORM WATER FUND continued

- FY 2012 & FY 2013 assume a small increase in non-personnel costs for storm system maintenance. Any excess available funds will be allocated toward capital needs.

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

STREET LIGHT ASSESSMENT DISTRICT FUND

The Streetlight Assessment District Fund provides for maintenance of the City's traffic signals and pedestrian control devices at 126 of the City's intersections and 7,860 streetlights along the public streets, parking lots, pathways, recreation facilities, and marina. Revenue to this fund is collected through annual property taxes and is capped by Prop 218, allowing for no rate increase to this assessment without voter approval.

Analysis

Since 2000, this fund has required annual subsidy of \$516,000 from the General Fund (since the defeat of a November 2000 ballot measure to augment funding through a special tax). Without increased revenues, additional balancing measures will be implemented in FY 2012 to balance the fund.

Fund Forecast

	FY 2009 Actual	FY 2010 Actual	Adopted FY 2011 Update	FY 2011 Projected	FY2012 Projected	FY2013 Projected
Beginning Balance	396,622	315,356	260,891	260,891	88,812	-17,902
Revenues	1,890,792	1,878,043	1,876,040	1,878,036	1,876,040	1,866,296
Program Revenues	1,374,792	1,358,888	1,350,296	1,350,296	1,350,296	1,350,296
General Fund Subsidy	516,000	516,000	516,000	516,000	516,000	516,000
Interest		3,155	9,744	11,740	9,744	9,744
Expenditures	1,972,058	1,932,508	2,048,119	2,063,345	1,982,754	2,283,099
Personnel	842,560	929,256	958,165	958,165	1,001,159	1,015,698
Non-Personnel	1,129,498	881,406	966,128	981,595	981,595	1,267,401
Indirect Costs		121,846	123,826	123,585	150,516	150,516
Annual Surplus/Shortfall	-81,266	-54,465	-172,079	-185,309	-106,714	-416,803
Ending Balance	315,356	260,891	88,812	75,582	-17,902	-434,706

Revenue Assumptions

- Fund revenues are capped by Proposition 218
- FY 2008 - FY 2013 revenue includes a \$516,000 General Fund subsidy
- Available Funding does not provide for needed capital improvements
- Fund balance is depleted and the fund goes into deficit beginning in FY 2012 and balancing measures must be implemented to close the shortfall

Expenditures Assumptions

- FY 2011 & FY 2012 include approved total compensation increases for personnel per labor contracts
- FY 2012 personnel assumes a 1.7% PERS rate increase
- FY 2013 personnel assumes no total compensation increase due to conclusion of the current labor contract; assumes a 2.6% PERS rate increase

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

MEASURE B SALES TAX FUND

The Measure B Sales Tax fund is used to fund capital projects for local streets and roads. A separate Measure B Fund provides revenue for bike and pedestrian safety improvements. The collection of a half-cent sales tax (April 1, 2002 through March 2022) is disbursed to the City of Berkeley and other local jurisdictions on a quarterly basis.

Analysis & Revenue Projections

The Alameda County Transit Improvement Authority (ACTIA) reduced their projections of sales and use tax revenues by 18%, for a loss of about \$423,000 to the streets and roads program. To offset this loss and maintain the streets capital program, the budget proposes to add a subsidy of \$412,000 for three years to cover the cost of 1.5 FTE (\$188K) that would otherwise have been eliminated, and an increase to capital spending (\$224K).

Fund Forecast

	FY 2009	FY 2010	Adopted FY 2011 Update	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
	Actual	Actual				
Beginning Balance	645,592	798,929	1,325,460	1,325,460	485,906	589,256
Revenues	2,249,548	1,988,921	2,372,038	2,372,038	2,372,038	2,372,038
Program Revenues	2,249,548	1,988,921	1,960,038	1,960,038	1,960,038	1,960,038
General Fund CIP subsidy			412,000	412,000	412,000	412,000
Expenditures	2,096,211	1,462,390	2,214,012	3,211,592	2,268,688	2,289,650
Personnel	1,437,268	1,236,628	1,365,652	1,365,652	1,420,328	1,441,290
Non-Personnel	658,943	225,762	848,360	1,845,940	848,360	848,360
Annual Surplus/Shortfall	153,337	526,531	158,026	-839,554	103,350	82,388
Ending Balance	798,929	1,325,460	1,483,486	485,906	589,256	671,644

Revenue Assumptions

- Alameda County sales tax revenue, from voter-approved reauthorization of Measure B Tax (April 2002 through March 2022), reflects no projected growth from FY 2011 through FY 2013
- FY 2011 – FY 2013 includes a \$412,000 transfer from the Capital Improvement Fund to pay for a .5 FTE Electrician and 1.0 FTE Traffic Maintenance Worker and for Streets Capital Improvement projects

Expenditures Assumptions

- FY 2011 Adopted Update personnel includes cost shifts of existing personnel to other funds (\$90,694) and the elimination of 1 vacant position (\$96,430)
- FY 2011 – FY 2013 includes a \$224K increase in capital program expenses
- FY 2011 & FY 2012 include approved total compensation increases for personnel per labor contracts
- FY 2012 personnel assumes a 1.7% PERS rate increase
- FY 2013 personnel assumes no total compensation increase due to conclusion of the current labor contract; assumes a 2.6% PERS rate increase

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

PERMIT SERVICE CENTER FUND

The Permit Service Center Fund serves as the fund for the collection of zoning fees, building fees, and plan check fees. The fees are established by the City Council through a public hearing and adoption of a resolution establishing a fee schedule.

Analysis & Revenue Projections

While the fund currently maintains a positive fund balance, it does reflect an annual operating shortfall that is offset by using available fund balance. The fund is feeling the direct impacts of the economic slump as major building projects have ceased and FY 2011 revenues have decreased by about 17% since 2009. While budget cuts were implemented in FY 2010 more are required due to revenue losses. Significant budget cuts are proposed for FY 2011 as well as some building fee increases to help close \$1.7 million of the shortfall. Future balancing measures will be implemented since revenues are not projected to keep pace with expenditures.

Fund Forecast

	FY 2009 Actual	FY 2010 Actual	Adopted FY 2011 Update	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
Beginning Balance	5,252,081	4,634,443	2,973,037	2,973,037	1,794,390	1,067,735
Revenues	9,362,146	7,179,927	7,794,010	7,794,010	8,166,961	8,558,809
Building Fees	6,390,565	4,405,067	4,672,250	4,672,250	4,905,863	5,151,156
Land Use Fees	1,042,891	1,126,234	1,439,402	1,439,402	1,511,373	1,586,941
Other	1,928,690	1,648,626	1,682,358	1,682,358	1,749,725	1,820,712
Expenditures	9,979,784	8,841,333	8,544,675	8,972,657	8,893,616	9,154,520
Personnel	7,115,704	6,588,209	6,374,291	6,322,359	6,629,824	6,795,452
Non-Personnel	2,864,080	2,253,124	2,170,384	2,650,298	2,263,792	2,359,068
Annual Surplus/Shortfall	-617,638	-1,661,406	-750,665	-1,178,647	-726,655	-595,711
Ending Balance	4,634,443	2,973,037	2,222,372	1,794,390	1,067,735	472,024

Revenue Assumptions

- FY 2010 revenues are projected to be 10% less than the FY 2010 Adopted Budget
- FY 2011 Adopted revenues include a 5% increase in building permit-related fees and engineering service fees, adds a "Community Planning Fee" to allow assessments on building permits for General Plan and Zoning Ordinance maintenance, restructures Administrative Use Permit fees, and increases Land Use Planning fees and Traffic Engineering fees by 20% - generating \$794,000 in new revenue
- FY 2012 revenues assume 5% revenue growth over FY 2011
- FY 2013 revenues assume 5% revenue growth over FY 2012

Expenditures Assumptions

- FY 2011 Adopted Update personnel expenditures eliminates 6.48 FTEs and reduces total expenditures by \$984,891
- FY 2011 & FY 2012 include approved total compensation increases for personnel per labor contracts
- FY 2012 personnel assumes a 1.7% PERS rate increase
- FY 2013 personnel assumes no total compensation increase due to conclusion of the current labor contract; assumes a 2.6% PERS rate increase

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

SANITARY SEWER FUND

Sanitary sewer fees pay for the costs of operation, maintenance, rehabilitation and improvement of the City's sanitary sewers. Sewer service fees are charged to users of the City's sanitary system and are calculated on each hundred cubic feet of water used by each water account serving the premises as established by City Council Resolution. Sewer fees are collected through the payment of the property water bill (EBMUD).

Analysis & Revenue Projections

The fund has maintained a positive fund balance for the last several years due to deferred capital and maintenance projects, as well as savings generated by the City's hiring freeze. FY 2010 began an increased level of rehabilitation and maintenance project spending that continues through FY 2013. In addition, we expect significant cost increases related to implementing new permit mandates. The fund balance is diminished by FY 2013 and possible balancing measures may be needed.

Fund Forecast

	FY 2009 Actual	FY 2010 Actual	Adopted FY 2011 Update	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
Beginning Balance	14,082,366	17,345,740	16,749,465	16,749,465	9,461,401	3,302,045
Revenues	14,594,855	13,177,707	14,516,014	13,372,411	13,044,448	12,767,277
Expenditures	11,331,481	13,773,982	16,902,459	20,660,475	19,203,804	19,381,880
Personnel	5,718,491	6,114,408	8,237,774	8,237,774	8,570,595	8,701,646
Non-Personnel	5,612,990	7,659,574	8,664,685	12,422,701	10,633,209	10,680,234
Other Non-Personnel	2,202,406	2,060,424	3,029,859	3,453,166	3,453,166	3,453,166
CIP	2,558,198	4,740,884	4,504,406	6,339,115	4,504,406	4,504,406
1-time CIP						
New Permit Requirements				1,500,000	1,500,000	1,500,000
Indirect Costs	852,386	858,266	1,130,420	1,130,420	1,175,637	1,222,662
Annual Surplus/Shortfall	3,263,374	-596,275	-2,386,445	-7,288,064	-6,159,356	-6,614,603
Ending Balance	17,345,740	16,749,465	14,363,020	9,461,401	3,302,045	-3,312,558

Revenue Assumptions

- ❑ The forecast includes does not increase sewer fees
- ❑ The forecast includes revenue increases due to pooled interest and connection fees.
- ❑ Positive fund balance offsets the annual operating shortfall

Expenditures Assumptions

- ❑ FY 2011 & FY 2012 include approved total compensation increases for personnel per labor contracts
- ❑ FY 2012 personnel assumes a 1.7% PERS rate increase
- ❑ FY 2013 personnel assumes no total compensation increase due to conclusion of the current labor contract; assumes a 2.6% PERS rate increase
- ❑ FY 2012 & FY 2013 reflect cost increases associated with new permit requirements

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

REFUSE FUND

The Refuse Fund was created to support the activities related to the removal of waste in the City of Berkeley. Fees for disposal of waste at the City’s transfer station and refuse fees charged to owners of premises and places in the City from which garbage is collected generate revenue to this fund. Refuse charges are either collected through the payment of property tax bills or directly paid to the City of Berkeley. Refuse collection fees are established by resolution of the City Council and the conduct of a majority protest process under Proposition 218. Fee amounts are currently determined by the size and number of receptacles, and the frequency of service.

Analysis & Revenue Projections

In FY 2009, the Refuse Fund experienced a significant decline in revenues that resulted in the fund balance being reduced by \$3.5 million. Controlling costs in FY 2010 resulted in a slight increase in the fund balance at the end of FY 2010. The FY 2011 Adopted Update included \$2.1 million in new revenue but has significant increases in non-personnel costs and \$2.6 million in deferred capital needs. This results in projected deficit of \$2.3 million and means that balancing measures will be needed during FY 2011 and in the years to come.

Fund Forecast

	FY 2009 Actual	FY 2010 Actual	Adopted FY 2011 Update
Beginning Balance	3,847,570	307,865	424,407
Revenues	29,390,810	32,337,424	35,025,204
Expenditures	32,930,515	32,220,882	37,778,576
Personnel	15,648,858	15,920,061	15,592,228
Non-Personnel	17,281,657	16,300,821	19,546,098
CIP			2,640,250
Annual Surplus/Shortfall	-3,539,705	116,542	-2,753,372
Ending Balance	307,865	424,407	-2,328,965

Revenue Assumptions

- FY 2011 adopted a new diversion fee to comply with AB939 waste diversion mandates (estimate of \$1.5M) and revised revenues from renegotiated recycling contracts

Expenditures Assumptions

- FY 2011 Adopted Update included approved total compensation increases for personnel per labor contract
- FY 2011 Adopted Update included deferred CIP totaling \$2.6 million
- Additional balancing measures will be implemented in FY 2011 to erase the projected deficit

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

PARKING METER FUND

Parking Meter revenue is generated through coin deposits made by hourly parkers and “pay and display” parking meters from the City’s eight parking meter routes. The collection of this revenue currently generates almost \$5 million annually, and provides the funding for the maintenance, collection and enforcement of parking meters.

Analysis

Largely attributed to the economy, we are experiencing a decrease in parking activity. As part of the FY 2010 & FY 2011 Biennial Budget, Council adopted a number of actions related to the City’s parking improvement program. These included an increase in meter rates by 25 cents to \$1.50 per hour, and the expansion of Pay & Display stations and single-spaced meters in certain locations in the City in hopes of improving parking activity and generating new revenues. Unfortunately, not all of these new revenues materialized. Revised FY 2011 projections are almost \$800,000 less than those included in the adopted FY 2011 budget. In hopes of a mild economic recovery, we are projecting revenue to start rebounding in FY 2012. The final phase of the single space relocation/expansion on Adeline and San Pablo streets will be completed at the end of FY 2010 and this additional revenue which is estimated at about \$300,000 - \$400,000 a year is included in the below projections.

Fund Forecast

	FY 2009 Actual	FY 2010 Actual	Adopted FY 2011 Update	FY 2011 Projected	FY 2012 Projected	FY 2013 Projected
Beginning Balance	810,477	-146,181	247,944	247,944	395,613	667,192
Revenues	4,767,123	5,341,467	5,773,658	5,775,728	6,021,905	6,202,562
Program Revenues	4,767,123	5,341,467	5,773,658	5,775,728	6,021,905	6,202,562
Expenditures	5,723,781	4,947,342	5,625,989	5,625,989	5,750,326	5,795,640
Personnel	3,609,205	3,181,159	3,333,855	3,333,855	3,463,499	3,508,813
Non-Personnel	1,705,926	1,166,183	1,292,134	1,292,134	1,186,827	1,186,827
TXFR to General Fund	408,650	600,000	800,000	800,000	800,000	800,000
Meter replacement			200,000	200,000	300,000	300,000
Annual Surplus/Shortfall	-956,658	394,125	147,669	149,739	271,579	406,922
Ending Balance	-146,181	247,944	395,613	397,683	667,192	1,074,114

Revenue Assumptions

- FY 2012 and beyond assumes a mild economic recovery, with a general 2% increase of revenues in FY 2012 and a 3% increase in FY 2013

Expenditures Assumptions

- FY 2011 & FY 2012 include approved total compensation increases for personnel per labor contracts
- FY 2012 personnel assumes a 1.7% PERS rate increase
- FY 2013 personnel assumes no total compensation increase due to conclusion of the current labor contract; assumes a 2.6% PERS rate increase
- FY 2011-2013 includes funding for necessary meter head replacements/upgrades
- FY 2011 Adopted Update increases transfer to General Fund from \$600,000 to \$800,000
 - However, this is a reduction from initial projections of a \$1.4M transfer and in a direct result of the poor economy and reduced parked vehicles in the City.

FINANCIAL FORECASTS: OTHER OPERATING FUNDS

MARINA FUND

The Berkeley Marina is part of San Francisco Bay and therefore, the property is owned by the State of California. The City holds the Marina in trust for the State and by law the Marina is required to be a self-supporting financial entity. Fees generated from vessels that berth at the Marina, along with the commercial ground leases within the Marina zone, provide the revenue that funds the operations of the Marina.

Analysis

The Marina Fund cannot provide sufficient funding for major capital improvements without grant and loan funds. In spite of this fact and annual operating funding shortfalls, the fund is maintaining a positive fund balance. A portion of the fund balance is reserved annually for Marina capital improvements for capital improvements and to leverage related grant funding.

Fund Forecast

	FY 2009 Actual	FY 2010 Actual	Adopted FY 2011 Update	FY 2011 Projected	FY2012 Projected	FY2013 Projected
Beginning Balance	2,847,924	3,697,317	3,147,080	3,147,080	2,618,855	1,611,395
Revenues	5,486,270	5,074,593	4,988,888	4,780,205	4,980,367	4,940,657
Berth Rentals	3,065,725	3,056,123	3,247,746	3,147,807	3,305,197	3,305,197
Marina Leases	1,835,284	1,114,148	1,319,335	1,114,148	1,147,572	1,147,572
Interest	110,466	148,812	46,600	84,088	71,727	32,018
Other Fees	474,795	755,510	375,207	434,162	455,871	455,870
Expenditures	4,636,877	5,624,830	5,774,484	5,308,430	5,987,827	6,034,798
Personnel	2,873,072	2,916,930	3,159,258	3,096,073	3,284,747	3,331,718
Non-Personnel	1,347,478	1,722,394	1,398,383	1,398,383	1,412,367	1,412,367
Capital Improvements	110,944	661,207	426,843	426,843	500,000	500,000
Debt Service	305,383	324,299	790,000	387,131	790,713	790,713
Annual Surplus/Shortfall	849,393	-550,237	-785,596	-528,225	-1,007,460	-1,094,141
Ending Balance	3,697,317	3,147,080	2,361,484	2,618,855	1,611,395	517,254

Revenue Assumptions

- No fee increase in FY 2011
- 5% fee increase assumed for FY 2012
- No fee increase assumed for FY 2013

Expenditures Assumptions

- FY 2011 & FY 2012 include approved total compensation increases for personnel per labor contracts
- FY 2012 personnel assumes a 1.7% PERS rate increase
- FY 2013 personnel assumes no total compensation increase due to conclusion of the current labor contract; assumes a 2.6% PERS rate increase

FY 2011 POSITION CHANGES SUMMARY DETAIL

	Attorney	Auditor	City Clerk	CMO	OED	Finance	Fire	Health	Housing	HR	IT	Library	Planning	Police	PRC	PRW	PW	Total
FY 2011 Position Reductions																		
Accounting Office Specialist Supervisor	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	(1.00)
Administrative Secretary	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)
Application Programmer Analyst I	-	-	-	-	-	-	-	-	-	-	(2.00)	-	-	-	-	-	-	(2.00)
Aquatics Coordinator	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	-	(1.00)
Assistant Management Analyst	-	-	-	-	(2.00)	-	-	-	-	-	-	-	-	-	-	-	-	(2.00)
Assistant Planner	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	-	-	-	-	(1.00)
Associate Management Analyst	-	-	-	-	-	-	-	-	(0.80)	-	(1.00)	-	-	-	-	-	-	(1.80)
Building Inspector I	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	-	-	-	-	(1.00)
Central Services Aide	-	-	-	-	-	(0.50)	-	-	-	-	-	-	-	-	-	-	-	(0.50)
Central Services Supervisor	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	-	-	(1.00)
Communications Technician	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Community Health Worker	-	-	-	-	-	-	-	(2.00)	-	-	-	-	-	-	-	-	-	(2.00)
Community Health Worker Specialist	-	-	-	-	-	-	-	(1.50)	-	-	-	-	-	-	-	-	-	(1.50)
Construction Equipment Operator	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Deputy City Attorney III	(1.00)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)
Deputy City Manager	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)
Deputy Health Officer	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	(1.00)
Economic Development Project Coordinator	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	-	-	-	-	(1.00)
Engineering Inspector I	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	-	-	-	-	(1.00)
Health Educator	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	(1.00)
Health Nutrition Program Coordinator	-	-	-	-	-	-	-	(0.75)	-	-	-	-	-	-	-	-	-	(0.75)
Health Services Program Specialist	-	-	-	-	-	-	-	(2.70)	-	-	-	-	-	-	-	-	-	(2.70)
Health Services Supervisor	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	(1.00)
Information Systems Support Technician	-	-	-	-	-	-	-	-	-	-	(2.00)	-	-	-	-	-	-	(2.00)
Janitor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Laborer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(2.00)	(2.00)
Library Assistant	-	-	-	-	-	-	-	-	-	-	-	(0.50)	-	-	-	-	-	(0.50)
Library Specialist II	-	-	-	-	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	(1.00)
Meal Site Coordinator	-	-	-	-	-	-	-	-	(0.25)	-	-	-	-	-	-	-	-	(0.25)
Office Specialist II	-	-	-	-	-	(3.00)	-	(3.63)	(0.50)	(1.00)	-	-	-	(2.50)	-	-	-	(10.63)
Office Specialist III	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	(1.00)	-	(2.00)
Office Specialist Supervisor	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	-	(1.00)	(2.00)
Parking Meter Maintenance Worker	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Permit Specialist	-	-	-	-	-	-	-	-	-	-	-	-	(2.00)	-	-	-	-	(2.00)
Police Officer	-	-	-	-	-	-	-	-	-	-	-	-	-	(3.00)	-	-	-	(3.00)
Psychiatric Social Worker II	-	-	-	-	-	-	-	(0.80)	-	-	-	-	-	-	-	-	-	(0.80)
Public Health Nurse	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	(1.00)
Registered Environmental Health Specialist	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	(1.00)
Senior Community Health Specialist	-	-	-	-	-	-	-	(1.60)	-	-	-	-	-	-	-	-	-	(1.60)
Senior Health Services Program Specialist	-	-	-	-	-	-	-	(3.80)	-	-	-	-	-	-	-	-	-	(3.80)
Senior Human Resources Analyst	-	-	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	(1.00)
Specialist	-	-	-	-	-	-	-	-	-	-	(0.50)	-	-	-	-	-	-	(0.50)
Senior Management Analyst	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)
Senior Planner	-	-	-	-	-	-	-	-	-	-	-	-	(1.50)	-	-	-	-	(1.50)
Senior Psychiatric Social Worker	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	-	-	-	(1.00)
Senior Public Health Nurse	-	-	-	-	-	-	-	(2.00)	-	-	-	-	-	-	-	-	-	(2.00)
Senior Public Works Supervisor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Service Technician	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Skilled Laborer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Solid Waste Driver	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(3.00)	(3.00)
Solid Waste Worker	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(3.00)	(3.00)
Supervising Library Assistant	-	-	-	-	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	(1.00)
Supervising Systems Analyst	-	-	-	-	-	-	-	-	-	-	(1.00)	-	-	-	-	-	-	(1.00)
Tractor Trailer Driver	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(2.00)	(2.00)
Traffic Maintenance Worker I	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Warehouse Operations Specialist	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Waste Load Operator	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Weigh Master	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	(1.00)
Youth Services Advisor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(1.00)	-	(1.00)
FY 2011 Reductions Total	(1.00)	-	-	(3.00)	(2.00)	(4.50)	-	(27.78)	(1.56)	(2.00)	(6.50)	(2.50)	(7.50)	(5.50)	-	(3.00)	(22.00)	(88.84)
Positions/Reallocations																		
Aquatics Supervisor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0.50	-	0.50

