2016-2017 BUDGET QUESTION

Response to Request for Information

DEPARTMENT: Police, Fire, EMS

REQUEST NO.: 236

REQUESTED BY: Garza

DATE REQUESTED: 8/26/16

DATE POSTED: 8/30/16

REQUEST: Please review specified FY16 public safety budget lines against year-to-date expenditures and justify whether funds might be made available to Council and/or the impact of reducing these fund balances.

Police												
	Fund	Dept	Program	Activity	Budget	Object Cod	Object Name	FY 2016 Budget	YTD Expenses	Encumbrance	Available	% remaining
Executive Staff	1000	8700	9MGT	9ADM	1110	5028	Terminal pay	3,417,209	145,819	0	3,271,390	95.73%
Dispatch Center	1000	8700	5OPS	21AA	2133	5006	Temporary employees	581,454	6,339	0	575,115	98.91%
Interfund Transfers	1000	8700	9TRQ	9XFR	9999	6245	Wireless Communications-maint	3,024,730	1,237,450	25,799	1,761,482	58.24%
Traffic Enforcement	1000	8700	11AA	11A7	7917	6250	Fleet-equip.preventative maint	1,040,999	278,563	0	762,436	73.24%
											6,370,422	

Fire												
	Fund	Dept	Program	Activity	Budget	Object Cod	Object Name	FY 2016 Budget	YTD Expenses	Encumbrance	Available	% remaining
Combat Operations	1000	8300	2CFS	2CBT	2100	5115	Compensation Adjustment	1,189,530	0	0	1,189,530	100.00%
Transfers	1000	8300	9TRQ	9REQ	9998	5150	Accrued Payroll	1,082,850	0	0	1,082,850	100.00%
Wildfire Mitigation	1000	8300	4PRV	3OUT	2150	5860	Services-other	900,000	10,667	10,172	879,161	97.68%
Cadet Employment Processing	1000	8300	9MGT	9ADM	3575	5860	Services-other	647,475	234,019	4,927	408,529	63.10%
Cadet Employment Processing	1000	8300	9MGT	9ADM	3575	5620	Services-legal fees	200,000	17,667	31,070	151,263	75.63%
Engineering and Inspection	1000	8300	4PRV	4PLN	3304	5001	Regular wages - full-time	164,750	39,211	0	125,539	76.20%
											3,836,871	

EMS												
	Fund	Dept	Program	Activity	Budget	Object Cod	Object Name	FY 2016 Budget	YTD Expenses	Encumbrance	Available	% remaining
Operations Support	1000	9300	3PST	3FLD	3610	7426	Medical equipment (noncapital)	307,088	63,091	16,831	227,166	73.97%
Employee Services	1000	9300	9MGT	9ADM	8781	5860	Services-other	459,800	52,489	9,810	397,501	86.45%
Transfers	1000	9300	9TRQ	9REQ	9998	5150	Accrued Payroll	341,742	0	0	341,742	100.00%
											966,409	

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RESPONSE:

In the budget, surplus funding in the line items identified by Council Member Garza can be generally explained by one of three reasons:

1. Line items are lump-sum or scheduled transfers that will be expended at year-end.

2. Activity was charged to another object code or unit, creating a surplus in one line linked to a deficit in another line.

3. Surplus funding has been previously identified and set aside to balance unexpected and unbudgeted overages elsewhere in the department's budget.

More specifically, the identified surpluses can be explained as follows:

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Expenditures for each budget line item must be evaluated against all of the units it affects in order to understand if funds are available in that line item.

Terminal Pay – Terminal Pay is the result of a contractual agreement between the City of Austin and the Austin Police Association to make a lump sum payment upon resignation and/or retirement to sworn employees for certain leave balances. These balances include accrued sick leave, accrued vacation leave, comp time balances, and exception vacation. It also includes lump sum payments for civilian employees related to accrued vacation and comp time balances. The COA payroll system automatically defaults this payment/expenditure to the employee's home unit upon retirement, thus making it difficult for the budget and expenditure lines to match up.

