

FINANCE & PERSONNEL COMMITTEE
CONTINGENT FUND REQUEST INFORMATION FORM

DEPT.: City Clerk—Legislative Reference Bureau CONTACT PERSON & PHONE NO.: Marianne Walsh, Fiscal Manager-LRB,
 x8686

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

CHECK ONE: (no) EMERGENCY CIRCUMSTANCES
 (no) OBLIGATORY CIRCUMSTANCES
 YES FISCAL ADVANTAGE/COMPLIANCE WITH FISCAL MANAGEMENT PRINCIPALS

B. SUPPORTING INFORMATION

1. State the action requested, including the dollar amount and specific departmental accounts(s) to which the Contingent Fund appropriation would be made.
 This resolution reserves \$50,000 within the 2004 Common Council Contingent Fund for the Municipal Court Salaries & Wages Account for payment of overtime expenditures related to administration of a new program, a 90-day Driver's License Workforce Development Amnesty Program.

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 resolution authorizes the Office of the City Attorney to move the Municipal Court to establish a 90-day Driver's License Workforce Development Amnesty Program in order to facilitate the reinstatement of motor vehicle operating privileges for certain persons. Certain persons are precluded from obtaining employment requiring a valid driver's license because they are unable to obtain a driver's license.

3. Describe the circumstances which prompt the request.
 Milwaukee Municipal Court records indicate that nearly 62,000 persons currently have their motor vehicle operating privileges suspended for non-payment of forfeitures and assessments regarding cases involving ordinance violations relating to operation of a motor vehicle. This often restricts an offender's ability to gain or maintain employment, and to pay the forfeitures and assessments required prior to reinstatement of suspended motor vehicle operating privileges.

4. What are the consequences of not providing the program, service, or activity which is funded by this request?
 The establishment of an amnesty program would increase the collection of unpaid forfeitures and assessments, and would remove a barrier to employment for certain persons, by providing an opportunity to reinstate their driving privileges through payment of an amount less than the total outstanding amount due. Without such a program, these persons will likely remain unemployable, and their forfeiture debts will remain uncollectable.

5. Explain why funds authorized in the Budget are insufficient to provide for the program, service, or activity in question.
The 2004 Budget did not anticipate the establishment of such an amnesty program; hence, no funds were budgeted to cover overtime associated with it.

- 5a. Are there any unexpended funds in the departmental control account for which this appropriation is requested, that could be used to fund this request?
No.

- 5b. What are the consequences of using budgeted operating funds for this request?
An equivalent deficit would occur.

6. State why funding was not included in the Budget.
The 2004 Budget did not anticipate the establishment of such an amnesty program; hence, no funds were budgeted to cover overtime associated with it.

7. Will the conditions prompting the request be limited to the current year, or will they continue into the following year?
Limited to 2004 only.

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?

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?

Yes, it will authorize the use of compensated overtime in order to collect more revenue in the form of forfeitures and related costs, which may have been uncollectable under normal circumstances.

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

N/A.

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?

If the request is approved, more revenue will be collected which otherwise would have remained uncollectable,, and more persons will have their operating privileges reinstated.

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

Collection of revenue related to reinstatement of driving privileges would not increase as much. .

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, Finance & Personnel Committee, Room 205, City Hall (6 COPIES)
Special Assistant, Finance & Personnel Committee, Room 205, City Hall (1 COPY)
Fiscal Research Manager, LRB-Common Council, Room B-11, City Hall (2 COPIES)
Budget & Management Director, DOA, Room 307, City Hall (2 COPIES)

If you have any questions about the completion of this form, you may call the
Fiscal Research Manager at extension 8686.