FY 2011 POSITION CHANGES SUMMARY DETAIL

	Attorney	Auditor	City Clerk	CMO	OED	Finance	Fire	Health	Housing	HR	IT	Library	Planning	Police	PRC	PRW	PW	Total
Community Health Worker Specialist	-	-	-	-	-	-	-	1.00	-	-	-	-	-	-	-	-	-	1.00
Health Planning Education and Promotion Supervisor	-	-	-	-	-	-	-	1.00	-	-	-	-	-	-	-	-	-	1.00
Health Services Supervisor	-	-	-	-	-	-	-	1.00	-	-	-	-	-	-	-	-	-	1.00
Library Specialist II	-	-	-	-	-	-	-	-	-	-	-	0.75	-	-	-	-	-	0.75
Paralegal	1.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1.00
Public Health Nurse Manager	-	-	-	-	-	-	-	1.00	-	-	-	-	-	-	-	-	-	1.00
Senior Management Analyst	-	-	-	-	-	-	-	-	1.00	-	-	-	-	-	-	-	-	1.00
Senior Permit Specialist	-	-	-	-	-	-	-	-	-	-	-	-	1.00	-	-	-	-	1.00
Senior Systems Analyst	-	-	-	-	-	-	-	-	-	-	3.00	-	-	-	-	-	-	3.00
FY 2011 Position Adds Total	1.00	-	-	-	-	-	-	4.00	1.00	-	3.00	0.75	1.00	-	-	0.50	-	11.25
FY 2011 Hourly Reductions																		
Building Inspector	-	-	-	-	-	-	-	-	-	-	-	-	(0.48)	-	-	-	-	(0.48)
FY 2011 Hourly Reductions Total	-	-	-	-	-	-	-	-	-	-	-	-	(0.48)	-	-	-	-	(0.48)
FY 2011 New Hourly Positions																		
Senior Planner	-	-	-	-	-	-	-	-	-	-	-	-	0.50	-	-	-	-	0.50
Senior Service Aide	-	-	-	-	-	-	-	-	0.18	-	-	-	-	-	-	-	-	0.18
FY 2011 New Hourly Positions	-	-	-	-	-	-	-	-	0.18	-	-	-	0.50	-	-	-	-	0.68
TOTAL FY 2011 POSITION CHANGES	-	-	-	(3.00)	(2.00)	(4.50)	-	(23.78)	(0.38)	(2.00)	(3.50)	(1.75)	(6.48)	(5.50)	-	(2.50)	(22.00)	(77.39)

Full Time Position Summary

	FY 2008 Actual	FY 2009 Actual	FY 2010 Adopted	FY 2011 Adopted	FY 2011 Adopted Update
City Attorney	13.00	13.00	13.00	13.00	13.00
City Auditor	14.00	14.00	14.00	14.00	14.00
City Clerk	11.00	11.00	11.00	11.00	11.00
City Manager ⁽¹⁾	33.30	51.80	49.30	48.30	28.30
Economic Development	10.00	9.85	7.85	6.85	5.85
Finance	67.50	50.50	47.00	47.00	43.50
Fire Department	136.75	136.75	139.75	139.75	139.75
Health ⁽²⁾	269.48	277.30	193.54	192.04	157.28
Housing & Community Services	35.73	30.63	96.76	95.26	96.26
Human Resources	23.00	23.00	23.00	22.00	21.00
Information Technology ⁽¹⁾	24.00	27.00	30.50	29.50	46.00
Library	124.84	120.36	115.53	115.53	113.58
Mayor and Council	12.00	12.00	12.00	12.00	12.00
Parks, Recreation & Waterfront	163.85	164.48	165.33	164.33	160.33
Planning	73.00	74.05	65.55	65.55	59.05
Police Department	304.20	304.20	301.20	295.70	294.70
Police Review Commission	4.00	4.00	3.50	3.50	3.50
Public Works	330.00	325.00	326.00	326.00	301.00
Rent Board	19.30	19.30	18.30	18.30	19.85
FTE Total	1668.95	1668.22	1633.11	1619.61	1539.95

*It should be noted that the FTE totals may not include all hourly FTEs and may vary.

⁽¹⁾ Effective FY 2011, Customer Service Unit moved from City Manager's Office to Information Technology

⁽²⁾ As the Health Department responded to funding reductions from the State in FY 2010, temporary and hourly positions were eliminated. The FY 2011 Adopted Budget Update further eliminates these types of positions. The total number of hourly and temporary positions eliminated is 11.98 positions.

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
CITY ATTORNEY'S OFFICE					
Career Employees:					
Assistant City Attorney	1.00	1.00	1.00	1.00	1.00
City Attorney	1.00	1.00	1.00	1.00	1.00
Deputy City Attorney II	1.00	2.00	2.00	2.00	-
Deputy City Attorney III	5.00	5.00	5.00	5.00	6.00
Law Clerk	1.00	-			
Legal Office Supervisor	1.00	1.00	1.00	1.00	1.00
Paralegal					1.00
Senior Legal Secretary	3.00	3.00	3.00	3.00	3.00
TOTAL CITY ATTORNEY	13.00	13.00	13.00	13.00	13.00
CITY AUDITOR'S OFFICE					
Accounting Office Specialist III	3.00	3.00	2.00	2.00	2.00
Accounting Technician	2.00	2.00	2.00	2.00	2.00
Administrative Assistant			1.00	1.00	1.00
Administrative Secretary	1.00	1.00	-	-	
Audit Manager	1.00	1.00	1.00	1.00	1.00
Auditor I	1.00	1.00	2.00	2.00	2.00
Auditor II	2.00	2.00	2.00	2.00	2.00
City Auditor	1.00	1.00	1.00	1.00	1.00
Deputy Auditor for Payroll Mgmt	1.00	1.00	1.00	1.00	1.00
Senior Auditor	2.00	2.00	2.00	2.00	2.00
TOTAL CITY AUDITOR'S OFFICE	14.00	14.00	14.00	14.00	14.00
CITY CLERK'S OFFICE					
Assistant City Clerk	3.00	1.00	1.00	1.00	1.00
Assistant Management Analyst	2.00	3.00	3.00	3.00	3.00
Associate Management Analyst	1.00	-			
City Clerk	1.00	1.00	1.00	1.00	1.00
City Services Aide					
Deputy City Clerk		1.00	1.00	1.00	1.00
Information Systems Specialist					
Office Specialist II	1.00	1.00	1.00	1.00	0.00
Office Specialist III	2.00	2.00	2.00	2.00	3.00
Records Assistant	1.00	1.00	1.00	1.00	1.00
Records Manager		1.00	1.00	1.00	1.00
TOTAL CITY CLERK'S OFFICE	11.00	11.00	11.00	11.00	11.00
CITY MANAGER'S OFFICE					
Accounting Office Specialist III	1.00	1.00	0.00	0.00	0.00
Accounting Office Specialist Supervisor			1.00	1.00	0.00
Administrative Assistant			1.00	1.00	1.00
Administrative Hearing Examiner	0.80	0.80	0.80	0.80	0.80
Administrative Secretary	2.00	2.00	2.00	2.00	1.00
Animal Control Officer	3.00	3.00	4.00	4.00	4.00
Animal Services Assistants	3.00	3.00	2.50	2.50	2.50

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Animal Services Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	-			
Assistant Planner			1.00	1.00	1.00
Assistant to the City Manager	3.00	2.00	3.00	3.00	2.00
Associate Management Analyst	2.00	3.00	3.00	3.00	2.00
Budget Manager	1.00	1.00	1.00	1.00	1.00
City Manager	1.00	1.00	1.00	1.00	1.00
Code Enforcement Officer II	3.00	3.00	2.00	2.00	2.00
Code Enforcement Supervisor	1.00	1.00	1.00	1.00	1.00
Community Services Specialist I	1.00	1.00	1.00	1.00	1.00
Customer Service Specialist III		9.00	8.00	8.00	0.00
Customer Service Manager		1.00	0.00	0.00	0.00
Customer Service Supervisor		1.00	1.00	1.00	0.00
Deputy City Manager	1.00	2.00	2.00	2.00	1.00
Field Representative			1.00	1.00	0.00
Office Specialist II	1.00	7.00	6.00	5.00	1.00
Office Specialist III	1.00	1.00	1.00	1.00	1.00
Office Specialist Supervisor		1.00	0.00	0.00	0.00
Secretary to the City Manager	1.00	1.00	1.00	1.00	1.00
Senior Animal Control Officer	1.00	1.00	0.00	0.00	0.00
Senior Management Analyst	4.50	5.00	4.00	4.00	3.00
TOTAL CITY MANAGER'S OFFICE	33.30	51.80	49.30	48.30	28.30

OFFICE OF ECONOMIC DEVELOPMENT

Assistant Management Analyst	2.00	2.00	2.00	1.00	0.00
Civic Arts Coordinator	1.00	1.00	1.00	1.00	1.00
Community Development Project Coordinator	1.00	1.00	1.00	1.00	1.00
Community Services Specialist II		0.85	0.85	0.85	0.85
Economic Development Project Coordinator	1.00	1.00	1.00	1.00	1.00
Employment Programs Administrator	1.00	1.00	0.00	0.00	0.00
Employment Specialist	1.00	0.00	0.00	0.00	0.00
Manager of Economic Development	1.00	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	0.00	0.00	0.00
Office Specialist III	1.00	1.00	1.00	1.00	1.00
TOTAL OFFICE OF ECONOMIC DEVELOPMENT	10.00	9.85	7.85	6.85	5.85

FINANCE DEPARTMENT

Accountant I	1.00	1.00	1.00	1.00	1.00
Accountant II	4.00	2.00	2.00	2.00	2.00
Accounting Manager	1.00	1.00	1.00	1.00	1.00
Accounting Office Specialist III	5.00	5.00	4.00	4.00	4.00
Accounting Office Specialist Supv	4.00	3.00	3.00	3.00	3.00
Accounting Technician			1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Assistant Management Analyst	3.00	2.00	1.00	1.00	0.00
Associate Management Analyst					1.00
Buyer	1.00	1.00	1.00	1.00	1.00
Central Services Aide	1.50	1.50	1.50	1.50	1.00
Central Services Supervisor	1.00	1.00	1.00	1.00	0.00
Central Services Technician	1.00	1.00	1.00	1.00	1.00
Contract Administrator	1.00	1.00	1.00	1.00	1.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Customer Service Manager	1.00	-			
Customer Service Supervisor	1.00	-			
Deputy Director of Finance	1.00				
Director of Finance	1.00	1.00	1.00	1.00	1.00
Field Representative	5.00	5.00	4.00	4.00	4.00
General Services Manager	1.00	1.00	1.00	1.00	1.00
Information Systems Specialist	1.00	-			
Office Specialist II	23.00	13.00	10.50	10.50	7.50
Office Specialist III	1.00	1.00	1.00	1.00	2.00
Revenue Collection Manager	1.00	1.00	1.00	1.00	1.00
Revenue Development Officer		1.00	1.00	1.00	1.00
Revenue Development Specialist			1.00	1.00	1.00
Senior Accountant	2.00	3.00	3.00	3.00	3.00
Senior Buyer	2.00	2.00	2.00	2.00	2.00
Senior Field Representative	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	-			0.00
Systems Accountant	1.00	1.00	1.00	1.00	1.00
TOTAL FINANCE DEPARTMENT	67.50	50.50	47.00	47.00	43.50

FIRE DEPARTMENT

Accounting Office Specialist III	3.75	3.75	3.75	3.75	3.75
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	5.00	5.00	6.00	6.00	6.00
Associate Management Analyst	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00	1.00
Deputy Fire Marshal EMT	1.00	1.00	1.00	1.00	1.00
Emergency Services Coordinator			1.00	1.00	1.00
Fire and Life-Safety Plans	1.00	1.00	1.00	1.00	1.00
Fire Apparatus Operator EMT	33.00	33.00	33.00	33.00	33.00
Fire Captain EMT	10.00	10.00	10.00	10.00	10.00
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Lieutenant EMT	18.00	18.00	19.00	19.00	19.00
Fire Prevention Inspector	1.00	1.00	1.00	1.00	1.00
Fire Prevention Inspector (Reg)			1.00	1.00	1.00
Fire Prevention Inspector I EMT					
Fire Prevention Inspector II EMT	1.00	1.00			
Firefighter EMT	52.00	52.00	52.00	52.00	52.00
Office Specialist III	3.00	3.00	3.00	3.00	3.00
Paramedic Program Supervisor					
Paramedic Supervisor I	3.00	3.00	3.00	3.00	3.00
Senior Budget Specialist		1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	-			
TOTAL FIRE DEPARTMENT	136.75	136.75	139.75	139.75	139.75

HEALTH SERVICES

Career Employees:

Accounting Office Specialist III	2.00	2.00	1.00	1.00	1.00
Accounting Office Specialist Sup	1.00	1.00	1.00	1.00	0.00
Administrative Assistant					1.00
Administrative Secretary	1.00	1.00	1.00	1.00	0.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Assistant Environmental Health Specialist	1.00	1.00	1.00	1.00	0.00
Assistant Management Analyst	1.00	1.00	1.00	1.00	1.00
Assistant Mental Health.Clinician	5.00	3.90	2.90	2.90	2.90
Associate Management Analyst	4.00	4.00	4.00	4.00	4.00
Clinical Psychologist	1.50	1.50	2.50	2.50	2.50
Community Health Worker	4.25	8.75	5.00	5.00	3.00
Community Health Worker Specialist	12.30	13.00	10.30	10.30	9.80
Community Services Specialist I	1.00	1.00	2.00	2.00	2.00
Community Services Specialist II	3.00	3.00	2.00	2.00	2.00
Deputy Director of Health & Human Services	1.00	1.00	1.00	1.00	1.00
Director of Health & Human Services	1.00	1.00	1.00	1.00	1.00
Health Admin/Financial Spec		1.00	2.00	2.00	2.00
Health Educator	1.75	1.75	1.00	1.00	0.00
Health Nutrition Program Coordinator	0.75	0.75	0.75	0.75	0.00
Health Officer (Certified)	1.00	1.00	1.00	1.00	1.00
Health Planning, Education & Promotion Supervisor					1.00
Health. Services Program Specialist	10.90	14.40	9.50	9.00	7.70
Health Services Supervisor	4.00	4.00	2.00	2.00	2.00
Information System Specialist	1.00	1.00	0.00	0.00	0.00
Information Systems Support Technician	1.00	1.00	0.00	0.00	0.00
Manager of Aging Services	1.00	1.00	0.00	0.00	0.00
Manager of Environmental Health	1.00	1.00	1.00	1.00	1.00
Manager, Family Health & Nursing Services					1.00
Manager of Health Promotion	1.00	1.00	0.00	0.00	0.00
Manager of Mental Health Services	1.00	1.00	1.00	1.00	1.00
Mealsite Coordinator	0.50	1.00	0.00	0.00	0.00
Mental Health Clinician I	2.00	2.00	2.00	2.00	1.50
Mental Health Clinician II	7.80	6.80	8.80	8.80	9.30
Mental Health Program Supervisor	4.00	4.00	5.00	5.00	5.00
Mid-Level Practitioner	1.90	1.20	1.20	1.20	1.20
Mini Bus Driver	3.00	3.80	0.00	0.00	0.00
Nutritionist	0.60	0.60	0.75	0.75	0.75
Office Specialist II	28.10	28.62	20.23	20.23	16.60
Office Specialist III	7.00	6.60	6.00	6.00	5.00
Office Specialist Supervisor	2.00	2.00	2.00	2.00	1.00
Psychiatric Social Worker I	7.00	9.90	10.40	10.40	9.40
Psychiatric Social Worker II	8.60	8.60	8.30	8.30	8.30
Psychiatrist II & III	2.05	2.05	2.30	2.30	2.30
Psychiatrist Supervisor	0.50	0.50	0.50	0.50	0.50
Public Health Nurse	20.05	19.65	15.95	15.95	14.95
Public Health Program Physican (Cert)	1.00	1.00	1.00	1.00	0.00
Registered Environmental Health Specialist	5.00	5.00	5.00	5.00	5.00
Registered Nurse	2.70	2.70	2.70	2.70	2.70
Senior Citizen Center Director	3.00	3.00	0.00	0.00	0.00
Senior Community Health Specialist	3.45	3.55	3.60	3.60	2.00
Senior Environmental Health Specialist	2.00	2.00	2.00	2.00	2.00
Senior Health Management Analyst	2.00	2.00	1.00	1.00	1.00
Senior Health Services Program Specialist	7.75	6.75	9.00	9.00	4.00
Senior Management Analyst	2.00	1.00	1.00	0.00	1.00
Senior Mental Health Clinician	3.00	3.00	2.00	2.00	2.00
Senior Psychiatric Social Worker	3.90	4.00	3.00	3.00	2.00
Senior Public Health Nurse	1.00	1.00	3.00	3.00	1.00
Senior Service Aide	1.00	0.80	0.00	0.00	0.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Senior Service Assistant	8.00	7.00	0.00	0.00	0.00
Senior Systems Analyst	1.00	1.00	1.00	1.00	1.00
Supervising Public Health Nurse	3.00	3.00	1.00	1.00	1.00
Vector Control Technician	3.00	3.00	3.00	3.00	3.00
Youth Services Advisor	2.00	2.00			
Total Career Employees	211.35	219.17	174.68	173.18	150.40
Hourly Employees:					
Assistant Mental Health Clinician	0.42	0.42	0.00	0.00	-
Clerical Aide	1.00	1.00			
Clinical Psychologist	0.26	0.26			
Community Health Worker	4.67	4.67	4.58	4.58	0.88
Community Health Worker Specialist	1.58	1.58	2.28	2.28	0.37
Community Services Specialist I & II	1.04	1.04	0.18	0.18	0.08
Health Educator	0.60	0.60			
Hlth. Services Program Specialist	1.83	1.83	1.54	1.54	
Home Services Aide	0.50	0.50			
Information Systems Support Technician	1.00	1.00	0.65	0.65	
Information Systems Specialist					0.20
Intern	0.34	0.34	0.91	0.91	1.04
Mental Health Clinician I&II	3.03	3.03	1.15	1.15	1.00
Mid-Level Practioner	0.87	0.87	1.58	1.58	1.20
Mini Bus Driver	2.35	2.35	0.00	0.00	-
Office Specialist I & II	3.30	3.30	0.68	0.68	-
Physician	0.17	0.17	0.37	0.37	0.17
Psychiatric Social Worker I & II	1.38	1.38	1.00	1.00	0.39
Psychiatrist II & III	0.57	0.57	0.50	0.50	0.15
Public Health Nurse	2.20	2.20	1.41	1.41	0.58
Public Health Program Physician			0.15	0.15	0.03
Registered Nurse	0.50	0.50			0.11
Senior Community Health Specialist	1.00	1.00			
Sr. Health Services Program Specialist	0.70	0.70			
Senior Health Management Analyst					0.10
Senior Management Analyst	0.40	0.40	0.84	0.84	0.28
Senior Public Health Nurse	0.40	0.40			
Senior Service Aide/Assist	2.42	2.42	0.00	0.00	
Seniors Nutrition Program Supervisor	0.60	0.60	0.00	0.00	
Youth Enrollee	25.00	25.00	1.04	1.04	0.30
Total Hourly Employees	58.13	58.13	18.86	18.86	6.88
TOTAL HEALTH SERVICES	269.48	277.30	193.54	192.04	157.28

HOUSING & COMMUNITY SERVICES

Career Employees:

