

**2018 Proposed Common Council Amendments: Operating Budget
Overview**

| <i>Identifying Information</i> | | | | | <i>Amendment Amount</i> | | |
|--------------------------------|--------------------------------|---|---------------------|---|-------------------------|-------------------|---------------|
| Number | Agency | Amendment Title | Sponsor | Co-Sponsor(s) | General Fund | Other Funds | TOAH Impact |
| Operating-1 | Civil Rights | Creation of Paralegal/Mediator Position | Alder Kemble | Alder Carter | 48,000 | 0 | 0.52 |
| Operating-2 | Community Development Division | Increased Funding for Homeless Services | Alder Rummel | Alder Verveer, Alder Baldeh | 90,000 | 0 | 0.97 |
| Operating-3 | Metro Transit | County Funding for Paratransit Services | Alder Kemble | Alder Martin | 0 | 855,345 | 0.00 |
| Operating-4 | Metro Transit | Bus Stop Accessibility Study | Alder Kemble | Alder Martin | 0 | 40,000 | 0.00 |
| Operating-5 | Multiple | Violence Prevention/Youth & Adult Employment Funding | Alder Bidar-Sielaff | Alder Eskrich, Alder Hall, Alder Martin, Alder Phair | (90,000) | 0 | (0.97) |
| Operating-6 | Multiple | Reduce training and travel budgets in various agency budgets | Alder Ahrens | Alder Baldeh | (44,000) | (140,000) | (0.47) |
| Operating-7 | Multiple | Parking Violation Citation Fines & Parking Enforcement Costs | Alder Verveer | Alder Wood | 0 | (85,000) | 0.00 |
| Operating-8 | Planning Division | Alliant Energy Center Neighborhood Impact Study | Alder Carter | Alder Clear | 25,000 | 0 | 0.27 |
| Operating-9 | Police Department | Increase City Match for COPS Grant | Alder Skidmore | Alder Verveer, Alder McKinney, Alder King, Alder Ahrens, Alder Clear, Alder Phair | 400,000 | 0 | 4.31 |
| Operating-10 | Police Department | Transfer City Match for 2017 COPS Grant to Contingent Reserve | Alder Kemble | Alder Rummel, Alder Hall, Alder Carter, Alder Baldeh | 0 | 0 | 0.00 |
| | | | | | | | |
| | | | | | | | |
| Total Proposed | | | | | \$ 429,000 | \$ 670,345 | \$4.62 |

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-1

Amendment Title: Creation of Paralegal/Mediator Position
Agency: Civil Rights
Sponsors: Alder Kemble
Co-Sponsor (s): Alder Carter

Amendment

Amendment Narrative

Appropriate \$48,000 from the General Fund to create a 1.0 FTE Paralegal/Mediator position assisting with the Equal Opportunities Division's case processing work. This position will be jointly funded with the Equal Employment Opportunity Commission (EEOC) grant.

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|-----------------|-------------|
| Revenue | 0 | 0 |
| Expenditure | 48,000 | 0 |
| TOTAL | \$48,000 | \$0 |
| <i>TOAH Impact</i> | \$0.52 | n/a |

Amendment by Major

| | |
|--------------------|-----------------|
| Permanent Salaries | 39,000 |
| Fringe Benefits | 9,000 |
| Supplies | 0 |
| Purchased Services | 0 |
| <u>Other</u> | <u>0</u> |
| Total: | \$48,000 |

Discussion

Amendment Impact

The proposed amendment authorizes the creation of a new Paralegal/Mediator position in the Department of Civil Rights. The total estimated cost of the position is \$74,000. If adopted, the newly created position will be funded equally by the General Fund and the EEOC grant awarded to DCR annually. The 2018 Executive Budget includes \$46,500 from the EEOC grant, costs associated with this position will represent 82% of the 2018 grant award.

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-2

Amendment Title: Increased Funding for Homeless Services
Agency: Community Development Division
Sponsors: Alder Rummel
Co-Sponsor (s): Alder Verveer, Alder Baldeh

Amendment

Amendment Narrative

Appropriate \$90,000 from the General Fund for community agencies contracts to provide homeless programs and services.

