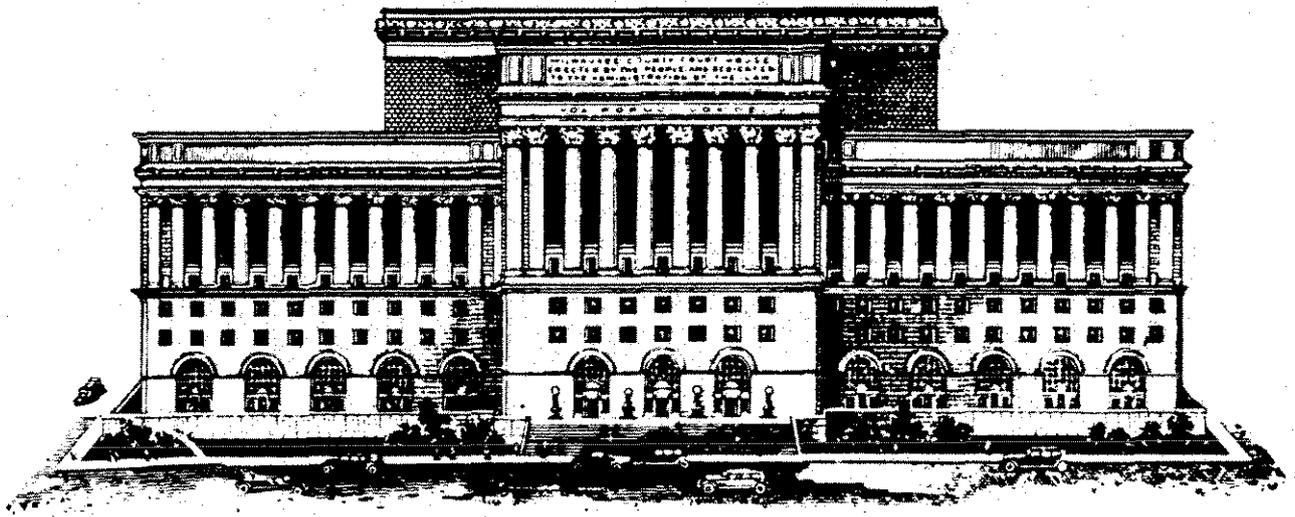


# MILWAUKEE COUNTY 2002 EXECUTIVE BUDGET



**F. Thomas Ament**  
**Milwaukee County Executive**

# COUNTY OF MILWAUKEE

## MISSION STATEMENT

Milwaukee County Government will provide high-quality, responsive services that enhance self-sufficiency, personal safety, economic opportunity and quality of life for all its people.

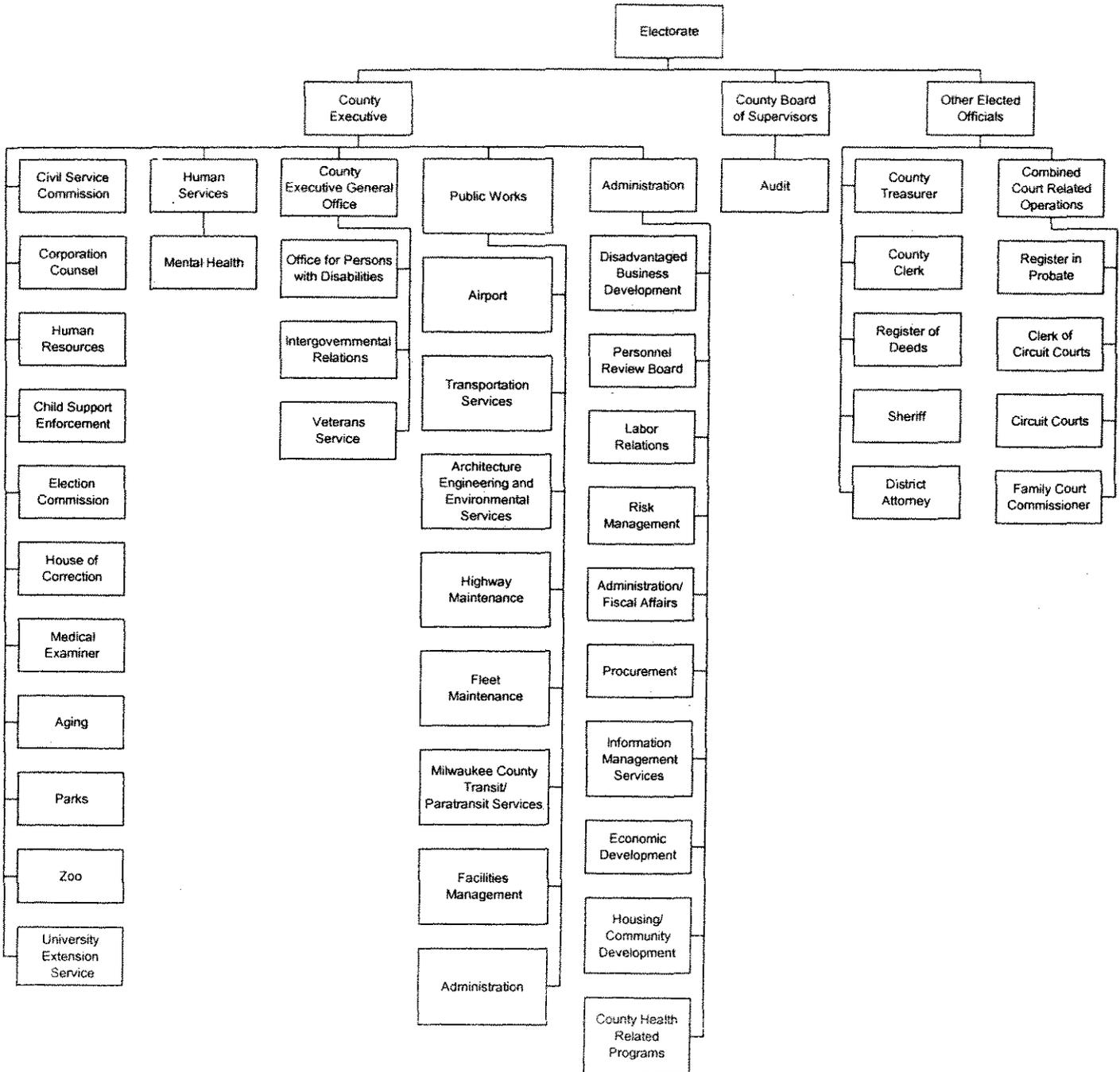
## VISION STATEMENT

The County of Milwaukee will be the premier county in the State of Wisconsin. The County will be a regional leader and the State's economic and cultural center because of its diverse, affordable, safe environment and its efficient and responsive government. It will be a county where people want to live, work and play because:

- ✓ Affordable, convenient and well-maintained transportation systems promote economic growth and provide all citizens with a means to participate fully in society;
  - ✓ Safe communities result from a continued emphasis on prevention and early intervention and an awareness that individuals are held accountable for their actions;
  - ✓ Parks and the natural environment thrive because of a community-wide appreciation of nature and commitment to environmental stewardship;
  - ✓ Recreational and cultural opportunities are abundant and accessible to all;
  - ✓ Challenges are met with new efficiencies driven by innovative application of technology and educational excellence;
  - ✓ Tax dollars are spent prudently and effectively and a customer-focused government is accountable to its residents and businesses.
- ✓ Bright futures for children and youth are secured because of the priority placed on building strong and nurturing families;
  - ✓ Every citizen enjoys basic well-being and has access to services that foster self-sufficiency and lead to a rewarding life;
  - ✓ Older adults' unique and evolving needs are respected in a community that values their vital and integrated role in society;
  - ✓ Cultural, ethnic and socioeconomic diversity is valued by all County residents and businesses;
  - ✓ Business flourishes because economic development and opportunity are supported, and every citizen has access to family supporting employment;

**Milwaukee County Government will be one of many leaders that contribute to making this vision a reality.**

# County of Milwaukee Organization Chart



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## **FUNCTIONAL AREA SUMMARIES**

County-wide Non-Departmental Organization Units  
Legislative and Executive  
Staff  
General Governmental Services  
Public Safety and Judiciary  
Public Works and Transportation  
Health and Human Services  
Parks, Recreation and Culture  
Debt Service  
Revenue Section

## **BUDGET NARRATIVES**

### **Legislative and Executive Function**

<u>Org.</u>	<u>Department Name</u>
1000	- County Board
1001	- County Board-Department of Audit
1011	- County Executive-General Office
1018	- County Executive-Office for Persons with Disabilities
1020	- County Executive-Intergovernmental Relations
1021	- County Executive-Veterans Service

### **Staff Function**

<u>Org.</u>	<u>Department Name</u>
1040	- Department of Administration-Disadvantaged Business Development
1110	- Civil Service Commission
1120	- Department of Administration-Personnel Review Board
1130	- Corporation Counsel
1135	- Department of Administration-Labor Relations
1140	- Department of Human Resources
1150	- Department of Administration-Risk Management
1151	- Department of Administration-Administration & Fiscal Affairs Division
1152	- Department of Administration-Procurement Division
1160	- Department of Administration-Information Management Services Division
1180	- Department of Administration-Economic Development
1190	- Department of Administration-Housing & Community Development

### **Non-Departmental Revenues and Expenditures (See Pink Index Page)**

### **Courts and Judiciary Function**

<u>Org.</u>	<u>Department Name</u>
2000	- Combined Court Related Operations
2430	- Department of Child Support Enforcement

### **General Governmental Services Function**

<u>Org.</u>	<u>Department Name</u>
3010	- Election Commission
3090	- County Treasurer
3270	- County Clerk
3400	- Register of Deeds

## **Public Safety and Judiciary Function**

<u>Org.</u>	<u>Department Name</u>
4000	- Sheriff
4300	- House of Correction
4500	- District Attorney
4900	- Medical Examiner

## **Public Works and Transportation Function**

<u>Org.</u>	<u>Department Name</u>
5040	- Department of Public Works - Airport Division
5070	- Department of Public Works - Transportation Services Division
5080	- Department of Public Works - Architectural, Engineering & Environmental Services
5100	- Department of Public Works - Highway Maintenance
5300	- Department of Public Works - Fleet Management
5600	- Milwaukee County Transit/Paratransit System
5700	- Department of Public Works-Facilities Management
5800	- Department of Public Works-Administration

## **Health and Human Services Function**

<u>Org.</u>	<u>Department Name</u>
6300	- Department of Human Services-Mental Health Division
7200	- Department of Administration-County Health Related Programs
7900	- Department on Aging
8000	- Department of Human Services

## **Parks, Recreation and Culture Function**

<u>Org.</u>	<u>Department Name</u>
9000	- Department of Parks
9500	- Zoological Department
9700	- Milwaukee Public Museum
9910	- University Extension Service

## **Debt Service Function**

<u>Org.</u>	<u>Department Name</u>
9960	- General County Debt Issue

MILWAUKEE COUNTY  
2001 ADOPTED AND 2002 RECOMMENDED BUDGETS

	2001 Adopted Budget	2002 Recommended Budget
<b><u>EXPENDITURES</u></b>		
Legislative, Executive & Staff	\$ 60,519,089	\$ 63,031,433
Capital Improvements	116,179,409	128,393,974
Debt Retirement & Interest	70,924,995 *	59,999,527 *
Sundry Appropriations & Grants	19,781,703	5,971,803
Internal Abatements - Expenditure	(31,070,881)	(33,825,784)
Courts & Judiciary	43,787,030	49,051,689
General Governmental Services	4,049,443	4,650,571
Public Safety	108,335,650	116,302,122
Public Works	192,493,968	200,936,932
Health and Human Services	410,601,192	423,882,526
Parks, Recreation and Culture	63,699,035	66,237,885
Expendable Trust Accounts	<u>797,413</u>	<u>973,863</u>
 Total Gross Expenditures	 <b>\$ <u>1,060,098,046</u></b>	 <b>\$ <u>1,085,606,541</u></b>
<b><u>REVENUES</u></b>		
Property Tax Levy:		
For General County Purposes	\$ <u>206,728,742</u>	\$ <u>216,848,179</u>
Sales Tax	<u>56,123,700</u>	<u>56,484,545</u>
Recommended Bond Issues:		
For General County Purposes	\$ <u>61,348,525</u>	\$ <u>90,955,177 #</u>
 State Aids	 \$ 328,151,487	 \$ 315,376,943
Federal Aids	<u>42,882,912</u>	<u>45,222,703</u>
Combined State and Federal Aids	\$ 371,034,399	\$ 360,599,646
Capital Improvement Revenue:		
State Revenue	\$ 1,938,625	\$ 2,542,100
Federal Revenue	32,796,884	28,933,671
Other Revenue	<u>20,095,375</u>	<u>5,963,026</u>
Combined Capital Improvement Revenue	\$ <u>54,830,884</u>	\$ <u>37,438,797</u>
 Departmental Income, Service Fees and Sundry Revenue	 \$ 299,366,723	 \$ 314,238,500
Internal Abatements - Revenue **	(31,947,104)	(33,459,250)
State Shared Taxes	38,419,023	39,195,537
Prior Year Surplus (Deficit)	<u>4,193,154</u>	<u>3,305,410</u>
 Total Gross Revenue	 <b>\$ <u>1,060,098,046</u></b>	 <b>\$ <u>1,085,606,541</u></b>

\* Includes interest allocation credit of \$7,006,216 in 2001 and \$6,416,490 in 2002 to Proprietary Fund departments for interest costs, which reduces Debt Retirement & Interest by a like amount.

\*\* Internal Abatements (both expenditures and revenues) reflect crosscharges from County service departments to various other County departments.

# Includes \$43,766,677 in general obligation bonding and \$47,188,500 in Passenger Facility Charged-backed bonds.

Note: In 2002 fringe benefits are included in departmental budgets. The 2001 budget has been adjusted for comparison.

MILWAUKEE COUNTY  
RECOMMENDED 2002 BUDGET  
FUNCTIONAL TAX LEVY DISTRIBUTION

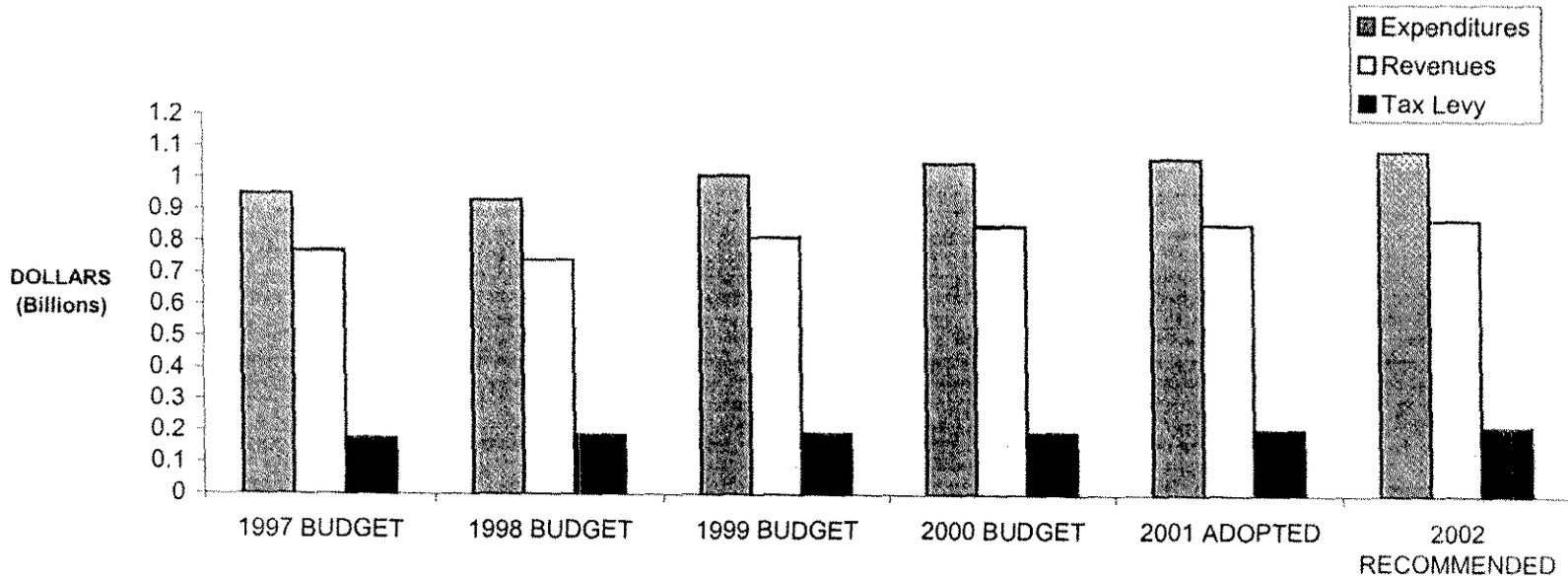
FUNCTION	Operating Expenditures	Operating, Bond & Sundry Revenue	State and Federal Aids	Net Tax Levy Funds Required	% of Tax Levy Funds
<u>General County</u>					
Legislative, Executive & Staff	\$ 63,033,933	\$ 14,430,272	\$ 14,908,270	\$ 33,695,391	15.54%
Courts & Judiciary	49,051,689	5,215,151	20,483,508	23,353,030	10.77%
General Governmental	4,650,571	6,360,157	0	(1,709,586)	(0.79%)
Public Safety	116,302,122	13,893,546	21,115,365	81,293,211	37.49%
Public Works	200,936,932	75,346,595	87,209,082	38,381,255	17.70%
Health & Human Services	423,917,626	135,821,566	212,586,294	75,509,766	34.82%
Parks, Recreation & Culture	67,174,148	34,376,218	177,503	32,620,427	15.04%
Sundry Appropriations & Grants	5,971,803	82,684,123	43,340,161	(120,052,481)	(55.36%)
Internal Abatements*	(33,825,784)	(33,459,250)	0	(366,534)	(0.17%)
Debt Redemption & Interest	59,999,527	5,875,827	0	54,123,700	24.96%
Capital Improvements**	<u>128,393,974</u>	<u>96,918,203</u>	<u>31,475,771</u>	<u>0</u>	<u>0.00%</u>
Total General County	\$ <u>1,085,606,541</u>	\$ <u>437,462,408</u>	\$ <u>431,295,954</u>	\$ <u>216,848,179</u>	<u>100.00%</u>

\* Internal abatements, both expenditures and revenues, reflect crosscharges from County internal service departments to various other County departments.

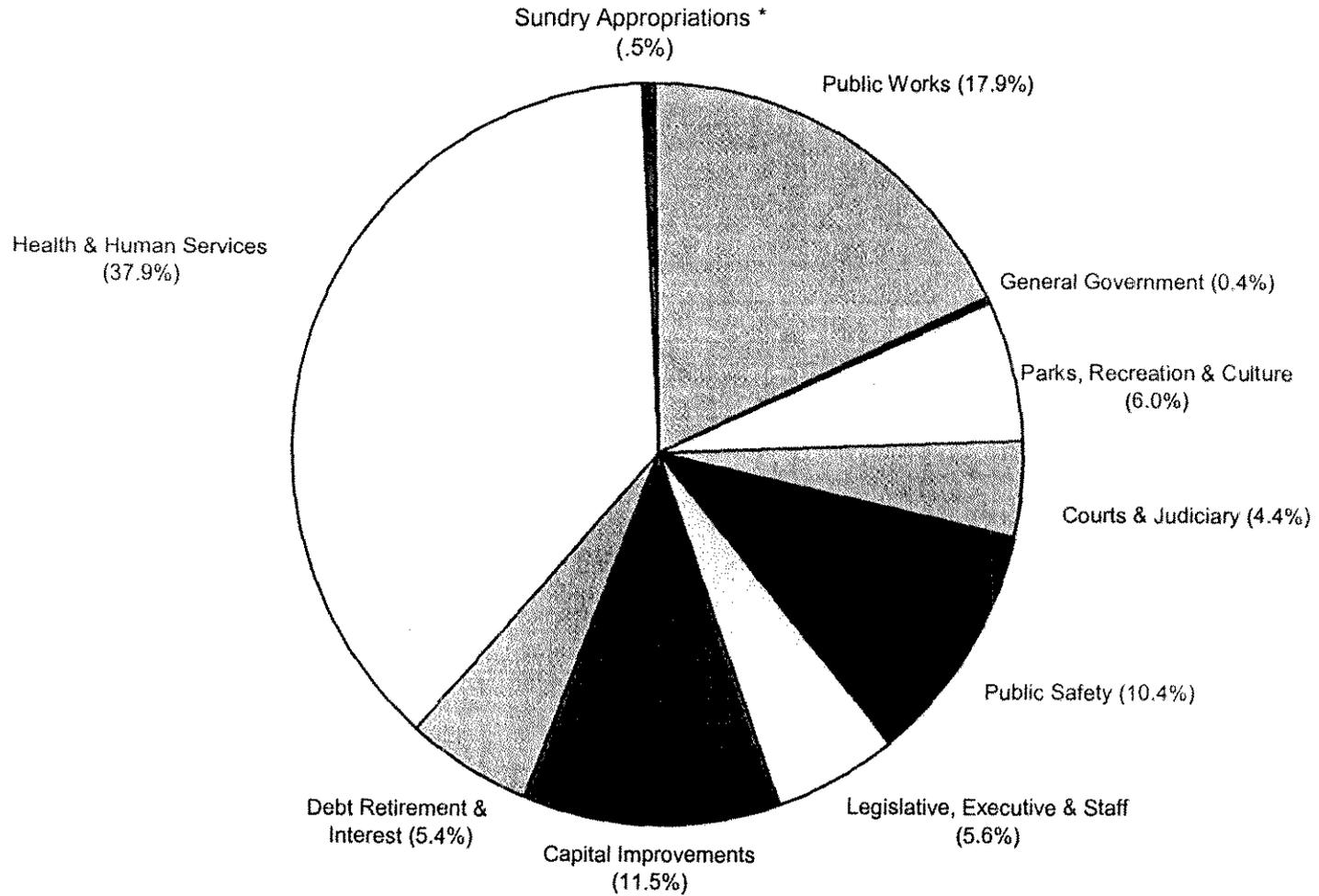
\*\* Revenues include \$39,449,947 in general obligation bonding, \$4,316,730 in general airport revenue bonding, \$32,541,191 in reimbursement revenue, \$48,125 in construction fund investment earnings, \$2,137,055 in sales tax revenues, \$556,426 in Zoo signage revenue, \$350,000 in Potawatomi revenues, \$47,188,500 in Passenger Facility Charge-Backed Bonds, \$1,740,000 in Passenger Facility Charge cash financing and \$66,000 in revenue from the Airport Capital Improvement Reserve.

