

May 8, 2024

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

202401294

**From:** Sheryl M. M. Long, City Manager

**Subject: Emergency Ordinance – FY 2024 General Fund Operating Budget Final Adjustment Ordinance (FAO)**

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Attached is an Emergency Ordinance captioned:

**AUTHORIZING** the transfer of \$15,169,563 within the General Fund, from and to various operating accounts and the unappropriated surplus of the General Fund according to the attached Schedules of Transfer, to realign and provide funds for the ongoing needs of City departments; **AUTHORIZING** the transfer and return to source of \$591,000 from Cincinnati Fire Department General Fund non-personnel operating budget account no. 050x271x7200 to the unappropriated surplus of the General Fund; **AUTHORIZING** the transfer of \$591,000 from the unappropriated surplus of the General Fund to the unappropriated surplus of Fire Grants and Donations Fund 472 to provide resources for a health caseworker and other expenses associated with the social services outreach program; **AUTHORIZING** the transfer and return to source of \$200,000 from non-departmental Lump Sum Payments General Fund personnel operating budget account no. 050x924x7100 to the unappropriated surplus of the General Fund; **AUTHORIZING** the transfer of \$200,000 from the unappropriated surplus of the General Fund to the unappropriated surplus of Special Events Fund 314 to provide resources for Summer in Cincy programming to reduce youth violence in the City; and **AUTHORIZING** the transfer and appropriation of \$410,000 from the unappropriated surplus of the General Fund to capital improvement program project account no. 980x101x231038, “Martin Luther King, Jr. Monument,” to provide additional resources for the monument to honor the legacy of the Reverend Dr. Martin Luther King, Jr.

The attached Emergency Ordinance balances the City’s General Fund operating budget accounts for FY 2024. The accounts are balanced by transferring appropriations within and between General Fund departments and relies on unappropriated surplus. The Emergency Ordinance also transfers resources out of the General Fund for various purposes.

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

A total of \$9,651,828 will be transferred within current appropriations in order to offset various anticipated needs as outlined below.

### **Clerk of Council – \$50,000**

A total non-personnel need of \$50,000 in the Office of the Clerk of Council for contractual services expenses related to evening meetings and necessary equipment will be offset by personnel savings in the Office of the Clerk of Council.

### **City Manager's Office – \$656,000**

The City Manager's Office reports a total non-personnel need of \$656,000 for various contractual services expenses. \$394,000 will be offset by savings from various agencies within the City Manager's Office. The remaining \$262,000 will be offset from various other departmental and non-departmental savings.

The City Manager's Office requires \$300,000 for the Public Safety Facilities Master Plan Phase I, \$75,000 for enhanced Fountain Square summer programming, and \$131,000 for temporary personnel services.

The Office of Environment and Sustainability (OES) requires \$77,000 to offset non-personnel needs related to the recycling program and \$73,000 for energy management software.

### **Department of Law – \$449,000**

The Department of Law has a personnel need of \$308,000 due to reduced reimbursements resulting from an accounting correction related to changes implemented for recording credits to expense. Law also requires \$141,000 to cover contractual services needs related to outside counsel expertise and unbudgeted collection fees. The total need of \$449,000 will be offset from various other departmental and non-departmental savings.

### **Department of Finance – \$77,880**

The Department of Finance, Office of the Director has a personnel need of \$25,880 related to fringe benefits. This need will be offset by non-personnel savings in the Office of the Director and personnel savings in Accounts and Audits. A savings of \$52,000 in non-personnel will be transferred from the Treasury Division to offset an insurance premium need in Risk Management. The Department of Finance will return a net \$111,620 in savings, which will be used to offset needs in other departments.

### **Department of Community and Economic Development – \$125,000**

The Department of Community and Economic Development (DCED) requires \$125,000 in non-personnel for needs related to the Homeownership Workshop as well as operating expenses related to the Shillito's West building. This need will be offset by other departmental and non-departmental savings.

**Department of City Planning and Engagement – \$2,500**

A transfer of \$2,500 in personnel savings will be necessary to offset needs associated with office supplies for community engagement events. The Department of City Planning and Engagement will return a net \$70,000 in savings, which will be used to offset needs in other departments.

**Citizen Complaint Authority – \$23,700**

Personnel savings of \$23,700 will be transferred to cover various needs related to investigator training, temporary personnel, copier and printing expenses, and vehicle repairs. The Citizen Complaint Authority will return a net \$100,000 in savings, primarily due to position vacancy savings, which will be used to offset needs in other departments.

**Cincinnati Recreation Commission – \$826,644**

A transfer of \$518,469 in personnel and non-personnel savings will be necessary to cover personnel needs and non-personnel needs related to increased costs of cleaning supplies, chemicals, and other equipment. An additional transfer of \$308,175 is required from other departmental and non-departmental savings to cover a personnel need in the Athletics Division for the aquatics program. The Aquatics Pay and Recruitment Bonus Plan was in place starting in Summer 2023, which resulted in increased staffing at City pools.

**Cincinnati Police Department – \$4,526,945**

Personnel and benefit savings in the Support Bureau and the Administration Bureau, as well as other departmental and non-departmental savings, will be used to offset personnel needs in the Patrol Bureau totaling \$3,886,945. Other non-personnel savings in the Patrol Bureau and the Administration Bureau will be used to offset non-personnel needs totaling \$640,000 related to uniforms for the Civil Disturbance Response Team (CDRT) and other various contractual services needs.

