

## General Fund Balancing Measures

### FY 2007 Budget

- Specific line item changes to save \$663,358 – services and supplies
- Total FTE – 508.94  
Savings in FY2007 - \$0.67 million

### FY 2008 Budget

- Landfill Net Income - \$1,172,252
- Cut Capital - \$722,735
- Retained budget cuts from FY2007 and estimated salary and vacancy savings- \$736,000
- Increased landfill fees - \$85,000
- Implemented Hiring Freeze
- Total FTE – 493.66 down 15.28 from previous year  
Savings in FY2008 - \$1.46 million  
Increased non-tax revenues - \$1.26 million  
Total General Fund adjustment - \$2.72 million

### FY 2009 Budget

- Retained budget cuts and hiring freeze from prior years.
- Additional line item reductions of \$556,260 – services and supplies
- Moved the Office of Business Development to Redevelopment – savings of approximately \$200,000
- Total FTE – 453.12 down 40.54 from previous year – savings of approximately \$2,000,000  
Savings in FY 2009 - \$2.75 million

### FY 2010 Budget

- Maintained the measures taken in FY 2009.
- Combined Development Services back with Public Works which reduced 3 FTE's – savings of \$425,000
- Reduced Staff at Landfill and closed on Sunday's – savings of \$100,000
- Restructured Purchasing and Contracts by reducing FTE's by .5 – savings of \$50,000
- Total FTE – 450.17 down 2.95 from previous year  
Savings in FY 2010 - \$0.58 million

### FY 2011 Budget

- Maintained the measures taken in FY 2010.
- Implemented a “Voluntary Separation Program” and a “Cutback List” – which resulted in savings of approximately \$6.35 million (see attached spreadsheet)
- Restructured all Employee Contracts to include \$0 in COLA and \$0 in merits for FY 2011 and FY 2012 avoiding additional costs.
- Total FTE – 416.17 down 34 from previous year  
Savings for FY 2011 - \$6.35 million

### FY 2012 Budget

- Maintained the measures taken in FY 2011.
- Restructured several employee Contracts to include \$0 in COLA for FY 2013
- Total FTE – 417.58 up 1.47 from previous year – total reduction of 91.36 FTE since FY2007

Total number of FTE reductions since FY2007 – 91.36

Total General Fund savings since FY2007 – \$13.07 million

**Cutback Program  
FY 2011**

<i>Department</i>	<i>Budget #</i>	<i>Program Description</i>	<i>Actual Cuts</i>
All 1		Health benefits will not increase 9%	389,544
All 2		No COLA	395,245
All 3		No Merit after COLA Eliminated	359,184
			<b>1,143,973</b>
BOS 1	101-0100	Printing/Adv costs	11,500
BOS 2	101-0100	Travel	2,000
BOS 3	101-0100	Reduce Publicity and Spec events	4,000
			<b>17,500</b>
Clerk 1	101-0212	Clerk Svcs and Supplies	8,850
Recorder 1	101-0213	Recorder Svcs and Supplies	5,350
Rec Mgmt 1	101-0214	Rec Mgmt Svcs and Supplies	41,000
Rec Mgmt 2	101-0214	Hourly Salaries	41,706
			<b>82,706</b>
Treas 2	101-0300	Banking fee changes	10,000
Treas 3	101-0300	Plain paper	1,000
Treas 4	101-0300	Self print TR	150
Treas 5	101-0300	Plain envelopes	100
Treas 6	101-0300	Postage reduction	550
Treas 7	101-0300	Bulk dep slips	500
Treas 8	101-0300	give up budget surplus (several accts)	2,500
Treas 1	341-50-85	RDA for parking shortfall	19,122
	101-0300	Transfers and promotions	(10,790)
			<b>23,132</b>
Assessor 1	101-0400	Printing/Adv costs	7,000
Assessor 2	101-0400	Not hire vacant FTE position	52,011
			<b>59,011</b>
DA 1	101-0500	PT Investigator Lay off	
DA 2	101-0500	Services and Supplies	10,000
DA 4	101-0500	PT Criminal Dep DA	101,488
DA 7	101-0500	Lay off Legal Secretary	70,183
	101-0500	Salary savings on new hires (3 DA's and 1 legal secretary)	60,579
			<b>242,250</b>

