



FY 20/21 Budget Reduction Scenarios



June 2, 2020



Council Goals & Priorities

1. Public Safety
2. Fiscal Stability
3. Organizational Culture
4. Business Friendly
5. Enhance Partnerships
6. Quality of Life
7. Infrastructure
8. Homeless and Vagrancy



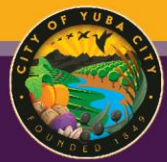
FY 20/21 Budget

- General Fund Revenues: \$42.7 Million
- General Fund Expenditures: \$46.3 Million
- Projected Shortfall = \$3.5 Million
- Options
 - Department Reduction Scenarios
 - Utilization of Discretionary Funds
 - Bargaining Unit Discussions



General Fund Budget Reduction Scenario Summary

Department	2.5%	5%	7.5%
Police	\$407,750	\$777,500	-
Fire	\$249,756	\$499,511	-
Total Safety:	\$657,506	\$1,277,011	
Public Works	\$236,513	\$406,466	\$489,301
Community Services	\$149,800	\$149,800	\$223,631
Finance/IT	\$64,122	\$128,245	\$187,376
Development Services	\$64,066	\$64,066	\$98,066
Administration/Other	\$353,864	\$386,364	\$405,364
Human Resources	\$24,500	\$48,400	\$77,176
Total Non-Safety:	\$892,865	\$1,183,341	\$1,480,914
Total:	\$1,550,371	\$2,460,352	\$1,480,914



Enterprise Fund Budget Reduction Scenario Summary

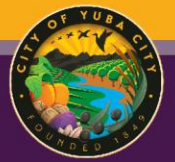
Fund	2.5%	5%	7.5%
Water	\$287,263	\$574,526	\$861,791
Wastewater	\$352,383	\$694,768	\$1,037,152

Water Fund Budget:

- Salaries & Benefits – \$3,205,125
- Materials, Services, & Supplies – \$8,700,345
- Total: \$11,905,470

Wastewater Fund Budget:

- Salaries & Benefits – \$3,866,493
- Materials, Services, & Supplies – \$9,089,619
- Total: \$12,956,112



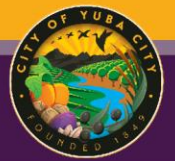
Discretionary Fund Options

- Freeze vacant positions and evaluate filling them on a case-by-case basis
- Freeze non-essential travel and restrict training
- Do not contribute the 10% match to the Yuba Sutter Lodging Association
- Hold or reduce the General Fund contribution to the Vehicle Replacement Fund



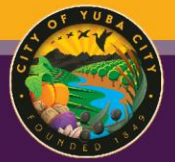
Discretionary Fund Options

- Draw from the pension stabilization trust
- Lower the Unallocated General Fund CIP
- Utilize Healthy Cities Reserve



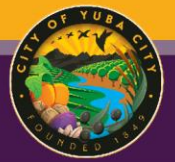
Bargaining Units

- As of July 1st, five represented bargaining units will have open contracts
- Items could be brought before the bargaining units for consideration
- Any reduction scenarios that impact wages, hours, and working conditions will require that the City follow the meet and confer requirements to discuss impacts



Implementation

- Implement, Monitor, and Re-Assess
 - Finance Director will provide quarterly budget updates
 - Select options to implement July 1st, monitor over the next three months, and then re-assess to determine if additional measures are needed
 - Balance cutting too much too soon versus too little too late



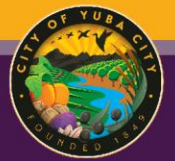
Police Department

- 2.5% Scenario - \$407,750
 - Community Services Officer – freeze 2 positions
 - Officer – freeze 1 position
 - Dispatcher – freeze 1 position for 6 months and hold promotional position open for 6 months
 - Allow Officer #2 to complete the Academy



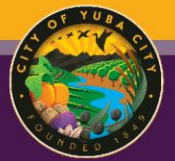
Police Department

- **5% Scenario - \$777,500**
 - Community Services Officer – freeze 2 positions
 - Dispatcher – freeze 1 position for 6 months and hold promotional position open for 6 months
 - Officer – reduction of 5 positions



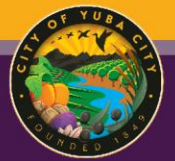
Fire Department

- 2.5% Scenario - \$249,756
 - Salary & Benefits - \$148,132
 - Administrative Analyst III - freeze for 1 year
 - Underfill Assistant Chief with Division Chief
 - Underfill Administrative Assistant with Administrative Clerk
 - Materials, Services, & Supplies - \$46,700
 - Vehicle Replacement Fund - \$54,924



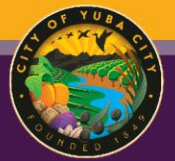
Fire Department

- 5% Scenario - \$499,511
 - Salary & Benefits - \$148,132
 - Administrative Analyst III - freeze for 1 year
 - Underfill Assistant Chief with Division Chief
 - Underfill Administrative Assistant with Administrative Clerk
 - Materials, Services, & Supplies - \$46,700
 - Vehicle Replacement Fund - \$288,561



