



Office of the City Manager

Date: June 14, 2021
To: Budget & Finance Policy Committee
From: Dee Williams-Ridley, City Manager
Submitted by: David White, Deputy City Manager
Subject: Response to Questions from Budget and Finance Policy Committee #3

- What is the current vacancy level?

Attached to this memorandum is a **revised** summary vacancy report of all the positions that are vacant as of May 27, 2021. The vacancy report has been revised to account for an additional Deputy City Attorney that is vacant and inadvertently omitted. As of May 27, 2021, there are 180.1 full-time equivalent positions that are vacant. The tables below provide a high-level summary of vacancy by department and by fund.

Summary of Vacancy by Department As of May 27, 2021

Department	Vacant Positions
City Attorney's Office	3.0
City Manager's Office	7.0
Finance	7.0
Fire	6.0
Health, Housing and Community Services	45.5
Human Resources	2.0
Information Technology	2.0
Parks, Recreation & Waterfront	11.0
Planning	15.6
Police	30.0
Police Accountability Board	1.0
Public Works	50.0
Total	180.1

**Summary of Vacancy by Fund
As of May 27, 2021**

Fund	Vacant Positions
General Fund	74.8
Mental Health Services Act	11.5
Permit Service Center	16.3
Sanitary Sewer	10.4
Zero Waste	12.7
All Other Funds	54.3
Total	180.1

The attached summary vacancy list includes positions that are proposed to be deferred, along with positions in which the recruitment process is underway. As a result, the total number of vacant positions outlined in the tables above that are available to be filled in FY 2022 is overstated. For example, as part of the proposed FY 2022 budget, there are thirty (30) positions in the Police Department that are proposed to be held vacant to accommodate the police reimagining process. In addition, there are positions that are vacant as of May 27, 2021 in which offers have been extended to individuals and / or the recruitment process is well underway.

Both members of the Budget and Finance Policy Committee and City Council have asked what would be the effect of increasing assumptions surrounding the vacancy rate in the budget. The proposed FY 2022 Budget currently assumes the following vacancy rates across the organization:

- Fire Department – 0%
- Police Department – 1%
- All Other Departments – 3%

In the event that the vacancy assumptions outlined above are increased (e.g., vacancy rate for All Other Departments increased from 3% to 5%), this would have the effect of reducing expenditures and could also result in impacts to service levels, as well. Even though a position is vacant, it does not necessarily mean that the work associated with the position does not occur. From time to time, staff will seek the resources of a third-party consultant or staffing agency to perform the work associated with a vacant position, which is paid for by the salary savings associated with the vacant position. If the vacancy assumption is increased, this would limit staff's ability to secure outside resources.

- Please provide a summary of the Police Department's FY 2022 Proposed Budget.

Attached to this memorandum is a revised summary of the Police Department's FY 2022 Proposed Budget. The revised summary includes the FY 2021 Adjusted Budget for the Police Department reflecting actions taken by City Council as part of the first and second amendments to the Annual Appropriations Ordinance. The FY 2021 Adjusted Budget reflects encumbrances, carryover requests and adjustments to the Police Department's budget that was approved by City Council.

The FY 2022 Proposed Budget reflects the deferral of 30 full-time equivalent positions and adjustments to the Police Department overtime budget along with increases in required pension and medical contributions. If the vacant positions were **not** deferred, the Police Department's Budget would need to be increased for the positions to be filled.

- Duration of vacancies in the Planning and Development Department

The following table summarizes vacancies in the Planning and Development Department and the duration of Department vacancies:

Position	Date of vacancy	Comment
<i>Office of Director</i>		
AOSIII (1 FTE)	Feb 2021	<i>Recruitment underway</i>
Assistant Management Analyst (1 FTE)	2018	<i>Intentionally left vacant</i>
Assistant Management Analyst (1 FTE)	Feb 2020	<i>Proposed to be reallocated to Deputy Director position</i>
Associate Management Analyst (1 FTE)	Jan 2021	<i>Recruitment underway</i>
<i>Building & Safety Division</i>		
Permit Center Coordinator (1 FTE)	Dec 2020	<i>Intentionally left vacant</i>
AOSIII (1 FTE)	Dec 2020	<i>Recruitment underway; has been filled via temporary back-fill</i>
Permit Specialist (1 FTE)	Jan 2020	<i>Recruitment underway</i>
CSSIII (1 FTE)	2018	<i>Intentionally left vacant</i>
<i>Land Use Planning Division</i>		
Assistant Planner (1 FTE)	Dec 2020	<i>Intentionally left vacant</i>
Associate Planner (1 FTE)	Unknown	<i>Intentionally left vacant</i>
Planning Technician (1 FTE)	May 2020	<i>Intentionally left vacant</i>
Planning Technician (1 FTE)	April 2021	<i>Position created with a time-limited (2-year) term for implementation of short-term rental program, expiring June 2021. Proposed to be made permanent. Currently vacant.</i>
<i>Office of Energy & Sustainable Development</i>		
Community Services Specialist I (.6FTE)	2017	<i>Intentionally left vacant</i>
<i>Toxics Management</i>		
Office Specialist II (1 FTE)	May 2018	<i>Intentionally left vacant</i>

- If the City Council wants to allocate funds to the comprehensive fee update proposed by the Planning and Development Department, can the work begin in July 2021?

If funds are allocated to this work, the Planning and Development Department is prepared to begin working on this assignment. If a commitment is made to allocate funds to this work in November 2021, the Planning and Development Department can do all of the work necessary (i.e., issue a Request for Proposal, select a vendor, etc.) to commence this project once the funds are officially appropriated.

- On page 105 of the budget book, why are projected Parking Meter Fund revenues significantly less in the FY 22 Proposed (\$4.6 million) column as compared to the FY21 Revised figure (\$11 million), and only slightly higher than the FY 2021 Projected? It seems that these numbers would be much higher due to vaccinations and business reopening.

For FY 2021, projected revenues in the proposed FY 2022 budget book reflect FY 2020 and FY 2021 revenues that were part of the adopted biennial budget. As a result, FY 2020 and FY 2021 revenue figures reflect pre-COVID-19 projections. As reported to the Budget and Finance Policy Committee, actual revenues were significantly lower due to the pandemic.

Revenue projections for FY 2022 and future years are based on actuals and trends through the time of budget development (January/February 2021). Since the FY 2022 budget was developed, the Public Works Department has revised its revenue projections based on actual revenues collected through March 2021 and April 2021. These updates have informed the Public Works Department requests surrounding the American Rescue Plan.

At this point in time, the Public Works Department estimates that the revenues associated with the Parking Meter Fund will be at 100% of monthly pre-COVID levels by Q4 FY 2022, and projected to 104% of pre-COVID levels in FY 2023

- Similarly, on page 103 of the budget book with respect to the Off-Street Parking numbers, why is the FY22 (\$2.2 million) proposed so low compared to the FY21 Revised (\$9.2 million) and Projected (\$4.7 million) figures?

As discussed above, FY 2021 Adopted/Revised Revenues for the Off-Street Parking Fund reflect pre-COVID revenue estimates that were part of the FY 2020 and FY 2021 adopted budget. Also, FY 2022 revenues were developed in the very early stages of vaccine distribution. Current estimates for the Off-Street Parking Fund indicate May 2021 actual revenues show improvement, but at a slower rate of recovery than revenues generated from parking meters. For the Off-Street Parking Fund, projected revenues are anticipated to average 90% of pre-COVID revenues

by May/June of FY 2022 and are anticipated to return to 100% of pre-COVID levels in FY 2023.

Camps Fund and Echo Lake ADA Improvements

- Can the Camps Fund pay for Echo Lake ADA improvements?

The Camps Fund does not have adequate resources to pay for ADA improvements at Echo Lake. The Camps Fund forecast in the proposed budget book combines operations and capital. When operations and capital are disaggregated, it is more readily apparent as to why additional resources outside of the Camps Fund are needed for this project. The table below provides an overview of the Camps Fund operating budget, excluding the Berkeley Tuolumne Camp Rebuild Project.