**Cutback Program  
FY 2011**

<i>Department</i>	<i>Budget #</i>	<i>Program Description</i>	<i>Actual Cuts</i>
CM 1	101-0600	Hourly Salaries	11,297
CM 2	101-0600	Reduce Community Relations	26,000
CM 3	101-0600	Eliminate Public Info and Comm Plan	10,000
CM 4	101-0600	Training	2,000
CM 5	101-0600	Travel	3,000
			<u>52,297</u>
CS 1	101-0615	Reduce General Fund Cont	50,000
CS 2	101-0615	Reduce General Fund Cont	54,575
			<u>104,575</u>
Fin 1	101-0701	Reallocate salaries	60,188
Fin 2	101-0701	Services and Supplies	5,000
			<u>65,188</u>
HR 1	101-0705	Training	5,000
HR 2	101-0705	Membership and publications	2,000
HR 3	101-0705	Advertising/printing	1,618
HR 4	101-0705	Employee Testing	4,000
HR 5	101-0705	Publicity/Specialty events	3,000
HR 6	101-0705	Printing/Adv costs	3,124
HR 7	101-0705	Printing/Adv costs	4,000
HR 8	101-0705	Drug Testing	8,494
	101-0705	Termination and transfer (Director position)	(5,581)
			<u>25,655</u>
IT 1	101-0710	Software Maintenance	34,265
IT 2	101-0710	Software Maintenance	16,488
IT 3	101-0710	Software Maintenance	22,403
IT 4	101-0710	Professional Services	18,000
IT 5	101-0710	Data Processing	7,000
IT 6	101-0710	Training	16,000
IT 7	101-0710	Travel	5,500
IT 8	101-0710	Software Maintenance	11,107
	101-0710	Reclass	(8,373)
			<u>122,390</u>
Purch 1	101-0720	Services and Supplies	9,600
Purch 2	101-0720	Mail Courier elimination (hourly)	1,639
			<u>11,239</u>
HHS 6	101-0764	Hourly Salaries	10,022
HHS 3	101-0764	Gen assistance	27,775
			<u>37,797</u>
CM 6	101-0800	Internal Auditor 10%	6,000

**Cutback Program  
FY 2011**

<b>Department</b>	<b>Budget #</b>	<b>Program Description</b>	<b>Actual Cuts</b>
Sheriff 10 Ad 1	101-2005	Services and Supplies	67,885
Sheriff 17 Inv 2	101-2011	Services and Supplies	(10,710)
Sheriff 17 Inv 2	101-2012	Services and Supplies	1,900
Sheriff 23 Pat 6	101-2012	FTE - Deputy	105,607
Sheriff 24 Pat 7	101-2012	FTE - Deputy	82,143
Sheriff 25 Pat 8	101-2012	FTE - Deputy	86,466
Sheriff 28 Pat 11	101-2012	Services and Supplies	10,320
Sheriff 11 As Svc 2	101-2013	FTE - Sheriff Field Specialist	41,041
Sheriff 12 Ad Svc 3	101-2013	Services and Supplies	(5,600)
Sheriff 4 Det 3	101-2013	FTE - Sheriff Field Specialist	76,295
Sheriff 5 Det 4	101-2013	FTE - Sheriff Support Specialist	65,662
Sheriff 14 Det 7	101-2014	Services and Supplies	6,055
Sheriff 18 Pat 1	101-2014	FTE - Deputy	83,875
Sheriff 19 Pat 2	101-2014	FTE - Deputy	74,801
Sheriff 2 Det 1	101-2014	FTE - Sheriff Support Specialist	47,586
Sheriff 20 Pat 3	101-2014	FTE - Deputy	82,621
Sheriff 21 Pat 4	101-2014	FTE - Deputy	88,334
Sheriff 22 Pat 5	101-2014	FTE - Deputy	74,801
Sheriff 3 Det 2	101-2014	FTE - Sheriff Support Specialist	55,615
Sheriff 16 Dsp 4	101-2017	Services and Supplies	29,725
		other savings	809
			<b>1,065,231</b>
Fire 1	101-2012	1 Firefighter Pos	116,876
Fire 2	101-2012	1 Firefighter Pos	133,478
Fire 3	101-2012	1 Firefighter Pos	118,470
Fire 4	101-2520	Training Div Overtime	15,572
Fire 5	101-2510	WECO Serv and Sup	5,000
Fire 6	101-2515	Fire Inspector FTE reduction	109,980
Fire 7	101-2012	4 FTE's (Firefighters)	373,292
	101-2012	Charles transfer to BC operations	(58,860)
	various	Promotions and transfers	(16,812)
			<b>796,996</b>
PW 1	various	Eliminate utilities fees to City	462,322
PW 2	various	Reallocate salaries	80,000
PW 3	101-6804	Landfill services and supplies	200,000
PW 4	101-8000	Transit Subsidy	30,000
	101-0715	Salary savings	1,032
	101-6804	Salary savings	17,682
			<b>791,036</b>