## RECOMMENDED 2002 BUDGET FOR GENERAL COUNTY PURPOSES

	2001 ADOPTED	2002 RECOMMENDED	CHANGE	PERCENT
EXPENDITURE	\$ 1,060,098,046	\$ 1,085,606,541	\$ 25,508,495	2.4%
REVENUE	<u>853,369,304</u>	<u>868,758,362</u>	<u>15,389,058</u>	<u>1.8%</u>
TAX LEVY	\$ 206,728,742	\$ 216,848,179	\$ 10,119,437	4.9%

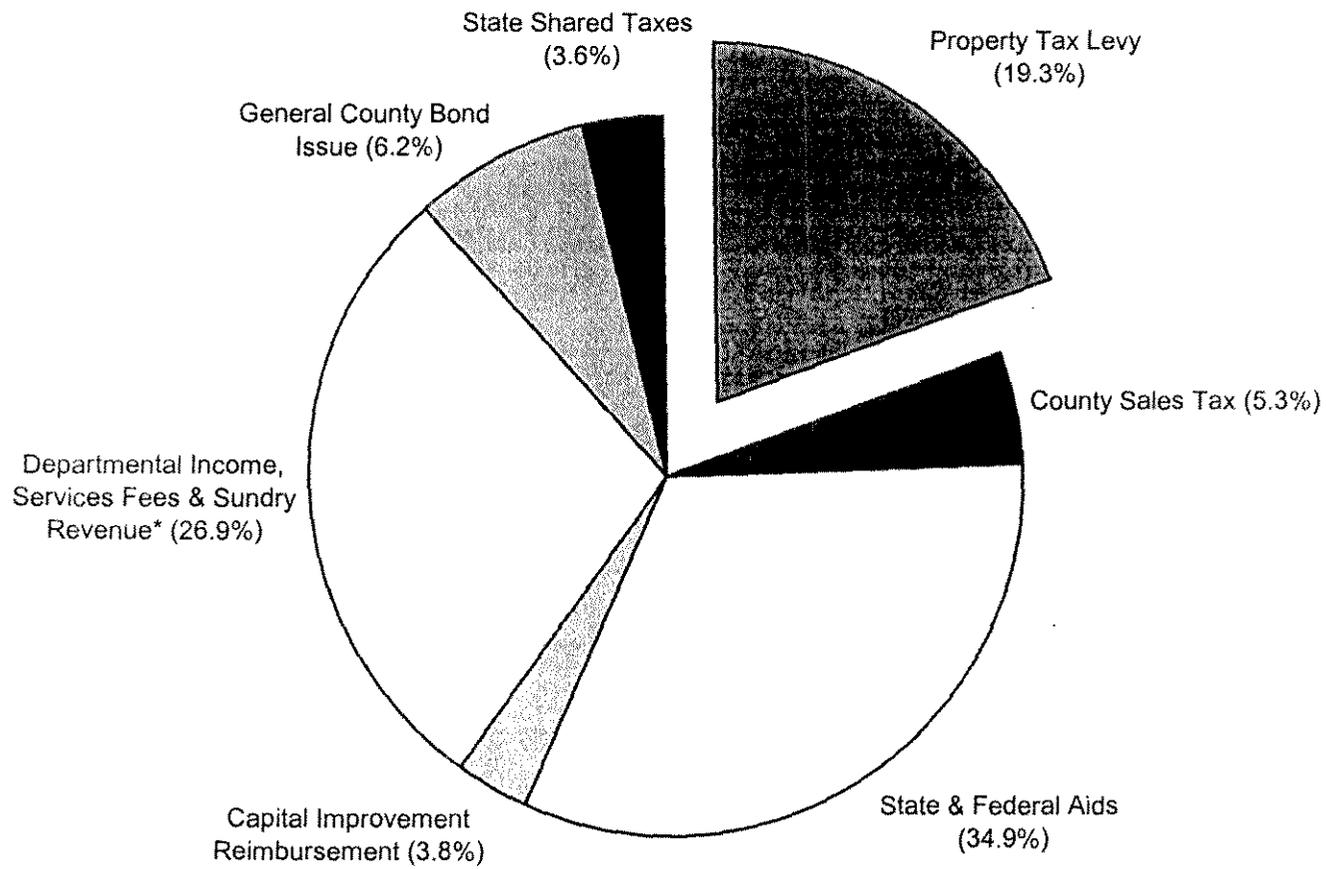


**COUNTY EXECUTIVE'S 2002 BUDGET  
EXPENDITURE BY FUNCTIONAL GROUP**



\*Excludes the following "Credit" Expenditure: \$(33,825,784)  
Expenditure Offset to Internal Abatements.

**COUNTY EXECUTIVE'S 2002 BUDGET  
REVENUE BY SOURCE**



\*Excludes the following "Credit" Revenue: \$(33,459,250)  
Revenue Offset to Internal Abatements.

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 LEGISLATIVE, EXECUTIVE AND STAFF FUNCTIONS

	2001 Adopted Budget	2002 Recommended Budget	Increase (or Decrease) Amount
<b><u>EXPENDITURES</u></b>			
<b><u>Legislative &amp; Executive</u></b>			
County Board	\$ 4,482,076	\$ 4,645,195	\$ 163,119
Department of Audit	2,053,883	2,132,535	78,652
<b><u>County Executive</u></b>			
General Office	1,170,445	1,217,539	47,094
Office for Persons w/Disabilities	334,238	557,197	222,959
Intergovernmental Relations	616,158	547,453	(68,705)
Veterans Service	<u>232,406</u>	<u>254,329</u>	<u>21,923</u>
Sub-Total	\$ <u>8,889,206</u>	\$ <u>9,354,248</u>	\$ <u>465,042</u>
<b><u>Staff</u></b>			
Civil Service Commission	\$ 64,273	\$ 64,793	\$ 520
Corporation Counsel	2,285,244	2,072,660	(212,584)
Department of Human Resources	4,300,269	4,486,509	186,240
<b><u>Department of Administration -</u></b>			
Diadvantaged Business Develop	1,234,694	680,454	(554,240)
Personnel Review Board	146,503	138,086	(8,417)
Labor Relations	461,111	474,722	13,611
Risk Management	4,934,205	5,167,960	233,755
Fiscal Affairs Division	3,344,291	3,333,289	(11,002)
Procurement	897,113	942,431	45,318
Information Management Services	17,629,782	18,582,801	953,019
Economic Development	2,389,626	2,901,610	511,984
Housing/Community Development	<u>13,942,772</u>	<u>14,831,870</u>	<u>889,098</u>
Subtotal	\$ <u>51,629,883</u>	\$ <u>53,677,185</u>	\$ <u>2,047,302</u>
<b>TOTAL</b>	\$ <u>60,519,089</u>	\$ <u>63,031,433</u>	\$ <u>2,512,344</u>

Note: In 2002 fringe benefits are included in departmental budgets.  
 The 2001 budget has been adjusted for comparison.

	2001 Adopted Budget	2002 Recommended Budget	Increase (or Decrease) Amount
<u>REVENUES</u>			
Corporation Counsel	\$ 125,000	\$ 125,000	\$ 0
Department of Human Resources	880,292	1,355,257	474,965
Department of Administration -			
Office for Persons w/Disabilities	0	25,000	25,000
Disadvantaged Business Develop	871,431	585,308	(286,123)
Risk Management	5,893,103	6,200,068	306,965
Fiscal Affairs Division	426,000	306,000	(120,000)
Information Management Services	502,950	512,360	9,410
Economic Development	4,652,200	5,008,849	356,649
Housing/CommunityDevelopment	<u>334,930</u>	<u>334,930</u>	<u>0</u>
<b>TOTAL</b>	<b>\$ <u>13,685,906</u></b>	<b>\$ <u>14,452,772</u></b>	<b>\$ <u>766,866</u></b>
<u>STATE &amp; FEDERAL AIDS</u>			
County Board	\$ 15,500	\$ 16,500	\$ 1,000
County Executive			
General Office	15,000	15,000	0
Veterans Service	13,000	13,000	0
Department of Administration -			
Disadvantaged Business Develop	290,000	0	(290,000)
Housing/Community Development	<u>14,023,770</u>	<u>14,838,770</u>	<u>815,000</u>
<b>TOTAL</b>	<b>\$ <u>14,357,270</u></b>	<b>\$ <u>14,883,270</u></b>	<b>\$ <u>526,000</u></b>
<b>NET FUNDS REQUIRED</b>	<b>\$ <u>32,475,913</u></b>	<b>\$ <u>33,695,391</u></b>	<b>\$ <u>1,219,478</u></b>

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 SUNDRY APPROPRIATIONS AND GRANTS FUNCTION

	2001 Adopted Budget	2002 Recommended Budget	Increase (or Decrease) Amount
<u>EXPENDITURES</u>			
Non-Departmental Expenditures			
<u>1901-1999</u>			
Ethics Board	\$ 33,362	\$ 38,198	\$ 4,836
County Historical Society	307,481	307,481	0
Greater Milwaukee Convention & Visitors Bureau	25,000	25,000	0
Civil Air Patrol	6,800	8,000	1,200
War Memorial Center	1,800,572	1,750,572	(50,000)
Villa Terrace	127,178	127,178	0
Marcus Center for the Performing Arts	1,600,000	1,600,000	0
Charles Allis Art Museum	181,942	181,942	0
Automated Land Information System	1,000,000	1,000,000	0
Internal Service Abatement	(31,070,881)	(33,825,784)	(2,754,903)
Personal Serv Lump-sum Reduction for ECP Bonuses	(1,225,636)	(234,000)	991,636
Potawatomi Revenue	2,365,000	0	(2,365,000)
Appropriation for Contingencies	5,500,000	4,500,000	(1,000,000)
Employee Fringe Benefits	17,326,580	7,872,977	(9,453,603)
Federated Library System	66,654	66,641	(13)
Milwaukee County Fund for the Arts	550,000	550,000	0
Capital/Depreciation Contra	<u>(9,883,230)</u>	<u>(11,822,186)</u>	<u>(1,938,956)</u>
<b>TOTAL NON-DEPARTMENTAL EXPENDITURES</b>	<b>\$ (11,289,178)</b>	<b>\$ (27,853,981)</b>	<b>\$ (16,564,803)</b>

Note: In 2002 fringe benefits are included in departmental budgets.  
 The 2001 budget has been adjusted for comparison.

	2001 Adopted Budget	2002 Recommended Budget	Increase (or Decrease) Amount
<u>REVENUES</u>			
<u>Department 1900</u>			
Earnings on Investments	\$ 8,200,000	\$ 7,275,000	\$ (925,000)
County Sales and Use Tax	56,123,700	56,484,545	360,845
Excess Power Plant Revenue	1,307,185	0	(1,307,185)
Prior-Year Surplus (Deficit)	4,193,154	3,305,410	(887,744)
Other Miscellaneous Revenue	<u>353,000</u>	<u>508,574</u>	<u>155,574</u>
Subtotal	\$ <u>70,177,039</u>	\$ <u>67,573,529</u>	\$ <u>(2,603,510)</u>
<u>1901-1999</u>			
Unclaimed Money	\$ 0	\$ 550,000	\$ 550,000
Potawatomi Revenue Allocation	2,365,000	0	(2,365,000)
Automated Land Information System	750,000	750,000	0
Internal Service Abatement	(31,947,104)	(33,459,250)	(1,512,146)
Employee Fringe Benefits	4,918,082	7,872,977	2,954,895
Capital/Depreciation Contra	<u>7,680,197</u>	<u>5,937,617</u>	<u>(1,742,580)</u>
Subtotal	\$ <u>(16,233,825)</u>	\$ <u>(18,348,656)</u>	\$ <u>(2,114,831)</u>
<u>STATE AND FEDERAL AIDS</u>			
State Shared Revenues	\$ 38,419,023	\$ 39,195,537	\$ 776,514
State Exempt Computer Aid	3,902,952	3,894,624	(8,328)
Automated Land Information System	<u>250,000</u>	<u>250,000</u>	<u>0</u>
Subtotal	\$ <u>42,571,975</u>	\$ <u>43,340,161</u>	\$ <u>768,186</u>
NET FUNDS REQUIRED	\$ <u>(107,804,367)</u>	\$ <u>(120,419,015)</u>	\$ <u>(12,614,648)</u>

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 COURTS AND JUDICIARY FUNCTION

	<u>2001 Adopted Budget</u>	<u>2002 Recommended Budget</u>	<u>Increase (or Decrease) Amount</u>
<u>EXPENDITURES</u>			
Combined Court Related Operations	\$ 30,693,480	\$ 34,211,830	\$ 3,518,350
Department of Child Support Enforcement	<u>13,093,550</u>	<u>14,839,859</u>	<u>1,746,309</u>
TOTAL	\$ <u>43,787,030</u>	\$ <u>49,051,689</u>	\$ <u>5,264,659</u>
<u>REVENUES</u>			
Combined Court Related Operations	\$ 4,330,063	\$ 3,883,351	\$ (446,712)
Department of Child Support Enforcement	<u>874,319</u>	<u>1,331,800</u>	<u>457,481</u>
TOTAL	\$ <u>5,204,382</u>	\$ <u>5,215,151</u>	\$ <u>10,769</u>
<u>STATE AND FEDERAL AIDS</u>			
Combined Court Related Operations	\$ 6,480,738	\$ 6,789,935	\$ 309,197
Department of Child Support Enforcement	<u>13,254,120</u>	<u>13,693,573</u>	<u>439,453</u>
TOTAL	\$ <u>19,734,858</u>	\$ <u>20,483,508</u>	\$ <u>748,650</u>
NET FUNDS REQUIRED	\$ <u>18,847,790</u>	\$ <u>23,353,030</u>	\$ <u>4,505,240</u>

Note: In 2002 fringe benefits are included in departmental budgets.  
 The 2001 budget has been adjusted for comparison.

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 GENERAL GOVERNMENTAL FUNCTION

	2001 Adopted Budget		2002 Recommended Budget		Increase (or Decrease) Amount
	<u>          </u>		<u>          </u>		<u>          </u>
<u>EXPENDITURES</u>					
Election Commission	\$ 535,878	\$	752,763	\$	216,885
County Treasurer	869,670		952,737		83,067
County Clerk	519,592		536,027		16,435
Register of Deeds	<u>2,124,303</u>		<u>2,409,044</u>		<u>284,741</u>
TOTAL	\$ <u>4,049,443</u>	\$	<u>4,650,571</u>	\$	<u>601,128</u>
<u>REVENUES</u>					
Election Commission	\$ 75,250	\$	60,250	\$	(15,000)
County Treasurer	1,817,700		1,930,200		112,500
County Clerk	462,947		462,947		0
Register of Deeds	<u>3,628,610</u>		<u>3,906,760</u>		<u>278,150</u>
TOTAL	\$ <u>5,984,507</u>	\$	<u>6,360,157</u>	\$	<u>375,650</u>
NET FUNDS REQUIRED	\$ <u>(1,935,064)</u>	\$	<u>(1,709,586)</u>	\$	<u>225,478</u>

Note: In 2002 fringe benefits are included in departmental budgets.  
 The 2001 budget has been adjusted for comparison.

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 PUBLIC SAFETY FUNCTION

	2001 Adopted Budget	2002 Recommended Budget	Increase (or Decrease) Amount
	<u>                    </u>	<u>                    </u>	<u>                    </u>
<u>EXPENDITURES</u>			
Sheriff	\$ 57,913,403	\$ 61,188,871	\$ 3,275,468
House of Correction	35,359,509	38,843,122	3,483,613
District Attorney	11,961,440	12,995,372	1,033,932
Medical Examiner	<u>3,101,298</u>	<u>3,274,757</u>	<u>173,459</u>
TOTAL	\$ <u>108,335,650</u>	\$ <u>116,302,122</u>	\$ <u>7,966,472</u>
<u>REVENUES</u>			
Sheriff	\$ 7,053,123	\$ 7,082,080	\$ 28,957
House of Correction	5,872,249	5,819,051	(53,198)
District Attorney	54,128	39,075	(15,053)
Medical Examiner	<u>871,749</u>	<u>953,340</u>	<u>81,591</u>
TOTAL	\$ <u>13,851,249</u>	\$ <u>13,893,546</u>	\$ <u>42,297</u>
<u>STATE AND FEDERAL AIDS</u>			
Sheriff	\$ 10,033,985	\$ 9,543,903	\$ (490,082)
House of Correction	3,796,484	4,337,550	541,066
District Attorney	<u>6,433,487</u>	<u>7,233,912</u>	<u>800,425</u>
TOTAL	\$ <u>20,263,956</u>	\$ <u>21,115,365</u>	\$ <u>851,409</u>
NET FUNDS REQUIRED	\$ <u>74,220,445</u>	\$ <u>81,293,211</u>	\$ <u>7,072,766</u>

Note: In 2002 fringe benefits are included in departmental budgets.  
 The 2001 budget has been adjusted for comparison.

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 PUBLIC WORKS FUNCTION

	2001 Adopted Budget	2002 Recommended Budget	Increase (or Decrease) Amount
<u>EXPENDITURES</u>			
Department of Public Works -	\$	\$	\$
Airport Division	35,590,587	39,351,861	3,761,274
Transportation Services Division	2,391,023	2,544,035	153,012
Architect/Engineer/Environment Serv	6,152,528	7,339,513	1,186,985
Highway Maintenance	12,338,241	14,153,567	1,815,326
Fleet Management	10,768,794	11,133,156	364,362
Milwaukee Cty Transit/Paratransit Sys	95,427,124	96,611,514	1,184,390
Facilities Management	29,174,976	29,090,611	(84,365)
Administration	<u>650,695</u>	<u>712,675</u>	<u>61,980</u>
<b>TOTAL</b>	<b>\$ <u>192,493,968</u></b>	<b>\$ <u>200,936,932</u></b>	<b>\$ <u>8,442,964</u></b>
<u>REVENUES</u>			
Department of Public Works -	\$	\$	\$
Airport Division	36,596,589	40,375,815	3,779,226
Transportation Services Division	2,801,149	2,917,351	116,202
Architect/Engineer/Environment Serv	5,903,069	6,803,146	900,077
Highway Maintenance	73,400	27,450	(45,950)
Fleet Management	11,022,134	11,536,786	514,652
Milwaukee Cty Transit/Paratransit Sys	2,546,250	3,035,350	489,100
Facilities Management	11,224,585	10,519,229	(705,356)
Administration	<u>600</u>	<u>131,468</u>	<u>130,868</u>
<b>TOTAL</b>	<b>\$ <u>70,167,776</u></b>	<b>\$ <u>75,346,595</u></b>	<b>\$ <u>5,178,819</u></b>
<u>STATE AND FEDERAL AIDS</u>			
Department of Public Works -	\$	\$	\$
Transportation Services Division	138,840	138,643	(197)
Architect/Engineer/Environment Serv	75,000	75,000	0
Highway Maintenance	12,239,198	13,791,455	1,552,257
Fleet Management	34,000	34,000	0
Milwaukee Cty Transit/Paratransit Sys	<u>74,050,860</u>	<u>73,169,984</u>	<u>(880,876)</u>
<b>TOTAL</b>	<b>\$ <u>86,537,898</u></b>	<b>\$ <u>87,209,082</u></b>	<b>\$ <u>671,184</u></b>
<b>NET FUNDS REQUIRED</b>	<b>\$ <u>35,788,294</u></b>	<b>\$ <u>38,381,255</u></b>	<b>\$ <u>2,592,961</u></b>

Note: In 2002 fringe benefits are included in departmental budgets.  
 The 2001 budget has been adjusted for comparison.

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 HEALTH AND HUMAN SERVICES FUNCTION

	2001 Adopted Budget	2002 Recommended Budget	Increase (or Decrease) Amount
<u>EXPENDITURES</u>			
DHS-Mental Health Division	\$ 118,417,857	\$ 136,370,923	\$ 17,953,066
DOA-County Health Related Programs	54,558,640	60,868,894	6,310,254
Department on Aging	74,155,651	80,637,041	6,481,390
Department of Human Services	<u>163,469,044</u>	<u>146,005,668</u>	<u>(17,463,376)</u>
TOTAL	\$ <u>410,601,192</u>	\$ <u>423,882,526</u>	\$ <u>13,281,334</u>
<u>REVENUES</u>			
DHS-Mental Health Division	\$ 52,909,933	\$ 54,599,729	\$ 1,689,796
DOA-County Health Related Programs	5,871,990	6,641,290	769,300
Department on Aging	42,390,171	61,969,359	19,579,188
Department of Human Services	<u>19,761,071</u>	<u>12,576,088</u>	<u>(7,184,983)</u>
TOTAL	\$ <u>120,933,165</u>	\$ <u>135,786,466</u>	\$ <u>14,853,301</u>
<u>STATE AND FEDERAL AIDS</u>			
DHS-Mental Health Division	\$ 44,324,228	\$ 56,794,946	\$ 12,470,718
DOA-County Health Related Programs	23,217,593	27,602,419	4,384,826
Department on Aging	30,226,685	16,450,205	(13,776,480)
Department of Human Services	<u>124,495,315</u>	<u>111,738,724</u>	<u>(12,756,591)</u>
TOTAL	\$ <u>222,263,821</u>	\$ <u>212,586,294</u>	\$ <u>(9,677,527)</u>
NET FUNDS REQUIRED	\$ <u>67,404,206</u>	\$ <u>75,509,766</u>	\$ <u>8,105,560</u>

Note: In 2002 fringe benefits are included in departmental budgets.  
 The 2001 budget has been adjusted for comparison.

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 PARKS, RECREATION AND CULTURE FUNCTION

	<u>2001 Adopted Budget</u>	<u>2002 Recommended Budget</u>	<u>Increase (or Decrease) Amount</u>
<u>EXPENDITURES</u>			
Parks Department	\$ 41,993,417	\$ 43,252,762	\$ 1,259,345
Zoological Department	16,991,274	18,467,666	1,476,392
Milwaukee Public Museum	4,300,000	4,138,750	(161,250)
University Extension Service	<u>414,344</u>	<u>378,707</u>	<u>(35,637)</u>
TOTAL	\$ <u>63,699,035</u>	\$ <u>66,237,885</u>	\$ <u>2,538,850</u>
<u>REVENUES</u>			
Parks Department	\$ 18,281,151	\$ 18,565,756	\$ 284,605
Zoological Department	13,513,310	14,769,910	1,256,600
University Extension Service	<u>152,009</u>	<u>137,052</u>	<u>(14,957)</u>
TOTAL	\$ <u>31,946,470</u>	\$ <u>33,472,718</u>	\$ <u>1,526,248</u>
<u>STATE AND FEDERAL AIDS</u>			
Parks Department	\$ 144,740	\$ 144,740	\$ 0
TOTAL	\$ <u>144,740</u>	\$ <u>144,740</u>	\$ <u>0</u>
NET FUNDS REQUIRED	\$ <u>31,607,825</u>	\$ <u>32,620,427</u>	\$ <u>1,012,602</u>

Note: In 2002 fringe benefits are included in departmental budgets.  
 The 2001 budget has been adjusted for comparison.

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 DEBT REDEMPTION & INTEREST FUNCTION

	2001 Adopted Budget	2002 Recommended Budget	Increase (or Decrease) Amount
<b>GENERAL COUNTY DEBT SERVICE</b>			
<u>EXPENDITURES</u>			
Debt Service Principal	\$ 51,945,000	\$ 43,400,000	\$ (8,545,000)
Debt Service Interest	25,986,211	23,016,017	(2,970,194)
Interest Allocation	<u>(7,006,216)</u>	<u>(6,416,490)</u>	<u>589,726</u>
<b>TOTAL</b>	<b>\$ <u>70,924,995</u></b>	<b>\$ <u>59,999,527</u></b>	<b>\$ <u>(10,925,468)</u></b>
<u>CONTRIBUTIONS</u>			
Reserve for County Bonds	\$ <u>5,567,101</u>	\$ <u>2,052,397</u>	\$ <u>(3,514,704)</u>
<b>TOTAL</b>	<b>\$ <u>5,567,101</u></b>	<b>\$ <u>2,052,397</u></b>	<b>\$ <u>(3,514,704)</u></b>
<u>REVENUES</u>			
Jail Assessment Surcharge	\$ 1,700,000	\$ 1,825,000	\$ 125,000
Other State Grants & Reimbursements	3,546,141	0	(3,546,141)
Sale of Capital Asset	2,723,665	1,825,830	(897,835)
Revenue from Project Rents	<u>1,264,388</u>	<u>172,600</u>	<u>(1,091,788)</u>
<b>TOTAL</b>	<b>\$ <u>9,234,194</u></b>	<b>\$ <u>3,823,430</u></b>	<b>\$ <u>(5,410,764)</u></b>
<b>NET FUNDS REQUIRED</b>	<b>\$ <u>56,123,700</u></b>	<b>\$ <u>54,123,700</u></b>	<b>\$ <u>(2,000,000)</u></b>

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 CAPITAL IMPROVEMENTS FUNCTION

	<u>2001 Adopted Budget</u>	<u>2002 Recommended Budget</u>	<u>Increase (or Decrease) Amount</u>
<u>EXPENDITURES</u>			
Capital Improvements	\$ <u>116,179,409</u>	\$ <u>128,393,974</u>	\$ <u>12,214,565</u>
TOTAL	\$ <u>116,179,409</u>	\$ <u>128,393,974</u>	\$ <u>12,214,565</u>
 <u>REVENUES</u>			
Capital Improvements	\$ <u>116,179,409</u>	\$ <u>128,393,974</u>	\$ <u>12,214,565</u>
TOTAL	\$ <u>116,179,409</u>	\$ <u>128,393,974</u>	\$ <u>12,214,565</u>
 NET FUNDS REQUIRED	 \$ <u>0</u>	 \$ <u>0</u>	 \$ <u>0</u>

COUNTY OF MILWAUKEE  
 RECOMMENDED 2002 BUDGET  
 SUMMARY OF EXPENDITURES AND REVENUES  
 EXPENDABLE TRUST ACCOUNTS FUNCTION

	<u>2001 Adopted Budget</u>		<u>2002 Recommended Budget</u>		<u>Increase (or Decrease) Amount</u>
<u>EXPENDITURES</u>					
Zoo Trust Funds	\$ 755,313	\$	936,263	\$	180,950
Office for Persons w/Disabilities Trust Funds	7,000		2,500		(4,500)
DHS-Mental Health Division Trust Funds	<u>35,100</u>		<u>35,100</u>		<u>0</u>
TOTAL	\$ <u>797,413</u>	\$	<u>973,863</u>	\$	<u>176,450</u>
<u>REVENUES</u>					
Zoo Trust Funds	\$ 722,550	\$	903,500	\$	180,950
Office for Persons w/Disabilities Trust Funds	7,000		2,500		(4,500)
DHS-Mental Health Division Trust Funds	<u>35,100</u>		<u>35,100</u>		<u>0</u>
TOTAL	\$ <u>764,650</u>	\$	<u>941,100</u>	\$	<u>176,450</u>
<u>STATE AND FEDERAL AIDS</u>					
Zoo Trust Fund	\$ <u>32,763</u>	\$	<u>32,763</u>	\$	<u>0</u>
TOTAL	\$ <u>32,763</u>	\$	<u>32,763</u>	\$	<u>0</u>
NET FUNDS REQUIRED	\$ <u>0</u>	\$	<u>0</u>	\$	<u>0</u>

**FUNCTIONAL AREA SUMMARIES**

# COUNTY EXECUTIVE'S 2002 BUDGET

## MAJOR FUNCTION: County-wide Non-Departmental Organization Units

### DESCRIPTION

This function includes six non-departmental budgets which have a County-wide impact.