**Department of Transportation and Engineering – \$345,000**

Personnel and fringe benefits savings in the Transportation Planning Division and the Engineering Division in the amount of \$345,000 will be transferred to offset a personnel need of \$125,000 in the Office of the Director and a non-personnel need of \$220,000 related to Duke Energy utility increases for street lighting in the Traffic Engineering Division.

**Department of Public Services – \$550,000**

A total of \$550,000 in personnel and non-personnel savings will be transferred to City Facility Management (CFM) to cover increases in contractual services for City Hall management, including operating expenses and unexpected building repairs.

**Cincinnati Fire Department – \$1,921,132**

An amount of \$1,221,132 in personnel and fringe benefits savings in the Support Services Division will be transferred to offset a personnel need of \$1,040,454 in the Response Division, primarily due to increased overtime, and a non-personnel need of \$180,678 related to increased costs for upcoming Recruit Class 122.

Various other departmental and non-departmental savings will be transferred to the Cincinnati Fire Department to address a fringe benefit need of \$700,000.

**Department of Economic Inclusion – \$23,077**

A total of \$23,077 in personnel and benefits savings in the Department of Economic Inclusion (DEI) will be transferred to address contractual services needs related to non-local training, wage compliance software, and the Business Enterprise Expo. The Department of Economic Inclusion will return a net \$100,000 in savings, primarily due to position vacancy savings, which will be used to offset needs in other departments.

**Non-Departmental Accounts – \$74,950**

The Public Employees Assistance Program (PEAP) account requires a transfer of \$12,500 to cover fringe benefits needs. The Hamilton County Auditor & Treasurer Fees account requires a transfer of \$62,450 to cover a non-personnel need due to an anticipated increase in fees due to higher property tax revenue. These needs will be offset by savings in the Workers' Compensation Insurance account and the Election Expense account. The non-departmental accounts will return a net \$1,517,500 in savings, which will be used to offset needs in other departments.

**GENERAL FUND SUPPLEMENTAL APPROPRIATIONS**

Two departments require supplemental appropriations totaling \$5,517,735. These needs will be addressed using General Fund unappropriated surplus.

**Cincinnati Police Department – \$1,765,000**

Supplemental appropriations totaling \$1,540,000 are needed in the Cincinnati Police Department to address Police Visibility Overtime (PVO). Additionally, \$225,000 is needed to address contractual services needs related to water fountain installations and building updates. As of the Finance and Budget Monitoring Report for the Period Ending January 31, 2024, the Police Department was projecting a net need of \$2.8 million. However, the department was able to reduce their net need to \$2,251,945 in the Final Adjustment Ordinance. Of this, \$486,945 of the net need was addressed within appropriations using savings from other departmental and non-departmental accounts. The remaining \$1,765,000 is addressed with General Fund unappropriated surplus.

**Cincinnati Fire Department – \$3,752,735**

The Cincinnati Fire Department requires a supplemental appropriation of \$2,680,496 primarily due to greater than anticipated overtime costs. Additional appropriations totaling \$1,072,239 are required to cover increased expenses related to paramedic classes, fleet expenses, medical supplies, and other necessary supplies. As of the Finance and Budget Monitoring Report for the Period Ending January 31, 2024, the Fire Department was projecting a net need of \$3.6 million. However, the department's net need increased to \$4,452,735 in the Final Adjustment Ordinance. Of this,

\$700,000 of the net need was addressed within appropriations using savings from other departmental and non-departmental accounts. The remaining \$3,752,735 is addressed with General Fund unappropriated surplus.

## **GENERAL FUND TRANSFERS OUT**

This Emergency Ordinance authorizes the transfer out of General Fund resources for three purposes, as outlined below.

### **Fire Department Social Services Pilot – \$591,000**

The Cincinnati Fire Department (CFD) previously received donations from Hamilton County Public Health to provide funding for a multidisciplinary social services outreach pilot program. These resources were receipted in the General Fund. Now, CFD wishes to transfer these existing resources out to Fire Grants and Donations Fund 472. CFD plans to use the donation for temporary personnel for a health caseworker and other expenses associated with the social services outreach pilot program.

### **Summer in Cincy – \$200,000**

The non-departmental Lump Sum Payments account has realized a savings of \$200,000. These resources will be transferred out to Special Events Fund 314 for Summer in Cincy programming designed to reduce youth violence in the City over the summer months.

### **Martin Luther King, Jr. Monument – \$410,000**

A transfer out in the amount of \$410,000 from the unappropriated surplus of the General Fund to existing capital improvement project account no. 980x101x231038, “Martin Luther King, Jr. Monument” is needed for the purpose of providing additional resources for the monument at the intersection of Reading Road and Martin Luther King, Jr. Drive to honor the legacy of the Reverend Dr. Martin Luther King, Jr.

The reason for the emergency is the immediate need to realign and provide funds for the ongoing needs of City departments.

The Administration recommends passage of this Emergency Ordinance.

cc: Andrew Dudas, Budget Director  
Karen Alder, Finance Director

Attachment