

Legislation Text

File #: BILL NO. 24-064, **Version:** 1

An Ordinance approving Amendment No. 12 to the budget for the Fiscal Year ending June 30, 2024, as adopted by Ordinance No. 9704, Ordinance No. 9705, Ordinance No. 9706, Ordinance No. 9707, and Ordinance No. 9708, by amending the authorized expenditures for the City. (F&BC 4/1/24)

Issue/Request:

An Ordinance approving Amendment No. 12 to the budget for the Fiscal Year ending June 30, 2024, as adopted by Ordinance No. 9704, Ordinance No. 9705, Ordinance No. 9706, Ordinance No. 9707, and Ordinance No. 9708, by amending the authorized expenditures for the City.

Key Issues:

- The Development Services department requests changing one (1) Staff Engineer/Senior Engineer FTE to one (1) Planner/Senior Planner FTE. The engineer position is currently open, there will be a savings because of the difference between the pay bands for the positions
- The ITS department is requesting to change the job title of the one (1) Tech Services Specialist position to System Support Specialist and align the duties. No financial impact as both positions are in the same pay band
- The ITS department is requesting to change the Systems Analyst position from the OS7 pay band to the AT5 pay band. The change is because the Systems Analyst position does not supervise staff, the change puts the position in a pay band that aligns with the duties and responsibilities of the position. There is no fiscal impact as the pay ranges are similar
- The Law department is requesting an additional Staff Attorney, one (1) FTE, and moving the position from the PN5 to the PN7 pay band on the Pay and Classification plan. Placing the Staff Attorney in the PN7 pay band puts it in alignment with other positions within the Law department. The position is requested to address current need to support economic development and eminent domain projects as well as assisting the work load of the city attorneys. The additional funding for the current year will come from funds identified during mid-year projections
- The Creative Services department is requesting to change one (1) Marketing Specialist FTE to one (1) Communications & Marketing Manager position to supervise the other Marketing Specialists and assist the Director. No fiscal impact for the current year using identified savings
- The Cultural Arts Manager position now supervises a staff member, a FY24 expansion request, there the position needs to be moved in the Pay and Classification plan from PN5 to MS1. No fiscal impact for the current year
- The Airport has seen an increase in air traffic, rentals, and sales, and is requesting an additional 0.5 FTE of hours for the Airport Attendant. This will allow more flexibility in scheduling staff to meet the needs of Airport customers. There is an increase to the authorized expenditures in the budget, the Airport recognized the increase in revenue in the mid-year projections budget amendment
- There is a need to improve the audio visual systems in the various conference rooms in City Hall. An approved expansion in the FY24 budget was to add a position to support and manage the audio visual systems for the City. After evaluating the systems necessary upgrades have been identified and prices obtained from a vendor under contract with the City. ITS is requesting to use \$260,000 of identified mid-year savings to complete the necessary upgrades. This will be a transfer from the General Fund to the ITS fund and an increase in the authorized expenditures for ITS
- The authorized expenditures in the Finance Department will need to be increased to facilitate the transfer

-During the mid-year review a double transfer to the Fleet fund was discovered included and processed in the FY24 budget. Through this action the transfer of money we will made from the Fleet fund back to the General Fund and a reduction of the spending authority for the both departments

-Based on the feedback and adjustments recommended by the City's audit firm, the revenue for the Capital Projects Reimbursement will not be booked to the General Fund revenues and the Public Works authorized expenditures will be reduced the same amount

Proposed Committee Motion:

I move to recommend to City Council for approval of An Ordinance approving Amendment No. 12 to the budget for the Fiscal Year ending June 30, 2024, as adopted by Ordinance No. 9704, Ordinance No. 9705, Ordinance No. 9706, Ordinance No. 9707, and Ordinance No. 9708, by amending the authorized expenditures for the City.

Rick Gentry, Budget Manager

Recommendation: Staff recommends approval

A motion was made by Councilmember Hodges, seconded by Mayor Pro Tem Lopez, that TMP-2939 be recommended for approval to the City Council. The motion carried by a unanimous 3-0 vote.