APD's FY2016 budget of $3,417,209 is budgeted entirely in Unit 1110 (Executive Staff) because we are not able to predict which units or activities will have retirements resulting in terminal pay throughout the year.

As of 8/29/16, the total expenditures for FY2016 are $3,536,858 in 53 different units. The Terminal Pay object code is currently over budget by $119,649 and is expected to be further over budget with two pay periods remaining in FY2016. Below is a chart depicting the FY2016 budget and expenditures.

Object	Object Name	Object Budget Total	Object YTD Expense Total	Object ITD Expense Total	Object Encum
5028	Terminal pay	$3,417,209	$3,536,858	$3,536,858	$0

Fund	Dept	Unit	Object	OrgName	Budget	YTD
1000	8700	1110	5028	EXECUTIVE STAFF - ADM	$ 3,417,209	$ 145,819
1000	8700	1113	5028	INTERNAL AFFAIRS	$ -	$ 117,370
1000	8700	1121	5028	CRIME ANALYSIS	$ -	$ 9,638
1000	8700	1152	5028	COMMUNITY OUTREACH	$ -	$ 6,493
1000	8700	1205	5028	PARK POLICE	$ -	$ 255
1000	8700	1310	5028	FINANCIAL MANAGEMEN	$ -	$ 16,049
1000	8700	1312	5028	POLICE TECHNOLOGY PLA	$ -	$ 30,971
1000	8700	1405	5028	LAKE PATROL	$ -	$ 13,172
1000	8700	2101	5028	MUNICIPAL COURT SERVI	$ -	$ 61,465
1000	8700	2121	5028	POLICE RECORDS	$ -	$ 1,136
1000	8700	2130	5028	POLICE COMMUNICATION	$ -	$ 20,972
1000	8700	2132	5028	EMERGENCY 9-1-1	$ -	$ 48,602
1000	8700	2133	5028	DISPATCH CENTER	$ -	$ 55,393
1000	8700	2140	5028	REAL TIME CRIME CENTER	$ -	$ 30,533
1000	8700	2325	5028	VEHICLE/EQUIPMENT MA	$ -	$ 8,665
1000	8700	2330	5028	PERSONNEL SERVICES	$ -	$ 9,146
1000	8700	2550	5028	TRAINING COMMAND	$ -	$ 1,508
1000	8700	2555	5028	CADET CLASS SALARIES	$ -	$ 6,728
1000	8700	2560	5028	LEARNED SKILLS UNIT	$ -	$ 16,244
1000	8700	3130	5028	REIMBURSED OVERTIME	$ -	$ 63
1000	8700	3135	5028	SPECIAL EVENTS--NONRE	$ -	$ 97
1000	8700	3316	5028	DOWNTOWN RANGERS	$ -	$ 47
1000	8700	3320	5028	AIR SUPPORT	$ -	$ 110,435
1000	8700	3335	5028	AV / WRECKER	$ -	$ 108,269
1000	8700	4010	5028	FORENSIC SERVICES	$ -	$ 46,121
1000	8700	4014	5028	EVIDENCE CONTROL	$ -	$ 16,527
1000	8700	4020	5028	RECORDS MANAGMENT	$ -	$ 8,301
1000	8700	4022	5028	CRIME SCENE	$ -	$ 4,812
1000	8700	4040	5028	DNA	$ -	$ 3,065
1000	8700	4050	5028	VICTIM SERVICES	$ -	$ 795
1000	8700	4115	5028	DOMESTIC VIOLENCE	$ -	$ 101,282
1000	8700	4116	5028	HOMICIDE	$ -	$ 108,428
1000	8700	4126	5028	HUMAN TRAFFICKING VIC	$ -	$ 92,312
1000	8700	4130	5028	WHITE COLLAR CRIMES	$ -	$ 107,695
1000	8700	4156	5028	COMPUTER FORENSICS	$ -	$ 9,535
1000	8700	4220	5028	CENTRALIZED BURGLARY	$ -	$ 105,573
1000	8700	4225	5028	PAWN SHOP	$ -	$ 54,952
1000	8700	4414	5028	INTELLIGENCE	$ -	$ 192,078
1000	8700	4451	5028	FIREARMS UNIT	$ -	$ 108,598
1000	8700	4522	5028	NARCOTICS CONSPIRACY	$ -	$ 108,445
1000	8700	5101	5028	REGION 1 PATROL	$ -	$ 126,635
1000	8700	5111	5028	REGION 1 DETECTIVES	$ -	$ 202,660
1000	8700	5116	5028	DTAC-DOWNTOWN AREA	$ -	$ 219,088
1000	8700	5118	5028	DTAC METRO TACTICAL	$ -	$ 9,489
1000	8700	5201	5028	REGION 2 PATROL	$ -	$ 193,729
1000	8700	5301	5028	REGION 3 PATROL	$ -	$ 108,781
1000	8700	5320	5028	REGION 3 DR	$ -	$ 93,098
1000	8700	5349	5028	COURT LIAISON PATROL	$ -	$ 1,186
1000	8700	5401	5028	REGION 4 PATROL	$ -	$ 353,800
1000	8700	5411	5028	REGION 4 DETECTIVES	$ -	$ 113,222
1000	8700	6101	5028	RISK MANAGEMENT COM	$ -	$ 137,747
1000	8700	6200	5028	AIRPORT POLICE	$ -	$ 61,360
1000	8700	7911	5028	NEIGHBORHOOD POLICIN	$ -	$ 28,469
				TOTAL:	$ 3,417,209	$ 3,536,858