Camps Fund Forecast, Excluding Berkeley Tuolumne Camp Rebuild Project

	FY 20A	FY 21 Est.	FY 22 Proposed	FY 23 Projected
Beginning Fund Balance	\$939,969	\$383,066	(\$415,670)	\$337,190
Plus: Total Revenues	508,294	791,717	3,044,136	3,103,973
Less: Total Expenditures	1,065,198	1,590,452	2,291,276	3,298,304
Ending Fund Balance	\$383,066	(\$415,670)	\$337,190	\$142,859

Police Department Special Funds

- Are there resources available in any of the Police Department Special Funds to allocate to Police Department Budget requests?

Asset Forfeiture Fund 106

	FY 21 Estimated	FY 22 Proposed
Beginning Fund Balance	\$342,343	\$150,057
Revenue	0	0
Expenditures		
Personnel	100,000	0
Non-personnel	92,286	110,000
Total Expenditures	192,286	110,000
Ending Fund Balance	\$150,057	\$40,057

The Asset Forfeiture Account (Fund 106) has historically supported training along with the associated travel and per diem costs, equipment, and supplies. In the current year, there has been no additional revenue. Projected revenues are expected to continually hover around zero because historical revenue that was realized was attributable to court cases that were adjudicated from 2014, 2015, and

2016. The limited and evaporating revenue stream, will not be able to support on-going expenditures.

The following links provide background information on the use of these resources:

Police Department Policy 602 regarding asset seizure:

https://www.cityofberkeley.info/uploadedFiles/Police/Level_3_-_General/602%20Asset_Forefeiture.pdf

Relevant Section of California Health and Safety Code:

https://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=HSC§ionNum=11489

July 16, 2017 Information Report regarding Asset Forfeiture:

https://www.cityofberkeley.info/uploadedFiles/Clerk/Level_3_-_General/Asset%20Forfeiture%20061617.pdf

State Proposition 172 Fund 126

	FY 21 Estimated	FY 22 Proposed
Beginning Fund Balance	\$1,237,593	\$882,280
Revenue	904,493	900,000
Expenditures		
Personnel	600,000	150,000
Non-personnel	659,806	1,000,000
Total Expenditures	1,259,806	1,150,000
Ending Fund Balance	\$882,280	\$632,280

Available funding in Fund 126 was used to offset general fund overtime costs in the current Fiscal Year. The annual funding stream of approximately \$900,000 supports various annual on-going expenditures to support police department operations such as telephone service costs, cellular service costs, Alameda County Information Technology service costs, Alameda County Crime Lab costs, DNA testing costs, and the current contract to convert legacy police records from obsolete systems to searchable data storage files. These on-going costs are trending higher annually and any further offsets could result in a negative fund balance and require general fund support to maintain a positive fund balance.

The following link will provide background information on the use of these resources:

<http://californiacityfinance.com/Prop172facts.pdf>

Citizen's Options for Public Safety Fund 159

	FY 21 Estimated	FY 22 Proposed
Beginning Fund Balance	\$1,011,627	\$413,862
Revenue	192,235	250,000
Expenditures		
Personnel	660,000	100,000
Non-personnel	130,000	250,000
Total Expenditures	790,000	350,000
Ending Fund Balance	\$413,862	\$313,862

The available funding in Fund 159 was used to offset general fund overtime costs in FY 2021. The annual funding stream of approximately \$250,000 supports various on-going expenditures to support police department operations such as Phlebotomists for Driving Under the Influence of Drugs and Alcohol, Evidence testing through Santa Clara County Crime Lab, rental of undercover vehicles, and hourly wages for Police Aides. The on-going expenditures absorb the majority of the revenue and any further allocations to this fund could result in a negative fund balance and require general fund support to achieve a positive fund balance.

The following link will provide background information on the use of these resources:

<http://californiacityfinance.com/COPSfacts13.pdf>

Information Technology Department Questions

- What is the line item breakdown for all expenses (deferred 21 + Base Budget) for IT?

IT Cost Allocation Baseline Budget – FY 2022

Fiscal Year	Personnel	Hardware	Software	Operational	Total
FY 2022	\$8,549,605	\$920,649	\$3,883,670	\$1,192,286	\$14,546,210

FY 2022 IT Cost Allocation baseline budget doesn't include deferrals in the amount of \$970,141.

For details refer to the tables below.

- IT Cost Allocation deferrals continued from FY 2021
 - FY 21 deferrals for Professional services, Small Equipment, Training, Supplies were not added back to the FY22 baseline budget (See Table 1 below)
 - The FY21 deferred projects continued and not added in FY22 in the baseline budget are:
 - GIS Master Address database
 - Customer Relationship Management Software (311 CRM)
 - Scripting Projects
 - Implementation of ServiceNow Additional Modules
- Deferrals added back in FY22 baseline budget are:
 - \$67,298 - Wifi and UPS Equipment Replacement Programs which can't be deferred another year due to hardware age and need for replacement
 - \$198,000 - VoIP Software Maintenance – VoIP upgrade project is completed. Ongoing software maintenance is needed for system support.
- General Fund:
 - Existing and Continuing - IT Rent – 2180 Milvia St., 4th Floor
 - New - Increased Costs - AT&T – Telephone / Circuit Charges
 - New Projects resulting in New Costs
 - New Website Costs - Website Hosting and Website Licensing
 - New FY22 Cyber Security Projects – Based on Projects listed in Closed Session
 - \$819,000 requested as part of General Fund request for June Budget
 - \$821,500 deferred for AAO#1 – NOV 2021
 - Deferred in FY 21 and added back
 - IT Move Project Rent 1947

Summary of Information Technology Department Deferrals, By Fund

Fund	FY 21 Deferrals	FY 21 Deferrals Part of FY 2022 Budget	FY 21 Deferrals NOT Part of FY 2022 Budget
General Fund			
IT Move project to 1947 Center St (1)	\$572,000	\$770,000	
IT Cost Allocation			
Equipment Replacement Programs- Wireless and UPS	\$67,298	\$67,298	
Professional Services	\$102,731		\$102,731
Projects Deferred (2)	\$704,260		\$704,260
Small Equipment	\$87,450		\$87,450
Supplies	\$18,500		\$18,500
Training	\$57,200		\$57,200
VoIP Replacement – Fund 502			
Projects	\$198,000	\$198,000	\$0
Grand Total	\$1,807,439	\$1,035,298	\$970,141

1. FY 2021 does not include rent as project was cancelled. FY 2022 project includes rent.
2. Includes the following: GIS Master Address database; Customer Relationship Management; Software (311 CRM); Scripting Projects; and Implementation of ServiceNow Additional Modules.

- IT Cost Allocation: If departments are charged for IT cost allocation how can the budget also be charged? Seems duplicative
 - IT Presents the total technology budget need and the Budget Office establishes the collection plan with Departments.
 - Many departments are General Fund Departments
- Cybersecurity for Telecommuting Needs: Was this/can it be paid for through COVID or FEMA funds??

It is highly unlikely that FEMA will reimburse the City for expenditures associated with cyber security and an alternative funding source has not been identified. The following outlines resource needs connect to the City's cyber security plan:

- The Cyber Security Assessment presented a 5-year plan with a list of projects, policies and procedures to be deployed.
- FY21 Projects for Cybersecurity were funded by General Fund -- \$819,000 as part of Nov 2020 AAO#1 process. In order to comply with California Civil Code Section 1798, the data safety program included 5 projects which are in progress and expected to be completed by December 2021. These projects resulted in ongoing costs estimate at \$489,000, as presented in the Closed Session to City Council on December 1, 2020.

