

Service-Level Reductions

The table below illustrates service-level reductions made to the FY 2024-25 Budget. This budget was developed by taking the previous year's base budget and incorporating additional ongoing costs, while also adjusting material and contract expenses based on the Consumer Price Index (CPI), where applicable. The table below is reflective of feedback received from City Council in January and April of 2024. Community benefit service level reductions were originally proposed at \$463,690. Based on Council direction, only \$123,343 remain for reduction in the 4th of July event, as staff was directed to secure alternate funding for the other items. Staff is working with non-profit and for-profit organizations, but nothing has been finalized to date.

Department	Grouping	Service-Level Reduction	Fiscal Impact	Service-Level Impact Narrative
Parks and Recreation	Community Benefit	Reduce 4th of July Funding	\$ (123,344)	Elimination of 4th of July evening fireworks.
TOTAL COMMUNITY BENEFIT			\$ (123,344)	
Administration	Fiscal Accountability	Contract Services and Materials	\$ (226,561)	Potential need for additional appropriations if unanticipated legal costs arise
Administration	Fiscal Accountability	Material operations that are no longer needed	\$ (8,892)	Reduction aligns budget with actuals
Administration	Fiscal Accountability	Econ Dev Strategy Outreach	\$ (20,000)	Reduction will result in minimal impact as existing staff is already implementing these duties.
Administrative Services	Fiscal Accountability	Reduce Unemployment Insurance	\$ (64,148)	New costs are reflective of post-COVID estimates
Innovation and Technology	Fiscal Accountability	Reduced Budget for I&T	\$ (2,850)	Reduced outside expert technical support. This reduction would reduce efficiencies from some technology uses where the city has historically been comparatively advanced.
Innovation and Technology	Fiscal Accountability	Reduced Budget for I&T	\$ (743,175)	Reduced applications utilized by City staff; Cancelled ERP Implementation; Reduced outside expert technical support. This reduction would reduce efficiencies from some technology uses where the city has historically been comparatively advanced.
Innovation and Technology	Fiscal Accountability	Reduced Budget for I&T	\$ (33,522)	Prolonged tech refresh cycles; Significantly reduced replacement parts and supplies, Reduced outside expert technical support.
Law Enforcement	Fiscal Accountability	Align law enforcement budget with actuals	\$ (1,000,000)	Reduction aligns budget with actuals.
Parks and Recreation	Fiscal Accountability	Consolidate Swim Lessons Program	\$ (72,971)	Consolidate Swim Lessons into BBF Operations, reducing overall part-time costs and program supplies.
Parks and Recreation	Fiscal Accountability	Consolidate Swim Lessons Program	\$ (14,147)	Consolidate Swim Lessons into BBF Operations, reducing overall part-time costs and program supplies.
Public Works	Fiscal Accountability	Utility True-up	\$ (564,278)	Reduction aligns with budget actuals
TOTAL FISCAL ACCOUNTABILITY			\$ (2,750,544)	
Non-Departmental	Infrastructure	Transfers Out	\$ (2,000,000)	City will initiate and complete CIP projects with the current Capital Reserve fund. Th A reduction in capital renewal will lead to a longterm aging of infrastructure impacting the attractiveness of this infrastructure to the public.
Public Works	Infrastructure	Contract Services	\$ (810,764)	Tree maintenance moved in-house/Reduction in tree maintenance
Public Works	Infrastructure	Defer vehicle and equipment replacements, increasing the replacement cycle from approximately 7 years to 10 years on average.	\$ (137,000)	May increase cost and staff time to repair assets that were deferred for replacement.
TOTAL INFRASTRUCTURE			\$ (2,947,764)	

