

**From:** [Monica Delgado](#)  
**To:** [D. Muirhead](#)  
**Cc:** [Christina Turner](#); [Michelle Bigelow](#); [Angie Gonzalez](#); [Chris Ghione](#); [Dat Nguyen](#); [Harjot Sangha](#)  
**Subject:** Response to Comment on reductions from packet  
**Date:** Wednesday, May 20, 2020 11:44:33 AM

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Good afternoon Mr. Muirhead, please see our response in red below.

Don't understand how departments can reduce supplies and services (what was unneeded?)

Council Services and Records Management: **Reductions in other supplies and conferences/trainings. This was for the purchase of supplies for Proclamations, Resolutions, etc.**

City Manager: **Reductions in contract services, other supplies, and advertising. An example of this is leadership development services and supplies.**

City Attorney: **Reduction in contract services specifically for outside counsel.**

Economic Development: **Eliminated the Part-Time Temporary Fellow position and reduced contract services and conferences/meetings.**

Details only given for Development Services

Building: Reductions (contract services)

Planning: Reductions (training and education)

Land Development and Engineering: Reductions (contract services) I have requested in past years that you tell us about the training being received but you chose not to.

Appropriate training allows one to "work smarter" and in my case was also enjoyable; you should allow selected training

**The City recently put in place restriction on travel and training, limiting to local, online, and regulatory required training, as one of the cost reduction strategies**

Don't understand what reorganization means in structure and/or services

Land Development Engineering

**This reorganization will integrate the CIP and LD processes and allow for the new Division to shift resources to support changing levels of need between Land Development and Capital Projects. The reorganization would propose the transfer of one Associate Engineer to the Utilities Division to support Planning and Engineering work on the front-end CIP.**

Recreation and Community Services

Background:

**For the Recreation Division, the Covid-19 crisis has shuttered our recreation facilities and turned the cost-recovery model upside down. The CRC/AC Membership has been reduced significantly and it is unknown if any revenue for recreation will be generated for the entire summer. Not knowing when or under what provisions our facilities will be able to reopen; creating a scenario where one of the most reliable revenue sources the City has had for the last decade has completely disappeared. It is unknown if in the "new normal" (post-Covid-19) attendance and use of the recreation facilities will ever return to the levels they were previously at; and even if they do, the costs of doing business to operate these facilities are likely to increase in the areas of cleaning and supervision.**

New Baseline:

**The only prudent fiscal option for moving forward is establishing a new baseline for services and management of the services. The City's partners at the YMCA have been supportive of this strategy and are using a very similar approach in working with the YMCA of Silicon Valley as a whole. The new**

baseline will involve bringing back services at the facilities under new protocols as they allow and at levels to serve those residents that are willing to participate in programming. The development of a new structure will involve the contraction of management staff and the reduction of programming staff to match the new baseline levels of service.

#### Development Services

This reorganization proposes to move an Associate Planner and Senior Planner to Long Range Planning to work on state mandated updates to our Housing Element, Safety/Hazard Element, Traffic and Circulation Element, and the newly required Environmental Justice Element. This will allow for a reduction in contract services in Long Range Planning.

CAL FIRE Contract - Personnel estimated savings Is this due to Governor's request that all state employees take 10% pay cut?

This is a result of current vacancies and the way the State budgets personnel, every position is budgeted at top step.

Governor is requesting that all state employees take 10% pay cut.

City is only looking at COLA elimination City Manager, City Attorney, Management, Professional, and Confidential.

That is correct, for now, as the City continues to monitor and evaluate the financial impact.

Given concerns about mental health impacts of Covid do not eliminate Police Parent Project Training Program (\$3K)

Noted

Doug Muirhead, Morgan Hill

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