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Temporary Employees – Temporary Employees are used primarily in the Communications Center. New employees are hired as Temporary Employees during their training period and are then converted to Regular Employees upon completion of their training. When temporary employees are not available for hiring, then Communications must expend their civilian overtime budget.

APD's FY2016 Temporary Employees budget of $1,346,061 is budgeted in various units where we expect to use the funds in based on historical usage. Due to many factors, including additional FTEs, usage of civilian overtime, and the timing of hiring temporary employees, the expenditures may actually hit units that did not originally have a budget for Temporary Employees. For example, although Unit 2133 (Dispatch Center) expenditures are under budget by $575,115, eighteen other units are over budget. Additionally, although Unit 2133 (Dispatch Center) is under budget in the Temporary Employees line item, it is over budget by $149,344 in the Civilian Overtime line item due to the timing of hiring temporary employees.

As of 8/29/16, the total expenditures for FY2016 are $941,094 in 23 different units. The expenditures in the Temporary Employees object code are expected to meet or be slightly under budget with two pay periods remaining in FY2016. However, if this line item is under budget, it will be offset against civilian overtime, which is currently over budget.

Wireless Communications Maintenance – APD's FY2016 budget of $3,024,736 is budgeted in Unit 9999, however, expenditures also hit Unit 9998. Additionally, expenditures from object code 6247 (Wireless Communications Towers) and 6248 (Wireless Communications – Install), which both have $0 budgeted, are offset against this budgeted line item.

As of 8/29/16, the total expenditures, including encumbrances, for FY2016 are $1,985,614.
The expenditures in these line items are charged through the COA Wireless Office and are expected to meet budget with 1.5 months of expenditures remaining to be booked in FY2016.

Object	Object Name	Object Budget Total	Object YTD Expense Total	Object Encum
6245	Wireless Communications-maint	$3,024,730.00	$1,645,739.16	$60,321.26
6247	Wireless Communication-towers	$0.00	$127,774.50	$0.00
6248	Wireless Communication-instal	$0.00	$151,778.58	$0.00
	TOTAL:	$3,024,730.00	$1,925,292.24	$60,321.26

Fund	Dept	Unit	Unit Name	Budget	YTD Exp	Enc Amt
1000	8700	9998	OTHER REQUIREMENTS	$0.00	$408,289.59	$2,802.50
1000	8700	9999	INTERFUND TRANSFERS-OTHER	$3,024,730.00	$1,237,449.57	$57,518.76
1000	8700	9998	OTHER REQUIREMENTS	$0.00	$127,774.50	$0.00
1000	8700	9998	OTHER REQUIREMENTS	$0.00	$151,778.58	$0.00
			TOTAL:	$3,024,730.00	$1,925,292.24	$60,321.26

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Fleet Equipment Preventative Maintenance – Fleet equipment preventative maintenance is an interdepartmental agreement between APD and Fleet Services and is a flat maintenance fee based on the number of vehicles in APD's fleet.