**Cutback Program  
FY 2011**

<b>Department</b>	<b>Budget #</b>	<b>Program Description</b>	<b>Actual Cuts</b>
JUVC 1	101-4300	Services and Supplies	8,640
JUVC 2	101-4300	Salaries allocation	10,000
			<b>18,640</b>
Lib 3	101-6200	Lib Asst 1 FTE	33,924
Lib 4	101-6200	Lib Asst 2 FTE	66,566
	101-6200	Westegard transfer	(5,766)
			<b>94,724</b>
Juv 1	4505/4506	Security Staff FTE reduction	56,989
		Salary savings	9,232
		Savings from vacant postion	80,000
			<b>146,221</b>
DC 1	101-4700	Hourly Salaries	27,416
DC 3	101-4700	Salaries	75,093
DC 4	101-4700	Training	6,000
DC 5	101-4700	Travel	1,765
DC 6	101-4700	NV Rural Case Mgmt System	20,000
	101-4700	Court reporter fees	40,000
	101-4700	Suspend Operations Services Manager FTE	120,989
	101-4700	Increase Judicial Asst from 3/4 to 1 FTE	(19,326)
	101-4700	Eliminate Jury Commissioner/ Special Projects M	105,283
	101-4700	Law Clerk salary savings	4,282
			<b>381,502</b>
DAS 1	101-4705	Pre Arraignment Screening Prog	65,826
DAS 2	101-4705	DC Bailiff	3,574
	342-50-10	Increase convenience fee revenue	20,000
			<b>89,400</b>

**Cutback Program  
FY 2011**

<i>Department</i>	<i>Budget #</i>	<i>Program Description</i>	<i>Actual Cuts</i>
Parks 1	101-5012	Parks Maint Hourlies	40,124
Parks 10	101-5056	Comm Center	64,460
Parks 11	101-5060	Sports hourlies	10,420
Parks 12	101-5055	Lifeguard FTE/ hourlies	86,993
Parks 13	101-5012	FTE Parks Maint Wkr 1	51,246
Parks 2	101-5056	Comm Center Svcs and Supplies	13,000
Parks 3	101-5055	Aquatics Facility	58,000
Parks 4	101-5012	Parks Maint Svcs and Sup / OT	42,358
Parks 5	101-5034	Fac Maint Svcs and Sup	36,500
Parks 6	101-5057	Rec Svcs and Sup	20,000
Parks 7	101-5060	Sports Svcs and Sup	20,000
Parks 8	101-5034	Fac Maint FTE and hourlies	118,373
Parks 9	101-5057	Hourly Salaries / reduce res coor to .5 FTE	70,444
	101-5034	Elimination of 2 Building Maint Worker 1	96,073
	101-5057	Elimination of .5 FTE res coordinator position	30,364
	101-5005 / 5012 / 5034	Salary savings / transfers / promotions	11,934
			<b>770,289</b>
HHS 1	101-6900	Do not replace vacant Animal Svcs FTE	50,000
HHS 10	101-6852	1 FTE Nurse support	33,143
HHS 11	101-6800	Grant for WIC	7,616
HHS 12	101-6853	grant for Env Health	11,333
HHS 8	101-6853	Eliminate Mosquito program	75,435
HHS 9	101-6800	Professional Services	10,000
			<b>187,527</b>

**GRAND TOTAL**     6,349,479