Accountant I	1.00	1.00	1.00	1.00	1.00
Accountant II	1.00	1.00	0.00	0.00	0.00
Accounting Office Specialist III	1.00	1.00	2.00	2.00	2.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Assistant Architect	1.00	1.00	1.00	0.50	1.00
Assistant Management Analyst	1.00	1.00	2.00	2.00	2.00
Assistant Mental Health Clinician			1.00	1.00	1.00
Associate Management Analyst	4.80	3.80	2.80	2.80	2.00
Associate Planner			1.00	1.00	1.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Community Development Project Coordinator	3.00	3.00	3.00	3.00	3.00
Community Service Specialist I	0.50	-	0.00	0.00	1.00
Comm Services Specialist II	2.85	2.50	3.00	2.00	2.00
Community Services Spec. III	1.85	-	1.00	1.00	1.00
Director of Housing	1.00	1.00	1.00	1.00	1.00
Employment Program Administrator			1.00	1.00	1.00
Energy Officer	0.70				
Housing Inspector	1.00	1.00	1.00	1.00	1.00
Housing Inspector (CERT)	2.00	2.00	2.00	2.00	3.00
Housing Inspector Supervisor	1.00	1.00	1.00	1.00	1.00
Housing Svcs Manager	1.00	1.00	1.00	1.00	1.00
Manager of Aging Services			1.00	1.00	1.00
Manager, Housing Finance & Administration			1.00	1.00	1.00
Manager of Program Planning & Administration	1.00	1.00	0.00	0.00	0.00
Meal Site Coordinator			1.00	1.00	0.75
Mini Bus Driver			2.60	2.60	2.60
Office Specialist II	3.00	3.00	6.00	6.00	5.50
Office Specialist III			2.00	2.00	2.00
Senior Accountant			1.00	1.00	1.00
Senior Citizen Center Director			3.00	3.00	3.00
Senior Health Services Program Specialist			0.75	0.75	0.80
Senior Mangement Analyst	1.00	1.00	1.00	1.00	2.00
Senior Psychiatric Social Worker			1.00	1.00	1.00
Senior Service Aide			0.80	0.80	0.80
Senior Service Assistant			6.75	6.75	6.75
Senior Planner	1.55	0.85	0.00	0.00	0.00
Senior Weatherization Worker	1.00	1.00	1.00	1.00	1.00
Weatherization Supervisor	1.00	1.00	1.00	1.00	1.00
Weatherization Worker	1.00	1.00	1.00	1.00	1.00
Youth Services Advisor			2.00	2.00	1.00
Total Career Employees	35.25	30.15	58.70	57.20	58.20
Hourly Employees:					
Mealsite Coordinator			1.16	1.16	1.16
Mini Bus Driver			2.49	2.49	2.49
Office Specialist III	0.48	0.48	0.48	0.48	0.48
Senior Service Aide			3.91	3.91	3.91
Senior Service Assistant			0.18	0.18	0.18
Senior Nutrition Program Supervisor			0.63	0.63	0.63
Youth Enrollee Intern			29.21	29.21	29.21
Total Hourly Employees	0.48	0.48	38.06	38.06	38.06
TOTAL HOUSING & COMMUNITY SERVICES	35.73	30.63	96.76	95.26	96.26

HUMAN RESOURCES

Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Associate Human Resources Analyst	2.00	3.00	3.00	3.00	3.00
Benefits Specialist	1.00	1.00	1.00	1.00	1.00
Director of Human Resources	1.00	1.00	1.00	1.00	1.00
Equal Employment Opportunity & Diversity Officer	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00	1.00
Human Resources Technicians					2.00
Information Systems Support Technician	1.00	1.00	1.00	1.00	1.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Occupational Health & Safety Coordinator	1.00	1.00	1.00	1.00	1.00
Occupational Health & Safety Specialist	1.00	1.00	1.00	1.00	1.00
Office Specialist II	4.00	4.00	4.00	4.00	3.00
Office Specialist III	3.00	3.00	3.00	3.00	2.00
Office Specialist Supervisor	1.00	1.00	1.00	1.00	0.00
Senior Human Resources Analyst	3.00	2.00	2.00	1.00	1.00
Training Officer	1.00	1.00	1.00	1.00	1.00
Workers Compensation Analyst	1.00	1.00	1.00	1.00	1.00
TOTAL HUMAN RESOURCES	23.00	23.00	23.00	22.00	21.00

INFORMATION TECHNOLOGY

Accounting Office Specialist Supervisor					1.00
Applications Programmer/Analyst I			3.00	2.00	1.00
Applications Programmer/Analyst II	8.00	11.00	10.00	9.00	9.00
Customer Service Specialist III					7.00
Customer Service Manager					1.00
Customer Service Supervisor					2.00
Director of Information Technology	1.00	1.00	1.00	1.00	1.00
Field Representative					1.00
Information Systems Specialist	5.00	6.00	4.00	2.00	4.00
Information Systems Support Technician			4.00	5.00	4.00
Office Specialist II					6.00
Senior Information Systems Specialist	8.00	7.00	6.50	6.50	5.00
Senior Systems Analyst				4.00	3.00
Supervising Systems Analyst	2.00	2.00	2.00	0.00	1.00
TOTAL INFORMATION TECHNOLOGY	24.00	27.00	30.50	29.50	46.00

LIBRARY SERVICES

Career Employees:

Accounting Office Specialist III	1.00	1.00	1.00	1.00	1.00
Accounting Office Specialist Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Associate Human Resources Analyst	1.00	1.00	1.00	1.00	1.00
Building Maintenance Mechanic	2.00	2.00	1.00	1.00	1.00
Building Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Central Services Aide	1.75	1.75	1.75	1.75	1.75
Circulation Services Manager	1.00	1.00	1.00	1.00	1.00
Deputy Director of Library Services	1.00	1.00	1.00	1.00	1.00
Director of Library Services	1.00	1.00	1.00	1.00	1.00
Information Systems Specialist	3.00	3.00	3.00	3.00	3.00
Librarian I/II	23.40	20.40	18.90	18.90	18.90
Library Administrative Manager		1.00	1.00	1.00	1.00
Library Aide	19.31	18.93	18.50	18.50	18.50
Library Assistant	18.60	18.10	15.60	15.60	15.10
Library Financial Manager	1.00				
Library Info Systems Administrator		1.00	1.00	1.00	1.00
Library Literacy Program Coordinator	1.00	1.00	1.00	1.00	1.00
Library Network Administrator	1.00				
Library Services Manager	4.00	3.00	3.00	3.00	3.00
Library Special Services Coordinator	1.00	1.00	1.00	1.00	1.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Library Specialist I	5.30	3.00	3.00	3.00	3.00
Library Specialist II	11.75	14.05	14.05	14.05	13.80
Office Specialist II	2.00	2.00	1.00	1.00	1.00
Senior Librarian	1.00	3.00	3.00	3.00	3.00
Supervising Librarian	7.00	7.00	7.00	7.00	7.00
Supervising Library Assistant	10.00	10.00	10.00	10.00	9.00
Tool Lending Specialist	2.13	2.13	2.13	2.13	2.13
Total Career Employees	123.24	120.36	113.93	113.93	112.18

Hourly Employees::

Librarian I					
Library Assistant					
Library Aide					
Tool Lending Specialist					
Youth Enrollees	1.60		1.60	1.60	1.40
Total Hourly Employees	1.60	0.00	1.60	1.60	1.40

TOTAL LIBRARY SERVICES	124.84	120.36	115.53	115.53	113.58
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MAYOR & COUNCIL

Assistant to Mayor	3.00	3.00	3.00	3.00	3.00
Secretary to Mayor					
Administrative Secretary					
Legislative Aides	9.00	9.00	9.00	9.00	9.00

TOTAL MAYOR AND COUNCIL	12.00	12.00	12.00	12.00	12.00
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PARKS RECREATION & WATERFRONT

Career Employees:

Accounting Office Specialist III	2.95	2.95	2.95	2.95	2.95
Accounting Office Specialist Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00	1.00
Aquatics Coordinator	1.00	1.00	0.00	0.00	0.00
Aquatics Facilities Supervisor	2.25	1.50	2.00	2.00	2.00
Assistant Recreation Coordinator	3.50	4.50	4.50	4.50	3.50
Associate Management Analyst				1.00	1.00
Building Maintenance Mechanic	9.00	9.00	9.00	9.00	9.00
Building Maintenance Supervisor	2.00	2.00	2.00	2.00	2.00
Camps Manager	1.00	1.38	1.13	1.13	1.13
Director of Parks & Waterfront	1.00	1.00	1.00	1.00	1.00
Forestry Climber	4.00	4.00	4.00	4.00	4.00
Forestry Climber Supervisor	1.00	1.00	1.00	1.00	1.00
Forestry Technician	1.00	1.00	1.00	1.00	1.00
Harbormaster	1.00	1.00	1.00	1.00	1.00
Information Systems Specialist			1.00	1.00	0.00
Landscape Architect	2.00	2.00	2.00	2.00	2.00
Landscape Equipment Operator	4.00	4.00	4.00	4.00	4.00
Landscape Gardener	19.00	19.00	19.00	19.00	19.00
Landscape Gardener Supervisor	6.00	6.00	6.00	6.00	6.00
Lifeguard/Swim Instructor	0.50	0.50	0.50	0.50	0.50
Marina Assistant	4.00	4.00	4.00	4.00	4.00
Office Specialist II	4.00	3.00	5.00	5.00	5.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Office Specialist III	1.00	1.00	1.00	0.00	0.00
Parks Superintendent	1.00	1.00	1.00	1.00	1.00
Principal Planner	1.00	1.00	1.00	1.00	1.00
Recreation & Youth Svcs Manager	1.00	1.00	1.00	1.00	1.00
Recreation Activity Ldr.	8.10	8.10	8.10	8.10	8.10
Recreation Coordinator	7.00	6.00	6.00	6.00	6.00
Recreation Programs Administrator	1.00	-			
Recreation Program Supervisor		3.00	3.00	3.00	3.00
Rosarian	1.00	1.00	1.00	1.00	1.00
Senior Forestry Climber	3.00	3.00	3.00	3.00	3.00
Senior Forestry Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Groundskeeper	1.00	1.00	1.00	1.00	1.00
Senior Landscape Gardener Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst	3.00	3.00	3.00	3.00	3.00
Senior Planner					
Sports Official	1.50	1.50	1.50	1.50	1.50
Waterfront Manager	1.00	1.00	1.00	1.00	1.00
Youth Service Advisor	2.00	2.00	1.00	0.00	0.00
Total Career Employees	105.80	106.43	107.68	106.68	104.68
Hourly Employees:					
Aquatics Specialist I					3.00
Aquatics Specialist II					3.00
Camp Staff Supervisor	1.15	1.15	1.15	1.15	1.15
Camp Staff Leader	4.75	4.75	4.75	4.75	4.75
Camp Staff Member	13.50	13.50	13.50	13.50	13.50
Camp Medical Staff Member	0.35	0.35	0.35	0.35	0.35
Camp Maintenance Mechanic	1.50	1.50	1.50	1.50	1.50
Camps Manager	0.00	0.00	0.00	0.00	0.00
Cashier Attendant	0.50	0.50	0.50	0.50	0.50
Laborer	1.05	1.05	1.05	1.05	1.05
Landscape Gardener Trainee	1.00	1.00	1.00	1.00	1.00
Lifeguard/Swim Instructor	6.00	6.00	6.00	6.00	0.00
Office Specialist II	0.40	0.40	0.00	0.00	0.00
Playground Lead Trainee	1.50	1.50	1.50	1.50	1.50
Recreation Activity Leader	20.00	20.00	20.00	20.00	19.00
Sports Official	4.00	4.00	4.00	4.00	2.00
Sports Field Monitor					1.00
Swim Center Aide/Manager	2.00	2.00	2.00	2.00	2.00
Vegetation Reduction Supervisor	0.35	0.35	0.35	0.35	0.35
Total Hourly Employees	58.05	58.05	57.65	57.65	55.65
TOTAL PARKS REC & WATERFRONT	163.85	164.48	165.33	164.33	160.33

PLANNING DEPARTMENT

Career Employees:

Accounting Office Specialist III	1.00	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	0.00	0.00	
Applications Programmer Analyst I	1.00	1.00	0.00	0.00	
Assistant Planner	4.00	4.00	3.00	3.00	2.00
Associate Management Analyst	1.00	2.00	2.00	2.00	2.00
Associate Planner	7.00	5.00	4.00	4.00	4.00
Building and Safety Manager	1.00	1.00	1.00	1.00	1.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Building Inspector I (certified)	3.00	3.00	3.00	3.00	2.00
Building Inspector II	1.00	1.00	1.00	1.00	1.00
Building Inspector II (certified)	3.00	3.00	2.00	2.00	2.00
Community Services Specialist I		0.50	0.50	0.50	0.50
Community Services Specialist II			1.00	1.00	1.00
Community Services Specialist III		0.85	0.85	0.85	0.85
Deputy Director of Planning	1.00	1.00	1.00	1.00	1.00
Director of Planning	1.00	1.00	1.00	1.00	1.00
Economic Development Project. Coordinator		1.00	1.00	1.00	0.00
Energy Officer		0.70	0.70	0.70	0.70
Engineering Inspector	2.00	2.00	2.00	2.00	1.00
Hazardous Material Manager	1.00	1.00	1.00	1.00	1.00
Hazardous Material Specialist II	5.00	5.00	5.00	5.00	5.00
Information Systems Specialist	1.00	1.00	0.00	0.00	0.00
Land Use Planning Manager	1.00	1.00	1.00	1.00	1.00
Office Specialist II	7.00	5.00	5.00	5.00	5.00
Office Specialist III	1.00	2.00	3.00	3.00	3.00
Office Specialist Supervisor	2.00	2.00	0.00	0.00	0.00
Permit Center Coordinator	1.00	1.00	1.00	1.00	1.00
Permit Specialist	6.00	6.00	6.00	6.00	4.00
Principal Planner	4.00	3.00	2.00	2.00	2.00
Senior Building Inspector (Housing)	1.00	1.00	1.00	1.00	1.00
Senior Building Plans Engineer	2.00	2.00	2.00	2.00	2.00
Senior Building Plans Examiner	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst	2.00	2.00	2.00	2.00	2.00
Senior Permit Specialist					1.00
Senior Planner	5.00	6.00	4.50	4.50	3.00
Supervising Building Inspector	1.00	1.00	1.00	1.00	1.00
Total Career Employees	68.00	69.05	60.55	60.55	54.05
Hourly Employees:					
Intern	5.00	5.00	5.00	5.00	5.00
TOTAL PLANNING DEPARTMENT	73.00	74.05	65.55	65.55	59.05

POLICE DEPARTMENT

Career Employees:

Administrative Assistant		1.00	1.00	1.00	1.00
Administrative Secretary	1.00	-	0.00	0.00	0.00
Assistant Management Analyst	2.00	2.00	2.00	2.00	2.00
Associate Human Resources Analyst					1.00
Associate Management Analyst	1.00	1.00	1.00	1.00	0.00
Community Service Officer	17.00	17.00	17.00	17.00	18.00
Community Service Officer Supervisor	4.00	4.00	4.00	4.00	4.00
Community Services Specialist I	0.50	0.50	0.00	0.00	0.00
Crime Analyst	1.00	1.00	1.00	1.00	1.00
Crime Scene Supervisor	1.00	1.00	1.00	1.00	1.00
Office Specialist II	13.00	13.00	10.50	7.00	8.00
Office Specialist III	5.00	5.00	5.00	5.00	5.00
Office Specialist Supervisor	2.00	2.00	2.00	1.00	2.00
Parking Enforcement Representative	27.00	27.00	27.00	27.00	27.00
Parking Enforcement Supervisor	3.00	3.00	3.00	3.00	3.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Police Captain	4.00	4.00	3.00	3.00	3.00
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Lieutenant	9.00	9.00	11.00	10.00	10.00
Police Officer	140.00	140.00	140.00	141.00	138.00
Police Sergeant	32.00	32.00	31.00	30.00	30.00
Public Safety Business Manager	1.00	1.00	1.00	1.00	1.00
Public Safety Dispatcher II	28.00	28.00	28.00	28.00	28.00
Senior Crime Scene Technician	1.00	1.00	1.00	1.00	0.00
Supervising Public Safety Dispatcher	4.00	4.00	4.00	4.00	4.00
Total Career Employees	297.50	297.50	294.50	289.00	288.00

Hourly Employees:

Juvenile Bureau Counselor	0.50	0.50	0.50	0.50	0.50
Police Aide	2.00	2.00	2.00	2.00	2.00
Public Safety Dispatcher II	0.20	0.20	0.20	0.20	0.20
Reserve Police Officer, Level I	0.30	0.30	0.30	0.30	0.30
School Crossing Guard	3.70	3.70	3.70	3.70	3.70
Volunteer Coordinator	0.00	0.00	0.00	0.00	0.00
Total Hourly Employees:	6.70	6.70	6.70	6.70	6.70

TOTAL POLICE DEPARTMENT	304.20	304.20	301.20	295.70	294.70
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POLICE REVIEW COMMISSION

Office Specialist II	1.00	1.00	0.50	0.50	0.50
Office Specialist III	1.00	1.00	1.00	1.00	1.00
Police Review Commission Officer	1.00	1.00	1.00	1.00	1.00
PRC Investigator	1.00	1.00	1.00	1.00	1.00

TOTAL POLICE REVIEW COMMISSION	4.00	4.00	3.50	3.50	3.50
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PUBLIC WORKS

Career Employees:

Accounting Office Specialist III	4.00	4.00	4.00	4.00	4.00
Administrative Secretary	2.00	2.00	2.00	2.00	2.00
Architect	1.00	1.00	1.00	1.00	1.00
Assistant Architect	1.00	1.00	1.00	1.00	1.00
Assistant Civil Engineer (Reg)	4.00	4.00	3.00	3.00	3.00
Assistant City Manager	1.00	-			
Assistant Management Analyst	1.00	2.00	2.00	2.00	2.00
Assistant Public Works Engineer	3.00	3.00	3.00	3.00	2.00
Assistant Traffic Engineer	1.00	2.00	2.00	2.00	2.00
Associate Civil Engineer	5.00	5.00	5.00	5.00	5.00
Associate Management Analyst	6.00	6.00	5.00	5.00	5.00
Associate Planner	1.60	1.60	1.60	1.60	1.60
Associate Traffic Engineer	1.00	1.00	1.00	1.00	1.00
Building Inspector I (Certified)	1.00	1.00	1.00	1.00	1.00
Building Maintenance Mechanic	7.00	7.00	7.00	7.00	7.00
Chief of Party	2.00	2.00	2.00	2.00	2.00
Communications Technician	4.00	4.00	4.00	4.00	3.00
Community Development Project Coord.	1.00	1.00	1.00	1.00	1.00
Concrete Finisher	3.00	3.00	3.00	3.00	3.00
Construction Equipment Operator	4.00	4.00	4.00	4.00	3.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Container Mtnce.Welder	2.00	2.00	2.00	2.00	2.00
Deputy Director of Public Works	1.00	1.00	1.00	1.00	1.00
Director of Public Works	1.00	1.00	1.00	1.00	1.00
Disability Services Specialist	2.00	2.00	2.00	2.00	2.00
Drafting Aide	1.00	1.00	1.00	1.00	1.00
Drafting Technician	2.00	2.00	2.00	2.00	2.00
Electrical Parts Technician	1.00	1.00	1.00	1.00	1.00
Electrician	8.00	8.00	8.00	8.00	8.00
Engineering Inspector	6.00	6.00	6.00	6.00	6.00
Environmental Compliance Specialist	1.00	1.00	1.00	1.00	1.00
Equipment Superintendent	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Superintendent	1.00	1.00	1.00	1.00	1.00
Field Representative	1.00	1.00	1.00	1.00	1.00
Groundskeeper	1.00	1.00	1.00	1.00	1.00
Information Systems Specialist	1.00	-	0.00	0.00	0.00
Janitor	7.00	7.00	7.00	7.00	6.00
Janitor Supervisor	1.00	1.00	1.00	1.00	1.00
Junior Public Works Engineer	1.00	1.00	0.00	0.00	0.00
Laborer	20.00	20.00	21.00	21.00	19.00
Lead Communication Technician	1.00	1.00	1.00	1.00	1.00
Lead Electrician	3.00	3.00	3.00	3.00	3.00
Manager of Engineering	1.00	1.00	1.00	1.00	1.00
Mechanic	9.00	9.00	8.00	8.00	8.00
Mechanic Lead	1.00	1.00	1.00	1.00	1.00
Mechanic Supervisor	2.00	2.00	2.00	2.00	2.00
Mechanical Sweeper Operator	5.00	5.00	5.00	5.00	5.00
Office Specialist II	5.00	4.00	5.00	5.00	4.00
Office Specialist III	6.00	4.00	5.00	5.00	4.00
Office Specialist Supervisor	1.00	1.00	1.00	1.00	0.00
Parking Meter Maint & Collection Suprv	1.00	1.00	1.00	1.00	1.00
Parking Meter Maintenance Worker	4.00	4.00	5.00	5.00	4.00
Parking Meter Mechanic	3.00	3.00	5.00	5.00	5.00
Parking Meter Mechanic Trainee	1.00	1.00	0.00	0.00	0.00
Parking Services Manager	1.00	1.00	1.00	1.00	1.00
Principal Planner	1.00	1.00	1.00	1.00	1.00
Public Works Maintenance Superintendent	1.00	1.00	1.00	1.00	1.00
Public Works Supervisor	7.00	7.00	6.00	6.00	6.00
Real Property Administrator	1.00	1.00	1.00	1.00	1.00
Recycling Program Manager	1.00	1.00	1.00	1.00	1.00
Senior Budget Specialist	1.00	1.00	1.00	1.00	1.00
Senior Building Inspector	1.00	1.00	1.00	1.00	1.00
Senior Building Mntce. Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Drafting Technician	1.00	1.00	1.00	1.00	1.00
Senior Electrical Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Equipment Supervisor	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst	4.00	3.00	2.00	2.00	2.00
Senior Public Works Supervisor	2.00	2.00	3.00	3.00	2.00
Senior Solid Waste Supervisor	2.00	2.00	2.00	2.00	3.00
Service Technician	5.00	5.00	5.00	5.00	4.00
Sewer Maintenance Assistant Supervisor	7.00	7.00	7.00	7.00	7.00
Skilled Laborer	17.00	17.00	16.00	16.00	15.00
Solid Waste Loader Operator	2.00	2.00	2.00	2.00	1.00
Solid Waste Supervisor	4.00	4.00	4.00	4.00	3.00