APD's FY2016 budget of $5,742,965 is budgeted in 26 different units. Although Unit 7917 (Traffic) expenditures are under budget by $762,436, Unit 7911 (Neighborhood Policing Patrol) expenditures are over budget by $782,204.

As of 8/29/16, the total expenditures for FY2016 are $5,056,771.
The expenditures in this object code have gone over budget for the past five years (see chart below) and are expected to meet or possibly exceed budget as there are two months of expenditures remaining to be booked in FY2016.

Fiscal Year	Budget	Expenditures	Variance (Over Budget)
2015	$5,385,151	$5,913,101	$(527,950)
2014	$4,692,999	$4,707,859	$(14,860)
2013	$5,705,892	$6,151,580	$(445,688)
2012	$5,043,833	$5,247,529	$(203,696)
2011	$4,378,468	$4,661,218	$(282,750)

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Fire

In the Fire Department budget, the surplus funding in each of the line items identified by Council Member Garza can explained by one of four REASONS:

1. Funding expenditures will be spent/encumbered at year-end.
2. Activity was charged to another Object line, creating a surplus in one line linked to a deficit in a related line.
3. Fire also sees the surplus and funding was already decreased in this line item for the FY 2017 Proposed Budget.
4. AFD is projected to go over budget in FY2016 by approximately $2 million because of mandatory backfill in Operations and excess vacancies due to delayed hiring. Funding surplus in several line items was purposely set aside to address the department's projected deficit of $5.7 million in the Overtime-Civil Service and reduce it down to $2 million.

More specifically, the identified surpluses can be explained as follows:

	Unit Descriptions	Fund	Dept	Unit	Object	Object Name	Budget	Year-to-Date	Encumbrance	Available
A	Combat Operations	1000	8300	2100	5115	Compensation Adjustment	$1,189,530	$0	$0	$1,189,530
B	Transfers	1000	8300	9998	5150	Accrued Payroll	$1,082,850	$0	$0	$1,082,850
C	Wildfire Mitigations	1000	8300	2150	5860	Services-other	$900,000	$21,351	$1,368	$877,281
D	Cadet Employment Processing	1000	8300	3575	5860	Services-other	$647,475	$234,020	$4,926	$408,529
E	Cadet Employment Processing	1000	8300	3575	5620	Services-legal fees	$200,000	$17,667	$31,070	$151,263
F	Engineering and Inspections	1000	8300	3304	5001	Regular wages - full-time	$164,750	$39,655	$0	$125,095

A. Combat Operations – Compensation Adjustment: (Reason 2) This budget line item is for sworn pay raises in FY16. The actual cost of the raises is incurred in Fund 1000, Dept 8300, Program 2CFS, Activity 2CBT, Budget 2100, Object 5007, Object Name Regular Wages – Civil Services; any surplus has been accounted to help balance our overtime expenditures (Reason 4).

B. Transfers – Accrued Payroll: (Reason 1) Accrued Payroll is a transfer that is completed by the Controller's Office at the end of the year with all of the department's allocation transferred out.

C. Wildfire Mitigation – Services Other: (Reason 2) Almost all of the "Services Other" funding in Wildfire is being charged to other object codes for tracking purposes. Here are some of the areas where some of the negative balances can be seen:
   - Temporary employees in Object Code 5006 (-$97,855)
   - Seasonal employees in Object Code 5003 (-$38,360)
   - Adjunct firefighters - Overtime Civil Service in Object Code 5008 (-$124,710)
   - Tools/equipment in Object Code 7600 (-$60,680)
   - Software in Object Code 7580 (-$40,000)
   - Any surplus funding in Wildfire- Services Other will be used to cover the department Overtime deficit (Reason 4).

