

# Department of Administration

2023 Budget Overview

Finance & Personnel Committee

October 3, 2022

# Community Goals & Objectives

---

## **Objectives:**

1. Advance racial equity in city government & the communities it serves
2. Increase training and employment opportunities for Milwaukee residents
3. Take action to make Milwaukee a world class eco-City
4. Empower City government, residents & visitors by delivering secure and reliable access to data, technology and support
5. Maximize savings through contracting activities and initiatives
6. Limit the impact of tax levy and municipal service charge changes on the typical residential property
7. Limit the proportion of the annual city tax levies allocated to debt service and employer pension contributions

# Community Goals & Objectives

<b>Key Performance Measures</b>	<b>2021 Actual</b>	<b>2022 Projected</b>	<b>2023 Planned</b>
Jobs created & persons trained and placed in jobs through CDBG funded projects	370	475	475
Number of firms receiving SBE certification	66	80	90
Procurement requests processed within 100 days	78%	80%	80%
Average speed time for response at Call Center	:57	:40	:45
Solar energy installed citywide (kW)	3,012	1,500	1,800
Homes receiving energy efficiency or renewable energy upgrades via <i>Me2</i> and <i>Milwaukee Shines</i>	64	80	150

# DOA Organization

---

- Department headed by Director and organized into functional divisions and offices
- Divisions and Offices:
  - Office of Director
  - Office of Equity & Inclusion
  - Office of African American Affairs
  - Grants Administration
  - Budget & Management
  - Purchasing
  - Intergovernmental Relations
  - Information Technology & Management
  - Environmental Collaboration Office

# 2023 Budget Summary

	<b>2022 Adopted Budget</b>	<b>2023 Proposed Budget</b>	<b>Amount Change</b>	<b>Percent Change</b>
FTEs – O&M	103.29	106.37	3.08	3.0%
FTEs - Other	36.71	45.14	8.43	23.0%
Total Positions Authorized	173.00	183.00	10.00	5.8%
Salaries & Wages	\$6,533,689	\$6,840,579	\$306,890	5%
Fringe Benefits	3,005,497	3,078,261	72,764	2.4%
Operating Expenditures	3,186,484	4,011,213	824,729	25.9%
Equipment	25,000	25,000	0	0.0%
Special Funds	2,095,080	2,344,910	249,830	11.9%
<b>TOTAL</b>	<b>\$14,845,750</b>	<b>\$16,299,963</b>	<b>\$1,454,213</b>	<b>9.8%</b>

# Special Funds

<b>Account</b>	<b>2022 Adopted Budget</b>	<b>2023 Proposed Budget</b>	<b>Amount Change</b>	<b>Percent Change</b>
ADA Compliance	\$0	\$100,000	\$100,000	N/A
Neighborhood Investment Beautification	30,000	20,000	-10,000	-33.3%
Climate Action Planning and Program Fund	96,000	96,000	0	0.0%
Continuum of Care	48,500	48,500	0	0.0%
Milwaukee Fatherhood Initiative/OAAA	19,000	19,000	0	0.0%
Enterprise Resource Management	1,796,580	1,886,410	89,830	5.0%
Computer Maintenance/Upgrade	105,000	175,000	70,000	66.7%
<b>TOTAL</b>	<b>\$2,095,080</b>	<b>\$2,344,910</b>	<b>249,830</b>	<b>11.9%</b>

# Special Purpose Accounts

<b>Account</b>	<b>2022 Adopted Budget</b>	<b>2023 Proposed Budget</b>	<b>Amount Change</b>	<b>Percent Change</b>
Children's Savings Accounts	\$25,000	\$25,000	\$0	0
City Collection Contract	1,250,000	1,250,000	0	0.0%
E-Civis Grants Locator	21,250	21,250	0	0.0%
E-Government Payment Systems	190,000	200,000	10,000	5.3%
<b>TOTAL</b>	<b>\$1,486,250</b>	<b>\$1,496,250</b>	<b>10,000</b>	<b>0.7%</b>