FY 2011 POSITION SUMMARY BY DEPARTMENT

	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Adopted	FY 2011 Adopted Update
Solid Waste Truck Driver	30.00	30.00	30.00	30.00	27.00
Solid Waste Worker	52.00	50.00	50.00	50.00	47.00
Solid Waste/Recycling Manager	1.00	1.00	1.00	1.00	1.00
Supervising Civil Engineer	3.00	3.00	3.00	3.00	3.00
Supervising Traffic Engineeer	1.00	1.00	1.00	1.00	1.00
Survey Technician	2.00	1.00	1.00	1.00	1.00
Tractor Trailer Driver	8.00	8.00	8.00	8.00	6.00
Traffic Engineering Assistant	1.00	-	1.00	1.00	1.00
Traffic Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Traffic Maintenance Worker I	4.00	4.00	4.00	4.00	3.00
Traffic Maintenance Worker II	2.00	2.00	2.00	2.00	2.00
Transportation Manager		1.00	1.00	1.00	1.00
Warehouse Operations Specialist	2.00	2.00	2.00	2.00	1.00
Watershed Resources Specialist		1.00	1.00	1.00	1.00
Weighmaster	3.00	3.00	4.00	4.00	3.00
Welder Mechanic	1.00	1.00	1.00	1.00	1.00
Total Career Employees	327.60	321.60	322.60	322.60	297.60
Hourly Employees:					
Chief of Party					
Engineering Inspector	0.40	1.40	1.40	1.40	1.40
Intern					
Traffic Maintenance Worker I	2.00	2.00	2.00	2.00	2.00
Total Hourly Employees	2.40	3.40	3.40	3.40	3.40
TOTAL PUBLIC WORKS	330.00	325.00	326.00	326.00	301.00
RENT STABILIZATION BOARD					
Administrative Staff Assistant	1.00	1.00	1.00	1.00	1.00
Assistant Management Analyst	2.00	2.00	2.00	2.00	-
Associate Management Analyst	1.00	1.00	1.00	1.00	3.00
Community Services Specialist I	1.00	1.00	1.00	1.00	1.00
Community Services Specialist II	2.00	2.00	2.00	2.00	2.00
Deputy Director Rent Stabilization Program					1.00
Executive Director Rent Board	1.00	1.00	1.00	1.00	1.00
Information Systems Specialist	1.00	1.00	0.00	0.00	-
Office Specialist II	2.00	2.00	2.00	2.00	2.00
Office Specialist III	2.00	2.00	2.00	2.00	2.00
Senior Field Representative	1.00	1.00	1.00	1.00	1.00
Senior Hearing Examiner	2.30	2.30	2.30	2.30	2.85
Senior Planner					1.00
Staff Attorney I					1.00
Staff Attorney II	1.00	1.00	1.00	1.00	1.00
Staff Attorney III	2.00	2.00	2.00	2.00	-
TOTAL RENT STABILIZATION BOARD	19.30	19.30	18.30	18.30	19.85
TOTAL AUTHORIZED FTEs	1668.95	1668.22	1633.11	1619.61	1539.95

FY 2011 MID-BIENNIAL PROGRAM IMPACTS SUMMARY

The FY 2011 budget balancing plan reduced citywide expenditures by about \$12 million and eliminates 77 positions. These reductions spread across many departments and different funding sources. When budget cuts of this magnitude occur, the impacts of the cuts vary by service area from having little impact to a significant reduction in services. While the budget plan attempted to minimize direct impacts on the public, it is impossible to fully avoid program reductions.

The chart below presents a summary of some of the major reductions by City service area and a brief description of the related service impact. It was not inclusive of every cut, only highlighting some of the more significant service areas. Attached to this summary is the detailed Adopted Balancing Measures. It was presented in several spreadsheets, which provide summary-level and detailed information on every expenditure reduction, program reorganization, and new revenue strategy the City implemented.

The budget was largely comprised of personnel reductions, with the majority of these positions being vacant. However, some of the positions were filled and layoffs are a possibility we must face. These proposals did not take into account potential savings from contributions that employees chose to make that may reduce the number of positions eliminated and preserve some City services.

Public Safety

<p>Fewer Police Officers Eliminated 3 vacant positions saves \$616,000</p>	<p>Although this eliminated the number of approved police officers in the Police Department, these positions were vacant for most of the year, so this did not necessarily represent a reduction from the current level of service. Instead, it means the department needed to restructure its non-patrol assignments in a way to permanently accommodate the loss of these three positions.</p> <ul style="list-style-type: none"> □ Eliminated two currently vacant patrol positions made it necessary to reorganize assignments so that there are more officers on patrol but with less capacity to cover duties when officers are training or on leave, resulting in more overtime. □ Loss of a Detective Division position resulted in increased time to investigate and close cases.
<p>Less support in Records unit Eliminated 2.5 vacant positions Saves \$218,000</p>	<p>The loss of these positions was largely offset by a new public safety system which allows officers to input crime reports from the field.</p>

FY 2011 MID-BIENNIAL PROGRAM IMPACTS SUMMARY

Public Health Services

<p>Public Health Division reduced Cuts 18.25 positions (5 vacant) (23% reduction) Saves: \$2.2 Million</p>	<p>Estimated 30% reduction in the number of residents served.</p>
<p>Reduced presence in the community</p>	<p>20% to 30% less community outreach to at-risk populations by staff with established community contacts.</p>
<p>Less advocacy for families in need</p>	<p>Reduced ability to identify and assist with barriers to health insurance, health and dental care, social supports, and mental health services resulting in higher acuity and unmet needs</p>
<p>Less services for at-risk teens and their babies</p>	<p>Less health outreach, referrals and education resulting in the possibility of more teens at risk for school drop-out, homelessness, repeat pregnancies, increased isolation, domestic violence, and sexual exploitation.</p>
<p>Reduced capacity for Tuberculosis (TB) surveillance and response if other priorities are not adjusted</p>	<p>Residents with TB could be at higher risk for complications, untreated disease, and development of resistant TB infection.</p>
<p>Less capacity for surveillance and response to some communicable diseases</p>	<p>Less health guidance and follow-up for less serious infections and food borne illnesses.</p>
<p>Reduced capacity to provide health screenings and information</p>	<ul style="list-style-type: none"> ❑ Fewer services at shelters, mobile van, and through individualized phone counseling sessions ❑ Fewer support groups to assist residents in making behavioral changes such as healthier eating and quitting smoking.
<p>Decreased capacity to maintain health surveillance and analysis activities</p>	<p>Less in-depth analysis of health inequities, such as demonstrated in the 2007 comprehensive Health Status Report.</p>

FY 2011 MID-BIENNIAL PROGRAM IMPACTS SUMMARY

Public Works

<p>Reduced storm water maintenance & limited capital improvements Eliminated 4 vacant positions Saves \$414,200</p>	<ul style="list-style-type: none"> ❑ With a fee capped since 1996, the Clean Storm Fund can no longer support a full maintenance staff and schedule. This cut reflects a maintenance reduction of about 60 percent. ❑ For the next three years, \$700,000 a year of capital reserves will be used for improvements to the City’s storm water infrastructure – primarily to address critical system failures.
<p>Reorganized garbage services Eliminated 12 positions (8 vacant) Changes some services Saves \$1.9 million</p>	<p>Facing a critical revenue shortfall, many services are being reorganized for more efficiency and cost savings:</p> <ul style="list-style-type: none"> ❑ Reorganizing routes will improve efficiency and reduce overtime. ❑ The Transfer Station will be closed 8 more holidays a year (traditionally low service days). ❑ Garbage will be collected from commercial customers only on weekdays. ❑ There will be one-person crews for commercial pickup. ❑ Customer service representatives will be centralized with 311 Customer Service. ❑ Bulky waste pick up will be moved to customers’ regular pick up days instead of Saturdays.
<p>New Diversion Fee \$1.5 million in new revenue</p>	<p>A new fee related to our AB939 75% waste diversion mandates was adopted</p>

Planning

<p>Delays in land use permitting Eliminated 5.5 positions Saves \$893,400</p>	<p>While existing staff will handle the work load, these reductions resulted in longer processing times for most land use applications and longer waits at the counter.</p>
<p>Delays in building inspections</p>	<p>The Building and Safety Division has traditionally maintained next-day service for the vast majority of its inspections. At peak times, inspections could now take up to 3 days.</p>
<p>Fewer citywide Climate Action</p>	<p>Energy staff will focus more on grant-funded</p>

FY 2011 MID-BIENNIAL PROGRAM IMPACTS SUMMARY

Plan projects	work and less on broad citywide climate projects
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Arts, Culture & Recreation

Reduced administrative support for senior center Eliminated .5 position Saves \$48,500	Decreased coverage of facility, oversight of maintenance issues and administrative support at South Berkeley Senior Center.
Eliminate adult sports programs Saves \$69,000	All City adult sports programs were eliminated and hourly sports official positions were reduced or eliminated.
Close Willard Pool Eliminated .5 position (not including temporary staff) Saves \$140,000	A June 2010 ballot measure did not pass so Willard Pool was closed.
Reduced library staff Eliminated 1.75 vacant positions Saves \$179,000	Reorganization of duties expected to reduce impacts to direct services.
Reduced ability to pursue arts grant-related funding Eliminated 1 position Saves \$123,500	Eliminated a portion of support for the Civic Arts Program and reduces capacity for arts community outreach and securing arts-related grant funds.

Housing & Community-based Organizations

Shifting funds to year-round Summer Youth Employment (General Fund funding increased to cover loss of special funds)	Summer youth program were reduced from 8 weeks to 7 weeks for most participants. However, the average number of hours worked by youth is historically less than the maximum hours they are allowed to work.
Reduced funding to community agencies Saves \$157,000	Community-based organizations who receive more than \$50,000 in City funding will receive a 3 percent reduction in grant funding.
Reduced Community Services Contract Oversight Eliminated .8 position Saves \$118,400	Reduced monitoring of General Fund sponsored community agency contracts under \$50,000, and possibly reducing some monitoring of contracts over \$50,000.

FY 2011 MID-BIENNIAL PROGRAM IMPACTS SUMMARY

General Government

Many of the adopted budget cuts are not to direct services and may not be felt by most customers or residents. However, they do reduce the effectiveness of the City organization as a whole. For example, the loss of administrative staff increases the chance of mistakes in areas such as contract monitoring, billing, and financial auditing, and fewer managers means less employee support and supervision. It is critical that we review these proposed reductions for impacts on our internal controls.

Reductions in general government services touch all aspects of City support services and represent about 18% of the cuts.

**FY 2011 Mid-biennial Adopted Balancing Measures
Summary by Department**

Department	FTE	Expense	Revenue
City Attorney Total	-	(101,245)	-
City Auditor Total	-	(97,040)	-
City Clerk Total	-	(49,568)	-
City Manager Total	(3.00)	(585,111)	-
Economic Development Total	(2.00)	(248,499)	-
Finance Total	(4.50)	(434,573)	100,000
Health Services Total	(23.78)	(3,079,400)	21,000
Housing & Community Services Total	(0.38)	(106,493)	15,000
Human Resources Total	(2.00)	(254,449)	-
Information Technology Total	(3.50)	(477,910)	-
Library Total	(1.75)	(11,925)	-
Parks Recreation & Waterfront Total	(2.50)	(408,965)	-
Planning Total	(6.48)	(1,163,713)	794,010
Police Total	(5.50)	(860,047)	-
Public Works Total	(22.00)	(3,311,952)	2,365,000
Rent Board Total	-	-	-
Z-Non Departmental Total	-	(793,600)	800,000
Grand Total	(77.39)	(11,984,490)	4,095,010

**FY 2011 Mid-biennial Adopted Balancing Measures
Summary by Fund**

Fund	Fund Name	FTE	Expense	Revenue
10 Total	General Fund	(24.33)	(5,331,036)	936,000
40 Total	HUD Home	-	17,055	-
45 Total	Emergency Shelter Grant	0.07	11,270	-
55 Total	Health (General)	(6.59)	(967,981)	-
63 Total	Mental Health Services Act	(0.88)	(120,002)	-
65 Total	Short/Doyle MediCal	(1.79)	(173,561)	-
134 Total	BUSD	(0.30)	(10,839)	-
164 Total	Health (Private Grants)	(0.35)	(93,706)	-
165 Total	Alameda County Grants	0.55	1,217	-
196 Total	U.C.S.F. Project Older Adults	(0.50)	(45,140)	-
231 Total	Domestic Violence - Vital Statistics	(0.52)	(39,788)	-
301 Total	Library Tax Fund	(1.75)	131,575	-
302 Total	Direct / Inter-Library Loan Fund	0.00	(143,500)	-
351 Total	Community Action Program	0.03	4,830	-
352 Total	ECIP	0.06	9,660	-
353 Total	DOE Weatherization	0.19	30,590	-
354 Total	LIHEAP	0.03	4,830	-
355 Total	PG&E	-	21,476	-
362 Total	State 2107	-	(7,000)	-
363 Total	State 2108	-	(88,215)	-
366 Total	State - Prop 112	(0.50)	(\$20,984)	-
370 Total	Community Development Block Grant	0.18	57,693	-
391 Total	Measure B- Local Streets & Roads	(1.00)	(\$246,724)	-
393 Total	Measure B Paratransit	(0.15)	(22,193)	-
405 Total	Calif OTS Grant	(2.10)	(177,674)	-
440 Total	Rent Stabilization Board	-	-	-
450 Total	Parks Tax	(0.80)	11,001	-
489 Total	UC LRDP Settlement	-	400,000	400,000
614 Total	MTC	(0.30)	(44,684)	-
657 Total	Public Art Fund	(0.20)	(24,700)	-
661 Total	West Berkeley Improvement Fund	(1.00)	(79,127)	-
820 Total	Refuse Fund	(12.00)	(2,075,006)	2,165,000
825 Total	Marina Fund	0.30	124,624	-
830 Total	Sewer Fund	-	24,900	-
831 Total	Clean Storm Water	(4.00)	(591,988)	-
833 Total	Permit Service Center	(6.48)	(984,891)	794,010
835 Total	Off-Street Parking Fund	-	(94,711)	-
840 Total	Parking Meter Fund	(1.50)	(81,711)	-
845 Total	Unified Program CUPA	-	26,358	-
865 Total	Equipment Maintenance	(3.00)	(365,000)	-
866 Total	Building Maintenance	(1.00)	(81,478)	-
870 Total	Central Services	(1.50)	(117,316)	-
958 Total	Public Health Realignment	(6.26)	(832,614)	-
Grand Total		(77.39)	(11,984,490)	4,295,010

**FY 2011 Mid-biennial Adopted Balancing Measures
Summary by Department and Fund**

Department	Fund	Fund Name	FTE	Expense	Revenue
	10 Total	General Fund	(0.50)	(181,245)	-
	450 Total	Parks Tax	0.20	32,000	-
	825 Total	Marina Fund	0.30	48,000	-
City Attorney Total			-	(101,245)	-
	10 Total	General Fund	-	(97,040)	-
City Auditor Total			-	(97,040)	-
	10 Total	General Fund	-	(49,568)	-
City Clerk Total			-	(49,568)	-
	10 Total	General Fund	(3.00)	(585,111)	-
City Manager Total			(3.00)	(585,111)	-
	10 Total	General Fund	(1.80)	(223,799)	-
	657 Total	Public Art Fund	(0.20)	(24,700)	-
Economic Development Total			(2.00)	(248,499)	-
	10 Total	General Fund	(2.00)	(225,561)	100,000
	820 Total	Refuse Collection	(1.00)	(91,696)	-
	870 Total	Central Services	(1.50)	(117,316)	-
Finance Total			(4.50)	(434,573)	100,000
	10 Total	General Fund	(4.74)	(574,628)	21,000
	55 Total	Health (General)	(6.59)	(967,981)	-
	63 Total	Mental Health Services Act	(0.88)	(120,002)	-
	65 Total	Short/Doyle MediCal	(1.79)	(173,561)	-
	134 Total	BUSD	(0.30)	(10,839)	-
	164 Total	Health (Private Grants)	(0.35)	(93,706)	-
	165 Total	Alameda County Grants	0.55	1,217	-
	196 Total	U.C.S.F. Project Older Adults	(0.50)	(45,140)	-
	231 Total	Domestic Violence - Vital Statistics	(0.52)	(39,788)	-
	405 Total	Calif OTS Grant	(2.10)	(177,674)	-
	614 Total	MTC	(0.30)	(44,684)	-
	958 Total	Public Health Realignment	(6.26)	(832,614)	-
Health Services Total			(23.78)	(3,079,400)	21,000
	10 Total	General Fund	(0.79)	(220,228)	15,000
	40 Total	HUD Home	-	17,055	-
	45 Total	Emergency Shelter Grant	0.07	11,270	-
	351 Total	Community Action Program	0.03	4,830	-
	352 Total	ECIP	0.06	9,660	-
	353 Total	DOE Weatherization	0.19	30,590	-
	354 Total	LIHEAP	0.03	4,830	-
	370 Total	Community Development Block Grant	0.18	57,693	-
	393 Total	Measure B Paratransit	(0.15)	(22,193)	-
Housing & Community Services Total			(0.38)	(106,493)	15,000
	10 Total	General Fund	(2.00)	(254,449)	-
Human Resources Total			(2.00)	(254,449)	-
	10 Total	General Fund	(2.50)	(386,410)	-
	833 Total	Permit Service Center	(1.00)	(91,500)	-
Information Technology Total			(3.50)	(477,910)	-
	301 Total	Library Tax Fund	(1.75)	131,575	-
	302 Total	Direct / Inter-Library Loan Fund	0.00	(143,500)	-
Library Total			(1.75)	(11,925)	-
	10 Total	General Fund	(1.50)	(464,590)	-
	450 Total	Parks Tax	(1.00)	(20,999)	-
	825 Total	Marina Fund	-	76,624	-
Parks Recreation & Waterfront Total			(2.50)	(408,965)	-
	10 Total	General Fund	-	(239,029)	-
	355 Total	PG&E	-	21,476	-

**FY 2011 Mid-biennial Adopted Balancing Measures
Summary by Department and Fund**

Department	Fund	Fund Name	FTE	Expense	Revenue
	661 Total	West Berkeley Improvement Fund	(1.00)	(79,127)	-
	833 Total	Permit Service Center	(5.48)	(893,391)	794,010
	845 Total	Unified Program CUPA	-	26,358	-
Planning Total			(6.48)	(1,163,713)	794,010
	10 Total	General Fund	(5.50)	(860,047)	-
Police Total			(5.50)	(860,047)	-
	10 Total	General Fund	-	(175,731)	-
	362 Total	State 2106	-	(7,000)	-
	363 Total	State 2107	-	(88,215)	-
	366 Total	State - Prop 111	(0.50)	(\$20,984)	0
	391 Total	Measure B- Local Streets & Roads	(1.00)	(\$246,724)	0
	489 Total	UC LRDP Settlement	-	400,000	400,000
	820 Total	Refuse Fund	(11.00)	(1,983,310)	2,165,000
	830 Total	Sewer Fund	-	24,900	-
	831 Total	Clean Storm Water	(4.00)	(591,988)	-
	835 Total	Off-Street Parking Fund	-	(94,711)	-
	840 Total	Parking Meter Fund	(1.50)	(81,711)	-
	865 Total	Equipment Maintenance	(3.00)	(365,000)	0
	866 Total	Building Maintenance	(1.00)	(81,478)	-
Public Works Total			(22.00)	(3,311,952)	2,565,000
	440 Total	Rent Stabilization Board	-	-	-
Rent Board Total			-	-	-
	10 Total	General Fund	-	(793,600)	800,000
Z-Non Departmental Total			-	(793,600)	800,000
Grand Total			(77.39)	(11,984,490)	4,295,010