- Additional Funds are needed for FY 22 thru FY 24 to deploy and improve the cyber security controls to meet and improve the standards.
- FY22 – Additional \$819,000 for Projects in June 2021 and \$821,500 deferred for November 2021 amendment to the annual appropriations ordinance process
- FY23/FY24 costs to be determined
- IT Licenses: What previous deferrals were included in the baseline budget and now much is new? Please itemize
 - For details on deferrals refer to table above on page 10.
 - For details on new requests refer to the table below on page 12.
 - FY21 deferred projects were continued to be deferred for FY22:
 - GIS Master Address database
 - Customer Relationship Management Software (311 CRM)
 - Scripting Projects
 - Implementation of ServiceNow Additional Modules
 - Increases include:
 - Personnel Increases
 - 5% increase on existing Software Licenses and industry standard is 3% - 7%. Since it varies from vendor to vendor it has been a past practice to average at 5% which balances out the overall cost
 - \$489,000 – Cyber Security ongoing maintenance for the projects deployed in FY21
- IT Milvia Rent: Isn't this amount part of the \$1.5M in cost sharing to departments?
 - Currently rent is not charged back to departments. If IT department moves to 1947 then other departments would occupy the current 2180 space and will be responsible for the rent which may offset the General Fund
 - FY22 – Pending Council approval of the project "IT move to 1947 Center St" the FY22 rent is included as part of project cost. If project is approved then starting FY23 the ongoing rent for 1947 Center St will be incorporated into the cost allocation plan.

Information Technology Budget details for deferrals added back, deferrals continued and new projects

Description	FY 21 Adjusted Budget	FY 21 Reduced Budget	Amount Reduced in FY21	FY 22 Requested	FY22 Budget Variance from FY21 Reduced Budget	Notes
General Fund	\$ 1,385,777.45	\$ 813,777.45	\$ 572,000.00	\$ 2,671,777.45	\$ 1,858,000.00	Deferral Added Back \$770,000 - IT Move Project to 1947 Center St New Projects \$72,000 - Website Hosting \$21,000 - Website Licensing \$106,000 - Rent 2180 Milvia Street New FY22 Cyber Security Projects \$819,000 - Requested in June New Request Deferred Until AAO# 1 (Nov. 2021) - \$821,500 – Additional Cyber Security Projects
VoIP Replacement	\$ 358,000.00	\$ 160,000.00	\$ 198,000.00	\$ 449,408.00	\$ 289,408.00	Deferral Added Back \$198,000 - Added back VoIP Software Maintenance New Additions \$77,208 – Circuit for Disaster Recovery Site \$14,200 - New Hardware for VOIP Upgrade
IT Cost Allocation Fund	\$ 14,357,042.00	\$ 13,319,603.00	\$ 1,037,439.00	\$ 14,546,210.16	\$ 1,226,607.16	Deferrals Continued / Not Included in Baseline Budget \$970,141 refer to table above (page 10) New Additions \$430,194.45 - Personnel Cost Increases \$489,000 - Ongoing Maintenance for Cyber Security Projects deployed in FY21 \$307,412.71 – Annual Software Licensing Increase
Total IT Budget	\$ 16,100,819.45	\$ 14,293,380.45	\$ 1,807,439.00	\$ 17,667,395.61	\$ 3,374,015.16	Net Increase from Reduced Budget

Fire Department Questions

- Why are Ambulance Billing Fees lower (assuming decrease in transports) and higher in Measure P? Where is the offsetting revenue captured?

Regarding the “Where is the offsetting revenue captured?”. It is important to note that Ambulance Billing Fees and Mental Health transports supported by Measure P funds are two distinct projects.

“Ambulance Billing” is our internal billing process for ambulance transport services. Revenues generated by this fund go to the General Fund. No Measure P funds are used to support these services.

“Measure P” is specific to the Falck contract for 5150 transports. There was \$2.4M set aside for the Falck contract. The Emergency Medical Services division of the Fire Department receives the invoice and confirms that the invoice is correct then the Fire Department pays the invoice. Any funds not used in the fiscal year are governed by rules and the direction of the Budget Office.

Falck transports are solely generated by mental health or law enforcement. As the Fire Department does not generate these calls for service we cannot definitely give reason for fluctuations to the number of 5150 transports requested. The terms of the original negotiated contract have not changed.

As far Falck 5150 transports, there is a 6-month delay in the billing that was built in to the contract. This allows Falck to invoice and process for the services provided. Any outstanding payments are then billed to the City of Berkeley. Falck continues to bill for an entire year following the transport and credits the City for any additional revenue collected. See the table below for billing data provided to us by Falck.

	MONTH	CALLS ON INVOICE	CHARGED	COLLECTED	% COLLECTED	COLLECTED FROM PRIOR MONTHS	TOTAL INVOICED
2019	JULY	84	\$ 170,100.00	\$ 26,431.87	16%	\$0.00	\$ 143,668.13
	AUGUST	102	\$ 206,550.00	\$ 27,910.71	14%	\$1,077.61	\$ 173,511.68
	SEPTEMBER	99	\$ 200,475.00	\$ 33,321.40	17%	\$7,475.17	\$ 159,678.43
	OCTOBER	116	\$ 234,900.00	\$ 49,689.72	21%	\$8,225.11	\$ 176,985.17
	NOVEMBER	64	\$ 129,600.00	\$ 20,321.68	16%	\$10,361.50	\$ 98,916.82
	DECEMBER	60	\$ 121,500.00	\$ 24,927.08	21%	\$2,717.08	\$ 93,855.84
2020	JANUARY	63	\$ 127,575.00	\$ 28,196.48	22%	\$7,314.06	\$ 92,064.46
	FEBRUARY	71	\$ 143,775.00	\$ 25,623.72	18%	\$9,180.89	\$ 108,970.39
	MARCH	85	\$ 172,125.00	\$ 46,517.43	27%	\$3,117.45	\$ 122,490.12
	APRIL	139	\$ 281,475.00	\$ 52,870.32	19%	\$1,889.57	\$ 226,715.11
	MAY	107	\$ 216,675.00	\$ 50,139.44	23%	\$6,352.47	\$ 160,183.09
	JUNE	94	\$ 190,350.00	\$ 35,115.34	18%	\$3,055.14	\$ 152,179.52
	JULY	111	\$ 224,775.00	\$ 48,672.10	22%	\$6,377.22	\$ 169,725.68
	AUGUST	101	\$ 204,525.00	\$ 46,534.46	23%	\$4,020.99	\$ 153,969.55
	SEPTEMBER	97	\$ 196,425.00	\$ 41,244.91	21%	\$7,931.52	\$ 148,401.16

As a reference, in calendar year 2019 the Fire Department transported 6,524 medical patients and in calendar year 2020 the Fire Department transported 2,050 medical patients. This significant change in transports was due to the pandemic and significantly impacted the ambulance billing revenue that comes to the General Fund.

- Can the Technical Rescue Team updated training be include in Measure FF? The City Attorney is evaluating the request from the Budget and Finance Policy Committee as to whether or not requests for the Technical Rescue Team and Hazardous Materials Team are eligible under the recently adopted Measure FF. From an operational perspective, these costs have not been factored in to the plans for Measure FF as presented to the Budget and Finance Policy Committee on May 27, 2021.

[https://www.cityofberkeley.info/uploadedFiles/Clerk/FY2022%20Fire%20Budget%20Presentation%20\(2\)\(1\).pdf](https://www.cityofberkeley.info/uploadedFiles/Clerk/FY2022%20Fire%20Budget%20Presentation%20(2)(1).pdf)

Technical rescue includes vehicle extrication, confined space rescue, rope rescue, trench rescue, and structural collapse rescue. These often require specialized equipment and skills that exceed the capabilities the Fire Department currently possess. The Fire Department's overall goal is to respond to emergencies involving technical rescues and hazardous materials in fast, safe manner by having the best training and equipment at the Department's immediate disposal.

- Hazardous Material Response Team equipment and training include in Measure FF?

The Hazardous Material Responses Team is an existing program, this is a request to maintain the base level of service/response. From an operational perspective, these costs have not been factored in to the plans for Measure FF as presented to the Budget and Finance Policy Committee on May 27, 2021.

The Hazardous Materials Team is comprised of specially trained firefighters to handle hazardous material (identified or unidentified) accidents and spills. Currently, the Fire Department has 12 certified Hazardous Materials Specialist assigned to the Team. Over the years, the Fire Department has had to defer requests for equipment and training for other priority funding needs.

- How many of the deferrals from FY21 will be hired July 1?

