

Budget by Fund

	2018 Actual	2019 Adopted	2020 C2C	2020 Request	\$ Change
General	13,644,041	14,236,916	14,375,986	14,375,986	139,070
Other-Expenditures	4,468,724	5,191,927	503,187	5,369,092	177,165
TOTAL	\$ 18,112,765	\$ 19,428,843	\$ 14,879,173	\$ 19,745,078	\$ 316,235

Budget by Service

	2018 Actual	2019 Adopted	2020 C2C	2020 Request	\$ Change
COMMUNITY RECREATION SERVICES	2,415,907	1,142,554	2,492,890	2,547,799	1,405,246
PARK MAINTENANCE AND FORESTRY	10,578,245	15,823,075	11,004,755	11,058,746	(4,764,329)
PLANNING AND DEVELOPMENT	649,890	781,679	878,341	769,441	(12,238)
TOTAL	\$ 13,644,041	\$ 17,747,307	\$ 14,375,986	\$ 14,375,986	\$ (3,371,321)

Budget by Major

	2018 Actual	2019 Adopted	2020 C2C	2020 Request	\$ Change
Revenue	(6,082,215)	(6,388,610)	(6,388,610)	(6,621,722)	(233,112)
Personnel	14,559,116	15,060,135	15,125,136	15,363,145	303,010
Non-Personnel	7,130,713	8,092,477	3,489,735	8,284,243	191,766
Agency Billings	2,505,150	2,664,841	2,652,912	2,719,412	54,571
TOTAL	\$ 18,112,765	\$ 19,428,843	\$ 14,879,173	\$ 19,745,078	\$ 316,235



Madison Parks Division

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play
**MADISON
PARKS**

TO: David Schmiedicke, Finance Department

FROM:  Eric Knepp, Parks Superintendent

DATE: July 10, 2019

RE: **2020 Parks Division Requested Operating Budget**

The 2020 Operating Budget request for the Parks Division includes a request for levy support of the Parks Division at the targeted amount of \$14,375,986. The 2020 Operating Budget request includes approximately \$6.6M in revenue, which supports 31.4% of the Parks Division's operating costs. The largest revenue source is the Urban Forestry Special Charge that will provide \$3,782,322 of funding for Forestry operations (there is additional UFSC funding in Streets). The Parks Division's 2020 Operating Budget request is focused on continuing to plan, steward, and provide purpose to our more than 6,000 acres of parkland. The Division has a multitude of goals across the organization that are aligned with the adopted Park and Open Space Plan (POSP). The POSP's established key strategies using the guiding lenses of Equity, Public Health, Sustainability, and Adaptability.

The Parks Division's Operating Budget request includes eight supplemental requests. I am fully aware of the financial condition and position of the City of Madison, and these requests are limited to those needs and improvements that are the highest priority as they are in line with City-wide goals and/or contain long-term costs. In priority order these are:

1. Warner Park Community Recreation Center – Creation of a specialist/programmer position that would be focused on enhancing and supporting the teen focused engagement work at the Center. The 2.5% increase in this service would allow for an October 2020 hire date.
2. Community Services – Creation of a Volunteer Coordinator position for the Parks system. Volunteerism is a critically important part of a long term financially and socially sustainable park system. Currently, the work is divided up across the organization which makes it more difficult and confusing to onboard, train, and engage volunteers. The \$55,000 in funding requested would allow for a start date in April 2020.
3. Playground Technician Assistant – Creation of a position for improved maintenance of our playgrounds across the system including routine inspections, safety audits, installations by parks staff, and replenishing natural safety surfacing to ensure impact attenuation standards are met.
4. Asset Management – Creation of an IT Specialist 2 position to provide support to effectively manage the millions of dollars of Park Division assets and the street tree inventory. This would allow for a dynamic database that is accurate and can be used to better inform decision making and planning.
5. Land Stewardship Technician - Creation of a position to support Conservation Parks land management and improvements. Parks has added over 60 acres of conservation land in the past two years and have begun actively managing significantly more acreage than in the past. Providing this investment will allow for improved long term sustainability for the land stewardship work in conservation parks and natural areas.

6. Park Maintenance – Creation of 2 1.0 FTE Park Worker positions. These positions would support general park maintenance efforts across the growing system. Parks has added significant land (including median maintenance) and facilities that require ongoing operational support.
7. Planning/Development – Increase hourly wages and benefits by \$19,500 to provide additional support for construction inspection and land records management. Additional construction inspection would provide better finished assets that have a longer and more efficient lifespan. Funding to support land records management would make the Division more effective and efficient in project management, engaging with the community, and addressing encroachment issues.
8. Olbrich Botanical Gardens – partial increase of a permanent part time Visitor Services Coordinator position (currently 0.6, requested separately to be moved to 0.8) focused on providing high quality visitor and renter experiences. This increase would enhance the potential for long term revenue generation capacity. This request also provides an additional \$13,561 in landscaping supplies, such as trees and plants, to provide funding to match actual needs over the past four years. This supplemental request is in addition to the separate request for additional funding support to provide for the necessary City commitments to operating the new Learning Center and greenhouses. The City's commitments are in line with longstanding operational cost sharing with the Olbrich Botanical Society.

I look forward to meeting with you and your team to discuss the Parks Division's requested Operating Budget for 2020.

2020 Operating Budget

Service Budget Proposal

IDENTIFYING INFORMATION

SELECT YOUR AGENCY:

Parks Division

SELECT YOUR AGENCY'S SERVICE:

Community Recreation Services

SERVICE NUMBER:

511

SERVICE DESCRIPTION:

This service is responsible for programming, volunteers, aquatics, rangers, permits, and community events. This service includes City provided services as well as regulating private and non-profit services and events.

Part 1: Base Budget Proposal

BUDGET INFORMATION

	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 C2C	2020 Request
<i>Budget by Fund</i>						
General-Net	\$1,175,456	\$1,102,812	\$1,135,586	\$1,142,554	\$1,158,342	\$1,209,133
Other-Expenditures	\$0	\$0	\$0	\$0	\$0	
Total	\$1,175,456	\$1,102,812	\$1,135,586	\$1,142,554	\$1,158,342	\$1,209,133
<i>Budget by Major</i>						
Revenue	(\$1,018,925)	(\$1,084,507)	(\$983,215)	(\$996,838)	(\$996,838)	(\$1,012,050)
Personnel	\$1,827,501	\$1,882,115	\$1,822,603	\$1,807,931	\$1,828,622	\$1,884,345
Non-Personnel	\$366,880	\$305,204	\$296,198	\$331,460	\$249,989	\$260,270
Agency Billings	\$0	\$0	\$0	\$0	\$76,568	\$76,568
Total	\$1,175,456	\$1,102,812	\$1,135,586	\$1,142,553	\$1,158,341	\$1,209,133
FTEs		14.50		12.95	13.05	13.07

PRIORITY

Citywide Element

Describe how this service advances the Citywide Element:

Community Recreation Services provides programs and community events that bring people together. This service ensures that the City of Madison will have a safe and affirming community space for underrepresented groups through a wide variety of parks and public spaces and continual events and programs. This service area is focused on Community Connections and Recreation.

