



Department Source: Law

To: City Council

From: City Manager & Staff

Council Meeting Date: March 15, 2021

Re: Transfer of Funds for Temporary Employment Services

Executive Summary

An ordinance has been prepared to transfer funds from personnel accounts to the miscellaneous contractual account to pay for temporary employment services.

Discussion

The Assistant to the City Counselor position in the Law Department is vacant due to a retirement. In addition, the Law Department support staff was reduced by eliminating the Paralegal position in mid-year FY 2020 budget reductions due to concerns over decreased revenue as a result of the COVID-19 pandemic. Both of these actions have resulted in a lack of adequate experienced support staff in the department and have placed additional burdens on existing staff. An employment agency has been utilized to allow the department to re-hire the retired assistant and provide experienced personnel to assist with some of the support staff duties performed by the Assistant to the City Counselor and Paralegal. The ability to utilize the employment agency to re-hire a retiree on a temporary basis allows the City to benefit from the vast institutional knowledge the retiree brings to the table while maintaining fiscal responsibility.

Fees to the outside agency are paid out of the miscellaneous contractual account. As a result, in order to pay for costs incurred by utilizing the outside agency to provide support staff for the department it is necessary to move funds from personnel accounts (where the Assistant to the City Counselor position is budgeted) to the miscellaneous contractual account.

Fiscal Impact

Short-Term Impact: N/A

Long-Term Impact: N/A

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Legislative History

Date	Action
	None.

Suggested Council Action

Passage of the ordinance.