

Submitted by: Chairman of the Assembly
at the Request of the Mayor
Prepared by: Information Technology
Department
For Reading: November 8, 2011

CLERK'S OFFICE
APPROVED

Date: 11-22-11 ANCHORAGE, ALASKA
AR NO. 2011-307


1 A RESOLUTION OF THE MUNICIPALITY OF ANCHORAGE APPROPRIATING
2 TWO HUNDRED NINETY THOUSAND FIVE HUNDRED SIXTY-SEVEN DOLLARS
3 (\$290,567) OF INFORMATION TECHNOLOGY OPERATING FUND (607) FUND
4 BALANCE TO THE INFORMATION TECHNOLOGY OPERATING FUND (607) TO
5 BE USED AS A CONTRIBUTION TO THE INFORMATION TECHNOLOGY
6 CAPITAL IMPROVEMENT PROGRAM (CIP) FUND (608), INFORMATION
7 TECHNOLOGY DEPARTMENT (ITD), FOR THE ELECTRONIC TIMEKEEPING
8 PROJECT.

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10 THE ANCHORAGE ASSEMBLY RESOLVES:

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12 **Section 1.** That the sum of TWO HUNDRED NINETY THOUSAND FIVE
13 HUNDRED SIXTY-SEVEN DOLLARS (\$290,567) in Information Technology
14 Operating Fund (607) Fund Balance is hereby appropriated to be used as a
15 contribution from the Information Technology Operating Fund (607), to the
16 Information Technology CIP Fund (608), Information Technology Department, for
17 the Electronic Timekeeping project.

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19 **Section 2.** That this resolution shall take effect immediately upon passage and
20 approval.

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22 PASSED AND APPROVED by the Anchorage Assembly this 22nd day of
23 November, 2011.

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28 Chair

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30 ATTEST:

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35 Municipal Clerk

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37 **Departmental Appropriation:**
38 Information Technology \$290,567



MUNICIPALITY OF ANCHORAGE

Assembly Memorandum

No. AM 649-2011

Meeting Date: November 8, 2011

FROM: Mayor

SUBJECT: A RESOLUTION OF THE MUNICIPALITY OF ANCHORAGE APPROPRIATING TWO HUNDRED NINETY THOUSAND FIVE HUNDRED SIXTY-SEVEN DOLLARS (\$290,567) OF INFORMATION TECHNOLOGY OPERATING FUND (607) FUND BALANCE TO THE INFORMATION TECHNOLOGY OPERATING FUND (607) TO BE USED AS A CONTRIBUTION TO THE INFORMATION TECHNOLOGY CAPITAL IMPROVEMENT PROGRAM (CIP) FUND (608), INFORMATION TECHNOLOGY DEPARTMENT (ITD), FOR THE ELECTRONIC TIMEKEEPING PROJECT.

The Information Technology Department (ITD) has undertaken a 2010 Capital Improvement Budget project entitled Electronic Timekeeping (ePal). Through automation the project will enhance and improve the current municipal business processes related to management of employee timekeeping and leave requests, including the Family and Medical Leave Act (FMLA) leave.

The Electronic Timekeeping project will address the needs to automate timecards and capture leave information. Therefore, the Information Technology Department wishes to contribute \$290,567 towards completion of the project by the ITD.

The attached resolution appropriates a contribution of \$290,567 from the 2011 Information Technology Department Operating Budget (607) to the Information Technology CIP Fund (608) for the ITD for the Electronic Timekeeping project.

BUDGET INFORMATION DETAIL:

REVENUE

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
608-1470-9601	Contribution from Other Funds	\$290,567
607-0770	Net Assets	<u>290,567</u>
	Total:	\$581,134

EXPENDITURE

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>
607-1454-3901	Contribution to Other Fund	\$290,567
608-1470-3101	Professional Services	276,700
608-1470-3712	Software Licenses	9,067
608-1470-5411	Kronos-BP2010	<u>4,800</u>
	Total:	\$581,134

1 THE ADMINISTRATION RECOMMENDS APPROVAL OF A RESOLUTION OF
2 THE MUNICIPALITY OF ANCHORAGE APPROPRIATING TWO HUNDRED
3 NINETY THOUSAND FIVE HUNDRED SIXTY-SEVEN DOLLARS (\$290,567) OF
4 INFORMATION TECHNOLOGY OPERATING FUND (607) FUND BALANCE TO
5 THE INFORMATION TECHNOLOGY OPERATING FUND (607) TO BE USED AS
6 A CONTRIBUTION TO THE INFORMATION TECHNOLOGY CAPITAL
7 IMPROVEMENT PROGRAM (CIP) FUND (608), INFORMATION TECHNOLOGY
8 DEPARTMENT (ITD), FOR THE ELECTRONIC TIMEKEEPING PROJECT.

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10 Prepared by: Lance Ahern, Director, Information Technology Department

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12 Concur and Fund Certification: Lucinda Mahoney, CFO

13 607-0770 \$290,567

14 (IT 2011 Operating Equity)

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16 Concur: George J. Vakalis, Municipal Manager

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18 Respectfully submitted: Daniel A. Sullivan, Mayor