Introduced by: The Council President

At the request of: The Administration (Department of Finance)

Prepared by: Department of Legislative Reference

Date: January 18, 2017

Referred to: BUDGET AND APPROPRIATIONS

Committee

Also referred for recommendation and report to municipal agencies listed on reverse.

CITY COUNCIL 17- 0010

A BILL ENTITLED

AN ORDINANCE concerning

Supplementary General Fund Operating Appropriation – Law Department – \$570,000

For the purpose of providing a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department – Service 861 (Controversies), to provide funding for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office, which will improve information management, reduce existing costs and risks for the City, and improve operating efficiency; and providing for a special effective date.

By authority of
Article VI - Board of Estimates
Section 8(b)(3) and (c)
Baltimore City Charter
(1996 Edition)

^{**}The introduction of an Ordinance or Resolution by Councilmembers at the request of any person, firm or organization is a courtesy extended by the Councilmembers and not an indication of their position.

Agencies

Other:	Other:
Other:	Огрег:
Other:	Other:
Wage Commission	Employees, Retirement System
Planning Commission	Commission on Sustainability
Parking Authority Board	Comm. for Historical and Architectural Preservation
Labor Commissioner	Board of Municipal and Zoning Appeals
Fire & Police Employees' Retirement System	Board of Ethics
Environmental Control Board	Board of Estimates
snoissimn	Boards and Coi
Other:	Other:
Other:	Other:
Police Department	Other:
Office of the Mayor	Bainnald to tasmtaged
Mayor's Office of Information Technology	Department of Human Resources
Mayor's Office of Human Services	Department of Housing and Community Development
Mayor's Office of Employment Development	Department of General Services
Health Department	Department of Finance
Fire Department	Department of Audits
Department of Transportation	Comptroller's Office
Department of Recreation and Parks	City Solicitor
Department of Real Estate	
Department of Public Works	Baltimore City Public School System

ORDINANCE 17.003 Council Bill 17-0010

Introduced by: The Council President

At the request of: The Administration (Department of Finance)

Introduced and read first time: January 23, 2017
Assigned to: Budget and Appropriations Committee

Committee Report: Favorable Council action: Adopted

Read second time: February 6, 2017

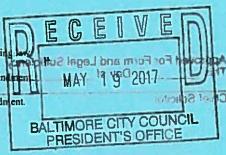
AN ORDINANCE CONCERNING

1 2	Supplementary General Fund Operating Appropriation – Law Department – \$570,000
3	FOR the purpose of providing a Supplementary General Fund Operating Appropriation in the
4	amount of \$570,000 to the Law Department - Service 861 (Controversies), to provide
5	funding for technology purchases by the Central Bureau of Investigation to allow remote data
6	collection and migration to a paperless office, which will improve information management,
7	reduce existing costs and risks for the City, and improve operating efficiency; and providing
8	for a special effective date.
9	BY authority of
10	Article VI - Board of Estimates
11	Section 8(b)(3) and (c)
12	Baltimore City Charter
13	(1996 Edition)
14	Recitals
15	The revenue appropriated by this Ordinance represents funds from the Legal Settlement
16	Proceeds Revenue Fund that the City received as part of a \$1.2 million settlement in connection
17	with anti-trust litigation relating to bid-rigging by the municipal derivatives industry, in excess o
18	the revenue relied on by the Board of Estimates in determining the tax levy required to balance
19	the budget for Fiscal Year 2017.
20	This additional revenue could not have been reasonably anticipated when the Ordinance of
21	Estimates for Fiscal Year 2017 was formulated.
22	This appropriation is made necessary by a material change in circumstances since the
23	Ordinance of Estimates for Fiscal Year 2017 was formulated or is for a new program that could
24	not have been reasonably anticipated when that Ordinance of Estimates was formulated.

EXPLANATION: CAPITALS indicate matter added to existing law.

[Brackets] indicate matter deleted from existing law.

<u>Underlining</u> indicates matter added to the bill by amen the Strike out indicates matter stricken from the bill by amendment or deleted from existing law by amendment.



Council Bill 17-0010

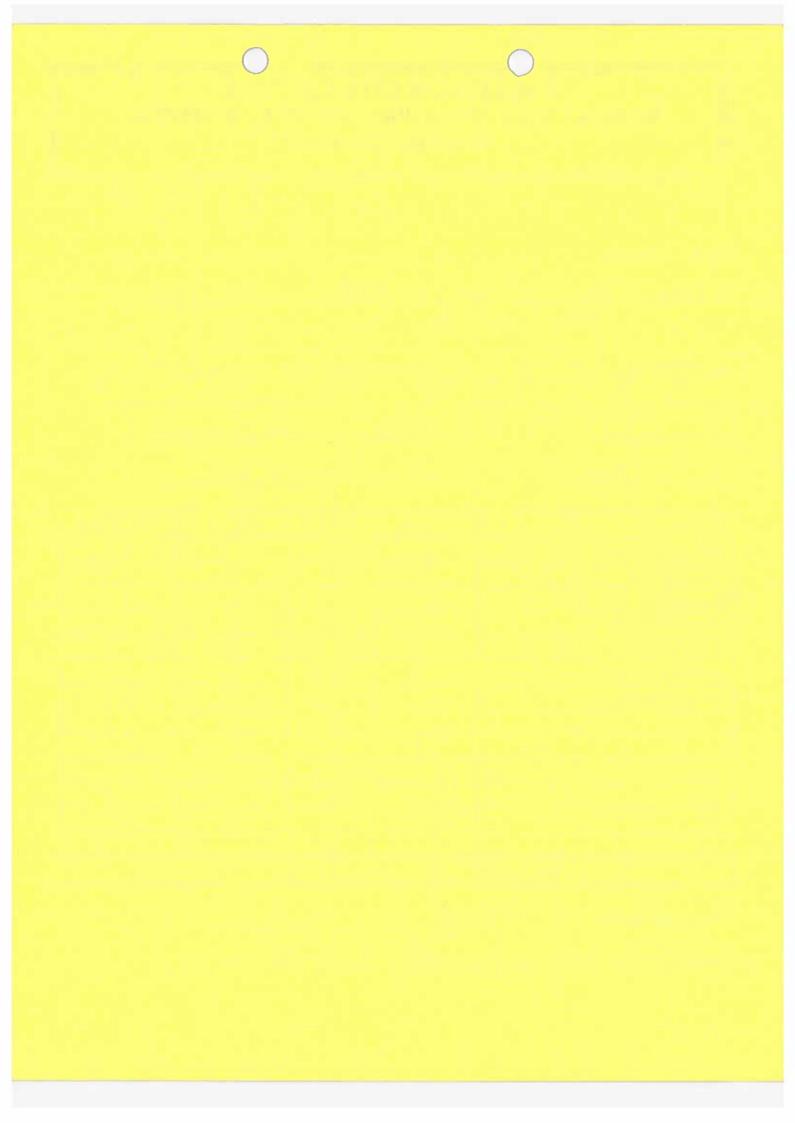
1 2	On December 21, 2016, the Board of Estimates recommended this appropriation to the City Council.
3 4 5 6 7 8 9 10 11 12	SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE, That \$570,000 shall be made available to the Law Department – Service 861 (Controversies) as a Supplementary General Fund Operating Appropriation for Fiscal Year 2017, to provide funding for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office, which will improve information management, reduce existing costs and risks for the City, and improve operating efficiency. The source of revenue for this appropriation is funds from the Legal Settlement Proceeds Revenue Fund that the City received as part of a \$1.2 million settlement in connection with anti-trust litigation relating to bid-rigging by the municipal derivatives industry, in excess of the amount from this source that was relied on by the Board of Estimates in determining the tax levy required to balance the budget for Fiscal Year 2017.
14 15	SECTION 2. AND BE IT FURTHER ORDAINED, That this Ordinance takes effect on the date it is enacted.
	Certified as duly passed this day of FEB 2 7 2017
	Certified as duly delivered to Her Honor, the Mayor,
	thisday ofFEB 2 7 2017
	Approved this 11 day of Mach, 2017 Cathern & Run Mayor, Baltimore City

