

May 4, 2022

To: Mayor and Members of City Council 202201124

From: John P. Curp, Interim City Manager

Subject: **Emergency Ordinance – FY 2022 General Fund Operating Budget Final Adjustment Ordinance (FAO)**

Attached is an Emergency Ordinance captioned:

AUTHORIZING the transfer of the sum of \$15,733,590 within the General Fund, from and to various operating accounts and the unappropriated surplus 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; **AUTHORIZING** the transfer and return to source of the sum of \$60,000 from the Department of Law personnel operating budget account no. 050x112x7000x7111 to the unappropriated surplus of the General Fund 050; and **AUTHORIZING** the transfer and appropriation of the sum of \$45,000 from the unappropriated surplus of the General Fund 050 to existing capital improvement program project account no. 980x255x222530, “Quality of Life Relocation Furniture”; **AUTHORIZING** the transfer and appropriation of the sum of \$15,000 from the unappropriated surplus of the General Fund to existing capital improvement program project account no. 980x255x212500, “City Facility Renovation and Repair”; **AUTHORIZING** the transfer and return to source of the sum of \$149,000 from the Citizen Complaint Authority personnel operating budget account no. 050x181x1000x7111 and \$51,000 from the Citizen Complaint Authority fringe benefit operating budget account no. 050x181x1000x7532 to the unappropriated surplus of the General Fund 050; and **AUTHORIZING** the establishment of new capital improvement program project account no. 980x255x222545, “CCA Office Facilities Renovation and Repairs,” for the purpose of renovating, repairing, and upgrading the Citizen Complaint Authority office to accommodate additional staff and utilize the space in an efficient manner; **AUTHORIZING** the transfer and appropriation of the sum of \$200,000 from the unappropriated surplus of the General Fund 050 to newly established capital improvement program project account no. 980x255x222545, “CCA Office Facilities Renovation and Repairs,” for the purpose of renovating, repairing, and upgrading the Citizen Complaint Authority office to accommodate additional staff and utilize the space in an efficient manner; and further **AUTHORIZING** the transfer and appropriation of the sum of \$30,000 from the unappropriated surplus of the General Fund to existing capital improvement program project account no. 980x104x221005, “Wheeled Recycling Cart Replacement.”

The attached Emergency Ordinance balances the City’s General Fund operating budget accounts for FY 2022. The accounts are balanced by transferring appropriations within

and between General Fund departments and relies on unappropriated surplus. The Emergency Ordinance also transfers resources from the General Fund unappropriated surplus to various capital improvement program project accounts.

GENERAL FUND TRANSFERS WITHIN CURRENT APPROPRIATIONS

A total of \$3,836,029 will be transferred within current appropriations in order to offset various anticipated needs as outlined below.

City Manager's Office – \$160,000

A transfer of \$160,000 in personnel savings will be necessary to offset non-personnel needs in several offices within the City Manager's Office. The Office of Environment and Sustainability (OES) has a non-personnel need related to the landfill management contract totaling \$9,000. The Emergency Communications Center has \$47,000 in non-personnel needs for the implementation of the 311 non-emergency service line, telephone expense overages, and the startup costs for the Alternative Response to Crisis (ARC) mental health pilot program. The City Manager's Office has non-personnel needs for expert services for the Collaborative Agreement and temporary personnel totaling \$104,000.

Human Resources – \$60,000

Personnel savings in the amount of \$60,000 will be transferred to address a need in contractual services for the City Manager search and recruitment contract.

Department of Finance – \$13,400

A total of \$13,400 in personnel and benefits savings will be transferred between various agencies to offset a fringe benefit need in the Director's Office.

Department of City Planning and Engagement – \$7,900

A transfer of \$7,900 in personnel savings will be necessary to offset a need in costs associated with telephone, postage, and professional memberships required to be held by City Planning and Engagement staff.

Cincinnati Recreation Commission – \$386,500

A transfer of \$386,500 in personnel and benefit savings will be necessary to cover various non-personnel needs related to automotive maintenance, utility expenses, and information technology (IT) related needs.

Department of Buildings and Inspections – \$200,000

Personnel savings from Building Construction Inspections in the amount of \$200,000 will be transferred to offset legal services expenses in Building Construction Inspections and a personnel need of \$100,000 in Property Maintenance and Code Enforcement.

Department of Transportation and Engineering – \$122,000

Personnel and fringe benefits savings in the Engineering Division in the amount of \$122,000 will be transferred to offset personnel and fringe benefits needs in the Office of the Director.