Department	Grouping	Service-Level Reduction	Fiscal Impact	Service-Level Impact Narrative
Administration	Operations and Maintenance	- Management Analyst reclassification to Administrative Assistant - Removal of vacant shared Senior Office Assistant between CMO and City Clerk - Removal of PT Intern	\$ (61,755)	Staffing for the department has been reorganized for efficiency and to streamline workload.
Administration	Operations and Maintenance	Reduced a limited term Project Executive position	\$ (404,221)	Use of cost recoverable contract services will be used instead Reduction will result in minimal impact on staff time to administer enforcement of min wage annual
Administration	Operations and Maintenance	Minimum Wage Enforcement and Mailers	\$ (23,202)	increases. Removing printed mailers will require businesses to print it out and post in their place of business.
Administration	Operations and Maintenance	Regulate Diversified Retail	\$ (5,000)	Reduction will result in minimal impact as existing staff is already implementing these duties.
Administration	Operations and Maintenance	This reduction will remove funding for a PT Intern and Overtime Compensation. This reduction also includes the reclassification of a Public Information Officer to a Communications Coordinator.	\$ (78,249)	Staffing for the department has been reorganized for efficiency and to streamline workload.
Administration	Operations and Maintenance	Reduce cost of the quarterly Scene Newsletter by moving to a digital-only publication.	\$ (53,600)	Residents will no longer receive the Scene in the mail and will have to find the Scene on a City webpage instead.
Administrative Services	Operations and Maintenance	Reduce Budget for Internal Audit	\$ (40,000)	Reduction in the number of internal audit projects. Audits would occur on a less frequent basis.
Administrative Services	Operations and Maintenance	Shift credit card fees to customers	\$ (39,000)	Customers would pay a credit card transaction fee for any payments made using a credit card. Currently, the City does not charge credit card fees to customers. Many jurisdictions charge customers a credit card transaction fee for any payments made using a credit card.
City Council and Commission	Operations and Maintenance	Reduce Commission Expenses	\$ (468)	Reduction aligns with budget actuals.
City Council and Commission	Operations and Maintenance	Reduce Commission Expenses	\$ (1,855)	Reduced budget for Teen Commission.
Community Development	Operations and Maintenance	Shift Credit Card Fees to Customer	\$ (57,500)	Decrease bank charge contract services. Customers would pay a credit card transaction fee for any payments made using a credit card. Currently, the City does not charge credit card fees to customers. Many jurisdictions charge customers a credit card transaction fee for any payments made using a credit card.
Community Development	Operations and Maintenance	Reduce Conferences and Training	\$ (10,691)	Reduced conference attendance, trainings, and meeting expenses. Thus, resulting in reduced service level and response time. Reduction could potentially lead to higher staff turnover rates. The department is continuing to offer training by exploring and taking advantage of local and virtual opportunities.
Parks and Recreation	Operations and Maintenance	Reduce Senior Center Part-Time Staffing and Supplies	\$ (16,124)	Estimated longer wait times for the front desk, reduce rental support and amenities offered for Senior programs and events.
Parks and Recreation	Operations and Maintenance	Shift Credit Card Fees to Customers	\$ (159,620)	Customers would pay credit card transaction fees.
Parks and Recreation	Operations and Maintenance	Reduce Parks and Recreation Expenses	\$ (10,332)	Removed budget for overtime.
Parks and Recreation	Operations and Maintenance	Reduce Funding for Library Extra Hours	\$ (160,000)	No immediate impact on current operational hours. Santa Clara County Library District has historically received funds from the state to cover these costs.

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Parks and Recreation	Operations and Maintenance	Reduce Park Ranger Services	\$ (31,155)	Reduced ranger presence at the Stevens Creek Corridor, Environmental Education Center, and some nature-based programs and events.
Parks and Recreation	Operations and Maintenance	Reduce Parks and Recreation Expenses	\$ (5,473)	Elimination of Helping Hands program, removed budget for overtime, and realign with budget actuals.
Parks and Recreation	Operations and Maintenance	Shift credit card fees to customers.	\$ (17,049)	Customers would pay credit card transaction fees.
Parks and Recreation	Operations and Maintenance	Reduce Senior Center Part-Time Staffing and Supplies	\$ (5,311)	Estimated longer wait times for the front desk, reduced rental support and amenities offered for Senior programs and events.
Parks and Recreation	Operations and Maintenance	Reduce Parks and Recreation Expenses	\$ (12,391)	Consolidated Preschool Program with a focus on the 3-year-old program and removed budgets for overtime.
Public Works	Operations and Maintenance	Materials	\$ (145,794)	Reduction in printing, ergonomics, memberships, office supplies, conference and meetings, etc.
Public Works	Operations and Maintenance	Contract Services	\$ (659,534)	Reduction in contract services for fence repairs, graffiti mitigation, bee removal, gas emission inventory, paid advertising, etc.
Public Works	Operations and Maintenance	Salary and Benefits	\$ (386,406)	Reduction in part-time staff
Public Works	Operations and Maintenance	Special Project	\$ (55,000)	Reduction of replaced fluted street light poles
Public Works	Operations and Maintenance	Staffing	\$ (463,716)	Eliminate two vacant Public Works Project Managers
TOTAL OPERATIONS AND MAINTENANCE			\$ (2,903,446)	