dlr16-0036-3rd/01Feb17 suppapp/cb17-0010-3rd/nbr

Chief Solicitor

BALTIMORE CITY COUNCIL BUDGET AND APPROPRIATIONS COMMITTEE VOTING RECORD

DATE: 1-31-17					
Bill #: <u>17-0010</u>					
BILL TITLE: Supplementary G Department - \$57		perating Ap	propriation – L	<u>Law</u>	
MOTION BY: Herry SECONDED BY: Pinkett					
FAVORABLE FAVORABLE WITH AMENDMENTS					
UNFAVORABLE	WITHO	UT RECO	MMENDATI	ON	
NAME	YEAŞ	NAYS	ABSENT	ABSTAIN	
Costello, Eric - Chair	Ø,				
Pinkett, Leon - Vice Chair	U				
Henry, Bill	V				
Middleton, Sharon	D				
Scott, Brandon					
Schleifer, Isaac		U/			
Sneed, Shannon					
TOTALS 5 2					
CHAIRPERSON: C-J-Cog COMMITTEE STAFF: Marguerite Murray, Initials: M. M.					



CITY OF BALTIMORE

CATHERINE E. PUGH, Mayor



DEPARTMENT OF LAW

101 City Hall Baltimore, Maryland 21202

February 3, 2017

The Honorable Councilmember Costello Chair, Budget and Appropriations Committee City Hall 100 N. Holliday Street, 5th Floor Baltimore, Maryland 21202

> Re: City Council Bill 17-0010 – INFORMATION REQUESTED

Dear Councilmember Costello:

The Law Department was requested to provide two additional pieces of information concerning this bill to the Budget and Appropriations Committee. I trust you will disseminate it to the Committee members in due course.

First, the Committee requested a breakdown of how the money will be spent. The money will be used to purchase the appropriate software tool to assist attorneys addressing complex ediscovery productions; it is NOT a merely a platform to store data. As data storage has become less expensive, the volume of data retained has grown exponentially and requires tools to facilitate the review, analysis and production of that data. The review is complicated by increased volumes that lawyers have not seen in the past, in addition to new legal rules about how to disseminate that data in litigation. See Local Rules of the Federal District Court for the of Maryland, Appendix A: Discovery Guidelines http://www.mdd.uscourts.gov/sites/mdd/files/LocalRules.pdf (interpreting Federal Rule of Civil Procedure 26 to require that every document involved be categorized by certain information fields). The Law Department must purchase a system to minimize the cost of these legally mandated functions of aggregating, storing, reviewing and categorizing documents (both hard copy and those that were created electronically). Thus, the Law Department plans to spend approximately eighty percent of the appropriation on the cost of such a system and the remaining twenty percent on maintaining and utilizing that system (training, support, hardware, etc.). Although the Law Department and MOIT have reviewed many products used by others to comply with the current e-discovery requirements, it wants to make sure that it selects the best product available at the time of purchase. It will likely purchase either ExterroTM, Everlaw or perhaps Z-discovery by ZapprovedTM. The plethora of available products, each of which do slightly different things, evidences the fact that litigators are moving towards having such a tool available in-house, rather than paying a vendor to perform these skills in multiple separate cases,

Councilmember Costello Chair, Budget and Appropriations Committee February 3, 2017 Page 2 of 2

as we have been forced to do in the past. A purchase of this type is the only way to minimize the amount of these required expenditures.

The Committee has also requested a break-down of litigation matters by number of pages at issue in discovery. On average, 378 new cases are received each year. The number of such cases that involve the collection of voluminous data increases each year because, as noted above, cheap storage facilitates the keeping of more data that must be reviewed. In 2016, there were at least twenty such matters. Many of these cases are on-going and therefore the number of pages at issue in discovery now could rise before the case concludes. Cases that exceed 100,000 pages in discovery simply cannot be handled well with the Law Department's existing software. Four recent cases had more than a million pages at issue in discovery. Those cases also involve millions of dollars: the City received \$4.8 Million dollars in one and prevented the City from losing \$31 Million dollars of revenue per year in another

Very truly yours,

Hilary Ruley Chief Solicitor

cc: David Ralph, Acting City Solicitor

Elena DiPietro, Chief Solicitor, General Counsel Division

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		And Kilemi		
5	NAME &	Andrew Kleine, Chief	CITY of	
0 2	AGENCY NAME & ADDRESS	Bureau of the Budget and Management Research Room 432. City Hall (410) 396-4941	BALTIMORE	CITY O
Ш	SUBJECT	City Council Bill #17-0010 — Supplementary General Fund Operating Appropriation. Law Department	MEMO	1792
	_		DATE:	

TO

The Honorable President and Members of the City Council Room 400, City Hall

Attention: Ms. Natawna Austin

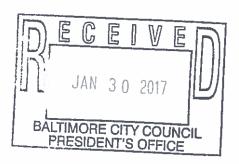
January 27, 2017

City Council Bill 17-0010 has been introduced for the purpose of providing a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department – Service 861 (Controversies), to provide funding for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office. This will improved information management, reduce existing costs and risks for the City, and improve operating efficiency; and providing for a special effective date.

The source of funds for this appropriation (\$570,000) will come from the Legal Settlement Proceeds revenue fund (1001-000000-1500-707100-400475). The City received \$1.2 million as part of a settlement in connection with anti-trust litigation relating to bid-rigging by the municipal derivatives industry. Funds will be spent from Account #1001-000000-1752-175200-606003.

The Department of Finance supports this legislation.

cc: Henry Raymond Angela Gibson







CITY OF BALTIMORE

CATHERINE E. PUGH, Mayor



DEPARTMENT OF LAW

101 City Hall Baltimore, Maryland 21202

January 25, 2017

The Honorable President and Members of the Baltimore City Council Attn: Executive Secretary Room 409, City Hall 100 N. Holliday Street Baltimore, Maryland 21202

> City Council Bill 17-0010 - Supplemental Appropriation - Law Re:

Department - \$570,000

Dear President and City Council Members:

The Law Department has reviewed City Council Bill 17-0010 for form and legal sufficiency. The bill provides a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department of Baltimore City. The funds come from a \$1.2 Million dollar settlement that the Law Department assisted in obtaining. The appropriation would go to purchase technology designed to lower the time and cost of producing records. The bill is effective on the date it is enacted.

