



Request for City Council Committee Action from the Department of Finance

Date: March 28, 2011
To: Ways & Means Committee
Referral to: None
Subject: Finance Plan for the Time & Labor Project
Recommendation: Approve amended funding plan for the Time and Labor software implementation
Previous Directives: December 10, 2010

Prepared by: LeaAnn Stagg, Interim Controller
Approved by: Heather Johnston, Interim Finance Officer _____
Steven Bosacker, City Coordinator _____
Presenters in Committee: LeaAnn Stagg, Interim Controller

Financial Impact

The original project budget was \$1.1 million, with costs incurred in 2010 and 2011. This project was originally funded by Finance, Public Works and the Minneapolis Convention Center from their respective operating budgets.

In March the Time and Labor Steering Committee decided to approve a one month delay of the roll-out of self service time and labor to the City in order to ensure a successful implementation. This delay will result in an additional funding need of approximately \$170,000. Human Resources, The Park Board and MPHA have all agreed to the additional funding as noted in the table below.

Funding from operating budgets for the Time & Labor project is outlined as follows:

Department	Project Funding
Finance	\$400,000
Minneapolis Convention Center	\$250,000
Public Works	\$500,000
Park Board	
Original Funding Total:	\$1,150,000
<i>Additional Department Funding</i>	
<i>Human Resources</i>	<i>\$110,000</i>
<i>Park Board</i>	<i>\$50,000</i>
<i>MPHA</i>	<i>\$10,000</i>
<i>Total Project Funding</i>	<i>\$1,320,000</i>