**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/Division	Fund	Fund Name	Reduction Description	Impacts	F/V/H	FTE	Expense	Revenue	
City Attorney	Claims & Judgments	10	General Fund	Reduce Transfer amount from General Fund (010) to Public Liability (881)	Reduces Public Liability funding available for litigation. Projected caseload indicates this level of funding is adequate.			(75,000)		
City Attorney	Legal Advice & Litigation	10	General Fund	Eliminate vacant Deputy City Attorney III position	Continued minimal reduction in service - work absorbed by existing staff and new Paralegal position.	VC	(1.00)	(186,245)		
City Attorney	Legal Advice & Litigation	10	General Fund	Add 1.0 FTE Paralegal (50%, General Fund, 20% Parks Tax, 30% Marina Fund).	Position will be located in the City Attorney's Office and will handle all Parks, Marina and Recreation leases.	new	0.50	80,000		
10 Total								(0.50)	(181,245)	-
City Attorney	Legal Advice & Litigation	450	Parks Tax	Add 1.0 FTE Paralegal (50%, General Fund, 20% Parks Tax, 30% Marina Fund).	Position will be located in the City Attorney's Office and will handle all Parks, Marina and Recreation leases.	new	0.20	32,000		
450 Total								0.20	32,000	-
City Attorney	Legal Advice & Litigation	825	Marina Fund	Add 1.0 FTE Paralegal (50%, General Fund, 20% Parks Tax, 30% Marina Fund).	Position will be located in the City Attorney's Office and will handle all Parks, Marina and Recreation leases.	new	0.30	48,000		
825 Total								0.30	48,000	-
City Attorney Total								-	(101,245)	-
City Auditor	Administration and Payroll Audit	10	General Fund	Provide temporary staffing assistance by an Accounting Office Specialist III, Accounting Technician, or Administrative Assistant to other City departments; up to 1.0 FTE in salary savings.	1. Some increased risk for inaccurate/untimely benefit/payroll services; offset by benefits to other departments. The duties of staff providing temporary assistance will be distributed to other staff. 2. Re-assignment of Administrative Assistant could cause possible loss of business license revenue and could affect other audits.			(97,040)		
10 Total								-	(97,040)	-
City Auditor Total								-	(97,040)	-
City Clerk	Records Management	10	General Fund	Cost shift 50% of vacant Records Assistant position to other funds to be determined	Cost shift 50% to Rent Board, Permit Service Center/Planning and Parks Recreation & Waterfront funds to be determined based on department use for records management. Position performs a variety of duties for City-wide Records Management Program. Council meetings and elections.			(49,568)		
10 Total								-	(49,568)	-
City Clerk Total								-	(49,568)	-
City Manager	Administration	10	General Fund	Eliminate 1.0 FTE Deputy City Manager	Reorganization of reporting and workflow structure. Reduced citywide capacity: limits ability to manage citywide special projects - requiring projects to be handled at the department level. May slow response times to public.	VC	(1.00)	(287,538)		
City Manager	Administration	10	General Fund	Eliminate 1.0 FTE Administrative Secretary	Reduced administrative support for department and for special assignments such as Years of Service and quarterly department meetings.	FC	(1.00)	(110,000)		
City Manager	Administration	10	General Fund	Reduce non-personnel	Further reduces department's supply budget. Will require strict oversight of purchasing to manage within limited resources.			(10,000)		
City Manager	Administration	10	General Fund	Eliminate subscriptions to Alliance (\$7,500) for Innovation & News Scan (\$20,000)	Reduces subscription to a national organization that provides government trend information; eliminates a service that compiles local news stories; staff can utilize other web-based tools for news.			(27,500)		
City Manager	Budget Office	10	General Fund	Eliminate 1.0 FTE Senior Management Analyst	Significantly reduces analytical capacity in Budget Office (33% cut in analyst staffing). Limits expenditure & revenue forecasting, citywide budget management, reduced ability to implement a citywide performance measure and work plan program.	VC	(1.00)	(130,073)		
City Manager	PRC	10	General Fund	Delete partial funding for CALOCA hearings	Deletes 50% of funding. Remaining allocation of \$20K for CALOCA hearings should be enough for current caseload.			(20,000)		
10 Total								(3.00)	(585,111)	-
City Manager Total								(3.00)	(585,111)	-

Legend:
F/V/H = Filled/Vacant/Hourly (C = cut; A = Add)
OT/R = One-time/ Recurring

**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/ Division	Fund	Fund Name	Reduction Description	Impacts	F/V/H	FTE	Expense	Revenue
Economic Development	Economic Development	10	General Fund	Eliminate 1.0 FTE Assistant Management Analyst; position reduction taken in FY 2010.	Reduced façade grant program and slowed economic data development. Incumbent moved to another position in FY 2010 - position now vacant.	VC	(1.00)	(117,141)	
Economic Development	Arts Coordination	10	General Fund	3% Reduction in Arts Grants to Community Art Groups	Minimal reduction in annual grant amounts and/or maximum grant amounts.			(7,858)	
Economic Development	Arts Coordination	10	General Fund	Eliminate 1.0 FTE Assistant Management Analyst (80% General Fund, 20% Public Art Fund)	Reduced support for Civic Arts Coordinator and Civic Arts Program. Loss of dedicated staffing of Sacramento Merchants Association.	FC	(0.80)	(98,800)	
		10 Total					(1.80)	(223,799)	-
Economic Development	Arts Coordination	657	Public Art Fund	Eliminate 1.0 FTE Assistant Management Analyst (80% General Fund, 20% Public Art Fund)	Reduced support for Civic Arts Coordinator and Civic Arts Program. Loss of dedicated staffing of Sacramento Merchants Association.	FC	(0.20)	(24,700)	
		657 Total					(0.20)	(24,700)	-
Economic Development Total							(2.00)	(248,499)	-
Finance	Admin	10	General Fund	Recurring new revenue	Increase Business License Tax (BLT) revenue, through shared audit program with City Auditor.				100,000
Finance	All Divisions	10	General Fund	Reduce non-personnel	Reduces outside training and supplies budgets.			(24,561)	
Finance	Administration	10	General Fund	Reduce overtime	No impact.			(15,000)	
Finance	Accounts Payable	10	General Fund	Eliminate 1.0 FTE Office Specialist II	Delays in some invoice/payment processing and delays in some vendor account reconciliation.	FC	(1.00)	(93,000)	
Finance	Revenue Collection	10	General Fund	Eliminate 1.0 FTE Office Specialist II	Reorganization of revenue collection function via a citywide revenue collection improvement program may help offset loss of position.	FC	(1.00)	(93,000)	
		10 Total					(2.00)	(225,561)	100,000
Finance	Finance: Solid Waste Customer Service	820	Refuse Collection	Eliminate 1.0 FTE vacant Office Specialist II	Cut of vacant position reduces the cost burden on the Refuse Fund. A restructuring of Customer Service for Solid Waste and Recycling Services will mitigate the impacts of this position cut. Part of the restructuring includes the transfer of 1.0 FTE Office Specialist III position (currently in Solid Waste) to Finance Customer Service.	VC	(1.00)	(91,696)	
		820 Total					(1.00)	(91,696)	-
Finance	General Services	870	Central Services	Increase funding for postage.	Mail Service charges to departments will increase accordingly.			18,450	
Finance	General Services	870	Central Services	Eliminate 1 FTE Central Services Supervisor	Vacant position. Reorganizing citywide printing functions due to impending major unfunded capital investment required in FY 2011.	VC	(1.00)	(91,766)	
Finance	General Services	870	Central Services	Eliminate .5 FTE Central Services Aide	Vacant position. Reorganizing citywide printing functions due to impending major unfunded capital investment required in FY 2011.	VC	(0.50)	(44,000)	
		870 Total					(1.50)	(117,316)	-
Finance Total							(4.50)	(434,573)	100,000
Health Services	Administration	10	General Fund	Salary savings from former director's budgeted longevity pay; under fill of Associate Analyst with an Accountant I; reallocation of Admin Secretary to Administrative Assistant	No impact.			(17,315)	
Health Services	Administration	10	General Fund	Reduce various non-personnel line items in the Office of the Director and Admin Services	Minimal impact. Reduces some travel, small equipment and printing costs.			(13,522)	
Health Services	Administration	10	General Fund	Cost-shift 39% of the Deputy Director and 17% of Associate Analyst from the General Fund to the Public Health Realignment Fund	No impact. Cost-shift offset by reduction in another Public Health Realignment funded position. Shift represents the correct labor distribution based on assigned duties.			(110,593)	

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**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/ Division	Fund	Fund Name	Reduction Description	Impacts	F/V/ H	FTE	Expense	Revenue
Health Services	Administration	10	General Fund	Cost shift 40% of an Accounting Office Specialist III and 40% of an Accountant I from the Public Health Realignment Fund to the General Fund	No impact. Cost-shift offset by reduction in another Public Health Realignment funded position. Shift represents the correct labor distribution based on assigned duties.			91,308	
Health Services	Administration	10	General Fund	Reduce cash grants for special events & festivals	No impact. Reduction represents annual savings due under-spending of this allocation.			(19,785)	
Health Services	Public Health	10	General Fund	Reduce non-personnel budgets.	No operational impact.			(31,630)	
Health Services	Public Health	10	General Fund	Eliminate 1.0 FTE Office Specialist Supervisor (22% funded by General Fund and 78% funded by Public Health Realignment)	Public Health Division reorganization and budget balancing plan.	FC	(0.22)	(24,466)	
Health Services	Public Health	10	General Fund	Add 1.0 FTE Community Health Worker Specialist at Berkeley High School Health Center (81% General Fund; 19% Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	new	0.81	71,224	
Health Services	Public Health	10	General Fund	Eliminate .9 FTE High School Health Center Senior Health Services Program Specialist (30% on the General Fund, 50% on Health (General), and 20% on Alameda County Grants Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.30)	(39,746)	
Health Services	Public Health	10	General Fund	Eliminate 1.0 FTE High School Health Center Community Health Worker (70% on General Fund and 30% on Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.70)	(63,632)	
Health Services	Public Health	10	General Fund	Eliminate 1.0 FTE Health Educator position	Public Health Division reorganization and budget balancing plan.	FC	(1.00)	(111,430)	
Health Services	Public Health	10	General Fund	Eliminate 1.0 FTE Accounting Office Specialist Supervisor (90% General Fund and 10% Public Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.90)	(109,799)	
Health Services	Public Health	10	General Fund	Eliminate 1.0 FTE Senior Public Health Nurse position (4% on General Fund and 96% on Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.04)	(5,671)	
Health Services	Public Health	10	General Fund	Eliminate .6 FTE Senior Community Health Specialist at 33% General Fund and 67% on Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.20)	(28,501)	
Health Services	Public Health	10	General Fund	Eliminate 1.0 FTE Senior Public Health Nurse in Public Health Nursing Unit (62% General Fund and 38% Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.62)	(97,719)	
Health Services	Public Health	10	General Fund	Eliminate 1.0 FTE Office Specialist II	Public Health Division reorganization and budget balancing plan.	FC	(1.00)	(90,586)	
Health Services	Public Health	10	General Fund	Eliminate 1.0 FTE Deputy Health Officer (25% General Fund, 19.5% on Health (General) Fund, and 55.5% on Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	VC	(0.25)	(60,097)	
Health Services	Public Health	10	General Fund	Eliminate 1.0 FTE Senior Health Services Program Specialist (15% General Fund, 20% Health (General) Fund, 35% Health (Private Grants) Fund, and 30% Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.15)	(21,365)	

Legend:
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**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/ Division	Fund	Fund Name	Reduction Description	Impacts	F/V/ H	FTE	Expense	Revenue
Health Services	Public Health	10	General Fund	Eliminate Public Health Nurse (2% General Fund, 36% Health (General) Fund, and 62% Public Health Realignment Fund	Public Health Division reorganization and budget balancing plan.	VC	(0.02)	(2,588)	
Health Services	Public Health	10	General Fund	Add 1.0 FTE Health Services Supervisor	Public Health Division reorganization and budget balancing plan.	new	1.00	160,000	
Health Services	Public Health	10	General Fund	Cost shift Office Specialist II from 100% on Health (General) Fund to 50% General Fund and 50% to Health (General) Fund.	Public Health Division reorganization and budget balancing plan.			44,585	
Health Services	Public Health	10	General Fund	Cost shift 1.0 FTE Registered Nurse from 100% Health (General) Fund to 62% General Fund, 23% Health (General) Fund, and 15% Public Health Realignment Fund	Public Health Division reorganization and budget balancing plan.			76,537	
Health Services	Environmental Health	10	General Fund	Increase health fees 3% beginning July 1, 2010	New revenue.				21,000
Health Services	Environmental Health	10	General Fund	Cost-shift 8% of an Registered Environmental Health Specialist from the General Fund to the Alameda County Grant Fund	Cost shift to available grant funding.			(10,421)	
Health Services	Environmental Health	10	General Fund	Cost-shift 1% of a Senior Environmental Health Specialist from the General Fund to the Health (General) Fund	Cost shift to available grant funding.			(2,000)	
Health Services	Environmental Health	10	General Fund	Eliminate 1.0 FTE Registered Environmental Health Specialist funded 15% on the General Fund and 85% on the Public Health Realignment Fund	Work has been absorbed by existing staff	VC	(0.15)	(19,573)	
Health Services	Mental Health	10	General Fund	Eliminate Vacant Senior Psychiatric Social Worker	Revenue sensitive position; eliminates Team Leader position; and reduces mental health services to adult clients	VC	(1.00)	(121,843)	
Health Services	Mental Health	10	General Fund	Reduce non-personnel	No impact.			(16,000)	
		10 Total					(4.74)	(574,628)	21,000
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Accounting Office Specialist Supervisor (90% General Fund and 10% Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.10)	(12,200)	
Health Services	Public Health	55	Health (General)	Add 1.0 FTE Community Health Worker Specialist at Berkeley High School Health Center (81% General Fund; 19% Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	new	0.19	16,707	
Health Services	Public Health	55	Health (General)	Eliminate .90 FTE High School Health Center Senior Health Services Program Specialist (30% on the General Fund, 50% on Health (General), and 20% on Alameda County Grants Fund	Public Health Division reorganization and budget balancing plan.	FC	(0.40)	(66,243)	
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE High School Health Center Community Health Worker (70% on General Fund and 30% on Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.30)	(27,271)	
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Community Health Worker Specialist	Public Health Division reorganization and budget balancing plan.	FC	(1.00)	(101,421)	
Health Services	Public Health	55	Health (General)	Eliminate .75 FTE Health Nutrition Program Coordinator	Public Health Division reorganization and budget balancing plan.	VC	(0.75)	(95,298)	

Legend:

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**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/ Division	Fund	Fund Name	Reduction Description	Impacts	F/V/ H	FTE	Expense	Revenue
Health Services	Public Health	55	Health (General)	Add 1.0 FTE Health Planning Education and Promotion Supervisor (20% Health (General) Fund, 80% Alameda County Grants)	Public Health Division reorganization and budget balancing plan.	new	0.20	24,000	
Health Services	Public Health	55	Health (General)	Cost shift 40% of Health Service Program Specialist from Health (Private Grants) Fund to Health (General) Fund	Public Health Division reorganization and budget balancing plan.			43,855	
Health Services	Public Health	55	Health (General)	Eliminate .60 FTE Health Services Program Specialist at Public Health Clinic	Public Health Division reorganization and budget balancing plan.	VC	(0.60)	(80,863)	
Health Services	Public Health	55	Health (General)	Eliminate .60 FTE Health Services Program Specialist (50% on Health (General) and 50% on BUSD Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.30)	(40,839)	
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Health Services Supervisor (40% on Health (General) Fund and 60% on Public Health Realignment) Fund	Public Health Division reorganization and budget balancing plan.	VC	(0.40)	(63,436)	
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Office Specialist II position	Public Health Division reorganization and budget balancing plan.	FC	(1.00)	(99,283)	
Health Services	Public Health	55	Health (General)	Cost shift Office Specialist II from 100% on Health (General) Fund to 50% General Fund and 50% to Health (General) Fund.	Public Health Division reorganization and budget balancing plan.			(44,585)	
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Public Health Nurse (2% General Fund, 36% Health (General) Fund, and 62% Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	VC	(0.36)	(46,581)	
Health Services	Public Health	55	Health (General)	Add 1.0 FTE Public Health Nurse Manager	Create new Manager of Public Health Nursing from Senior Public Health Nurse reduction. Deputy Health Officer position deleted and duties reassigned. This diversification of duties allows for a reduction of cost and great department flexibility.	new	1.00	179,818	
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Deputy Health Officer (25% General Fund, 19.5% on Health (General) Fund, and 55.5% on Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	VC	(0.20)	(46,875)	
Health Services	Public Health	55	Health (General)	Cost shift 1.0 FTE Registered Nurse from 100% Health (General) Fund to 62% General Fund, 23% Health (General) Fund, and 15% Public Health Realignment Fund	Public Health Division reorganization and budget balancing plan.			(95,054)	
Health Services	Public Health	55	Health (General)	Eliminate .60 FTE Senior Community Health Specialist at 33% General Fund and 67% on Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.40)	(57,010)	
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Health Promotion Senior Health Services Program Specialist (15% General Fund, 20% Health (General) Fund, 35% Health (Private Grants) Fund, and 30% Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.20)	(28,486)	

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Department	Program/ Division	Fund	Fund Name	Reduction Description	Impacts	F/V/ H	FTE	Expense	Revenue
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Senior Health Services Program Specialist (45% Health (General) Fund, 5% Alameda County Grants Fund, 10% Domestic Violence Prevention - Vital Stats Fund; 10% Calif OTS Grant Fund, and 30% MTC Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.45)	(67,026)	
Health Services	Public Health	55	Health (General)	Cost shift 45% of Senior Health Services Program Specialist from Health (General) Fund to the Public Health Realignment Fund	Public Health Division reorganization and budget balancing plan.			(60,000)	
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Senior Public Health Nurse position (4% on General Fund and 96% on Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.96)	(159,170)	
Health Services	Public Health	55	Health (General)	Eliminate 1.0 FTE Senior Public Health Nurse in Public Health Nursing Unit (62% General Fund and 38% Health (General) Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.38)	(59,892)	
Health Services	Public Health	55	Health (General)	Cost shift 32% of a Community Health Worker Specialist from the Health (General) Fund to the BUSD	Public Health Division reorganization and budget balancing plan.			(30,000)	
Health Services	Environmental Health	55	Health (General)	Cost-shift 1% of a Senior Environmental Health Specialist from the General Fund to the Health (General) Fund	Public Health Division reorganization and budget balancing plan.			2,000	
Health Services	Public Health	55	Health (General)	Eliminate .60 FTE Health Services Program Specialist (31.67% on Health (General) Fund and 68.33% on Domestic Violence Prevention - Vital Statistics Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.18)	(28,483)	
Health Services	Public Health	55	Health (General)	Cost shift 25% of a Community Health Worker Specialist from fund Health (General) Fund to Domestic Violence Prevention -Vital Statistics Fund	Public Health Division reorganization and budget balancing plan.			(25,773)	
Health Services	Public Health	55	Health (General)	Cost shift funding for an Health Services Program Specialist position from 82.56% on Alameda County Grants and 17.44% on Health (General) Fund to 100% Health (General) Fund	Public Health Division reorganization and budget balancing plan.			97,304	
Health Services	Public Health	55	Health (General)	Cost shift 4% of a Community Health Worker Specialist from Public Health Realignment Fund to Health (General) Fund	Public Health Division reorganization and budget balancing plan.			4,124	
		55 Total					(6.59)	(967,981)	-
Health Services	Public Health	63	Mental Health Services Act	Eliminate .80 FTE Senior Health Services Program Specialist (30% Mental Health Services Act and 70% Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.24)	(34,083)	
Health Services	Mental Health	63	Mental Health Services Act	Eliminate a .80 FTE Psychiatric Social Worker II (80% on Mental Health Services Act Fund and 20% on Short/Doyle Medi-Cal Fund)	Revenue sensitive position; reduces mental health services to children in schools; and reduces intern supervision capacity	VC	(0.64)	(85,919)	
		63 Total					(0.88)	(120,002)	-

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Health Services	Mental Health	65	Short/Doyle MediCal	*To be determined	*Pending the review of MediCal audit findings, Statewide revenue reductions, and State budget cuts, additional Mental Health program reductions may be necessary.					
Health Services	Mental Health	65	Short/Doyle MediCal	Eliminate a .80 FTE Psychiatric Social Worker II (80% on Mental Health Services Act Fund and 20% on Short/Doyle Medi-Cal Fund)	Revenue sensitive position; reduces mental health services to children in schools; and reduces intern supervision capacity	VC	(0.16)	(21,480)		
Health Services	Mental Health	65	Short/Doyle MediCal	Eliminate .63 FTE Office Specialist II	No direct service impact; reduces administrative support to the operating programs	VC	(0.63)	(61,399)		
Health Services	Mental Health	65	Short/Doyle MediCal	Eliminate 1.0 FTE Office Specialist II	No direct service impact; reduces administrative support to the operating programs	FC	(1.00)	(90,682)		
65 Total								(1.79)	(173,561)	-
Health Services	Public Health	134	BUSD	Cost shift 32% of a Community Health Worker Specialist from the Health (General) Fund to the BUSD Grant Fund	Public Health Division reorganization and budget balancing plan.			30,000		
Health Services	Public Health	134	BUSD	Eliminate .60 FTE Health Services Program Specialist (50% on Health (General) and 50% on BUSD Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.30)	(40,839)		
134 Total								(0.30)	(10,839)	-
Health Services	Public Health	164	Health (Private Grants)	Cost shift 40% of Health Service Program Specialist (HSPS) from Health (Private Grants) Fund to Health (General) Fund	Public Health Division reorganization and budget balancing plan.			(43,855)		
Health Services	Public Health	164	Health (Private Grants)	Eliminate 1.0 FTE Senior Health Services Program Specialist (15% General Fund, 20% Health (General) Fund, 35% Health (Private Grants) Fund, and 30% Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.35)	(49,851)		
164 Total								(0.35)	(93,706)	-
Health Services	Public Health	165	Alameda County Grants	Eliminate .90 FTE High School Health Center Senior Health Services Program Specialist (30% on the General Fund, 50% on Health (General), and 20% on Alameda County Grants Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.20)	(26,497)		
Health Services	Public Health	165	Alameda County Grants	Add 1.0 FTE Health Planning Education and Promotion Supervisor (20% Health (General) Fund, 80% Alameda County Grants)	Public Health Division reorganization and budget balancing plan.	new	0.80	96,000		
Health Services	Public Health	165	Alameda County Grants	Cost shift 25% Health Services Program Specialist from Public Health Realignment Fund to Alameda County Grant Fund	Public Health Division reorganization and budget balancing plan.			26,044		
Health Services	Public Health	165	Alameda County Grants	Eliminate 1.0 FTE Senior Health Services Program Specialist (45% Health (General) Fund, 5% Alameda County Grants Fund, 10% Domestic Violence Prevention - Vital Stats Fund; 10% Calif OTS Grant Fund, and 30% MTC Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.05)	(7,447)		

