



**COMMON COUNCIL MEETING  
FINANCE, ASSESSMENT AND TAXATION COMMITTEE  
Sonia Frederick, Chair**

**DATE/TIME:** Wednesday, March 30, 2022 at 6:30 PM or following Caucus

**LOCATION:** Council Chambers-2<sup>nd</sup> Floor. City Hall

**PUBLIC COMMENT PERIOD: YES**

**TOPIC(S) OF DISCUSSION/CONSIDERATION:**

**Resolution Number**

**7.12.22R**

**A RESOLUTION OF THE COMMON COUNCIL  
CONSENTING TO AN ADJUSTMENT IN SALARY FOR  
THE DEPUTY REGISTRAR POSITION IN THE OFFICE OF  
VITAL STATISTICS FOR THE 2022 BUDGET**

**Council Member Frederick, on behalf of the Committee on Finance, Assessment, and Taxation introduced the following:**

**Resolution Number 7.12.22R**

**A RESOLUTION OF THE COMMON COUNCIL CONSENTING TO AN ADJUSTMENT IN SALARY FOR THE DEPUTY REGISTRAR POSITION IN THE OFFICE OF VITAL STATISTICS FOR THE 2022 BUDGET**

**WHEREAS**, section 603(D)(b) of the Charter of the City of Albany dictates that any transfer of budgeted funds that affects a salary rate or salary total occurs outside of those described in the duly adopted budget requires the approval of the Common Council; and

**WHEREAS**, the City Clerk has requested to increase the salary for the Deputy Registrar position in the Office of Vital Statistics from \$53,575 to \$56,575, which will also require an increase in social security spending of \$230; and

**WHEREAS**, this change will be budget neutral, because the City Clerk proposes to reduce the contracted services line in the 2022 budget of the Office of Vital Statistics from \$10,000 to \$6,770; and

**WHEREAS**, the requested changes are reflected in the following charts:

<b>Action</b>	<b>Line Title</b>	<b>Line Number</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
Decrease	Contracted Services	A.4020.7440	\$10,000	\$6,770	\$3,230
				<b>Total</b>	\$3,230

<b>Action</b>	<b>Line Title</b>	<b>Line Number</b>	<b>From</b>	<b>To</b>	<b>Difference</b>
Increase	Deputy Registrar	A.4020.7000	\$53,575	\$56,575	\$3,000
Increase	Social Security	A.4020.7801	\$11,672	\$11,902	\$230
				<b>Total</b>	\$3,230

**NOW, THEREFORE, BE IT RESOLVED**, that the Common Council of the City of Albany consents to the transfer of funds affecting salary totals for the 2022 budget year due to the increase in salary for the Deputy Registrar position.

**To: Danielle Gillespie, City Clerk**  
**From: Brett Williams, Senior Assistant Corporation Counsel**  
**Re: Common Council Legislation  
Supporting Memorandum**  
**Date: January 20, 2022**  
**Sponsor: Frederick o/b/o Finance**

**RESOLUTION 7.12.22R**

**TITLE**

A RESOLUTION OF THE COMMON COUNCIL CONSENTING TO AN ADJUSTMENT IN SALARY FOR THE DEPUTY REGISTRAR POSITION IN THE OFFICE OF VITAL STATISTICS FOR THE 2022 BUDGET

**GENERAL PURPOSE OF LEGISLATION**

The City Clerk, who also serves as the Registrar of the City of Albany, has requested that the salary for the Deputy Registrar be increased from \$53,575 to \$56,575 to reflect additional duties the Deputy Registrar, whom the City Clerk has described as “an exemplary employee,” has taken on in the absence of a Deputy City Clerk. This is a difference of \$3,000 which will come from the Office’s Contracted Services budget line.

These changes reflect a salary adjustment not reflected in the 2022 proposed budget book.

**NECESSITY FOR LEGISLATION AND ANY CHANGE TO EXISTING LAW**

Pursuant to the City Charter the Council must consent to the transfer of funds that affect salary totals which occur outside of the Budget process.

Note that Budget and Payroll will provide final numbers for these salary changes as soon as possible.

**FISCAL IMPACT**

This change is budget neutral because the Contracted Services budget line for the Office of Vital Statistics will be reduced by \$3,230 – the amount of the salary and social security increase to the Deputy Registrar.