

FY20 Budget Department Presentations

Finance & Budget Committee
Monday, April 22

Administration

2018 Actuals	2019 Budget	2019 Proj	2020 Forecast	Change from FY19 Budget		Change from FY19 Proj	
				\$	%	\$	%
4,781,174	4,558,333	4,705,990	3,715,836	-842,497	-18.48%	-990,154	-26.65%

Major Initiatives and Significant Changes for FY20:

- Implement Priority-Based Budgeting (PBB) to better align resources with identified goals and objectives of the Strategic Plan.
- Design work will begin on a downtown cultural event space.
- Elections (April 2020 Municipal Election and special election).
- Continue support for closed-captioning, cloud-based digital asset library, and social media archiving.
- Complete the Americans for the Arts Economic Impact Study and create a Cultural Resources Asset Map to promote current assets and identify opportunities/ gaps to focus resources.
- Training and Organizational Cultural Development position in Human Resources.

Law Department

2018 Actuals	2019 Budget	2019 Proj	2020 Forecast	Change from FY19 Budget		Change from FY19 Proj	
				\$	%	\$	%
1,231,211	1,412,666	1,542,316	1,557,619	144,953	10.26%	15,303	0.99%

Major Initiatives and Significant Changes for FY20:

- All development projects will be taken in-house. Currently this is accomplished through a contract attorney, but the intention is to create a new position pending Council approval.
- Employees have been reallocated to reflect job requirements.
- Continue initiative to retain litigation in house at a significantly lower cost.
- Law department will continue to lead an effort to establish applicable rules and regulations to the legislation on medical marijuana.

Municipal Court

2018 Actuals	2019 Budget	2019 Proj	2020 Forecast	Change from FY19 Budget		Change from FY19 Proj	
				\$	%	\$	%
764,682	990,859	937,090	1,006,168	15,309	1.55%	69,078	7.37%

Major Initiatives and Significant Changes for FY20:

- Court performance audit/ review.
 - Enhance or implement recommendations resulting from the report.
- Show-Me Courts
 - Continue with the incremental rollout of features and functionalities of the court management system.
 - Partner with Prosecutor to implement PA Portal through Show-Me Courts.
 - Collaborate with Police Department as they implement Zurcher CAD/ Records Management System and the E-ticketing program.
- Workforce: Plan training and team building for court staff.
- Probation Program
 - Review supervision and record keeping procedures.

Police Department

2018 Actuals	2019 Budget	2019 Proj	2020 Forecast	Change from FY19 Budget		Change from FY19 Proj	
				\$	%	\$	%
20,359,335	20,577,976	21,528,868	22,170,135	1,592,159	7.74%	641,267	2.98%

Major Initiatives and Significant Changes for FY20:

- MARRS (regional radio) project anticipated to be completed during the budget year.
- Departmental reorganization to improve efficiency in operations (Deputy Chief).
- Records management system upgrade anticipated to be completed during the budget year.
- Building space study is expected to be completed during the budget year.

Public Works-Engineering

2018 Actuals	2019 Budget	2019 Proj	2020 Forecast	Change from FY19 Budget		Change from FY19 Proj	
				\$	%	\$	%
5,384,195	5,474,274	5,619,274	5,899,083	424,809	7.76%	279,809	4.98%

Major Initiatives and Significant Changes for FY20:

- APWA Re-accreditation
- Capital Projects
- Expanding use related to recent technology improvements.
- Training: Public Works University (technical training on bidding, contracts, QC programs, NPDES, NFIP)
- Community Outreach: Summit Tech students; Career Days; Equipment Show; NPWW
- SeeClickFix // LS CONNECT
- Significant increase in right of way permit activity including Small Wireless Facilities
- Refining centralization of capital project management, bidding services, and professional contracts as PWE citywide service in coordinated effort with Finance Procurement/Contracting Services Division
- Compressed Work Schedules.

Public Works-Operations

2018 Actuals	2019 Budget	2019 Proj	2020 Forecast	Change from FY19 Budget		Change from FY19 Proj	
				\$	%	\$	%
4,794,326	4,743,655	4,876,734	4,798,115	54,460	1.15%	-78,619	-1.61%

Major Initiatives and Significant Changes for FY20:

- Reorganization of IAM. Four classifications based on experience, skill, and proficiency.
- Supervisor training through APWA, Public Works Institute. Two graduates.
- Employee training and certification program for implementation of new union contract.

Airport

Airport	2018	2019	2019	2020	Change from FY19 Budget		Change from FY19 Proj	
	Actuals	Budget	Proj	Forecast	\$	%	\$	%
Revenue	(4,835,920)	1,969,213	2,057,667	2,189,659	220,446	11.19%	131,992	6.03%
Expenses	2,265,938	2,223,687	2,352,549	2,396,350	172,663	7.76%	43,801	1.83%

Major Initiatives and Significant Changes for FY20:

- Proposed CPI increase of 2.2 percent on Hangar and tie down rentals.
- Changes to made to Schedule of Fees for fuel mark-up, transient overnight fees and services to increase revenues and meet operational needs.
- Sixth Annual Airport Open House.
- Host fall customer tenant meeting to keep customers and tenants informed of planned improvements and developments of the Airport.

Solid Waste

Solid Waste	2018	2019	2019	2020	Change from FY19 Budget		Change from FY19 Proj	
	Actuals	Budget	Proj	Forecast	\$	%	\$	%
Revenue	644,045	131,639	160,189	499,511	367,872	279.46%	339,322	67.93%
Expenses	1,892,642	2,551,752	2,859,479	4,004,638	1,452,886	56.94%	1,145,159	28.60%

Major Initiatives and Significant Changes for FY20:

- Landfill to cease operations by the end of April 2019.
- Landfill closure (MDNR required) Summer/ Fall 2019.
- The Landfill post closure account will be activated.
- Transfer station RFP being developed.
- PDA RFP recommendation to Council finalized.
- North Recycling Center planning continues.
- RecycleFEST continues in Fall and Spring.

Information Technology Services

ITS	2018	2019	2019	2020	Change from FY19 Budget		Change from FY19 Proj	
	Actuals	Budget	Proj	Forecast	\$	%	\$	%
Revenue	4,042,889	4,489,310	4,489,310	3,877,000	-612,310	-13.64%	-612,310	-15.79%
Expenses	3,780,799	4,819,697	4,947,977	4,171,381	-648,316	-13.45%	-776,596	-18.62%

Major Initiatives and Significant Changes for FY20:

- Implementation of a new Enterprise Content Management system to facilitate the consolidation and restructuring of document storage and workflow management
- Completion of the Police Department Computer Automated Dispatch/Records Management System CAD/RMS implementation.
- Implementation of new Budgeting tool and open data portal.
- Upgrade Lawson ERP with new security methodology
- Continue to refine Service level documentation to make sure service expectations are met.
- Move to align existing process and workflows with ITIL principles.

Next Steps

- **April 29:** Finance and Budget Committee
Topic: Department Presentations continued
- **May 20:** Finance and Budget Committee
Topic: Department Expansion Requests
- **June 4:** City Council
Topic: First Reading; Public Hearing
- **June 18:** City Council
Topic: Second Reading