



A.2

DEPARTMENT OF
ADMINISTRATIVE SERVICES

BUDGET AND POLICY REVIEW

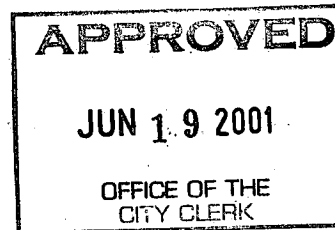
CITY OF SACRAMENTO
CALIFORNIA

CITY HALL
ROOM 100
915 I STREET
SACRAMENTO, CA
95814-2684
PH 916-264-5845
FAX 916-264-5755
TDD (ONLY) 916-264-7227

June 13, 2001

City Council
Sacramento, California

Honorable Members in Session:



SUBJECT: FY2001-2002 PROPOSED BUDGET WRAP UP

LOCATION/COUNCIL DISTRICT: Citywide

RECOMMENDATION:

This report recommends that the City Council:

- a. Discuss additional funding considerations per Section A in the context of Council community neighborhood projects and pending cable funding allocations
- b. Approve an intent motion to transfer \$450,000 from general fund contingency and \$339,000 from Fire Station 20 to Fire Station 5 to provide the \$789,000 needed for the project

Final adoption of the budget is scheduled for the evening meeting of June 19.

CONTACT PERSON: Betty Masuoka, Assistant City Manager, 264-5704
Ken Nishimoto, Director of Administrative Services, 264-7205
Gustavo Vina, Financial Services Manager, 264-7138

FOR CITY COUNCIL MEETING OF: June 19, 2001 (2 p. m. afternoon)

SUMMARY:

This report transmits:

Section A: additional funding considerations
Section B: a list of reports back to be heard on June 19

Exhibit A: a list of reports back and the status of each report
Exhibit B: overheads

COMMITTEE/COMMISSION ACTION: None

BACKGROUND:

The City Manager's proposed budget was released on May 1 as required by the City of Sacramento Charter. There have been 8 meetings to discuss the proposed budget. Section A lists the report backs requested by the City Council during the budget hearings and the status of each report.

SECTION A: ADDITIONAL FUNDING CONSIDERATIONS:

Program	Description	Change
Tennis Pro Coordinator	Provides matching funds for salary	\$50,000 on-going
Caring Neighborhoods	Adds 1.0 FTE to replace VISTA funding for program that focuses on elderly and disabled	1.0 FTE \$45,000 on-going
Alley Coordinator	Adds 1.0 FTE (Engineering Tech) and funding for gate construction, installation and maintenance costs	1.0 FTE \$130,000 on-going
Park Maintenance	Adds \$30,000 to purchase additional trash can for city parks	\$30,000 one-time
School building roof	Provide funds to repair roof at school administration building	\$100,000 one-time
	TOTAL ADJUSTMENTS	2.0 FTE \$355,000

Staff is recommending that these requests, totaling \$355,000 be considered in the context of the discussions allocating cable and Council community neighborhood projects funding. These reports will be transmitted to the City Council in August. There is \$1,800,000 set aside for Council community neighborhood projects and \$1,100,000 identified in additional cable funding yet to be allocated pending approval of the Cable Commission.

SECTION B: REPORTS BACK TO BE HEARD ON JUNE 19:

- a. Utility Users Tax- verbal report
- b. Fire Stations 5 and 20- verbal report on recent fire station cost comparisons (intent motion)
- c. Overhead charges- verbal discussion on the policy of the city charging overhead costs to SHRA and SHRA not being able to charge overhead costs to the city

FINANCIAL CONSIDERATIONS:

The chart in Section A identifies additional funding considerations in the amount of \$355,000.

POLICY CONSIDERATIONS:

The FY2001-2002 proposed budget is consistent with the sustainable budget concept. The five-year projection identifies and uses one-time revenue for one-time expenditures and on-going revenue growth to support long-term program requirements.


ENVIRONMENTAL CONSIDERATIONS:

There are no environmental considerations associated with this report.

ESBD EFFORTS:


This report does not involve the purchase of goods or services.

