

DEPARTMENT(S)	EFFECT		
	BUDGET	TAX LEVY	TAX RATE PER \$1,000
CITY ATTORNEY DEPT. OF EMPLOYEE RELATIONS DEPT. OF NEIGHBORHOOD SERVICES	\$+0	\$+0	\$+0.000

AMENDMENT INTENT

This amendment eliminates 2 vacant Assistant City Attorney positions from the City Attorney’s Office. The funds are used to (1) add position authority, funding, and FTE for one Human Resources Representative position to the Department of Employee Relations’ Compensation and Certification Division in the 2022 Budget; the amendment’s intent is to provide additional staffing to assist with an increase in vacancies across all City departments due to the impacts of COVID-19 and COVID-19-related policies, and (2) add position authority, funding, and FTE for one Assistant City Attorney in the Department of Neighborhood Services; the intent is to represent the Department of Neighborhood Services as special counsel. Charter ordinance enabling legislation is required.

BACKGROUND

1. In 2020, DER processed 6,636 applications, an almost 30% decrease from 2019.
2. DER currently has 2 vacant positions, one Human Resources Representative and one Administrative Assistant II.
3. On September 1, 2021, the City implemented a vaccine mandate for all general City employees. Employees have until Oct. 29, 2021, to provide proof of vaccination.
4. Vacancies remain a challenge in many City departments, including the Municipal Court, where almost a third of positions are vacant, and the Department of Public Works, where a number of divisions have had difficulties filling positions.
5. The COVID-19 pandemic has created a number of difficulties when it comes to job recruitment, particularly holding face-to-face recruiting event, which mostly ceased in 2020.
6. The Department of Neighborhood Services requires legal counsel on a variety of matters, including zoning, licensing requirements, and litigation matters such as the Northridge Mall litigation.

DISCUSSION

1. This amendment adds position authority, funding, and FTE for one Human Resources Representative position.
2. The position will be located in the Compensation and Certification Division.
3. Funding for the new position, \$50,130, will come from eliminating one vacant Assistant City Attorney position from the City Attorney's Office.
4. This amendment further adds position authority, funding, and FTE for one Assistant City Attorney in the Department of Neighborhood Services. This is offset by reducing position authority, funding, and FTE for one vacant Assistant City Attorney in the City Attorney's Office.
5. The Assistant City Attorney will serve as special counsel to the Department of Neighborhood Services.
6. To effectuate the intent of this amendment, a Charter ordinance change is required.

EFFECT

1. The budget effect of this amendment is \$0.
2. The tax-levy effect of this amendment is \$0, for a tax-rate impact of \$0.000 per \$1,000 assessed valuation.

Prepared by: Tea B. Norfolk
Legislative Reference Bureau
Revised: October 27, 2021

OBJECTIVE, OVERALL BUDGET LEVY EFFECT OF THIS POSSIBLE AMENDMENT TO THE 2022 PROPOSED BUDGET

By Ald. Murphy

CITY ATTORNEY, DEPARTMENT OF EMPLOYEE RELATIONS, DEPARTMENT OF NEIGHBORHOOD SERVICES

Add position authority, FTE, and funding for a Human Resources Representative to the Department of Employee Relations. Add position authority, FTE, and funding for an Assistant City Attorney in the Department of Neighborhood Services. Offset eliminating two Assistant City Attorney positions in the City Attorney's office.

BUDGET	TAX LEVY	TAX RATE EFFECT
<u>EFFECT</u>	<u>EFFECT</u>	<u>(PER \$1,000 A.V.)</u>

Operating Budget

\$+0 \$+0 \$+0.000

BMD-2 PAGE AND LINE NUMBER	DETAILED AMENDMENT	CHANGE IN 2022 POSITIONS OR UNITS COLUMN		CHANGE IN 2022 AMOUNT COLUMN	
		NUMBER TO BE CHANGED	AMOUNT OF CHANGE	AMOUNT TO BE CHANGED	AMOUNT OF CHANGE
	SECTION I.A.1. BUDGETS FOR GENERAL CITY PURPOSES				
	CITY ATTORNEY				
	SALARIES & WAGES				
	LEGAL DIVISION				
130.1-14	Asst.City Attorney V (A)(Y)	35	-2	\$3,320,298	\$-120,130
130.2-25	O&M FTE'S	59.50	+2.00	--	--
130.3-13	ESTIMATED EMPLOYEE FRINGE BENEFITS	--	--	\$2,247,796	\$-55,260
	DEPARTMENT OF EMPLOYEE RELATIONS OPERATIONS DIVISION				
	SALARIES & WAGES				
190.12-4	Human Resources Representative	1	+1	\$82,196	\$+50,130
190.13-8	O&M FTE'S	27.30	+1.00	--	--
190.13-17	ESTIMATED EMPLOYEE FRINGE BENEFITS	--	--	\$775,985	\$+23,060

OBJECTIVE, OVERALL BUDGET LEVY EFFECT OF THIS POSSIBLE AMENDMENT TO THE 2022 PROPOSED BUDGET

By Ald. Murphy

Item 7A

CITY ATTORNEY, DEPARTMENT OF EMPLOYEE RELATIONS, DEPARTMENT OF NEIGHBORHOOD SERVICES CONT'D

BUDGET TAX LEVY TAX RATE EFFECT
EFFECT EFFECT (PER \$1,000 A.V.)

Operating Budget \$+0 \$+0 \$+0.000

BMD-2 PAGE AND LINE NUMBER	DETAILED AMENDMENT	CHANGE IN 2022 POSITIONS OR UNITS COLUMN		CHANGE IN 2022 AMOUNT COLUMN	
		NUMBER TO BE CHANGED	AMOUNT OF CHANGE	AMOUNT TO BE CHANGED	AMOUNT OF CHANGE
	DEPARTMENT OF NEGHBORHOOD SERVICES				
	SALARIES & WAGES				
	OFFICE OF THE COMMISSIONER				
	Immediately following the line:				
260.1-10	"Administrative Assistant IV"				
	Insert the following line and amounts:				
	"Asst.City Attorney V (Y)"	--	+1	--	\$+70,000
260.7-24	O&M FTE'S	188.88	+1.00	--	--
260.8-15	ESTIMATED EMPLOYEE FRINGE BENEFITS	--	--	\$4,973,072	\$+32,200