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**COUNCIL PRESIDENT SCOTT PETERS
FIRST DISTRICT**

MEMORANDUM

DATE: November 27, 2007
TO: Honorable City Councilmembers
FROM: Council President Scott Peters 
SUBJECT: Independent Budget Analyst ("IBA") Additional Position

In July 2007, the City Council requested that the IBA develop a staffing plan to increase capacity and expand the Office of the Independent Budget Analyst. In response, the IBA has prepared a plan that includes the immediate addition of new staff to expand research capabilities. With the City Council's approval, the IBA expects to be able to add one staff member immediately, at the entry-level Research Analyst position. This resource will provide for more thorough review of docket items, ultimately allowing for increased output at all staff levels in the office. In addition, one of the duties of this staff member will be to support the Ad Hoc Committee on Fire Prevention and Recovery by providing research, analysis and other professional assistance. Further staffing proposals will be submitted and considered through the annual budget processes.

I am therefore pleased to propose the addition of this position to the Office of the Independent Budget Analyst, effective pending review and consideration by the Civil Service Commission. Funding of \$50,000 is required, which will include salary and fringe for the balance of FY 2008, and non-personnel costs for office space and equipment. The funds will be taken from the FY 2008 appropriated reserve.

Thank you.

SHP:bbk

cc: Honorable Mayor Jerry Sanders
Honorable City Attorney Michael Aguirre
Andrea Tevlin, IBA
Jay Goldstone, COO
Liz Maland, City Clerk

**OFFICE OF INDEPENDENT BUDGET ANALYST
CITY OF SAN DIEGO
M E M O R A N D U M**

DATE: November 27, 2007
TO: Council President Scott Peters
FROM: Andrea Tevlin, Independent Budget Analyst *Andrea Tevlin*
SUBJECT: Request to Place Item on Supplemental Docket

I request that you place the attached item on the Supplemental Docket for December 3 & 4, 2007. The item proposes an additional staff member for the Office of the Independent Budget Analyst. It is time sensitive in that one of the duties of the staff member will be to support the Ad Hoc Committee on Fire Prevention and Recovery. Since this committee is proposed to begin work immediately with the new calendar year, it is critical to have the necessary staff resources available immediately. In addition, an outstanding candidate has already been identified from a recent recruitment conducted by our office. City Council action on this docket would enable us to retain this highly qualified applicant. Thank you for your consideration.

5500

REQUEST FOR COUNCIL ACTION
CITY OF SAN DIEGO

1. CERTIFICATE NUMBER
(FOR AUDITOR'S USE ONLY)

TO:
CITY ATTORNEY

2. FROM (ORIGINATING DEPARTMENT):
Council President Scott Peters

3. DATE:
11/27/2007

4. SUBJECT: ADDITION OF INDEPENDENT BUDGET ANALYST STAFF MEMBER

5. PRIMARY CONTACT (NAME, PHONE & MAIL STA.)
Betsy Kinsley, 236-6687, MS 10A

6. SECONDARY CONTACT (NAME, PHONE & MAIL STA.)
Christina Cameron, 236-6611, MS 10A

7. CHECK BOX IF REPORT TO
COUNCIL IS ATTACHED

8. COMPLETE FOR ACCOUNTING PURPOSES

FUND				
DEPT.				
ORGANIZATION				
OBJECT ACCOUNT				
JOB ORDER				
C.I.P. NUMBER				
AMOUNT				

9. ADDITIONAL INFORMATION / ESTIMATED COST:

10. ROUTING AND APPROVALS

ROUTE (#)	APPROVING AUTHORITY	APPROVAL SIGNATURE	DATE SIGNED	ROUTE (#)	APPROVING AUTHORITY	APPROVAL SIGNATURE	DATE SIGNED
1	ORIGINATING DEPARTMENT	<i>Elizabeth Kinsley</i> ELIZABETH KINSLEY, CHIEF OF STAFF	11/27/07	8	DEPUTY CHIEF		
2	AUDITOR AND COMPTROLLER			9	COO		
3	EAS			10	CITY ATTORNEY		
4	LIAISON OFFICE			11	ORIGINATING DEPARTMENT	<i>Elizabeth Kinsley</i> ELIZABETH KINSLEY, CHIEF OF STAFF	11/27/07
5					DOCKET COORD: _____	COUNCIL LIAISON: _____	
6				<input checked="" type="checkbox"/>	COUNCIL PRESIDENT	<input type="checkbox"/> SPOB <input checked="" type="checkbox"/> CONSENT <input type="checkbox"/> ADOPTION	Supp
7					<i>ms</i>	REFER TO: _____	COUNCIL DATE: 12/4/07

