

2020



Legislative Reference Bureau

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DEPT. OF ADMINISTRATION

2020 Proposed Plan and Executive Budget Review

Prepared by: Tea B. Norfolk, Legislative Fiscal Analyst
Budget Hearing: 9:00 am on Monday, October 7, 2019



\$12,639,261

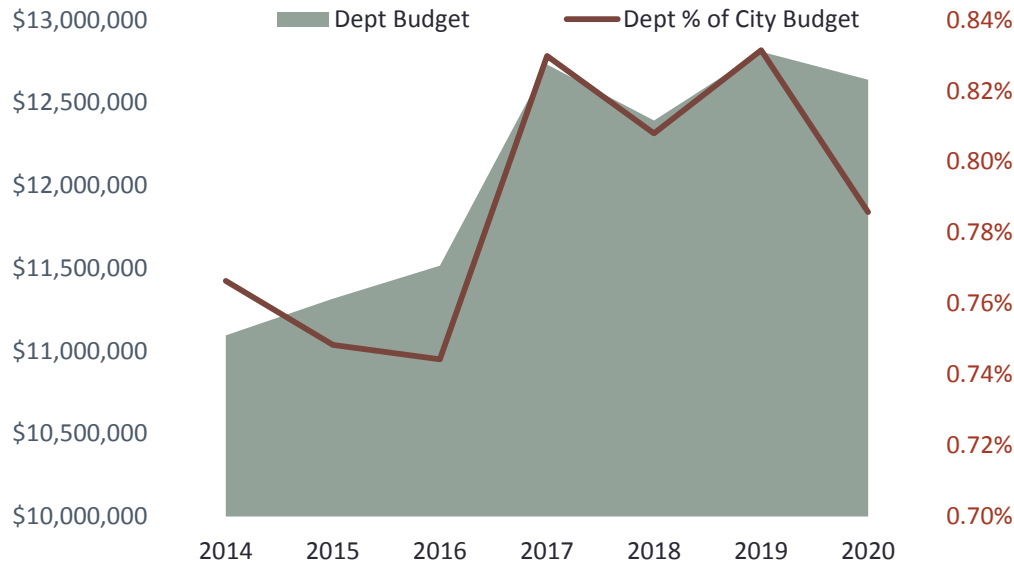
Proposed 2020 Budget

-\$169,649

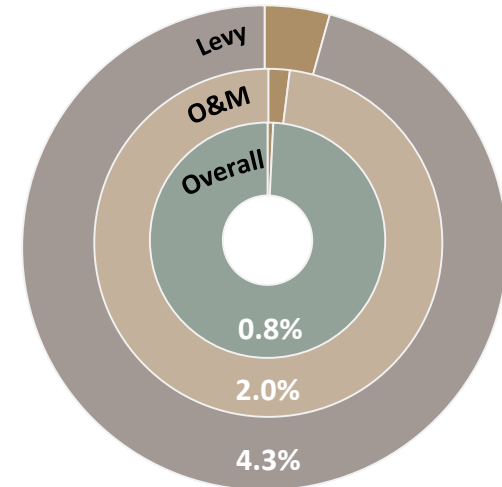
Change in Proposed Budget

-1.3%

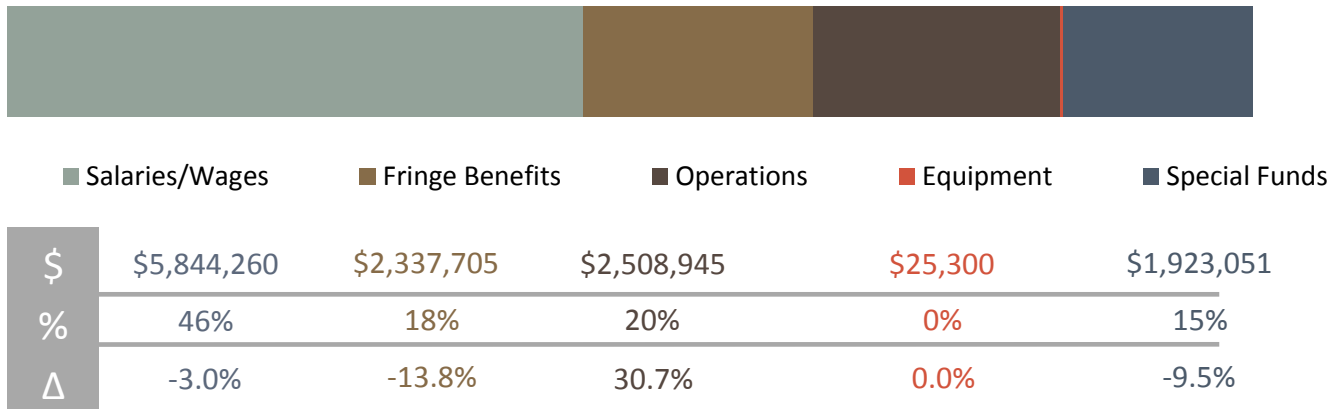
% Change in Proposed Budget



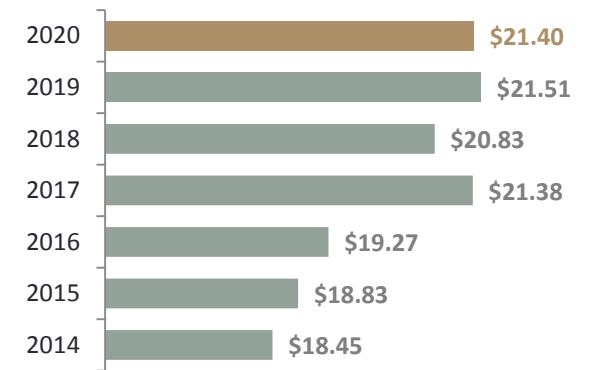
Departmental Budget Impact



Departmental Budget Appropriation Category



Budget per Capita

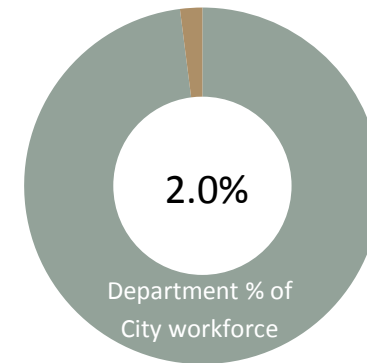
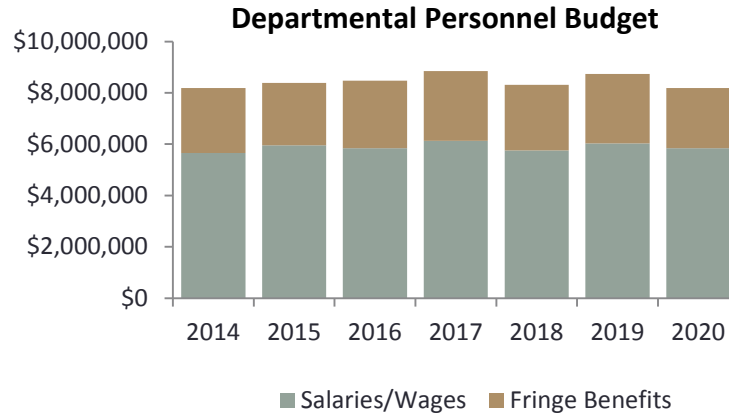


-\$182,117

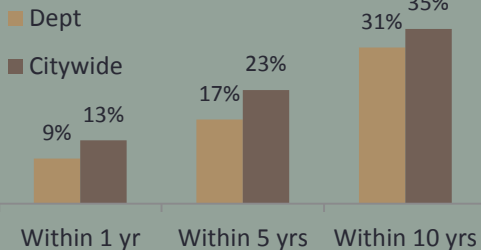
Decrease in Salaries and Wages for the department, down 3% from the amount allocated in 2019.

-\$374,165

Decrease in Fringe Benefits for the department, down 13.8% from the amount allocated in 2019.



Retirement Eligible



Positions Eliminated

- (1) Systems Analyst – Senior
- (3) UCC Customer Service Representative III

These positions are eliminated because they are unfunded auxiliary positions.

Staffing Update

The following positions were reclassified to more accurately reflect duties and operational needs:

- Capital & Debt Specialist
- Procurement Manager
- Business Analyst Senior
- Geographic Info. Tech. II
- IT Project Manager