All but 1, Fire Prevention (Sworn) Inspector.

- What is the timeline of hiring for the open positions?

The goal is to have vacant positions filled by November 2021.

- Could some be deferred to Nov AAO1 if the hiring timeline makes sense?

Yes.

- What is “discretionary” overtime and can that overtime be managed with increased staffing?

Discretionary overtime is any overtime other than what would be considered to provide for “minimum staffing” on fire apparatus. This is the overtime budget that is used in order to fulfill training requirements, additional staffing for red flag events, or other special prioritized projects such as fire prevention or investigations. Additional staffing will not decrease the need for the use of these funds.

- Can Wildfire Mitigation and Vegetation Management be shifted to Measure FF?

Projects proposed under Measure FF were in addition to the projects these funds were allocated to.

- What number (not \$\$s) of transports are reimbursed in each category of payee?

Falck (09/2019-08/2020)	
% OF CLAIMS RECEIVED SOME PAYMENT	
Private Pay	3%
Insurance	88%
Medicaid	97%
Medicare	99%
Berkeley Fire Medical Transports (09/2019-08/2020)	
% OF CLAIMS RECEIVED SOME PAYMENT	
Private Pay	9%
Insurance	94%
Medicaid	98%
Medicare	99%

The percent of claims that have received some payment is not intended to suggest most of the bill was paid, just that some payment was received. It is important to note for Medicare this is the BLS bill rate at \$466.70. Medicare pays 80% of the bill and secondary payor is then billed for the remainder. Falk continues to work to collect on transports for 6 months after submitting a bill for payment to the city, if they collect additional money it is credited to the city. For the time period above Falck credited the city \$61,002.00.

For comparison we have included the fire departments billing for medical transports for the same time period (billing performed by a city contractor Wittman Enterprises).

- Is there anything that could improve that percentage? Is Falck doing everything it can to get reimbursed? Is there a way the City can incentivize that?

Falck is following all the industry standard collection procedures. The same procedures that the City's 3rd party ambulance billing company follows. We are not aware of any additional measures – aside from sending patients to collections – that is not being done.

- Private pay are presumably uninsured people, would they not qualify for Medi-Cal? Is someone in charge of signing these people up for Medi-Cal?

While in the ambulance the primary concern for Falck first responders is patient care and transport. Ambulance companies are not staffed or have the resources to walk patients through the application process for medical/care. We understand this does occur at some level by social workers that work in hospitals.

- I assume that the reimbursement for unhoused is mostly Medi-Cal / Medicare. Is there a breakdown of 5150 transports that shows the reimbursement for housed vs unhoused and the different categories of reimbursement?

There is not. That piece of data is not brought over from the patient records system to the billing system.

- The County mental health facility is John George in San Leandro. I recall some discussion of transferring people somewhere closer to reduce costs since the County is no longer covering this cost. Any update on this potential?

The only transport options for the EMS system ambulances are John George and receiving emergency department. Patients are transported to emergency departments for medical clearance as needed for issues like high blood pressure, physical injuries, etc.

The idea of the alternate transportations is something that the Alameda County CATT team is doing. Because they are not an ambulance and do not fall under state regulation ([CCR Title 22, Division 9: Prehospital Emergency Medical Services](#)), they are able to take patients to alternate destinations.

- How is it determined when someone needs an ambulance transport vs a family member or Lyft?

When a person is placed on a [5150 hold](#) we are obligated to transport them as they have been deemed unable to care for themselves.

- How does Falck determine that someone is homeless?

The providers log basic demographic information for each call including a home or billing address. If the patient does not have one, or self-identifies as homeless, the provider documents as such.

- Do we know that Falck has been regularly billing Medi-Cal in all applicable transports?

Falck bills Medi-Cal in all cases that eligibility can be confirmed with the data made available.

The payer mix is 52.8% Medi-Cal

- Do we know how much Medi-Cal is paying for these services?

Some Medi-Cal payors pay full fee, some pay in increments, but for most of these transports, Medi-Cal pays the following per trip:

- \$118.20 for standard Medi-Cal Base
- \$220.80 on Base for Quality Assurance Fee (QAF) (Total base of \$339.00)
- \$3.55 per mile.
- Oxygen (if administered)

- When accepting Medi-Cal, is not a provider bound to accept the amount paid as paid in full without seeking further recovery?

Once Falck determines the patient is Medi-Cal covered, payment is accepted in full from Medi-Cal, and no further bills are sent to the patient. The City is billed for the balance to reach the contractually agreed upon per transport rate.

- Have there been Medi-Cal denials that could have been appealed by Falck?

Emergency trips rarely get appealable denials per Falck. Falck does infrequently have to appeal for the QAF money (which they always do). The majority of denials Falck receives from Medi-Cal are not appealable - such as: not eligible for date of service or another payor is primary.

- What is the average private reimbursement rate?

Here is the breakdown of average payment Falck is receiving on claims by payor type for the Berkeley contract:

- Medicare \$460
- Medi-Cal \$345
- Insurance \$2020
- Private pay \$34

- What is the most current information you have about total received from insurance this fiscal year? How about FY 20?

There is a six-month lag in the invoices the City receives from Falck which is a condition in the contract. During that six-month period of time Falck is billing insurance. In fact, that billing continues and the City receives credit on future invoices when additional revenue is collected, which happens routinely.

Information for FY 20 (7/1/2019 - 6/30/2020) is as follows:

- Amount Charged: 2,195,100
 - Amount Collected (From insurance): 491,831
 - Total Invoices to COB: 1,709,219
- If Falck gets fully reimbursed whether they get it from insurance or from COB, and billing insurance is labor intensive and has a cost, they may not be incentivized to get after it. How do we know they are rigorous about getting insurance reimbursement? Do we audit them? Do we check their insurance recovery rate for COB with what they get from other cities or with what they've projected for us?

Falck bills for City of Berkeley transports using their normal billing procedures/processes: e.g. – The City's calls/bills are mixed in with the bills generated from Alameda County 911 transports - the billing agents do not differentiate between the two.

Falck pursues all recovery using the same methods and strategies and with the same diligence applied to any other bill as the City of Berkeley. The only exception is that unpaid bills are not sent to collections per City policy.

- Is Falck currently on track to underspend/overspend or right on target for this FY?

There is a 6-7-month lag between when they provide service and when they bill the City. This lag provides them the lead time to recover costs the traditional way.

According to invoices received so far, the following are running totals:

- 7/1/2019 - 6/30/2020
 - Projected Transports: 1,400**
 - Projected Cost: \$2,835,000
 - Actual Transports: 1,084**
 - Actual Cost \$1,709,218.76
 - We are still in the 6-month lag in billing to have any good data on projections after 6/30/2020

** The Fire Department expects that as the region comes out of the pandemic that the call volume will rise to its pre-pandemic level of approximately 1,400 transports per year. Using the above data, this is the projection for a “normal” year.

