

June 9, 2021

**To:** Mayor and Members of the City Council

**From:** Paula Boggs Muething, City Manager *CB & PBM* 202102143

**Subject:** **Emergency Ordinance – FY 2021 All Funds Mid-Year Operating Budget Adjustment**

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Attached is an Emergency Ordinance captioned:

**AUTHORIZING** the transfer of the sum of \$230,010 within General Fund 050, from and to various operating accounts of the General Fund according to the attached Schedule of Transfer, for the purpose of realigning and providing funds for the ongoing needs of City departments; and **AUTHORIZING** the transfer of the sum of \$226,386 within the various Restricted Funds, from and to various operating accounts and the unappropriated surplus of the respective Restricted Funds according to the attached Schedule of Transfer, for the purpose of realigning and providing funds for the ongoing needs of City departments.

Approval of this Emergency Ordinance authorizes the transfer of the sum of \$230,010 within the General Fund 050, from and to various operating account of the General Fund according to the attached Schedule of Transfer for the purpose of realigning and providing funds for the ongoing needs of City departments. Approval of this Emergency Ordinance further authorizes the transfer of the sum of \$226,386 within various Restricted Funds according to the attached Schedule of Transfer for the purpose of realigning and providing funds for the ongoing needs of City departments.

The attached Emergency Ordinance balances the City's General Fund and various Restricted Funds' operating budget accounts for FY 2021. The accounts are balanced by transferring appropriations within and between various departments in various funds. Ordinance Nos. 0179-2021 and 0161-2021, the General Fund and the Restricted Funds Final Adjustment Ordinance (FAO) respectively, assumed certain savings and needs that have since changed for several departments. An explanation of the shortfalls that have arisen since the Final Adjustment Ordinances are outlined below.

#### **GENERAL FUND TRANSFERS WITHIN CURRENT APPROPRIATIONS**

A total of \$168,010 will be transferred within current appropriations in order to offset various anticipated needs.

##### **City Council – \$2,500**

Non-personnel savings in Councilmember Young's office will be transferred to offset a personnel need in the same office.

**City Manager's Office – \$25,000**

A transfer of \$25,000 in non-personnel savings from the Office of Budget & Evaluation will be used to offset a non-personnel need in the City's Manager Office for a Citicable camera. This will ensure broadcasts of public meetings can continue uninterrupted.

**Cincinnati Fire Department – \$17,000**

A total of \$17,000 in non-personnel telephone resources will be transferred between agencies to re-align appropriations with anticipated expenditures.

**Non-Departmental Accounts – \$123,510**

Lump Sum Payment account savings will be transferred to address a \$98,510 need in Workers' Compensation Insurance. Lump Sum Payment account savings will also be used to offset a \$25,000 need in the Police and Fire Fighters' Insurance account for additional death benefits payments.

**GENERAL FUND TRANSFERS RESULTING IN A SUPPLEMENTAL APPROPRIATION**

Three departments require supplemental appropriations totaling \$62,000. These needs will be offset by expenditure savings generated by one other city department and a non-departmental account.

**City Council – \$2,000**

Previously, the City Council was not included in the year-end accrual accounting process. With the change in the pay cycle for City Councilmembers from monthly to bi-weekly, this budget is now subject to this process and a one-time personnel adjustment of \$2,000 is necessary to accommodate this transition.

**Department of Community and Economic Development – \$50,000**

The FY 2020 leveraged support contract for the Chamber of Commerce – Immigrant Center Partnership (COMPASS) was not executed. An additional \$50,000 in non-personnel resources is required to meet this leveraged support commitment.

**Department of Economic Inclusion – \$10,000**

The department has a \$10,000 personnel need due to unanticipated retroactive pay.

**RESTRICTED FUNDS TRANSFERS WITHIN CURRENT APPROPRIATIONS**

**Department of Public Services – \$168,174**

The Department of Public Services (DPS) has a \$100,000 personnel need in Street Construction, Maintenance, and Repair Fund 301 due to lower than expected reimbursements. This need will be offset by non-personnel savings in the same fund. DPS has an additional personnel need of \$68,174 in Income Tax-Infrastructure Fund 302, which will be offset by non-personnel savings in the same fund.

**RESTRICTED FUNDS TRANSFERS RESULTING IN A SUPPLEMENTAL APPROPRIATION**

**Non-Departmental Accounts – \$58,212**

A total of \$43,760 will be transferred from the unappropriated surplus of various Restricted Funds in order to address needs arising from Workers' Compensation Insurance payments due to the State of Ohio. An additional \$14,452 will be transferred from the unappropriated surplus of the Public Employee Assistance Program (PEAP) Fund 420 to address a non-personnel need resulting from higher than anticipated General Fund Overhead expenses.

The reason for the emergency is the immediate need to allow for the continuation of uninterrupted services through the end of the fiscal year.

The Administration recommends passage of this Emergency Ordinance.

cc: Christopher A. Bigham, Assistant City Manager  
Karen Alder, Finance Director

Attachment