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CITY OF CAMBRIDGE

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EXECUTIVE DEPARTMENT

ROBERT W. HEALY

City Manager

RICHARD C. ROSSI

Deputy City Manager

May 10, 1993

To The Honorable, The City Council:

In response to Awaiting Report Item No. 29, regarding measures to protect the functioning of small departments, please be advised of the following:

As I have stated in the past, the original budget guidelines are used as a tool in order to get the budget submitted in a timely and orderly manner. As the proposed budgets are reviewed by the City Manager, guidelines are adjusted based on the individual needs of each department.

It is important to note that no departmental budget for FY94 is funded at exactly the same level as FY93. Also, in examining the five smallest city departmental budgets since FY91, no department's Other Ordinary Maintenance Account or Travel & Training Account was reduced due to increases in benefits.

Very truly yours,

A handwritten signature in black ink, appearing to read "Robert W. Healy", is written over a horizontal line.

Robert W. Healy
City Manager

RWH/mev

Consent Agenda #2

²²⁵
S-225

Response to Awaiting Rpt. #29
RE: measures to protect the
functioning of small depts.

In City Council,

May 10, 1993

Placed on file