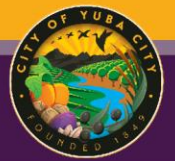
Public Works

- General Fund - 2.5% Scenario - \$236,513
 - Salary & Benefits - \$154,657
 - Freeze Administrative Assistant position for 1 year
 - Public Works Director – 6 Months Savings
 - Reduce Extra Help Budgets
 - Materials, Services, & Supplies - \$48,825
 - Vehicle Replacement Fund - \$33,031



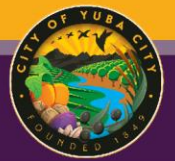
Public Works

- Water Fund - 2.5% Scenario - \$287,263
 - Salary & Benefits - \$277,393
 - Administrative Assistant – freeze for 1 year
 - Public Works Director – 6 Months Savings
 - WTP Plant Maintenance Supervisor – freeze 6 months
 - WTP Operator IV – freeze 3 months & underfill
 - Reduce Extra Help budget
 - Materials, Services, & Supplies - \$0
 - Vehicle Replacement Fund - \$9,871



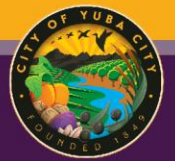
Public Works

- Wastewater Fund - 2.5% Scenario - \$352,383
 - Salary & Benefits - \$227,921
 - Administrative Assistant – freeze for 1 year
 - Public Works Director – 6 Months Savings
 - WWTF Operator III – freeze 3 months & underfill
 - Operator-in-Training – freeze 1 year
 - Regulatory Compliance Administrator – freeze 3 months
 - Reduce Extra Help budget
 - Materials, Services, & Supplies - \$77,187
 - Vehicle Replacement Fund - \$47,275



Public Works

- General Fund - 5% Scenario - \$406,466
 - Salary & Benefits - \$307,268
 - Freeze Administrative Assistant position for 1 year
 - Public Works Director – 6 Months Savings
 - Construction Inspector – freeze 1 year
 - Reduce Extra Help Budgets
 - Materials, Services, & Supplies - \$66,167
 - Vehicle Replacement Fund - \$33,031



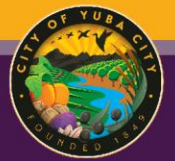
Public Works

- Water Fund - 5% Scenario - \$574,526
 - Salary & Benefits - \$373,905
 - Administrative Assistant – freeze for 1 year
 - Public Works Director – 6 Months Savings
 - WTP Plant Maintenance Supervisor – freeze 1 year
 - WTP Chief Plant Operator – freeze 3 months
 - Regulatory Compliance Administrator – freeze 3 months
 - Reduce Extra Help budget
 - Materials, Services, & Supplies - \$141,456
 - Vehicle Replacement Fund - \$59,167



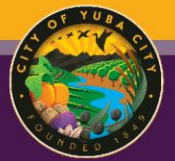
Public Works

- Wastewater Fund - 5% Scenario - \$694,768
 - Salary & Benefits - \$269,425
 - Administrative Assistant – freeze for 1 year
 - Public Works Director – 6 Months Savings
 - WWTF Operator III – freeze 3 months & underfill
 - Operator-in-Training – freeze 1 year
 - Regulatory Compliance Administrator – freeze 3 months
 - Reduce Extra Help budget
 - Materials, Services, & Supplies - \$378,068
 - Vehicle Replacement Fund - \$47,275



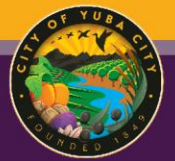
Public Works

- General Fund – 7.5% Scenario - \$489,301
 - Salary & Benefits - \$358,594
 - Freeze Administrative Assistant position for 1 year
 - Public Works Director – 6 Months Savings
 - Construction Inspector – freeze 1 year
 - Reduce Extra Help Budgets
 - Materials, Services, & Supplies - \$97,676
 - Vehicle Replacement Fund - \$33,031



Public Works

- Water Fund – 7.5% Scenario - \$861,791
 - Salary & Benefits - \$452,071
 - Administrative Assistant – freeze for 1 year
 - Public Works Director – 6 Months Savings
 - WTP Plant Maintenance Supervisor – freeze 1 year
 - WTP Chief Plant Operator – freeze 1 year
 - Regulatory Compliance Administrator – freeze 1 year
 - Reduce Extra Help budget
 - Materials, Services, & Supplies - \$350,555
 - Vehicle Replacement Fund - \$59,167



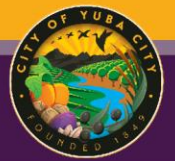
Public Works

- Wastewater Fund – 7.5% Scenario - \$1,037,152
 - Salary & Benefits - \$382,455
 - Administrative Assistant – freeze for 1 year
 - Public Works Director – 6 Months Savings
 - WWTF Operator III – freeze 3 months & underfill
 - Operator-in-Training – freeze 1 year
 - Regulatory Compliance Administrator – freeze 1 year
 - Reduce Extra Help budget
 - Materials, Services, & Supplies - \$607,424
 - Vehicle Replacement Fund - \$47,275