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|-----------------|-------------|
| Revenue | 0 | 0 |
| Expenditure | 90,000 | 0 |
| TOTAL | \$90,000 | \$0 |
| <i>TOAH Impact</i> | \$0.97 | n/a |

Amendment by Major

| | |
|--------------------|-----------------|
| Permanent Salaries | 0 |
| Fringe Benefits | 0 |
| Supplies | 0 |
| Purchased Services | 90,000 |
| <u>Other</u> | <u>0</u> |
| Total: | \$90,000 |

Discussion

Amendment Impact

The 2018 Executive Operating Budget includes \$769,869 for community agency contracts for homeless programs and services; of the total available funding \$691,000 is funded by the General Fund. A proposed resolution (Legistar 49339) was adopted by the Finance Committee at its November 6th meeting authorizing the full allocation of available funding for 2018 as a result of an RFP process. These funds will be allocated across nine agencies to implement programs in the following areas: Prevent Homelessness, Support Persons & Families Experiencing Homelessness, and Ending Homelessness.

The proposed amendment authorizes an additional \$90,000 for homeless services. During the RFP process no formal "B" list was developed; however, CDD staff have identified three additional service providers that would provide additional and prioritized homeless services for a combined total of \$90,000. If adopted, the CDBG Committee will offer recommendations to the Common Council regarding the allocation of these funds.

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-3

Amendment Title: County Funding for Paratransit Services
Agency: Metro Transit
Sponsors: Alder Kemble
Co-Sponsor (s): Alder Martin

Amendment

Amendment Narrative

Appropriate \$855,345 in County Revenue and contracted services for Paratransit service expenses anticipated to occur during the phased implementation of Family Care in 2018.

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|--------------|-------------|
| Revenue | 0 | (855,345) |
| Expenditure | 0 | 855,345 |
| TOTAL | \$0 | \$0 |
| <i>TOAH Impact</i> | \$0.00 | n/a |

Amendment by Major

| | |
|--------------------|------------------|
| Permanent Salaries | 0 |
| Fringe Benefits | 0 |
| Supplies | 0 |
| Purchased Services | 855,345 |
| <u>Other</u> | <u>0</u> |
| Total: | \$855,345 |

Discussion

Amendment Impact

The proposed amendment adds funding to continue Paratransit services at the current level through the first part of 2018. These funds will allow Metro Transit to continue Paratransit service at the current level phasing the transition to Managed Care Organizations for a portion of 2018. The Executive Budget assumed changes to the Paratransit service delivery model would be in place starting on January 1st.

Upon completion of utilizing these funds, Paratransit services will be provided through a contract only basis and could include the following service level changes:

1. An increased ride fare from \$3.25 to \$4.00
2. Change the origin-to-destination service to curb-to-curb instead of door-to-door
3. Establish parameters for subscription service riders
4. Eliminate the leave attendant service option
5. Cash fare payment instead of ticket and billing option

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-4

Amendment Title: Bus Stop Accessibility Study
Agency: Metro Transit
Sponsors: Alder Kemble
Co-Sponsor (s): Alder Martin

Amendment

Amendment Narrative

Appropriate \$40,000 from the Metro Transit fund balance for a study to analyze the accessibility of Metro's bus stops for people with disabilities.

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|--------------|-------------|
| Revenue | 0 | (40,000) |
| Expenditure | 0 | 40,000 |
| TOTAL | \$0 | \$0 |
| <i>TOAH Impact</i> | \$0.00 | n/a |

Amendment by Major

| | |
|--------------------|-----------------|
| Permanent Salaries | 0 |
| Fringe Benefits | 0 |
| Supplies | 0 |
| Purchased Services | 40,000 |
| <u>Other</u> | <u>0</u> |
| Total: | \$40,000 |

Discussion

Amendment Impact

The proposed amendment appropriates \$40,000 from Metro's fund balance to conduct a study of bus stop accessibility for people with disabilities in 2018. The study will be funded by one-time use of Metro Transit's fund balance. At the close of the 2016 fiscal year the Metro Transit fund position was reported at \$2,626,705.