The City Charter establishes the criteria for making supplementary appropriations. City Charter, Art. VI, §8. Section 8(b)(3) of Article VI of the City Charter permits such a supplementary appropriation when there has been "a material change in circumstance or additional appropriations for new programs which could not reasonably be anticipated at the time of the formulation of the proposed Ordinance of Estimates" for Fiscal Year 2016. The supplementary appropriation must be recommended by the Board of Estimates and must be approved by the Mayor and City Council via an ordinance, which must identify the source of the funds and may only encompass a "single program, purpose, activity or project." The Law Department approves this bill for form and legal sufficiency.

> Very truly yours, Hilary Rules

Hilary Ruley **Chief Solicitor**

David Ralph, Acting City Solicitor cc: Angela C. Gibson, Mayor's Legislative Liaison

Elena DiPietro, Chief Solicitor, General Counsel Division

Victor Tervala, Chief Solicitor

Jennifer Landis, Assistant Solicitor

2017 BALTIMORE CITY COUNCIL ESIDENT'S OFFICE





CITY OF BALTIMORE

CATHERING E. PUGH, Mayor



OFFICE OF COUNCIL SERVICES

LARRY E. GREENE, Director 415 City Hall, 100 N. Holfiday Street Baltimore, Maryland 21202 410-396-7215 / Fax: 410-545-7596 email: larry.greene@baltimorecity.gov

HEARING NOTES

Bill: 17-0010

Supplementary General Fund Operating Appropriation-Law Department - \$570,000

Committee:	Budget and Appropriations
Chaired By:	Councilmember Eric Costello
Hearing Date: Time (Beginni Time (Ending): Location: Total Attenda	ing): 2:10 PM
Committee Me	mbers in Attendance:
Eric Costello Leon Pinkett Bill Henry Sharon Green M	Brandon Scott Isaac "Yitzy" Schleifer Sharon Sneed Iiddleton
Attendance she Agency reports Hearing televis Certification of Evidence of no Final vote take Motioned by: Seconded by:	the file?
····	Major Speakers (This is not an attendance record.)

- Andrew Kleine, Finance Department
- David Ralph, Law Department
- Smalkin, Frederic, Law Department



Major Issues Discussed

- 1. The representative from the Finance Department briefly talked about the purpose of the supplemental.
- 2. The representatives from the Law Department talked about their current system for collecting and storing data versus how it will be after the new system is implemented. Some highlights of their conversation were:
 - Need for new system
 - Current system is complex
 - The system's requirements changes over the years!
 - Cost to city is substantial
 - Some reasons their system could not be compared to other jurisdictions
 - More cost savings and will reduce time used to perform processes
 - Paper documents needs to be digitalized!
 - New system is needed for efficiency too!
 - Will be able to gather data in a more timely manner
 - Data
 - Talked about the type of software used
 - Talked about past cost vs. what cost it will be moving forward
 - Time used to sort through data currently
 - The amount of data used and sorted through
- 3. The committee members asked questions, stated some concerns and/or made comments. Some highlights of their conversation, concerns, questions, and etc. were:
 - Paperless System
 - Why can't the City provide and/or think about implementing a "paperless system" for all city agencies?
 - Innovative Government
 - Explain how this ties into innovative government
 - It seems like this project is a prime example for the Innovative Fund
 - Cost Savings/Storage Capacity/New System
 - How many cases do you think (an estimate) crosses the million page mark?
 - Please elaborate on the storage capacity, what is it?
 - How much memory? How long you have to store same?
 - How long do you expect the new system to last?
 - Do you feel the new system is adequate to last at least five (5) years?
 - Cost savings is a top priority for me What would the Department done if the settlement was not received?
 - There are many functions in your Department which is more than just data and storage! Hope that the new system will handle processes for at least 5 years or more!
 - Also See "Further Study" below.

- Also, See Further Study	Delow.
Furtl	her Study
Was further study requested?	⊠ Yes □ No

If yes, describe.

- 1. Some committee members have asked the Law Department to provide additional information, such as:
 - A better breakdown of what city will be getting
 - Total number of cases
 - Size of requests, and etc.
- 2. Per the Chairman of the committee, the information requested is to be submitted to the committee members by the close of business on Friday, February 03, 2017.

Committee Vote:

Date: February 3, 2017

E. Costello:	Yes
L. Pinkett:	
B. Henry:	Yea
S. Middleton:	
B. Scott:	Nav
I. Schleifer:	Na
S. Sneed:	-

M. W.

Marguerite Murray, Committee Staff

cc: Bill File

OCS Chrono File

BALTIMORE NG ATTENDANCE RECORD

		Chairperson: The Honorable Eric T. Costello	orable E	iric T. Cos	tello	
Pla	Place: Clar	Clarence "Du" Burns Chambers				T
riation - Law	v Departn	riation - Law Department - \$570,000	CC Bill	CC Bill Number: 1	17-0010	
RINT				WEAT IS YOUR POSITION ON THIS BILL?	(*) LOBBYIST: ARE YOU REGISTERE D IN THE CITY	
LEASE		CHECKHERE	STIFY	R TENIA		
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Page No.





BALTIMORE CITY COUNCIL BUDGET AND APPROPRIATIONS COMMITTEE

Mission Statement

On behalf of the Citizens of Baltimore City, the mission of the Budget and Appropriations Committee is to analyze and oversee the continuing operations, efficiency, and functions of Baltimore City government.

The Committee provides regular oversight of the funding and spending practices of City agencies, periodically analyzes the budget reports and activities of those agencies, and maintains a high level of fiscal accountability in City government.

As a result of its analysis and oversight, the Committee will recommend reforms to improve the operations of any of these agencies; through legislative, administrative, and/or budgetary improvements.

The Honorable Eric T. Costello Chairman

PUBLIC HEARING

TUESDAY, JANUARY 31, 2017 2:00 PM

CLARENCE "DU" BURNS COUNCIL CHAMBERS

Council Bill #17-0010
Ordinance – Supplementary General Fund Operating
Appropriation – Law Department - \$570,000

CITY COUNCIL COMMITTEES

BUDGET AND APPROPRIATIONS

Eric Costello – Chair Leon Pinkett – Vice Chair Bill Henry Sharon Green Middleton Brandon M. Scott Isaac "Yitzy" Schleifer Shannon Sneed Staff: Marguerite Murray

EDUCATION AND YOUTH

Zeke Cohen – Chair Mary Pat Clarke – Vice Chair John Bullock Kristerfer Burnett Ryan Dorsey Staff: D'Paul Nibber

EXECUTIVE APPOINTMENTS

Robert Stokes – Chair Kristerfer Burnett– Vice Chair Mary Pat Clarke Zeke Cohen Isaac "Yitzy" Schleifer Staff: Jennifer Coates

HOUSING AND URBAN AFFAIRS

John Bullock – Chair Isaac "Yitzy" Schleifer – Vice Chair Kristerfer Burnett Bill Henry Shannon Sneed Zeke Cohen Ryan Dorsey Staff: Richard Krummerich

