



CITY OF SACRAMENTO

44-A

DEPARTMENT OF FINANCE
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FRANK MUGARTEGUI
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June 23, 1980
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City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: FISCAL YEAR 1980-81 LAY-OFF PLAN

SUMMARY

The attached report explains the manner in which the City will delete positions eliminated by the FY 1980-81 Budget.

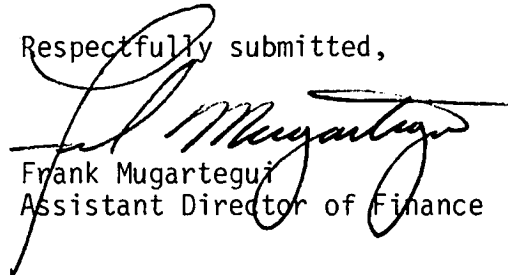
BACKGROUND

At the June 30, 1980 Budget and Finance Committee meeting, the attached report was approved by the Committee and Staff was directed to forward it to the City Council for adoption.

RECOMMENDATION

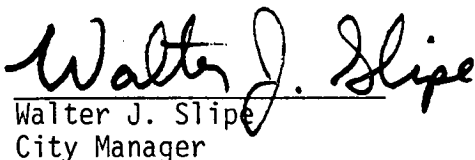
It is recommended that the City Council approve the attached Resolution amending the FY 1980-81 Budget and authorizing the City Manager to phase the scheduled employee reductions over a twelve (12) period ending June 30, 1981.

Respectfully submitted,



Frank Mugartegui
Assistant Director of Finance

RECOMMENDATION APPROVED:



Walter J. Slipe
City Manager

Attachments

All Districts
July 1, 1980

APPROVED
BY THE CITY COUNCIL

JUL -1 1980

OFFICE OF THE
CITY CLERK

AFFIRMATIVE ACTION

The proposed career position reductions will have no effect on the City's Affirmative Action Program.

OVERVIEW OF PLAN

The Lay-off Plan provides that:

- a) All vacant positions will be eliminated June 30, 1980;
- b) The two (2) Limited-term positions in the City Engineer's Department will be terminated June 30, 1980 as scheduled; and
- c) The remaining 14 positions (6 Career & 8 Non-career) will be eliminated over a 12 month period per Exhibit II.

Approaching the reduction in this manner will provide the City Manager with sufficient time to transition the six (6) career positions impacted into vacant positions created by attrition (i.e. retirement, resignation, etc.). In addition it will be necessary to sustain the 8 Non-career Equipment Operator I's in Waste Removal until recently ordered claw equipment for street cleaning is received (approximately 10/31/80), at which time the 8 positions will be utilized through leaf season.

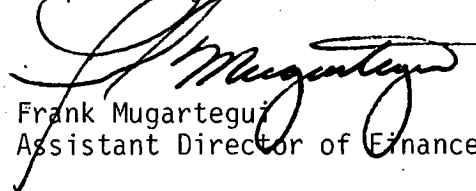
FINANCIAL IMPACT

Implementation of the above plan will require that the City Council provide a maximum allocation of \$104,224 for the Lay-off Plan. The restructured Lawn and Garden service accounts for \$78,000 of this amount.

RECOMMENDATION

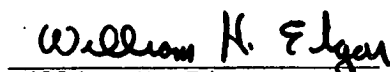
It is recommended that the Budget and Finance Committee adopt the proposed Lay-off Plan and direct staff to forward this report to the City Council for their approval.