D. Cadet Employment Processing - Services Other: (Reason 3) This budget has already been reduced by $100K in the Proposed FY 17 Budget. Further, the written exam for the 2015-2016 hiring process took place in September 2015 and the related expenses were charged to the FY 15 budget, leaving extra in the FY16 budget. Surplus in this category has been set aside to cover Overtime (Reason 4). To conduct a full hiring process, beginning to end, for 3,500 to 5,000 recruits, expenses can run from $500K to $550K for the third party hiring consultant, facility fees, test administrators and evaluators, etc.

E. Cadet Employment Processing – Legal Fees: (Reason 1) Fire anticipates the Law Department back-charging roughly $50K to cover legal services related to the administration of the DOJ consent decree that were provided in the latter half of FY 16. That charge will be billed to this line item prior to year's end Fire already offered to reduce this line by $100K (Reason 3) in response to Council Concept Menu item PS2.01. In FY2015, an additional $200,000 was added to the Fire Department's $5,000 budget used to cover legal consultants. The $200,000 in funding was necessary to cover anticipated legal fees on issues related to the Department of Justice consent decree implementation process. Legal consulting fees experienced by AFD should decline in FY2017 since several of the major issues related to the consent decree have been resolved. However, the same budgeted line item also pays for unexpected lawsuits requiring external counsel and/or unexpected annexation debt from Emergency Service District property acquired by the City. While the risk remains that Fire will need more than $105,000 for legal consultants or annexation debt in FY 2017, it is likely the department can cover it from other funding in the service contracts line.

F. Engineering and Inspections – Regular wages, full-time: (Reason 2) Wages for Engineers are charged to two programs; One Stop Shop (1SSP) and Engineering and Inspections (4PRV). The One Stop Shop has one Activity (Inspections, Review and Support 6SPT) with three budgets; Land Use Review Team (7733), Building Plan Review (7746), Permit and License Center (7763) and Commercial Bldg Inspection (7793). The positive balance in Engineering and Inspections is offset by the negative balances in the One Stop Shop budgets.

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Unit Name	Fund	Dept	Unit	Object	Object Name	FY16 Budget	Year-to-Date	Encumbrance	Available
Operational Support	1000	9300	3610	7426	Medical equipment (noncapital)	$307,088	$63,091	*$72,608	*$171,388
Employee Services	1000	9300	8781	5860	Services – other	$459,800	*$52,521	$9,810	*$397,469
Transfers	1000	9300	9998	5150	Accrued Payroll	$341,742	$0	$0	$341,742

*Denotes data from Controller's Office Website as of August 29, 2016

Medical equipment (noncapital) is used to purchase noncapital medical equipment like AEDs, Stair Chairs, Turnout Ensembles, Digital Thermometers, Medication storage containers, medical oxygen and canvas bags & tarps for the field operations. It is a volatile object code that does not have cyclical spending. In FY15, the department spent $161,000 over the budgeted amount in this object code and $14,000 over in FY14. The overspending was offset with savings in other object codes. The amount spent is determined based on need in that fiscal year. EMS continues to receive invoices for medical oxygen to date and anticipate full usage of this object code in this fiscal year and beyond.

Services – other is primarily used for civil service employment. The contracts that fall under this object code include background checks and pre-employment, psychological testing, grievances for civil service mandate, contract for promotional assessments, contract for structure oral boards, drug testing, fitness for duty fund and disciplinary arbitration. These funds may not be used each fiscal year, but remain budgeted because the department and city cannot predict when we will have to respond to grievances, fitness for duty or arbitration. In regards to promotional assessments and structure oral boards, these costs are determined when we have promotional processes – which is a result of vacancies in higher class positions due to attrition or new funding. If these funds are reduced the department runs the risk of not managing these programs as mandated by civil service law and the current meet & confer contract with the ATCEMS Employee Association.

Accrued Payroll is a transfer that is completed by the Controller's Office at the end of the year with all of the department's allocation transferred out.