

OPERATING BUDGET

FISCAL NOTE

DATE OF COUNCIL CONSIDERATION:
DEPARTMENT(S):
FUND:

12/9/21
 Communications & Public Information; Clerk
 Support Services

SUBJECT: Approve an ordinance amending the Fiscal Year 2021-2022 Support Services Fund and Information and Technology Fund Operating Budgets (Ordinance No. 20210811-001) to increase the number of authorized positions by four full-time equivalents in the Office of the City Clerk; two full-time equivalents in the Communications and Public Information Office; and two full-time equivalents in the Communications and Technology Management Department to provide resources and staff for the continuation of virtual testimony and hybrid participation of Council Members, board and commission members, and subcommittee members.

CURRENT YEAR IMPACT:

	2021-22 Approved	This Action	2021-22 Amended
Beginning Balance	13,699,766	0	13,699,766
Total Revenue	2,023,227	0	2,023,227
Total Transfers In	180,003,620	0	180,003,620
Total Available Funds	182,026,847	0	182,026,847
Department Requirements			
Communications and Public Information	5,994,192	0	5,994,192
Office of the City Clerk	4,904,220	0	4,904,220
All Other Department Requirements	179,777,528	0	179,777,528
Total Department Requirements	190,675,940	0	190,675,940
Total Transfers Out	5,050,672	0	5,050,672
Total Requirements	195,726,612	0	195,726,612
Excess (Deficiency) of Total Available Funds Over Requirements	(13,699,766)	0	(13,699,766)
Ending Balance	0	0	0
Full-time Equivalents	1,110.86	3.00	1,113.86

FIVE-YEAR ESTIMATED IMPACT:

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
Total Revenue	0	0	0	0	0
Total Expenses	0	0	0	0	0

ANALYSIS / ADDITIONAL INFORMATION: This budget amendment is in response to Resolution No. 20211014-046 related to accommodate the resources and staff needed to continue virtual testimony and hybrid participation of Council Members, Board and Commission Members, and Subcommittee members. This includes three new positions within the Support Services Fund; one Administrative Specialist position in the Office of the City Clerk and two Video Production Specialist Senior positions in the Communications and Public Information Office. Additionally, two IT Support Analysts positions within the Information and Technology Fund for the Communications and Technology Management (CTM) Department are also required. This action only increases the number of authorized positions and does not impact Fiscal Year 2021-2022 appropriation levels. The personnel costs for the five positions are anticipated to be absorbed by these departments for FY 2022. Annualized funding of \$453,058 for these positions will be included as part of the FY 2023 budget process.