#### OFFSET TO INTERNAL SERVICES CHARGES

The budget for the Offset to Internal Service Charges reduces total County expenditures and revenues by the amount of charges from internal service fund departments to other County departments. Without this adjustment, total County expenditures and revenues would be overstated.

#### CHARGES TO OTHER COUNTY ORGANIZATION UNITS

This budget represents the offset to Central Service costs allocated to departments to show the full cost of operating a department.

#### POTAWATOMI REVENUE ALLOCATION

The Potawatomi Revenue Allocation budget includes \$3,707,396 in Potawatomi revenues the County is projected to receive in 2002. Of this amount, \$350,000 is allocated to capital projects and is reflected in the 2002 Capital Improvements Budget. A total of \$3,357,396 is allocated to the 2002 Operating Budget which is included in departmental budgets.

#### APPROPRIATION FOR CONTINGENCIES

The budget for Appropriation for Contingencies includes budgeted expenditures to be used for unanticipated County-wide emergencies or contingencies. A department must obtain approval from the County Board before these funds can be used to offset any budget shortfall.

#### EMPLOYEE FRINGE BENEFITS

The budget for Employee Fringe Benefits includes expenditures for employee health, life insurance and retirement benefits; retiree health benefits; and the Transit Pass Program. In prior years, these expenditures were included in this non-departmental account rather than in operating budgets. For 2002, these costs are primarily included in departmental budgets.

#### CAPITAL OUTLAY/DEPRECIATION CONTRA

The Capital Outlay/Depreciation Contra budget includes entries to offset the cost of depreciation and to reflect the cost of purchasing fixed assets for proprietary fund departments. These entries are required to budget for proprietary fund departments in accordance with Generally Accepted Accounting Principles (GAAP) without including inappropriate charges in the property tax levy.

<b>TAX LEVY SUMMARY</b>				
<u>DEPARTMENT</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
Offset to Internal Service Charges (Org. 1930)	\$ 0	\$ 876,223	\$ (336,534)	\$ (1,212,757)
Charges to Other County Organizations (Org. 1935)	0	0	0	0
Potawatomi Revenue Allocation (Org. 1937)	0	0	0	0
Appropriation for Contingencies (Org. 1945)	0	5,500,000	4,500,000	(1,000,000)
Employee Fringe Benefits (Org. 1950)	64,001,021	73,181,182	0	(73,181,182)
Capital Outlay/Depreciation Contra (Org. 1985)	0	(17,563,427)	(17,759,803)	(196,376)
<b>TOTAL</b>	<b>\$ 64,001,021</b>	<b>\$ 61,993,978</b>	<b>\$ (13,596,337)</b>	<b>\$ (75,590,315)</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

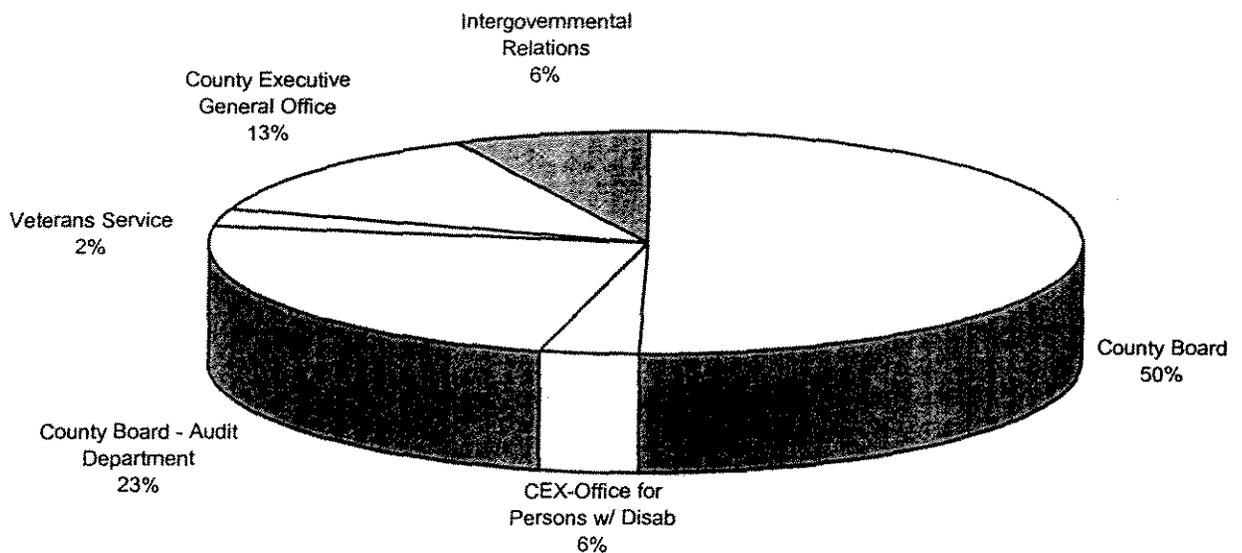
**MAJOR FUNCTION: Legislative and Executive**

**DESCRIPTION**

The County departments contributing to this functional area are the County Board, County Board-Audit, County Executive General Office, Office for

Persons with Disabilities, Intergovernmental Relations and Veterans Service.

**2002 TAX LEVY DISTRIBUTION  
Within Functional Area**



<b>TAX LEVY SUMMARY</b>				
<i>DEPARTMENT</i>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>	2001/2002 <u>Change</u>
County Board (Org. 1000)	\$ 4,315,407	\$ 4,466,576	\$ 4,628,695	\$ 162,119
County Board - Audit (Org. 1001)	1,981,206	2,053,883	2,132,535	78,652
County Executive				
General Office (Org. 1011)	1,047,527	1,155,445	1,202,539	47,094
Office for Persons with Disabilities (Org. 1018)	309,987	334,238	532,197	197,959
Intergovernmental Relations (Org. 1020)	509,925	616,158	547,453	(68,705)
Veterans Service (Org. 1021)	214,918	219,406	241,329	21,923
<b>TOTAL</b>	<b>\$ 8,378,970</b>	<b>\$ 8,845,706</b>	<b>\$ 9,284,748</b>	<b>\$ 439,042</b>

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Legislative and Executive

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#### COUNTY BOARD

The nature, composition, powers, duties and responsibilities of County Boards are delineated in Chapter 59, Wisconsin Statutes, pursuant to Article IV, Sections 22 and 23 of the State Constitution. Each county in the State is a body corporate empowered to sue and be sued; to acquire and hold, lease or rent property; to enter into leases and to make contracts. The power of the County can only be exercised by the County Board or pursuant to a resolution or ordinance adopted by it. The general powers of the Board are set down in Section 59.51 of the Wisconsin Statutes.

County Board Non-Departmental Projects. This appropriation provides the County Board with flexibility in determining priorities for necessary projects and allocating expenditures to meet greatest needs. This account has been used for Merit Awards, County memberships and County Board publications.

Sister Cities International. This appropriation is for the support of Milwaukee County's sister community relationships. It is used to continue the worthwhile relationship with Sister Cities International in anticipation of dividends for the people of sister city communities.

#### DEPARTMENT OF AUDIT

Pursuant to Section 59.47 of the Wisconsin Statutes and Chapter 57 of the Milwaukee County Ordinances, the Department of Audit is responsible for post auditing the fiscal and programmatic concerns of Milwaukee County. The term audit is used to describe not only work done in examining financial statements, but also work done in reviewing internal accounting and administrative controls, compliance with applicable laws and regulations, economy and efficiency of operations, and effectiveness in achieving program results. The Department's audits are performed in accordance with Government Audit Standards. In addition, the Department monitors contracts with vendors of goods and services for compliance with equal opportunity and affirmative action requirements. The Department annually contracts for an audit of the financial statements of Milwaukee County and the Single Audit of Federal and State grants required by Federal OMB Circular A-128 and State Single Audit Guidelines. Audit staff also reconcile the County's checking accounts. In addition, the Department maintains a Hotline to receive information from citizens and employees regarding

waste, fraud and abuse of Milwaukee County resources.

#### COUNTY EXECUTIVE

Pursuant to the provisions of Section 59.17(2) of the Wisconsin Statutes and Section 23-A of Article IV of the Wisconsin Constitution, the County Executive has the following duties and responsibilities:

Coordinate and direct all administrative and management functions of County government; appoint department heads and appoint members of boards and commissions, subject to County Board confirmation; submit annually a recommended County budget to the County Board; communicate to the County Board the condition of the County or other matters requiring their attention; and approve or veto all resolutions or ordinances enacted by the County Board.

#### COUNTY EXECUTIVE-OFFICE FOR PERSONS WITH DISABILITIES

The Milwaukee County Commission for Handicapped and Disabled Persons was established March 21, 1978, under Chapter 73 of the Milwaukee County Ordinances, to "promote the independence of Milwaukee County's handicapped and disabled persons." As part of this charge, the Commission is empowered by s.73.09, to:

"advise the County Board of Supervisors of the needs of handicapped and disabled persons within Milwaukee County and the status of existing services designed to meet those needs, and shall recommend any new programs or services required to meet such needs"

The Office for Persons with Disabilities provides the staff to assure that Milwaukee County citizens receive cost-efficient and effective services, reliable and comprehensive disability-related information and professional relationships that promote cooperation and effective collaboration, and to assure that Milwaukee County programs, services, and facilities are accessible to people with disabilities.

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Legislative and Executive

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#### COUNTY EXECUTIVE-INTERGOVERNMENTAL RELATIONS

The Division of the County Executive's office was created by County Board action of July 14, 1976 (File No. 76-514), to coordinate and develop a program for Milwaukee County which will assist in defining areas where modifications to State and Federal legislation should be developed and introduced.

#### COUNTY EXECUTIVE-VETERANS SERVICE

The Veterans Service Office operates pursuant to Section 45.43 of the Wisconsin Statutes. Its purpose is to develop and coordinate programs for Milwaukee County veterans and their dependents. The Veterans Service Office advises and informs

Milwaukee County veterans concerning any problems arising from service in the armed forces of the United States, and assists veterans and their dependents or survivors in the preparation of claims or applications for Federal, State and County benefits to which they may be entitled. The Veterans Service Office works with Federal, State and accredited veterans organizations whose primary responsibilities are the general well-being of the veterans community. The Veterans Service Office coordinates its work with other community agencies when issues related to veterans have varied implications.

The Veterans Service Commission operates under Section 45.12 of the Wisconsin Statutes and its responsibility is in the area of aid to veterans.

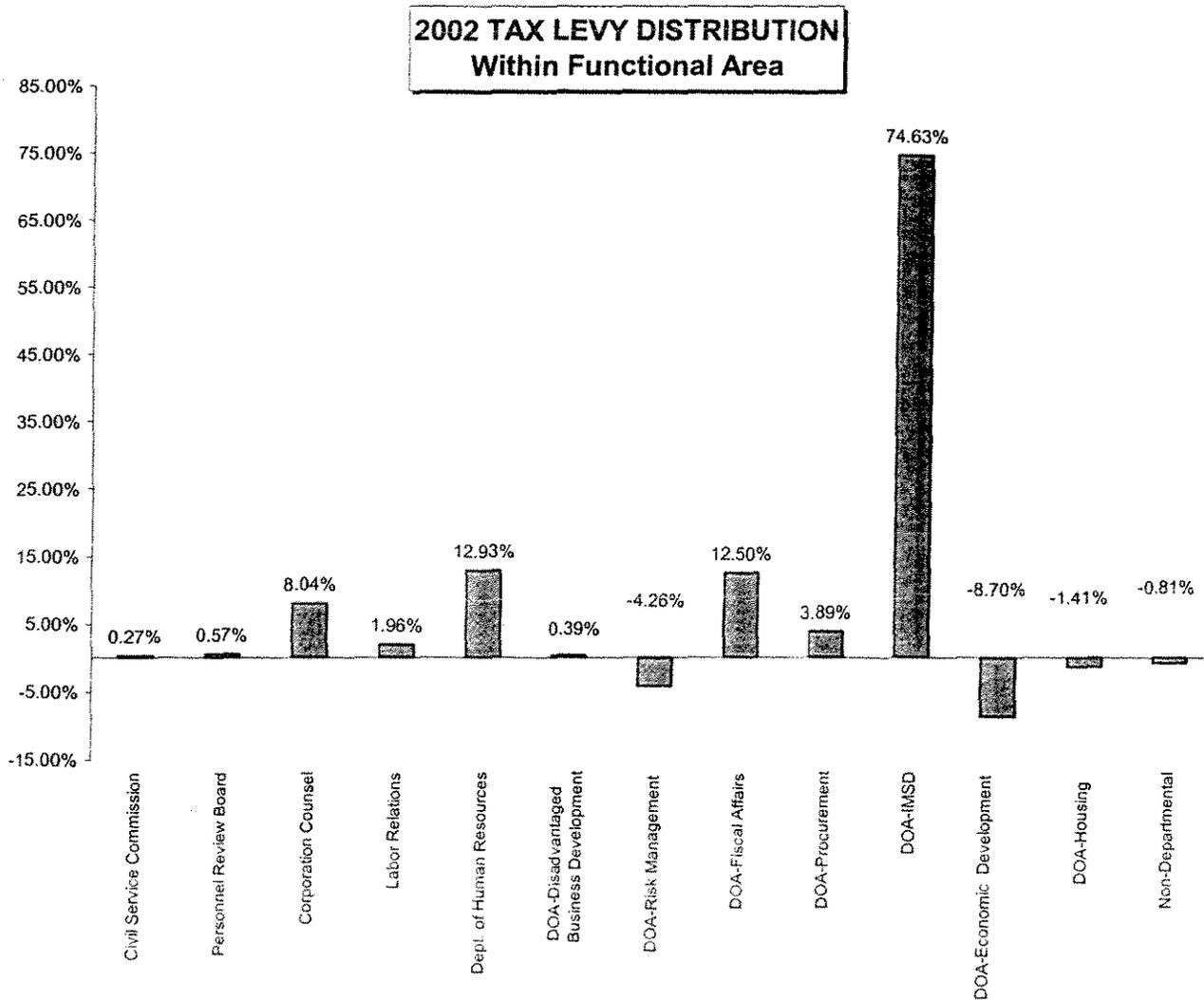
# COUNTY EXECUTIVE'S 2002 BUDGET

## MAJOR FUNCTION: Staff

### DESCRIPTION

The County departments contributing to this functional area include the Civil Service Commission, Corporation Counsel, Department of Human Resources, five of the six Department of Administration Divisions (Economic Development, Housing and Community Development, Administration and Fiscal Affairs/Risk Management/Disadvantaged Business Development,

Procurement and Information Management Services) and Personnel Review Board and Labor Relations. (The DoA County Health Related Programs (CHRP) budget is included in the Health and Human Services function.) This functional area also includes the budget for the Ethics Board.



COUNTY EXECUTIVE'S 2002 BUDGET

MAJOR FUNCTION: Staff

<b>TAX LEVY SUMMARY</b>				
<u>DEPARTMENT</u>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>	2001/2002 <u>Change</u>
Civil Service Commission (Org. 1110)	\$ 58,299	\$ 64,273	\$ 64,793	\$ 520
Corporation Counsel (Org. 1130)	2,133,408	2,160,244	1,947,660	(212,584)
Human Resources (Org. 1140)	3,307,718	3,419,977	3,131,252	(288,725)
Department of Administration				
Disadvantaged Business	(33,174)	73,263	95,146	(73,263)
Development (Org. 1040)				
Personnel Review Board (Org. 1120)	125,384	146,503	138,086	(8,417)
Labor Relations (Org. 1135)	429,058	461,111	474,722	13,611
Risk Management (Org. 1150)	77,408	(958,898)	(1,032,108)	(73,210)
Administration & Fiscal Affairs (Org. 1151)	2,683,680	2,918,291	3,027,289	108,998
Procurement (Org. 1152)	927,887	897,113	942,431	45,318
Information Management	15,879,387	17,126,832	18,070,441	943,609
Services (Org. 1160)				
Economic Development (Org. 1180)	(1,195,946)	(2,262,574)	(2,107,239)	155,335
Housing & Community	(404,443)	(415,928)	(341,830)	415,928
Development (Org. 1190)				
<u>NON-DEPARTMENTAL</u>				
Ethics Board (Org. 1905)	25,399	33,362	38,198	4,836
Personal Services Lump-sum				
Reduction for ECP Bonuses (Org. 1932)	0	(1,000,000)	(234,000)	766,000
<b>TOTAL</b>	<b>\$ 24,014,065</b>	<b>\$ 22,663,569</b>	<b>\$ 24,214,841</b>	<b>\$ 1,797,956</b>

**CIVIL SERVICE COMMISSION**

The five-member Civil Service Commission conducts hearings on the merit system and, when necessary, makes recommendations to the County Board.

**CORPORATION COUNSEL**

The Corporation Counsel is responsible for prosecuting or defending all civil actions against the County or any of its boards, commissions, committees, departments or officers, issuing opinions, drafting County ordinances and resolutions, drafting proposed legislation, processing commitments of mentally ill persons, and acting as general counsel for the County.

**DEPARTMENT OF HUMAN RESOURCES**

The Department of Human Resources recruits, examines and certifies candidates for all positions in the classified service. The Department reviews requests for changes in classification, increases in pay and changes in personnel practices and procedures, as well as processes unemployment compensation claims, administers the County's

Affirmative Action plan, and manages and coordinates the employee benefits programs, including hospital/surgical/dental care and life insurance. The Employee Retirement Division administers the Retirement System established by Chapter 201, of the Milwaukee County Ordinances.

**DEPARTMENT OF ADMINISTRATION**

The nine divisions of the Department of Administration identified in the Staff Function provide the following services to Milwaukee County.

**ADMINISTRATION AND FISCAL AFFAIRS**

The Director of the Department of Administration is authorized in the Administration and Fiscal Affairs Division, and is responsible for the six divisions of the Department of Administration.

**LABOR RELATIONS**

The Department of Labor Relations is responsible for negotiations and administration of all collective bargaining agreements, establishing labor relations training programs for supervisory staff, and

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Staff

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conducting, on behalf of Milwaukee County, all procedures ordered by the Wisconsin Employment Relations Commission, U.S. Department of Labor, or the Wisconsin Department of Industry, Labor and Human Relations.

#### PERSONNEL REVIEW BOARD

The Personnel Review Board also consists of five members who review all disciplinary charges filed by appointing authorities or other persons authorized to file charges against an officer or employee in the classified service alleging the employee to be incompetent to perform their duties or that the employee merits discipline, demotion or discharge pursuant to State Statutes.

#### RISK MANAGEMENT

The Risk Management Section of Fiscal Affairs is responsible for administering the County's risk management program, including providing public liability and property damage insurance and overseeing the Workers' Compensation program.

#### DISADVANTAGED BUSINESS DEVELOPMENT

The Disadvantaged Business Development Section of Fiscal Affairs is responsible for activities related to promoting the successful growth of disadvantaged, minority and women-owned businesses in Milwaukee County. Specific responsibilities include contract compliance monitoring, ensuring that County procurement of contractors and suppliers complies with Federal and County DBD requirements, administering revolving loan accounts to provide short-term assistance to qualifying DBD firms, and developing various DBD seminars on effective business operations.

#### ECONOMIC DEVELOPMENT

The Economic Development Division preserves and enhances the tax base of the County by stimulating, attracting and revitalizing commerce, industry and manufacturing.

#### HOUSING AND COMMUNITY DEVELOPMENT

The Housing and Community Development Division maximizes available State and Federal resources to produce affordable housing and continued enhancement of the tax base through the administration of the Community Development Block Grant Program, Home Repair Loan Programs, Rental Assistance Programs, Housing Organization

Loan Fund and HOME Investment Partnership Program.

#### PROCUREMENT

The Procurement Division is responsible for purchasing or contracting for supplies, materials, equipment and contractual services required by County departments or agencies, excluding public works programs, as well as developing standards and preparing specifications, signing contracts and issuing purchase orders, and disposing of surplus or obsolete supplies.

#### INFORMATION MANAGEMENT SERVICES

The Information Management Services Division (IMSD) provides central data processing, graphics, records management, voice and radio communication services to Milwaukee County. IMSD develops, modifies and maintains County-wide and multi-department large-scale or complex applications systems, including the Civil/Criminal Justice Information System (C/CJIS) and Financial/Budget System (Advantage/Brass), provides research, purchase, implementation, management and maintenance for departments' hardware and software systems, administers information technology standards and provides County-wide communications, local area network and desktop support; administers the County's voice communications system, including telephones, cellular and pagers programs; provides high volume copying service and artistic design and forms management; administers the central Records Center which provides off-site storage of department records; administers the County's 50-plus Federal Communications frequency licenses, radio equipment and transmission facilities, and the conventional and 800 MHz trunked radio systems; and provides County-wide mail service.

#### ETHICS BOARD

The Ethics Board consists of six residents of Milwaukee County who carry out the provisions of the Code of Ethics established under Chapter 9 of the Milwaukee County Ordinances.

#### PERSONAL SERVICES LUMP-SUM REDUCTION FOR ECP BONUSES

This non-departmental budget includes an expenditure and tax levy reduction to reflect a reduction in bonuses for Executive Compensation Plan (ECP) employees from four percent to two percent.

