



City of Cambridge

O-2.

IN CITY COUNCIL

January 10, 2000

COUNCILLOR BORN
COUNCILLOR BRAUDE
COUNCILLOR DECKER
COUNCILLOR REEVES
COUNCILLOR SULLIVAN

ORDERED: That the City Manager be and hereby is requested to present a plan by the next City Council meeting on January 24, 2000 for adding a research assistant (temporary employee for the duration of the council term) for each City Councillor other than the Mayor; and be it further

ORDERED: That the City Manager be and hereby is requested to identify funds in the current budget for such a plan or prepare a supplemental appropriation request from cash reserves or other sources; and be it further

ORDERED: That the City Council roundtable or other similar discussion forum be scheduled to consider the City Manager's plan and discuss general staff and space requirements, both short and long term, for the City Council.

In City Council January 10, 2000.

Adopted by the affirmative vote of nine members.

Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:-

D. Margaret Drury
City Clerk

**REFERRED TO GOVERNMENT OPERATIONS COMMITTEE ON TMOTION
OF COUNCILLOR GALLUCCIO.**



City of Cambridge

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January 10, 2000

COUNCILLOR BORN

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CM

Order #2

Councillor Born re: City Manager to
present a plan by the January 24th
City Council meeting to add a temporary
research assistant for each City Councillor
for the duration of the City Council term.

In City Council January 10, 2000

ORDER ADOPTED

*and referred to
Government Operations
Committee.*

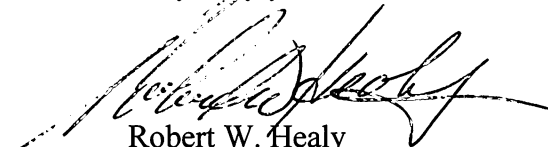
The Honorable, The City Council
February 14, 2000
Page 2

MODEL 3) One (1) Legislative/Research Assistant: \$52,000
Benefits same as MODEL 1 averaging \$14,300
Supply costs \$6,000

TOTAL: **\$72,300**

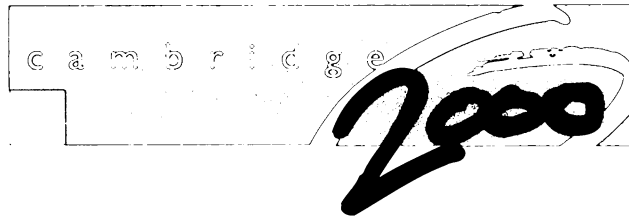
I have additional concerns that I will be pleased to discuss during the Government Operations Sub-Committee meeting on this topic that relate to the job description and authority of these positions vis-a-vis the City Charter and additional workload that would be expected of department heads and staff as a result of this proposed staffing.

Very truly yours,



Robert W. Healy
City Manager

RWH/mec



19.

CITY OF CAMBRIDGE • EXECUTIVE DEPARTMENT

Robert W. Healy, City Manager

Richard C. Rossi, Deputy City Manager

February 14, 2000

To The Honorable, The City Council:

I am providing preliminary information for the City Council regarding Council Order #2, dated 1/10/2000 which was referred to the Government Operations Committee.

Depending on the Model the cost analysis is as follows:

MODEL 1) Eight (8) full-time personnel:	$\$30,000 \times 8 = \$240,000$
Benefits	$\$11,075$ (single & pension) $\$17,525$ (family & pension) $\$28,600$ $\$14,300$ (average) $\times \quad 8$ $\$114,400$
Total Salary & Wages	$\$354,400$
Personal Computer	$\$1,800 \times 8 = \$14,400$
Printers	$\$1,450 \times 3 = \$4,350$
Supplies	$\$500 \times 8 = \$4,000$
Mailings	$\$500 \times 8 = \$4,000$
Fax/Copier	$\$700 \times 1 = \700
Tables/Chairs	$\$350 \times 8 = \$2,800$
Phone/installation	$\$100 \times 8 = \800
Phone lines/usage	$\$50 \times 12 \text{ mo.} = \$600 \times 8 = \$4,800$ $\$35,850$
TOTAL:	$\\$390,250$

MODEL 2) Eight (8) part-time personnel – no more than 19 hours and no benefits:
$\$15,200 \times 8 = \$121,600$
Supply costs same as MODEL 1 equaling $\$35,850$
TOTAL:
$\\$157,450$



2000 Things 2 Do in 2000

Consent Agenda #19

37(a) S ~~XXXXXXXXXX~~

Relative to Council Order No. 2
dated 1/10/2000 regarding adding
research/assistants to the City
Council Office.

S-37 a

In City Council February 14, 2000

*Referred to Government
Operations Committee*