JUDICIARY AND LEGISLATIVE INVESTIGATIONS

Erick Costello – Chair Mary Pat Clarke – Vice Chair John Bullock Leon Pinkett Edward Reisinger Brandon Scott Robert Stokes Staff: D'Paul Nibber

LABOR

Shannon Sneed – Chair Robert Stokes – Vice Chair Eric Costello Bill Henry Mary Pat Clarke Staff: Marguerite Murray

LAND USE AND TRANSPORTATION

Edward Reisinger - Chair
Sharon Green Middleton - Vice Chair
Mary Pat Clarke
Eric Costello
Ryan Dorsey
Leon Pinkett
Robert Stokes
Staff: Marshall Bell

PUBLIC SAFETY

Brandon Scott – Chair Ryan Dorsey – Vice Chair Kristerfer Burnett Shannon Sneed Zeke Cohen Leon Pinkett Isaac "Yitzy" Schleifer Staff: Marshall Bell

TAXATION, FINANCE AND ECONOMIC DEVELOPMENT

Sharon Green Middleton – Chair Leon Pinkett – Vice Chair Eric Costello Edward Reisinger Robert Stokes Staff: Jennifer Coates

- Larry Greene (pension only)

8 E 9 L 11

CITY OF BALTIMORE

CATHERINE E. PUGH, Mayor



OFFICE OF COUNCIL SERVICES

LARRY E. GREENE, Director 415 City Hall, 100 N. Holliday Street Baltimore, Maryland 21202 410-396-7215 / Fax: 410-545-7596 email: larry.greene@baltimorecity.gov

BILL SYNOPSIS

Committee: Budget and Appropriations

Bill 17-0010

Supplementary General Fund Operating Appropriation-Law Department - \$570,000

President Young at the request of the Department of Finance Sponsor:

Introduced: January 23, 2017

Purpose:

For the purpose of providing a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department - Service 861 (Controversies), to provide funding for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office, which will improve information management, reduce existing costs and risks for the City and improve operating efficiency; and providing for a special effective date.

Effective: On the date it is enacted.

Tuesday, January 31, 2017/2:00 PM/Council Chambers **Hearing Date/Time/Location:**

Agency Reports

Law Department Finance Department **Board of Estimates**

Approved



Analysis

Current Law

Article VI - Board of Estimates, Section 8 - Ordinance of Estimates - Deficiencies and Supplementary Appropriations of the Baltimore City Charter governs the mandates for supplementary appropriations.

§ 8. Deficiencies: Supplementary appropriations.

(b) Supplementary appropriations — when authorized.

Except as provided herein, the Ordinance of Estimates shall include all the moneys to be appropriated by the City for all purposes for the fiscal year for which the ordinance is applicable. Additional appropriations shall be permitted during the fiscal year only in the following circumstances and under the following conditions:

(1) Excess revenues.

Revenues from any source other than the full rate property tax and other taxes imposed under the authority of Article II, in excess of or in addition to those relied upon by the Board of Estimates in determining the tax levy required to balance the budget, may be made available for expenditure by the municipal agency responsible for the production of such revenues by a supplementary appropriation ordinance recommended to the City Council by the Board of Estimates, duly passed by the City Council by a majority vote of its members and approved by the Mayor.

(3) Material changes; new programs.

Further appropriations for programs included in the proposed Ordinance of Estimates made necessary by a material change in circumstances, or additional appropriations for new programs which could not reasonably be anticipated at the time of the formulation of the proposed Ordinance of Estimates may be made available to the appropriate municipal agency for expenditure by a supplementary appropriation ordinance recommended to the City Council by the Board of Estimates, duly passed by the City Council by a vote of three-fourths of its members and approved by the Mayor.

(c) Supplementary appropriations - Requisites of ordinance.

Every such further or additional appropriation shall be embodied in a separate ordinance limited to a single program, purpose, activity or project therein stated, and each such supplementary appropriation ordinance shall also, anything contained in the Charter to the contrary notwithstanding, provide the revenue necessary to pay the appropriation by a source, other than the full rate property tax, imposed under the authority of Article II. The revenue shall be levied and collected as directed in the ordinance. The estimate of the revenues to be derived from any source proposed in a supplementary appropriation ordinance shall be made by the Board of Estimates.

Background

Per the Department of Finance, the City received \$1.2 million dollars as part of a settlement in connection with anti-trust litigation relating to bid-rigging by the municipal derivates industry. Part of the settlement, in the form of a supplementary general fund operation appropriation, in amount of \$570,000 is being requested for the Law Department, under Service 861 for the purchase of computer processing equipment.

The funding will support technological purchases by the Central Bureau of Investigation to allow for remote data collection and migration to a paperless office; thereby improving operational efficiency.¹

¹ A letter written and sent to the members of the Board of Estimates on December 8, 2016 from Andrew Kleine, Finance Department.



Service 861- Controversies is listed under the city's priority outcome for "Innovative Government." See attached paperwork for additional information pertaining to the Service 861.

Council Bill 17-0010, upon the approval of the City Council and Mayor, will complete the process to allow these funds to be allocated to the Law Department.

Additional Information

m. m.

Fiscal Note: The \$570,000 funding will come from:

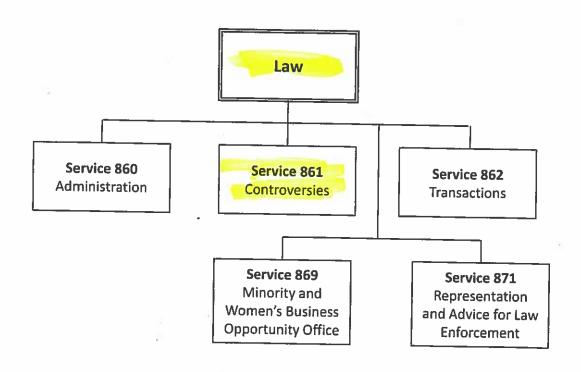
 The Legal Settlement Process Revenue Fund – Service 150: Treasury and Debt Management

Information Source(s): City Charter, Bill #17-0010, and all agency reports received as of this writing.

nalysis by: Marmerite Murr

Analysis by: Marguerite Murray Analysis Date: January 27, 2017

larguerite Murray Direct Inquiries to: (443) 984-3485



Service 861: Controversies

Priority Outcome: Innovative Government

Agency: Law

Service Description: This service provides the general litigation, labor and employment, land use, collections and prelitigation claims investigation services for the City. This service has been steadily increasing City revenue streams while avoiding or limiting liability payouts despite mounting numbers of claims against the City.

Fiscal 2015 Actual

Dallana	
Dollars	Positions
\$2,607,727	34
\$2,642,220	24
\$5,249,947	58
	\$2,607,727 \$2,642,220

Fiscal 2016 Budget

Times to to be defet		
Dollars	Positions	
\$3,802,762	34	
\$2,563,209	24	
\$6,365,971	58	

Fiscal 2017 Recommended

Dollars	Positions
\$4,429,667	34
\$2,485,143	21
\$6,914,810	55

PERFORMANCE MEASURES

Туре	Measure	FY12	FY13	FY14	FY15	FY15	FY16	FY17
		Actual	Actual	Actual	Target	Actual	Target	Target
Output	# of lawsuits handled	362	428	329	420	394	500	450
	% of repayment versus amount negotiated					- 334	300	430
Effectiveness	for collection cases	N/A	71%	75%	80%	90%	7004	
Effectiveness	% payout of damages claimed	N/A					78%	81%
	% of clients rating services good or	IV/A	1%	1%	1%	1%	1%	1%
Outcome	excellent	89%	93%	89%	92%	91%	89%	88%

This service handles collection cases for various debts owed to the City including water bills, personal property taxes and hotel/motel taxes, a mong others; in Fiscal 2017, the service projects to receive payment for 81% of the amount negotiated during collection cases.

