CITY OF SAN CARLOS FY2009-10 BUDGET
BASE BUDGET EXPENSE AMENDMENT –
PROGRAM CHANGE FORM

PROGRAM: 01416000 – Crossing/Parking
REQUEST TITLE: Eliminate (1) PT Community Service Officer

Priority Tracking	
Department Priority	6
City Manager Priority	9
City Manager Recommended	Y
Council Accepted	

Request Summary
Eliminate (1) Community Service Officer (CSO) Positions ($23,000).

Factors Driving the Request for Change
- City Council Request for 10% Budget Reduction Projection.

Impact of Change
- Currently, Community Service Officers augment Patrol Officers so they are available for more urgent, serious calls for service. The CSOs take minor injury vehicle accidents, theft reports and minor burglary reports. In addition, they conduct numerous transportation details each day and provide a much needed traffic control presence at community events and accident scenes. Persons requesting documentation of non injury vehicle accidents, petty theft and other minor reports would be referred to online reporting. The practice of using non-sworn staff to assist sworn personnel in the field is a less expensive alternative and this cut will result in a less efficient use city funds.

Alternatives
- Choose no action on the proposed budget amendment.
- Choose other budget reduction strategies.

Cost Summary
Elimination of (1) Community Service Officer Position ($23,000).

Line Item Description	Org Numbe	Object Co	Total Amount
Operating Expense (list detail description below)			
Eliminate 1 CSO position	01416000	511020	19,700.00
	01416000	512003	1,700.00
	01416000	512001	1,300.00
	01416000	512002	300.00
Total Operating Costs			**$ 23,000.00**
Offsetting Revenues			
Overhead Allocation Impact (cost to or recovery from other funds)			
From Workers Comp	01416000	493201	
From Risk Mgmt	01416000	493301	
From Sewer	01416000	490601	
From NPDES	01416000	491501	
From Gas Tax	01416000	491601	
From RDA	01416000	498001	
From RDA Housing	01416000	498101	
Net Operating Costs			**$ 23,000.00**