11. PREPARATION OF: RESOLUTION(S) ORDINANCE(S) AGREEMENT(S) DEED(S)

1) Adding one position to the Office of the Independent Budget Analyst, effective pending review and consideration by the Civil Service Commission. Funding of \$50,000 is required, which will include salary and fringe for the balance of FY 2008, and non-personnel costs for office space and equipment. The funds will be taken from the FY 2008 appropriated reserve.

Please see attached memorandum from Council President Peters, dated November 27, 2007.

11A. STAFF RECOMMENDATIONS:

12. SPECIAL CONDITIONS:

COUNCIL DISTRICT(S):

CITYWIDE

COMMUNITY AREA(S):

ENVIRONMENTAL IMPACT:

**THIS ACTIVITY IS NOT A "PROJECT" AND IS THEREFORE NOT
SUBJECT TO CEQA PER CEQA GUIDELINES SECTION 15060(C)(2).**

HOUSING IMPACT:

NONE

OTHER ISSUES:

ORDINANCE NUMBER O-_____ (NEW SERIES)

DATE OF FINAL PASSAGE _____

AN ORDINANCE AMENDING ORDINANCE NO. O-19652 (NEW SERIES) ENTITLED "AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR 2008 AND APPROPRIATING THE NECESSARY MONEY TO OPERATE THE CITY OF SAN DIEGO FOR SAID FISCAL YEAR" BY ADDING A POSITION IN THE OFFICE OF THE INDEPENDENT BUDGET ANALYST AND TRANSFERRING \$50,000 FROM THE FY 2008 APPROPRIATED RESERVE TO FUND THE POSITION.

WHEREAS, on July 30, 2007, the City Council adopted Ordinance No. O-19652 [Appropriation Ordinance]; and

WHEREAS, an amendment to the Appropriation Ordinance is necessary to add a position in the Office of Independent Budget Analyst and transfer funds to Council Administration to fund the position; NOW, THEREFORE,

BE IT ORDAINED, by the Council of the City of San Diego, as follows:

Section 1. That the Auditor and Controller is authorized to add 1.0 position to the Council Administration (Dept. 029) and to transfer, appropriate, and expend \$50,000 from the FY 2008 appropriated reserve to the Council Administration (Dept. 029) for an additional position in the Office of Independent Budget Analyst.

Section 2. That Ordinance No. O-19652 (New Series) entitled "An Ordinance Adopting the Annual Budget for the Fiscal Year 2008 and Appropriating the Necessary Money to Operate the City of San Diego for Said Fiscal Year" be and the same is hereby amended by increasing the Council Administration (Dept. 029) by 1.0 position and \$50,000 for salary and fringe for the balance of FY 2008, and non-personnel costs for office space and equipment.

Section 3. That a full reading of this ordinance is dispensed with prior to its passage, a written or printed copy having been available to the City Council and the public prior to the day of its passage.

Section 4. This ordinance is declared to take effect and be in force immediately upon its final passage after two public hearings pursuant to the authority contained in sections 71, 275 and 295 of the Charter of the City of San Diego.

APPROVED: MICHAEL J. AGUIRRE, City Attorney

By Catherine M. Bradley
Catherine M. Bradley
Chief Deputy City Attorney

CMB:jab
11/29/2007
Or.Dept:CouncilPresident
O-2008-77

I hereby certify that the following Ordinance was passed by the Council of the City of San Diego, at its meeting of _____.

ELIZABETH S. MALAND
City Clerk

By _____
Deputy City Clerk

Approved: _____
(date)

JERRY SANDERS, Mayor

Vetoed: _____
(date)

JERRY SANDERS, Mayor