**COUNTY EXECUTIVE'S 2002 BUDGET**

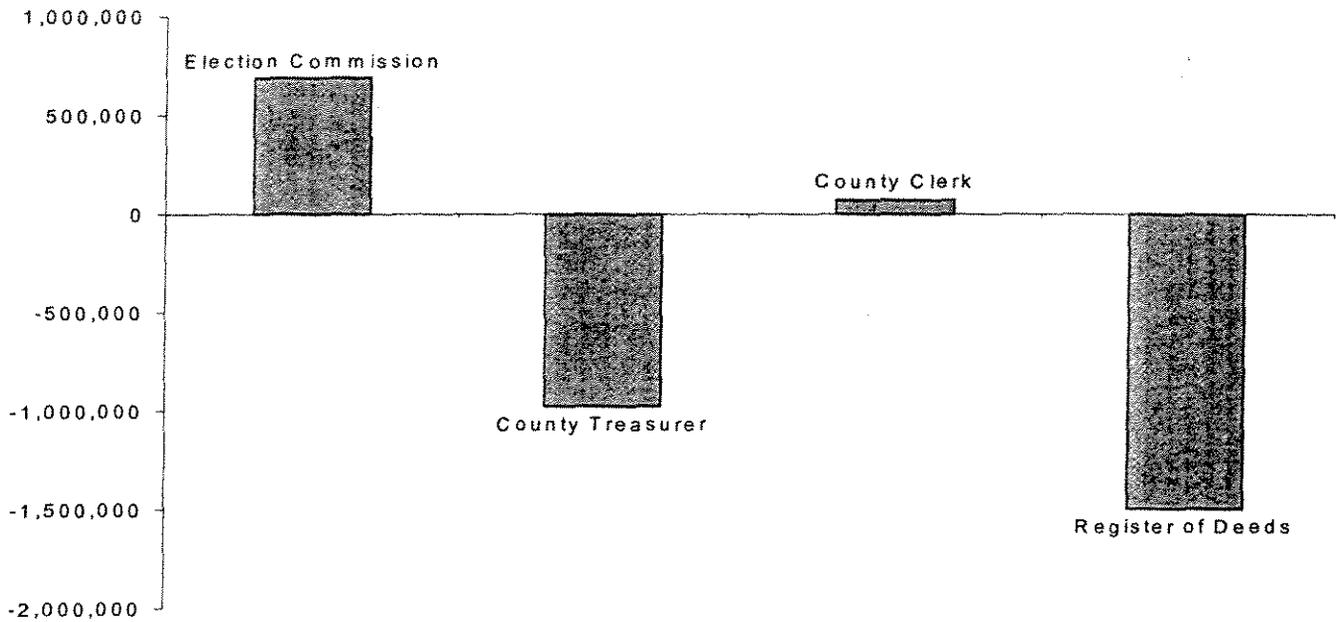
**MAJOR FUNCTION: General Governmental Services**

**DESCRIPTION**

The County departments contributing to this functional area are the Election Commission, County Treasurer, County Clerk and the Register of Deeds.

This functional area also includes the non-departmental budget of Milwaukee County Automated Land Information System.

**2002 TAX LEVY DISTRIBUTION  
Within Functional Area**



<b>TAX LEVY SUMMARY</b>				
<u>DEPARTMENT</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
Election Commission (Org. 3010)	\$ 748,979	\$ 460,628	\$ 692,513	\$ 231,885
County Treasurer (Org. 3090)	(1,985,265)	(948,030)	(977,463)	(29,433)
County Clerk (Org. 3270)	(21,854)	56,645	73,080	16,435
Register of Deeds (Org. 3400)	(1,191,918)	(1,504,307)	(1,497,716)	6,591
 <u>NON-DEPARTMENTAL</u>				
Milwaukee County Automated Land Information System (Org. 1923)	(42,317)	0	0	0
<b>TOTAL</b>	<b>\$ (2,492,375)</b>	<b>\$ (1,935,064)</b>	<b>\$ (1,709,586)</b>	<b>\$ 225,478</b>

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: General Governmental Services

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#### ELECTION COMMISSION

The Election Commission prepares, prints, distributes and has custody of ballots, prints all voting machine labels, absentee and sample ballots; canvasses returns and certifies them to the State Election Boards; advertises all elections held on a Federal, State and County-wide basis in community and minority newspapers; distributes, receives and verifies the legality of nomination papers filed; receives Code of Ethics forms, expense statements and registration forms of candidates and committees; maintains election records and files; prorates charges to municipalities and school boards for certain election services provided; reviews election laws; registers City of Milwaukee electors; conducts recount proceedings; issues certificates of election to County Supervisors, County Executive, five County constitutional officers and committee persons elected from the County; provides a statistical elections booklet after each fall election; prints County, Congressional, Supervisor, State Senate and Assembly maps; and attends meetings relative to the office.

#### COUNTY TREASURER

The County Treasurer receives all monies which belong to or are deposited in trust with the County of Milwaukee; pays out all monies on order of the County Board, or as otherwise provided by law or ordinances; transmits State taxes, fees, and revenues from other charges to the State Treasurer; collects and enforces the collection of property taxes; acts as custodian of the Employees' Retirement System; assists with certain administrative details in connection with the sale and redemption of 1992 and prior County bonds or notes; provides for the daily cash requirements of Milwaukee County; and invests County appropriations not needed immediately in short-term investments.

#### COUNTY CLERK

The County Clerk records the proceedings of the County Board of Supervisors; distributes copies of the printed proceedings; maintains all of the legislative files; produces a continuous index of the ordinances and resolutions presented to the County Board at each meeting; updates existing ordinances and prepares copies of new ordinances for distribution; receives/processes court summons and complaints naming Milwaukee County; maintains the central file of County deeds, contracts, insurance policies, agreements, leases and easements;

maintains SARA Title III records for Milwaukee County; administers oaths of office and maintains a file of such oaths as well as public official bonds; maintains a file of qualified public improvement contractors; receives and publicly opens all sealed bids for public improvement projects; receives all bids for services and commodities; distributes copies of the Milwaukee County financial reports and statistical reports of property valuations; issues marriage, equestrian, hayride, horse and stable licenses; processes garnishment actions, tax levies and wage assignments of County employees; processes lien notices against contractors performing County public improvements; maintains the file of certificates of title for all County-owned vehicles; assists the County Treasurer in signing all County checks; acts as agent for the State in furnishing dog licenses to the municipalities in Milwaukee County; furnishes cat licenses to Milwaukee County municipalities and the Wisconsin Humane Society; and registers all lobbyists and reports quarterly to the County Board on the number of registrants.

#### REGISTER OF DEEDS

The Register of Deeds records, indexes and microfilms all real estate documents, corporation papers and military discharges; records informal probate instruments; files and indexes financing statements; maintains a motor vehicle lien index; files and indexes birth, marriage and death certificates; sells copies of the above-described documents; collects the real estate transfer tax; issues County and senior citizen identification cards; and performs such other functions as provided by law.

#### MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

The Milwaukee County Automated Land Information System consists of designing, developing and implementing a land information system integrating property and ownership records with U.S. Public Land Survey referenced parcel-identified boundary information; preparing boundary-referenced parcel property maps suitable for producing accurate land title or survey boundary line information; and preparing maps of documented accuracy suitable for local planning. Pursuant to Section 59.43, State Statutes, funding of a land information office, modernization of land records and the State of Wisconsin Land Information Board programs is collected via a six-dollar surcharge on the County's existing four dollar Recording Fee. The additional

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: General Governmental Services

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six-dollar surcharge is split, with four dollars designated for the Milwaukee County Automated Land Information System (Org. 1923), and two

dollars for the State Land Information Board. The County continues to retain its four dollar share of the Recording Fee.

**COUNTY EXECUTIVE'S 2002 BUDGET**

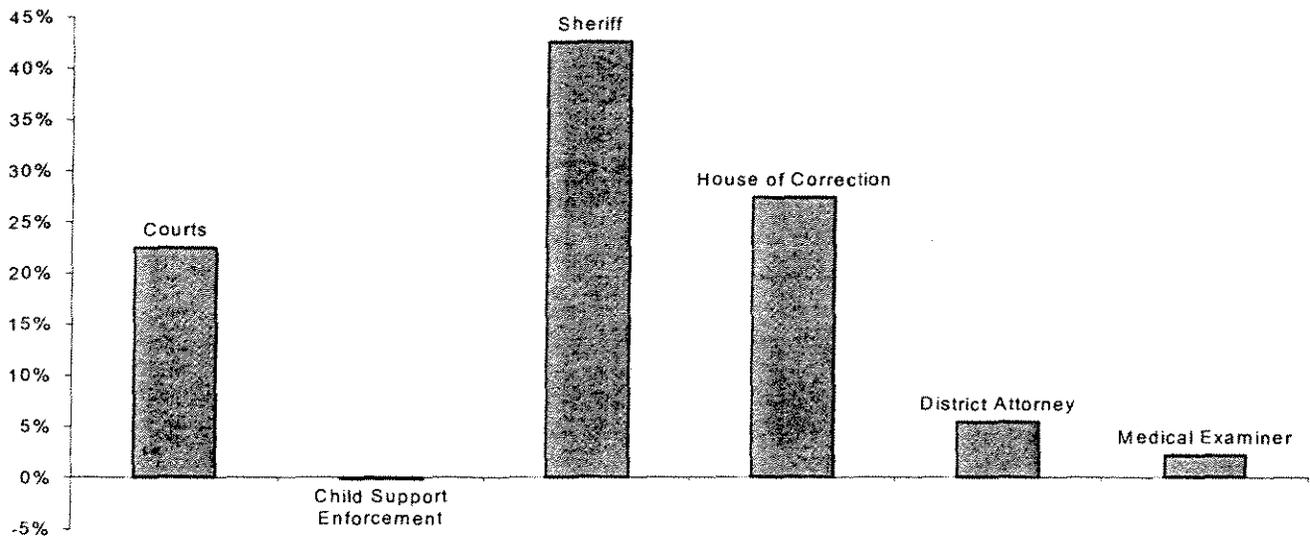
**MAJOR FUNCTION: Public Safety and Judiciary**

**DESCRIPTION**

The County departments contributing to this functional area are the Combined Court Related Operations, the Department of Child Support Enforcement, the Sheriff's Department, the House of Correction, the District Attorney, and the Medical

Examiner. The 2001 former non-departmental budgets Legal Resource Center and Alternatives to Incarceration are consolidated into Combined Court Related Operations.

**2002 TAX LEVY DISTRIBUTION  
Within Functional Area**



<b>TAX LEVY SUMMARY</b>				
<i>DEPARTMENT</i>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>	2001/2002 <u>Change</u>
Combined Court Related Oper. (Org. 2000)	\$ 19,577,835	\$ 19,882,679	\$ 23,538,544	\$ 3,655,865
Child Support Enforcement (Org. 2430)	(1,324,826)	(1,034,889)	(185,514)	849,375
Sheriff's Department (Org. 4000)	44,076,975	40,826,295	44,562,888	3,736,593
House of Correction (Org. 4300)	27,636,220	25,690,776	28,686,521	2,995,745
District Attorney (Org. 4500)	5,199,578	5,473,825	5,722,385	248,560
Medical Examiner (Org. 4900)	2,301,881	2,229,549	2,321,417	91,868
<b>TOTAL</b>	<b>\$ 97,467,663</b>	<b>\$ 93,068,235</b>	<b>\$ 104,646,241</b>	<b>\$ 11,578,006</b>

**SHERIFF'S DEPARTMENT**

The Sheriff of Milwaukee County is a State constitutional officer and, under Section 59.27 of the Wisconsin Statutes, is responsible for law enforcement, the safety and security of citizens and protection of property throughout the County. Chapter 166, Wisconsin Statutes, provides the

authority of counties in matters pertaining to emergency government services, which is under the Sheriff. The Sheriff's Department also acts as an arm of the criminal justice system carrying out criminal investigations, effecting arrests and warrants, detaining prisoners, providing court

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Public Safety and Judiciary

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security, serving process papers, transporting prisoners and patients and extraditing criminals.

Security is provided at the General Mitchell International Airport, County Stadium, County parks and for the County Executive. Protection is rendered to County officials and domestic and international visiting dignitaries. Expressway patrol provides the capability of immediate 24-hour response to emergency situations involving protection, safety and law enforcement throughout Milwaukee County. The department provides specialized services to the community, County government, and municipal police agencies by means of investigative expertise, victim/witness protection, crowd control, photography, fingerprint and document examination, drug investigations, training, and emergency response.

#### COMBINED COURT RELATED OPERATIONS

##### Family Court Commissioner Division

The Division of the Family Court Commissioner was created pursuant to Section 767.13(2) of the Wisconsin Statutes and is the legal extension of the Family Court Branch of the Circuit Court. The general purpose of this division is to conduct formal hearings in matters relating to marriage and actions affecting the family pursuant to Chapters 765 and 767 of the Wisconsin Statutes, and includes the Family Court Counseling Services Unit.

##### Register in Probate Division

Pursuant to Wisconsin Statutes, the Register in Probate maintains the records and files of all probate proceedings; receives payments of statutory fees; performs administrative services and ministerial duties in connection with mental commitment proceedings (Chapter 51), protective placement proceedings (Chapter 55), will proceedings, contests of claims and other probate proceedings; processes termination of parental rights proceedings, agency adoptions and documents filed in all adoption proceedings (Chapters 48 and 882); performs administrative duties directed by the judges designated to hear probate proceedings; reviews documents and makes determinations required for informal administration of estates (Chapter 865); and exercises the powers and duties of a probate court commissioner when designated to do so by a judge assigned probate jurisdiction. In addition, the 1985 Supreme Court decision in *State ex rel. Watts v. Combined Community Services*, 122 Wis. 2d 65, requires an annual court review of every existing

protective placement case to protect the constitutional rights of persons under protective placement.

##### County Funded State Court Services Division

Pursuant to Section 8, Article VII, Wisconsin Constitution, and Section 753.03, Wisconsin Statutes, the State Circuit Courts have original jurisdiction in all civil, juvenile and criminal matters. They also conduct administrative reviews. Milwaukee County comprises the First Judicial Administrative District of the State system and has 47 judges. Pursuant to sections of the Wisconsin Statutes, the Clerk of Circuit Court maintains the records, books and files of the Circuit Courts – Civil, Family Support, Criminal and Children's Divisions; collects fees and costs prescribed by law; certifies copies of judgments or other papers or records; receives and disburses payment of trust, bail or other funds pursuant to court orders; invests funds and has custody of securities held for the benefit of minors, as ordered by the Court; furnishes attorneys with legal papers; prepares the daily court calendar and processes all cases. Per Chapter 100 of the Milwaukee County Ordinances and the rules of the County Board of Judges, the Clerk of Circuit Court is also Director of Court Services. Eligible jurors for the Milwaukee County court system are summoned by the Clerk of Circuit Court.

Legal Resource Center. Through collections and services linked to those at the State Law Library, the Legal Resource Center provides legal information, materials and online computer services to County departments, judges and the general public.

Alternatives to Incarceration. This appropriation funds the operation of the Intake Screening Center in the Criminal Justice Facility, along with various out-of-custody, community service, intervention and intensive supervision programs.

#### DEPARTMENT OF CHILD SUPPORT ENFORCEMENT

The purpose of the Department of Child Support Enforcement is to implement and administer the Child Support Enforcement Act pursuant to Title IV-D of the Federal Social Security Act and Sections 49.22 and 59.53(5) of the Wisconsin Statutes, under contract with the State Department of Workforce Development. Cases are referred to the Department of Child Support Enforcement by the Milwaukee County Department of Human Services when a custodial parent applies for benefits. Non-W-2 custodial parents may also apply for services. The

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Public Safety and Judiciary

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Department of Child Support Enforcement works cooperatively with other County departments within the IV-D program to conduct investigations, locate absent parents, appear in court on cases to establish and enforce support orders, establish paternity, conduct job search interviews and various other child support related functions. The Department also administers the recovery of medical as well as subsistence payments.

#### DISTRICT ATTORNEY

Pursuant to Wisconsin Statutes Section 978.05, the District Attorney of Milwaukee County has the following duties:

- A. In the Circuit Courts of Milwaukee County having jurisdiction for ADULT MATTERS – Prosecutes all criminal actions; prosecutes all State forfeiture actions, County traffic actions, and actions concerning violations of County ordinances which are in conformity with State criminal laws; participates in John Doe or other investigatory proceedings; issues subpoenas and other processes to compel the attendance of witnesses; upon the request and under the supervision and direction of the Attorney General, briefs and argues all criminal cases brought by appeal or writ of error to the Court of Appeals or Supreme Court; handles all appeals or proceedings if the case is decided by a single Court of Appeals judge; institutes, commences, or appears in certain civil actions or special proceedings as set forth in Wisconsin Statutes Section 978.05(6).
- B. In the Circuit Courts of Milwaukee County having jurisdiction for JUVENILE MATTERS – Represents the public's interest at the Children's Court Center for matters including children alleged to be delinquent, to have violated civil laws or ordinances, to be in need of protection or services, or who are developmentally disabled, mentally ill, alcoholic or drug dependent; and initiates and defends appeals.

#### MEDICAL EXAMINER

Pursuant to Sections 59.34, 59.38, 59.66(3), 69.18, and Chapter 979, Wisconsin Statutes, this department investigates all deaths in which there are unexplained, unusual or suspicious circumstances, all homicides, all suicides, all deaths following criminal abortion, poisoning, and accident (whether the injury is or is not the primary cause of death), and all deaths in which there is no physician in attendance, or the attending physician refuses to sign the death certificate; investigates all deaths when the body is to be cremated; reports all deaths immediately to the District Attorney pursuant to Section 979.04(2) Statutes; performs autopsies, histologic studies and toxicological analyses, and testifies in court in regard to all investigative findings; issues death certificates, cremation permits and disinterment permits; takes possession of, stores and disposes of bodies when investigation is required or bodies are unclaimed; locates relatives of deceased persons; safeguards and legally disposes of money and property of deceased persons; and renders scientific aid to various law enforcement agencies in the examination of evidence.

#### HOUSE OF CORRECTION

The functions of the House of Correction are defined in Chapters 302, 303, 304 and 973 of the Wisconsin Statutes. This institution receives and maintains custody of all sentenced prisoners in Milwaukee County committed by authorized courts for periods not exceeding one year and from other jurisdictions as authorized by County ordinance; provides programs of work release, rehabilitation, education, work, recreation and training; provides medical, dental and other necessary services in conjunction with the Detention Bureau of the Sheriff's Department; processes and considers applications for parole; and releases prisoners upon expiration of sentence, parole, or upon orders of the courts or other recognized authorities. Section 302.315 of the Wisconsin Statutes permits this institution to receive and maintain custody of unsentenced prisoners from the Milwaukee County Sheriff. The department also operates a program of home detention using electronic surveillance equipment and other systems of control.

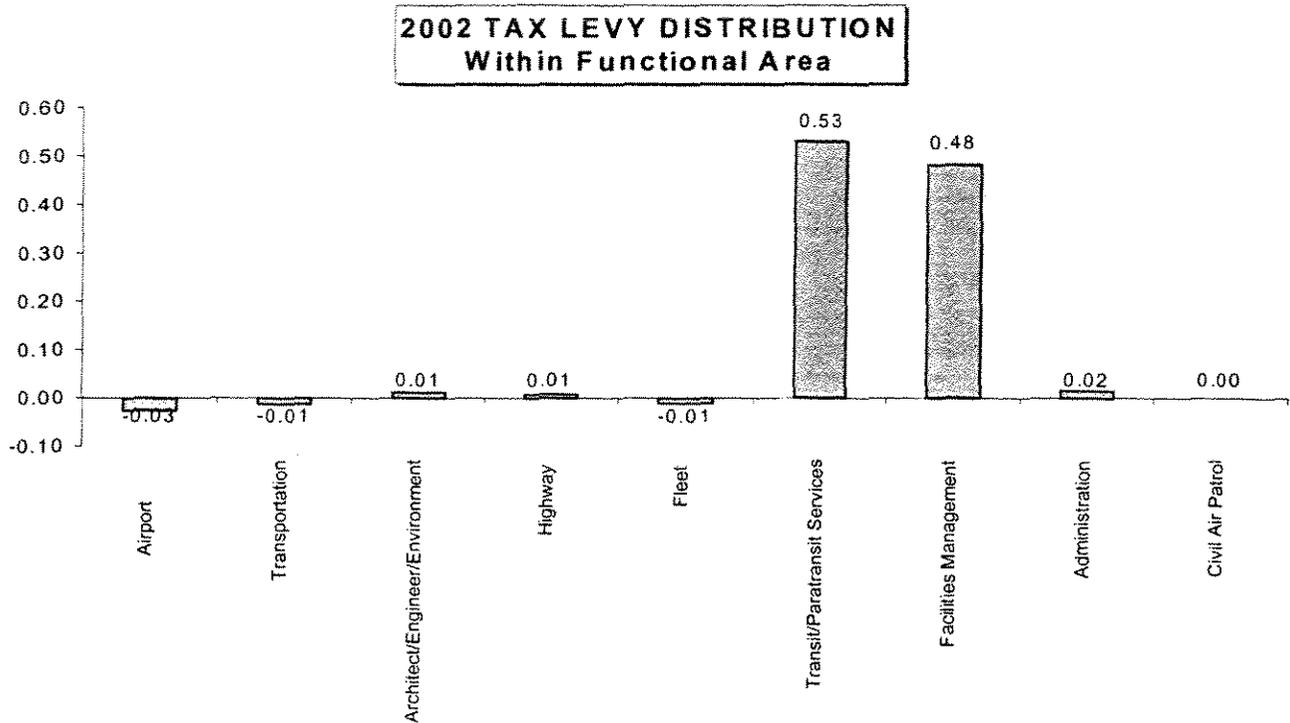
**COUNTY EXECUTIVE'S 2002 BUDGET**

**MAJOR FUNCTION: Public Works and Transportation**

**DESCRIPTION**

This function includes the budgets for the eight divisions of the Department of Public Works which are Airport, Transportation Services, Architectural, Engineering and Environmental Services, Highway

Maintenance, Fleet Management, Milwaukee County Transit/Paratransit System, Facilities Management and Administration, as well as the Civil Air Patrol.



<b>TAX LEVY SUMMARY</b>				
	2000	2001	2002	2001/2002
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
<b><u>DEPARTMENT OF PUBLIC WORKS</u></b>				
Airport Division (Org. 5040)	\$ (2,877,132)	\$ (1,006,002)	\$ (1,023,954)	\$ (17,952)
Transportation Services Division (Org. 5070)	(348,008)	(548,966)	(511,959)	37,007
Architectural/Engineering/Environmental Services Division (Org. 5080)	268,320	174,459	461,367	286,908
Highway Maintenance Division (Org. 5100)	(609,206)	25,643	334,662	309,019
Fleet Management Division (Org. 5300)	140,478	(287,340)	(437,630)	(150,290)
Milwaukee County Transit/Paratransit (Org. 5600)	20,230,906	18,830,014	20,406,180	1,576,166
Facilities Management Division (Org. 5700)	16,522,878	17,950,391	18,571,382	620,991
Administration Division (Org. 5800)	909,398	650,095	581,207	(68,888)
<b><u>NON-DEPARTMENTAL</u></b>				
Civil Air Patrol (Org. 1913)	6,076	6,800	8,000	1,200
<b>TOTAL</b>	<b>\$ 34,243,710</b>	<b>\$ 35,795,094</b>	<b>\$ 38,389,255</b>	<b>\$ 2,594,161</b>

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Public Works and Transportation

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#### Department of Public Works

The mission of the Department of Public Works is to develop and maintain Milwaukee County's public facilities in a cost efficient manner, consistent with the values of the taxpayers, preserving and maintaining the County's quality of life while enhancing the Department's competitive position, locally and nationally, in accordance with the policies of Milwaukee County.

The eight Divisions of the Department provide the following essential services to Milwaukee County:

#### AIRPORT DIVISION

Milwaukee County operates and maintains General Mitchell International and Lawrence J. Timmerman Field Airports by authority granted under Chapters 59 and 114 of the Wisconsin Statutes. General Mitchell International Airport provides commercial, military and general aviation services. Timmerman Field Airport is primarily for general aviation. Under the terms of the negotiated agreement between Milwaukee County and the signatory airlines, all operating expenses and debt service costs are recovered through rates and charges assessed to users (terminal and land rentals, concession fees and landing fees).

#### TRANSPORTATION SERVICES DIVISION

The mission of the Transportation Services Division is to cost-effectively plan, design and implement projects necessary to maintain and enhance the safety and efficiency of the County's highways, bridges, traffic control facilities and transit systems.

#### ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES DIVISION

The Architectural, Engineering and Environmental Services Division provides a core competency of professional and technical services for Milwaukee County. The Division is comprised of six sections: Architectural, Airport Engineering, Construction Management, Site Development Engineering, Environmental Services and Support Services. Through the Division employees' efforts and extended staff provided by consultants, these Sections research, design, administer and implement a diverse combination of programs and projects.