The proposed study will analyze fixed route ride components for people with disabilities including travel patterns, inventory of existing bus stop features, and identifying potential accessibility improvements. In 2018, the State's Family Care program is being implemented which may cause some of the existing Paratransit service riders to use fixed route service. The goal of the proposed study is to provide potential bus stop improvements and enhancements to better accommodate riders with disabilities. After the study is complete, the results will be reviewed for implementation of recommended improvements. Metro has identified possible future funding sources for these potential improvements including FTA Transit Enhancement funds and the 2019 MPO locally-coordinated plan, none of the aforementioned funding alternatives have been formally secured. The cost of the potential improvements will not be known until completion of the study.

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-5

Amendment Title: Violence Prevention/Youth & Adult Employment Funding
Agency: Multiple
Sponsors: Alder Bidar-Sielaff
Co-Sponsor (s): Alder Eskrich, Alder Hall, Alder Martin, Alder Phair

Amendment

Amendment Narrative

Reduce funding for Violence Prevention in Public Health by \$240,000. Increase funding for Youth and Adult Employment contracts in CDD by \$150,000 (Youth: \$50,000, Adult: \$100,000).

Upon adoption of a Violence Prevention comprehensive plan by Common Council the Council will consider an amendment to support implementation.

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|------------------|-------------|
| Revenue | 0 | 0 |
| Expenditure | (90,000) | 0 |
| TOTAL | -\$90,000 | \$0 |
| <i>TOAH Impact</i> | <i>-\$0.97</i> | <i>n/a</i> |

Amendment by Major

| | |
|--------------------|------------------|
| Permanent Salaries | 0 |
| Fringe Benefits | 0 |
| Supplies | 0 |
| Purchased Services | (90,000) |
| <u>Other</u> | <u>0</u> |
| Total: | -\$90,000 |

Discussion

Amendment Impact

The Executive Budget added \$250,000 to the Public Health budget to implement violence prevention strategies pending Council approval of a comprehensive plan for the program. As proposed, this funding is fully funded by the General Fund, costs associated with the program are not shared with Dane County. The Executive Budget also assumes two existing positions will be reclassified to support the work of this program. Costs associated with these positions will be shared between Dane County and the City of Madison. If adopted, the Public Health will proceed with the planned reclassification of positions; the budget will include \$10,000 for non-personnel costs associated with administering the initiative.

The Executive Budget includes \$1.23 million for community agency contracts for Youth and Adult Employment (Youth: \$604,508, Adult: \$629,080) in the Community Development Division. The Executive Budget increased funding for Youth Employment contracts by \$100,000. If adopted, the total funding for these contracts will increase by an additional \$150,000 to \$1.38 million.

An RFP is currently underway to award these funds. The total amount requested for both categories was \$2.69 million (\$1.46 million higher than the allocated in the Executive Budget). Recommendations associated with the increased funding would be offered by the Community Services Committee as part of the funding process currently underway and would be subject to Council approval.

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-6

Amendment Title: Reduce training and travel budgets in various agency budgets
Agency: Multiple
Sponsors: Alder Ahrens
Co-Sponsor (s): Alder Baldeh

Amendment

Amendment Narrative

Reduce the travel and training budgets for the following agencies:

- 1.Common Council: \$10,000 Reduction
- 2.Finance: \$7,000 Reduction
- 3.Fleet: \$5,000 Reduction
- 4.Mayor: \$27,000 Reduction
- 5.Public Health: \$20,000 Reduction
- 6.Parking Utility: \$23,000 Reduction
- 7.Water Utility: \$92,000 Reduction

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|------------------|-------------|
| Revenue | 0 | 140,000 |
| Expenditure | (44,000) | (140,000) |
| TOTAL | -\$44,000 | \$0 |
| <i>TOAH Impact</i> | <i>-\$0.47</i> | <i>n/a</i> |

Amendment by Major

| | |
|--------------------|-------------------|
| Permanent Salaries | 0 |
| Fringe Benefits | 0 |
| Supplies | 0 |
| Purchased Services | (184,000) |
| <u>Other</u> | <u>0</u> |
| Total: | -\$184,000 |

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-6

Discussion

Amendment Impact

The Executive Budget includes \$1,037,092 for training and travel expenses. Based on 2nd Quarter projections, agencies are projected to spend \$794,009 in 2017, consistent with prior year trends. Much of the variation in this line item (\$156,000 or 64%) comes from non-General Fund sources. Variation between the Executive Budget and prior year amounts can be attributed to the following factors:

1. Within their budget targets agencies made reductions elsewhere to increase funding for training
2. Travel and training expenditures have previously been charged elsewhere within the purchased services major
3. A number of small agencies have had larger amounts of turnover during 2016 and 2017 which meant that fewer staff were available to take part in training opportunities. Many of these agencies are fully staffed and will have increased capacity for staff to take part in training.