ACTIVITIES PERFORMED BY THIS SERVICE

Activity	% of Effort	Description
Facility Rental	40%	Park usage for athletic, recreational, cultural, musical, culinary, and other event purposes.
Pool and Beach	40%	Beach and pool usage for the community.
Programs	20%	Year-long selection of events and programs for all residents.

SERVICE BUDGET CHANGES

Service Impact

What is the proposed change to the service's budget from cost to continue to agency request?

What are the service level impacts of the proposed funding changes?

Revenue increased by 1.5% - \$15,212
 Salaries (Perm and Non Perm) and Benefits increased by less than 1% - \$10,470
 Non-Personnel expenditures increased by 4.1% - \$10,280
 Agency Billing did not change
 The additional amount needed in Community Recreation Services will be allocated from other Parks services. The impact to the proposed change includes safer parks and more community programs with the additional funding.

Personnel-Permanent Positions

Are you proposing an allocation change to the FTEs for this service?

Type	Fund	Amount	Description
Perm Wages	General	\$826	51147-51110 increased for reallocation of 0.75 FTE to 1.0 FTE Park Ranger
Benefits	General	\$438	51147-52XXX increased for reallocation of 0.75 FTE to 1.0 FTE Park Ranger
Total		\$1,264	

Explain the assumptions behind the allocation change.

Position 4445 (Park Ranger) increased from 0.75 FTE to 1.0 FTE. Permanent wage and benefit increase is offset by an \$11,000 reduction in hourly wages and \$500 in overtime with the remainder charged to Dog Park Special Revenue Fund. Impact to the General Fund is net neutral.

What is the justification behind the allocation change?

The justification to increase Position 4445 from 0.75 FTE to 1.0 FTE is mainly due to the increased service level required at several dog parks. With dog park improvements/expansion as well as a new dog park on the east side, Parks Ranger requires 1.0 FTE in order to provide timely customer service.

Personnel-Other Personnel Spending

Are you requesting additional personnel spending for non-annualized pay?

Type	Fund	Amount	Description
Overtime	General	(\$500)	
Premium Pay	General	(\$3,150)	
Hourly	General	\$12,856	51113 Pending Personel increased \$25,855 - (remainder of position 4445 wage/benefits) offset with a decreased in 51210 by \$13,000
Total		\$9,206	

Explain the assumptions behind the requested funding.

Position 4445 (Park Ranger) increased from 0.75 to 1.0 FTE. Permanent wage and benefit increase is offset by an \$11,000 reduction in hourly wages and \$500 in overtime with the remainder charged to Dog Park Special Revenue Fund. Impact to the General Fund is net neutral.

What is the justification behind the increased funding?

The justification to increase funding is mainly due to the increased service level required at several dog parks. With dog park improvements/expansion as well as a new dog park on the east side, Parks Ranger requires 1.0 FTE in order to provide timely customer service.

Revenue

Are you proposing a change to the service's budgeted revenue?

Are you proposing an increase or a decrease to the budgeted revenue?

Fund	Major	Amount	Description
General	43	\$16,712	

Park Use Charges, Boat Launch, Catering & Concessions, Facility Rental, Lessons, Memberships, Reimbursements of Expense

General	46	(\$2,000)	Contributions & Donations
General	47	\$500	Miscellaneous Revenue

Explain the assumptions behind the change to budgeted revenue.

Increases in revenue from Park Use Charges, Catering & Concessions, Facility Rentals, Lessons, Reimbursments of Expense, and Miscellaneous Revenue offset by decreases in revenue from Boat Launch, Memberships, and Contributions & Donations.

What is the justification behind the proposed change?

Adjustments to revenue based on 3-year averages and proactive needs of sections within Community Recreation Services. Park Use Charges and Facility Rentals are expected to increase based on 3-year average and through the more robust online reservation process available to City residents and visitors. Lessons expected to increase based on program fee increases. Contributions & Donations expected to decrease based on an anticipated decrease in donations to Goodman Pool.

Non-Personnel

Are you requesting additional non-personnel funding for this service?

Yes

Fund	Major	Amount	Description
General	53	(\$1,487)	Copy & Printing Supplies, Postage, Work Supplies, Janitorial Supplies, Safety Supplies, Building Supplies
General	54	\$11,767	Building Maintenance, System and Software Maintenance, Equipment Leases or Rentals, Membership Fees

Explain the assumptions behind the requested funding.

Additional non-personnel funding requested to cover the contract for an online reservation service, Gymdandy totalling \$15K for 2020 which will be offset with a reduction of other non-personnel accounts within the service.

What is the justification behind the proposed change?

Parks has utilized Gymdandy for online reservations on a trial bases in 2018. Noting the capability and efficiency of the online reservation, Parks will continue to utilize Gymdandy which would require additional funding.

Part 2: Scaling Service Delivery

What amount is 2.5% of the service expenditure budget?

Increase

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding increase to this service:

A 2.5% funding increase to this service would support the addition of a Volunteer Coordinator position (18-04). This position will better support Parks initiatives by building on and expanding the volunteer program in Parks. This position will provide improved coordination, recruitment, recordkeeping and volunteer support to expand our existing volunteer program.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding increase to this service:

The Volunteer Coordinator position will primarily affect the Salary and Benefits of the Recreation Services section (51160). The base salary for a Comp Group 18, range 4 employee starts at \$55,421.86 annually. Estimated benefits will be \$14,891 annually. If funded, this position will start mid-way into 2020 based on the 2.5% increase amount.

Would the changes include an increase to permanent staffing levels for this service? Yes If yes, FTEs:

What impacts would City residents and visitors experience if this service is provided a 2.5% increase in funding?

The addition of a Volunteer Coordinator position will improve and expand Parks' volunteer program. This new position will enable the Recreation Services Coordinator to focus more attention on the other programs offered by this service, such as neighborhood movies and and other innovative community building activities. Residents and visitors will directly benefit via the end products of an enhanced volunteer program as Parks will be able to expand the program to provide more opportunities for volunteer activities and be able to better use the expertise and resources that volunteers can bring to Madison Parks.

