

DEPARTMENT	BUDGET EFFECT	TAX LEVY EFFECT	TAX RATE EFFECT PER \$1,000
COMMON COUNCIL-CITY CLERK'S OFFICE, HEALTH DEPARTMENT	\$+0	\$+0	\$+0.00

AMENDMENT INTENT

Transfer funding, FTEs and Graphic Designer II position from the Health Department to the Common Council-City Clerk's Office. The transfer will not occur until 4/1/2014.

OVERVIEW

1. This amendment transfers the Graphic Designer II position from the Health Department and its funding to the Common Council-City Clerk's Office. The transfer will not occur until April 1, 2014.
2. As a result of the transfer of this position from the Health Department, there will be a total of 3 Graphic Designer II positions in the Public Information Division-Public Relations Section of the City Clerk's Office.
3. The position of Graphic Designer II in the Health Department is currently assigned in Communications and Public Relations with 2 other positions, a Health Communications Officer and an Office Assistant III. In addition, a second Graphic Designer II, though budgeted with the Department of Administration, is located and works with the Health Department's other Communications and Public Relations personnel; this latter position was moved by amendment in the 2012 Budget from funding under the Health Department Budget to a position budgeted in the Budget and Management Division. The Health Department reports that approximately 90% of the work performed by the Graphic Designer II position budgeted under the Department of Administration continues to do work for the Health Department.
4. Day-to-day activities of the Graphic Designer II position in the Health Department include: website administration, design of educational materials, development of social marketing materials including billboards, bus and print advertising, internet site information and materials for general information and for immediate needs, including disease outbreaks, design of employee handbooks and other administrative materials, design of clinic, medical and program reporting forms, photography and videography of Health Department activities,

presentations, press conferences and design of public health reports and research/information posters.

5. The intent of this amendment is to restructure and consolidate Graphic Design activities of the Health Department and City Clerk's Office to reduce duplication and increase efficiency.

IMPACT

The adoption of this amendment has no additional tax-levy impact.

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OBJECTIVE, OVERALL BUDGET LEVY EFFECT OF THIS POSSIBLE AMENDMENT TO THE 2014 PROPOSED BUDGET

By Ald. Murphy

COMMON COUNCIL-CITY CLERK, HEALTH DEPARTMENT

Transfer funding, FTE and position authority for one Graphic Designer II position from the Health Department to the Common Council-City Clerk's Office. The transfer will not occur until 4/1/2014.

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

Operating Budget

\$+0

\$+0

\$+0.000

BMD-2 PAGE AND LINE NUMBER	DETAILED AMENDMENT	CHANGE IN 2014 POSITIONS OR UNITS COLUMN		CHANGE IN 2014 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				
	COMMON COUNCIL-CITY CLERK				
	SALARIES & WAGES				
	PUBLIC INFORMATION DIVISION				
	PUBLIC RELATIONS SECTION				
150.2-19	Graphic Designer II	2	+1	\$83,509	+\$32,097
150.4-17	O&M FTE'S	90.90	+0.73	--	--
150.5-6	ESTIMATED EMPLOYEE FRINGE BENEFITS	--	--	\$2,381,542	+\$15,086
	HEALTH DEPARTMENT				
	SALARIES & WAGES				
	COMMUNICATIONS & PUBLIC RELATIONS				
210.1-13	Graphic Designer II (X)	1	--	\$43,909	-\$32,097
210.11-20	O&M FTE's	140.03	-0.73	--	--
210.17-23	ESTIMATED EMPLOYEE FRINGE BENEFITES	--	--	\$3,364,608	-\$15,086