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Health Services	Environmental Health	165	Alameda County Grants	Cost-shift 8% of an Registered Environmental Health Specialist from the General Fund to the Alameda County Grant Fund	Cost shift to available grant funding.			10,421	
Health Services	Public Health	165	Alameda County Grants	Cost shift funding for an Health Services Program Specialist position from 82.56% on Alameda County Grants and 17.44% on Health (General) Fund to 100% Health (General) Fund	Public Health Division reorganization and budget balancing plan.			(97,304)	
		165 Total					0.55	1,217	-
Health Services	Public Health	196	U.C.S.F. Project Older Adults	Eliminate .5 FTE Community Health Worker Specialist on private UC San Francisco grant	Grant terminates on June 30, 2010.	FC	(0.50)	(45,140)	
		196 Total					(0.50)	(45,140)	-
Health Services	Public Health	231	Domestic Violence - Vital Statistics	Eliminate 1.0 FTE Senior Health Services Program Specialist (45% Health (General) Fund, 5% Alameda County Grants Fund, 10% Domestic Violence Prevention - Vital Stats Fund; 10% Calif OTS Grant Fund, and 30% MTC Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.10)	(14,895)	
Health Services	Public Health	231	Domestic Violence - Vital Statistics	Eliminate .60 FTE Health Services Program Specialist (31.67% on Health (General) Fund and 68.33% on Domestic Violence Prevention - Vital Statistics Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.42)	(50,666)	
Health Services	Public Health	231	Domestic Violence - Vital Statistics	Cost shift 25% of a Community Health Worker Specialist from fund Health (General) Fund to Domestic Violence Prevention -Vital Stats Fund	Public Health Division reorganization and budget balancing plan.			25,773	
		231 Total					(0.52)	(39,788)	-
Health Services	Public Health	405	Calif OTS Grant	Eliminate 1.0 FTE Community Health Worker	Public Health Division reorganization and budget balancing plan.	VC	(1.00)	(77,398)	
Health Services	Public Health	405	Calif OTS Grant	Eliminate 1.0 FTE Sr. Community Health Specialist	Public Health Division reorganization and budget balancing plan.	VC	(1.00)	(85,381)	
Health Services	Public Health	405	Calif OTS Grant	Eliminate 1.0 FTE Senior Health Services Program Specialist (45% Health (General) Fund, 5% Alameda County Grants Fund, 10% Domestic Violence Prevention - Vital Stats Fund; 10% Calif OTS Grant Fund, and 30% MTC Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.10)	(14,895)	
		405 Total					(2.10)	(177,674)	-
Health Services	Public Health	614	MTC	Eliminate 1.0 FTE Senior Health Services Program Specialist (45% Health (General) Fund, 5% Alameda County Grants Fund, 10% Domestic Violence Prevention - Vital Stats Fund; 10% Calif OTS Grant Fund, and 30% MTC Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.30)	(44,684)	
		614 Total					(0.30)	(44,684)	-
Health Services	Administration	958	Public Health Realignment	Eliminate 1.0 FTE Office Specialist III	Public Health Division reorganization and budget balancing plan.	VC	(1.00)	(91,743)	

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Health Services	Administration	958	Public Health Realignment	Cost shift 39% of the Deputy Director and 17% of Associate Analyst from the General Fund to the Public Health Realignment fund (958)	Public Health Division reorganization and budget balancing plan.			110,593	
Health Services	Administration	958	Public Health Realignment	Cost shift 40% of an Accounting Office Specialist III and 40% of Accountant I from the Public Health Realignment Fund to the General Fund	Public Health Division reorganization and budget balancing plan.			(91,308)	
Health Services	Public Health	958	Public Health Realignment	Cost shift 25% Health Services Program Specialist from Public Health Realignment Fund to Alameda County Grant Fund	Public Health Division reorganization and budget balancing plan.			(26,044)	
Health Services	Public Health	958	Public Health Realignment	Eliminate 1.0 FTE Health Services Supervisor (40% on Health (General) Fund and 60% on Public Health Realignment) Fund	Public Health Division reorganization and budget balancing plan.	VC	(0.60)	(95,152)	
Health Services	Public Health	958	Public Health Realignment	Eliminate 1.0 FTE Office Specialist Supervisor (22% funded by General Fund and 78% funded by Public Health Realignment)	Public Health Division reorganization and budget balancing plan.	FC	(0.78)	(86,745)	
Health Services	Public Health	958	Public Health Realignment	Eliminate 1.0 FTE Deputy Health Officer (25% General Fund, 19.5% on Health (General) Fund, and 55.5% on Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	VC	(0.55)	(133,415)	
Health Services	Public Health	958	Public Health Realignment	Eliminate 1.0 FTE Senior Health Services Program Specialist (15% General Fund, 20% Health (General) Fund, 35% Health (Private Grants) Fund, and 30% Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.30)	(42,730)	
Health Services	Public Health	958	Public Health Realignment	Eliminate 1.0 FTE Public Health Nurse (PHN) (2% General Fund, 36% Health (General) Fund, and 62% Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	VC	(0.62)	(80,223)	
Health Services	Public Health	958	Public Health Realignment	Cost shift 1.0 FTE Registered Nurse from 100% Health (General) Fund to 62% General Fund, 23% Health (General) Fund, and 15% Public Health Realignment Fund	Public Health Division reorganization and budget balancing plan.			(18,517)	
Health Services	Public Health	958	Public Health Realignment	Eliminate .8 FTE Senior Health Services Program Specialist (30% Mental Health Services Act and 70% Public Health Realignment Fund)	Public Health Division reorganization and budget balancing plan.	FC	(0.56)	(79,528)	
Health Services	Public Health	958	Public Health Realignment	Eliminate 1.0 FTE Sr. Health Services Program Specialist	Public Health Division reorganization and budget balancing plan.	FC	(1.00)	(142,763)	
Health Services	Public Health	958	Public Health Realignment	Cost shift 45% of Senior Health Services Program Specialist from Health (General) Fund to the Public Health Realignment Fund	Public Health Division reorganization and budget balancing plan.			60,000	
Health Services	Environmental Health	958	Public Health Realignment	Eliminate 1.0 FTE Registered Environmental Health Specialist funded 15% on the General Fund and 85% on the Public Health Realignment Fund	Public Health Division reorganization and budget balancing plan.	VC	(0.85)	(110,915)	

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Health Services	Public Health	958	Public Health Realignment	Cost shift 4% of a Community Health Worker Specialist from Public Health Realignment Fund to Health (General) Fund	Public Health Division reorganization and budget balancing plan.			(4,124)	
		958 Total					(6.26)	(832,614)	-
Health Services Total							(23.78)	(3,079,400)	21,000
Housing & Community Services	Housing Development	10	General Fund	Cost shift 11% of Community Development Project Coordinator from General Fund to HUD Home Fund	Cost shifts will result in net General Fund savings.			(17,055)	
Housing & Community Services	Housing Development	10	General Fund	Cost shift 20% of Housing Services Manager from General Fund to Community Development Block Grant Fund	Cost shifts will result in net General Fund savings. These are eligible CDBG labor costs.			(36,763)	
Housing & Community Services	Community Services and Administration	10	General Fund	Eliminate .80 FTE Associate Management Analyst position. Position will be vacant effective 4/2/10 (81.25% General Fund and 18.75% Measure B Fund)	Department will de-prioritize the monitoring of community agency contracts funded with under \$50,000 in General Fund and may have to consider limiting the scope of monitoring activities for contracts in excess of \$50,000.	VC	(0.65)	(96,172)	
Housing & Community Services	Community Services and Administration Employment Programs	10	General Fund	Reduce annual youth graffiti abatement program and summer youth employment program by \$52,623	Results in a \$22,000 reduction to the graffiti abatement program and \$30,623 reduction to summer youth employment program. Impact on the graffiti abatement program is that it reduces hours worked and eliminates the ability to pay a differential to a worker who could drive the Public Works truck. For summer youth, funding reduction is expected to have minimal impact as average number of hours worked by youth is less than the maximum hours they are allowed to work.			(52,623)	
Housing & Community Services	Community Services and Administration Employment Programs	10	General Fund	Shift to other funding sources training contract with City of Richmond	Newly available resources actually increase number of training slots from 16 to 20.			(22,032)	
Housing & Community Services	Community Services and Administration Employment Programs	10	General Fund	Reduce non-personnel costs	Reduction in funds available for miscellaneous expenses			(3,083)	
Housing & Community Services	Aging Services	10	General Fund	Reduce 1.0 FTE Office Specialist II to .50 FTE	Decreased coverage of facility, oversight of maintenance issues, and administrative support.	FC	(0.50)	(48,463)	
Housing & Community Services	Aging Services	10	General Fund	Reduce .50 FTE Meal Site Coordinator to .25 FTE	This reduction along with the increase of a Senior Service Aide position hours will lead to better utilization of resources in the meals program and overall service improvement.	FC	(0.25)	(23,365)	
Housing & Community Services	Aging Services	10	General Fund	Increase 30% Senior Service Aide to 47.5%	This increase along with the reduction of a Meal Site coordinator position hours will lead to better utilization of resources in the meals program and overall service improvement.	HA	0.18	8,488	
Housing & Community Services	Aging Services	10	General Fund	Actual donation revenue exceeded budgeted amount allowing General Fund contribution from other sources to be reduced.	No service impacts. Increased revenue provides support for Meals Program.				15,000
Housing & Community Services	Community Services and Administration	10	General Fund	Continue 1.0 FTE Senior Management Analyst (various funding sources)	Position needed to provide oversight for ARRA Grants	FA	0.44	70,840	
		10 Total					(0.79)	(220,228)	15,000
Housing & Community Services	Housing Development	40	HUD Home	Cost shift 11% of Community Development Project Coordinator from General Fund to HUD Home Fund	Cost shifts will result in net General Fund savings.			17,055	
		40 Total					-	17,055	-

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Housing & Community Services	Community Services and Administration	45	Emergency Shelter Grant	Continue 1.0 FTE Senior Management Analyst (various funding sources)	Position needed to provide oversight for ARRA Grants	FA	0.07	11,270	
	45 Total						0.07	11,270	-
Housing & Community Services	Community Services and Administration	351	Community Action Program	Continue 1.0 FTE Senior Management Analyst (various funding sources)	Position needed to provide oversight for ARRA Grants	FA	0.03	4,830	
	351 Total						0.03	4,830	-
Housing & Community Services	Community Services and Administration	352	ECIP	Continue 1.0 FTE Senior Management Analyst (various funding sources)	Position needed to provide oversight for ARRA Grants	FA	0.06	9,660	
	352 Total						0.06	9,660	-
Housing & Community Services	Community Services and Administration	353	DOE Weatherization	Continue 1.0 FTE Senior Management Analyst (various funding sources)	Position needed to provide oversight for ARRA Grants	FA	0.19	30,590	
	353 Total						0.19	30,590	-
Housing & Community Services	Community Services and Administration	354	LIHEAP	Continue 1.0 FTE Senior Management Analyst (various funding sources)	Position needed to provide oversight for ARRA Grants	FA	0.03	4,830	
	354 Total						0.03	4,830	-
Housing & Community Services	Community Services and Administration	370	Community Development Block Grant	Continue 1.0 FTE Senior Management Analyst (various funding sources)	Position needed to provide oversight for ARRA Grants	FA	0.18	20,930	
Housing & Community Services	Housing Development	370	Community Development Block Grant	Cost shift 20% of Housing Services Manager from General Fund to Community Development Block Grant Fund	Cost shifts will result in net General Fund savings. These are eligible CDBG labor costs.			36,763	
	370 Total						0.18	57,693	-
Housing & Community Services	Community Services and Administration	393	Measure B Paratransit	Eliminate .80 FTE Associate Management Analyst position. Position will be vacant effective 4/2/10 (81.25% General Fund and 18.75% Measure B Fund)	Department will de-prioritize the monitoring of community agency contracts funded with under \$50,000 in General Fund and may have to consider limiting the scope of monitoring activities for contracts in excess of \$50,000.	VC	(0.15)	(22,193)	
	393 Total						(0.15)	(22,193)	-
Housing & Community Services Total							(0.38)	(106,493)	15,000
Human Resources	Recruitment	10	General Fund	Eliminate 1.0 FTE Senior Human Resource Analyst	Will delay completing classification studies which will be performed by less experienced staff; responding to desk audit requests with time limits established in labor contracts; and in completing compensation studies that support the labor relations program.	FC	(1.00)	(169,540)	
Human Resources	Examinations/Classifications	10	General Fund	Eliminate 1.0 FTE Office Specialist II	Reduces critical support services to the exam function.	FC	(1.00)	(84,909)	
	10 Total						(2.00)	(254,449)	-
Human Resources Total							(2.00)	(254,449)	-
Information Technology	Network Operations	10	General Fund	Eliminate 1.0 FTE Supervising Systems Analyst position by 12/31/10 (prorated savings)	Department Reorganization: Supervisory and administrative duties will be streamlined and reassigned by 12/31/2010. Savings prorated for 6 months of FY 2011 (recurring annual savings from this position cut is \$200,000).	VC	(1.00)	(100,000)	
Information Technology	Network Operations	10	General Fund	Eliminate .50 FTE Senior Information Systems Specialist position	Reduced capacity for on-site technical support for departments with remote locations (for example, Health Services, Police, Fire, and BHA).	VC	(0.50)	(63,160)	
Information Technology	Network Operations	10	General Fund	Budget correction - delete position budgeted in error.	Delete budgeted funding for a vacant Information Systems Specialist position. Position was previously eliminated so is not shown as a position reduction, however, the position was included in the FY 2011 payroll budget in error.			(108,000)	
Information Technology	Network Operations	10	General Fund	Reallocate Senior Information Systems Specialist permanently to an Information Systems Support Technician	Permanent downgrade of position generates savings and reflects the current work assignments. Change occurring in FY 2010 with savings to FY 2011 budget.			(31,800)	
Information Technology	Customer Service 311	10	General Fund	Reduce allocation for "office supplies"	No operational impact.			(3,700)	

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Information Technology	Customer Service 311	10	General Fund	Eliminate 1.0 FTE Associate Management Analyst	Workload will be reallocated to existing staff, including routine reporting, CRM knowledge management, administrative support, CRM business analysis, and back-up supervision. Expansion of 311 program to additional City divisions will take longer than anticipated.	VC	(1.00)	(118,903)		
Information Technology	Customer Service 311	10	General Fund	Reallocate Assistant To City Manager to Customer Service Manager	Centralizing 311/Customer Service into the Department of Information Technology reallocates highest level administrative responsibilities to IT Director.			(57,619)		
Information Technology	Customer Service 311	10	General Fund	Reallocate Customer Service Representative III to Customer Service Supervisor	Department reorganization and internal promotional opportunities: The duties and position classifications in the department will be restructured to accommodate position reductions.			11,272		
Information Technology	Network Operations	10	General Fund	Add 3.0 FTE Senior Systems Analyst positions	Department reorganization and internal promotional opportunities: The duties and position classifications in the department will be restructured to accommodate position reductions.	new	3.00	414,000		
Information Technology	Network Operations	10	General Fund	Eliminate 2.0 FTE Applications Programmer I positions	Department reorganization and internal promotional opportunities: The duties and position classifications in the department will be restructured to accommodate position reductions.	FC	(2.00)	(224,000)		
Information Technology	Network Operations	10	General Fund	Eliminate 1.0 FTE Information Systems Specialist Technician position	Department reorganization and internal promotional opportunities: The duties and position classifications in the department will be restructured to accommodate position reductions.	FC	(1.00)	(104,500)		
10 Total								(2.50)	(386,410)	-
Information Technology	Business Applications	833	Permit Service Center	Eliminate 1.0 FTE Information Systems Specialist Technician	Reduced capacity to provide Planning with onsite desktop support and ad-hoc geographic information systems (GIS) analysis and support. 50% of current workload will be reallocated to existing IT staff; 50% will be reallocated to existing Planning staff.	VC	(1.00)	(91,500)		
833 Total								(1.00)	(91,500)	-
Information Technology Total								(3.50)	(477,910)	-
Library	Library / Outreach	301	Library Tax Fund	Reduce 1.0 FTE Library Specialist II to 0.5 FTE	Strategies for service delivery to homebound clients to be enhanced through consolidation and an expanded client service menu. Impacted staff to be reassigned.	VC	(0.50)	(49,240)		
Library	Library / Volunteer Services	301	Library Tax Fund	Eliminate 0.5 FTE Library Specialist II	Routine supervision of volunteer staffing to be transferred to volunteer's assigned Division. Volunteer intake to be assigned to Library Administration. Impacted staff to be reassigned.	VC	(0.50)	(57,579)		
Library	Library / Technical Services	301	Library Tax Fund	Eliminate 0.5 FTE Library Assistant	Reorganization of workflow in Division implemented to offset position reduction.	VC	(0.50)	(33,361)		
Library	Library / Technical Services	301	Library Tax Fund	Eliminate 1.0 FTE Supervising Library Assistant	Addition of new 0.75 FTE Library Specialist position and reorganization of workflow to partially absorb work from position reductions.	VC	(1.00)	(107,884)		
Library	Library / Technical Services	301	Library Tax Fund	Add 0.75 FTE Library Specialist II	Reorganization of workflow in Division implemented to offset position reduction.	new	0.75	69,176		
Library	Library	301	Library Tax Fund	Reduced expected Salary Savings (20-99)	Reduce budgeted salary savings (due to position vacancies) to 1% of labor expenditures from 3% attributable to fewer position vacancies.			248,501		
Library	Library	301	Library Tax Fund	Reduce non-personnel	Reduces supplies & equipment expenditure budgets.			(121,916)		
Library	Library / Information Technology	301	Library Tax Fund	Transfer annual cost for system database from Direct Inter-Library Loan Fund to Library Fund	Transfer the cost (with a slight increase) for Innovative Interface database expenses from Library Loan Fund .			150,000		
Library	Library / Technical Services	301	Library Tax Fund	Increase to Collections expenditure	Slight increase to Collections to moderately offset prior year reductions.			33,879		
301 Total								(1.75)	131,575	-

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**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/ Division	Fund	Fund Name	Reduction Description	Impacts	F/V/H	FTE	Expense	Revenue
Library	Library / Information Technology	302	Direct / Inter-Library Loan Fund	Transfer annual cost for system database from Direct Inter-Library Loan Fund to Library Fund	Transfer the cost (with a slight increase) for Innovative Interface database expenses to Library Fund.			(143,500)	
302 Total							0.00	(143,500)	-
Library Total							(1.75)	(11,925)	-
Parks Recreation & Waterfront	Recreation	10	General Fund	Eliminate 1.0 FTE Youth Services Advisor position from Young Adult Program	Program Reorganization: work will be absorbed by Recreation Coordinators. The department is assessing the service delivery model for at risk youth that ties with 2020 Vision.	FC	(1.00)	(101,460)	
Parks Recreation & Waterfront	Recreation	10	General Fund	City Pools cost reductions: closure of Willard Pool (net of program revenue loss)	Pending the possible passage of a bond measure in June 2010, review pool capital needs, fees and operational adjustments.			(73,000)	
Parks Recreation & Waterfront	Recreation: City Pools	10	General Fund	Eliminate 1.0 FTE Aquatics Coordinator position	<u>Pending the possible passage of a bond measure in June 2010.</u> As part of a program reorganization, eliminate 1.0 FTE Aquatics Coordinator position and increase existing part-time (.75 FTE each) Aquatics Supervisors by .25 each to absorb the work and become 1.0 FTE positions.	FC	(1.00)	(113,882)	
Parks Recreation & Waterfront	Recreation: City Pools	10	General Fund	Add .5 FTE Aquatics Supervisor (increase of .25 FTE to two positions)	<u>Pending the possible passage of a bond measure in June 2010.</u> As part of a program reorganization, eliminate 1.0 FTE Aquatics Coordinator position and increase existing part-time (.75 FTE each) Aquatics Supervisors by .25 each to absorb the work and become 1.0 FTE positions.	FA	0.50	46,000	
Parks Recreation & Waterfront	Administration	10	General Fund	Cost shift 1.0 FTE Senior Management Analyst from 100% General Fund to 50% Parks Tax and 50% Marina Fund	Department reorganization: position will be moved to Administration to support all divisions.			(153,248)	
Parks Recreation & Waterfront	Recreation	10	General Fund	Eliminate Adult Sports Program (net of program revenue loss)	This will eliminate all adult sports programs offered by the City (savings is net lost revenue). Hourly Sports Official positions will be reduced/eliminated.			(69,000)	
10 Total							(1.50)	(464,590)	-
Parks Recreation & Waterfront	Administration	450	Parks Tax	Cost shift 1.0 FTE Senior Management Analyst from 100% General Fund to 50% Parks Tax and 50% Marina Fund	Department reorganization: position will be moved to Administration to support all divisions.			76,624	
Parks Recreation & Waterfront	Parks	450	Parks Tax	Eliminate 1.0 FTE Office Specialist III	Department reorganization: workload will be distributed to existing staff between Parks Division and Administration	FC	(1.00)	(97,623)	
450 Total							(1.00)	(20,999)	-
Parks Recreation & Waterfront	Administration	825	Marina Fund	Cost shift 1.0 FTE Senior Management Analyst from 100% General Fund to 50% Parks Tax and 50% Marina Fund	Department reorganization: position will be moved to Administration to support all divisions.			76,624	
825 Total							-	76,624	-
Parks Recreation & Waterfront Total							(2.50)	(408,965)	-
Planning	Sustainable Development	10	General Fund	Cost shift 50% of 1.0 FTE Senior Management Analyst to grant funds	If grant funding is not available - other cost reduction measures will be taken.			(76,681)	
Planning	Toxics Management	10	General Fund	Cost shift 18% of Hazardous Materials Specialist II salary from General Fund to Unified Program CUPA Fund	Cut on community complaint services. TMD will refer most complaints to other agencies i.e.- BAAQMD for odor complaints, Alameda County for painting concerns.			(26,358)	
Planning	Land Use Planning	10	General Fund	Cost shift 25% of Office Specialist II salary to fund 355 (PG&E grant)	No Impact. To reflect payroll charge based on actual work for the duration of the grant.			(21,476)	
Planning	Land Use Planning	10	General Fund	Eliminate .5 FTE vacant Senior Planner	Portion of savings will be allocated toward an hourly position to mitigate workload impacts.	VC	(0.50)	(93,227)	
Planning	Land Use Planning	10	General Fund	Add .5 hourly Senior Planner position	Add .5 FTE hourly senior planner position for intermittent work.	HA	0.50	52,000	
Planning	Office of Energy	10	General Fund	Reduce non-personnel registration and travel budget	Decrease attendance to meetings and conferences.			(5,787)	
Planning	Office of Energy	10	General Fund	Reduce capital projects budget	Reduction of solar projects for City properties.			(67,500)	