#### HIGHWAY MAINTENANCE DIVISION

The Department of Public Works-Highway Maintenance Division maintains all County trunk highways, State trunk highways and expressways. It is responsible for maintaining vacant freeway lands and the North Shore right-of-way.

#### FLEET MANAGEMENT DIVISION

In 2002, the Department of Public Works-Fleet Maintenance Division's name is changed to the Department of Public Works-Fleet Management Division, to better reflect all of the services provided by this Division. The Division provides a broad array of services to the County and its customers, including developing vehicle replacement programs; developing and designing vehicle specifications; managing the County's Fuel System, assigning vehicles and equipment to users based on needs and requirements; managing and developing vehicle and equipment disposal through periodic auctions; managing and maintaining all automotive equipment owned by the County, as well as authorizing and acquiring all vehicles and equipment in the Fleet Equipment Acquisition Capital Budget. Under the direction of the Director of Fleet Operations, the Department of Public Works-Fleet Management Division controls, manages and maintains all automotive equipment owned by the County. It also centrally maintains materials and parts for the DPW Facilities Management Division, Department of Parks and the DPW Highway Maintenance Division.

#### MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

Milwaukee Transport Services, Inc., is a private, non-profit corporation which manages and operates the Transit/Paratransit System, under contract, for Milwaukee County. The corporation uses facilities and equipment owned and provided by Milwaukee County. The Department of Public Works-Transportation Services Division provides County oversight, conducts various transit-related studies, and prepares and administers Federal and State transit grants. The DPW-Transportation Services Division also facilitates the acquisition of capital equipment and provides design and construction services for capital facilities.

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Public Works and Transportation

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#### FACILITIES MANAGEMENT DIVISION

The Facilities Management Division provides quality and cost effective property management, tenant services, and maintenance and skilled trades services to the various private entities and County departments occupying space within the Courthouse, County Grounds Complexes, the Children's Court Center and the buildings at 12<sup>th</sup> and Vliet and 27<sup>th</sup> and Wells Streets. The Division also provides maintenance and skilled trades services to other County departments.

#### ADMINISTRATION DIVISION

In 2001, the Administration Division was established as an independent Division. The Division is

responsible for the management of the Department of Public Works administrative functions, including establishment and implementation of Department policy and procedures, personnel administration, accounting and budgeting and general public information services.

#### CIVIL AIR PATROL

The Civil Air Patrol utilizes a County-owned hangar on lease to Youth & Aviation, Inc., at 9393 West Appleton Avenue, Timmerman Field and the second floor of the Tower Building at Timmerman Field. The County provides appropriations for the utility costs (heat, light, insurance and telephone) of these facilities. The County continues to provide office and hangar space at Timmerman Field.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**MAJOR FUNCTION: Health and Human Services**

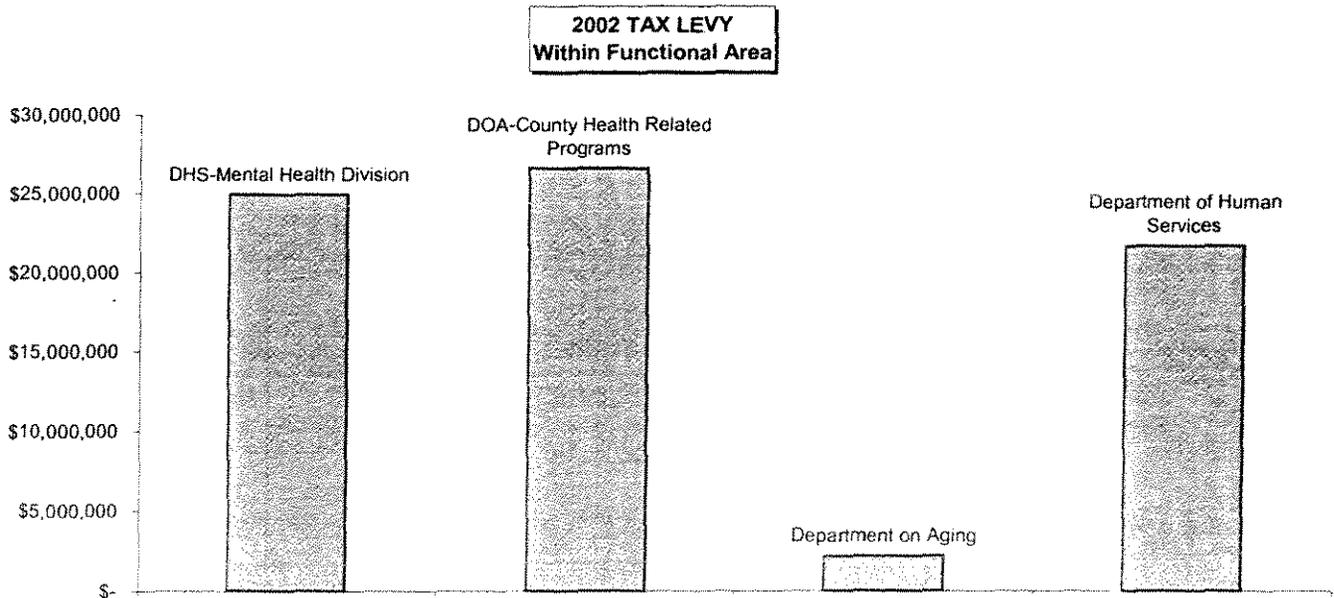
**DESCRIPTION**

The County departments contributing to this functional area are the Department of Human Services (DHS), the DHS-Mental Health Division, Department of Administration-County Health Related Programs Division and the Department on Aging. The 2001 Budget consolidated the Community Relations-Social Development Commission (SDC) budget into the Department of Human Services, and the Intergovernmental Transfer Program (ITP)-

Nursing Homes budget into the Mental Health Division.

The State Department of Administration continues the practice of intercepting \$20,101,300 from State Shared Revenue rather than from DHS Community Aids Revenue to fund Child Welfare administrative costs.

<b>TAX LEVY SUMMARY</b>				
<u>DEPARTMENT</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
DHS-Mental Health Division (Org. 6300)	\$ 26,828,821	\$ 21,183,696	\$ 24,976,248	\$ 3,792,552
DOA-County Health Related Programs (Org. 7200)	23,529,692	25,469,057	26,625,185	1,156,128
Department on Aging (Org. 7900)	1,503,344	1,538,795	2,217,477	678,682
Department of Human Services (Org. 8000)	24,500,523	19,212,658	21,690,856	2,478,198
<b>TOTAL</b>	<b>\$ 76,362,380</b>	<b>\$ 67,404,206</b>	<b>\$ 75,509,766</b>	<b>\$ 8,105,560</b>



**MILWAUKEE COUNTY DEPARTMENT OF HUMAN SERVICES-MENTAL HEALTH DIVISION**

Pursuant to Sections 46.03(1), 46.21, 51.08, 51.35, 51.42 and 51.437 of the Wisconsin Statutes, the Milwaukee County Department of Human Services-Mental Health Division provides care and treatment

to developmentally, emotionally and mentally ill adults, children and adolescents through outpatient care, day treatment services, inpatient care and contracts with community agencies. Services

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Health and Human Services

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include intensive short-term treatment, as well as extended care of persons with serious mental illness. Acute hospital admissions are initiated by voluntary application, or through legal detention methods, such as court commitment. The Adult Inpatient Services Branch and the Child and Adolescent Branch require Title XIX certification and Joint Commission on Accreditation of Healthcare Organizations (JCAHO) accreditation to capture Title XIX and other third-party reimbursement. The extended care portions of this agency require Federal certification as a Skilled Nursing Facility and Facility for the Developmentally Disabled, allowing for State reimbursement. Day treatment is offered to patients who have progressed to the state where inpatient hospitalization is no longer indicated but who require more intensive treatment than is available in an outpatient facility. The Community Services Branch provides services through contract or at community clinics. Programs are managed by the Mental Health Division Administrator under the jurisdiction of the Director of the Department of Human Services, the Combined Community Services Board, the County Executive and the Milwaukee County Board of Supervisors.

Operation of the County's Alcohol and Other Drug Abuse (AODA) programs is transferred from the Department of Human Services Adult Services Division (DHS-ASD) to the newly created AODA Services Branch of the Mental Health Division. This action serves to consolidate the treatment of persons with the commonly found co-occurring disorders of mental illness and substance abuse, and recognizes that treatment is most effective when both issues are addressed simultaneously and in a coordinated manner, rather than in isolation from each other.

Intergovernmental Transfer Program - Nursing Homes. Under Section 3.775 of the State of Wisconsin Methods of Implementation for Medicaid payments to Nursing Homes, the State provides special allowances for facilities operated by local units of government. These allowances recognize the unique nature of facilities operated by local units of government. Local government-operated facilities experiencing operating deficits associated with the provision of care to Medicaid patients are eligible for supplemental funding. The property tax associated with the provision of care to Medicaid patients is eligible as match for Federal Medicaid funds. This budget is used to record the receipt of revenue associated with this supplemental funding program separate from the normal operating expenditures and revenues for the rehabilitation centers.

### DOA-COUNTY HEALTH RELATED PROGRAMS

The Department of Administration-Division of County Health Related Programs (CHRP) is comprised of various programs which pertain to health related services for County residents or visitors. Some of these services were previously performed under the auspices of John L. Doyne Hospital. For 2002, the Division is comprised of four areas of services: Administration, the Emergency Medical Services Program (Paramedics), the General Assistance Medical Program (GAMP) and Healthier Community Programs including the International Health Training Center, AIDS Harm Reduction Program and Milwaukee County Sports Authority.

### DEPARTMENT ON AGING

Under the Older Americans Act, the Milwaukee County Department on Aging is a Federal/State designated Area Agency on Aging for Milwaukee County. The Department on Aging's responsibilities are outlined in Chapter 53 of the General Ordinances of Milwaukee County and include planning, developing, providing purchasing and coordinating services for the County's older adult population. The Department provides staff support to the Milwaukee County Commission on Aging. This Department provides a single entry point for older adults and their caregivers who are in need of elderly service information and assistance throughout Milwaukee County. Services provided by the Department on Aging are designed to provide an appropriate mix of community-based care and direct services to prevent the inappropriate and costly institutionalization of older adults.

Operation of the Kelly, Rose and Wilson Senior Centers, previously operated by the Department of Parks, Recreation and Culture is transferred to the Department on Aging. This action represents a tax levy increase within the Department on Aging offset by an identical decrease within the Department of Parks, Recreation and Culture, resulting in a County-wide tax levy impact of zero. This transfer consolidates senior center services in Milwaukee County under the management of the Department on Aging and moves the Department closer to the goal of being the single point of access and planning for one of the fastest growing segments of the population of Milwaukee County. Transfer of these senior centers to the Department on Aging will ensure a continuum of quality services across the County and provide a stronger link to the broad system of community based services available to elders throughout the community.

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Health and Human Services

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#### DEPARTMENT OF HUMAN SERVICES

The Department of Human Services (DHS) operates under Chapters 46 (Social Services), 48 (Children's Code), 49 (Public Assistance), 51 (Mental Health), and 55 (Protective Services) of the Wisconsin State Statutes. DHS provides a wide range of life-sustaining, life-saving and life-enhancing services to children and adults through age 60. Programs focus on providing services for delinquent children, developmentally disabled persons, physically

disabled persons, mentally ill persons, homeless persons and those in need of financial assistance. Many of the services provided are mandated by State Statute.

Operation of the County's Alcohol and Other Drug Abuse (AODA) programs is transferred from the Department of Human Services Adult Services Division (DHS-ASD) to the newly created AODA Services Branch of the Mental Health Division.

**COUNTY EXECUTIVE'S 2002 BUDGET**

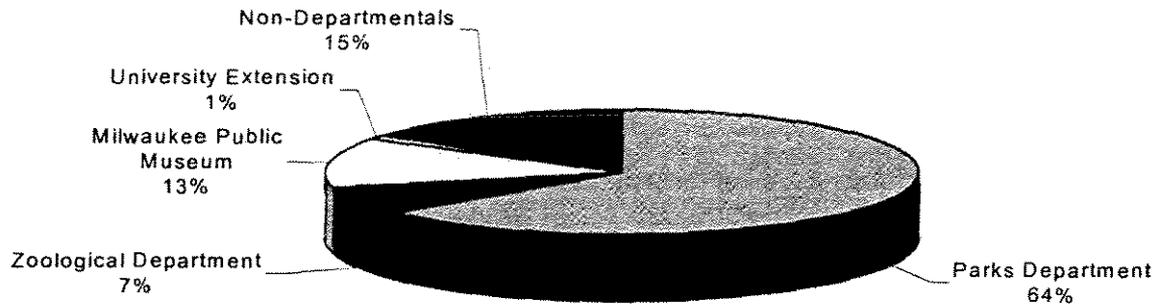
**MAJOR FUNCTION: Parks, Recreation and Culture**

**DESCRIPTION**

The County departments contributing to this functional area are the Parks Department, the Zoological Department, the Milwaukee Public

Museum and the University Extension. This functional area also includes contributions to various non-departmental activities.

**2002 TAX LEVY DISTRIBUTION  
Within Functional Area**



<b>TAX LEVY SUMMARY</b>				
<i>DEPARTMENT</i>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
Parks Department (Org. 9000)	\$ 24,663,550	\$ 23,567,526	\$ 24,542,266	\$ 974,740
Zoological Department (Org. 9500)	3,340,362	3,477,964	3,697,756	219,792
Milwaukee Public Museum (Org. 9700)	4,300,000	4,300,000	4,138,750	(161,250)
University Extension (Org. 9910)	349,884	262,335	241,655	(20,680)
<b><i>NON-DEPARTMENTAL</i></b>				
County Historical Society (Org. 1908)	307,481	307,481	307,481	0
Greater Milwaukee Convention & Visitors Bureau (Org. 1912)	25,000	25,000	25,000	0
War Memorial Center (Org. 1914)	1,597,483	1,800,572	1,750,572	(50,000)
Villa Terrace (Org. 1915)	116,178	127,178	127,178	0
Marcus Center for the Performing Arts (Org. 1916)	1,600,000	1,600,000	1,600,000	0
Charles Allis Art Museum (Org. 1918)	170,942	181,942	181,942	0
Federated Library System (Org. 1966)	66,666	66,654	66,641	(13)
Milwaukee County Fund for the Arts (Org. 1974)	525,000	550,000	550,000	0
<b>TOTAL</b>	<b>\$ 37,062,546</b>	<b>\$ 36,266,652</b>	<b>\$ 37,229,241</b>	<b>\$ 962,589</b>

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Parks, Recreation and Culture

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#### PARKS DEPARTMENT

The Parks Department administers and operates the Milwaukee County Park System. Major facilities include two indoor swimming pools, nine outdoor pools, 39 wading pools, three family aquatic centers, 16 golf courses (including the home of the Greater Milwaukee Open golf tournament), 130 tennis courts, three recreation centers, 23 major pavilions, 200 athletic fields, boat launching sites, the McKinley Marina, the Mitchell Park Horticultural Conservatory, Wehr Nature Center and Boerner Botanical Gardens. The Parks System spans almost 15,000 acres and encompasses 139 parks and parkways, five beaches, extensive roadways and bike trails and 170 picnic areas.

Keep Greater Milwaukee Beautiful. This appropriation provides funding for community services and environmental education activities.

#### ZOOLOGICAL DEPARTMENT

The Zoological Department is charged with the general management of the Zoo facility. Included are business operations, management of the animal collection, maintenance of buildings and grounds, visitor services, education, planning/oversight of construction related to the capital master plan and marketing of the Zoo. The Zoo originally opened in the 1890s as an animal and bird display in Washington Park. It was acquired by the County in 1937 and operated under the Park Commission until 1981 when it became an independent department. The Zoo moved to its present 200-acre site in 1960. Most of the Zoo's animal collection and exhibits are acquired through private funding. There are presently 16 animal groupings at the Zoo, including the Reptile and Aquarium group, Australian group, Asiatic group, and the Heritage Farm.

#### MILWAUKEE PUBLIC MUSEUM

Milwaukee County acquired the Milwaukee Public Museum (MPM) from the City of Milwaukee in 1976. During its more than 100 years as a public institution, the Museum has grown to be one of the leading natural history museums in the nation, providing a valuable educational opportunity to visitors. To continue its growth as an educational facility and maintain its reputation as one of the nation's leading natural history museums, it was necessary to provide alternative funding for the Milwaukee Public Museum. County Board Resolution 91-775, adopted November 12, 1991, created a not-for-profit Museum Corporation with a

Board of Directors providing management of the facility, effective March 31, 1992. A fixed amount of \$4.3 million was the base level funding for the Museum during the initial five-year period of the Agreement. The Lease and Management Agreement was re-negotiated in 1997 to continue the County's annual \$4.3 million payment to the Milwaukee Public Museum. In 1999, the County extended the current term of the MPM Lease Agreement for an additional 33 months, through December 31, 2004 (File No. 99-28(a)(a)) to facilitate the Museum Corporation's ability to sell long-term revenue bonds and to facilitate a capital campaign to raise charitable donations in support of the Museum Corporation's Butterfly Garden capital improvement project. The provision for the baseline funding remains in place until March 31, 2002, after which time the County and the Museum Corporation are required to renegotiate a new base level funding agreement. The Milwaukee Public Museum and Discovery World Museum jointly developed a large screen theater which serves both facilities. In 1999, Milwaukee County, acting as a conduit for MPM, issued \$4.2 million in revenue bonds for MPM to purchase Discovery World's interest in, and assume full operation of, the IMAX Theater. The purchase was completed in April 2000.

#### MILWAUKEE COUNTY UW EXTENSION

The Milwaukee County UW Extension Service provides a Cooperative Extension Service by joint agreement between Milwaukee County and the University of Wisconsin. The Extension identifies and responds to family and community needs for practical education, research and knowledge. It provides Milwaukee County with access to the research and resources of the University of Wisconsin System. Its educational programs promote community collaborations focused on youth and family development, community and economic development and the environment. The Extension strives to empower individuals, families, and communities by encouraging development of critical skills in leadership, strategic planning, problem solving and decision making.

#### NON-DEPARTMENTAL BUDGETS

The Greater Milwaukee Convention and Visitors Bureau provides an appropriation to advertise the advantages, attractions and resources of the County and to conserve, develop and improve the same. The County Historical Society collects and preserves the records and salient historical features of the

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Parks, Recreation and Culture

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County. The Society acts as custodian for non-current County records. The War Memorial Center budget provides funding to the War Memorial Center, Inc., to operate the center, which is a permanent memorial to those who have given their lives for, and to those who have served in the interest of, our country in war, and by providing for art, drama, music, public discussion and social assembly to serve the living in memory of our war dead. Funding for the Villa Terrace is provided for art, drama, music, public discussion and social assembly. The Marcus Center for the Performing Arts was deeded to Milwaukee County as a public

trust for the preservation and enrichment of the performing arts, including drama, music and dance. The Charles Allis Art Museum was also deeded to Milwaukee County as a public trust. This museum offers a rare insight to the general public into art from all over the world. The budget for the Federated Library System provides support for the system. The Milwaukee County Fund for the Arts provides funding for cultural, artistic and musical programming which is administered by the County Cultural, Artistic and Musical Programming Advisory Council (CAMPAC).

**COUNTY EXECUTIVE'S 2002 BUDGET**

**MAJOR FUNCTION: Debt Service**

**DESCRIPTION**

This function includes the budgets for General County Debt Service on general obligation bonds issued in accordance with Chapter 67 of the Wisconsin Statutes. General obligation bonds of the

County are obligations for which the County pledges its full faith and credit and power to levy *ad valorem* taxes without limit as to rate or amount.

<b>TAX LEVY SUMMARY</b>				
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2000/2001 Change</u>
General County Debt Service (Org. 9960)	\$ 51,516,334	\$ 56,123,700	\$ 54,123,700	\$ (2,000,000)

As of December 31, 2000, the County had general obligation bonds outstanding totaling \$495,766,028. Debt outstanding on December 31, 2000, represents 25.9 percent of the County's \$1,911,516,480 constitutional debt limit.

On July 21, 1994, the County Board of Supervisors adopted several debt management and capital financing policies or goals. These policies included a requirement that the County Executive's annual recommended budget include a summary of the impact that borrowing proposals contained in the recommended budget would have on various measures of debt affordability. The policies also established limitations on capital improvement borrowing by requiring an increase in project pay-as-you-go cash financing.

**Policy Goals**

1. Tax supported debt service costs shall not exceed actual sales and use tax revenue.
2. Cash financing for capital improvements shall provide for a minimum of 20 percent of County financed project costs. (This goal will be implemented over a ten-year period by increasing minimum cash financing by 2.0 per cent annually beginning with the 1995 budget.)
3. Direct debt shall not exceed 1.5 percent of equalized property value.
4. Financing terms shall not exceed 16 years for corporate purpose projects and 20 years for airport projects.
5. Average principal maturities shall not exceed ten years for corporate purpose projects and 12.5 years for airport projects.
6. Net present value savings for proposed advance refundings should total a minimum of three percent to five percent of refunded principal.
7. Direct debt per capita shall not exceed \$500.
8. Bond insurance will be used when it provides a net economic benefit.

# COUNTY EXECUTIVE'S 2002 BUDGET

## MAJOR FUNCTION: Revenue Section

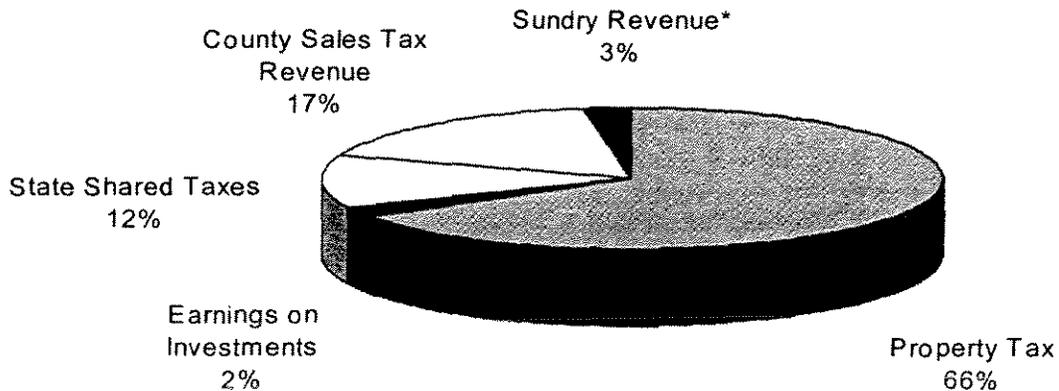
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### DESCRIPTION

The revenue budgets contributing to this functional area are Property Taxes, Earnings on Investments, State Shared Taxes, State Exempt Computer Aid, County Sales Tax Revenue, Surplus (or Deficit) from Prior Year, Unclaimed Money, Excess Power Plant Revenue and Other Miscellaneous Revenue. In prior years, Interest on Delinquent Property Taxes was classified as a non-departmental budget.

These non-departmental revenues are not attributable to any specific operating department or fund of the County and are therefore budgeted in the County's general fund. The \$8.8 million increase in 2002 revenues for this section represents an increase of approximately 2.8 percent.