Decrease

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding decrease to this service:

A 2.5% funding decrease to this service would result in refocusing of Recreation Services offerings through the elimination of certain programs and a reduction in hours for other program services, while realigning this area's focus on volunteer coordination. Ride the Drive, Daddy Daughter Dance and Trucks and Treasures will be eliminated. Also, there would be a reduction in hours for Winter Operations (operations would only be open 5 days per week and would close early on Sundays). Ranger patrol hours will also be reduced (970 hours which equates to \$17,120 in hourly wages and benefits). This will also result in a reduction of revenue from discontinuing these programs.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding decrease to this service:

Elimination and reduction of the programs and services mentioned above will reduce personnel expenses, and some supplies and services expenses. It will also reduce revenue for this service.

Revenue: \$8,100 (Reduction)

Personnel: \$39,200 (Rec Services 51160) and \$17,120 (Rangers 51147)

Purchased Supplies: \$3,780 (51160)

Purchased Services: \$3,000 (51160)

Would the changes include a decrease to permanent staffing levels for this service? If yes, FTEs:

What impacts would City residents and visitors experience if this service is provided a 2.5% decrease in funding?

City residents and visitors would be impacted by this reduction by seeing the elimination of programs that have historically been well attended. Additionally, they will see a decrease in Winter Operation services which will impact their ability to enjoy our City's parks during the winter season. This reduction would adjust the Recreation Services Coordinator workload to free up over 730 hours to focus on volunteer coordination. Reduction in Ranger patrol hours will result in slower response rates to calls for service, reduce visit frequency to smaller parks and result in less service for special events for services such as sound monitoring compliance.

2020 Operating Budget

Service Budget Proposal

IDENTIFYING INFORMATION

SELECT YOUR AGENCY:

Parks Division

SELECT YOUR AGENCY'S SERVICE:

Olbrich Botanical Gardens

SERVICE NUMBER:

511

SERVICE DESCRIPTION:

This service oversees all operations at Olbrich Botanical Gardens. The City works in partnership with the Olbrich Botanical Society to provide a well maintained facility that includes 16 acres of gardens and a diverse array of educational programming. Olbrich Gardens is consistently rated as a top tourist destination in Madison.

Part 1: Base Budget Proposal

BUDGET INFORMATION

	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 C2C	2020 Request
<i>Budget by Fund</i>						
General-Net	\$989,949	\$913,601	\$910,854	\$965,734	\$962,474	\$962,685
Other-Expenditures	\$0	\$0	\$0	\$0	\$0	
Total	\$989,949	\$913,601	\$910,854	\$965,734	\$962,474	\$962,685
<i>Budget by Major</i>						
Revenue	(\$722,418)	(\$647,337)	(\$636,569)	(\$580,000)	(\$580,000)	(\$614,000)
Personnel	\$1,283,553	\$1,179,165	\$1,172,905	\$1,167,998	\$1,154,365	\$1,163,096
Non-Personnel	\$374,004	\$335,690	\$323,569	\$333,650	\$333,650	\$359,130
Agency Billings	\$54,810	\$46,083	\$50,950	\$44,086	\$54,459	\$54,459
Total	\$989,949	\$913,601	\$910,855	\$965,734	\$962,474	\$962,685
FTEs		13.10		12.75	13.60	12.70

PRIORITY

Citywide Element

Describe how this service advances the Citywide Element:

Olbrich Botanical Gardens is one of the primary tourist destinations in Madison. As such, Olbrich is involved in many strategies to develop the culture and character of Madison: creating vibrant and inviting places for residents and visitors by maintaining quality botanical gardens and greenhouses; preserving special places that tell the story of Madison by establishing itself as a premier destination; reflecting ethnically diverse cultures through the Thai Pavilion and Garden and the large variety of plant species in the Bolz Conservatory; creating safe and affirming community spaces by hosting weddings, classes, and special events; and balancing the concentration of cultural and entertainment venues between downtown and other areas of the city through its location, offering free admission to a large portion of the gardens, and by hosting regular public events. The public-private partnership between the City of Madison and the Olbrich Botanical Society (OBS) demonstrates how partners can enhance a cultural and environmental destination. OBS supports the Bolz Conservatory, the outdoor gardens, and community programs in addition to serving as the fundraising arm of Olbrich Botanical Gardens. OBS operates membership programs, which raise approximately \$2 million annually for Olbrich Botanical Gardens.

The recent expansion at Olbrich Botanical Gardens provides more opportunities to strengthen and advance the identified strategies.

ACTIVITIES PERFORMED BY THIS SERVICE

Activity	% of Effort	Description
Native Plant Conservation	50	Olbrich Botanical Gardens outdoor gardens feature sustainable design and plant collections hardy to the American Midwest for study, enjoyment, and public benefit.
Community Programs	30	

Activities that assist in the nourishing, sharing, and interpretation of the gardens as well as managing facility rentals and the Bolz Conservatory admissions program, both of which provide revenue to the City.

Exotic Plant Conservation

20

The Bolz Conservatory features plant collections native to the world's tropical forests for study, enjoyment, and public benefit.

SERVICE BUDGET CHANGES

Service Impact

What is the proposed change to the service's budget from cost to continue to agency request?

See supplemental budget request

What are the service level impacts of the proposed funding changes?

Formerly proposed portions of the operating budget needed to sustain the approved capital expansions at Olbrich Botanical Gardens were not approved during previous budget cycles. The supplemental budget request for the 2020 Operating Budget recommends the amount of resources needed to fully utilize the expanded facilities once the capital project is completed. The impact of the proposed funding changes will increase the number of attendees, special events, and education programs available for City residents and visitors. The supplemental budget request is needed for Olbrich Botanical Gardens to continue being a premier tourist destination in Madison and affirms the City's commitment to support the expansion and services offered at the gardens, while recognizing the capital and operational resource investments made by OBS to support the expansion.

Changes made to service level without considering the supplemental budget request totaling \$60,454 are as follows:

Revenue increased 5.9% - \$34,000

Salaries and benefit increased less than 1% - \$974

Non Personnel increased 7.6% - \$25,480

Agency Billing did not change

These changes result in \$7,546 that will be reallocated to other services in the Parks Divisions. This change should not have any significant negative impact to the service.