Respectfully submitted,



Gustavo Vina
Budget Manager

RECOMMENDATION APPROVED:



Robert P. Thomas
City Manager

FY02 Budget process Reports Back (as of 6/14/01)

EXHIBIT A

Reports Back	Completed	June 19th Hearing	After Budget process	Off Agenda
Human Resources Reorganization – compare to other jurisdictions (Jones)	✓			
TI revenue (Jones)	✓			
Vaccinations to be done now (Fargo) – Vans to go in to community for vaccinations (Waters)	✓			
Parks & Recreation FY02 budget submittal (Jones)	✓			
Utility Users Tax		✓		
Vista Elderly program (Tretheway)		✓		
Alley Coordinator (Hammond)		✓		
Tennis pro coordinator @ 30K City contribution (Cohn)		✓		
Analysis on trash cans needed at parks and/or other staffing (Jones)		✓		
\$100,000 school roof funding (Cohn)		✓		
Capital Improvement Program – Fire Stations 5 & 20 - recent fire station cost comparisons		✓		
Capital Improvement Program – SHRA – Why can't SHRA charge overhead to city projects when the city charges overhead to SHRA projects?		✓		
Advisory Committee for Animal Care			✓	
Police Accountability – does office need to be in City Hall or other location (Hammond)			✓	
ADA Coordinator – advisory committee (Citizen)			✓	
Role of Neighborhood Directors (Fargo)			✓	
Capital Improvement Program – report back on parking lots – maintenance & construction in all parks			✓	
Staffing gap due to new facilities (park maintenance specifically mentioned)			✓	
Solid Waste – calculating costs for single family versus # of people in household (Fargo)			✓	
Solid Waste – commercial rates differential (Hammond)			✓	
Solid Waste – improvement of street sweeping; frequency, etc. (Hammond)			✓	
Utility analysis on regional sans increased rates as it relates to “city benefit” (Jones)			✓	
Per capita for major sources/comparison with other jurisdictions (Jones)				✓
Augmentations submitted by departments – specially info on Parks & Rec (Jones)				✓
Infill Coordinator salary – is it enough? (Cohn)				✓
Capital Improvement Program – SHRA – Fruitridge Project (Jones)				✓
Capital Improvement Program – use of park planning dollars (Pannell/Hammond)				✓
Capital Improvement Program – Parks – Why is there in-service training at pools on weekends? (Fargo/Pannell)				✓
Capital Improvement Program – Irrigation Systems project status (Fargo)				✓

City of Sacramento

Exhibit B

Budget Workshop

June 19, 2001

June 19, 2001 (2:00pm)

- Additional Funding Considerations
- Reports Back
 - Utility Users Tax Report
 - Fire Stations 5 & 20
 - SHRA Overhead charges
- Other Council Follow Up Reports