### 2002 REVENUES



\* Sundry Revenue includes State Exempt Computer Aid of \$3,894,624, Surplus (Deficit) from Prior Year of \$3,305,410, Unclaimed Money of \$550,000 and Other Miscellaneous Revenue of \$508,574.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**MAJOR FUNCTION: Revenue Section**

<b>TAX LEVY SUMMARY</b>				
	<u>2000</u> <u>Actual</u>	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>	<u>2001/2002</u> <u>Change</u>
<b><u>NON-DEPARTMENT</u></b>				
Property Tax (Org. 1900-1201)	\$ 196,038,319	\$ 206,728,742	\$ 216,848,179	\$ 10,119,437
Earnings on Investments (Org. 1900-1850)	9,973,337	8,200,000	7,275,000	(925,000)
State Shared Taxes (Org. 1900-2201)	36,953,072	38,419,023	39,195,537	776,514
State Exempt Computer Aid (Org. 1900-2202)	3,558,715	3,902,952	3,894,624	(8,328)
County Sales Tax Revenue - Net (Org. 1900-2903)	56,040,885	56,123,700	56,484,545	360,845
Excess Power Plant Revenue (Org. 1900-4904)	0	1,307,185	0	(1,307,185)
Surplus (Deficit) from Prior Year (Org. 1900-4970)	3,305,410	4,193,154	3,305,410	(887,744)
Unclaimed Money (Org. 1901-4980)	1,323,395	0	550,000	550,000
Other Miscellaneous Revenue (Org. 1900-4999)	18,546	353,000	508,574	155,574
<b>TOTAL</b>	<b>\$ 307,211,679</b>	<b>\$ 319,227,756</b>	<b>\$ 328,061,869</b>	<b>\$ 8,834,113</b>

**PROPERTY TAXES**

Pursuant to Section 59.60 of the Wisconsin Statutes, to determine the property tax levy requires: the total estimated expenditures less the estimated amount of revenue from other than property tax sources and the amount of any surplus at the close of the fiscal year next preceding which has not been legally appropriated during the current year. Section 59.605, Wisconsin Statutes imposed a property tax rate limit on Wisconsin counties, effective August 12, 1993. Separate limits were imposed for operating levy rates and debt service levy rates. Initially, the baseline for the rate limit was the 1992 actual tax rate adopted for 1993 budget purposes. The County may not exceed these operating and debt levy rate limits unless one or more specified conditions apply, as described in the statute. Section 59.605 also establishes specific penalties for failure to meet the limit requirements. Among the penalties for exceeding the limits are reductions in state shared revenues and transportation aids.

**EXCESS POWER PLANT REVENUE**

The Excess Power Plant Revenue budget serves as a depository for power plant revenues when sales tax revenues exceed the necessary amounts to retire debt or finance capital improvement projects.

**EARNINGS ON INVESTMENTS**

Pursuant to Sections 66.04(2) and 219.05, of the Wisconsin Statutes, a county has the authority to

invest any of its funds not immediately needed in time deposits of a bank, credit union, trust company or savings and loan association, or in bonds or securities issued or guaranteed as to principal and interest of the U.S. Government, federal agency and instrumentality securities, highly rated corporate securities or repurchase agreements.

**STATE SHARED TAXES**

Pursuant to Chapter 79, Wisconsin Statutes, the State apportions shared revenues to counties on the basis of population, equalized property values, the relative ranking of local purpose revenues, and the value of utility property (at three mills times the equalized value for incorporated areas within a county).

**STATE EXEMPT COMPUTER AID**

Pursuant to 1997 Wisconsin Act 237, business computers are exempt from being subject to property taxes beginning with the 1999 property tax levy collected in 2000. The Act also provides for a State aid payment to offset the loss of taxable property.

**COUNTY SALES TAX REVENUE**

Pursuant to the provisions of Section 77.70 of the Wisconsin Statutes, counties may enact a 0.5 percent sales and use tax. The tax is typically imposed on the same goods and services as the State's 5.0 percent sales tax. Milwaukee County

## COUNTY EXECUTIVE'S 2002 BUDGET

### MAJOR FUNCTION: Revenue Section

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Ordinances require that sales tax revenues be used to pay for debt service costs and capital improvement financing. The net sales tax revenue, primarily earmarked for debt service, is included in this non-departmental budget.

#### SURPLUS (DEFICIT) FROM PRIOR YEAR

Pursuant to Section 59.60(3m), Wisconsin Statutes every accounting and budgeting procedure applied under this section shall comply with generally accepted accounting principles for government, as promulgated by the Governmental Accounting Standards Board.

#### UNCLAIMED MONEY

Pursuant to Section 59.66 of the Wisconsin Statutes, the County Treasurer is to publish a notice of the

fact that the Treasurer's Office possesses unclaimed money. If no legal claim is made within the time specified in such notice, all funds and interest earned are to be turned over to the general fund of the county treasury.

#### OTHER MISCELLANEOUS REVENUE

Pursuant to Section 59.60, Wisconsin Statutes regarding submission of annual budget estimates, an estimate of revenue from all other sources is included in the budget.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY BOARD**

**UNIT NO. 1000**  
**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

The nature, composition, powers, duties and responsibilities of County Boards are delineated in Chapter 59, Wisconsin Statutes, pursuant to Article IV, Sections 22 and 23 of the State Constitution. Each county in the State is a body corporate empowered to sue and be sued; to acquire and hold, lease or rent property; to enter into leases and to

make contracts. The power of the County can only be exercised by the County Board or pursuant to a resolution or ordinance adopted by it. The general powers of the Board are set forth in Section 59.07 of the Wisconsin Statutes.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 3,916,311	\$ 4,073,550	\$ 4,244,309	\$ 170,759
Services	193,031	194,800	253,700	58,900
Commodities	71,745	78,800	78,800	0
Other Charges	135,545	114,000	44,000	(70,000)
Capital Outlay	0	0	0	0
County Service Charges	679,169	835,231	898,553	63,322
Abatements	(656,949)	(814,305)	(874,167)	(59,862)
<b>Total Expenditures</b>	<b>\$ 4,338,852</b>	<b>\$ 4,482,076</b>	<b>\$ 4,645,195</b>	<b>\$ 163,119</b>
Other Direct Revenue	4,975	0	0	0
State & Federal Revenue	18,470	15,500	16,500	1,000
<b>Direct Property Tax Levy</b>	<b>\$ 4,315,407</b>	<b>\$ 4,466,576</b>	<b>\$ 4,628,695</b>	<b>\$ 162,119</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 38,940	\$ 48,335	\$ 61,755	\$ 13,420
Courthouse Space Rental	381,528	505,941	489,025	(16,916)
Document Services	33,527	33,043	26,526	(6,517)
Tech Support & Infrastructure	122,186	75,000	95,062	20,062
Distribution Services	10,430	20,492	13,300	(7,192)
Emergency Mgmt Services				0
Telecommunications	67,311	35,072	71,753	36,681
Record Center	2,953	3,854	4,267	413
Radio	0	0	0	0
Personal Computer Charges	0	66,000	66,000	0
Applications Charges	0	26,568	39,810	13,242
<b>Total Charges</b>	<b>\$ 656,875</b>	<b>\$ 814,305</b>	<b>\$ 867,498</b>	<b>\$ 53,193</b>
<b>Direct Property Tax Levy</b>	<b>\$ 4,315,407</b>	<b>\$ 4,466,576</b>	<b>\$ 4,628,695</b>	<b>\$ 162,119</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,972,282</b>	<b>\$ 5,280,881</b>	<b>\$ 5,496,193</b>	<b>\$ 215,312</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY BOARD

**UNIT NO.** 1000

**FUND:** General - 0001

**MISSION**

The mission of the Board of Supervisors is to ensure a responsive, accessible and accountable government for the people of the County of Milwaukee, and to establish County policies that enhance self-sufficiency, personal safety, economic opportunity and quality of life.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County residents enjoy a high level of fiscal stewardship from County Boards' oversight of public funds.	a. County bond ratings. b. Compliance with debt management and financing goals. c. Ratings by a pool of financial experts from the community.	a. Maintain or improve bond ratings from rating agencies. b. Comply with at least six of seven County goals. c. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.
2.	County residents benefit from publicly responsive policy development and adoption.	a. Ratings by a pool of community members actively engaged in sustaining and improving the quality of life of Milwaukee County residents.	a. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.
3.	County departments receive timely and helpful policy direction from the County Board that promotes the achievement of County-wide goals.	a. Ratings by Department heads and administrators and managers of contract agencies.	a. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 3,916,311	\$ 4,073,550	\$ 4,244,309	\$ 170,759
Position Equivalent (Funded)*	71.1	71.3	68.4	(2.9)
% of Gross Wages Funded	93.0	93.1	88.2	(4.9)
Overtime (Dollars)**	\$ 4,389	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

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## DEPARTMENT DESCRIPTION

### Legislative Services

The Milwaukee County Board of Supervisors is a body of 25 legislative representatives elected by residents of 25 supervisory districts in the County. Legislative Services includes 25 Board members who elect from their body the Chairperson of the Board and the First and Second Vice Chairpersons. Also included are 25 individually assigned positions of Legislative Assistant. Upper management of all County Board services is the responsibility of the Chairperson of the County Board, who also functions as the department head.

The Board's primary power is to determine policy and direct County government through the adoption of ordinances and resolutions. As such, the Board establishes programs, services and laws for the County. Among the Board's most effective means of establishing policy is the adoption of the annual County budget. The Board conducts its business through eight standing committees, various subcommittees and task forces.

At the committee level, members hear testimony from Supervisors proposing legislation and requests from departments and outside agencies regarding policy changes. The public is also afforded the opportunity to speak to committees on an issue. The committee or County Board members may amend legislation to reflect the will of the committee and then vote on it. Committee recommendations are sent to the County Board with a recommendation for approval or rejection. The full Board may further amend the resolution or ordinance, or may send it back to committee for additional study and referrals of questions. The full County Board then votes on a measure, accepting or rejecting it.

### Legislative Support Services

#### Research Services

Duties include specialized research analyses and studies for specific standing committees, subcommittees and other special committees of the County Board and preparation of resolutions, ordinances, and fiscal notes. Research staff are involved annually in the review, analysis and development of recommendations for the Finance and Audit Committee and the County Board on County-wide departmental operations and capital budget requests as presented in the Executive Budget.

#### Committee Services

Duties include committee meeting support essential to the operation of the County Board. Primary responsibilities are to enter, in appropriate files kept for that purpose, a complete record of all committee meetings, including attendance, appearances for and against pending matters, and to record and prepare minutes of meetings. These include all motions made and by whom, and how each member voted upon each matter considered, together with a final action by the committee.

#### Systems and Budget Services

Duties include management and maintenance of all computer and networking systems in the department, budget preparation, fiscal monitoring, accounts payable, and ordering of departmental supplies.

#### Public Information Services

Duties include the provision of information to the public through all written and visual media. Public Information also includes reception and constituent services.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

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## BUDGET HIGHLIGHTS

- Layoffs and reduced hours may be required as the County Board's lump sum reduction is increased \$134,628, from \$231,372 in 2001 to \$366,000 in 2002.
- Realignment of operating accounts is included in 2002, for no net tax levy change.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.47 of the Wisconsin Statutes and Chapter 57 of the Milwaukee County Ordinances, the Department of Audit is responsible for post auditing the fiscal concerns of Milwaukee County. The term audit is used to describe not only work done in examining financial statements, but also work done in reviewing internal accounting and administrative controls, compliance with applicable laws and regulations, economy and efficiency of operations, and effectiveness in achieving program results. The Department's audits are performed in accordance with Government Auditing Standards. In addition, the Department monitors contracts with

vendors of goods and services for compliance with equal opportunity and affirmative action requirements. The Department annually contracts for an audit of the financial statements of Milwaukee County and the Single Audit of Federal and State grants required by Federal OMB Circular A-133 and State Single Audit Guidelines. The staff also reconciles the County's checking accounts. In addition, the Department maintains a Hotline to receive information from citizens and employees regarding waste, fraud and abuse of Milwaukee County resources.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,635,407	\$ 1,676,775	\$ 1,800,558	\$ 123,783
Services	302,960	376,168	329,648	(46,520)
Commodities	14,298	19,791	19,791	0
Capital Outlay	48,282	0	0	0
County Service Charges	170,951	313,089	324,988	11,899
Abatements	(190,692)	(331,940)	(342,450)	(10,510)
<b>Total Expenditures</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change*</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	64,188	204,273	197,444	(6,829)
Document Services	3,887	3,059	3,076	17
Tech Support & Infrastructure	51,094	41,425	57,921	16,496
Distribution Services	309	1,299	394	(905)
Telecommunications	5,948	5,740	6,340	600
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	37,866	35,000	31,000	(4,000)
Applications Charges	0	13,744	18,875	5,131
<b>Total Charges</b>	<b>\$ 163,292</b>	<b>\$ 304,540</b>	<b>\$ 315,050</b>	<b>\$ 10,510</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,144,498</b>	<b>\$ 2,358,423</b>	<b>\$ 2,447,585</b>	<b>\$ 89,162</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**MISSION**

Through independent, objective and timely analysis of information, the Milwaukee County Department of Audit assists both policymakers and program managers in providing high quality services in a manner that is honest, efficient, effective and accountable to the citizens of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Improved pool of knowledge concerning Milwaukee County issues and programs among policy and administrative decision-makers.	a. Department heads' satisfaction with Audit services. b. County Board of Supervisors' satisfaction with Audit services.	a. 75% of survey responses have an average score indicating satisfied or better with Audit services. b. 75% of survey responses have an average score indicating satisfied or better with Audit services.
2.	Increased County Board level of confidence in Milwaukee County's management of resources and program administration.	a. County Board of Supervisors' confidence in Departments' management of resources and program administration.	a. 75% of survey responses have an average score indicating confidence in Milwaukee County's management of resources and program administration.
3.	Improved efficiency and effectiveness of Milwaukee County government services.	a. Dollar savings in the form of expenditure reductions, revenue enhancements or increased productivity of existing resources in relation to audit costs incurred. b. Number of recommendations or alternatives accepted by management consistent with County priority outcomes (i.e., improve services, reduce duplication, etc.).	a. Ratio of at least 2:1 dollar savings per dollar audit costs. b. At least 50 recommendations or alternatives for operation or program improvements implemented by management.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001  
**FUND:** General - 0001

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
4. Increased public trust and satisfaction with Milwaukee County government services.	a. Department heads' perceptions of public trust and satisfaction with Milwaukee County government services. b. County Board of Supervisors' perceptions of public trust and satisfaction with Milwaukee County government services. c. Public's perceptions concerning the issue of trust and satisfaction with Milwaukee County government services.	a. 75% of survey responses have an average score indicating the perception of reasonable public/client satisfaction with services provided. b. At least 75% of survey responses have an average score indicating the perception that their constituents have trust in County government and are reasonably satisfied with County government services. c. At least 51% of survey responses (utilizing planned annual or biannual County-wide citizen survey) have an average score indicating trust in County government and reasonable satisfaction with County government services.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,635,407	\$ 1,676,775	\$ 1,800,558	\$ 123,783
Position Equivalent (Funded)*	23.0	23.9	22.9	(1.0)
% of Gross Wages Funded	85.6	85.0	79.5	(5.5)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000 the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- Personal Services have been adjusted to reflect the year 2002 employee increments of \$86,727, partially offset by an increase in the lump-sum salary reduction of \$44,028.
- The 2001 budget included an appropriation of \$50,000 to hire an outside auditor to assist the Department of Audit with a performance audit of the Department of Administration – Information Management Services Division (IMSD) encompassing the years 1998-2000. This appropriation is eliminated in 2002. This reduction helps offset other cost increases.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$302,000	Outside Audit Service	Arthur Anderson

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Person-Hours Available (net of paid time off)	40,250	39,669	40,250	36,750
<u>Allocation of Available Hours</u>				
Financial/Internal Control Reviews	7,675	9,124	7,675	8,249
Economy & Efficiency/Program Results	13,625	6,058	13,625	5,063
EDP Projects	1,700	1,770	1,700	1,700
Special Projects/Hotline	4,000	5,426	4,000	5,400
Bank Reconciliation	3,500	3,689	3,500	3,632
Contract Compliance	1,750	1,762	1,750	1,750
Administration	6,500	9,131	6,500	8,256
Other Indirect Time	<u>1,500</u>	<u>2,709</u>	<u>1,500</u>	<u>2,700</u>
Total	40,250	39,669	40,250	36,750
<u>Contract Compliance Activities</u>				
Desk Audits of Affirmative Action Plans	300	412	300	300
Pre-Bid/On-Site Construction Reviews	170	173	205	180
Equal Employment Opportunity Certificates Processed	280	314	250	250
<u>Bank Reconciliation Section Activities</u>				
Accounts Reconciled	684	772	700	780



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – GENERAL OFFICE

**UNIT NO.** 1011

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.031 of the Wisconsin Statutes and Section 23-A of Article IV of the Wisconsin Constitution, the County Executive has the following duties and responsibilities:

Coordinate and direct all administrative and management functions of County government; appoint department heads; appoint members of

boards and commissions, subject to County Board confirmation; submit annually a recommended County budget to the County Board; communicate to the County Board the condition of the County or other matters requiring their attention; and approve or veto all resolutions or ordinances enacted by the County Board.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,001,395	\$ 1,087,192	\$ 1,152,381	\$ 65,189
Services	27,959	38,525	27,500	(11,025)
Commodities	10,293	14,789	8,800	(5,989)
Other Charges	500	2,000	500	(1,500)
County Service Charges	177,386	215,113	217,321	2,208
Abatements	(154,047)	(187,174)	(188,963)	(1,789)
<b>Total Expenditures</b>	<b>\$ 1,063,486</b>	<b>\$ 1,170,445</b>	<b>\$ 1,217,539</b>	<b>\$ 47,094</b>
<b>Total Direct Revenues</b>	<b>\$ 15,959</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,047,527</b>	<b>\$ 1,155,445</b>	<b>\$ 1,202,539</b>	<b>\$ 47,094</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 10,044	\$ 14,474	\$ 16,900	\$ 2,426
Courthouse Space Rental	93,528	124,022	119,876	(4,146)
Document Services	7,052	4,849	5,579	730
Tech Support & Infrastructure	20,733	12,144	15,480	3,336
Distribution Services	1,147	1,355	632	(723)
Emergency Mgmt Services	0	0	6,667	6,667
Telecommunications	5,466	6,037	5,827	(210)
Records Center	377	498	545	47
Personal Computer Charges	16,351	19,000	11,000	(8,000)
Applications Charges	0	4,795	6,457	1,662
<b>Total Charges</b>	<b>\$ 154,698</b>	<b>\$ 187,174</b>	<b>\$ 188,963</b>	<b>\$ 1,789</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,047,527</b>	<b>\$ 1,155,445</b>	<b>\$ 1,202,539</b>	<b>\$ 47,094</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,202,225</b>	<b>\$ 1,342,619</b>	<b>\$ 1,391,502</b>	<b>\$ 48,883</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – GENERAL OFFICE

**UNIT NO.** 1011

**FUND:** General - 0001

**MISSION**

The Milwaukee County Executive will work to create a safe, enjoyable and prosperous community for all people in Milwaukee County by providing leadership, guidance and vision, and managing and directing high quality, responsive and cost effective government services.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County government provides affordable services for all its people.	a. Percent increase in tax rate. b. Rate of increase of service fees.	a. Increase is reasonable. b. Increase is within the rate of inflation.
2.	Departments and divisions are well managed and provide Milwaukee County residents with high-quality services.	a. Departments operate within their budgets. b. Programs achieve desired goals.	a. All departments within County Executive control, based on Wisconsin State Statutes, operate within their budgets. b. Programs achieve desired goals.
3.	Milwaukee County adopts meaningful legislation that addresses the needs of its people.	a. County Executive's proposed legislation is adopted.	a. County Board adopts County Executive's proposed legislation.
4.	Constituents are served in a timely and responsive manner.	a. Percent of constituents who receive timely and responsive services.	a. 100% of constituents are served.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,001,395	\$ 1,087,192	\$ 1,152,381	\$ 65,189
Position Equivalent (Funded)*	13.2	13.1	12.8	(0.3)
% of Gross Wages Funded	94.9	93.5	91.2	(2.3)
Overtime (Dollars)**	\$ 0	\$ 480	\$ 480	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY EXECUTIVE – GENERAL OFFICE

UNIT NO. 1011  
FUND: General - 0001

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## BUDGET HIGHLIGHTS

- Operating expenditures are reduced \$18,514 due to fiscal constraints.
- Due to the \$20,688 increase in the lump sum salary adjustment in 2002 from \$54,240 to \$74,928, it is necessary to hold the four Student Intern positions vacant during 2002.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

UNIT NO. 1018

FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

The Milwaukee County Commission for Handicapped and Disabled Persons was established March 21, 1978, under Chapter 73 of the Milwaukee County Ordinances, to "promote the independence of Milwaukee County's handicapped and disabled persons." Consistent with this charge, the Commission is empowered, by Section 73.09, to:

"advise the County Board of Supervisors of the needs of handicapped and disabled persons within Milwaukee County, and the status of existing services designed to meet those needs, and may recommend any new program, accommodation or service required to meet such needs."

County Board Resolution 90-1036, adopted January 17, 1991, establishes the Director of the Milwaukee County Executive Office for Persons with Disabilities as the Americans with Disabilities Act (ADA) Compliance Officer for Milwaukee County government. The Office for Persons with Disabilities provides the staff to assure that Milwaukee County citizens receive cost-efficient and effective services, reliable and comprehensive disability-related information and professional relationships that promote cooperation and effective collaboration, and to assure that Milwaukee County programs, services, and facilities are accessible to people with disabilities.

## TASKS AND ACTIVITIES

- Advise the Disabled Expanded Certification Appointment (DECA) program: an affirmative action program for hiring qualified persons with disabilities.
  - Reduce barriers to Specialized Transportation Programs.
  - Implement an integrated model of special recreation programs for people with disabilities.
  - Secure job accommodation services to assure that Milwaukee County employees with disabilities retain employment.
  - Provide interpreter services for hearing impaired citizens.
  - Provide alternative access (Braille, large print, and audible) to County materials.
  - Oversee Milwaukee County's Building Accessibility Program.
  - Produce office publications, Handi-NEWS & NOTES and other brochures (Able to Be Used) as needed.
  - Provide assistance in mainstreaming citizens with disabilities into every facet of Milwaukee County's functioning.
- Oversee the implementation and compliance with the ADA (Public Law 101-336) and the 504 regulations of the Rehabilitation Act (29 USC, Sec. 894).

