

ORDINANCE NO. 2013-04-027

AN ORDINANCE RELATING TO THE 2013 BUDGET APPROPRIATING AN ADDITIONAL \$68,550.00 IN THE FINANCE DEPARTMENT, GENERAL FUND, TO PROVIDE FOR A REORGANIZATION OF STAFF.

WHEREAS, the finance department has several vacancies created by retirements or people leaving service; and

WHEREAS, these vacancies provided an opportunity to assess current city and Finance Department needs; and

WHEREAS, these changes will improve efficiency in the Finance Department and add financial service capacity citywide.

NOW, THEREFORE, THE CITY OF BELLINGHAM DOES ORDAIN:

Effective May 1, 2013 the sum of \$68,550.00 is hereby appropriated in the General Fund to provide for a reorganization of departmental staff as detailed below. The source of funding will be credited from:

<u>001</u>	<u>GENERAL FUND</u>		
5 000	GENERAL		
001-50000000810	EST END UNDESIGNATED RESERVE	\$	68,550.00
5 213	FINANCE SERVICES		
312	SERVICES - ACCOUNTING & AUDIT		
001-52133121101	SALARIES & WAGES	\$	18,534.00
001-52133122101	PERSONNEL BENEFITS	\$	1,640.00
314	SERVICES - BUDGETING		
001-52133141101	SALARIES & WAGES	\$	23,659.00
001-52133142101	PERSONNEL BENEFITS	\$	3,650.00
5 214	RECORDS, MICROFILM & MAIL ROOM		
331	MICROFILM MANAGEMENT		
001-52143311101	SALARIES & WAGES	\$	299.00
001-52143312101	PERSONNEL BENEFITS	\$	2,029.00
001-52143411101	SALARIES & WAGES	\$	299.00
001-52143412101	PERSONNEL BENEFITS	\$	2,029.00
		\$	120,689.00

To be debited as follows:

<u>001</u>		<u>GENERAL FUND</u>	
	5 211	FINANCE ADMINISTRATION	
	111	ADMINISTRATION-FINANCE	
001-52111111101		SALARIES & WAGES	\$ 65,509.00
001-52111112101		PERSONNEL BENEFITS	\$ 26,196.00
	5 213	FINANCE SERVICES	
	311	SERVICES - FINANCIAL	
001-52133111101		SALARIES & WAGES	\$ 19,565.00
001-52133112101		PERSONNEL BENEFITS	\$ 9,419.00
			<u>\$ 120,689.00</u>

The following staffing changes will be effective May 1, 2013:

One new .875 FTE part-time position of Office Assistant 2, Plan B Grade 6, is hereby created. There is an increase of .59 FTE for 2013 (.875 FTE annually).

One new full-time position of Deputy Director, estimated at Plan E Grade 18, is hereby created. There is an increase of .67 FTE for 2013 (1.0 FTE annually).

Two full-time positions of Program Manager 2, Plan E Grade 16, are hereby deleted. There is a decrease of 1.34 FTEs for 2013 as a result of this change (2.0 FTEs annually).

One full-time position of Auditor/Financial Analyst, estimated at Plan E Grade 14, is hereby created. There is an increase of .67 FTE for 2013 as a result of this change (1.0 FTE annually).

One full-time position of Accountant 1, Plan S Grade 7, is hereby created. There is an increase of .67 FTE for 2013 as a result of this change (1.0 FTE annually).

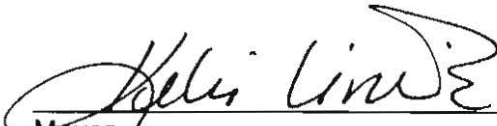
One .75 FTE part-time Office Assistant 1 position, Plan B Grade 4, is hereby reduced to .625 FTE. There is a decrease of .01 FTE for 2013 as a result of this change (.125 FTE annually).

PASSED by the Council this 22nd day of April, 2013.



Council President

APPROVED by me this 26th day of April, 2013.



Mayor

ATTEST: 

Finance Director

APPROVED AS TO FORM:



Office of the City Attorney

Published:

April 26, 2013
