

	A	B	C	D	E
1	DRAFT				
2	Department Name		City Clerk		
3	Division		N/A		
4	Fund Name and #		100		
5		426,745	FY23-24 Adopted Budget		
6					
7	On-going				
8	Explanation of Change	\$ Amount	% of FY 23-24 GF	Impact of change	
9	Removal of Electronics Allowance	-\$1,800.00	-0.4%	No impact other than loss of revenue for employee	
10	Removal of online access to "Form 700 Statement of Economic Interests and City Council and Council Candidate Campaign Portal" (Granicus)	-\$1,835.00	-0.4%	Filers would be required to file through the FPPC website (8200 Filers); and other filers would be required to file hard copy to City Clerk's office) - There has been mixed reactions to the use of the campaign portal and you cannot make someone file Form 700 on line only)	City staff is working with Granicus to determine if we can separate Form700 from Campaign Reporting (
11	Reduction in ordering of office supplies/toner	-\$500.00	-0.1%	Minimal Impact Unless large supply purchase needed	Misc/Office Depot
12	Reduction in Certain Dues and Subscriptions for Educational Organizations	-\$200.00	0.0%	Reduces education as well as networking opportunities with other Professional Managers and Clerks	
13	<b>Total On Going</b>	<b>-\$4,335.00</b>	<b>-1.0%</b>		
14					
15	One Time				
16	Title of Change	\$ Amount	% of FY 23-24 GF	Impact of change	
17	Professional contract services: Reduction in Use of Code Publishing for Updates to City Municipal Code/No major Revisions per staff anticipated	-\$1,885.00	-0.4%	No negative impact unless the city has unexpected Code Changes	Based upon discussion with department directors, there are no large municipal code updates anticipated this year
18	Elections Costs for November 2024 Election	-\$10,000.00	-2.3%	No negative impact unless City Council places more than one ballot measure on the November 2024 Election	This is tentative based upon input from County; number of candidates; number of measures etc
19	Reduction in Attendance at New laws and Election Conference as well as Annual City Clerk Conference	-\$800.00	-0.2%	Impact could lead to lack of training; missing of critical election laws; which could impact City in a potential litigation issue depending on the issue.	
20	Reduction in attendance to Meetings and Reduction in Travel expenses associated with meetings and conferences	-\$1,125.00	-0.3%	Impact could lead to lack of training; missing of critical election laws; which could impact City in a potential litigation issue depending on the issue.	
21	<b>Total One-Time</b>	<b>-\$13,810.00</b>	<b>-3.2%</b>		
22	<b>Total Overall Savings (On-going + One Time)</b>	<b>-\$18,145.00</b>	<b>-4.3%</b>	<b>**</b>	