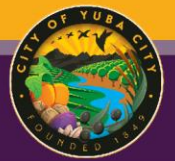
Community Services

- 5% Scenario - \$149,800
 - Salary & Benefits - \$27,000
 - Reduce Extra Help budget
 - Materials, Services, & Supplies - \$38,800
 - Vehicle Replacement Fund - \$84,000



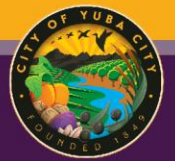
Community Services

- 7.5% Scenario - \$223,831
 - Salary & Benefits - \$79,392
 - Recreation Coordinator – freeze 1 year
 - Reduce Extra Help budget
 - Materials, Services, & Supplies - \$60,200
 - Vehicle Replacement Fund - \$84,239



Finance/IT

- 2.5% Scenario - \$64,122
 - Salary & Benefits - \$41,638
 - Accountant II – freeze 3 months
 - Materials, Services, & Supplies - \$22,484



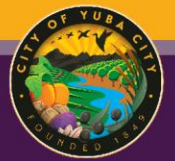
Finance/IT

- **5% Scenario - \$128,245**
 - **Salary & Benefits - \$102,278**
 - Accountant II – freeze 10 months
 - IT – delete extra help and overtime budget
 - **Materials, Services, & Supplies - \$25,969**



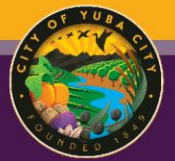
Finance/IT

- 7.5% Scenario – Option 1 - \$187,284
 - Salary & Benefits - \$138,831
 - Accountant II – freeze 1 year
 - Field Service Rep – retirement/vacancy
 - Reclassify Sr. Account Clerk to Admin Analyst I
 - Finance - increase overtime budget
 - IT – delete extra help and overtime budget
 - Materials, Services, & Supplies - \$48,453



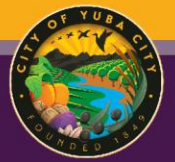
Finance/IT

- **7.5% Scenario – Option 2 - \$187,376**
 - **Salary & Benefits - \$138,923**
 - Accountant II – freeze 1 year
 - Customer Service Rep I – furlough
 - Finance – increase extra help budget
 - IT – delete extra help and overtime budget
 - **Materials, Services, & Supplies - \$48,453**



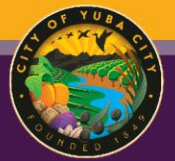
Development Services

- 5% Scenario - \$64,066
 - Salary & Benefits - \$64,066
 - Building Inspector I – freeze 1 year



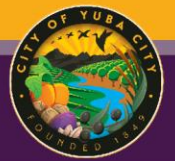
Development Services

- 7.5% Scenario - \$98,066
 - Salary & Benefits - \$98,066
 - Building Inspector I – freeze 1 year
 - Planning Manager – underfill at Assistant Planner level



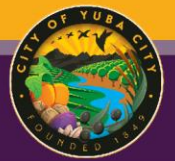
Administration/Other

- 2.5% Scenario - \$353,864 (actually 19%)
 - Salary & Benefits - \$270,164
 - Administration Intern – freeze 1 year
 - Interim City Manager Savings – 6 months
 - Assistant to the City Manager – freeze 3 months
 - Undesignated position – freeze 1 year
 - Administrative Clerk (part time) – freeze 1 year
 - Materials, Services, & Supplies - \$83,700



Administration/Other

- 5% Scenario - \$386,364 (actually 21%)
 - Salary & Benefits - \$270,164
 - Administration Intern – freeze 1 year
 - Interim City Manager Savings – 6 months
 - Assistant to the City Manager – freeze 3 months
 - Undesignated position – freeze 1 year
 - Administrative Clerk (part time) – freeze 1 year
 - Materials, Services, & Supplies - \$116,200



Administration/Other

- 7.5% Scenario - \$405,364 (actually 22%)
 - Salary & Benefits - \$270,164
 - Administration Intern – freeze 1 year
 - Interim City Manager Savings – 6 months
 - Assistant to the City Manager – freeze 3 months
 - Undesignated position – freeze 1 year
 - Administrative Clerk (part time) – freeze 1 year
 - Materials, Services, & Supplies - \$135,200



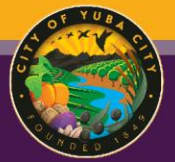
Human Resources

- 2.5% Scenario - \$24,500
- 5% Scenario - \$48,400
- 7.5% Scenario - \$77,176
 - All Materials, Supplies, and Services



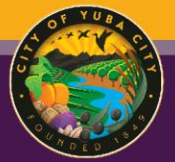
Summary

- \$3.5 Million shortfall
- Options – Any combination of:
 - Discretionary Funds
 - Department Budget Reductions
 - Bargaining Unit Discussions



Implementation

- Implement, Monitor, and Re-Assess
 - Finance Director will provide quarterly budget updates
 - Select options to implement July 1st, monitor over the next three months, and then re-assess to determine if additional measures are needed
 - Balance cutting too much too soon versus too little too late



Next Steps

- June 9 @ 6 pm
 - Special Council meeting to continue budget discussion
- June 16 @ 6 pm
 - Council meeting – FY 20/21 Budget adoption