Personnel-Permanent Positions

Are you proposing an allocation change to the FTEs for this service? No

Type	Fund	Amount	Description
Perm Wages			
Benefits			
Total			

Explain the assumptions behind the allocation change.

What is the justification behind the allocation change?

Personnel-Other Personnel Spending

Are you requesting additional personnel spending for non-annualized pay? Yes

Type	Fund	Amount	Description
Overtime			
Premium Pay	General	(\$500)	
Hourly	General	\$1,474	Pending Personnel for Hourly benefits
Total		\$974	

Explain the assumptions behind the requested funding.

Pending Personnel increased based on allocation from City Finance, with an offset from Premium Pay.

What is the justification behind the increased funding?

Pending Personnel was increased to accommodate WRS and FICA benefits for hourly employees. Premium Pay was decreased based on actual expenditures.

Revenue

Are you proposing a change to the service's budgeted revenue?

Yes

Are you proposing an increase or a decrease to the budgeted revenue?

Increase

Fund	Major	Amount	Description
General	42	\$7,500	Horticulturist/Intern sponsored by UW Madison
General	43	\$26,500	Catering and Concessions, Facility Rentals, and Admissions are anticipated to increase due to expansion of Olbrich

Explain the assumptions behind the change to budgeted revenue.

The anticipated reimbursement from UW Madison for the horticulturist maintaining the Thai Pavilion and Gardens is under contract and increases annually. Revenue from special events and admissions are expected to increase upon completion of the expansion.

What is the justification behind the proposed change?

Once the expansion is completed, revenue from special events is likely to return to pre-construction levels within a few years. Additional admissions are expected as City residents and visitors desire to see the expanded greenhouse and other related programs.

Non-Personnel

Are you requesting additional non-personnel funding for this service?

Yes

Fund	Major	Amount	Description
General	53	\$23,900	Office Supplies, Copy Printing Supplies, Work Supplies, Building Supplies, and Equipment Supplies
General	54	\$1,580	Natural Gas, System and Software Maintenance

Explain the assumptions behind the requested funding.

Due to the expansion of the greenhouse, there is an anticipated increase in supplies and natural gas utility. The increase in System and Software Maintenance is to accurately reflect actual spending. These increases will be offset by decreases in water utility and telephone service and the expected increase in revenue.

What is the justification behind the proposed change?

Natural gas utility will increase to maintain the proper environment in the larger greenhouse. An increase in System and Software Maintenance is to accommodate regular annual SmartNet charges. The increase in supplies is needed to maintain the quality of the gardens and community programs with the expansion.

Part 2: Scaling Service Delivery

What amount is 2.5% of the service expenditure budget? \$39,000

Increase

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding increase to this service:

The increase would provide Olbrich Botanical Gardens with the opportunity for more robust visitor relations and rental services as well as an increase in the supplies needed to maintain the gardens at a premier quality. The Visitor Services Coordinator would be present at Rental Client events.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding increase to this service:

This change in service would require an increase of \$9,234 in Permanent Wages and \$1,311 in related Benefits as the Visitor Services Coordinator (Information Clerk, CG20-11) increases by 0.2 FTE as well as an increase of \$13,561 to Non-Personnel spending to purchase more trees, shrubs, and plants for the various gardens. Total amount requested is approximately 1.6% of total service expenditure budget.

Would the changes include an increase to permanent staffing levels for this service? Yes If yes, FTEs: 0.20

What impacts would City residents and visitors experience if this service is provided a 2.5% increase in funding?

Everyday Visitors, Tourists, and Rental Clients would have greater access to knowledgeable staff and the gardens would be more alluring to all visitors.

Decrease

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding decrease to this service:

To accommodate a decrease of this size, a decrease in garden and facility quality would occur. Less time and resources would be placed into garden maintenance.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding decrease to this service:

This change in service would require a decrease to Personnel spending, as hours for hourly laborers (CG16) diminish, and a decrease in Non-Personnel spending as less supplies and services are purchased to maintain the quality of the gardens and facilities.

Would the changes include a decrease to permanent staffing levels for this service? No If yes, FTEs:

What impacts would City residents and visitors experience if this service is provided a 2.5% decrease in funding?

As a result from less time worked by horticultural staff, fewer supplies to work with, and fewer services available for the gardens, the premier quality of the gardens would diminish. City residents and visitors would not see gardens and facilities of high quality and they may experience less enjoyable community programs. The fall in quality risks damaging the reputation of Olbrich Botanical Gardens as a top tourist destination.

2020 Operating Budget

Service Budget Proposal

IDENTIFYING INFORMATION

SELECT YOUR AGENCY:

Parks Division

SELECT YOUR AGENCY'S SERVICE:

Park Maintenance and Forestry

SERVICE NUMBER:

512

SERVICE DESCRIPTION:

This service is responsible for the maintenance of all park facilities, open spaces and parkland, and dog parks and disc golf courses. This service includes General Park Maintenance, Facilities Maintenance, Conservation Park Maintenance, Mall/Concourse Park Maintenance, Parks Construction and the operation of the Forest Hill Cemetery.

Part 1: Base Budget Proposal

BUDGET INFORMATION

	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 C2C	2020 Request
<i>Budget by Fund</i>						
General-Net	\$10,260,689	\$10,438,241	\$10,578,245	\$10,976,548	\$11,004,755	\$11,058,745
Other-Expenditures	\$0	\$0	\$0	\$0	\$0	
Total	\$10,260,689	\$10,438,241	\$10,578,245	\$10,976,548	\$11,004,755	\$11,058,745
<i>Budget by Major</i>						
Revenue	(\$3,915,395)	(\$4,393,745)	(\$4,239,493)	(\$4,579,772)	(\$4,579,772)	(\$4,751,972)
Personnel	\$9,994,597	\$10,371,256	\$10,359,766	\$10,734,379	\$10,714,978	\$10,964,826
Non-Personnel	\$2,038,343	\$2,169,940	\$2,156,196	\$2,371,179	\$2,371,616	\$2,347,958
Agency Billings	\$2,143,144	\$2,290,790	\$2,301,776	\$2,450,762	\$2,497,933	\$2,497,933
Total	\$10,260,689	\$10,438,241	\$10,578,245	\$10,976,548	\$11,004,755	\$11,058,745
FTEs		116.59		117.59	117.40	119.14

PRIORITY

Citywide Element

Describe how this service advances the Citywide Element:

Park Maintenance and Forestry works to make a green and resilient Madison by increasing connectivity between parks and open spaces through greenways and trails; maintaining the health, diversity, and resiliency of the urban tree canopy, including 96,000 street trees; practicing responsible land stewardship in 270+ parks and over 6000 acres; pursuing sustainable and innovative improvements to park facilities; and actively making an effort to be a model park and open space system for City residents and visitors. This service encompasses everything identified under Green and Resilient in making the City of Madison a place to bring people together, improve health and well-being by maintaining well-managed and safe park and public spaces.