# Revenues

---

<b>Category</b>	<b>2022 Adopted Budget</b>	<b>2023 Proposed Budget</b>	<b>Amount Change</b>	<b>Percent Change</b>
Charges for Services	\$71,000	\$82,000	\$11,000	15%
Miscellaneous	315,000	370,000	55,000	17%
<b>TOTAL</b>	<b>\$386,000</b>	<b>\$452,000</b>	<b>66,000</b>	<b>17.1%</b>



# Capital Improvements Budget

Project	2022 Adopted Budget	2023 Proposed Budget	Amount Change	Percent Change
IT Upgrades	\$300,000	\$100,000	-\$200,000	-67%
Public Facility Communications	457,000	500,000	43,000	9.4%
Cyber Security	200,000	200,000	0	0.0%
ERP System Replacement	0	1,250,000	1,250,000	N/A
Facilities Communication Vehicle	35,000	0	-35,000	-100.0%
City Clerk Business License Conversion	500,000	0	-500,000	-100.0%
Better Buildings Challenge	100,000	45,000	-55,000	-55.0%
<b>TOTAL</b>	<b>\$1,592,000</b>	<b>\$2,095,000</b>	<b>503,000</b>	<b>31.6%</b>

# Budget & Service Changes

---

- \$100,000 for ADA Compliance Special Fund
- Reflect addition of ARPA administration and compliance staff
- Purchasing Agent added to support RNC procurement
- Three telecommunications positions transferred from Police Department
- Three public safety support positions shifted from ARPA to operating
- Early Childhood Program Director transferred from Mayor's Office
- Restructure and reduce IT staffing for budget savings

# Accomplishments – Office of Equity & Inclusion

---

- Surveyed city employees to assess their knowledge, skills, and experiences related to racial equity
- Prepared a racial equity assessment report on the status of racial equity initiatives across city government
- Disparity Study initial findings complete
- Provided ARPA compliance training to all contracting departments
- Leading a language access workgroup to standardize translation and interpretation services
- Providing core functions including accessibility, small business development, Residents Preference Program, and support for the Equal Rights Commission

# Accomplishments – Office of African American Affairs

---

- Increased partnerships
- Hosted community outreach events
- Community outreach and education, distribution of health education kits, equity trainings through Health Literacy program
- Recruiting youth for programs such as mentorship, earn and learn, and financial literacy
- Hosted Summit for Black Male Youth

# Accomplishments – Environmental Collaboration Office (ECO)

---

- Developing *Climate and Equity Plan* as outgrowth of the City-County Taskforce on Climate and Economic Equity
- Sherman Park Eco-Neighborhood partnership
- Secured \$443,000 energy efficiency grant for MFD
- Negotiated new solar proposal with We Energies to give City pathway to achieving 25%+ renewable electricity goal
- Procured Green and Healthy Homes Initiative, Inc to help coordinate ARPA energy efficiency and lead abatement work
- Planning work for electric vehicle charging infrastructure and other federal climate investments
- Coordinating climate action and advocacy with other cities in Wisconsin through Wisconsin Local Government Climate Coalition
- Support Mayor Johnson in his role as the co-chair of the *Mayors Commission on Water Equity* through the Great Lakes St. Lawrence Cities Initiative

# Accomplishments – Purchasing

---

- Cost Savings from contract negotiations and competitive bidding processes of \$3.3 million
- Revenue from rebates, auctions and recycling of \$3.8 million
- Zero bid appeals
- \$21 million in contract awards to small business enterprise firms
- \$1.1 million in Contract Awards based on the Socially Responsible Contractors (SRC) bid incentive
- \$3.8 million in Contract Awards based on the Local Business Enterprise (LBE) bid incentive
- \$13.3 million in Contract Awards to local Milwaukee based firms
- Executed Contracts totaling \$166 million
- Executed COVID-19 Related Contracts totaling \$16 million
- Developing racial and inclusion mission statements on the website and various policy and procedure documents and manuals
- Participating in the City's Racial Equity Leadership Team
- Adding a Racial Equity & Inclusion evaluation component to formal performance reviews