Department of Public Services – \$175,540

Personnel savings in the Neighborhood Operations Division (NOD) will be transferred among agencies to address various personnel and non-personnel needs including litter abatement, increased stormwater expenses, and conference fees.

Cincinnati Fire Department – \$1,500,000

A total of \$1,500,000 in personnel and fringe benefits savings in the Support Services Division will be transferred to address various non-personnel needs for fuel, wearing apparel, medical and surgical supplies as well as a fringe benefit need in the Suppression Division.

Department of Economic Inclusion – \$55,309

A total of \$55,309 in personnel savings will be transferred to address various non-personnel needs for training, temporary staffing, and information technology (IT) related needs.

Non-Departmental Accounts – \$1,155,380

Various savings from other departments will be transferred to address a \$306,100 need in the Contributions to City Pension - Early Retirement Incentive Program (ERIP) account due to an ERIP payment reconciliation, a \$100,000 need in the Tuition Reimbursement account, a \$100,000 need in the Election Expense account, a \$300,000 need in the Judgments Against the City account, and \$349,280 in the Enterprise Software and Licenses account.

TRANSFERS RESULTING IN A SUPPLEMENTAL APPROPRIATION

Five departments and one non-departmental account require supplemental appropriations totaling \$11,897,561. These needs will be addressed using General Fund unappropriated surplus.

Enterprise Technology Solutions – \$166,945

Supplemental appropriations totaling \$166,945 are needed in Enterprise Technology Solutions to cover personnel needs that exceed the budgeted reimbursements from other funds.

Department of Law – \$91,120

The Department of Law need of \$91,120 is required to address a \$46,120 personnel need resulting from the implementation of the Ethics and Good Government Office and a \$45,000 need related to the extension of the Housing Court contract.

Department of Community and Economic Development – \$100,000

The Department of Community and Economic Development needs \$100,000 in supplemental appropriations for non-personnel expenses associated with support for Black Tech Week through the Hillman Accelerator.

Cincinnati Police Department – \$2,927,640

Supplemental appropriations totaling \$2,927,640 are needed in the Cincinnati Police Department to address increased lump sum payouts, overtime expenses, sick time buy back costs, and central warrant fees from Hamilton County.

Cincinnati Fire Department – \$8,590,000

The \$8,590,000 need in the Cincinnati Fire Department is primarily related to greater than anticipated overtime costs and associated wage-based fringe benefits costs resulting from the unexpected attrition of sworn personnel.

Non-Departmental Accounts – \$21,856

A supplemental appropriation in the amount of \$21,856 in the Enterprise Software and Licenses account is needed to cover cost overages in various software licenses arising from inflationary price pressures.

GENERAL FUND TRANSFERS TO CAPITAL BUDGET

Three departments require a transfer from the General Fund unappropriated surplus to various capital improvement program project accounts. A total of \$260,000 will be transferred as a result of General Fund departmental savings and \$30,000 will be transferred from the unappropriated surplus for a grand total of \$290,000.

City Manager’s Office – \$30,000

A transfer in the amount of \$30,000 from the unappropriated surplus of the General Fund is required to the Office of Environment and Sustainability’s existing capital improvement program project account no. 980x104x221005, “Wheeled Recycling Cart Replacement” in order to provide funds for additional wheeled recycling carts. An increasing number of recycling carts are past their useful life and require replacement.

Department of Law – \$60,000

The Department of Law has a personnel savings of \$60,000, which will be returned to the General Fund unappropriated surplus and appropriated to existing capital improvement program project accounts to relocate the Quality of Life section of the department and to provide furniture and cubicles. The sum of \$45,000 will be appropriated to existing capital improvement program project account no. 980x255x222530, “Quality of Life Relocation Furniture” and the sum of \$15,000 will be appropriated to existing capital improvement program project account no. 980x255x212500, “City Facility Renovation and Repair.” The additional funds will enable the project to be completed.

Citizen Complaint Authority – \$200,000

The Citizen Complaint Authority has a personnel savings of \$200,000, which will be returned to the General Fund unappropriated surplus and appropriated to newly created capital improvement program project 980x255x222545, “CCA Office Facilities Renovation and Repairs,” for the purpose of renovating, repairing, and upgrading the Citizen Complaint Authority office to accommodate additional staff and utilize the space in a more efficient manner.

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