

December 6, 2023

**To:** Mayor and Members of City Council 202302770  
**From:** Sheryl M. M. Long, City Manager  
**Subject:** **Emergency Ordinance – Council: Establishing New Council Office Budget**

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Attached is an Emergency Ordinance captioned:

**ESTABLISHING** department number 016, “Councilmember Anna Albi,” to establish an office budget for Councilmember Anna Albi; **AUTHORIZING** the transfer and appropriation of \$65,628 from Councilmember Liz Keating’s General Fund personnel services operating budget account no. 050x012x7100 to Councilmember Anna Albi’s General Fund personnel services operating budget account no. 050x016x7100 to provide personnel resources to the office budget for incoming Councilmember Anna Albi; and further **AUTHORIZING** the transfer and appropriation of \$1,257 from Councilmember Liz Keating’s General Fund contractual services account no. 050x012x7200 to Councilmember Anna Albi’s General Fund contractual services account no. 050x016x7200 to provide non-personnel resources to the office budget for incoming Councilmember Anna Albi.

Approval of this Emergency Ordinance establishes department number 016, “Councilmember Anna Albi,” for the purpose of establishing an office budget for incoming Councilmember Anna Albi. This Emergency Ordinance also authorizes the transfer and appropriation of \$65,628 from Councilmember Liz Keating’s General Fund personnel services operating budget account no. 050x012x7100 to Councilmember Anna Albi’s General Fund personnel services operating budget account no. 050x016x7100 for the purpose of providing personnel resources to the office budget for incoming Councilmember Anna Albi. The Emergency Ordinance further authorizes the transfer and appropriation of \$1,257 from Councilmember Liz Keating’s General Fund contractual services account no. 050x012x7200 to Councilmember Anna Albi’s General Fund contractual services account no. 050x016x7200 for the purpose of providing non-personnel resources to the office budget for incoming Councilmember Anna Albi.

The reason for the emergency is the need to transfer funding to the newly created department number for Councilmember Anna Albi and to ensure the payment of necessary and proper office expenses at the earliest possible time.

The Administration recommends passage of this Emergency Ordinance.

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

Attachment