-4

Change in Positions

-2.3%

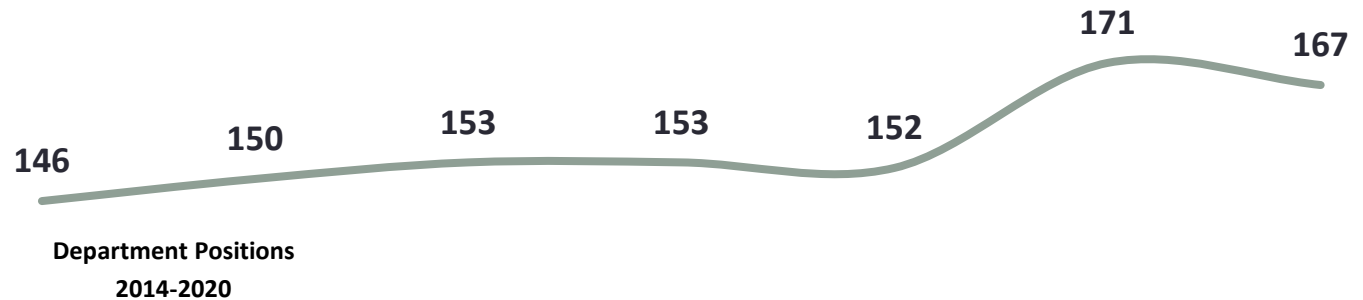
% Change in Positions

10

Current Vacancies

4

Voluntary Separations



\$105,000

Total Amount of Special Purpose Accounts.

\$1,533,000

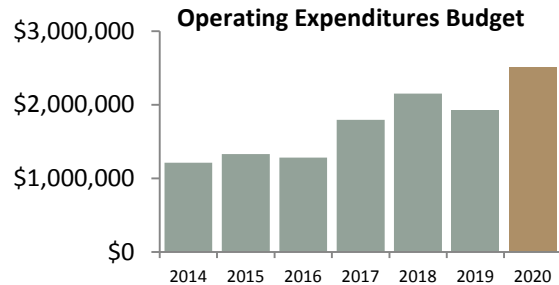
Capital Improvements funding for 2 DOA projects. Decrease of -\$1,057,000 (31.1%) from 2019 Adopted Budget.

\$22.6 million

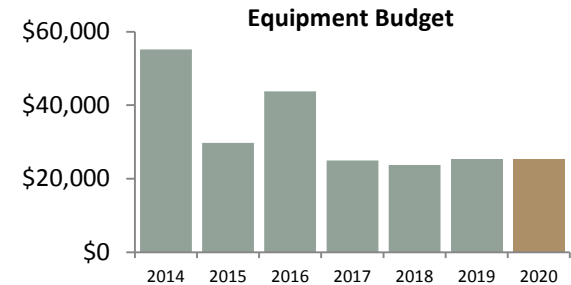
City's expected contribution for HUD entitlement funding and CDBG funds.

-\$1.1 million

Grants and aid reduction from the actual 2019 funding award.



11% | 12% | 11% | 14% | 17% | 15% | 20%
Operating expenditures percent of department budget



0% | 0% | 0% | 0% | 0% | 0% | 0%
Equipment percent of department budget

Revenue

The 2020 Proposed Budget estimates that \$340,000 total revenue will be generated by the department, a decrease of -\$33,000 (-8.8%) from the 2019 Adopted Budget:

- Charges for Services \$ 75,000
- Property Sales \$265,000

Special Purpose Accounts

- Collection Contract \$1,250,000
- E-Govt Payment Systems \$ 65,000
- Children's Savings Accounts \$ 25,000
- E-Civis Grants Locator \$ 15,000
- Tech Growth Initiative \$ 0

Grants

- CDBG \$15,000,000
- HOME Program \$ 5,200,000
- Emergency Solutions (ESG) \$ 1,300,000
- Housing Opportunities for Persons with AIDS \$ 750,000
- Continuum of Care \$ 382,747

TOTAL \$22,632,747

Capital Programs and Projects

- Public Safety Communications \$483,000
- DPW Fleet Scheduler \$400,000
- IT Upgrades & Replacements \$300,000
- PeopleSoft PUM Upgrade \$150,000
- New ERP System \$100,000
- Better Buildings Challenge \$100,000

TOTAL \$1,533,000

-\$202,402

Proposed decrease (-9.5%)
in Special Funds from the
2019 Adopted Budget.

344,662

Number of calls and other contacts
(parking, DPW service requests,
DNS service requests, etc.)
handled by the Unified Contact
Center in 2018, decreased by
100,566 (24.8%) from 2017.

\$38 million

Projected amount generated
annually if State law changes to
allow the City authority for a
half cent sales tax.

5%

Increase to the four City
municipal service charges
as compared to 2019.