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 339,774	\$ 363,028	\$ 472,687	\$ 109,659
Services	69,125	107,690	111,440	3,750
Commodities	5,043	7,300	9,300	2,000
Other Charges	0	0	98,397	98,397
Capital Outlay	0	2,000	27,500	25,500
County Service Charges	63,239	75,670	76,138	468
Abatements	(166,964)	(221,450)	(238,265)	(16,815)
<b>Total Expenditures</b>	<b>\$ 310,217</b>	<b>\$ 334,238</b>	<b>\$ 557,197</b>	<b>\$ 222,959</b>
<b>Total Revenues</b>	<b>\$ 230</b>	<b>\$ 0</b>	<b>\$ 25,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 309,987</b>	<b>\$ 334,238</b>	<b>\$ 532,197</b>	<b>\$ 222,959</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 252	\$ 6,573	\$ 8,911	\$ 2,338
Courthouse Space Rental	22,092	29,303	28,324	(979)
Document Services	14,064	15,846	11,127	(4,719)
Tech Support & Infrastructure	8,570	7,855	9,701	1,846
Distribution Services	2,725	3,479	3,475	(4)
Telecommunications	2,940	2,597	3,134	537
Records Center	107	162	155	(7)
Radio	0	0	0	0
Personal Computer Charges	5,164	6,000	6,000	0
Applications Charges	0	2,432	3,872	1,440
<b>Total Charges</b>	<b>\$ 55,914</b>	<b>\$ 74,247</b>	<b>\$ 74,699</b>	<b>\$ 452</b>
<b>Direct Property Tax Levy</b>	<b>\$ 309,987</b>	<b>\$ 334,238</b>	<b>\$ 532,197</b>	<b>\$ 197,959</b>
<b>Total Property Tax Levy</b>	<b>\$ 365,901</b>	<b>\$ 408,485</b>	<b>\$ 606,896</b>	<b>\$ 198,411</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

**MISSION**

It is the mission of the Office for Persons with Disabilities to effectively employ Milwaukee County and community resources to assure that people with disabilities share equally in programs, services and facilities of the County. The Office will provide high quality, responsive services that enhance self-sufficiency, personal safety, economic opportunity and quality of life for all people with disabilities.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County programs and services are accessible to people with disabilities.	a. Percent of sign language interpretation requests filled.  b. Percent of complaints of job accommodation resolved through consultation.  c. Number of people with disabilities interested in, and/or hired and retained, for Milwaukee County jobs.  d. Percent of people who contact office for specialized transportation assistance that have their problems resolved.  e. Department recreation programs are welcoming and accessible to people with disabilities.  f. Number of people with disabilities who participate in recreational activities sponsored by office or other County programs.  g. Percent of department RFP's that include ADA provisions in requests for proposals.  h. Number of departments that include universal design concepts in development of web sites and E-commerce site.	a. 100% of department sign language interpreting requests will be filled by office with no consumer violations filed for failure to be accommodated.  b. 75% of consultations will result in resolving the complaint.  c. 72 DECA applications of interest processed; 18 DECA hires with 75% retaining employment for five months or longer.  d. 75% of people with disabilities experiencing barriers to specialized transportation will have problem resolved.  e. 80% of surveyed participants found Milwaukee County recreation to be both welcoming and accessible.  f. 500 people with disabilities will participate in sporting events sponsored by office or other County programs.  g. 75% of reviewed Milwaukee County RFPs will include provisions to be ADA compliant.  h. 100% of newly launched web sites and E-commerce sites will be reviewed and conform to accessibility standards.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>OUTCOMES MEASURES</b>			
<b>Outcomes</b>	<b>Indicators</b>	<b>Indicators</b>	<b>Targets</b>
2. People with disabilities experience fewer barriers in their use of Milwaukee County facilities.	a. Number of Milwaukee County building plans that comply with accessibility requirements. b. Departments providing recreation will identify barrier removal for inclusion in the capital budget. c. Percent of area surveyed for modifications that are fixed. d. Number of leases and contracts that have ADA language.	a. Number of Milwaukee County building plans that comply with accessibility requirements. b. Departments providing recreation will identify barrier removal for inclusion in the capital budget. c. Percent of area surveyed for modifications that are fixed. d. Number of leases and contracts that have ADA language.	a. 12 buildings and 24 parking areas will be evaluated with renovation plans adopted and completed within one year. b. All major projects will be identified for inclusion in the capital budget within a five-year schedule. c. 75% of areas surveyed will be maintained with readily achievable barriers regulated. d. All standard Milwaukee County leases and contracts will have ADA language.
3. Milwaukee County departments increasingly use "best practices" in providing services to people with disabilities.	a. Percent of Milwaukee County departments involved in training opportunities sponsored by office. b. Departments providing recreation will include access planning in preparation for their programs, services and activities. c. Number of hours of requested technical assistance or disability-related literature searches. d. Number of departments/ organizations that collaborate on joint access projects with Milwaukee County departments and community partners.	a. Percent of Milwaukee County departments involved in training opportunities sponsored by office. b. Departments providing recreation will include access planning in preparation for their programs, services and activities. c. Number of hours of requested technical assistance or disability-related literature searches. d. Number of departments/ organizations that collaborate on joint access projects with Milwaukee County departments and community partners.	a. 50% of Milwaukee County departments will be involved in disability-related training sponsored by office. b. 12 recreational access plans will be completed for programs, services and activities. c. Departments will request 60 hours. d. Eight departments or organizations will invite or accept office participation on joint projects.
4. Communication between County departments and people with disabilities improves.	a. Number of Milwaukee County departments that contribute to office newsletter and County web sites to communicate with people with disabilities.	a. Number of Milwaukee County departments that contribute to office newsletter and County web sites to communicate with people with disabilities.	a. Departments will contribute or collaborate on 12 articles to newsletter and an increased number of web site hits will be recorded.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 339,774	\$ 363,028	\$ 472,687	\$ 109,659
Position Equivalent (Funded)*	6.5	6.4	7.4	1.0
% of Gross Wages Funded	100.0	99.0	100.0	1.0
Overtime (Dollars)**	\$ 4,572	\$ 13,752	\$ 13,752	\$ 0
Overtime (Equivalent to Positions)	0.1	0.3	0.3	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>PERSONNEL CHANGES</b>				
<b>Job Title/Classification</b>	<b>Action</b>	<b>Number of Positions/FTE Percent</b>	<b>Division</b>	<b>Cost of Positions</b>
Community Recreation Coord	Create	1/100%	Office for Persons with Disabilities	\$ 54,224
			<b>TOTAL</b>	<b>\$ 54,224</b>

**BUDGET HIGHLIGHTS**

- An amount of \$25,000 is budgeted for the purpose of meeting the terms of a court settlement between Milwaukee County and the Wisconsin Coalition for Advocacy concerning paratransit services. The funds will be used to provide "one-time" barrier removal for low and moderate income persons who might not otherwise be able to use the Milwaukee County Paratransit System. The court agreement provides that a total of \$120,000 will be spent for barrier removal initiatives. The sum of \$35,000 was expended in 2000 with Transit funds, \$60,000 of Potawatomi revenue was utilized in 2001 and \$25,000 is included in the 2002 Office for Persons with Disabilities budget to comply with the legal settlement. This expenditure is offset by \$25,000 in revenue from loan repayments to the Suburban Community Development Block Grant Home Repair Loan Program.
- Crosscharges for interpreter and other services the Office for Persons with Disabilities provides to County departments increase \$16,363, from \$147,203 to \$163,566. This increase is offset by \$16,363 in reductions in various operating accounts.
- An allocation of \$200,000 is provided for the Office for Persons with Disabilities to assume responsibility for specialized recreational programming of the type formerly provided by the Parks Department Wil-O-Way programs.

The funds will be utilized to transition from segregated recreational programs to an integrated community model and for contracted recreation services from community not-for-profit organizations to assure that Milwaukee County's recreational programs, services and activities are accessible to people with disabilities.

They will also support creation of one position of Community Recreation Coordinator. The position will explore the feasibility of other partnerships with disability related agencies, seek alternative funding sources to support programs, services and activities, and oversee compliance with Americans with Disabilities Act (ADA) requirements for integrated programs, services and activities. In addition, the position will market Milwaukee County programs, services and activities to service organizations and people with disabilities.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$22,000	Sign Language Interpreting	Steve Sand

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Commission Meetings	11	11	11	11
Job Accommodation/Disabled Employee Consultations	90	120	120	120
Specialized Transportation Assessments	110	200	200	200
Interpreter Service - Hours	4,400	3,251	4,400	4,400
Handi-NEWS & NOTES - Circulation	67,000	71,925	70,000	70,000

**OFFICE FOR PERSONS WITH DISABILITIES  
EXPENDABLE TRUST (Org. 0601)**

Created in 1983, the Milwaukee County Commission for Persons with Disabilities has maintained an expendable trust fund to benefit Milwaukee County residents with disabilities. Consistent with applicable Milwaukee County policy and procedure, the Commission initiates fiscal actions which require approval from the County Board's Committee on Health and Human Needs. The Commission works to generate revenue for the fund through various activities throughout the year.

<b>BUDGET SUMMARY</b>		
<u>Expenditure</u>	<u>Revenue</u>	<u>Tax Levy</u>
\$ 2,500	\$ 2,500	\$ 0

Total 2002 expenditures and revenues for the Disabilities Expendable Trust Fund are \$2,500 and include the following:

Expenditure

\$2,500 For the activities of the Commission throughout the year including but not limited to, the Christmas In May project, disability related conferences/training, etc., and sponsorships.

Revenue

\$2,500 From donations.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS**

**UNIT NO. 1020**  
**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

This division of the County Executive's office was created by County Board action of July 14, 1976 (File No. 76-514), to coordinate and develop a program for Milwaukee County which assists in

defining areas where modifications to State and Federal legislation should be developed and introduced.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 396,956	\$ 470,630	\$ 415,772	\$ (54,858)
Services	97,890	120,769	118,209	(2,560)
Commodities	3,443	7,100	6,918	(182)
Other Charges	0	0	0	0
Capital Outlays	0	13,100	800	(12,300)
County Service Charges	41,806	53,669	57,794	4,125
Abatements	(38,170)	(49,110)	(52,040)	(2,930)
<b>Total Expenditures</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 4,272	\$ 5,035	\$ 5,552	\$ 517
Courthouse Space Rental	20,688	27,434	26,517	(917)
Document Services	200	1,495	159	(1,336)
Tech Support & Infrastructure	4,463	5,712	7,680	1,968
Distribution Services	26	35	33	(2)
Telecommunications	5,079	3,752	5,414	1,662
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	3,442	4,000	4,000	0
Applications Charges	0	1,647	2,685	1,038
<b>Total Charges</b>	<b>\$ 38,170</b>	<b>\$ 49,110</b>	<b>\$ 52,040</b>	<b>\$ 2,930</b>
<b>Direct Property Tax Levy</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>
<b>Total Property Tax Levy</b>	<b>\$ 540,095</b>	<b>\$ 665,268</b>	<b>\$ 599,493</b>	<b>\$ (65,775)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020

**FUND:** General - 0001

**MISSION**

The mission of Intergovernmental Relations shall be to vigorously and aggressively pursue, in a partisan changing political environment, State and Federal resources, with special concentration in those areas of need as determined by the County Executive and the County Board of Supervisors.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and County Department and Division Directors are well informed of State and Federal budgetary and policy legislation as it relates to County government.	a. County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and Department and Division Directors satisfaction with the timeliness and usefulness of reports and updates.	a. County Executive, County Board Supervisors and Department and Division Directors are generally satisfied with the reports and updates.
2.	Through an aggressive legislative program, State and Federal resources are pursued for Milwaukee County.	a. Milwaukee County's financial interests are brought to the attention of the Legislature, namely the Legislature's Joint Finance Committee, during the State budget process.	a. Over a period of four years the County maintains State and Federal funding streams.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 396,956	\$ 470,630	\$ 415,772	\$ (54,858)
Position Equivalent (Funded)*	4.5	5.0	4.0	(1.0)
% of Gross Wages Funded	91.8	100.0	80.0	(20.0)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020  
**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- A lump sum salary reduction of \$76,164 is created to establish a net salary budget that is 80% of gross wages. This reduction is equal to one position.
- Professional services increase \$2,310, from \$76,999 to \$79,309, to reflect the 3% increase anticipated in the annual contract of the Washington, D.C. lobbying firm retained by the Department to assist with Federal lobbying efforts.
- Travel expenditures decrease \$4,000, from \$36,000 to \$32,000, based on less travel in a non-State budget year. Mileage reimbursement increased 6% in 2001 and is expected to increase again in 2002.
- An appropriation of \$800 is included to replace a printer/fax in the Madison office.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$79,309	Federal Lobbying Services	Waterman & Associates

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY EXECUTIVE – VETERANS SERVICE**

**UNIT NO. 1021**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

The Veterans Service Office operates pursuant to Section 45.43 of the Wisconsin Statutes. Its purpose is to develop and coordinate programs for Milwaukee County veterans and their dependents. The Veterans Service Office advises and informs Milwaukee County veterans concerning any problems arising from service in the armed forces of the United States and assists veterans and their dependents or survivors in the preparation of claims or applications for Federal, State and County benefits to which they may be entitled. The

Veterans Service Office works with Federal, State and accredited veterans organizations whose primary responsibilities are the general well-being of the veterans community. The Veterans Service Office coordinates its work with other community agencies when issues related to veterans have varied implications.

The Veterans Service Commission operates under Section 45.12 of the Wisconsin Statutes and its responsibility is in the area of aid to veterans.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 199,594	\$ 201,946	\$ 223,926	\$ 21,980
Services	11,078	13,013	13,013	0
Commodities	16,282	16,582	16,582	0
Other Charges	201,716	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	48,770	67,278	72,408	5,130
Abatements	(47,806)	(66,413)	(71,600)	(5,187)
<b>Total Expenditures</b>	<b>\$ 429,634</b>	<b>\$ 232,406</b>	<b>\$ 254,329</b>	<b>\$ 21,923</b>
<b>Total Revenues</b>	<b>\$ 214,716</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 214,918</b>	<b>\$ 219,406</b>	<b>\$ 241,329</b>	<b>\$ 21,923</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 5,472	\$ 7,407	\$ 10,774	\$ 3,367
Courthouse Space Rental	33,264	44,112	42,637	(1,475)
Document Services	73	70	58	(12)
Tech Support & Infrastructure	2,836	6,424	7,680	1,256
Distribution Services	645	450	823	373
Telecommunications	2,934	2,276	3,127	851
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	2,582	4,000	4,000	0
Applications Charges	0	1,674	2,501	827
<b>Total Charges</b>	<b>\$ 47,806</b>	<b>\$ 66,413</b>	<b>\$ 71,600</b>	<b>\$ 5,187</b>
<b>Direct Property Tax Levy</b>	<b>\$ 214,918</b>	<b>\$ 219,406</b>	<b>\$ 241,329</b>	<b>\$ 21,923</b>
<b>Total Property Tax Levy</b>	<b>\$ 262,724</b>	<b>\$ 285,819</b>	<b>\$ 312,929</b>	<b>\$ 27,110</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – VETERANS SERVICE.

**UNIT NO.** 1021

**FUND:** General - 0001

**MISSION**

The mission of the Milwaukee County Department of Veterans Service is to acknowledge the service and sacrifice of our veterans and their family members by providing separate and special assistance that is to be available to these honored members of our society.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County area veterans improve their financial situations and educational status through Wisconsin Department of Veterans Affairs personal loans.	a. Number of personal loans.	a. 10% increase in number of personal loans.
2.	Milwaukee County area veterans maintain or improve their housing quality and house values through Wisconsin Department of Veterans Affairs home improvement loans.	a. Number of home improvement loans.	a. 10% increase in number of home improvement loans.
3.	Financially or health troubled Milwaukee County area veterans receive subsistence or health care aid grants from the Wisconsin Department of Veterans Affairs.	a. Number of Health Care Aid grants made. b. Number of Subsistence Aid grants made.	a. 10% increase in number of Health Care Aid grants. b. 10% increase in number of Subsistence Aid grants.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 199,594	\$ 201,946	\$ 223,926	\$ 21,980
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – VETERANS SERVICE

**UNIT NO.** 1021

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance

is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Flag Holders Provided	110	56	110	100
Full and Part-Time Education Grants	700	416	700	500
Health Care Aid and Subsistence Grants	60	170	70	170
Personal Loan Program	75	121	75	100
Certificates of Eligibility	400	333	400	400
Vital Records Procured	900	1,046	900	900
Graves Registration	500	130	500	200
Wisconsin Veterans Home Admissions	10	18	10	12
Home Improvement Loans Program (HILP)	20	17	20	20
Retraining Grants	20	19	20	20
New Files Created	300	518	300	400
First Mortgage Home Loans	150	83	150	100



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

**UNIT NO.** 1040  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Disadvantaged Business Development (DBD) Section of the Department of Administration – Fiscal Affairs Division is responsible for administering the County's DBD program. Chapter 42 of the Milwaukee County Ordinances sets forth the policy and definitions of Milwaukee County's disadvantaged, minority and women business

enterprise (DBE/MBE/WBE) participation in procurement and public works contracts; enforcement of MBE/WBE participation; and the contractor/vendor appeal procedure for findings of non-compliance and sanctions.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 602,973	\$ 557,968	\$ 579,675	\$ 21,707
Services	282,608	657,300	91,080	(566,220)
Commodities	16,264	13,957	9,457	(4,500)
Other Charges	0	0	0	0
Debt & Depreciation	4,880	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	82,332	125,855	124,308	(1,547)
Abatements	(68,711)	(120,386)	(124,066)	(3,680)
<b>Total Expenditures</b>	<b>\$ 920,346</b>	<b>\$ 1,234,694</b>	<b>\$ 680,454</b>	<b>\$ (554,240)</b>
Direct Revenue	953,520	612,023	585,308	(26,715)
Indirect Revenue	0	549,408	0	(549,408)
<b>Total Revenue</b>	<b>\$ 953,520</b>	<b>\$ 1,161,431</b>	<b>\$ 585,308</b>	<b>\$ (576,123)</b>
<b>Direct Property Tax Levy</b>	<b>\$ (33,174)</b>	<b>\$ 73,263</b>	<b>\$ 95,146</b>	<b>\$ 21,883</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 13,848	\$ 8,725	\$ 5,411	\$ (3,314)
Courthouse Space Rental	47,172	95,648	92,449	(3,199)
Document Services	1,788	2,899	1,414	(1,485)
Tech Support & Infrastructure	362	0	10,145	10,145
Distribution Services	548	3,059	699	(2,360)
Telecommunications	2,772	2,633	2,955	322
Records Center	2,197	2,517	3,175	658
Radio	0	0	0	0
Personal Computer Charges	0	0	5,000	5,000
Applications Charges	0	0	2,818	2,818
<b>Total Charges</b>	<b>\$ 68,687</b>	<b>\$ 115,481</b>	<b>\$ 124,066</b>	<b>\$ 8,585</b>
<b>Direct Property Tax Levy</b>	<b>\$ (33,174)</b>	<b>\$ 73,263</b>	<b>\$ 95,146</b>	<b>\$ 21,883</b>
<b>Total Property Tax Levy</b>	<b>\$ 35,513</b>	<b>\$ 188,744</b>	<b>\$ 219,212</b>	<b>\$ 30,468</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

**UNIT NO.** 1040  
**FUND:** General - 0001

**MISSION**

The Disadvantaged Business Development section establishes DBE goals, certifies DBE firms, monitors and enforces contract compliance, and promotes business opportunities and capacity building which increase overall economic viability for small and disadvantaged businesses in Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Disadvantaged Business Enterprise (DBE) have greater participation in County professional service contracts, capital projects and procurements.	a. Annual amount of participation in professional service contracts, capital projects and procurements.	a. Annual increase in the overall amount of DBE participation.
2.	Disadvantaged Business Enterprise participation waivers decrease wherever subcontractable opportunities exist.	a. Annual number of participation waivers in professional service contracts, capital projects and other procurements.	a. Annual decreases in the number of DBE participation waivers granted.
3.	Disadvantaged Business Enterprise certifications issued increase.	a. Annual number of DBE certification applications received and processed increase.	a. The pool of Ready, Willing and Able (RWA) certified DBE's increases annually.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 602,973	\$ 557,968	\$ 579,675	\$ 21,707
Position Equivalent (Funded)*	10.1	8.7	7.7	(1.0)
% of Gross Wages Funded	100.0	84.1	85.9	1.8
Overtime (Dollars)**	\$ 2,242	\$ 1,632	\$ 1,632	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

UNIT NO. 1040  
FUND: General - 0001

## DEPARTMENT DESCRIPTION

The Disadvantaged Business Development section is responsible for the activities related to promoting successful growth of disadvantaged, minority and women-owned businesses in Milwaukee County. Specific responsibilities include contract compliance monitoring, ensuring that County procurement of contractors and suppliers complies with Federal and County DBD requirements, administering revolving loan accounts to provide short-term assistance to qualifying DBD firms, and developing various DBD seminars on effective business operations.

## BUDGET HIGHLIGHTS

- The lump sum salary reduction is maintained at a level to establish a net salary budget that is 85.9% of gross wages.
- Expenditures and revenues each decrease \$290,000 due to the elimination of funding for the local business development program. This initiative was begun in the last quarter of 2001, with appropriate funds encumbered for carryover to 2002 for continuation of the program. Revenue for 2002 decreases an additional \$100,000 based on experience.
- Expenditures and revenues each decrease \$137,020 to reflect completion of the Miller Park compliance contract.
- Funding for CHAMP software support decreases \$60,000, from \$75,000 to \$15,000, based on the amount of the project remaining to be completed in 2002.
- The appropriation for outreach/expo consultants decreases \$25,000, from \$50,000, to \$25,000, based on 2001 experience.
- Consultant expenditures for the mentor protégé program and the e-commerce program each decrease \$25,000. The continuation of these projects in 2002 will be based on funding encumbered in 2001.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL SERVICE COMMISSION

**UNIT NO.** 1110

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 63.01 to 63.03 of the Wisconsin Statutes, there shall be a civil service commission in every county containing 500,000 or more residents.

The five-member Civil Service Commission conducts hearings on the merit system and, when necessary, makes recommendations to the County Board or its committees. The Civil Service Commission budget includes the following two programs:

1. Quasi-Judicial – The Civil Service Commission acts as an adjudicating body, conducting hearings on merit system violations and appeals of actions taken by the Director of Human Resources and rendering decisions thereon.
2. Administrative – The Civil Service Commission exercises administrative control over the merit system, including promulgation of rules.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services	\$ 46,254	\$ 49,189	\$ 53,314	\$ 4,125
Services	6,950	10,000	10,000	0
County Service Charges	5,185	5,266	1,479	(3,787)
Abatements	(90)	(182)	0	182
<b>Total Expenditures</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>
<b>Direct Property Tax Levy</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	0	0	0	0
Document Services	0	0	0	0
Tech Support & Infrastructure	90	0	0	0
Distribution Services	0	0	0	0
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	182	0	(182)
<b>Total Charges</b>	<b>\$ 90</b>	<b>\$ 182</b>	<b>\$ 0</b>	<b>\$ (182)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>
<b>Total Property Tax Levy</b>	<b>\$ 58,389</b>	<b>\$ 64,455</b>	<b>\$ 64,793</b>	<b>\$ 338</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL SERVICE COMMISSION

**UNIT NO.** 1110

**FUND:** General - 0001

**MISSION**

The Civil Service Commission will serve the residents of Milwaukee County by conducting hearings and rendering decisions on merit system violations and appeals of actions taken by the Director of Human Resources and through the adoption and amendment of rules and regulations governing the merit system.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Civil Service rules are properly amended to meet the needs of Milwaukee County and to reflect changes in the area labor market.	a. Number of requests for Civil Service rule waivers. b. Number of Civil Service rule waivers granted.	a. Requests for Civil Service rule waivers are reduced by 50%. b. Civil Service rule waivers granted are reduced by 50%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 46,254	\$ 49,189	\$ 53,314	\$ 4,125
Position Equivalent (Funded)*	5.0	5.0	5.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- None.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance

is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: CIVIL SERVICE COMMISSION

UNIT NO. 1110

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 <u>Budget</u>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
Number of Meetings	6	7	6	6
Hours Spent in Session	15	11	12	12
A. <u>Quasi-Judicial</u>				
Merit System Violations Filed	3	1	2	2
Employee/Applicant Appeals	50	14	40	30
B. <u>Administrative</u>				
Positions Transferred from Classified to Exempt	5	0	2	2
Rule Changes	5	3	2	2
Rule Waivers	20	16	10	15



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 33 of the Milwaukee County Ordinances, the Personnel Review Board consists of five members functioning as a quasi-judicial body to review all disciplinary charges filed by appointing authorities or other persons authorized to file charges alleging that an officer or employee in Milwaukee County classified service has acted in such a manner as to show them to be incompetent to perform their duties or to have merited discipline, demotion, or discharge pursuant to State Statute 63.10 or 63.12; to hear all appeals by non-represented County employees of rulings made in

the final step of the established County grievance procedure; to act as final arbitrator over grievances not appealed to arbitration under Union labor contracts; and to act as the "Independent Fact Finder" to determine whether violations of the Ethics Code exist in all cases referred to the Personnel Review Board by the Ethics Board, pursuant to Chapter 9 Code of Ethics, Milwaukee County Ordinances. The Board also reviews the rules, practices and procedures of the Civil Service Commission.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 116,443	\$ 130,791	\$ 123,228	\$ (7,563)
Services	7,529	14,575	13,760	(815)
Commodities	728	1,027	950	(77)
County Service Charges	16,919	18,564	17,086	(1,478)
Abatements	(16,235)	(18,454)	(16,938)	1,516
<b>Total Expenditures</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	10,908	14,469	13,985	(484)
Document Services	546	375	432	57
Tech Support & Infrastructure	4,354	1,425	1,455	30
Distribution Services	107	1,118	137	(981)
Telecommunications	320	325	341	16
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	252	588	336
<b>Total Charges</b>	<b>\$ 16,235</b>	<b>\$ 17,964</b>	<b>\$ 16,938</b>	<b>\$ (1,026)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>
<b>Total Property Tax Levy</b>	<b>\$ 141,619</b>	<b>\$ 164,467</b>	<b>\$ 155,024</b>	<b>\$ (9,443)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