MAJOR BUDGET ITEMS

- This budget includes an enhancement for Law technology upgrades enabling remote City-wide data collection and the migration to a paperless office, which will reduce long-term costs and improve information governance.
- The Risk Management Internal Service Fund supports 21 positions that focus on Auto/Animal Liability and Workers
 Compensation Claims. The reduction of three positions reflects the movement of two Legal Assistant positions to Service

 860: Administration and the elimination of one Office Support Specialist position.
- The Fiscal 2016 budget reflected the elimination of an \$879,000 transfer credit for legal services provided to other
 agencies by the Law Department. This action resulted in an increase to the Law budget and a reduction to customer
 agency budgets. The department continues to provide the legal services to other agencies but funding for this activity is
 housed in the Law budget.
- The recommended funding will maintain the current level of service.

CHANGE TABLE-GENERAL FUND

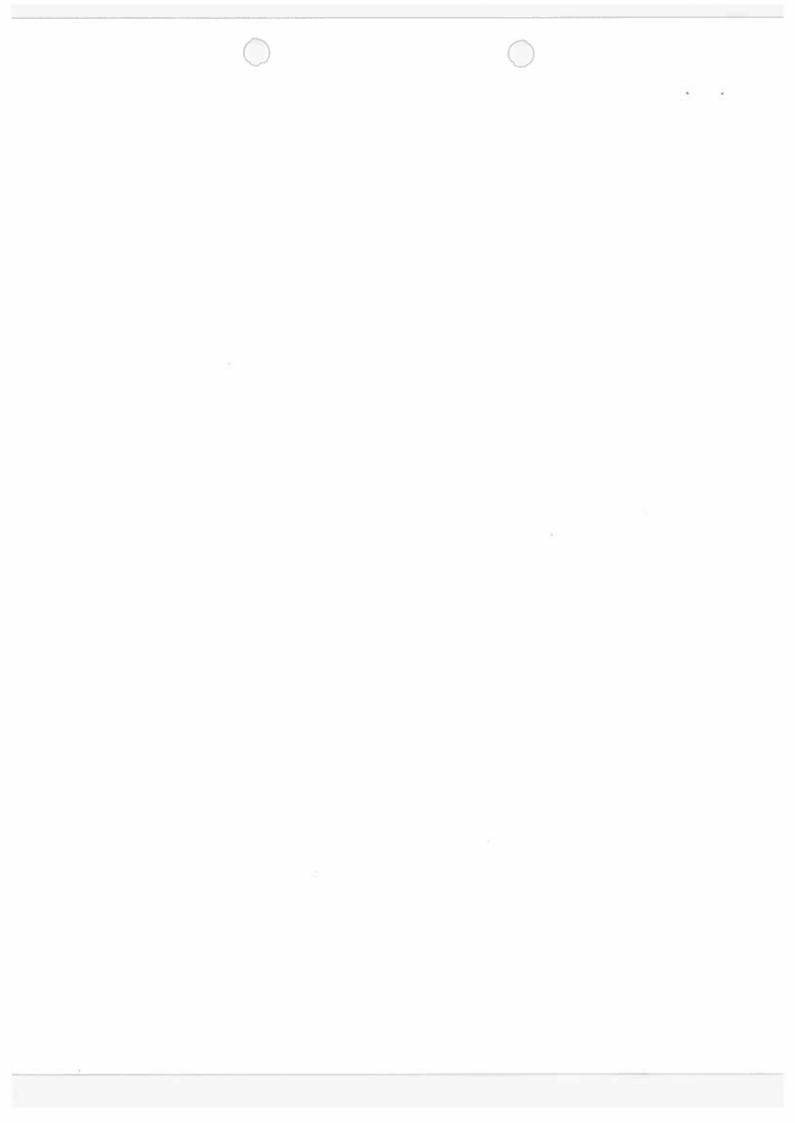
FISCAL 2016 ADOPTED BUDGET	\$3,802,762
Changes with service impacts	73,002,702
Funding to upgrade Law technology enabling remote City-wide data collection	E70.000
Adjustments with no service impact	570,000
Cost of Living Salary Adjustment	60,981
Adjustment for pension cost allocation	26,346
Adjustment for health benefit costs	(54,038)
Adjustment for City fleet rental and repair charges	14,230
Change in allocation for Workers Compensation expense	5,048
Increase in employee compensation and benefits	178
Increase in contractual services expenses	13,269
Decrease in operating supplies and equipment	(9,109)
FISCAL 2017 RECOMMENDED BUDGET	\$4,429,667

AGENCY: 3500 Law

SERVICE: 861 Controversies

SERVICE BUDGET SUMMARY

		Actual FY 2015	Budgeted FY 2016	Recommended FY 2017	Change Budg
			×		
EXPENDITURES BY OBJECT:					
O Transfers		-825,291	0	0	
1 Salaries		4,183,823	4,259,969	4,299,821	20.0
2 Other Personnel Costs		1,633,807	1,593,599	1,549,886	39,8
3 Contractual Services		172,158	377,998	385,752	-43,71 7,75
4 Materials and Supplies		39,422	37,601	30,583	-7,01
5 Equipment - \$4,999 or less		46,028	84,220	58,669	-25,55
6 Equipment - \$5,000 and over		0	0	570,000	570,00
7 Grants, Subsidies and Contributions		0	12,584	20,099	7,51
	TOTAL OBJECTS	\$5,249,947	\$6,365,971	\$6,914,810	\$548,83
EXPENDITURES BY ACTIVITY:					
1 Central Bureau of Investigation		5,249,947	6,365,971	6,914,810	548,83
	TOTAL ACTIVITIES	\$5,249,947	\$6,365,971	\$6,914,810	\$548,83
EXPENDITURES BY FUND:					
General		2,607,727	3,802,762	4,429,667	676.00
Internal Service		2,642,220	2,563,209	2,485,143	626,90 -78,06
	TOTAL FUNDS	\$5,249,947	\$6,365,971	\$6,914,810	\$548,83



CITY OF BALTIMORE COUNCIL BILL 17-0010 (First Reader)

Introduced by: The Council President
At the request of: The Administration (Department of Finance)

Introduced and read first time: January 23, 2017 Assigned to: Budget and Appropriations Committee

REFERRED TO THE FOLLOWING AGENCIES: City Solicitor, Department of Finance, Board of

Estimates

A BILL ENTITLED

1	AN ORDINANCE concerning
2 3	Supplementary General Fund Operating Appropriation – Law Department – \$570,000
4 5 6 7 8 9	FOR the purpose of providing a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department – Service 861 (Controversies), to provide funding for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office, which will improve information management, reduce existing costs and risks for the City, and improve operating efficiency; and providing for a special effective date.
10 11 12 13 14	BY authority of Article VI - Board of Estimates Section 8(b)(3) and (c) Baltimore City Charter (1996 Edition)
15	Recitals
16 17 18 19 20	The revenue appropriated by this Ordinance represents funds from the Legal Settlement Proceeds Revenue Fund that the City received as part of a \$1.2 million settlement in connection with anti-trust litigation relating to bid-rigging by the municipal derivatives industry, in excess of the revenue relied on by the Board of Estimates in determining the tax levy required to balance the budget for Fiscal Year 2017.
21 22	This additional revenue could not have been reasonably anticipated when the Ordinance of Estimates for Fiscal Year 2017 was formulated.
23 24 25	This appropriation is made necessary by a material change in circumstances since the Ordinance of Estimates for Fiscal Year 2017 was formulated or is for a new program that could not have been reasonably anticipated when that Ordinance of Estimates was formulated.
26 27	On December 21, 2016, the Board of Estimates recommended this appropriation to the City Council.