Respectfully submitted,



Frank Mugartegui
Assistant Director of Finance

RECOMMENDATION APPROVED:


William H. Edgar
Assistant City Manager

June 30, 1980

EXHIBIT I

CITY OF SACRAMENTO
POSITIONS BEING ELIMINATED
AND ACTUAL FILLED POSITIONS SCHEDULED FOR LAYOFF
(As of June 17, 1980)

<u>Function</u>	<u>Activity</u>	<u>Classification</u>	<u>Number of Positions</u>			<u>Jobs</u>
			<u>Total</u>	<u>Filled</u>	<u>Vacant</u>	
<u>CAREER</u>						
General Government	Finance	Accounting Technician	1.0	1.0		1.0
		Accounting Planning	Asst/Assoc. Planner	1.0		1.0
Public Safety	Police	Lieutenant	1.0		1.0	1.0
Public Works	Inspections	Field Representative	2.0		2.0	2.0
		Jr. Typist Clerk	1.0		1.0	1.0
	Traffic Eng.	Traffic Control MW II	1.0		1.0	1.0
	Waste Removal	Equipment Opr. I	4.0	1.0	3.0	4.0
		Maint. Worker I	4.0	4.0		4.0
Total Career			15.0	6.0	9.0	15.0
<u>NON-CAREER</u>						
Public Safety	Police	Sr. Mgmt Specialist	.2		.2	1.0
Public Works	City Eng.	Associate Engineer	1.0		1.0	1.0
		Admin. Trainee	1.0	1.0		1.0
		Inter. Steno Clerk	1.0	1.0		1.0
	Inspections	Building Inspector I	2.0		2.0	2.0
		Waste Removal	Equipment Operator I	8.0	8.0	
Community Services	Recreation	Various Part-time	3.0		3.0	23.0
	Zoo	Public Service Aid	.5		.5	1.0
Total Non-Career			16.7	10.0	6.7	46.0
GRAND TOTAL			31.7	16.0	15.7	61.0

Note: Doesn't reflect reduction of 95 positions in the Special Manpower Program.

EXHIBIT II

CITY OF SACRAMENTO
 FY 1980-81 LAY-OFF PLAN
 FOR FILLED POSITIONS

Activity	Position	Position Reduction Schedule				# of Pos.	\$
		6/30/80	10/31/80	2/28/81	6/30/81		
CAREER POSITIONS —							
Dept of Finance-Accounting Division	1-Accounting Tech.				1	1	\$ 19,400
Waste Removal	1-Equip Opr I ⁽¹⁾		1			1	6,824
	4-Maint Worker I ⁽²⁾		4			4	25,200
NON-CAREER POSITIONS —							
City Engineer	1-Admin. Trainee	1				1	-0-
	1-Interm. Steno Clk	1				1	-0-
Waste Removal	<u>9.5-Equip. Opr. I⁽³⁾</u>	<u> </u>	<u>8</u>	<u> </u>	<u> </u>	<u>8</u>	<u>52,800</u>
TOTAL		<u>2</u>	<u>13</u>	<u>0</u>	<u>1</u>	<u>16</u>	<u>\$104,224</u> (4)

- Notes:
1. Equipment Operator I should be transferred to Streets Division within 4 months.
 2. 4 Maintenance Worker I's should be transferred to either the Divisions of Sanitation or Parks within 4 months.
 3. 8 Equipment Operator I's will be utilized until new claw equipment is placed into operations until leaf season.
 4. Includes wages, benefits, etc.
 5. Unemployment Insurance costs will be absorbed by Risk Management as an extraordinary cost due to lay-offs.

RESOLUTION NO. 80-430

Adopted by The Sacramento City Council on date of

A RESOLUTION AMENDING THE FY 1980-81 CITY BUDGET AND AUTHORIZING THE CITY MANAGER TO PHASE THE FY 1980-81 SCHEDULED EMPLOYEE REDUCTIONS OVER A TWELVE (12) MONTH PERIOD ENDING JUNE 30, 1981.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

1. That the City Manager is hereby authorized and directed to phase the scheduled FY 1980-81 employee reductions over a twelve (12) month period ending June 30, 1981;
2. That said employee reduction program shall be funded from the Administrative Contingency Budget for the purpose stated above; and
3. That this Resolution shall become effective immediately upon its passage and adoption.

MAYOR

ATTEST:

CITY CLERK

APPROVED
BY THE CITY COUNCIL

JUL -1 1980

OFFICE OF THE
CITY CLERK