Additional Funding Considerations

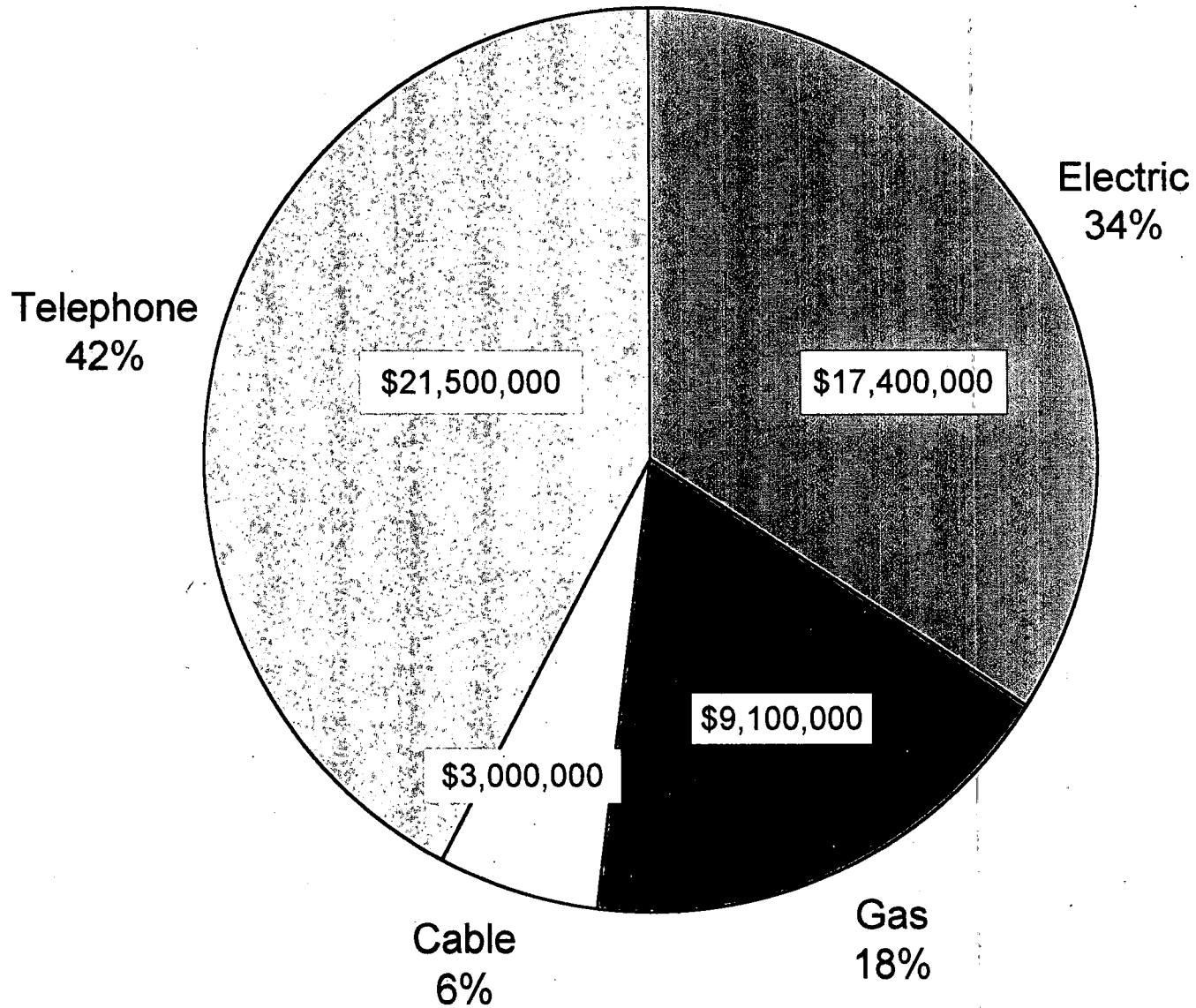
■ Tennis Pro Coordinator	\$ 50,000
■ VISTA Caring Neighborhoods	\$ 45,000
■ Alley Coordinator	\$130,000
■ Park Maintenance	\$ 30,000
■ School Building Roof	\$100,000

TOTAL \$355,000

June 19, 2001

Utility Users Tax Report

Utility Users Tax Composition - FY00/01 Estimate



ENERGY ISSUE APPROVED RESERVES/APPROPRIATIONS

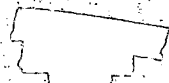
FY00-01 Midyear:

- Higher City Energy Costs \$1.5 M
- Energy Conservation Programs \$0.5 M
- Additional Energy Issues \$1.0 M

FY 00-01 Midyear \$3.0 M

FY 01-02 Budget – Energy Issue \$2.6 M

Total Reserves and Approps. for Energy \$5.6 M



ADDITIONAL ESTIMATED ENERGY COSTS OR REVENUE LOSS

• Conservation Program	\$0.5 M
• Energy Cost Rate Increase & New Facilities	\$2.6 M
• Blackout Response Cost	\$0.5 M
• Revenue Est. Reserve (3% of Energy UUT)	\$0.9 M
• Unallocated	<u>\$1.1 M</u>
Total Est. Additional Energy Costs or Rev. Loss	\$5.6 M



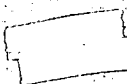
1% UTILITY USERS TAX GAS AND ELECTRIC REBATE IMPACT

- Revenue Loss to City \$3.9 Million

- Impact to Average Single Family House:

Average Monthly Bill Reduction	\$1.45
--------------------------------	--------

Average Annual Bill Reduction	\$17.40
-------------------------------	---------



June 19, 2001

Fire Stations 5 & 20 Report

RECENT FIRE STATIONS**TOTAL PROJECT COST (CIP)**

Projects	Project Budget	Building SF	Project Budget/Building SF
Milpitas F.S. (2000)	\$6,813,000	19,383	\$351
City of San Mateo F.S. (2002)	\$4,625,000	6,105	\$758
City of Saratoga F.S. (2002)	\$6,400,00	13,167	\$486
City of Brea F.S. (2002)	\$4,788,000	10,905	\$439
Montecito F.S. (2003)	\$3,000,000	8,200	\$366
City of Santa Clara F.S. (2003)	\$7,550,000	17,615	\$428
City of Sacramento F.S. 5 (2003)	\$4,289,000	9,139	\$469
City of Sacramento F.S 20 (2003)	\$4,006,000	10,997	\$364

Note: Comparison is for entire CIP Budget for the fire facility.

Summary, Fire Stations 5 & 20

	<u>Station 5</u>	<u>Station 20</u>
3 Yr CIP Budget	\$3,500,000	\$3,045,000
New Total	\$4,289,000	\$4,006,000
Additional Needed	789,000	961,000
From Contingency	450,000	0
Transfer	339,000	(339,000)
Remaining	\$0	\$1,300,000

