

CC-8

FINANCE & PERSONNEL COMMITTEE
CONTINGENT FUND REQUEST INFORMATION FORM

DEPT.: Policemen's Annuity & Benefit Fund CONTACT PERSON & PHONE NO.: Sandra Rotar/ x3182

A. REASON FOR REQUEST (Refer to File 921360 for definitions)

- CHECK ONE: EMERGENCY CIRCUMSTANCES
 OBLIGATORY CIRCUMSTANCES
 FISCAL ADVANTAGE/COMPLIANCE WITH FISCAL MANAGEMENT PRINCIPALS

B. SUPPORTING INFORMATION

1. State the action requested, including the dollar amount and specific departmental account(s) to which the Contingent Fund appropriation would be made.

Adoption of this resolution would transfer \$5,000 from the 2002 Common Council Contingent Fund (0001-9990-C001-006300) to the Policemen's Pension Fund- Employer's Share of Employee's Annuity Contribution(0001-2210-R442-006100).

2. State the purpose of the action requested which includes the program, service or activity to be supported by the funding, as well as the objective(s) to be accomplished.

This transfer will allow the City to fulfill its legal obligation to make contributions to the PABF and maintain the pension benefits of active and retired members (Milwaukee City Charter, Chapter 35).

3. Describe the circumstances which prompt the request.

The actuary for the PABF determines the contribution amount needed to maintain the members benefits through the upcoming year. There was an inadvertent error made in incorporating the actuarial estimates into the 2002 budget, creating a \$5,000 funding shortfall for the Fund.

4. What are the consequences of not providing the program, service, or activity which is funded by this request?

The City is required to make these payments per Milwaukee City Charter, Chapter 35.

5. Explain why funds authorized in the Budget are insufficient to provide for the program, service, or activity in question.

The 2002 budget did not include an appropriate level of funding needed for active and retired members pensions - through an error in incorporating the actuarial estimates for these expenses.

5 a. Are there any unexpended funds in the departmental control account for which this appropriation is requested, that could be used to fund this request?

~~There are no funds available in the Policemen's Pension Fund to absorb this shortfall.~~

5 b. What are the consequences of using budgeted operating funds for this request?

~~None available.~~

6. State why funding was not included in the Budget

~~There was an inadvertent error in incorporating the actuarial estimates into the 2002 budget.~~

7. Will the conditions prompting the request be limited to the current year, or will they continue into the following year?

~~Limited to 2002 budget.~~

8. Has your department made a similar Contingent Fund request in previous years?

YES

NO

* If yes, what is the most recent year the request was made? _____

9. Will this funding be used to implement provisions of a collective bargaining agreement?

YES

NO

10. Will the funding being requested provide a level of service authorized by the Budget?

YES

NO

* If yes, why can't your department accomplish the authorized service level with the authorized funding level?

~~The 2002 budget did not include the appropriate level of funding needed to properly fund the employer's contribution for active and retired FABF members.~~

11. Will the requested funding provide a level of service higher than that authorized by the Budget?

YES

NO

* If yes, why is a higher service level necessary?

* What is the estimated amount of additional service units to be provided if the entire Contingent Fund request is approved?

12. What Performance Measures and sub-measures are affected by this request, and what are the anticipated changes if the entire Contingent Fund request is approved?

N/A

13. What reductions to performance measures are expected if the request is not approved?

N/A

14. Is any grant funding associated with the program, service, or activity pertaining to the request? YES NO

* If yes, name the grant and current year amount.

15. Will the program, service, or activity affect any electronic data processing system? YES NO

The following questions only apply to Contingent Fund requests which transfer appropriations into capital purpose accounts:

16. Does this request transfer an appropriation into a capital purpose subaccount? YES NO

* If yes, are similar projects planned and funding available in a capital purpose (parent) account for the current year?

17. Why is the project for which Contingent Funds are requested more important than other similar projects?

18. Does this request fund a project outside the normal order of planned projects of a kind which are funded through a capital purpose (parent) account for the current year? YES NO

* If yes, what is the consequence of deferring the lowest priority planned project until next year?

19. Was this project included in the Department's Budget request?

YES

NO

* If not, why not?

C. THANK YOU FOR YOUR COOPERATION. PLEASE SEND COPIES OF YOUR RESPONSE TO:

STAFF ASSISTANT, ROOM 205, CITY HALL (6 COPIES)

SPECIAL ASSISTANT, FINANCE & PERSONNEL COMMITTEE, ROOM 205, CITY HALL

FISCAL RESEARCH SUPERVISOR, ROOM B-4, CITY HALL (2 COPIES)

BUDGET & MANAGEMENT DIRECTOR, ROOM 307, CITY HALL (2 COPIES)

**If you have any questions about the completion of this form, you may call the
Fiscal Research Supervisor at extension 2299.**