EXPLANATION: CAPITALS indicate matter added to existing law. [Brackets] indicate matter deleted from existing law.

Council Bill 17-0010

SECTION 2. AND BE IT FURTHER ORDAINED, That this Ordinance takes effect on the date it is enacted.

Avery

Catherine E. Pugh Mayor



Room 250, City Hall Baltimore, MD 21202

January 12, 2017

TO:

Avery Aisenstark, Director, Department of Legislative Reference

FROM:

Angela C. Gibson, Mayor's Legislative Liaison to the City Council

SUBJECT:

Bill Introduction for the Administration:

An Ordinance Concerning:

General Fund Supplemental Appropriation of \$570,000

Law Technology Upgrades

Please prepare the attached for introduction at the City Council meeting scheduled for Monday, January 23, 2017 This bill is introduced at the request of the Administration (Department of Finance). Please return legislation to this office when completed.

If you have any questions regarding this legislation, please contact Andrew Kleine at 410.396.5944.

Thank you

ACG:sw

Attachment

cc:

Peter Hammen, Chief of Operations

Karen Stokes, Director, Mayor's Office of Government Relations





Andrew Kleine, Chie

Bureau of the Budget and Management Research

General Fund Appropriation SUPPLEMENTAL of \$570,000

CITY of

DATE.

BALTIMORE

MEMO



TO

The Honorable President and Members of the Board of Estimates

Room 432, City Hall (410) 396-4941

12/8/2016

Dear President and Members:

ACTION REQUESTED OF B/E:

Approval of General Fund appropriation supplemental in the total amount of \$570,000 for the purchase of computer processing equipment by the Law Department Service 861: Controversies

AMOUNT OF MONEY AND SOURCE OF FUNDS:

The source of funds for this appropriation (\$570,000) will come from the Legal Settlement Proceeds revenue fund under Service 150: Treasury and Debt Management. The City received \$1.2 million as part of a settlement in connection with anti-trust litigation relating to bid-rigging by the municipal derivatives industry.

BACKGROUND AND EXPLANATION:

This funding will support technological purchases by the Central Bureau of Investigation in Controversies allowing remote data collection and migration to a paperless office. The investment will improve information governance, reduce existing costs and risks for the City, and improve operational efficiency.

MBE/WBE PARTICIPATION:

N/A

BALTIMORE CITY RESIDENTS FIRST (BCRF):

BCRF Applicable: _____yes ____x__no

APPROVED BY BOARD OF ESTIMATES

Berrice N. Jaylor
DATE DEC 21 2016 CLERK

BUDGET & MGMT. RESEARCH

APPROVED FOR FUNDS



INTRODUCTORY*

CITY OF BALTIMORE COUNCIL BILL ____

APPROVED FOR FORM STYLE, AND TEXTUAL SUFFIEND
Manuf 2
1-18-17

Introduced by: The Council President
At the request of: The Administration (Department of Finance)

A BILL ENTITLED

AN ORDINANCE concerning

Supplementary General Fund Operating Appropriation – Law Department – \$570,000

FOR the purpose of providing a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department – Service 861 (Controversies), to provide funding for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office, which will improve information management, reduce existing costs and risks for the City, and improve operating efficiency; and providing for a special effective date.

By authority of
Article VI - Board of Estimates
Section 8(b)(3) and (c)
Baltimore City Charter
(1996 Edition)

Recitals

The revenue appropriated by this Ordinance represents funds from the Legal Settlement Proceeds Revenue Fund that the City received as part of a \$1.2 million settlement in connection with anti-trust litigation relating to bid-rigging by the municipal derivatives industry, in excess of the revenue relied on by the Board of Estimates in determining the tax levy required to balance the budget for Fiscal Year 2017.

This additional revenue could not have been reasonably anticipated when the Ordinance of Estimates for Fiscal Year 2017 was formulated.

This appropriation is made necessary by a material change in circumstances since the Ordinance of Estimates for Fiscal Year 2017 was formulated or is for a new program that could not have been reasonably anticipated when that Ordinance of Estimates was formulated.

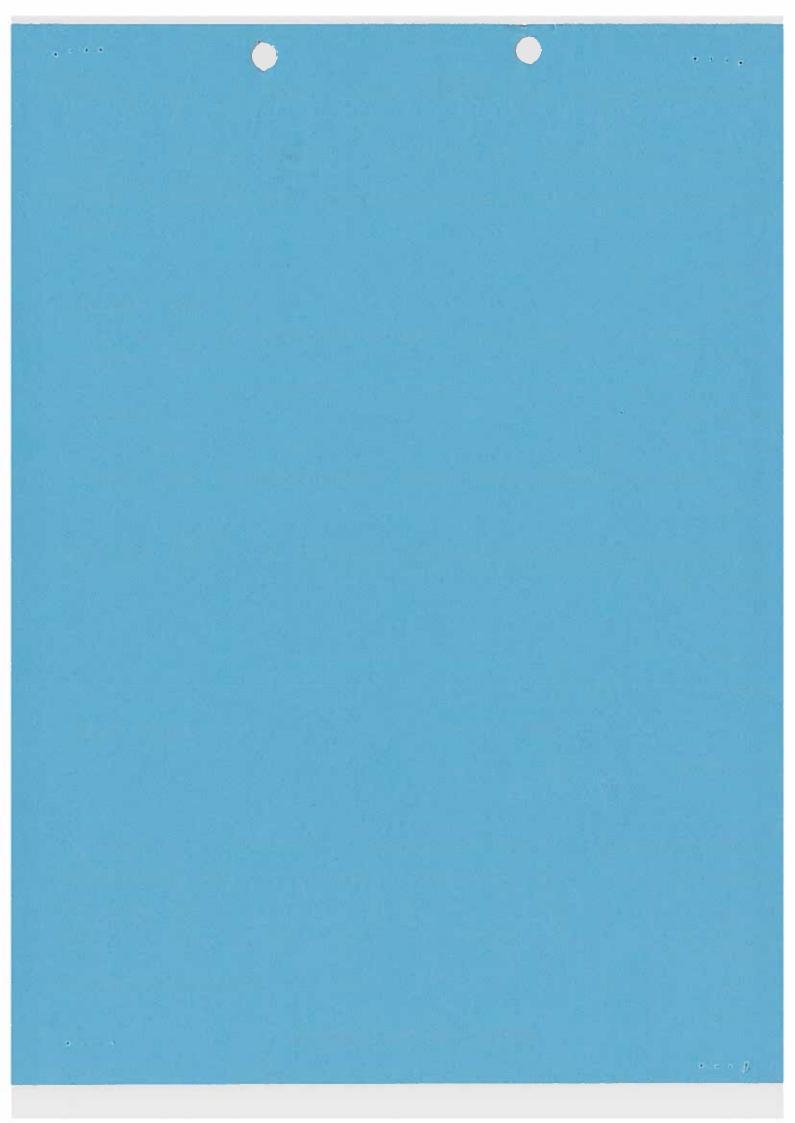
On December 21, 2016, the Board of Estimates recommended this appropriation to the City Council.

SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE, That \$570,000 shall be made available to the Law Department – Service 861 (Controversies) as a Supplementary General Fund Operating Appropriation for Fiscal Year 2017, to provide funding

* WARNING: THIS IS AN UNOFFICIAL, INTRODUCTORY COPY OF THE BILL.
THE OFFICIAL COPY CONSIDERED BY THE CITY COUNCIL IS THE FIRST READER COPY.

for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office, which will improve information management, reduce existing costs and risks for the City, and improve operating efficiency. The source of revenue for this appropriation is funds from the Legal Settlement Proceeds Revenue Fund that the City received as part of a \$1.2 million settlement in connection with anti-trust litigation relating to bid-rigging by the municipal derivatives industry, in excess of the amount from this source that was relied on by the Board of Estimates in determining the tax levy required to balance the budget for Fiscal Year 2017.

SECTION 2. AND BE IT FURTHER ORDAINED, That this Ordinance takes effect on the date it is enacted.



ACTION BY THE CITY COUNCIL

	June F. Lewin	Song Jang
- 20 -		WITHDRAWAL There being no objections to the request for withdrawal, from the files of the City Council.
		as (betseleb) betgobs bas bast enew standmemA
- 50		THIRD READING (ENROLLED)
5º 7 201	833	THIRD READING
printed for	LEB (SECOND READING: The Council's action being favorable (upper control of the council of
	COMMITTEE MEMBERS:	COMMITTEE MEMBERS:
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Chief Clerk

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		And Klemi		
R O M	NAME &	Andrew Kleine, Chief	CITY of	
	AGENCY NAME & ADDRESS	Bureau of the Budget and Management Research Room 432. City Hall (410) 396-4941	BALTIMORE	cmy
	SUBJECT	City Council Bill #17-0010 — Supplementary General Fund Operating Appropriation. Law Department	MEMO	
	_		DATE:	

TO

The Honorable President and Members of the City Council Room 400, City Hall

Attention: Ms. Natawna Austin

January 27, 2017

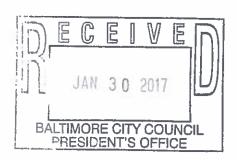
City Council Bill 17-0010 has been introduced for the purpose of providing a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department – Service 861 (Controversies), to provide funding for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office. This will improved information management, reduce existing costs and risks for the City, and improve operating efficiency; and providing for a special effective date.

The source of funds for this appropriation (\$570,000) will come from the Legal Settlement Proceeds revenue fund (1001-000000-1500-707100-400475). The City received \$1.2 million as part of a settlement in connection with anti-trust litigation relating to bid-rigging by the municipal derivatives industry. Funds will be spent from Account #1001-000000-1752-175200-606003.

The Department of Finance supports this legislation.

cc: Henry Raymond Angela Gibson







CITY OF BALTIMORE

CATHERINE E. PUGH, Mayor



DEPARTMENT OF LAW

101 City Hall Baltimore, Maryland 21202

January 25, 2017

The Honorable President and Members of the Baltimore City Council Attn: Executive Secretary Room 409, City Hall 100 N. Holliday Street Baltimore, Maryland 21202

Re: City Council Bill 17-0010 - Supplemental Appropriation - Law Department - \$570,000

Dear President and City Council Members:

cc:

The Law Department has reviewed City Council Bill 17-0010 for form and legal sufficiency. The bill provides a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department of Baltimore City. The funds come from a \$1.2 Million dollar settlement that the Law Department assisted in obtaining. The appropriation would go to purchase technology designed to lower the time and cost of producing records. The bill is effective on the date it is enacted.

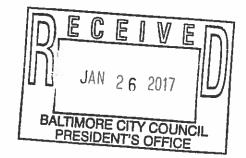
The City Charter establishes the criteria for making supplementary appropriations. City Charter, Art. VI, §8. Section 8(b)(3) of Article VI of the City Charter permits such a supplementary appropriation when there has been "a material change in circumstance or additional appropriations for new programs which could not reasonably be anticipated at the time of the formulation of the proposed Ordinance of Estimates" for Fiscal Year 2016. The supplementary appropriation must be recommended by the Board of Estimates and must be approved by the Mayor and City Council via an ordinance, which must identify the source of the funds and may only encompass a "single program, purpose, activity or project." The Law Department approves this bill for form and legal sufficiency.