- Projected transports: 1,400
- Cost to Berkeley: \$2,207,477

ATTACHMENTS

1. Vacancy Report
2. Police Department Summary of FY 2022 Proposed Budget

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City of Berkeley
Vacancy Report as of 05/27/2021
All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
City Attorney	Deputy City Attorney III	1	General Fund	011-31-302-000-0000-000-411-511110-	25%
			Public Liability Fund	678-31-302-000-0000-000-471-511110-	75%
City Attorney	Deputy City Attorney III	1	General Fund	011-31-302-000-0000-000-411-511110-	100%
City Attorney	Legal Office Supervisor	1	General Fund	011-31-302-000-0000-000-411-511110-	100%
City Manager	Digital Communications Coordinator	1	General Fund	011-21-201-000-0000-000-412-511110-	100%
City Manager	Digital Communications Coordinator	1	General Fund	011-21-201-000-0000-000-412-511110-	100%
City Manager	Assistant to the City Manager	1	General Fund	011-21-202-000-0000-000-412-511110-	100%
City Manager	Budget Manager	1	General Fund	011-21-207-000-0000-000-412-511110-	100%
City Manager	Economic Development Manager	1	General Fund	011-21-208-250-0000-000-446-511110-	35%
			General Fund	011-21-208-251-0000-000-446-511110-	45%
			General Fund	011-21-208-252-0000-000-446-511110-	10%
			General Fund	011-21-208-253-0000-000-446-511110-	10%
			General Fund	011-21-208-252-0000-000-446-511110-	83%
City Manager	Assistant Management Analyst	1	Cultural Trust	148-21-208-252-0000-000-446-511110-	17%
			General Fund	011-21-203-000-0000-000-424-511110-	100%
City Manager	Senior Animal Control Officer	1	General Fund	011-21-203-000-0000-000-424-511110-	100%
Finance	Customer Service Specialist II (Hourly)	1	General Fund	011-33-324-342-0000-000-412-511110-	100%
Finance	Customer Service Specialist II (Hourly)	1	General Fund	011-33-324-342-0000-000-412-511110-	100%
Finance	Accounting Manager	1	General Fund	011-33-323-336-0000-000-412-511110-	100%
Finance	Revenue Development Specialist I	1	General Fund	011-33-322-332-0000-000-412-511110-	100%
Finance	Revenue Development Specialist II	1	General Fund	011-33-322-332-0000-000-412-511110-	100%
Finance	Field Representative	1	General Fund	011-33-322-332-0000-000-412-511110-	100%
Finance	Field Representative	1	General Fund	011-33-322-332-0000-000-412-511110-	100%
Fire	Fire Chief	1	General Fund	011-72-741-831-0000-000-422-511130-	100%
Fire	Fire Captain II	1	General Fund	011-72-742-835-0000-000-422-511130-	100%
Fire	Fire Captain II	1	General Fund	011-72-742-835-0000-000-422-511130-	100%
Fire	Fire Captain II	1	General Fund	011-72-742-835-0000-000-422-511130-	100%
Fire	Fire Prevention Inspec Nonswn	1	General Fund	011-72-743-000-0000-000-422-511110-	100%
Fire	Deputy Fire Marshal	1	General Fund	011-72-743-000-0000-000-422-511110-	72%



City of Berkeley
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All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
			PSC	621-72-743-000-0000-000-471-511130-	28%
HHCS	Accounting Office Specialist III	1	General Fund	011-51-501-502-0000-000-451-511110-	100%
HHCS	Assistant Management Analyst	1	One-Time Grant: No Cap	336-51-501-503-2075-000-451-511110-	100%
HHCS	Assistant Management Analyst	1	General Fund	011-51-501-502-0000-000-451-511110-	65%
			General Fund	011-51-505-540-0000-000-444-511110-	20%
			General Fund	011-51-505-541-0000-000-444-511110-	5%
			Health (General)	312-51-506-559-2066-000-451-511110-	5%
			Vector Control	325-51-502-510-0000-000-451-511110-	5%
HHCS	Assistant Mental Health Clinician	1	Mental Health Realignment	158-51-503-521-2007-000-451-511110-	50%
			Health (Short/Doyle)	316-51-503-521-2007-000-451-511110-	50%
HHCS	Behavioral Health Clinician II	1	General Fund	011-51-503-524-2015-000-451-511110-	100%
HHCS	Behavioral Health Clinician II	1	Mental Health Services Act	315-51-503-521-2006-000-451-511110-	100%
HHCS	Behavioral Health Clinician II	1	Mental Health Services Act	315-51-503-528-0000-000-451-511110-	100%
HHCS	Behavioral Health Clinician II	1	Mental Health Services Act	315-51-503-528-0000-000-451-511110-	100%
HHCS	Behavioral Health Clinician II	1	Mental Health Services Act	315-51-503-521-2006-000-451-511110-	60%
			Health (Short/Doyle)	316-51-503-521-2007-000-451-511110-	40%
HHCS	Behavioral Health Clinician II	1	General Fund	011-51-505-548-2043-000-444-511110-	44%
			Target Case Mgmt/Linkages	313-51-505-548-2043-000-444-511110-	56%
HHCS	Community Services Specialist I	1	General Fund	011-51-506-555-2025-000-451-511110-	100%
HHCS	Community Services Specialist I	0.5	Measure BB	136-51-505-542-2038-000-444-511110-	100%
HHCS	Community Services Specialist II	1	General Fund	011-51-504-535-0000-000-444-511110-	1%
			Shelter Plus Care (HUD)	347-51-504-535-0000-000-444-511110-	87%
			Shelter Plus Care (County)	348-51-504-535-0000-000-444-511110-	12%
HHCS	Community Services Specialist III	1	General Fund	011-51-506-555-2025-000-451-511110-	100%
HHCS	Community Services Specialist III	1	One-Time Grant: No Cap	336-51-501-503-2075-000-451-511110-	100%
HHCS	Environmental Health Supervisor	1	General Fund	011-51-502-510-0000-000-451-511110-	12%
			Ala Cty Abandoned Veh Abt Auth	161-51-502-510-0000-000-451-511110-	6%
			Vector Control	325-51-502-510-0000-000-451-511110-	37.5%
			Alameda County Grants	326-51-506-559-2053-000-451-511110-	6%
			One-Time Grant: No Cap	336-51-502-510-0000-000-451-511110-	12.5%



City of Berkeley
Vacancy Report as of 05/27/2021
All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
			Sanitary Sewer	611-51-502-510-0000-000-471-511110-	5%
			Sanitary Sewer	611-51-502-511-2004-000-471-511110-	21%
HHCS	Health Nutrition Program Coordinator	1	Health (General)	312-51-506-562-2061-000-451-511110-	100%
HHCS	Health Services Supervisor	1	Health State Aid Realignment	156-51-506-555-0000-000-451-511110-	100%
HHCS	Mental Health Clinical Supervisor	1	General Fund	011-51-503-524-2015-000-451-511110-	45%
			Mental Health Services Act	315-51-503-524-2015-000-451-511110-	55%
HHCS	Mental Health Clinical Supervisor	1	Health (Short/Doyle)	316-51-503-521-2007-000-451-511110-	14%
			One-Time Grant: No Cap	336-51-503-521-2007-000-451-511110-	86%
HHCS	Mental Health Nurse	1	Health (Short/Doyle)	316-51-503-521-2007-000-451-511110-	100%
HHCS	Mental Health Nurse	1	Mental Health Services Act	315-51-503-528-0000-000-451-511110-	100%
HHCS	Mid-Level Practitioner	1	Health (General)	312-51-506-561-2057-000-451-511110-	100%
HHCS	Mini Bus Driver	1	General Fund	011-51-505-541-0000-000-444-511110-	100%
HHCS	Office Specialist II	1	General Fund	011-51-504-530-0000-000-444-511110-	60%
			Workforce Investment Act	108-51-504-532-2025-000-444-511110-	40%
HHCS	Office Specialist II	1	General Fund	011-51-505-541-0000-000-444-511110-	70%
			General Fund	011-51-505-542-2038-000-444-511110-	30%
HHCS	Office Specialist II	1	General Fund	011-51-506-561-0000-000-451-511110-	75%
			Health State Aid Realignment	156-51-506-555-0000-000-451-511110-	25%
HHCS	Office Specialist II	1	Health (General)	312-51-506-562-2061-000-451-511110-	100%
HHCS	Psychiatrist	1	Mental Health Services Act	315-51-503-521-2006-000-451-511110-	100%
HHCS	Psychiatrist	1	Mental Health Services Act	315-51-503-528-0000-000-451-511110-	100%
HHCS	Public Health Nurse	1	General Fund	011-51-506-562-0000-000-451-511110-	8%
			Health (General)	312-51-506-562-0000-000-451-511110-	17%
			Health (General)	312-51-506-562-0000-000-451-511110-	25%
			Health (General)	312-51-506-562-0000-000-451-511110-	30%
			Mental Health Services Act	315-51-506-562-2063-000-451-511110-	20%
HHCS	Public Health Nurse	1	Health (General)	312-51-506-559-2054-000-451-511110-	16%
			Health (General)	312-51-506-562-0000-000-451-511110-	16%
			Alameda County Grants	326-51-506-560-0000-000-451-511110-	68%
HHCS	Public Health Nurse	1	One-Time Grant: No Cap	336-51-501-503-2075-000-451-511110-	100%
HHCS	Public Health Nurse	1	One-Time Grant: No Cap	336-51-501-503-2075-000-451-511110-	100%