If adopted, this amendment will require impacted agencies to reduce training and travel expenses planned for 2018. There is a wide variation in agency travel and training spending per employee. Increasing funding for travel and training in a relatively small travel and budget will require a larger percentage increase per training opportunity than will the same amount of increase in a larger travel and training budget. For example, training and travel budgets for Alders will decrease by \$500 from \$1,300/Alder to \$800. The amendment may also require agencies to make reductions in other Purchased Service expenditures to offset the reduction.

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-7

Amendment Title: Parking Violation Citation Fines & Parking Enforcement Costs
Agency: Multiple
Sponsors: Alder Verveer
Co-Sponsor (s): Alder Wood

Amendment

Amendment Narrative

Increase the fine for one-hour and two-hour parking citations from \$35 to \$40 and decrease the portion of Parking Enforcement Officers funded by the Parking Utility by \$85,000.

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|--------------|-------------|
| Revenue | (85,000) | 85,000 |
| Expenditure | 85,000 | (85,000) |
| TOTAL | \$0 | \$0 |
| <i>TOAH Impact</i> | \$0.00 | n/a |

Amendment by Major

| | |
|--------------------|-----------------|
| Permanent Salaries | 75,000 |
| Fringe Benefits | 10,000 |
| Supplies | 0 |
| Purchased Services | 0 |
| <u>Other</u> | <u>0</u> |
| Total: | \$85,000 |

Discussion

Amendment Impact

The 2018 Executive Budget transferred the full enforcement cost associated with the Residential Parking Program from the Police Department to the Parking Utility (\$395,000). These costs have historically been reflected in the Police Department's budget. To fully fund the program, including enforcement, by permit revenue the annual permit fee will need to be increased from the current \$28 annual fee. Any increase would require an ordinance change adopted by the Common Council. Under the proposed amendment all but \$85,000 of these costs will be funded by the Parking Utility, the remaining will be funded by the General Fund.

The amendment proposes increasing fines for parking violations by \$5, from \$35 to \$40. It is estimated this increase will result in \$85,000 additional revenue from parking violations.

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-8

Amendment Title: Alliant Energy Center Neighborhood Impact Study
Agency: Planning Division
Sponsors: Alder Carter
Co-Sponsor (s): Alder Clear

Amendment

Amendment Narrative

Appropriate \$25,000 from the General Fund in the Planning Division to fund a joint study analyzing the impact of the proposed Alliant Energy Center on the surrounding neighborhoods. The study will be carried out by the Great Madison Convention and Visitors Bureau and be jointly funded by GMCVB, the City of Madison, Dane County, and the City of Fitchburg.

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|-----------------|-------------|
| Revenue | 0 | 0 |
| Expenditure | 25,000 | 0 |
| TOTAL | \$25,000 | \$0 |
| <i>TOAH Impact</i> | \$0.27 | <i>n/a</i> |

Amendment by Major

| | |
|--------------------|-----------------|
| Permanent Salaries | 0 |
| Fringe Benefits | 0 |
| Supplies | 0 |
| Purchased Services | 25,000 |
| <u>Other</u> | <u>0</u> |
| Total: | \$25,000 |

Discussion

Amendment Impact

Dane County is currently leading a master planning process for the Alliant Energy Center. The study proposed by this amendment will examine the impact this plan will have on the surrounding neighborhoods. The GMCVB will coordinate the effort to engage a firm to complete a plan, in consultation and collaboration with area governments. Staff from the Planning Division will represent the City in this process.

The findings from the study will be complete in 2018, this funding is one-time.

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-9

Amendment Title: Increase City Match for COPS Grant
Agency: Police Department
Sponsors: Alder Skidmore
Co-Sponsor (s): Alder Verveer, Alder McKinney, Alder King, Alder Ahrens, Alder Clear, Alder Phair

Amendment

Amendment Narrative

Appropriate \$400,000 to fully fund the City match for 15 Police Officer positions requested in a 2017 COPS Hiring grant application, should the grant be awarded. The proposed amendment reflects the local match for the requested grant; should the grant be awarded the Police Department's grant budget will be amended accordingly to reflect the full award.