Special Funds

- Enterprise Resource Mgmt \$1,629,551
- Computer Maint Upgrade \$ 155,000
- Census Complete Count \$ 50,000
- Continuum of Care \$ 48,500
- Mke Fatherhood Initiative \$ 25,000
- Neighborhood Inv Beaut Prog \$ 15,000
- ADA Compliance Architect \$ 0
- ME3 Sustainable Mfg Prog \$ 0
- Small Business Capacity Bldg \$ 0

Purchasing Division

The division plans to issue the Disparity Study RFP before the end of 2019. Implementing the use of BonFire is projected to decrease completion time for bids to an average completion of informal bids within 60 days (down from 137 days), formal bids within 90 days (down from 168 days), and RFPs within 200 days (down from 318 days).

Government Alliance on Race and Equity (GARE)

In July 2019, the City officially joined GARE, a national network of government entities working to achieve racial equity and advance opportunities for all. This is a joint project of the new Race Forward and the Haas Institute for a Fair and Inclusive Society. DOA will work with City departments to practice racial equity, focusing on improving programs, policy, and institutional strategies that work toward improving equity.

Intergovernmental Relations Division (IRD)

Milwaukee is hosting its inaugural presidential candidate nominating convention in July 2020. IRD is working to secure all federal grants associated with funding the national presidential convention. Milwaukee is a net contributor to the state's tax base. As the largest contributor to the state's economy, investment in Milwaukee reaps dividends for the rest of the state. IRD will continue to advance the message that Milwaukee's health is worthy of more investment by the state and federal governments.

Office of Small Business Development

In 2018, OSBD processed a total of 81 applications for small business enterprise certification and approved 60 certifications including 10 new applications and 50 renewals. Loans totaling \$49,880 were issued to 3 small businesses that created 6 jobs and retained 5 jobs.

In 2018, RPP workers completed 323,126 hours of work or 43% of the total work hours on private development projects, which obtained more than \$1 million in combined city financial assistance.

2020 Census

The Census will be conducted in 2020, and it will determine distribution of federal dollars and political representation. DOA will conduct public education, outreach, and community engagement with the Milwaukee Complete Count Committee.

Environmental Collaboration Office

ECO installed 209 kW of rooftop solar panels on 3 City libraries in 2019 to work toward achieving the City’s 25% by 2025 goal. A 20% energy reduction from the 2009 baseline is expected due to a combination of solar installation and other energy efficiency retrofits as part of a large energy saving performance contract.

The City is seeking regulatory clarification after We Energies declined to approve a larger project of 1.1. MW on 6 City buildings. ECO is working to complete an energy-reduction plan for all City facilities and the municipal fleet.

The 2020 Proposed Budget includes \$100,000 in a Better Buildings Challenge capital account to implement projects identified in the Energy Reduction Plan. In 2019 and 2020, HOME GR/OWN is concentrating its vacant lot beautification efforts on commercial corridors, particularly North Avenue and Victory over Violence Park on MLK Drive.

ITMD

The following capital projects were requested for 2020 but not funded in the 2020 Proposed Budget:

- Electronic Health Records and Billing \$2,000,000
- Corporate Database Server Upgrade \$ 500,000
- Phone System Upgrade \$ 475,000
- Desktop Software Upgrades \$ 270,000
- Network Monitoring \$ 200,000
- City Assessor Modernization \$ 150,000

ADA Compliance

Since 2016, almost 70% of the violations identified by the U.S. Department of Justice have been remediated.

Children’s Savings Accounts

Fund My Future is a private-public effort. Program partners include Employ Milwaukee, Edvest College Savings Plan, Kohl Philanthropies, Bader Philanthropies, Greater Milwaukee Foundation, Associated Bank, and United Way of Greater Milwaukee and Waukesha County. The 2020 Budget includes a \$25,000 Special Purpose Account for the program.

Key Performance Measures

Measure	2018 Actual	2019 Projected	2020 Planned
Percent of tax levy allocated to debt service and employer pension contribution	54.7%	55.2%	58.1%
Jobs created & people placed through CDBG	626	475	475
Firms receiving SBE certification (new & renewed)	81	90	115
RPP hours worked as percent of total project hours	43%	40%	40%
Speed time response at UCC	0:52	0:35	0:35
Datasets available on Open Data Portal	70	76	85
Number of homes receiving energy efficiency upgrades Me2	5	30	20
Procurement requests processed within 100 days	73%	80%	80%
Solar energy installed citywide (kW)	582	800	2,250
Increase from prior year tax levy and municipal charges on average valued res. property	3.1%	3.5%	3.6%
Green infrastructure, pocket parks, community gardens	3	6	5
PACE projects funded	2	2	5
Percent of contracts awarded to SBE firms			
Construction	26%	25%	25%
Goods and Services	13%	16%	25%
Professional Services	26%	18%	18%