City of Berkeley
Vacancy Report as of 05/27/2021
All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
HHCS	Public Health Nurse	1	General Fund	011-51-506-562-0000-000-451-511110-	6%
			General Fund	011-51-506-562-0000-000-451-511110-	0.77%
			Health (General)	312-51-506-556-2046-000-451-511110-	26.5%
			Health (General)	312-51-506-562-0000-000-451-511110-	15.23%
			Alameda County Grants	326-51-506-556-2046-000-451-511110-	51.5%
HHCS	Registered Environ Hlth Spec	1	General Fund	011-51-502-510-0000-000-451-511110-	57%
			Sanitary Sewer	611-51-502-511-2004-000-471-511110-	43%
HHCS	Registered Nurse	1	Health State Aid Realignment	156-51-506-555-0000-000-451-511110-	14.8%
			Mental Health Services Act	315-51-506-562-2063-000-451-511110-	13.2%
			BUSD Grant	324-51-506-560-0000-000-451-511110-	72%
HHCS	Senior Behavioral Health Clinician	1	Mental Health Services Act	315-51-503-522-2006-000-451-511110-	100%
HHCS	Senior Comm. Devlp. Proj Coordinator	1	General Fund	011-51-504-530-0000-000-444-511110-	20%
			General Fund	011-51-504-533-2032-000-444-511110-	12%
			Affordable Housing Mitigation	120-51-504-533-2032-000-444-511110-	20%
			CDBG	128-51-504-533-2032-000-444-511110-	48%
HHCS	Senior Health Management Analyst	1	General Fund	011-51-501-503-2076-000-451-511110-	62%
			General Fund	011-51-506-555-0000-000-451-511110-	20%
			Alameda County Grants	326-51-501-503-2053-000-451-511110-	18%
HHCS	Senior Health Services Prog Spec	1	General Fund	011-51-506-555-0000-000-451-511110-	100%
HHCS	Social Services Specialist	1	Mental Health Services Act	315-51-503-525-2020-000-451-511110-	100%
HHCS	Social Services Specialist	1	Mental Health Services Act	315-51-503-528-0000-000-451-511110-	100%
HHCS	Social Services Specialist	1	Mental Health Services Act	315-51-503-528-0000-000-451-511110-	100%
HHCS	Social Services Specialist	1	General Fund	011-51-505-548-2043-000-444-511110-	50%
			Target Case Mgmt/Linkages	313-51-505-548-2043-000-444-511110-	50%
			General Fund	011-51-502-510-0000-000-451-511110-	27%
			Vector Control	325-51-502-510-0000-000-451-511110-	18.5%
HHCS	Vector Control Technician	1	Sanitary Sewer	611-51-502-510-0000-000-471-511110-	4%
			Sanitary Sewer	611-51-502-511-2004-000-471-511110-	50.5%
			General Fund	011-34-342-000-0000-000-412-511110-	100%
HR	Associate HR Analyst	1	Worker's Compensation	676-34-343-000-0000-000-471-511110-	100%
HR	Occupational Health and Safety Coordinator	1			



City of Berkeley
Vacancy Report as of 05/27/2021
All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
Information Technology	Information Systems Specialist	1	IT Cost Allocation	680-35-363-380-0000-000-471-511110-	100%
Information Technology	Applications Program Analyst I	1	FUND\$ Replacement	503-35-362-376-0000-000-412-511110-	100%
PRW	Accounting Office Specialist Supervisor	1	General Fund	011-52-541-598-0000-000-461-511110-	77%
			Parks Tax	138-52-541-598-0000-000-461-511110-	13%
			Marina Fund	608-52-541-598-0000-000-471-511110-	10%
PRW	Assistant Civil Engineer	1	Camps Fund	125-52-543-583-0000-000-461-511110-	20%
			Measure T1	511-52-545-000-0000-000-461-511110-	44%
			Marina Fund	608-52-545-000-0000-000-471-511110-	36%
PRW	Senior Landscape Gardener	1	Parks Tax	138-52-542-567-0000-000-461-511110-	100%
PRW	Forestry Climber	1	Parks Tax	138-52-542-566-0000-000-461-511110-	100%
PRW	Forestry Climber	1	Parks Tax	138-52-542-566-0000-000-461-511110-	100%
PRW	Building Maintenance Mechanic - Marina	1	Marina Fund	608-52-544-591-0000-000-471-511110-	100%
PRW	Marina Assistant	1	Marina Fund	608-52-544-592-0000-000-471-511110-	100%
PRW	Recreation Coordinator	1	General Fund	011-52-543-580-1011-000-461-511110-	100%
PRW	Assistant Recreation Coordinator	1	General Fund	011-52-543-570-0000-000-461-511110-	100%
PRW	Aquatic Facilities Supervisor	1	General Fund	011-52-543-570-0000-000-461-511110-	100%
PRW	Office Specialist II	1	General Fund	011-52-543-570-0000-000-461-511110-	100%
Planning	Accounting Office Specialist III	1	General Fund	011-53-581-000-0000-000-441-511110-	13%
			RHSP	129-53-581-000-0000-000-441-511110-	5%
			PSC	621-53-581-000-0000-000-471-511110-	72%
			CUPA	622-53-581-000-0000-000-471-511110-	10%
Planning	Assistant Management Analyst	1	PSC	621-53-581-000-0000-000-471-511110-	100%
Planning	Assistant Management Analyst	1	General Fund	011-53-581-000-0000-000-441-511110-	23%
			PSC	621-53-581-000-0000-000-471-511110-	77%



City of Berkeley
Vacancy Report as of 05/27/2021
All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
Planning	Associate Management Analyst	1	General Fund	011-53-581-000-0000-000-441-511110-	10%
			PSC	621-53-581-000-0000-000-471-511110-	65%
			CUPA	622-53-581-000-0000-000-471-511110-	25%
Planning	Permit Center Coordinator	1	PSC	621-53-585-632-0000-000-471-511110-	100%
Planning	Accounting Office Specialist III	1	PSC	621-53-585-632-0000-000-471-511110-	50%
			PSC	621-53-585-637-0000-000-471-511110-	50%
Planning	Permit Specialist	1	PSC	621-53-585-632-0000-000-471-511110-	100%
Planning	Community Services Specialist III	1	RHSP	129-53-585-634-0000-000-441-511110-	50%
			PSC	621-53-585-634-0000-000-471-511110-	50%
Planning	Assistant Planner	1	PSC	621-53-584-622-0000-000-471-511110-	100%
Planning	Associate Planner	1	PSC	621-53-584-622-0000-000-471-511110-	100%
Planning	Associate Planner	1	PSC	621-53-584-622-0000-000-471-511110-	100%
Planning	Assistant Planner	1	PSC	621-53-584-622-0000-000-471-511110-	100%
Planning	Planning Technician	1	PSC	621-53-584-622-0000-000-471-511110-	100%



City of Berkeley
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All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
Planning	Planning Technician	1	General Fund	011-53-584-622-0000-000-441-511110-	50%
			PSC	621-53-584-622-0000-000-471-511110-	50%
Planning	Community Services Specialist I	0.6	General Fund	011-53-583-611-0000-000-441-511110-	80%
			Zero Waste	601-53-583-611-0000-000-471-511110-	6%
			PSC	621-53-583-611-0000-000-471-511110-	14%
Planning	Office Specialist II	1	General Fund	011-53-582-602-0000-000-429-511110	37%
			General Fund	011-53-583-611-0000-000-441-511110-	5%
			Clean Storm Water	616-53-582-602-0000-000-471-511110-	10%
			CUPA	622-53-582-601-0000-000-471-511110-	48%
Police	Communications Center Manager	1	General Fund	011-71-705-822-0000-000-421-511110-	100%
Police	Community Services Officer	3	General Fund	011-71-705-824-0000-000-421-511110-	100%
Police	Office Specialist II	1	General Fund	011-71-705-820-0000-000-421-511110-	100%
Police	Office Specialist III	1	General Fund	011-71-705-820-0000-000-421-511110-	100%
Police	Parking Enforcement Officer	1	General Fund	011-71-703-812-0000-000-421-511110-	100%
Police	Police Officer	23	General Fund	011-71-702-805-0000-000-421-511120-	100%
Police	Director of Police Accountability	1	General Fund	011-14-000-000-0000-000-412-511110-	100%
Accountability					
Public Works	Associate Traffic Engineer	1	PSC	621-54-622-663-0000-000-471-511110-	100%
Public Works	Associate Traffic Engineer	1	PSC	621-54-622-663-0000-000-471-511110-	100%
Public Works	Traffic Engineering Assistant	1	General Fund	011-54-622-663-0000-000-431-511110-	100%