ACTIVITIES PERFORMED BY THIS SERVICE

Activity	% of Effort	Description
Maintain urban forest	28%	To maintain the urban forest in accordance with accepted standards and practices to create a healthy and diverse street tree population which helps to mitigate the heat island effect and promote a healthy environment. Maintaining a complete database of the tree assets in the city is critical to ensuring effective management of impacts such as EAB.
Maintain Parks Infrastructure	42%	Infrastructure maintenance includes the maintenance of parks buildings, pool, splash pads, refuse/recycling

management, amenities, electrical and plumbing needs throughout the systems. Amenities include playgrounds, sport courts, athletic fields, drinking fountains, beaches, field lighting, irrigation, and ice rinks as well as snow removal from streets, bike paths, bus stops, sidewalks and parking lots. Other infrastructure includes year-round maintenance of Mall Concourse Maintenance Service area.

Land Stewardship 30%

Land Stewardship involves the maintenance of general parkland and conservation areas and other city-owned property. In addition, parks manages turf on medians and other city-owned property. All land stewardship is conducted in accordance with the Parks Division's adopted Land Management Plan.

SERVICE BUDGET CHANGES

Service Impact

What is the proposed change to the service's budget from cost to continue to agency request?

What are the service level impacts of the proposed funding changes?

As shown in the 2020 Parks Capital Budget submission, work on the EAB Plan continues and will be funded in part by the Urban Forestry Special Charge. The amount of the increase to the special charge represents only 3.8% of the overall special charge amount. In addition, minor rebalancing was done to bring budget more in line with past expenditures. This proposed funding change impact will ensure continual efficient services to the City of Madison.

Personnel - Permanent Positions and Personnel - Other Personnel Spending - Allocations changes were made to some positions in Forestry to reduce borrowing and shift the funding for EAB to Urban Forestry Special Charge along with reallocations within service -increased by 1.8% - \$197,706

Revenue - increase the Urban Forestry Special Charge for Parks by 3.8% of the overall Urban Forestry Special Charge amount. - increased by 3.8% - \$172,200

Non-Personnel - small adjustments between Supplies and Services as needed. - decreased by 1% - \$23,657

Agency billing did not change

Personnel-Permanent Positions

Are you proposing an allocation change to the FTEs for this service?

Type	Fund	Amount	Description
Perm Wages	General	\$113,100	
Benefits	General	\$37,290	
Total		\$150,390	

Explain the assumptions behind the allocation change.

As shown in the 2020 Parks Capital Budget submission, work on the EAB Plan continues and will be funded in part by the Urban Forestry Special Charge. The amount of the increase to the special charge represents only 3.8% of the overall special charge amount.

What is the justification behind the allocation change?

As shown in the 2020 Parks Capital Budget submission, work on the EAB Plan continues and will be funded in part by the Urban Forestry Special Charge. The amount of the increase to the special charge represents only 3.8% of the overall special charge amount.

Personnel-Other Personnel Spending

Are you requesting additional personnel spending for non-annualized pay?

Type	Fund	Amount	Description
Overtime	General	(\$2,300)	
Premium Pay	General	\$2,450	
Hourly	General	\$46,566	Hourly increased \$13,004 along with Pending Personnel at \$33,562 and small amount in Election Official Wages
Total		\$46,716	

Explain the assumptions behind the requested funding.

Reviewing salaries and benefit confirmed the need to reallocate personnel spending to ensure adequate budget for services provided.

What is the justification behind the increased funding?

Increase to personnel-other personnel funding will be offset with increase in Urban Forestry Special Charge in order to ensure adequate services is being provided

Revenue

Are you proposing a change to the service's budgeted revenue?

Yes

Are you proposing an increase or a decrease to the budgeted revenue?

Increase

Fund	Major	Amount	Description
General	43	(\$300)	Facility Rental and Reimbursement of Expense
General	47	\$500	Misc Revenue
General	49	\$172,000	Urban Forestry Special Charge

Explain the assumptions behind the change to budgeted revenue.

As shown in the 2020 Parks Capital Budget submission, work on the EAB Plan continues and will be funded in part by the Urban Forestry Special Charge. The amount of the increase to the special charge represents only 3.8% of the overall special charge amount.

What is the justification behind the proposed change?

As shown in the 2020 Parks Capital Budget submission, work on the EAB Plan continues and will be funded in part by the Urban Forestry Special Charge. The amount of the increase to the special charge represents only 3.8% of the overall special charge amount.

Non-Personnel

Are you requesting additional non-personnel funding for this service?

No

Fund	Major	Amount	Description
General	53	(\$18,089)	Increase in propane gas, landscaping supplies, furniture. Decrease in work supplies, hardware supplies, and building supplies.
General	54	(\$5,808)	Increase in landscaping and lease rental of equipment. Decrease in waste disposal, advertising services, and other services and expenses.

Explain the assumptions behind the requested funding.

No additional funding requested.

What is the justification behind the proposed change?

Adjustments based on 3-year averages of actual expenditures, expected changes to revenue, and offsets to proactive needs of sections within Park Maintenance and Forestry.

Part 2: Scaling Service Delivery

What amount is 2.5% of the service expenditure budget?

Increase

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding increase to this service:

1. Adding a 1.0 FTE Land Stewardship Technician (CG 16/10) will increase the capacity of the Conservation section, resulting in an increase in both numbers of acres under active management as well as the standard to which those areas are managed. Salaries and benefits of this position are approximately \$65,131.
2. Adding a 1.0 FTE Playground Technician Assistant (CG 16/10) will increase the frequency of monthly inspections, regular maintenance, and in-house installations of playgrounds to maintain a proactive and efficient playground service plan. Salaries and benefits of this position are approximately \$65,131.
3. Adding a 1.0 FTE IT Specialist (CG 18/08) is critical to effectively manage the Parks Division assets and street tree inventory. The City is implementing Cityworks and Parks is part of that implementation in 2020. This will allow us to more effectively manage assets and promptly address issues through a work order system that is effective and accurately tracks time and expenditures. Proper management of the system will allow Parks to better schedule programmed and preventative maintenance as well as better plan capital needs. Salaries and benefits of this position are approximately \$80,007. Increase purchased supplies by \$3,000 and purchased services by \$3,000 to provide needed work supplies and software licensing/IT needs for a specialized position.

