

MEMORANDUM

To: Mike Wildgen
City Manager

From: Debbie Van Saun
Asst. City Manager

Re: reductions in funding to outside agencies for 2004

Date: July 8, 2003

Following City Commission direction given at the July 2, 2004 budget study session, I have made adjustments to the spreadsheet summarizing the 2004 outside agency funding allocations. Two methods were suggested to calculate a 5% reduction:

1. apply a 5% reduction to the "CC consensus" column and subtract that amount to reach a "Proposed Budget";
2. take 5% of the total (\$1,330,984) to arrive at a total reduction amount, and then apply the percentage of the agency's request to the reduction total; for example, if the total reduction amount was to be \$66,549, then Lawrence Humane Society's share of the reduction would be 18.783%, or \$12,499 (because their request was 18.783% of the total request).

Since both methods ended up with the same result, I opted to use the method that was easily programmed into the Excel spreadsheet (option #1).

The Proposed Budget reduces to \$1,264,435 from the previous "CC Consensus" total of \$1,330,984 by reducing that column by 5% and eliminating the \$7,500 funding for the Douglas County Visitation Center. As explained previously, this agency applied for \$7,500 funding from both the General Fund and the Special Alcohol Fund. The Alcohol Advisory Board has recommended funding \$7,000 to this agency from the Alcohol Fund in 2004.

This adjustment to the Outside Agencies in the General Fund coupled with a reduction in the City's share of the dispatching costs (County reduced number of new dispatchers from three to two) resulted in a decrease to the Finance Department's General Overhead Budget for 2004.

Attached please find a memo from Kay Kent, Administrator for the Lawrence/Douglas County Health Department, with information regarding that agency's concerns regarding budget reductions for 2004.

Please feel free to contact me if you have any questions.

c: Dave Corliss, Asst. City Manager
Ed Mullins, Finance Director

att: "Summary of 2004 Outside/Other Agency Funding Allocations"
memo from Kay Kent