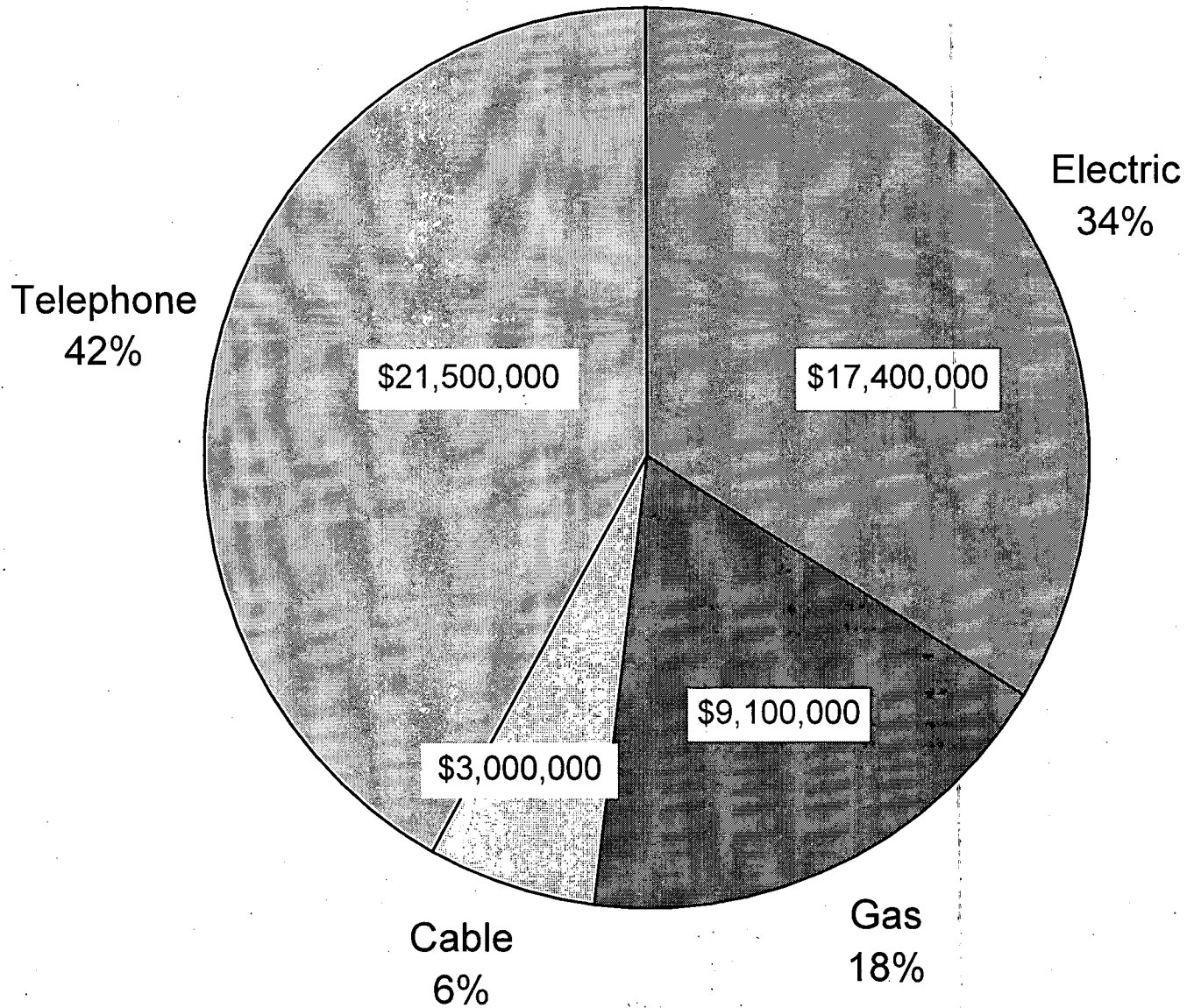
4.2

CONTINUED
FROM 6-12-01
TO 6-19-01

Utility Users Tax Report

68

Utility Users Tax Composition - FY00/01 Estimate



ENERGY ISSUE APPROVED RESERVES/APPROPRIATIONS

FY00-01 Midyear:

- Higher City Energy Costs \$1.5 M
- Energy Conservation Programs \$0.5 M
- Additional Energy Issues \$1.0 M

FY 00-01 Midyear \$3.0 M

FY 01-02 Budget – Energy Issue \$2.6 M

Total Reserves and Approps. for Energy \$5.6 M

ADDITIONAL ESTIMATED ENERGY COSTS OR REVENUE LOSS

• Conservation Program	\$0.5 M
• Energy Cost Rate Increase & New Facilities	\$2.6 M
• Blackout Response Cost	\$0.5 M
• Revenue Est. Reserve (3% of Energy UUT)	\$0.9 M
• Unallocated	<u>\$1.1 M</u>
Total Est. Additional Energy Costs or Rev. Loss	\$5.6 M

1% UTILITY USERS TAX GAS AND ELECTRIC REBATE IMPACT

- Revenue Loss to City \$3.9 Million

- Impact to Average Single Family House:

Average Monthly Bill Reduction \$1.45

Average Annual Bill Reduction \$17.40

SPARE TIME, INC.

11290 PYRITES WAY, SUITE 100
GOLD RIVER, CALIFORNIA 95670-4481
(916) 859-5910 • FAX (916) 859-5949

June 14, 2001

City of Sacramento
City Council
915 I Street, Room 205
Sacramento, CA 95814

Dear Council Members:

Margie and I have been extremely interested, for many years, in expanding our efforts so that we can provide opportunities in tennis for members of the Sacramento Community at-large. While we currently have in excess of 50,000 members at our Spare Time, Inc. tennis clubs, we would like to expose to tennis members of the community who cannot or do not want to belong to a private club.

We believe that tennis can truly be the sport for a lifetime. We believe tennis can be used to help promote the educational and personal development of any individual who participates in the sport. In our proposal, a copy of which is attached, we briefly discuss the educational and personal element of our plan.

To help insure the success of our program, we are willing to contribute \$30,000 per year to assist with the hiring of an executive director. We ask that the City of Sacramento help with the other \$30,000 we feel is needed. As additional monies are required, we plan to privately raise the money.

Thank you in advance for your interest and support. We also want to thank Councilman Steve Cohn and Board of Education Vice President Robert Fong for their encouragement and support in developing this plan.

Sincerely,

~~SPARE TIME, INC.~~

William M. Campbell, III ^{noc}

William M. Campbell, III
Chairman of the Board

WMC:ce

Enclosure

**GROWING
SACRAMENTO
TENNIS**

JUNE 14, 2001

**GROWING
SACRAMENTO
TENNIS**

JUNE 14, 2001

GROWING SACRAMENTO TENNIS

Purpose

The purpose of Growing Sacramento Tennis (GST), which will be a 501 C (3) corporation, is to grow the game of tennis in the Sacramento region. Programming is to be provided both for young people and adults in the region. The youth programming will contain an educationally related element.

Structure of the Organization

The GST will be organized as a 501 (C) (3) corporation with a Board of Directors consisting of a maximum of twelve directors selected both for their interest in tennis and for their ability to donate or raise money to support our staffing and programming activities.