4. Adding two 1.0 FTE Park Worker (16-04) positions will help to improve management of parks throughout the system by promoting consistency in staffing. Relying on seasonal staff for the majority of routine parks maintenance, such as mowing, requires significant effort by supervisors in hiring and training new staff each year. By utilizing a portion of the hourly wages in this service area (\$44,182), these two positions can be funded for approximately \$69,486 additional General Fund expenditure authority. These are truly entry-level positions with reduced barriers and provide opportunity for access to permanent salaries and benefits. Net gain in hours worked by staff will be approximately 1,360.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding increase to this service:

Salaries and Benefits: \$279,755 Increase

Purchased Supplies: \$3,000 Increase

Purchased Services: \$3,000 Increase

Would the changes include an increase to permanent staffing levels for this service? If yes, FTEs:

What impacts would City residents and visitors experience if this service is provided a 2.5% increase in funding?

1. Increased active management of conservation land by 50 acres.
2. Improved inspections with more frequent and consistent review of playground sites to identify and resolve safety concerns as quickly as possible.
3. Repairs and service calls are addressed in a more timely fashion utilizing Cityworks. Having an active and up-to-date database system that is properly managed will improve Parks data reporting and asset management overall.
4. Increased mowing efficiency, more timely response to customer concerns, and enhance landscape management of park areas as well as addressing ever increasing demands on staff time due to the expansion of mowing and snow removal.

Decrease

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding decrease to this service:

1. Reduce the ability for Conservation staff to address conservation park improvements by implementing a \$30,000 capital chargeback requirement for this section. Typical trail maintenance and invasive controls throughout conservation parks would be reduced as more focus would be on capital improvement projects to achieve chargeback goals. Hourly wages would also be reduced by \$11,000 in this section.
2. Reduction in hourly wages of \$29,000 in Construction will result in significant reduction in routine maintenance for the 176 playgrounds in the Madison Parks inventory. Routine maintenance such as playground surfacing redistribution and replacement will be impacted with this reduction. In addition, purchased supplies will be reduced by \$1,000 for fewer available work supplies.
3. Removing portajohns in Madison Parks that support high traffic areas such as bike paths and athletic fields, as well as functioning as public restrooms before shelters are opened for the season (\$40,000). Residents and visitors will be inconvenienced due to this change and this may pose a health concern as well.
4. Reduce hourly wages for East, West and Central Parks by \$139,000. This will reduce actual hours worked performing land stewardship by approximately 8,580 hours per season.
5. Reduce frequency of sidewalk washing program and landscape management within Mall Concourse Maintenance service area by reducing hourly wages by \$16,000. Will also reduce funding available to refurbish and replace hardscape amenities, such as bike racks, benches, trash cans and kiosks by \$20,755.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding decrease to this service:

Revenue: \$30,000 Increase to Capital Chargeback

Salaries and Benefits: \$195,000 Reduction

Purchased Supplies: \$21,755 Reduction

Purchased Services: \$40,000 Reduction

Would the changes include a decrease to permanent staffing levels for this service? If yes, FTEs:

What impacts would City residents and visitors experience if this service is provided a 2.5% decrease in funding?

Parks, Mall Concourse and other city-owned property will appear unkept during busiest times of year, resulting in complaints from park users and resident. Progress made towards responsible and intentional land stewardship of natural areas will be stalled or lost. Restroom facilities will not be available where they have been historically, which will likely result in complaints from people as they participate in recreation activities, and may result in unsanitary conditions.

2020 Operating Budget

Service Budget Proposal

IDENTIFYING INFORMATION

SELECT YOUR AGENCY:

Parks Division

SELECT YOUR AGENCY'S SERVICE:

Planning and Development

SERVICE NUMBER:

513

SERVICE DESCRIPTION:

This service is responsible for all park planning, design and construction of park improvements for over 6,000 acres of parks and open space in the City's park system. This includes developing the Capital Improvement Program for the parks system, assessing and managing park impact fees on new residential development, maintaining data on park inventory, and preparing the five-year Park and Open Space Plan that is required by the Wisconsin Department of Natural Resources.

Part 1: Base Budget Proposal

BUDGET INFORMATION

		2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 C2C	2020 Request
<i>Budget by Fund</i>							
	General-Net	\$639,327	\$756,722	\$649,890	\$781,679	\$878,341	\$769,440
	Other-Expenditures	\$0	\$0	\$0	\$0	\$0	\$0
	Total	\$639,327	\$756,722	\$649,890	\$781,679	\$878,341	\$769,440
<i>Budget by Major</i>							
	Revenue	(\$43,318)	\$0	(\$5,485)	(\$10,000)	(\$10,000)	(\$6,500)
	Personnel	\$638,573	\$687,322	\$610,271	\$723,005	\$820,923	\$712,353
	Non-Personnel	\$34,047	\$58,800	\$36,750	\$58,800	\$58,800	\$54,969
	Agency Billings	\$10,025	\$10,600	\$8,353	\$9,874	\$8,618	\$8,618
	Total	\$639,327	\$756,722	\$649,890	\$781,679	\$878,341	\$769,440
	FTEs		6.27		6.27	6.27	6.27

PRIORITY

Citywide Element

Describe how this service advances the Citywide Element:

Park Planning & Development works to create a vibrant and creative city with a unique sense of character and strong sense of place in existing and future parks. Existing parks require ongoing capital improvements to ensure the spaces continually meet the needs of the community and are safe. For the establishment of new parks, Planning & Development prioritizes placemaking as a way to focus on how public places will be used and designed throughout the city and designs a wide variety of new park and public spaces in developing parts of the city for enjoyment by a broad population. Creating an equitable balance in the park system by considering demographics to identify locations for different amenity types is critical to the success of Madison's park system.

ACTIVITIES PERFORMED BY THIS SERVICE

Activity	% of Effort	Description
Capital Improvement Program	45%	Putting together the capital improvement program for Parks is completed primarily by Planning & Development, with input by other sections. Once approved, P&D completes over 80% of the projects in the capital budget each year.
Planning	25%	Includes development of park master plans, park policies (staff liaison to Parks Long Range Planning Subcommittee); participation in City Planning efforts

such as neighborhood plan updates and Planning grants; updating the capital improvement program as part of the capital budget process; managing and coordinating requests for use of parkland including Temporary Land Use permits; participation on Neighborhood Resource Teams; and other associated administrative tasks and meetings.