City of Berkeley
Vacancy Report as of 05/27/2021
All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
Public Works	Accounting Office Specialist II	1	Measure B Local Streets & Roads	130-54-622-664-0000-000-431-511110-	20%
			Off-Street Parking	627-54-622-665-0000-000-471-511110-	35%
			On-Street Parking	631-54-622-665-0000-000-471-511110-	45%
Public Works	Associate Civil Engineer	1	Capital Improvement Fund	501-54-622-668-0000-000-431-511110-	70%
			PSC	621-54-622-668-0000-000-471-511110-	30%
Public Works	Traffic Maintenance Worker I	1	State Transportation Tax	127-54-622-664-0000-000-431-511110-	25%
			Measure B Local Streets & Roads	130-54-622-664-0000-000-431-511110-	75%
Public Works	Parking Meter Mechanic	1	On-Street Parking	631-54-622-666-0000-000-471-511110-	100%
Public Works	Accounting Office Specialist III	1	Measure B Local Streets & Roads	130-54-621-652-0000-000-412-511110-	5%
			Sanitary Sewer	611-54-621-652-0000-000-471-511110-	40%
			Equipment Replacement	671-54-621-652-0000-000-471-511110-	15%
			Equipment Maintenance	672-54-621-652-0000-000-471-511110-	40%
			State Transportation Tax	127-54-621-652-0000-000-412-511110-	15%
Public Works	Senior Management Analyst	1	Zero Waste	601-54-621-652-0000-000-471-511110-	30%
			Sanitary Sewer	611-54-621-652-0000-000-471-511110-	30%
			Building Purchases & Maintenance	636-54-621-652-0000-000-471-511110-	15%
			Equipment Maintenance	672-54-621-652-0000-000-471-511110-	5%
			Building Maintenance	673-54-621-652-0000-000-471-511110-	5%
			State Transportation Tax	127-54-621-652-0000-000-412-511110-	20%
			Streetlight Assessment District Fee	142-54-621-652-0000-000-426-511110-	5%
Public Works	Senior Management Analyst	1	Capital Improvement Fund	501-54-621-652-0000-000-412-511110-	20%
			Zero Waste	601-54-621-652-0000-000-471-511110-	20%
			Sanitary Sewer	611-54-621-652-0000-000-471-511110-	20%
			Clean Storm Fee	616-54-621-652-0000-000-471-511110-	5%
			On-Street Parking	631-54-621-652-0000-000-471-511110-	5%
			Building Maintenance	673-54-621-652-0000-000-471-511110-	5%
			Zero Waste	601-54-621-654-0000-000-471-511110-	20%
Public Works	Public Works Operations Manager	1	Zero Waste	601-54-621-654-0000-000-471-511110-	20%



City of Berkeley
Vacancy Report as of 05/27/2021
All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
Public Works	Manager of Engineering	1	Sanitary Sewer	611-54-621-654-0000-000-471-511110-	20%
			On-Street Parking	631-54-621-655-0000-000-471-511110-	5%
			Building Purchases & Maintenance	636-54-621-654-0000-000-471-511110-	5%
			Equipment Replacement	671-54-621-654-0000-000-471-511110-	5%
			Equipment Maintenance	672-54-621-654-0000-000-471-511110-	30%
			Building Maintenance	673-54-621-654-0000-000-471-511110-	15%
Public Works	Chief of Party	1	Sanitary Sewer	611-54-623-671-0000-000-471-511110-	80%
			PSC	621-54-623-678-0000-000-471-511110-	20%
Public Works	Engineering Inspector	1	Sanitary Sewer	611-54-623-672-0000-000-471-511110-	100%
Public Works	Engineering Inspector	1	General Fund	011-54-623-678-0000-000-412-511110-	50%
			Sanitary Sewer	611-54-623-678-0000-000-471-511110-	20%
			PSC	621-54-623-678-0000-000-471-511110-	30%
			PSC	621-54-623-678-0000-000-471-511110-	100%
Public Works	Drafting Aide	1	Sanitary Sewer	611-54-623-671-0000-000-471-511110-	100%
Public Works	Drafting Technician	1	Sanitary Sewer	611-54-623-676-0000-000-471-511110-	100%
Public Works	Senior Drafting Technician	1	Capital Improvement Fund	501-54-623-673-0000-000-431-511110-	40%
Public Works	Assistant Civil Engineer (Reg)	1	Sanitary Sewer	611-54-623-676-0000-000-471-511110-	60%
			Sanitary Sewer	611-54-623-676-0000-000-471-511110-	100%
			Building Maintenance	673-54-623-677-0000-000-471-511110-	100%
Public Works	Senior Building Inspector	1	Building Maintenance	673-54-623-677-0000-000-471-511110-	100%
Public Works	Building Maintenance Mechanic	1	Building Purchases & Maintenance	636-54-624-692-0000-000-471-511110-	20%
			Building Maintenance	673-54-624-692-0000-000-471-511110-	80%
			Building Purchases & Maintenance	636-54-624-692-0000-000-471-511110-	30%
			Building Maintenance	673-54-624-692-0000-000-471-511110-	70%
Public Works	Senior Building Maintenance Supervisor	1	Building Maintenance	673-54-624-692-0000-000-471-511110-	100%
Public Works	Warehouse Operations Specialist	1	Equipment Maintenance	672-54-621-651-0000-000-471-511110-	100%
Public Works	Electrical Parts Technician	1	State Transportation Tax	127-54-624-695-0000-000-431-511110-	25%
			Measure B Local Streets & Roads	130-54-624-695-0000-000-431-511110-	25%



City of Berkeley
Vacancy Report as of 05/27/2021
All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
Public Works	Electrician	1	Streetlight Assessment District Fee	142-54-624-694-3018-000-426-511110-	50%
			Streetlight Assessment District Fee	142-54-624-694-3018-000-426-511110-	100%
Public Works	Electrician	1	Streetlight Assessment District Fee	142-54-624-694-3018-000-426-511110-	100%
Public Works	Lead Electrician	1	State Transportation Tax	127-54-624-695-0000-000-431-511110-	50%
			Measure B Local Streets & Roads	130-54-624-695-0000-000-431-511110-	50%
Public Works	Electrician	1	Streetlight Assessment District Fee	142-54-624-694-3018-000-426-511110-	100%
Public Works	Electrician	1	State Transportation Tax	127-54-624-695-0000-000-431-511110-	25%
			Measure B Local Streets & Roads	130-54-624-695-0000-000-431-511110-	25%
Public Works	Office Specialist II	1	Streetlight Assessment District Fee	142-54-624-694-3018-000-426-511110-	50%
			Building Purchases & Maintenance	636-54-624-697-0000-000-471-511110-	20%
			Equipment Maintenance	672-54-626-721-0000-000-471-511110-	30%
			Building Maintenance	673-54-624-697-0000-000-471-511110-	50%
Public Works	Public Works Supervisor	1	Zero Waste	601-54-625-714-0000-000-471-511110-	100%
Public Works	Construction Equipment Operator	1	State Transportation Tax	127-54-625-715-0000-000-431-511110-	50%
			Sanitary Sewer	611-54-625-712-0000-000-471-511110-	50%
Public Works	Laborer	1	Sanitary Sewer	611-54-625-712-0000-000-471-511110-	100%
Public Works	Laborer	1	Sanitary Sewer	611-54-625-712-0000-000-471-511110-	100%
Public Works	Laborer	1	Clean Storm Fee	616-54-625-713-0000-000-471-511110-	100%
Public Works	Office Specialist III	1	Zero Waste	601-54-627-731-0000-000-471-511110-	100%
Public Works	Associate Management Analyst	1	Zero Waste	601-54-627-731-0000-000-471-511110-	100%
Public Works	Solid Waste Worker	1	Zero Waste	601-54-627-732-3019-000-471-511110-	100%
Public Works	Field Representative	1	Zero Waste	601-54-627-733-3019-000-471-511110-	60%
			Zero Waste	601-54-627-733-3026-000-471-511110-	40%
Public Works	Field Representative	1	Zero Waste	601-54-627-733-3019-000-471-511110-	50%