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**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/Division	Fund	Fund Name	Reduction Description	Impacts	F/V/H	FTE	Expense	Revenue
		10 Total					-	(239,029)	-
Planning	Land Use Planning	355	PG&E	Cost shift 25% of Office Specialist II salary to PG&E Grant Fund	No Impact. To reflect payroll charge based on actual work for the duration of the grant.			21,476	
		355 Total					-	21,476	-
Planning	Redevelopment Agency	661	West Berkeley Improvement Fund	Eliminate 1.0 FTE Economic Development Project Coordinator	Agency will no longer be in the Planning Department effective 12/31/10 and the position will be eliminated at that time. Cost savings are prorated and reflect 6 months of savings for FY 2011.	FC	(1.00)	(79,127)	
		661 Total					(1.00)	(79,127)	-
Planning	Permit Center	833	Permit Service Center	Eliminate 1.0 FTE Permit Specialist effective 10/01/10	Shift work to existing staff resulting in potential reduction in customer service at the Permit Service Center.	FC	(1.00)	(86,483)	
Planning	Permit Center	833	Permit Service Center	Eliminate 1.0 FTE Permit Specialist	Shift work to existing staff resulting in potential reduction in customer service at the Permit Service Center.	FC	(1.00)	(117,559)	
Planning	Permit Center	833	Permit Service Center	Add 1.0 FTE Sr. Permit Specialist	Reorganization - internal promotion - to promote one Permit Specialist to recognize the higher level of work required in the unit and to provide lead direction in PSC.	new	1.00	130,212	
Planning	Land Use	833	Permit Service Center	Eliminate 1.0 FTE Senior Planner	Reallocate work assignments to existing staff, possible increase in permit review time.	VC	(1.00)	(173,029)	
Planning	Land Use	833	Permit Service Center	Eliminate 1.0 FTE Assistant Planner	Reallocate work assignments to existing staff, possible increase in permit review time.	FC	(1.00)	(125,388)	
Planning	Land Use	833	Permit Service Center	Reduce budget for expedited permitting contracts (pass-thrus). Processing is intended to be brought in-house, rather than contracted out.	Shift work to existing staff, possible increase in permit review time.			(100,000)	
Planning	Building & Safety	833	Permit Service Center	Eliminate 1.0 FTE Building Inspector I on 10/01/10	Shift work to existing staff and possible delay in building inspections	FC	(1.00)	(123,735)	
Planning	Building & Safety	833	Permit Service Center	Eliminate 1.0 FTE Engineering Inspector I on 10/1/10	Shift work to existing staff and possible delay in engineering inspections. Employee to be transferred to a vacancy in PW.	FC	(1.00)	(140,856)	
Planning	Building & Safety	833	Permit Service Center	Eliminate funding for hourly Building Inspector	No impact. This was a permanent cut in FY2010 erroneously budgeted in FY2011.	HC	(0.48)	(56,553)	
Planning	Building & Safety	833	Permit Service Center	Reduce plan check contract allocation	Aligning budget with expected drop in development projects.			(100,000)	
Planning	Land Use Planning/Building & Safety/Engineering/Traffic Engineering	833	Permit Service Center	Fee increases effective 7/1/10	5% increase in building permit-related fees and engineering service fees. Adds a "Community Planning Fee" to allow assessments on building permits for General Plan and Zoning Ordinance maintenance. Restructures Administrative Use Permit fees. Increases Land Use Planning fees and Traffic Engineering fees by 20%.				794,010
		833 Total					(5.48)	(893,391)	794,010
Planning	Toxics Management	845	Unified Program CUPA	Cost shift 18% of Hazardous Materials Specialist II salary from General Fund to CUPA.	Reduction to community complaint services. TMD will refer most complaints to other agencies i.e. - BAAQMD for odor complaints, Alameda County for painting concerns.			26,358	
		845 Total					-	26,358	-
Planning Total							(6.48)	(1,163,713)	794,010
Police	Patrol, Detective, Warrants	10	General Fund	Eliminate 3.0 FTE vacant Police Officer positions	The three specific positions are currently filled, but the incumbents will be transferred to vacant positions in Patrol - resulting in increased patrol staffing.	VC	(3.00)	(615,984)	
Police	Crime Scene Unit	10	General Fund	Reallocate vacant Senior Crime Scene Tech to a Community Service Officer	Reallocating to a Community Service Officer position will reduce costs and offer more flexible staffing in the Crime Scene Unit.			(17,294)	
Police	Administration	10	General Fund	Reallocate vacant Associate Management Analyst to an Associate Human Resources Analyst	Due to retirement of Associate Management Analyst, department is able to re-organize the Personnel & Training Unit. This position conversion increases the skills and tasks of the position to work with HR staff at a higher level.			6,582	

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**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/Division	Fund	Fund Name	Reduction Description	Impacts	F/V/H	FTE	Expense	Revenue
Police	Records	10	General Fund	Eliminate 2.5 FTE vacant Office Specialist II positions	The implementation of the New World public safety system in FY 2011 will help alleviate the loss of these positions.	VC	(2.50)	(218,397)	
Police	Department	10	General Fund	Reduce non-exempt overtime	Reduce overtime in Office of the Chief by \$5,100; Bureau of Internal Control \$2,500; Internal Affairs by \$3,079 and the Detective Division by \$4,275			(14,954)	
		10 Total					(5.50)	(860,047)	-
Police Total							(5.50)	(860,047)	-
Public Works	Transportation Administration	10	General Fund	Reduction of various non-personnel costs- postage, messenger services, registration fees, postage etc.	No impact if historical trend continues			(17,731)	
Public Works	Transportation	10	General Fund	Cost shift 1.0 FTE Assistant Traffic Engineer	Cost shift 1.0 FTE Assistant Traffic Engineer to a variety of grant funds. Grants include: Caltrans Caldecott Settlement (\$2 million); UC LRDP TDM FY 2006 - 2010 (\$1,061,827); Safe Routes to Schools FY 2009/10 (\$998,510); Caltrans Bicycle Transportation Account - West Street (\$865,617); Safe Routes to Transit FY 2009/10 (\$538,820); West Berkeley Redevelopment Funds (\$270,000). Eligible grant allocations for staffing costs to be confirmed.			(158,000)	
		10 Total					-	(175,731)	-
Public Works	Facilities/Electrical	362	State 2106	Non-personnel Reduction	No impact if historical trend continues			(7,000)	
		362 Total					-	(7,000)	-
Public Works	Streets & Sanitation	363	State 2107	Non-personnel Reduction	No impact if historical trend continues			(88,215)	
		363 Total					-	(88,215)	-
Public Works	Traffic Maintenance	366	State - Prop 111	Cost shift partial Traffic Maintenance Supervisor from Measure B to other funds.	Cost shift aligns funding with program and reduces cost burden on Measure B.			\$18,907	
Public Works	Traffic Maintenance	366	State - Prop 111	Cost shift partial Construction Equipment Operator from Measure B to other funds.	Cost shift aligns funding with program and reduces cost burden on Measure B.			\$27,671	
Public Works	Traffic Maintenance	366	State - Prop 111	Eliminate 1.0 Senior Public Works Supervisor (50% Parking Meter Fund, 50% Gas Tax Fund)	The Traffic Maintenance and Parking Meter Maintenance/Collection unit have been reorganized and oversight of these programs will be assigned to one of the two remaining Sr. Public Works Supervisor.	VC	(0.50)	(\$67,562)	
		366 Total					(0.50)	(\$20,984)	-
Public Works	Traffic Maintenance	391	Measure B-Local Streets & Roads	Eliminate 1.0 FTE vacant Traffic Maintenance Worker I	Curb painting programs will be severely curtailed and response time to graffiti on signs and streets will increase by 50%. Reduced support for block party events.	VC	(1.00)	(\$96,430)	
Public Works	Traffic Maintenance	391	Measure B-Local Streets & Roads	Cost shift partial Construction Equipment Operator & Traffic Maintenance Supervisor off Measure B to other funds.	Cost shift aligns funding with program and reduces cost burden on Measure B.			(\$90,694)	
Public Works	Traffic Maintenance	391	Measure B-Local Streets & Roads	Reduction of various non-personnel costs.	No impact if historical trend continues			(\$59,600)	
		391 Total					(1.00)	(\$246,724)	-
Public Works	Transportation Planning	489	UC LRDP Settlement	Add \$400,000 in new revenue from the UC LRDP settlement for the Transportation planning projects.	Annual UC allocation for Transportation projects.				400,000
Public Works	Transportation Planning	489	UC LRDP Settlement	Appropriate \$400,000 for completion of projects.	Budget \$400,000 for the BART Plaza Transit Area project.			400,000	
		489 Total					-	400,000	400,000
Public Works	Collections	820	Refuse Collection	Reduce overtime for Saturdays and miscellaneous routes	Reduce overtime costs and reduce routes from 2 trucks to 1 by collecting commercial garbage on weekdays rather than weekends.			(110,000)	

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**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/ Division	Fund	Fund Name	Reduction Description	Impacts	F/V/ H	FTE	Expense	Revenue
Public Works	Transfer Station	820	Refuse Collection	Reduce overtime	Reduce overtime costs at the Transfer Station . As the tons delivered to the Transfer Station have decreased, there is no longer a need to transport to landfills on the weekends.			(201,608)	
Public Works	Transfer Station	820	Refuse Collection	Increase supervision of Construction & Demolition (C& D) sorting	Reduced C&D disposal costs through increased supervision of C& D tons sent to processor. This proposal includes the reclassification of a SW Supervisor to a Senior SW Supervisor completed in January to provide a higher level of supervision at the Transfer Station.			(180,261)	
Public Works	Clean Cities	820	Refuse Collection	Reduce Clean Cities Program	Reduce scope of services provided by BOSS contract. Re-routing crew to high impact areas where services are most needed.			(187,000)	
Public Works	Transfer Station	820	Refuse Collection	Close Transfer Station to public additional 8 holidays	The Transfer Station is currently closed on 4 holidays through out the year. This proposal would close the Transfer Station to the public for an additional 8 holidays. These days are traditionally very slow for self haul customers and should have minimal impact on the public. Transfer Station will be still be operational for City collection vehicles.			(37,582)	
Public Works	Transfer Station	820	Refuse Collection	Eliminate 1.0 FTE vacant Weighmaster position	Position is currently vacant. Reduced business at the Transfer Station can be sufficiently managed by current staffing levels.	VC	(1.00)	(92,820)	
Public Works	Transfer Station	820	Refuse Collection	Eliminate 1.0 FTE vacant Waste Loader Operator position	This position is currently vacant. This function can be efficiently performed with one primary operator. A second permanent operator is not mandatory for efficiency but it is a convenience for staffing assignment. Assigning a second person to operate the wheel loader can be done by assigning staff members that are in the employee pool for temporary assignment.	VC	(1.00)	(98,110)	
Public Works	Residential and Commercial Collections	820	Refuse Collection	Eliminate 1.0 FTE Solid Waste Driver positions	Eliminates 3 daily routes (2 residential/1 commercial) by servicing more accounts within an 8 hour day and will not require overtime to complete.	FC	(1.00)	(140,196)	
Public Works	Residential and Commercial Collections	820	Refuse Collection	Eliminate 2.0 FTE Solid Waste Driver positions	Eliminates 3 daily routes (2 residential/1 commercial) by servicing more accounts within an 8 hour day and will not require overtime to complete.	VC	(2.00)	(280,391)	
Public Works	Residential and Commercial Collections	820	Refuse Collection	Eliminate 3.0 FTE Solid Waste Worker positions	Eliminates 3 daily routes (2 residential/1 commercial) by servicing more accounts within an 8 hour day and will not require overtime to complete.	VC	(3.00)	(300,000)	
Public Works	Collections	820	Refuse Collection	Eliminate 2.0 FTE Tractor Trailer Driver positions	The amount of garbage and construction and demolition (C &D) debris requiring transport to outside facilities has declined by an average of 100 tons per day. With this reduced tonnage, there is no longer a need for 8.0 Tractor Trailer Drivers to deliver materials to the landfill and C& D facility. The division will be implementing this change this month by re-assigning 2 tractor trailer drivers to other driving tasks allowed within their class specifications. If and when tonnage is increased at a sustained rate, we will revert the affected Solid Waste Driver(s) back to Tractor Trailer Driver(s).	FC	(2.00)	(271,052)	
Public Works	Residential	820	Refuse Collection	Increased enforcement efforts	Enforce City policy that all properties must have garbage service.				50,000
Public Works	Commercial	820	Refuse Collection	New Commercial Accounts	Pursue new business from commercial accounts.				15,000

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**FY 2011 Mid-biennial Adopted Balancing Measures
(Sorted by Department and Fund)**

Department	Program/ Division	Fund	Fund Name	Reduction Description	Impacts	F/V/ H	FTE	Expense	Revenue	
Public Works	Recycling	820	Refuse Collection	New diversion fee and 3% rate escalator	New fee to address 75% diversion mandates of AB939 - to be included in a revised rate structure that separates the fee for the collection & disposal of garbage from the collection & processing of recyclables. Estimated revenue - to be confirmed following a rate review. 3% rate escalator applied to commercial and residential rates pursuant to current rate model to cover increased operational costs (such as negotiated salary increases)				2,100,000	
Public Works	Solid Waste Customer Service	820	Refuse Collection	Eliminate 1.0 FTE filled Office Specialist Supervisor	Customer Service for Solid Waste and Recycling Services is currently handled by Solid Waste, Revenue Collection and the 311 Call Center. This position reduction is part of a proposal to centralize the customer service function by eliminating one vacant Office Specialist II in Finance and one filled Office Specialist Supervisor in Public Works. This will improve customer service by centralizing customer service to one point of contact for the customer. In addition 1.0 OS III position (currently in Solid Waste) to Revenue Collection will be moved to Finance Customer Service.	FC	(1.00)	(111,886)		
Public Works	Refuse Program Administration	820	Refuse Fund	Cost shift support staff costs off Clean Storm Fund to other appropriate funding sources	Cost shift to Sewer Fund, Refuse Fund, Off-street Parking Fund, and Parking Meter Fund result in an accurate distribution of labor costs based on workload.			27,596		
820 Total								(11.00)	(1,983,310)	2,165,000
Public Works	Sewer Program Administration	830	Sewer Fund	Cost shift support staff costs off Clean Storm Fund to other appropriate funding sources	Cost shift to Sewer Fund, Refuse Fund, Off-street Parking Fund, and Parking Meter Fund result in an accurate distribution of labor costs based on workload.			102,900		
Public Works	Various (Non-Personnel)	830	Sewer Fund	Non-personnel Reduction	None if historical trend continues			(78,000)		
830 Total								-	24,900	-
Public Works	Storm Water Maintenance	831	Clean Storm Water	Eliminate 1.0 FTE vacant Construction Equipment Operator position	Position vacancy is actually in the Sewer Fund. Existing staff currently assigned to the Clean Storm Fund will be transferred to work on Sewer related projects and the Clean Storm funded positions will be eliminated. Loss of staff to the program severely limits the ability to perform routine storm water system maintenance - a reduction of about 60% in capacity.	VC	(1.00)	(112,000)		
Public Works	Storm Water Maintenance	831	Clean Storm Water	Eliminate 2.0 FTE vacant Laborer positions	Position vacancies are actually in the Sewer Fund. Existing staff currently assigned to the Clean Storm Fund will be transferred to work on Sewer related projects and the Clean Storm funded positions will be eliminated. Loss of staff to the program severely limits the ability to perform routine storm water system maintenance - a reduction of about 60% in capacity.	VC	(2.00)	(193,146)		
Public Works	Storm Water Maintenance	831	Clean Storm Water	Eliminate 1.0 FTE vacant Skilled Laborer position	Position vacancy is actually in the Sewer Fund. Existing staff currently assigned to the Clean Storm Fund will be transferred to work on Sewer related projects and the Clean Storm funded positions will be eliminated. Loss of staff to the program severely limits the ability to perform routine storm water system maintenance - a reduction of about 60% in capacity.	VC	(1.00)	(109,017)		
Public Works	Storm Water Maintenance	831	Clean Storm Water	Cost shift support staff costs off Clean Storm Fund to other appropriate funding sources	Cost shift to Sewer Fund, Refuse Fund, Off-street Parking Fund, and Parking Meter Fund result in an accurate distribution of labor costs based on workload.			(177,825)		
831 Total								(4.00)	(591,988)	-

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(Sorted by Department and Fund)**

Department	Program/ Division	Fund	Fund Name	Reduction Description	Impacts	F/V/ H	FTE	Expense	Revenue	
Public Works	Off-street Parking Administrative Support	835	Off-Street Parking Fund	Cost shift support staff costs off Clean Storm Fund to other appropriate funding sources	Cost shift to Sewer Fund, Refuse Fund, Off- street Parking Fund, and Parking Meter Fund result in an accurate distribution of labor costs based on workload.			13,316		
Public Works	Transportation	835	Off-Street Parking Fund	Non-personnel Reduction	None if historical trend continues			(108,027)		
		835 Total					-	(94,711)	-	
Public Works	Parking Meter Administrative Support	840	Parking Meter Fund	Cost shift support staff costs off Clean Storm Fund to other appropriate funding sources	Cost shift to Sewer Fund, Refuse Fund, Off- street Parking Fund, and Parking Meter Fund result in an accurate distribution of labor costs based on workload.			34,013		
Public Works	Parking Meter Operations	840	Parking Meter Fund	Eliminate 1.0 Parking Meter Maintenance Worker	Position is being eliminated in response to the addition of newer meters that require reduced maintenance efforts.	VC	(1.00)	(92,278)		
Public Works	Parking Meter Administrative Support	840	Parking Meter Fund	Cost shift a portion of a Traffic Maintenance Supervisor to other eligible funding sources	Cost shift aligns funding with program.			44,116		
Public Works	Parking Meter Administrative Support	840	Parking Meter Fund	Eliminate 1.0 Senior Public Works Supervisor (50% Parking Meter Fund, 50% Gas Tax Fund)	The Traffic Maintenance and Parking Meter Maintenance/Collection unit have been reorganized and oversight of these programs will be assigned to one of the two remaining Sr. Public Works Supervisor.	VC	(0.50)	(67,562)		
		840 Total					(1.50)	(81,711)	-	
Public Works	Equipment Maintenance	865	Equipment Maintenance	Eliminate 1.0 Service Technician	Services will be performed by Mechanics who are trained in both preventative maintenance and repairs.	FC	(1.00)	(114,000)		
Public Works	Equipment Maintenance	865	Equipment Maintenance	Eliminate 1.0 Communications Technician	Will reduce turn around time for the installation & repairs of radios in vehicles.	VC	(1.00)	(148,000)		
Public Works	Equipment Maintenance	865	Equipment Maintenance	Eliminate 1.0 Warehouse Operations Specialist	Oversight of parts inventory will be reassigned to Supervisors at the Corpyard and Transfer Station locations.	FC	(1.00)	(103,000)		
		865 Total					(3.00)	(365,000)	0	
Public Works	Janitorial	866	Building Maintenance	Eliminate 1 FTE vacant Janitor position	Workload to be absorbed with remaining staff. Reduction is needed to help balance this internal services fund.	VC	(1.00)	(81,478)		
		866 Total					(1.00)	(81,478)	-	
Public Works Total								(22.00)	(3,311,952)	2,565,000
Rent Board	Rent Board	440	Rent Stabilization Board	pending department proposal						
		440 Total					-	-	-	
Rent Board Total								-	-	-
Z-Non Departmental	N/A	10	General Fund	New Revenue	Increased revenues due to citywide collections project, new medical marijuana tax, increased RPP, increased parking collections				800,000	
Z-Non Departmental	Community Agency (CBO) Funding	10	General Fund	Reduce CBO funding for contracts of \$50,000 and above by 3%	Reduces available funding for community based organizations.			(157,000)		
Z-Non Departmental	Community Agency (CBO) Funding	10	General Fund	Reduce Convention & Visitor's Bureau allocation based on projected Transient Occupancy Tax Revenues	Reduces contract funding.			(66,600)		
Z-Non Departmental	N/A	10	General Fund	Reduce General Fund set- aside for PERS rate	One-time allocation set-aside to help buffer the impacts of anticipated PERS rate			(570,000)		
		10 Total					-	(793,600)	800,000	
Z-Non Departmental Total								-	(793,600)	800,000
Grand Total								(77.39)	(11,984,490)	4,295,010

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FY 2011 CIP PROGRAM OVERVIEW

Summary and Fiscal Overview

The Capital Improvement Program (CIP) for the City represents the spending plan for infrastructure improvements and other specific large-scale recurring purchases. The Adopted FY 2010 & FY 2011 Capital Improvement Program includes the City's capital spending plan for the five-year period beginning with the FY 2009 Adopted Budget through FY 2013.

The City's ability to fund its Capital Improvement Program is limited by the total available resources that are competing with other community priorities. However, years of limited funding and deferred maintenance have resulted in an aging City infrastructure that desperately needs repair and improvement. CIP funding resources include the General Fund and a number of other special revenue funds, as well as grants and loans.

The FY 2011 Adopted budget only modifies the General Fund capital allocations as previously adopted by Council as part of the FY 2010 & FY 2011 biennial budget. A more complete display of the City's capital plan will be included in the FY 2011 Adopted Budget document.

General Fund CIP

Over the last several years, Council has allocated one-time Property Transfer Tax revenues to CIP projects – that is, Property Transfer Tax revenues above the recurring baseline amount of \$10 million/year. With the huge reduction in Property Transfer Tax revenues, we do not currently have this one-time funding available and the capital program will see a reduction in available funding from the General Fund.