Development Review	15%	Reviewing development designs and plans to assess park impact fees, including evaluating potential parkland dedication and coordinating with developers regarding phasing and potential park development.
Land Records Management	15%	Maintaining accurate records for city land administered by Parks, and coordinating and maintaining Diggers Hotline information and utility marking in parks.

SERVICE BUDGET CHANGES

Service Impact

What is the proposed change to the service's budget from cost to continue to agency request?

What are the service level impacts of the proposed funding changes?

Changes made to the service area are as follows:

Revenue decreased by 35% - \$3,500

Salaries and Benefit increased less than 1% - \$1,135

Non Personnel decreased by 6.5% - \$3,831

Agency Billing did not change

The funding change needed for Parks Planning & Development service is being received from reallocations across other Parks services. The reduction in Non-Personnel spending reflect decreases in expenditures based on 3-year averages.

Personnel-Permanent Positions

Are you proposing an allocation change to the FTEs for this service?

Type	Fund	Amount	Description
Perm Wages	<input type="text"/>	<input type="text"/>	<input type="text"/>
Benefits	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total		<input type="text"/>	

Explain the assumptions behind the allocation change.

What is the justification behind the allocation change?

Personnel-Other Personnel Spending

Are you requesting additional personnel spending for non-annualized pay?

Type	Fund	Amount	Description
Overtime	<input type="text"/>	<input type="text"/>	<input type="text"/>
Premium Pay	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hourly	General	\$1,136	Pending Personnel
Total		\$1,136	

Explain the assumptions behind the requested funding.

Pending Personnel increased based on estimated benefits for Hourly FICA

What is the justification behind the increased funding?

Pending Personnel was increased to accommodate WRS and FICA benefits for hourly employees.

Revenue

Are you proposing a change to the service's budgeted revenue?

Yes

Are you proposing an increase or a decrease to the budgeted revenue?

Decrease

Fund	Major	Amount	Description
General	43	(\$4,000)	Farm Lease revenue
General	47	\$500	Temporary Land Use permits

Explain the assumptions behind the change to budgeted revenue.

Farm lease revenues anticipated to decrease as lease contracts end. Creating a budget for Temporary Land Use permit revenue.

What is the justification behind the proposed change?

The leases were short-term only and not expected to renew. Temporary Land Use permits are a new revenue source generated when there is a request for access to a park that does not fit into Parks' typical reservation structure.

Non-Personnel

Are you requesting additional non-personnel funding for this service?

No

Fund	Major	Amount	Description
General	53	(\$2,900)	Office Supplies, Copy & Printing Supplies, Equipment Supplies
General	54	(\$931)	Building Repair & Maintenance, Other Miscellaneous Services

Explain the assumptions behind the requested funding.

No additional funding requested. The decreases in office supplies, copy & printing supplies, equipment supplies, building repair & maintenance, and other miscellaneous services are offset by increases to cell phone reimbursements and system & software maintenance.

What is the justification behind the proposed change?

Changes in non-personnel due to adjustment made in revenue and based on actual expenditure 3-year averages. Significant increase to System & Software Maintenance to accommodate new and expanding software services, which is offset by decreases in other accounts.

Part 2: Scaling Service Delivery

What amount is 2.5% of the service expenditure budget?

Increase

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding increase to this service:

Parks Planning and Development would increase Planning and Land Records Management activities by supporting a Construction Inspector (CG16) hourly position and a Land Records Specialist (Engineering Aide, CG16) hourly position. By supporting a Construction Inspector position, current and future park development will increase in efficiency as the position will have the authority to conduct thorough and complete inspections at development sites. By supporting a Land Records Specialist, planning efficiency will increase as the position will create a more consistent system of record keeping.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding increase to this service:

The funding increase would go toward Hourly Wages with a nominal portion going into Non-Personnel Spending to support any work supplies needed for these two hourly positions.

Would the changes include an increase to permanent staffing levels for this service? If yes, FTEs:

What impacts would City residents and visitors experience if this service is provided a 2.5% increase in funding?

Through the work of a Construction Inspector position, Madison residents and visitors would experience newly developed parks on a quicker timeline than current projections. This increase in efficiency means less time where residents and visitors might be displaced from their favorite parks or attractions while redevelopment occurs.

Through the work of a Lands Record Specialist, Madison residents and visitors would experience more insightful park designs and plans based on the information in the Parks lands survey records. This increase in efficiency means Parks planning and development staff would create higher quality neighborhood and community parks.

Decrease

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding decrease to this service:

To accommodate the decrease, Park Planning and Development would need to increase Capital Budget chargeback work by 2.5%. Focusing more time and resources on capital projects would reduce the number of staff working on Development Review, decrease participation on NRTs and neighborhood planning efforts, and provide less coordination for projects for other agencies on parkland.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding decrease to this service:

Parks Planning & Development would have a reduction in fund support in Salaries and Benefits from the General Fund.

Would the changes include a decrease to permanent staffing levels for this service? No If yes, FTEs:

What impacts would City residents and visitors experience if this service is provided a 2.5% decrease in funding?

City residents and visitors would experience an indirect impact of this decrease in service. Responsiveness to developers regarding Development Review projects will be diminished; project manager participation on NRTs has been beneficial particularly when there are planned projects in a park like Warner Park, but participation from Planning & Development would be reduced as part of the reduction.

Most, if not all, neighborhood planning efforts involve parks; due to limited availability to staff these efforts, the neighborhood planning effort would be limited in discussion regarding parkland and potential improvements.

Other agency projects frequently occur on parkland; participation from Planning & Development staff to help coordinate these efforts will be diminished, which could lead to delays in the execution of critical projects.

2020 Operating Budget

Service Budget Proposal

IDENTIFYING INFORMATION

SELECT YOUR AGENCY:

Parks Division

SELECT YOUR AGENCY'S SERVICE:

Warner Park Community Rec Center (WPCRC)

SERVICE NUMBER:

511

SERVICE DESCRIPTION:

This service oversees operations at Warner Park Community Recreation Center, a 31,750 square foot community recreational facility serving youth, families and senior citizens through a variety of recreation and social services.

