



PROFESSIONAL & TECHNICAL ENGINEERS, LOCAL 21, AFL-CIO  
An Organization of Professional, Technical, and Administrative Employees

December 26, 2024

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*Sent Via Email*

Office of Employee Relations  
San Jose City Hall  
200 E. Santa Clara Street  
San Jose, CA 95113

### **Re: Request for Information Department Hiring Freeze**

IFPTE Local 21 has been informed of directives issued to departments to implement hiring freezes and assess the potential impacts of future position eliminations as a means of addressing the anticipated General Fund shortfalls in FY 2025-2026. This is despite recent budget actions that make it apparent the City of San Jose has available General Fund Revenue to cover potential shortfalls.

- The FY 2024-2025 Adopted Operating Budget includes a Revenue Loss Reserve of \$120 million, an increase of \$30 million from the previous fiscal year. The Adopted Operating Budget also includes a Budget Stabilizing Reserve of \$61 million that can be accessed through a majority vote from council when projected revenues and/or higher than projected expenditures cannot be re-balanced within existing budget resources. Therefore, there is a combined \$181 million in reserves that could be utilized to balance a potential budgetary shortfall.
- The FY 2024-2025 Adopted Operating Budget includes a Salaries and Benefits Reserve of \$14.4 million.
- The FY 2024-2025 Adopted Operating Budget includes a total Beginning General Fund Balance of \$660.9 million with 132.3 million reported as unassigned in the FY 2023-2024 Annual Comprehensive Financial Report.
- The ending General Fund Balance in FY 23-24 experienced a surplus of \$24.4 million due to overestimated expenses. Expenditure and transfer savings for FY 2023-2024 totaled \$291.3 million.
- From the \$24.4 millions surplus, the City decided to allocate \$350k to a single position to coordinate the upcoming 2026 FIFA World Cup and Super Bowl LX events and increased the Contingency Reserve by \$1 million.
- Over the past decade, the General Fund has consistently ended each fiscal year with a surplus, averaging \$32.2 million annually. This is despite 80% of the budgets during this period projected deficits in either Year 1 or Year 2 of the Five-Year forecasts. A significant portion of these surpluses can be attributed to annual expenditure savings, which have averaged \$149 million per fiscal year.



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This warrants clarification to ensure transparency and accountability in decisions that significantly impact our members and the community. IFPTE Local 21 hereby requests information pursuant to the MMBA, the California Public Records Act, and any other applicable local laws or statutes regarding information requests. We request that you provide this information within 10 business days.

Please provide the following:

- Provide a list of all budgeted positions by department and classification, including the amounts filled, the amounts that are vacant, and the budgeted amount associated with the position. In this list please also include the positions attributed to the General Fund and Non-General Fund and note which classifications have been frozen in this most recent department directive.
- List of Contracts funded from the general fund, scope of work/project, the total amount, remaining amount, classifications that could complete the work, and start and end dates.
- Clarify the distinction between over strength and limited dated positions. List of all classifications categorized as an over strength and limited dates positions, which departments they are in, budgeted amount and fund, and start and end dates.
- Please provide a list of expenses departments will be cutting from their general fund budget and the corresponding report/memo once they have been submitted.
- Please include the analysis and data used to inform the City's sales tax revenue forecast, including any analysis or forecast of potential impacts of the 2026 FIFA World Cup which is scheduled to arrive in San Jose by the end of FY 2025-2026.
- Provide the available funds in the FY 2024-2025 Salaries and Benefits Reserve.
- The FY 2023-2024 Annual Report included \$350k to a single position to coordinate the upcoming 2026 FIFA World Cup and Super Bowl LX events in FY 2024-2025. Please indicate the duration of this position and which fund the position will be funded from.
- The FY 2023-2024 Annual Report included a combined re-budget of \$2.6 million for Google Community Benefits. Please provide an explanation for the intention of these funds, where they have been sourced from, and what they have been used for so far. Please also include any contract agreements or reports that regulate the use and disbursement of these fund.
- The FY 2024-2025 Operating Budget included a Google Parking Lots Option Payment Reserve for \$3.8 million. Please provide an explanation for what these funds have been allocated for and where they have been sourced from. Please also include any contract agreements or reports that regulate the use of these fund.
- Provide the total amount that San Jose has paid eBay Inc. under the revenue capture agreement since 2019.



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- Provide the total amount of tax breaks that have been given to businesses so far under the business tax exemption for new tenants that was recently passed in September.
- Provide a list of overtime hours organized by classification and department. Also include whether overtime hours are paid from the General Fund or Non-General Fund.
- In the 2023-2024 Annual Report explained that overtime hours for sworn personnel increased by 28,471 hours from the previous fiscal years. What measures have been taken to reduce police overtime and how successful have those measures been. Please also provide any available data regarding police overtime usage.
- Provide the total cost for the 4% retention premium and 3.75% crisis intervention training noted in the Police Office Association MOU.

Thank you.

Sincerely,

Krista De La Torre  
Representative/Organizer  
IFPTE Local 21

CC:  
Stefanie Portillo, Research Specialist, IFPTE Local 21