The General Fund contribution to the CIP dropped from a high of \$11.6 million in FY 2006 to \$5.9 million as adopted for FY 2010 – a 49% reduction in available funding. Actual General Fund spending for the FY 2010 capital program is further reduced to help balance the budget shortfall in the General Fund.

For FY 2011, annual Property Transfer Tax revenues are again projected to be below \$10 million. Facing a number of critical capital needs and limited funding sources, the budget proposes to allocate \$2.8 million from available capital reserves to one-time critical needs:

- ❑ \$800,000 for completion of the Radcliff Building in the Corporation Yard (seismic)
- ❑ \$800,000 to rebuild one of the City's primary server rooms that is the hub for the City's technology. The room is inadequate for the level of technology housed in it and is failing.
- ❑ \$500,000 per year for three years to backfill the loss of Measure B funding for streets programs
- ❑ \$700,000 per year for three years to fund critical storm system emergency repairs since the Clean Storm Fund cannot sustain this level of funding

The plan to utilize \$5.2 million in available reserves allocates one-time funding for critical projects in the amount of \$2.8 million in FY 2011 and \$1.2 million in FY 2012 and FY 2013.

GENERAL FUND FIVE-YEAR CIP PLAN: Baseline and One-time Funding

Program Areas	R/ OT	Adopted FY 2009	Adopted FY 2010	Adopted FY 2011	Projected FY 2012	Projected FY 2013	FY 2009 - FY 2013
City Facilities		3,129,496	1,338,617	1,842,483	1,147,208	1,151,624	8,609,427
ADA Building Improvements	R	100,000	100,000	100,000	100,000	100,000	500,000
ADA Disability Coordinator	R	129,496	138,617	142,483	147,208	151,624	709,427
Emergency Building Repairs	R	500,000	500,000	500,000	500,000	500,000	2,500,000
Pool Maintenance	OT	200,000	200,000	-	-	-	400,000
Deferred Building Maint.	OT	400,000	400,000	300,000	400,000	400,000	1,900,000
Radcliff Building project	OT			800,000			800,000
Warm Water Pool	OT	1,000,000	-	-	-	-	1,000,000
Ed Roberts Campus	OT	500,000	-	-	-	-	500,000
Camps CIP	OT	300,000	-	-	-	-	300,000
Information Systems		350,000	250,000	1,050,000	250,000	250,000	2,150,000
AS/400 Computer	R	150,000	150,000	150,000	150,000	150,000	750,000
Network Infrastructure	R	100,000	100,000	100,000	100,000	100,000	500,000
Server Room replacement	OT			800,000			800,000
Network Infrastructure	OT	100,000	-	-	-	-	100,000
Parks and Marina		400,000	400,000	400,000	400,000	400,000	2,000,000
ADA Parks Improvements	R	250,000	250,000	250,000	250,000	250,000	1,250,000
Play Equipment Improve.	R	150,000	150,000	150,000	150,000	150,000	750,000
Sidewalks		635,000	635,000	635,000	635,000	635,000	3,175,000
ADA Curb Ramp Program	R	200,000	200,000	200,000	200,000	200,000	1,000,000
Emergency Repairs	R	210,000	210,000	210,000	210,000	210,000	1,050,000
Pathway Repairs	R	50,000	50,000	50,000	50,000	50,000	250,000
Spiral Sidewalk Program	R	175,000	175,000	175,000	175,000	175,000	875,000
Streets		2,217,486	2,273,334	2,699,217	2,758,764	2,774,776	12,723,577
Street Rehabilitation	R	1,725,000	1,725,000	1,681,000	1,725,000	1,725,000	8,581,000
Street Design	R	492,486	548,334	518,217	533,764	549,776	2,642,577
Street Maintenance	OT	-	-	500,000	500,000	500,000	1,500,000
Clean Storm Water		-	-	700,000	700,000	700,000	2,100,000
Storm Water Improvements	OT	-	-	700,000	700,000	700,000	2,100,000
Transportation /Traffic		495,804	308,343	310,999	310,999	310,999	1,737,144
Bike Plan Implementation	R	126,526	139,065	141,721	141,721	141,721	690,754
Bike Plan Improvements	R	119,278	119,278	119,278	119,278	119,278	596,390
Traffic Calming Program	R	50,000	50,000	50,000	50,000	50,000	250,000
Traffic Calming	OT	200,000	-	-	-	-	200,000
Debt Service		650,000	650,000	650,000	650,000	650,000	3,250,000
Theater	R	300,000	300,000	300,000	300,000	300,000	1,500,000
Ball Fields Acquisition	R	350,000	350,000	350,000	350,000	350,000	1,750,000
Total General Fund		7,877,786	5,855,294	8,287,699	6,851,970	6,872,399	35,745,148

R=recurring funding; OT = One-time Funding

FY 2011 ADOPTED COMMUNITY AGENCY ALLOCATIONS

The City of Berkeley prides itself in its support of community-based organizations and the incredible extension of critical services these agencies provide Berkeley citizens. Over the last several years, the City has maintained the same level of funding for community agencies in spite of significant budget reductions. For FY 2011, community agencies receiving General Fund allocations and with total contract amounts of \$50,000 and over are recommended for a 3% cut in their allocation amounts. Future funding amounts for community agencies will depend on the health of the General Fund budget. The Adopted Mid-biennial Budget Update contains appropriation recommendations only for FY 2011.

Allocation Process

As part of the FY 2010 and FY 2011 budget development, the City conducted a consolidated application and allocation process for the FY 2010 Community Development Block Grant funds (CDBG), Emergency Shelter Grant funds (ESG), HOME funds, Community Service Block Grant (CSBG) and community agency General Fund monies. Most of the agencies providing public services received conditional two-year funding for FY 2010 and FY 2011. Agencies seeking CDBG, ESG, and HOME funds for housing development and rehabilitation, public facilities improvements, and capital improvements for homeless facilities have their funding amounts annually reviewed.

Funding for Arts projects continues to pass through a separate allocation process involving the Civic Arts Commission. The Health and Public Works Departments' community agency allocations are also allocated through different processes.

Funding Summary

For FY 2011, the City will spend \$8,255,825 in General Funds, Federal Funds, and other funds for community agencies. This amount represents a 6% decrease from the \$8,738,050 amount allocated to community agencies in FY 2010.

There are several factors contributing to the 6% decrease in funding, which are the following:

1. As previously mentioned community agencies receiving General Fund allocations and with total contract amounts of \$50,000 and over are having their FY 2011 allocations reduced by 3%. This reduced funding amount by approximately \$157,000.
2. One-time additional Council General Fund allocations approved as part of the FY 2010 Adopted Budget have been taken out. These allocations totaled up to \$74,000.
3. The Berkeley Convention and Visitors Bureau allocation, which is based on 1/12th of the projected Transient Occupancy Tax, is being reduced by almost \$51,000 due to lower revenue projections.
4. In FY 2011, fewer Community Facility Improvement and Housing Development and Rehabilitation projects are being funded. Three agencies that received funding in these categories in FY 2010 are having their FY 2011 requests referred to the Housing Trust Fund.

FY 2011 ADOPTED COMMUNITY AGENCY ALLOCATIONS

The following charts represent a listing the entire community agency allocations adopted for FY 2011. These charts show the following:

- FY 2011 Community Allocations by Service Type
- FY 2011 Adopted Budget Community Agency Allocations for all funding sources

The FY 2011 Adopted Budget Community Agency Allocation chart shows the FY 2010 allocation amounts and the FY 2011 Adopted allocations approved by the Council on June 22, 2010.

FY 2011 Community Agency Allocations by Service Type

	General Funds	Federal Funds	Other Funds	All Sources
Arts	\$324,936	\$0	\$0	\$324,936
Childcare	584,616	-	-	\$584,616
Community Facilities Improvements	-	173,220	-	\$173,220
Community Media	213,210	-	17,500	\$230,710
Disability Programs	168,503	142,675	881,529	\$1,192,707
Economic Development	362,346	-	-	\$362,346
Employment Training	120,338	255,625	-	\$375,963
Health	270,222	-	-	\$270,222
Homeless	2,586,677	541,043	20,000	\$3,147,720
Housing Dev & Rehab	-	425,199	-	\$425,199
Legal/ Advocacy	59,990	35,544	-	\$95,534
Other	231,184	-	-	\$231,184
Recreation	19,383	-	-	\$19,383
Seniors	41,388	-	-	\$41,388
Youth	780,698	-	-	\$780,698
TOTAL	\$5,763,490	\$1,573,306	\$919,029	\$8,255,825

Funding by Category	FY 2010 All Sources	FY 2011 All Sources	% Change
Arts	\$332,794	\$324,936	-2%
Childcare	\$600,632	\$584,616	-3%
Community Facilities Improvements	\$277,083	\$173,220	-37%
Community Media	\$230,710	\$230,710	0%
Disability Programs	\$1,168,438	\$1,192,707	2%
Economic Development	\$413,342	\$362,346	-12%
Employment Training	\$378,259	\$375,963	-1%
Health	\$278,579	\$270,222	-3%
Homeless	\$3,238,913	\$3,147,720	-3%
Housing Dev & Rehab	\$537,592	\$425,199	-21%
Legal/ Advocacy	\$95,534	\$95,534	0%
Other	\$251,628	\$231,184	-8%
Recreation	\$72,372	\$19,383	-73%
Seniors	\$41,388	\$41,388	0%
Youth	\$820,786	\$780,698	-5%
	\$8,738,050	\$8,255,825	-6%

FY 2011 Community Agency Allocations - All Funds

Agency/Individual Name	FY 2010 Allocations	FY 2011 Adopted	CDBG	CSBG	ESG	General Fund	Other Funds
Arts							
Berkeley Art Center	70,838	70,838				70,838	
Civic Arts Grants	261,956	254,098				254,098	
Arts Total	332,794	324,936	-	-	-	324,936	\$0
Childcare							
Bay Area Hispano Institute for Advancement	114,040	110,619				110,619	
Berkeley-Albany Licensed Day Care Operators	275,000	266,750				266,750	
Ephesians Children's Center - Childcare Program	93,830	91,015				91,015	
Nia House Learning Center	35,608	35,608				35,608	
St. John's Child Care	51,000	49,470				49,470	
Sick Child Care Program	31,154	31,154				31,154	
Childcare Total	600,632	584,616	-	-	-	584,616	-
Community Facilities Improvements							
Alzheimer's Services of the East Bay							
Electrical Upgrades		7,200	7,200				
Berkeley Food & Housing Project							
North County Women's Center Renovations		49,000	5,297		43,703		
Building Opportunities for Self Sufficiency							
McKinley Improvements	59,410	-					
Center for Intervention on Deafness							
Facility Upgrade	30,000	-					
Lifelong Medical Care							
West Berkeley Family Practice Upgrades		95,020	95,020				
West Berkeley Seismic Retrofit	55,673	-					
Rebuilding Together							
Community Facilities	22,000	22,000	22,000				
Strawberry Creek Lodge Rehabilitation	110,000	-					
Community Facilities Improvements Total	277,083	173,220	129,517	-	43,703	-	-
Community Media							
Berkeley Community Media	230,710	230,710				213,210	17,500
Community Media Total	230,710	230,710	-	-	-	213,210	17,500
Disability Programs							
Bay Area Outreach and Recreation Program							
Fitness Access for People with Physical Disabilities	31,466	31,466				31,466	
Recreation, Transportation & Outreach to People with Disabilities	12,000	12,000				12,000	
Berkeley Place	17,660	17,660				17,660	
Bonita House							
Creative Living Center	15,000	15,000				15,000	
Center for Independent Living:							
Residential Access Project for Disabled	142,675	142,675	142,675				
Blind Services	25,034	24,283				24,283	
Employment	40,999	39,769				39,769	
Emergency Services for People with Severe Physical Disabilities	855,279	881,529					881,529
Through the Looking Glass	28,325	28,325				28,325	
Disability Programs Total	1,168,438	1,192,707	142,675	-	-	168,503	881,529
Economic Development							
Berkeley Convention and Visitors Bureau	413,342	362,346				362,346	
Economic Development Total	413,342	362,346	-	-	-	362,346	
Employment Training							
Biotech Partners – Biotech Academy at Berkeley High	71,063	71,063	71,063				
Bread Project	46,105	46,105				46,105	
Inter-City Services	132,819	132,819	132,819				
Multicultural Institute Employment and Training	76,529	74,233				74,233	
Rising Sun – Green Energy Training Services	51,743	51,743	51,743				
Employment Training Total	378,259	375,963	255,625	-	-	120,338	-
Health							
Lifelong Medical Care:							
Access for Uninsured (BPC, WBFP, Uninsured)	147,973	143,534				143,534	
Elder Care/Over 60 Clinic	46,280	44,892				44,892	
Hypertension/Chronic Health Program	84,326	81,796				81,796	
Health Total	278,579	270,222	-	-	-	270,222	-
Homeless Services							
Alameda County Homeless Action Center							
SSI Advocacy Project	76,858	74,552				54,552	20,000

FY 2011 Community Agency Allocations - All Funds

Agency/Individual Name	FY 2010 Allocations	FY 2011 Adopted	CDBG	CSBG	ESG	General Fund	Other Funds
PCEI -SSI Advocacy	78,000	75,660				75,660	
Alameda County Network of Mental Health Clients							
Berkeley Drop-In Center	91,217	88,480				88,480	
Shelter Plus Care Administration	3,000	2,910				2,910	
Berkeley Food & Housing Project							
Case Management Center	10,300	9,905				9,905	
Men's Overnight Assistance Center	184,156	184,156	184,156				
Multi-Service Center	200,750	193,053				193,053	
Quarter Meal	46,588	44,802				44,802	
Russell Street Supportive Housing Program	30,000	28,850				28,850	
Shelter Plus Care Administration	24,006	23,086				23,086	
Winter Shelter	6,091	5,857				5,857	
Women's Shelter	118,509	113,965				113,965	
Housing Retention Program	166,123	159,754				159,754	
PCEI: Centralized Shelter Reservation Program	60,000	57,700				57,700	
Bonita House							
Supported Living	14,969	14,969				14,969	
Shelter Plus Care Administration	3,500	3,500				3,500	
Building Opportunities for Self Sufficiency:							
Multi-Agency Service Center (MASC)	184,768	179,225		140,000		39,225	
MASC Health & Human Services Locker	41,500	40,255				40,255	
Program Contract							
Harrison House Singles/Recovery Services	115,678	112,208		33,556	10,126	68,526	
Harrison House Family Shelter and Sankofa							
Transitional House	56,602	54,904				54,904	
Shelter Plus Care Administration	13,500	13,095				13,095	
City of Berkeley Project Connect	-	0					
City of Berkeley EveryOne Home	15,000	15,000				15,000	
City of Oakland - Winter Shelter Program	61,000	61,000				61,000	
Dorothy Day							
Berkeley Emergency Storm Shelter	17,000	16,490				16,490	
Trinity Church Breakfast	31,815	30,861				30,861	
Trinity Church Lease	19,860	19,264				19,264	
Eden Council for Hope and Opportunity:							
Senior Home Equity Conversion	5,150	5,150				5,150	
Family Violence Law Ctr - Family Violence & Homelessness Prev	56,225	54,538			42,869	11,669	
Family Violence Law Ctr - Domestic Violence Advocacy Project	35,068	34,016				34,016	
Fred Finch Youth Center:							
Turning Point	90,900	88,173				88,173	
Lifelong Medical Care:							
Acupuncture Detox Clinic	92,131	89,367				89,367	
COACH Shelter Plus Care Social Worker	55,599	53,931				53,931	
Supportive Housing Program UA Homes	54,810	53,166				53,166	
Shelter Plus Care Administration	5,580	5,413				5,413	
PCEI: Square One Supportive Housing	100,000	97,000				97,000	
New Bridge Foundation	98,750	95,788				95,788	
Options Recovery Services - Detox Services & Day							
Case Manager/Housing Benefits Coordinator	44,000	44,000				44,000	
Day Treatment Program	40,000	38,800				38,800	
Dual Diagnosis Clinic	120,000	116,400				116,400	
Rubicon							
Workforce Services	37,142	36,028				36,028	
Work Maturity Training Program	58,000	56,260				56,260	
Shelter Plus Care Administration	3,250	3,153				3,153	
Social Services Transport Alternative Bus Passes	40,000	40,000				40,000	
Telegraph Business Improvement District							
PCEI: Berkeley Host Program	200,000	194,000				194,000	
Toolworks, Inc. Supportive Housing	50,000	48,500				48,500	
United for Health	15,500	15,500				15,500	
Women's Daytime Drop-In Center:							
Health Services	41,165	38,777	24,583			14,194	
Housing Case Management	73,192	73,192	73,192				
Transitional House Case Management	25,750	24,256				24,256	
Shelter Plus Care Administration	6,212	5,852				5,852	
Winter Shelter Program	5,239	4,935				4,935	
Youth Emergency Advocacy Housing							
Youth Emergency Assistance Hostel	114,460	111,026			32,561	78,465	

FY 2011 Community Agency Allocations - All Funds

Agency/Individual Name	FY 2010 Allocations	FY 2011 Adopted	CDBG	CSBG	ESG	General Fund	Other Funds
PCEI: Transition Age Youth Program	100,000	97,000				97,000	
Homeless Services Total	3,238,913	3,147,720	281,931	173,556	85,556	2,586,677	20,000
Housing Development & Rehabilitation							
Affordable Housing Associates							
CHDO General Operating Support	60,000	refer to HTF					-
Community Energy Services Corporation	319,199	319,199	319,199				
Rebuilding Together							
Safe Home Project	88,393	96,000	96,000				
Resources for Community Development							
CHDO Operating for Asset Management	-	-					
Rehab of Erna P. Harris Apartments	60,000	-	-				
Rehab of U.A. Homes and U.A. Coop		refer to HTF					
Social Services & Special Needs	10,000	10,000	10,000				
Housing Development & Rehabilitation Total	537,592	425,199	425,199	-	-	-	-
Legal/Advocacy							
Cooperative Center Federal Credit Union							
Education for Financial Literacy	10,000	10,000				10,000	
East Bay Community Law Center							
Criminal Records Clean Slate	10,000	10,000				10,000	
Housing Advocacy	20,000	20,000				20,000	
Legal Access Service Site	19,990	19,990				19,990	
Housing Rights - Fair Housing	35,544	35,544	35,544				
Legal/Advocacy Total	95,534	95,534	35,544	-	-	59,990	-
Other							
Animal Rescue	24,978	24,978				24,978	
Berkeley Alliance	61,800	59,946				59,946	
Ecology Center Urban Agriculture & Healthy Food	10,300	10,300				10,300	
Eden Information & Referral	35,000	35,000				35,000	
McGee Avenue Baptist Church	17,490	17,490				17,490	
SEEDS Community Resolution Center	77,250	74,933				74,933	
South Berkeley Community Church - Emergency	8,537	8,537				8,537	
Hunder Project							
Unallocated Funds	16,273	0					
Other Total	251,628	231,184	-	-	-	231,184	-
Recreation							
Athletes United for Peace							
Berkeley Latenight Basketball Program	52,390	-					
Ephesians Children's Center - Greg Brown Park	19,982	19,383				19,383	
Supervision							
Recreation Total	72,372	19,383	-	-	-	19,383	-
Seniors							
Alzheimer's Services of the East Bay							
Dementia Specific Services	20,000	20,000				20,000	
Japanese American Services of the East Bay							
Senior Services	21,388	21,388				21,388	
Seniors Total	41,388	41,388	-	-	-	41,388	-
Youth							
Bay Area Community Resources							
Malcolm X School Counseling	18,800	18,800				18,800	
Berkeley Boosters:							
Police Activities League Youth Development	129,409	125,527				125,527	
Life Skills Development Summer Leadership	10,000	0					
Camps							
Berkeley Public Education Foundation							
Berkeley Youth Alternatives:							
Afterschool Program	29,355	28,474				28,474	
Counseling	18,767	18,204				18,204	
Parks - Youth Employment	58,794	57,030				57,030	
Community Initiatives (Youth Spirit Artworks)	30,000	30,000				30,000	
East Bay Asian Youth Center - RISE Program	245,000	237,650				237,650	
East Bay Community Scholarship Fund							
School Supply Initiative	10,000	0					
Lifelong Medical Care:							
Rosa Parks Collaborative	49,440	47,957				47,957	
Multicultural Institute Youth Mentoring	37,080	35,968				35,968	
Pacific Center for Human Growth - Safer Schools	24,881	24,881				24,881	
Project							

FY 2011 Community Agency Allocations - All Funds

Agency/Individual Name	FY 2010 Allocations	FY 2011 Adopted	CDBG	CSBG	ESG	General Fund	Other Funds
South Berkeley Community Church - Children's Art and Dinner Project	7,000	7,000				7,000	
Stiles Hall	50,000	48,500				48,500	
UC Berkeley - CalCorps Public Service Center	51,760	50,207				50,207	
UC Berkeley - Break the Cycle	-	0					
Waterside Workshop (formerly Tinkers)							
Youth Boat Building	12,500	12,500				12,500	
Youth Bike Mechanics	10,000	10,000				10,000	
Interior Renovations	-	0					
YMCA Berkeley – South Berkeley							
Healthy Minds, Healthy Lifestyles Project	28,000	28,000				28,000	
Youth Total	820,786	780,698	-	-	-	780,698	-
TOTAL COMMUNITY AGENCY ALLOCATIONS	8,738,050	8,255,825	1,270,491	173,556	129,259	5,763,490	919,029

o Community Development Block Grant (CDBG)/Emergency Shelter Grant (ESG)

o Anti-Poverty General Fund (GF)/Community Services Block Grant (CSBG)

o Homeless General Fund/Other General Funds/ Other Funds