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|------------------|-------------|
| Revenue | 0 | 0 |
| Expenditure | 400,000 | 0 |
| TOTAL | \$400,000 | \$0 |
| <i>TOAH Impact</i> | \$4.31 | n/a |

Amendment by Major

| | |
|--------------------|------------------|
| Permanent Salaries | 0 |
| Fringe Benefits | 0 |
| Supplies | 0 |
| Purchased Services | 0 |
| <u>Other</u> | <u>400,000</u> |
| Total: | \$400,000 |

Discussion

Amendment Impact

Resolution RES-17-00536 adopted on June 20, 2017, authorized the Police Department to apply for and accept a 2017 COPS Hiring grant that would award the City \$1,875,000 to hire 15 police officers expanding community policing efforts in patrol. If awarded the three-year grant requires a local match that increases each of year of the grant until the costs are fully absorbed by the General Fund. If awarded, the City will also need to fund one-time costs associated with hiring the officers that are not covered by the grant (e.g. additional vehicles and initial issue expenses). If adopted, this amendment will fully fund the City match for the anticipated grant (\$338,440 in 2018) along with one-time costs (\$411,560).

The Executive Operating Budget includes \$350,000 for the City match with the intent that should grant funding be awarded for all 15 officers, the Department would request that the hiring would be staggered over two years, the Department of Justice has agreed to staggered hiring in the past.

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-10

Amendment Title: Transfer City Match for 2017 COPS Grant to Contingent Reserve
Agency: Police Department
Sponsors: Alder Kemble
Co-Sponsor (s): Alder Rummel, Alder Hall, Alder Carter, Alder Baldeh

Amendment

Amendment Narrative

Transfer \$350,000 from the Police Department for the City's local match for a 2017 COPS Hiring Grant for 15 police officers to the Contingent Reserve. The Department has applied for the grant, however the U.S. Department of Justice has not announced the awards.

Amendment by Funding Source

| | General Fund | Other Funds |
|--------------------|--------------|-------------|
| Revenue | 0 | 0 |
| Expenditure | 0 | 0 |
| TOTAL | \$0 | \$0 |
| <i>TOAH Impact</i> | \$0.00 | n/a |

Amendment by Major

| | |
|--------------------|------------|
| Permanent Salaries | 0 |
| Fringe Benefits | 0 |
| Supplies | 0 |
| Purchased Services | 0 |
| <u>Other</u> | <u>0</u> |
| Total: | \$0 |

2018 Operating Budget: Proposed Common Council Amendments

Amendment No. Operating-10

Discussion

Amendment Impact

Resolution RES-17-00536 adopted on June 20, 2017, authorized the Madison Police Department (MPD) to apply for and accept a 2017 COPS Hiring grant that would award the City \$1,875,000 to hire 15 police officers expanding community policing efforts in patrol. If awarded the three-year grant requires a local match that increases each year of the grant until the costs are fully absorbed by the General Fund. If awarded, the City will also need to fund one-time costs associated with hiring the officers that are not covered by the grant (e.g. additional vehicles and initial issue expenses). The Executive Operating Budget, as amended by the Finance Committee, includes \$350,000 for the City match with the intent that should grant funding be awarded for all 15 officers, MPD would request that the hiring would be staggered over two years, the Department of Justice has agreed to staggered hiring in the past.

In 2016 the City entered into a contract with OIR Group to conduct an independent review of policies and procedures within the Police Department. A portion of the analysis and recommendations will focus on staffing levels within the Police Department. Under the current timeline the final report will be submitted later this month with recommendations to the Policy and Procedure Review Ad Hoc Committee by mid-December.

The proposed amendment transfers \$350,000 from the Police Department budget to the Contingent Reserve, bringing the appropriation for the Contingent Reserve to \$1,850,000. If the grant is awarded and the City chooses to accept the award, funds will need to be transferred from the Contingent Reserve subject to Council approval. At the time of accepting the grant the Common Council will determine the final City match and number of positions to be created. If the City is awarded the full grant request and chooses to accept the grant in its entirety the City match would be \$750,000; fully funding the match would require an additional \$400,000 above what is proposed to be transferred into the Contingent Reserve.