City of Berkeley
Vacancy Report as of 05/27/2021
All Departments

Department	Position	FTE	Funding Source		
			Fund Name	Account Code	%
			Zero Waste	601-54-627-733-3019-000-471-511110-	50%
Public Works	Solid Waste Worker	1	Zero Waste	601-54-627-733-3019-000-471-511110-	100%
Public Works	Solid Waste Worker	1	Zero Waste	601-54-627-733-3019-000-471-511110-	100%
Public Works	Solid Waste Loader Operator	1	Zero Waste	601-54-627-734-3023-000-471-511110-	100%
Public Works	Solid Waste Worker	1	Zero Waste	601-54-627-734-3023-000-471-511110-	100%
Public Works	Solid Waste Worker	1	Zero Waste	601-54-627-733-3026-000-471-511110-	100%
Public Works	Solid Waste Worker	1	Zero Waste	601-54-627-732-3019-000-471-511110-	70%
			Zero Waste	601-54-627-733-3026-000-471-511110-	30%
Public Works	Mechanic	1	Equipment Maintenance	672-54-626-722-0000-000-471-511110-	100%
Public Works	Mechanic Supervisor	1	Equipment Maintenance	672-54-626-722-0000-000-471-511110-	100%
Public Works	Service Technician	1	Equipment Maintenance	672-54-626-722-0000-000-471-511110-	100%

Total Vacant Positions 180.1

Acronyms:

- BUSD** Berkeley Unified School District
- CDBG** Community Development Block Grant

- CSO** Community Services Officer
- CUPA** Certified Unified Program Agency
- HHCS** Health, Housing & Community Services
- HR** Human Resources
- HUD** Housing and Urban Development
- PRW** Parks, Recreation and Waterfront
- PO** Police Officers
- PSC** Permit Service Center
- RHSP** Rental Housing Safety Program

POLICE DEPARTMENT FINANCIAL SUMMARY
DRAFT - SUBJECT TO CHANGE - BASED ON PROPOSED BUDGET

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2021 Adjusted	FY 2022 Proposed
EXPENDITURES						
By Type:						
Salaries and Benefits	60,449,826	63,465,165	71,461,933	63,291,599	68,011,993	69,511,973
Services and Materials	2,867,289	3,212,616	3,181,080	2,505,653	4,059,365	2,945,661
Capital Outlay	587,707	361,371	111,713	407,857	477,637	444,817
Internal Services	2,446,712	2,527,951	5,007,986	4,120,005	4,325,213	4,904,992
Indirect Cost Transfer						
	<u>66,351,534</u>	<u>69,567,103</u>	<u>79,762,713</u>	<u>70,325,114</u>	<u>76,874,208</u>	<u>77,807,443</u>
By Division:						
Office of the Police Chief	1,437,690	1,265,065	3,977,025	2,810,795	2,930,275	2,672,028
Professional Standards	5,845,197	4,207,385	4,242,994	3,958,291	3,966,010	3,566,942
Support Services	5,667,255	14,108,242	14,949,574	13,968,805	14,712,843	15,470,096
Police Operations	39,673,087	36,284,878	41,810,086	32,567,064	35,833,083	38,651,691
Police Investigations	13,728,263	13,701,533	14,783,035	17,020,159	19,431,997	17,446,686
	<u>66,351,492</u>	<u>69,567,103</u>	<u>79,762,713</u>	<u>70,325,114</u>	<u>76,874,208</u>	<u>77,807,443</u>
By Fund:						
General Fund	62,628,518	65,493,664	75,754,210	65,460,524	69,812,906	73,228,172
Asset Forfeiture	129,973	93,522	69,751	201,000	201,000	201,000
Federal Grants	206,782	138,758	170,214	182,000	392,000	182,000
State/County Grants	453,194	811,635	702,352	1,240,902	3,137,007	738,221
Parking Funds	2,928,995	3,029,523	3,066,185	3,240,688	3,331,295	3,458,050
Other Funds	4,072					
	<u>66,351,534</u>	<u>69,567,103</u>	<u>79,762,713</u>	<u>70,325,114</u>	<u>76,874,208</u>	<u>77,807,443</u>

General Fund FTE	249.00	249.00	253.00	253.00	253.00	260.00
Total FTE	280.20	280.20	285.20	285.20	285.20	288.20

POLICE DEPARTMENT FINANCIAL SUMMARY
DRAFT - SUBJECT TO CHANGE - BASED ON PROPOSED BUDGET

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Adopted	FY 2021 Adjusted	FY 2022 Proposed
DIVISION/ACTIVITY SUMMARY						
Office of the Police Chief						
Admin & Fiscal Services		688,543	3,104,765	2,339,079	2,458,559	1,811,562
Police Administration	742,880					
Public Information	294,905					
Internal Affairs	399,905	576,523	872,260	471,716	471,716	860,466
Division Total	1,437,690	1,265,065	3,977,025	2,810,795	2,930,275	2,672,028
FTE Total	5.00	5.00	5.00	5.00	5.00	5.00
Professional Standards						
Policy And Audits		773,813	827,189	839,805	839,805	844,867
Policy & Accreditation	694,266					
Personnel and Training	2,604,776	3,433,573	3,415,805	3,118,486	3,126,205	2,722,075
Jail Unit	2,546,155					
Division Total	5,845,197	4,207,385	4,242,994	3,958,291	3,966,010	3,566,942
FTE Total	25.00	25.00	29.00	29.00	29.00	31.00
Support Services						
Support Services Admin		5,720,776	5,830,279	5,603,687	6,347,725	5,875,783
Communications Center		5,799,782	6,132,583	5,742,588	5,742,588	6,243,982
Jail		2,587,684	2,986,712	2,622,530	2,622,530	3,350,331
Administration	4,326,558					
Central Communications						
Police Services	1,340,697					
Division Total	5,667,255	14,108,242	14,949,574	13,968,805	14,712,843	15,470,096
FTE Total	12.00	16.00	13.00	13.00	13.00	17.00
Police Operations						
Patrol	33,658,532	36,115,508	41,757,984	32,167,839	35,433,858	38,427,710
Community Services		169,370	52,102	399,225	399,225	223,981
Police Reserves	379,236					
Central Communications	5,635,319					
Division Total	39,673,087	36,284,878	41,810,086	32,567,064	35,833,083	38,651,691
FTE Total	171.00	166.00	171.00	171.00	171.00	171.00
Police Investigations						
Detectives - SEU/CSU		7,432,272	8,776,998	9,332,416	9,723,594	10,019,960
Traffic And Parking		6,269,260	6,006,037	7,687,743	9,708,403	7,426,726
Detectives Bureau	5,366,898					
Traffic Bureau	2,611,637					
Parking Enforcement	3,845,914					
Special Enforcement Unit	945,457					
Crime Analysis	183,536					
Community Service/Field Support	20,837					
Crime Scene Unit	753,984					
Division Total	13,728,263	13,701,533	14,783,035	17,020,159	19,431,997	17,446,686
FTE Total	67.20	68.20	67.20	67.20	67.20	64.20
Department Total	66,351,492	69,567,103	79,762,713	70,325,114	76,874,208	77,807,443
FTE Total	280.20	280.20	285.20	285.20	285.20	288.20