



Department Source: Law

To: City Council

From: City Manager & Staff

Council Meeting Date: January 3, 2022

Re: Transfer of Funds for Temporary Employment Services and Furniture

## Executive Summary

An ordinance has been prepared to transfer funds from personnel accounts to the miscellaneous contractual services and furniture accounts for temporary employment services and the purchase of furniture.

## 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 part-time basis allows the City to benefit from the vast institutional knowledge the retiree brings to the table while maintaining fiscal responsibility; however, there is a need to transfer funds from personnel accounts into the miscellaneous contractual account to pay for the services.

In addition, there are office chairs in the department that are no longer functional and need replacement along with additional furnishings needed for a revamping of the CMO/Law/Cultural Affairs/Diversity-Equity-Inclusion offices. Funds in the personnel accounts in the Counselor Division are available to pay for these unanticipated expenditures.

## 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.