

MEMORANDUM

TO: Chief Administrative Officer
FROM: City Comptroller
RE: Budget Amendment for 1/2 Time Computer Systems Specialist for Park District
DATE: December 23, 2002

Brief Description of Item. The attached budget ordinance will adjust the 2002-03 budget to include monies for a 1/2 time Computer Systems Specialist to provide computer services to the Urbana Park District for 1/2 of the fiscal year, January 03 through June 03.

Recommendation. Approval of the attached ordinance.

Background Information. City staff has been assisting the Urbana Park District over the last couple years in trying to determine the best method to upgrade and maintain their office computer software and hardware such as e-mail and internet access. Both City and Park District staff believe the best means for accomplishing this is for the City to hire an additional 1/2 time computer systems specialist. This person would primarily be responsible for maintenance of software and hardware for the Park District. The full annual cost of this position (\$20,000, as detailed below) would be reimbursed to the City from the Park District. Any additional software or hardware costs would be paid by the Park District. If for some reason in the future, the service to the Park District is not needed, this position would be eliminated.

Direct Salary (1/2 Time)	\$15,760
Retirement	1,510
Health/Life Ins.	2,340
Other	390
Total	\$20,000

ORDINANCE NO. 2003-01-004

AN ORDINANCE REVISING THE ANNUAL BUDGET
ORDINANCE

(Finance, Information Services)

WHEREAS, the Annual Budget Ordinance of and for the City of Urbana, Champaign County, Illinois, for the fiscal year beginning July 1, 2002, and ending June 30, 2003, (the "Annual Budget Ordinance") has been duly adopted according to sections 8-2-9.1 et seq. of the Illinois Municipal Code (the "Municipal Code") and Division 2, entitled "Budget", of Article VI, entitled "Finances and Purchases", of Chapter 2, entitled "Administration", of the Code of Ordinances, City of Urbana, Illinois (the "City Code"); and

WHEREAS, the City Council of the said City of Urbana finds it necessary to revise said Annual Budget Ordinance by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, such revision is not one that may be made by the Budget Director under the authority so delegated to the Budget Director pursuant to section 8-2-9.6 of the Municipal Code and section 2-133 of the City Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the Annual Budget be and the same is hereby revised to provide as follows:

FUND: General Fund, Finance Department
AMOUNT: \$10,000
ADD REVENUE: Payment from Park District
ADD EXPENSE: Personnel Services, Computer Specialist \$

Section 2. This Ordinance shall be effective immediately upon passage and approval and shall not be published.

Section 3. This Ordinance is hereby passed by the affirmative vote of two-thirds of the members of the corporate authorities then holding office, the "ayes" and "nays" being called at a regular meeting of said Council.

PASSED by the City Council this _____ day of _____.

AYES:

NAYS:

ABSTAINED:

ADMINISTRATION • ARBOR • ENGINEERING • ENVIRONMENTAL MANAGEMENT
EQUIPMENT SERVICES • OPERATIONS • PUBLIC FACILITIES

-printed on recycled and recyclable paper-

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____.

Tod Satterthwaite, Mayor