



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Jennifer A. Maguire

**SUBJECT:** SEE BELOW

**DATE:** April 1, 2011

Approved

Date

4-1-11

**SUBJECT: 2010-2011 SAN JOSE REDEVELOPMENT AGENCY CIVIL SERVICE STAFFING REDUCTIONS**

## REASON FOR ADDENDUM

Due to the fiscal challenges the San Jose Redevelopment Agency is facing, staff recommends expediting this budgetary action.

## RECOMMENDATION

Eliminate 2.0 positions (1.0 Principal Accountant, 1.0 Assistant Director) in the Redevelopment Agency.

## BACKGROUND

It is recommended that 2.0 Civil Service positions (1.0 Principal Accountant and 1.0 Assistant Director) be eliminated beginning April 6, 2011 due to the current fiscal challenges the Redevelopment Agency (Agency) is facing. The employees who are affected by this reduction retired from City Service effective March 31, 2011.

## EVALUATION AND FOLLOW-UP

No evaluation or follow-up is anticipated at this time.

## PUBLIC OUTREACH/INTEREST

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or Greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-Mail Website Posting)**

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- ❑ **Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

Although this project does not meet any of the above criteria, this memorandum is posted on the City's website for the April 5, 2011 City Council Agenda.

### COORDINATION

This memorandum has been coordinated with the San Jose Redevelopment Agency and the City Attorney's Office.

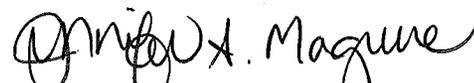
### COST IMPLICATIONS

The actions recommended in this memorandum align the City's General Fund authorized positions for the Agency with the actions necessary to address the fiscal challenges the Agency faces in the current fiscal year. Costs associated with all Agency civil service positions, including those recommended for elimination in this memorandum, are directly reimbursed by the Agency based on actual expenditures.

Adjustments to the budgeted level of expenditures and anticipated revenues from the Agency are not recommended as part of this memorandum despite the inherent reduction in expenditures and reimbursements that would result from the recommended staffing reductions. Vacation payout and sick leave payments upon retirement associated with pending retirements of Agency civil service staffing (approximately \$120,000) are anticipated to more than offset the estimated year end savings of \$82,000 through the recommended elimination of the two positions in this memorandum. Therefore, no change in budgeted expenditures or reimbursements received from the Agency is recommended. A year end reconciliation of actual expenditures will be completed to ensure full reimbursement from the Redevelopment Agency and, should it prove necessary, additional adjustments will be recommended as part of the 2010-2011 Year-End Clean-ups to be considered by the City Council on June 21, 2011. The ongoing savings to the Agency from this action are approximately \$367,000.

### CEQA

Not a project

  
JENNIFER A. MAGUIRE  
Budget Director

For more information regarding this memorandum, contact Jennifer A. Maguire, Budget Director, at (408) 535-8144.