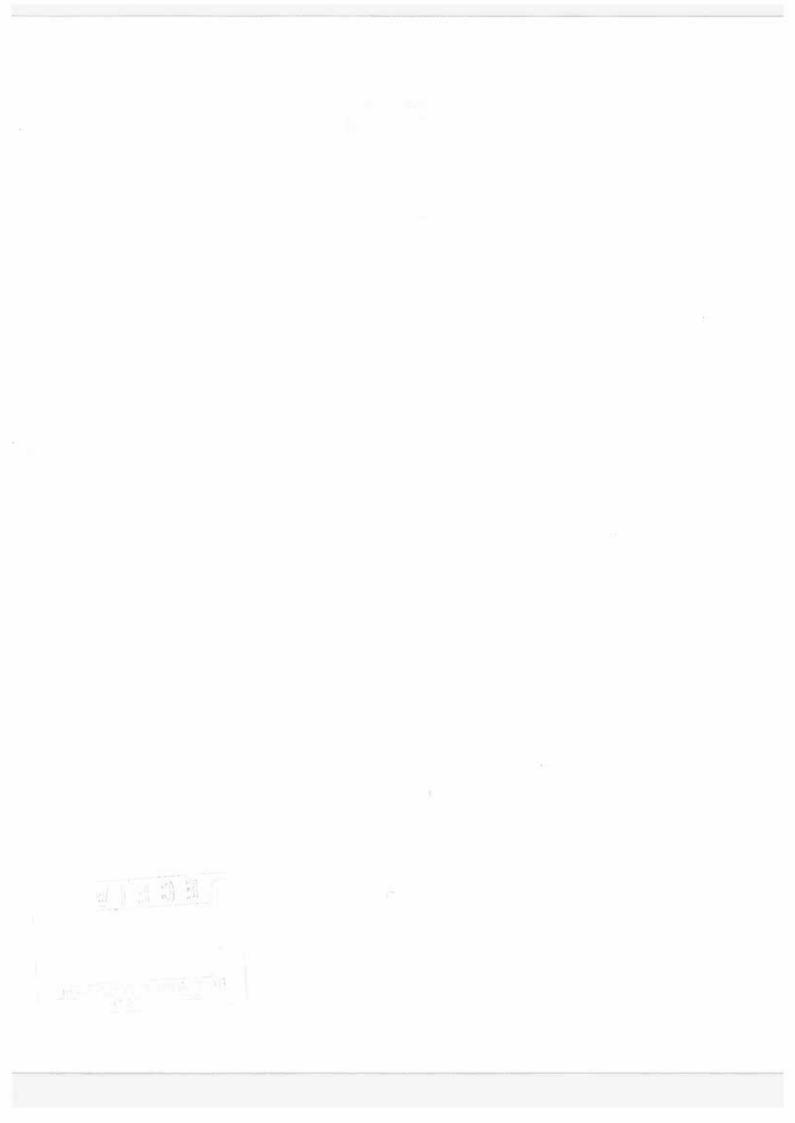
Very truly yours, le V

Hilary Ruley Chief Solicitor

Chief Solicito

David Ralph, Acting City Solicitor
Angela C. Gibson, Mayor's Legislative Liaison
Elena DiPietro, Chief Solicitor, General Counsel Division
Victor Tervala, Chief Solicitor
Jennifer Landis, Assistant Solicitor





CITY OF BALTIMORE COUNCIL BILL 17-0010 (First Reader)

Introduced by: The Council President
At the request of: The Administration (Department of Finance)

Introduced and read first time: January 23, 2017

Assigned to: Budget and Appropriations Committee
REFERRED TO THE FOLLOWING AGENCIES: City Solicitor, Department of Finance, Board of

Estimates

A BILL ENTITLED

1	AN ORDINANCE concerning
2 3	Supplementary General Fund Operating Appropriation – Law Department – \$570,000
4 5 6 7 8 9	FOR the purpose of providing a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department – Service 861 (Controversies), to provide funding for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office, which will improve information management, reduce existing costs and risks for the City, and improve operating efficiency; and providing for a special effective date.
10 11 12 13 14	BY authority of Article VI - Board of Estimates Section 8(b)(3) and (c) Baltimore City Charter (1996 Edition)
15	Recitals
16 17 18 19 20	The revenue appropriated by this Ordinance represents funds from the Legal Settlement Proceeds Revenue Fund that the City received as part of a \$1.2 million settlement in connection with anti-trust litigation relating to bid-rigging by the municipal derivatives industry, in excess of the revenue relied on by the Board of Estimates in determining the tax levy required to balance the budget for Fiscal Year 2017.
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23 24 25	This appropriation is made necessary by a material change in circumstances since the Ordinance of Estimates for Fiscal Year 2017 was formulated or is for a new program that could not have been reasonably anticipated when that Ordinance of Estimates was formulated.
26 27	On December 21, 2016, the Board of Estimates recommended this appropriation to the City Council.

EXPLANATION: CAPITALS indicate matter added to existing law. [Brackets] indicate matter deleted from existing law.

Council Bill 17-0010

SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE, That
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received as part of a \$1.2 million settlement in connection with anti-trust litigation relating to
bid-rigging by the municipal derivatives industry, in excess of the amount from this source that
was relied on by the Board of Estimates in determining the tax levy required to balance the
budget for Fiscal Year 2017.

SECTION 2. AND BE IT FURTHER ORDAINED, That this Ordinance takes effect on the date it is enacted.

INTRODUCTORY*

CITY OF BALTIMORE COUNCIL BILL 17-000

APPROVED FOR FORM

STYLE, AND TENTUAL SUFFIENC

1-18-17

DEPT LEGISLATIVE REFERENCE

Introduced by: The Council President

At the request of: The Administration (Department of Finance)

A BILL ENTITLED

AN ORDINANCE concerning

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Supplementary General Fund Operating Appropriation –

Law Department – \$570,000

A BILL ENTILED

Bridge

Law

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FOR the purpose of providing a Supplementary General Fund Operating Appropriation in the amount of \$570,000 to the Law Department – Service 861 (Controversies), to provide funding for technology purchases by the Central Bureau of Investigation to allow remote data collection and migration to a paperless office, which will improve information management, reduce existing costs and risks for the City, and improve operating efficiency; and providing for a special effective date.

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On December 21, 2016, the Board of Estimates recommended this appropriation to the City Council.

SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE, That \$570,000 shall be made available to the Law Department – Service 861 (Controversies) as a Supplementary General Fund Operating Appropriation for Fiscal Year 2017, to provide funding

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SECTION 2. AND BE IT FURTHER ORDAINED, That this Ordinance takes effect on the date it is enacted.

CITY OF BALTIMORE ORDINANCE Council Bill 17-0010

Introduced by: The Council President

At the request of: The Administration (Department of Finance)

Introduced and read first time: January 23, 2017 Assigned to: Budget and Appropriations Committee

Committee Report: Favorable Council action: Adopted

Read second time: February 6, 2017

AN ORDINANCE CONCERNING

1 2	Supplementary General Fund Operating Appropriation – Law Department – \$570,000
3	FOR the purpose of providing a Supplementary General Fund Operating Appropriation in the
4	amount of \$570,000 to the Law Department - Service 861 (Controversies), to provide
5	funding for technology purchases by the Central Bureau of Investigation to allow remote data
6	collection and migration to a paperless office, which will improve information management,
7	reduce existing costs and risks for the City, and improve operating efficiency; and providing
8	for a special effective date.
9	By authority of
0	Article VI - Board of Estimates
1	Section 8(b)(3) and (c)
2	Baltimore City Charter
3	(1996 Edition)
14	Recitals
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17	with anti-trust litigation relating to bid-rigging by the municipal derivatives industry, in excess of
18	the revenue relied on by the Board of Estimates in determining the tax levy required to balance
19	the budget for Fiscal Year 2017.
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22	This appropriation is made necessary by a material change in circumstances since the
23	Ordinance of Estimates for Fiscal Year 2017 was formulated or is for a new program that could
24	not have been reasonably anticipated when that Ordinance of Estimates was formulated.

EXPLANATION: CAPITALS indicate matter added to existing law.

[Brackets] indicate matter deleted from existing law.

<u>Underlining</u> indicates matter added to the bill by amendment.

<u>Gtrike out</u> indicates matter stricken from the bill by amendment or deleted from existing law by amendment.

Council Bill 17-0010

SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF B \$570,000 shall be made available to the Law Department – Service 861 (Cor Supplementary General Fund Operating Appropriation for Fiscal Year 2017, for technology purchases by the Central Bureau of Investigation to allow ren and migration to a paperless office, which will improve information manage existing costs and risks for the City, and improve operating efficiency. The this appropriation is funds from the Legal Settlement Proceeds Revenue Fun received as part of a \$1.2 million settlement in connection with anti-trust liti bid-rigging by the municipal derivatives industry, in excess of the amount from the was relied on by the Board of Estimates in determining the tax levy required budget for Fiscal Year 2017. SECTION 2. AND BE IT FURTHER ORDAINED, That this Ordinance takes conacted. Certified as duly passed this	priation to the City
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Mayor, Bal	timore City