



**Request for City Council Committee Action
From the Finance Department**

Date: May 29, 2002
To: Ways and Means Committee
Referral to: None

Subject: Request for new FISCOL Business Application Manager, Finance Department, Accounting Division, to start at Step 5 of the applicable salary schedule.

Recommendation: Approve new hire David Farmer start at Step 5 of the salary scale.

Previous Directives

N/A

Prepared or Submitted by Michael Hagerty, Controller, 673.2997

Approved by: Patrick Born, City Finance Officer Patrick Born

John Moir, City Coordinator John Moir

Presenters in Committee: Michael Hagerty, Controller

Financial Impact (Check those that apply)

- No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- Request provided to the Budget Office when provided to the Committee Coordinator

Community Impact (use any categories that apply)

- Neighborhood Notification
- City Goals
- Comprehensive Plan
- Zoning Code
- Other
- Not applicable

Background/Supporting Information:

The Finance Department has recently interviewed to fill the vacant Business Applications Manager position that will support the City's FISCOL financial system. This vacancy was created when the former Director of FISCOL administration resigned and FISCOL administration was merged with the City's accounting function under the Controller.

The Business Application manager will play a key role in upgrading of the City's FISCOL system. The City is currently operating with an obsolete version of our financial software; the vendor no longer guarantees to support it. Therefore, it is very important that we convert to a more current version to ensure uninterrupted service. In addition, the vendor reports that the new version of the software is the GASB 34 compliant version. Therefore, converting to the new version of the software is also an important milestone for the City's GASB 34 compliance effort.

Finance and ITS have an authorized staff of five persons who would work on the FISCOL conversion project. ITS and Finance are each one staff member short in their FISCOL support units (total 40% labor shortfall). In order to meet our conversion deadline of 12/31/02, it is very important that we staff-up as soon as possible.

Reason for Request to start at Step 5

We feel that Mr. Farmer can make significant contributions to help the City meet its financial system support needs. Mr. Farmer's experience includes supporting financial systems for a consortium of school districts and for the Metropolitan Council. He has over twenty years of directly relevant experience; and, while he will have to learn the FISCOL system, he brings experience with the City's Human Resources software: PeopleSoft software.

Conclusion

We request approval to offer Mr. Farmer the position of Business Application Manager up to the fifth step of the Business Application Manager salary schedule at an annual salary of \$62,874. (2002 Range - \$49,926 to \$69,652). Funds have been appropriated and are available in the Finance Department budget.