A separate Advisory Board will be formed of a maximum of twelve members. The Advisory Board will be selected from tennis players who represent both the geographical and demographical areas that we plan to serve.

An Executive Director will be chosen by the Board of Directors to plan, organize and supervise the staff and activities of the GST. A copy of the proposed job description of the Executive Director is attached.

Programming for Children

Programming for children will consist of the following components:

- 1) Free introductory lessons designed by the USTA through the USA Tennis 1-2-3 Program.
- 2) Lesson Programs for children with emphasis on sportsmanship, the basics of stroke production, and match scoring.
- 3) The formation of teams so that leagues can be formed. The leagues will initially consist of the following:
 - a) Jungle Ball Play Leagues for children in the four to seven year old age group.
 - b) Rally Leagues for children who have mastered Jungle Ball Play or are older than seven and have been in the lesson program.
 - c) Mini tennis leagues, play days, target contests and a tennis carnival.
 - d) Junior Tennis Leagues for children who have learned to serve, score, and have graduated from the Rally Leagues.
 - e) USA Tennis Introductory Leagues.
- 4) Tournaments will be provided by the SATA organization and the SAT for those children who want more competition.
- 5) Organize and monitor Sacramento Regional Junior Ladder with Match Play recognition and incentive awards.

- 6) Invitations to the Spare Time, Inc. Tennis Academy for those children who want to advance beyond the Junior Tennis Leagues.

Programming for Adults

Programming for adults will be coordinated with Sue Davis who is the Regional Community Development Director for the USTA.

Other Components of the Programming

Educational Component:

A system for rewarding students with excellent grades will be built into the system. This can possibly be accomplished by reducing program fees for students with excellent grades. Also, we plan to do extensive tutoring in academic subjects and provide classes that will enable personal development. Stanford University students have helped in an East Palo Alto program, similar to what we are suggesting, for many years. We have already had discussion with CSUS about their students helping. The response was positive.

Library:

Spare Time, Inc. will establish a tennis library at their new corporate offices. The library will contain videos, books and magazines concerning tennis. The library will be available for high school coaches, junior college coaches and other individuals who provide tennis instruction. There will be no charge to use the materials in the library.

Clinics:

With the help of the CSUS Women's and Men's Tennis Teams, tennis clinics will be provided to high school tennis teams and other community groups that are interested in tennis. Also, clinics will be offered to community coaches who are interested in improving their skills.

Other:

- 1) Tennis Program/Event Calendar
- 2) Organized outings to local Regional and National tennis tournaments and college events.
- 3) Mayor's or Councilman's Program sponsoring students with excellent grades.

Implementation Schedule:

Please see attached.

JOB DESCRIPTION

Position: Director of Tennis/Junior Program Director
City of Sacramento

Reports to: Spare Time, Inc.
City of Sacramento

Duties and Responsibilities:

1. Set up and maintain an organizational structure for tennis programs at City of Sacramento facilities.
2. Hire, supervise and manage Tennis Directors at all tennis sites owned or managed by the City of Sacramento.
3. Develop and oversee a citywide junior program for tennis to include instruction, league play, and an educational component.
4. Provide training for city tennis professionals that will help to develop uniformity and quality in program content.
5. Provide the information and leadership necessary to continue developing new tennis programs and activities in the City of Sacramento.
6. Promote and market city tennis programs so that the city creates a tennis identity within the Greater Sacramento Metropolitan Area.
7. Prepare and monitor an Annual Tennis Calendar for the City of Sacramento.
8. Develop and monitor, on an on-going basis, goals and objectives for Tennis in the City of Sacramento.

Compensation: Salary of \$48,000 per year plus lesson revenue.
Benefit package (medical, dental, retirement, etc.)
Performance based bonus

Terms: Employee-at-will

Implementation Schedule

June 14, 2001	Presentation to City Councilman, Steve Cohn
June 19, 2001	Presentation to City Council
June 28, 2001	Approval by City Council
July 10, 2001	1) Begin search for Director of Tennis 2) Begin work on formation of Boards
August 31, 2001	1) Hire Director of Tennis 2) Finalize Board of Directors
September – December, 2001	Work with Board and Director of Tennis to develop total program
January – March, 2002	Begin Programming