

Mayor and Council Communication

DATE: 09/28/21

M&C FILE NUMBER: M&C 21-0731

LOG NAME: 13PUBLIC SAFETY PAYROLL SOLUTION

SUBJECT

(ALL) Authorize the City of Fort Worth's Payroll Task Force Recommendation to Resolve the Repeated Challenges Associated with the Payroll Process for Public Safety Staff, Adopt Attached Appropriation Ordinances, and Amend the Fiscal Years 2021-2025 Capital Improvement Program

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize the City of Fort Worth's Payroll Task Force recommendation to resolve the repeated challenges associated with the payroll process for Public Safety staff;
 2. Adopt the attached ordinance increasing estimated receipts and appropriations in the General Fund, in the amount of \$1,743,000.00, from sales tax revenue, for the purpose of transferring to the ITS Capital Fund;
 3. Adopt the attached ordinance increasing estimated receipts and appropriations in the ITS Capital Fund, in the amount of \$1,743,000.00, transferred from available funds within the General Fund, for the purpose of funding the Public Safely Payroll Solution project (City project No. 103603);
 4. Adopt the attached ordinance adjusting estimated receipts and appropriations in the ITS Capital Fund in the amount of \$366,400.00, by decreasing estimated receipts and appropriations in the ERP IT programmable project (City Project No. P00093), and increasing estimated receipts and appropriations in the Public Safely Payroll Solution project (City project No. 103603); and
 5. Amend the Fiscal Years 2021-2025 Capital Improvement Program.
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DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to take action to provide funding to implement the City of Fort Worth's Payroll Task Force (PTF) recommendation to resolve the repeated challenges associated with the payroll process for Public Safety (Fire and Police) staff.

On September 28, 2021, the City Council received an informal report outlining the PTF's recommendation to resolve the aforementioned payroll challenges. After conducting an informal Request for Information to identify a payroll system solution, staff determined that the UKG (Ultimate Kronos Group) Workforce Dimensions System working in conjunction with UKG's Telestaff Enterprise product (scheduling software currently used by Police and Fire) will provide the solution needed to ensure accurate payroll.

The estimated total cost of acquiring and implementing this solution is \$2,109,400.00. The Planning & Data Analytics Department identified \$1,743,000.00 in additional General Fund sales tax revenue to fund this initiative. The additional sales tax revenue resulted from better than expected performance of this revenue source during Fiscal Year 2021. The remaining funding for this initiative will come from existing resources identified within the IT Solutions Department budget.

Funding for this project was not included in the Fiscal Year (FY) 2021-2025 Capital Improvement Program because the recommended Public Safety payroll solution was not known at the time of approval for the FY 2021-2025 Capital Improvement Program. The action in this M&C will amend the FY2021-2025 Capital Improvement Program as approved in connection with Ordinance 24446-09-2020.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are currently available in the General Fund and in the ERP IT programmable project within the ITS Capital Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinances, funds will be available in the ITS Capital Fund for the Public Safely Payroll Solution project. Prior to an expenditure being incurred, the Financial Management Service Department has the responsibility of verifying the availability of funds.

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Expedited