

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 02/27/24M&C FILE NUMBER: M&C 24-0150

LOG NAME: 13PUBLIC SAFETY PAYROLL PROJ PHASEIII FUNDING

SUBJECT

(ALL) Adopt Appropriation Ordinances Authorizing the Reallocation & Transfer of Available Funds from within the Fiscal Year 2024 Adopted Budget for the Purpose of Funding Phase III of the Public Safety Payroll Solution Project; Amend the Fiscal Year 2024 Adopted Budget and Fiscal Years 2024-2028 Capital Improvement Program

RECOMMENDATION:

It is recommended that City Council:

1. Adopt the attached appropriation ordinance adjusting appropriations in the General Fund by (i) decreasing the Fire Department operating budget in the amount of \$39,340.00 and the Human Resources Department operating budget in the amount of \$109,885.00 and increasing the Transfers to IT Capital by \$149,225.00 for the ERP IT programmable project ;
2. Adopt the attached appropriation ordinance adjusting appropriations in the Information Technology Systems Fund by decreasing the IT Solutions Department budget in the amount of \$40,640.00 and increasing the Transfer to IT Capital by the same amount for the ERP IT programmable project within the ITS Capital Fund;
3. Adopt the attached appropriation ordinance adjusting estimated receipts and appropriations in the ITS Capital Fund by decreasing the ERP IT programmable project (City Project No. P00038) in the amount of \$90,081.00 and increasing the Technology Infrastructure-IT programmable project (City Project No. P00093) by the same amount;
4. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the ERP IT programmable project (City Project No. P00093) in the ITS Capital Fund in the amount of \$189,865.00, transferred from the General Fund and Information Technology Systems Fund ; and
5. Amend the Fiscal Year 2024 Adopted Budget and Fiscal Years 2024-2028 Capital Improvement Program.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to adopt appropriation ordinances authorizing the transfer and reallocation of available funds from within the fiscal year 2024 adopted budget for the purpose of funding phase III of the Public Safety Payroll Solution project (City Project No. 103603) as a subproject under ERP IT programmable project (City Project No. P00093).

At the February 6, 2024 City Council Work Session, staff presented an update on efforts to improve the payroll process with an emphasis on improving the process relating to public safety pay. In that presentation, staff laid out a phased approach to the Public Safety Payroll Solution project and indicated a forthcoming M&C would be required to approve the re-allocation (transfer) of funds totaling \$365,000.00, from participating department budgets, to extend the project into the testing phase (phase III). This M&C provides the actions necessary to reallocate the funding as described in the presentation, a copy of which is attached to this M&C.

The table below summarizes the available funding source by department. The amount associated with the Financial Management Services Department is already available within the ERP IT programmable project in the ITS Capital Fund and does not require Council action to reallocate to the Public Safety Payroll Solution project.

Department	Amount	Funding Source
Police	\$ 90,081.00	Utilize surplus funds set aside for CCPD funded CAD licenses from within the IT capital program
Fire	\$ 39,340.00	Re-allocation of FY24 operating budget funds
Human Resources	\$ 109,885.00	Deferment of employee engagement survey in the FY24 operating budget
Financial Management Services	\$ 85,054.00	Re-prioritization of FY24 approved IT capital program funds set aside for expanding the inventory module
Information Technology Solutions	\$ 40,640.00	Re-allocation of FY24 operating budget funds set aside for consulting services
Total	\$ 365,000.00	

Funding is budgeted and available in the Other Contractual Services and Consultant & Other Professional Services accounts within the General Fund for the Fire & Human Resources Departments, in the Info Technology Systems Fund for the IT Solutions Department and in the Technology Infrastructure-IT and ERP IT programmable projects for the purpose of funding the FY21 Public Safety Payroll Solution project.

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, Info Technology Systems Fund and in the Technology Infrastructure-IT and ERP IT programmable projects 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 Captial Fund for the FY21 Public Safety Payroll Sol project. Prior to any expenditure being incurred, the IT Solutions Department has the responsibility to validate the availability of funds.

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Expedited