Part 1: Base Budget Proposal

BUDGET INFORMATION

	2017 Actual	2018 Adopted	2018 Actual	2019 Adopted	2020 C2C	2020 Request
<i>Budget by Fund</i>						
General-Net	\$322,942	\$362,590	\$369,466	\$370,401	\$372,074	\$375,981
Other-Expenditures	\$0	\$0	\$0	\$0	\$0	
Total	\$322,942	\$362,590	\$369,466	\$370,401	\$372,074	\$375,981
<i>Budget by Major</i>						
Revenue	(\$228,419)	(\$221,000)	(\$217,453)	(\$222,000)	(\$222,000)	(\$237,200)
Personnel	\$418,886	\$440,730	\$451,253	\$449,973	\$448,460	\$469,839
Non-Personnel	\$132,475	\$142,860	\$135,665	\$142,428	\$130,280	\$128,008
Agency Billings	\$0	\$0	\$0	\$0	\$15,334	\$15,334
Total	\$322,942	\$362,590	\$369,465	\$370,401	\$372,074	\$375,981
FTEs		5.00		5.00	5.00	5.00

PRIORITY

Citywide Element

Describe how this service advances the Citywide Element:

Warner Park Community Recreation Center fosters a sense of community by providing a space for northside neighborhoods to gather. It offers services that provide a safe and positive outlet for youth in the community. WPCRC also serves as a nutrition site and outreach center as well as provides programming for Madison's senior citizen population.

ACTIVITIES PERFORMED BY THIS SERVICE

Activity	% of Effort	Description
Facility Maintenance and Rental	65	To maintain and make various spaces within WPCRC available for use and rent to the community for meetings, classes, parties, weddings, meetings and catering among various other uses. Facilities are kept clean and in good working order for use by the public.
Programming	35	To provide for programming for individuals of all ages and abilities through offerings of private, public and other partnerships. Programming includes teen activities, after-school, family fun night, various recreational, social, cultural and among others that reach some of the community's most vulnerable populations.

SERVICE BUDGET CHANGES

Service Impact

What is the proposed change to the service’s budget from cost to continue to agency request?

What are the service level impacts of the proposed funding changes?

Revenue increased by 6.9% - \$15,200
 Salaries and Benefit increased by 3.7% - \$16,550
 Non Personnel decreased by 1.7% - \$2,272
 Agency Billing did not change
 Impact to increase funding will ensure additional programming can be provided at WPCRC.

Personnel-Permanent Positions

Are you proposing an allocation change to the FTEs for this service?

Type	Fund	Amount	Description
Perm Wages	<input type="text"/>	<input type="text"/>	<input type="text"/>
Benefits	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total		<input type="text"/>	

Explain the assumptions behind the allocation change.

What is the justification behind the allocation change?

Personnel-Other Personnel Spending

Are you requesting additional personnel spending for non-annualized pay?

Type	Fund	Amount	Description
Overtime	<input type="text"/>	<input type="text"/>	<input type="text"/>
Premium Pay	<input type="text"/>	<input type="text"/>	<input type="text"/>
Hourly	General	\$16,550	Additional staffing for after school gym attendant.
Total		\$16,550	

Explain the assumptions behind the requested funding.

\$11,000 of this funding is being transferred from community agency contracts (54820) with Madison School Community Recreation to offset the need for additional staffing. The other \$4,021 is covered by an increase in WPCRC's revenue.

What is the justification behind the increased funding?

Increase in hourly staffing is needed to help monitor the increasingly popular after-school programs at WPCRC. The adjustment with the contract with Madison School Community Recreation would allow WPCRC to fund the hourly staffing needed.

Revenue

Are you proposing a change to the service's budgeted revenue?

Are you proposing an increase or a decrease to the budgeted revenue?

Fund	Major	Amount	Description
General	43	\$8,000	Catering Concessions and Facility Rental
General	46	\$8,000	Contribution/Donations
General	47	(\$800)	Miscellaneous Revenue

Explain the assumptions behind the change to budgeted revenue.

Donations and changes to hourly staffing along with programming at WPCRC will generate additional revenue.

What is the justification behind the proposed change?

Anticipated donations and grants will ensure the ability for WPCRC to add programming which will potentially increase revenue.

Non-Personnel

Are you requesting additional non-personnel funding for this service?

Yes

<i>Fund</i>	<i>Major</i>	<i>Amount</i>	<i>Description</i>
General	53	\$7,100	Increase in program supplies, food & beverage, and inventory to accommodate additional programs
General	54	(\$9,372)	Decrease in Community Agency Contracts with modification of Madison School Community contract.

Explain the assumptions behind the requested funding.

Reviewing the potential program changes at WPCRC and anticipated increase in admissions entail increasing supplies which is offset by a reduction in purchased services.

What is the justification behind the proposed change?

In order to accomodate the additional program and services at WPCRC, additional supply budget is needed which is offset by a reduction in services due to the modification of Madison School Community contract.

Part 2: Scaling Service Delivery

What amount is 2.5% of the service expenditure budget?

Increase

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding increase to this service:

Increase the quality, organization, and capacity of teen activities by having staff that specializes in teen programming and oversight of activities.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding increase to this service:

A change in service would require the addition of a 1.0 FTE Program Assistant 2 at WPCRC which would be an increase in Permanent Wages and related Benefits. The estimated wage for this position is \$43,636 and the estimated additional benefit cost is \$15,169 as a 1.0 FTE for the year. Request at the 2.5% amount would provide \$15,000 in salary and benefits, which would require Parks to hire the Program Assistant 2 in October 2020.

Would the changes include an increase to permanent staffing levels for this service? Yes If yes, FTEs:

What impacts would City residents and visitors experience if this service is provided a 2.5% increase in funding?

A program assistant would allow significantly more programming for at-risk teens on Madison's Northside. This request to add this position is supported by the Neighborhood Resource Team.

Decrease

Explain how you would change the service activities and the level of service as a result of implementing a 2.5% funding decrease to this service:

Parks would reduce facility hours during the school year. In order to maintain existing programs, we would rely on the anticipated increase in Contributions and Donations from grants/donations received.

Explain the changes by major expenditure category that your agency would implement as a result of a 2.5 % funding decrease to this service:

Parks would anticipate a reduction in facility hours from September-June by 14 hours per week (602 hour reduction). The facility would close at 8pm Monday-Friday and would open at 8am on Tuesdays and Thursdays (currently open at 6am on Tues/Thurs).

Would the changes include a decrease to permanent staffing levels for this service? No If yes, FTEs:

What impacts would City residents and visitors experience if this service is provided a 2.5% decrease in funding?

The reduction in facility hours would impact approximately 450 members monthly who utilize the facility during these times for exercising, game room, open gym, meetings, general socializing, and MSCR fitness classes, pottery classes, and childcare. Reduction would also impact popular Friday Teen Night program designed to provide a safe space for youth during evening hours when they are likely to engage in negative behaviors.