**MISSION**

The Milwaukee County Personnel Review Board must assure a fair and impartial due process hearing for the discipline or discharge of County employees as provided by law and prescribed under Wisconsin State Statutes 63.10 and 63.12, Chapters 17.207 and 33 of the Milwaukee County Ordinances, and cases referred under Chapter 9, Milwaukee County Ordinances.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Employee gets a fair and impartial hearing.	a. Fair: Provide biweekly hearings to meet Wisconsin Statutes 21 day requirement. b. Impartial: Hear testimony and evidence of parties	a. Hold a minimum of 27 meetings annually. b. Meet in session 95 hours.
2.	Disciplinary actions are supported by testimony and evidence.	a. Process cases according to Wisconsin Statutes 63.10 and 63.12 and Chapters 9, 17.207 and 33 of C.G.O.	a. 100% of cases will be processed according to the law.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 116,443	\$ 130,791	\$ 123,228	\$ (7,563)
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Personal Services decrease \$7,563 due to the elimination of funding for sick leave retirement payout of the secretarial position during 2001.
- In the 2002 Budget, the Personnel Review Board staff is transferred under the administrative authority of the Department of Administration to provide support and back-up

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

as well as managerial support on an as needed basis.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first

certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000	2000	2001	2002
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Discipline/Grievance Hearings Placed on Docket	125	125	120	130
Number of PRB Meetings with Hearings	27	27	27	27
Hours Met in Session	90	90	95	95



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: CORPORATION COUNSEL**

**UNIT NO. 1130**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.42 of the Wisconsin Statutes, the Corporation Counsel prosecutes or defends all civil actions in which the County, or any of its boards, commissions, committees, departments or officers is interested or a party; issues opinions; drafts County ordinances and resolutions; drafts proposed legislation; processes commitments of mentally ill persons; drafts protective placement pleadings and guardianships for "developmentally

disabled and aged infirm persons;" and acts as general counsel for the County in all civil matters in all Federal and State courts and before all Federal, State and County administrative bodies and agencies. In addition, pursuant to statutes, the Corporation Counsel represents State agencies or the Attorney General in civil matters and prosecutes various civil remedies mandated by State law.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,044,611	\$ 2,124,365	\$ 2,245,140	\$ 120,775
Services	83,218	115,915	110,476	(5,439)
Commodities	26,584	32,660	18,960	(13,700)
Other Charges	647,135	542,400	343,400	(199,000)
Capital Outlays	7,957	11,800	0	(11,800)
County Service Charges	204,560	269,531	278,265	8,734
Abatements	(738,947)	(811,427)	(923,581)	(112,154)
<b>Total Expenditures</b>	<b>\$ 2,275,118</b>	<b>\$ 2,285,244</b>	<b>\$ 2,072,660</b>	<b>\$ (212,584)</b>
<b>Total Revenues</b>	<b>\$ 141,710</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,133,408</b>	<b>\$ 2,160,244</b>	<b>\$ 1,947,660</b>	<b>\$ (212,584)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 21,036	\$ 22,849	\$ 28,325	\$ 5,476
Courthouse Space Rental	120,600	159,926	154,580	(5,346)
Document Services	5,006	3,778	3,961	183
Tech Support & Infrastructure	29,391	23,580	29,504	5,924
Distribution Services	806	1,834	1,027	(807)
Telecommunications	6,174	6,668	6,582	(86)
Records Center	4,038	5,688	5,835	147
Radio	0	0	0	0
Personal Computer Charges	4,303	24,000	22,000	(2,000)
Applications Charges	0	9,859	13,767	3,908
<b>Total Charges</b>	<b>\$ 191,354</b>	<b>\$ 258,182</b>	<b>\$ 265,581</b>	<b>\$ 7,399</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,133,408</b>	<b>\$ 2,160,244</b>	<b>\$ 1,947,660</b>	<b>\$ (212,584)</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,324,762</b>	<b>\$ 2,418,426</b>	<b>\$ 2,213,241</b>	<b>\$ (205,185)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CORPORATION COUNSEL

**UNIT NO.** 1130

**FUND:** General - 0001

**MISSION**

It is the mission of the Office of Corporation Counsel to ensure that Milwaukee County, its officers, employees, and agents adhere to all applicable legal requirements, and to minimize personal and fiscal liability for the aforementioned group.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The legal interests of Milwaukee County are protected.	a. Percent of cases resolved by pretrial evaluation. b. Percent of claims that result in lawsuits.	a. 90%. b. 10%.
2.	County department managers are aware of and comply with employee relations laws.	a. Reduction of inquiries regarding appropriate procedures. b. Reduction of claims of discrimination due to an employee's disability. c. Reduction of claims alleging a violation of FMLA. d. Reduction of claims alleging sexual harassment or retaliation. e. Reduction of appeals of disciplinary action.	a. 20% reduction of inquiries regarding appropriate procedures. b. 20% reduction of claims of discrimination due to an employee's disability. c. 20% reduction in claims alleging a violation of FMLA. d. 20% reduction in claims alleging sexual harassment or retaliation. e. 20% reduction of appeals of disciplinary action.
3.	Workers' Compensation expenditures are effectively controlled.	a. Number of hearings settled or defended for lower payment than reserved.	a. 70% defended within outstanding reserves set by Risk Management.
4.	Milwaukee County's interest in employee discipline and discharge hearings is protected.	a. Percent of cases that are resolved by getting result initially sought or agreed to by the appointing authority. b. Number of cases that have insufficient evidence to sustain the charges brought by the appointing authority.	a. 85%. b. 3%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,044,611	\$ 2,124,365	\$ 2,245,140	\$ 120,775
Position Equivalent (Funded)*	24.2	23.7	22.5	(1.2)
% of Gross Wages Funded	98.0	97.6	93.8	(3.8)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CORPORATION COUNSEL

**UNIT NO.** 1130

**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**BUDGET HIGHLIGHTS**

- Crosscharges for legal services to other County departments are adjusted as follows:

Department	2001	2002	2001/2002 Change
Pension Board	\$ 33,245	\$ 41,000	\$ 7,755
Child Support Enforcement	10,000	6,000	(4,000)
General Mitchell International Airport	170,000	204,000	34,000
DHS-Mental Health Division	340,000	407,000	67,000

This results in a net crosscharge increase of \$104,755.

- The Department's net salary reduction is increased \$82,978, from \$35,616 to \$118,594, to establish a net salary budget that is 93.8% of gross wages. This is equal to one attorney position.
- The allocation for Miscellaneous Legal Fees, which is used for payment of outside attorney fees and other legal costs, decreases \$200,000, from \$540,000 to \$340,000. Anticipated costs for 2002 include \$250,000 for the tobacco lawsuit, \$40,000 for the stormwater lawsuit and \$50,000 for miscellaneous legal costs. Amounts budgeted in 2001 were \$500,000 for the tobacco lawsuit, \$40,000 for miscellaneous legal costs and no specific amount for the stormwater lawsuit.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: CORPORATION COUNSEL

UNIT NO. 1130

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 <u>Budget</u>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
A. Legal				
Legal Opinions & Advisory Memorandums	200	200	200	200
Claims Against County & Subrogation Matters	500	500	500	500
State Actions (wage claims, weatherization claims, pesticide lawsuits)	300	500	500	500
Foreclosures	300	300	300	300
Probate & DBE Matters	250	250	250	250
Major Lease & Contract Negotiations & Review	600	600	600	600
Major Lawsuits-200 Hours or More	20	20	20	20
B. Labor Relations				
Major Contract Negotiations-200 Hours or More	15	15	15	10
Unemployment Compensation Hearings	50	50	50	50
Discrimination Complaints Including ADA	300	300	300	300
Grievance Arbitration, Appeals of Disciplinary Suspension Before Permanent Umpire or WERC	30	30	30	30
C. Mental Health				
Mental Health Commitments-Petition, Protective Placements, Temporary Guardianships	5,000	5,000	5,000	5,200
D. Workers Compensation				
Workers Compensation Claims Hearings and Review of Files	200	200	200	200
E. Personnel Review Board				
Civil Service and Personnel Review Board Hearings	250	250	250	250

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 79 of the Milwaukee County Ordinances, this department has general responsibility for the negotiations and administration of all collective bargaining agreements, to establish labor relations training programs for supervisory staff, and to conduct on behalf of Milwaukee County all procedures ordered by the Wisconsin Employment Relations Commission, U.S. Department of Labor, or the Wisconsin Department of Industry, Labor and Human Relations. All matters relating to labor relations introduced to the County Board are normally referred to the Department of Labor Relations for its recommendation.

In addition to the foregoing, this department may, under the direction of the Personnel Committee, carry out those procedural responsibilities delegated to that committee by Chapter 80 of the Milwaukee County Ordinances, and shall annually, in conjunction with the Department of Human Resources, review the wages, hours, and conditions of employment of all employees not represented for purposes of collective bargaining, and submit recommendations thereon to the County Board of Supervisors each year for the following year.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 389,851	\$ 396,849	\$ 412,069	\$ 15,220
Services	34,359	59,644	54,149	(5,495)
Commodities	2,909	2,860	6,879	4,019
Capital Outlay	0	0	0	0
County Service Charges	45,184	62,011	58,881	(3,130)
Abatements	(43,213)	(60,253)	(57,256)	2,997
<b>Total Expenditures</b>	<b>\$ 429,090</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>
<b>Total Revenues</b>	<b>\$ 32</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 429,058</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	25,680	34,061	32,922	(1,139)
Document Services	1,127	1,104	891	(213)
Tech Support & Infrastructure	11,906	12,133	9,983	(2,150)
Distribution Services	41	1,035	52	(983)
Telecommunications	1,145	1,110	1,220	110
Records Center	732	981	1,057	76
Radio	0	0	0	0
Personal Computer Charges	2,582	7,000	7,000	0
Applications Charges	0	2,829	4,131	1,302
<b>Total Charges</b>	<b>\$ 43,213</b>	<b>\$ 60,253</b>	<b>\$ 57,256</b>	<b>\$ (2,997)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 429,058</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>
<b>Total Property Tax Levy</b>	<b>\$ 472,271</b>	<b>\$ 521,364</b>	<b>\$ 531,978</b>	<b>\$ 10,614</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

**MISSION**

The Department of Labor Relations is committed to negotiate and administer responsible and cost-effective collective bargaining agreements on behalf of the County Executive, the Milwaukee County Board of Supervisors, and the departments of Milwaukee County, which will increase the productivity and improve the efficient operations of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Collective bargaining negotiations are resolved without an interruption of service delivery.	a. Percent of voluntary collective bargaining agreements.	a. 50%.
2.	Labor/Management disputes are resolved in a timely and amicable manner.	a. Number of dispute arbitration hearings before the permanent arbitrator.	a. No more than 36 with DC48 for the year 2002.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 389,851	\$ 396,849	\$ 412,069	\$ 15,220
Position Equivalent (Funded)*	5.0	5.0	4.7	(0.3)
% of Gross Wages Funded	95.0	98.2	93.4	(4.8)
Overtime (Dollars)**	\$ 24	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Due to fiscal constraints, the lump sum salary reduction is increased \$14,232, from \$5,808 to \$20,040. This results in the reduction of one position of Clerical Assistant 2 (NR).
- The Department of Labor Relations is transferred under the administrative authority of the Department of Administration to provide administrative support and back-up, as well as managerial support on an as-needed basis.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in

violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$40,930	Permanent Arbitrator	Sherwood Malamud

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Labor Contracts Expiring Wage Re-openers	8	8	8	1
Labor Negotiations (Including Fact Finding, Arbitration, Mediation)	59	39	45	39
Hearings-Permanent Umpire	54	64	36	58
Wisconsin Employment Relations Commission and Court Cases	10	12	12	12
Labor Relations Orientation/Training Sessions	40	6	40	8
Meetings-Personnel Matters with County Officials, Department Heads, County Board Committees, Boards, Employees	437	197	300	220
Meetings-Personnel Matters with Unions, Others	437	46	300	150
Available Days for Union Grievances	51	48	51	48



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapters 63.01 to 63.09, 63.11 and 63.13 to 63.17 of the Wisconsin Statutes, this department recruits and examines candidates for all positions in the Classified Service of Milwaukee County; certifies eligibles; investigates requests for changes in classification, increases in pay and changes in personnel practices and procedures; processes unemployment compensation claims; administers the coordination and implementation of the County's affirmative action plan; manages and coordinates the details of employee benefits

programs, including hospital/surgical/dental care and life insurance plans; and coordinates employee services programs dealing with behavioral/medical problems. The Employee Retirement Division administers and maintains the Milwaukee County Retirement System as established by Chapter 201 of the Milwaukee County Ordinances. It provides for the determination of benefits and payments to all eligible employees or their beneficiaries, and monitors and reconciles all transactions affecting the retirement fund.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,773,283	\$ 2,995,066	\$ 3,162,392	\$ 167,326
Services	699,992	667,974	626,980	(40,994)
Commodities	65,720	73,819	74,624	805
Other Charges	406,185	343,204	368,204	25,000
Capital Outlays	10,316	820	0	(820)
County Service Charges	1,227,919	929,091	1,005,362	76,271
Abatements	(1,021,672)	(709,705)	(751,053)	(41,348)
<b>Total Expenditures</b>	<b>\$ 4,161,743</b>	<b>\$ 4,300,269</b>	<b>\$ 4,486,509</b>	<b>\$ 186,240</b>
<b>Total Revenues</b>	<b>\$ 854,025</b>	<b>\$ 880,292</b>	<b>\$ 1,355,257</b>	<b>\$ 474,965</b>
<b>Direct Property Tax Levy</b>	<b>\$ 3,307,718</b>	<b>\$ 3,419,977</b>	<b>\$ 3,131,252</b>	<b>\$ (288,725)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	376,428	491,541	475,108	(16,433)
Document Services	77,877	73,371	62,248	(11,123)
Tech Support & Infrastructure	501,222	57,105	71,704	14,599
Distribution Services	14,982	17,466	24,379	6,913
Telecommunications	12,119	11,725	13,156	1,431
Records Center	1,347	1,655	1,947	292
Radio	0	0	0	0
Personal Computer Charges	32,702	36,000	36,000	0
Applications Charges	0	15,842	65,106	49,264
<b>Total Charges</b>	<b>\$ 1,016,677</b>	<b>\$ 704,705</b>	<b>\$ 749,648</b>	<b>\$ 44,943</b>
<b>Direct Property Tax Levy</b>	<b>\$ 3,307,718</b>	<b>\$ 3,419,977</b>	<b>\$ 3,131,252</b>	<b>\$ (288,725)</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,324,395</b>	<b>\$ 4,124,682</b>	<b>\$ 3,880,900</b>	<b>\$ (243,782)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

**MISSION**

The Department of Human Resources will provide Milwaukee County government with an equitable and effective system for the recruitment, classification, development, and retention of a competent and culturally-diversified workforce through the timely creation of appropriate eligible lists; the maintenance of competitive compensation, benefits and pension programs; the training of County employees; and the strict adherence to Federal, State and County laws, regulations and policies.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County policymakers and administrators make appropriate human resources-related decisions.	a. Number of merit system violations. b. Number of grievances and citizens complaints. c. Number of lawsuits filed against Milwaukee County.	a. 80% of all merit system violations filed against County are dismissed. b. Grievances and complaints filed against County reduced by 25%. c. 80% of all lawsuits filed against County are denied.
2.	Employees and retirees receive the pensions and fringe benefits to which they are entitled in a timely manner.	a. Number of days required to process benefits/pension matters. b. Number of benefits/pension-related complaints.	a. Number of days required to process benefits/pension matters is reduced by 25%. b. Number of benefits/pension-related complaints is reduced by 25%.
3.	Qualified individuals apply for employment with Milwaukee County.	a. Number of qualified individuals who apply for employment with Milwaukee County. b. Number of rejected applications. c. Number of specific recruitment activities.	a. Number of employment applications received by DHR increases by 5%. b. Number of rejected applications decreases by 5%. c. Number of specific recruitment activities performed by DHR increases by 5%.
4.	County operating departments are able to fill vacant positions in a timely manner.	a. Number of days required to certify eligibles to requesting departments. b. Number of vacant positions awaiting certification by DHR. c. User department satisfaction surveys.	a. Certification turnaround time is reduced 25%. b. Number of vacant positions awaiting certification is reduced by 25%. c. DHR approval ratings increase by 25%.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,773,283	\$ 2,995,066	\$ 3,162,392	\$ 167,326
Position Equivalent (Funded)*	50.4	55.8	52.4	(3.4)
% of Gross Wages Funded	94.9	93.4	91.3	(2.1)
Overtime (Dollars)**	\$ 32,355	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.8	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Student Intern (Info Tech)	Abolish	10/.25%	Director's Office	\$ (52,220)
			<b>TOTAL</b>	<b>\$ (52,220)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Director's Office	Expenditure	\$ 2,570,646	\$ 2,384,870	\$ 2,059,911	\$ (324,959)
	Abatement	714,844	572,442	576,784	4,342
	Revenue	150,513	93,100	449,674	356,574
	Tax Levy	\$ 1,705,289	\$ 1,719,328	\$ 1,033,453	\$ (685,875)
Employee Group Benefits	Expenditure	\$ 359,583	\$ 329,295	\$ 337,049	\$ 7,754
	Abatement	86,104	12,340	24,558	12,218
	Revenue	5,976	4,000	4,000	0
	Tax Levy	\$ 267,503	\$ 312,955	\$ 308,491	\$ (4,464)
Compensation and Administrative Services	Expenditure	\$ 357,927	\$ 282,178	\$ 464,082	\$ 181,904
	Abatement	82,120	5,813	25,386	19,573
	Revenue	19	0	0	0
	Tax Levy	\$ 275,788	\$ 276,365	\$ 438,696	\$ 162,331
Workforce Planning and Development	Expenditure	\$ 259,057	\$ 259,085	\$ 504,057	\$ 244,972
	Abatement	19,630	12,345	10,038	(2,307)
	Revenue	499	0	25,000	25,000
	Tax Levy	\$ 238,928	\$ 246,740	\$ 469,019	\$ 222,279
Employment and Staffing	Expenditure	\$ 873,733	\$ 971,354	\$ 995,880	\$ 24,526
	Abatement	49,672	56,932	47,731	(9,201)
	Revenue	0	0	0	0
	Tax Levy	\$ 824,061	\$ 914,422	\$ 948,149	\$ 33,727
Employee Retirement System	Expenditure	\$ 762,469	\$ 783,192	\$ 876,583	\$ 93,391
	Abatement	69,302	49,833	66,556	16,723
	Revenue	697,018	783,192	876,583	93,391
	Tax Levy	\$ (3,851)	\$ (49,833)	\$ (66,556)	\$ (16,723)

**DEPARTMENT DESCRIPTION**

The Department of Human Resources includes the following divisions:

The **Director's Office** directs human resource programs, assigns projects and coordinates the work of the operating divisions; submits the annual departmental budget and approves budget expenditures; presents all Department recommendations to the Civil Service Commission and the Personnel Committee of the County Board; serves as staff to the Personnel Committee; analyzes and reports on legislation affecting the Human Resource function in Milwaukee County; directs the implementation of the automated personnel system; provides support and assistance in labor contract negotiations; and provides analysis, recommendations and implementation of new approaches to human resource administration. The Director of Human Resources serves as ex-officio member of the Pension Board, and delegates the Deputy Director to serve as secretary of the Civil Service Commission.

**Employee Group Benefits** provides ongoing analyses of all current employee benefits and new benefit options while administering the Conventional Medical and Dental Plans, Health and Dental Maintenance Organization Plans, Basic and Optional Life Insurance Plans, Short-Term Disability Insurance, Medicare and the Dependent Care Voucher Reimbursement Program. In addition, this Division maintains enrollment records for active and retired employee members and their dependents; confers and corresponds with County officials, employees, retirees, the public and industry-related agencies regarding benefits programs; monitors WPS on medical and dental claim payments and CNR for utilization review services; administers special projects relating to cost-containment and employee wellness; and directs the Employee Assistance Program for personal/behavioral/medical problems affecting job performance.

**Compensation & Administrative Services** coordinates annual budget preparation and monitors the adopted budget; performs various office management and administrative functions; studies requests for reallocations, changes in compensation policies and practices, and calculates the fiscal impact of these actions. The unit also maintains current salary and classification standardization schedules; maintains salary provisions mandated by labor contracts or County Ordinances; maintains and implements provisions of the Executive

Compensation Plan; prepares changes to County Ordinances reflecting various personnel actions; processes and edits a variety of payroll/personnel transactions; maintains position control and payroll records; maintains employee personnel records; and processes employee unemployment compensation claims.

**Workforce Planning & Development** forecasts and identifies the County's human resources requirements, and develops the recruitment and training strategies necessary to meet them. Activities include the assessment of County recruitment and training needs and priorities; the planning, coordination and direction of recruitment activities and staff development programs; assisting other County departments with specialized training applications; and the administration of the tuition loan program. This unit also assists in the design and implementation of the County's affirmative action and equal employment opportunity programs to maintain a diverse workforce. Activities include compiling information on the status of various protected groups in the County classified and unclassified service; reviewing class specifications to ensure accuracy and job relatedness of requirements; evaluating County personnel procedures to ensure compliance with equal opportunity guidelines, and developing reports necessary to comply with State and Federal requirements and the Federal Court Order.

**Employment and Staffing** develops, administers and monitors employee selection processes for all positions in the Milwaukee County Classified Service and, upon request, for positions in the unclassified service. This effort includes the assessment of job specifications and minimum qualifications; the development and administration of applicant examinations; and the certification of qualified candidates to department heads and appointing authorities. Implicit in this activity is the responsibility of administering employee selection in compliance with prevailing Milwaukee County, State, Federal and labor-negotiated parameters, any or all of which may impact related hiring procedures, e.g., transfer, layoff, promotion, demotion, reinstatement, and salary adjustment obligations. In addition, the Employment and Staffing Division is responsible for activities supporting the retention of employees within the Milwaukee County Classified Service, as well as the maintenance of appropriate records and reports.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

**Employee Retirement** administers the Milwaukee County Employee Retirement System, manages the funds of the Retirement System in accordance with Pension Board actions, and maintains the general ledger and related books of the Retirement System. The unit also maintains enrollment, service and salary records for Retirement System members; calculates retirement and death benefits; processes monthly pension payroll; and prepares withdrawals for terminating members. In addition, the Employee Retirement System Director serves as Secretary of the Pension Board.

## BUDGET HIGHLIGHTS

- For 2002, a Workforce Planning & Development Division is created in the Department of Human Resources (DHR). This Division includes the existing Employment Relations Division staff and a Human Resources Specialist formerly assigned to the Employment & Staffing Division, and will report directly to the Deputy Director of Human Resources. This unit is responsible for both forecasting the County's human resources needs and identifying the recruitment and training strategies necessary to meet them. In addition, the staff of this Division will support DHR's affirmative action and equal employment opportunity programs. No additional staff or funding will be required to implement this initiative.
- The 2002 Department of Human Resources Budget includes an appropriation of \$227,829 for the Payroll/Personnel Integration System. This appropriation continues the development, operation and maintenance of a modern, automated payroll/personnel environment for Milwaukee County. The strategy continues to be to use outside consultants integrated into a team of IMSD staff, with overall project direction provided by the Payroll/Personnel Integration Operating Committee. The proposed tasks for 2002 include continued work on updates for the Payroll and Retirement Systems, implementation of labor contract changes and the installation of new releases of the GENESYS software. The cost of this project is partially offset by revenue of \$119,370, for a net tax levy of \$108,459.
- An appropriation of \$322,704 is included for the Youth Employment Program, offset with Potawatomi revenue. This program helps provide meaningful work experience, career exposure and limited on-the-job training to those individuals who would otherwise be precluded from the program due to restrictive income requirements.
- An appropriation of \$25,000 is included for the Milwaukee County Diversity Advancement, Retention and Recruitment Task Force for the development of a Best Practices Guide, web site and related activities for use by corporate, public sector and university employees within Milwaukee County. This appropriation is offset with Potawatomi revenue. The County Executive established the Task Force in 1999 to develop strategies to advance, retain and recruit professional and senior management people of color within the Metropolitan Milwaukee area. A number of recommendations have been made as the result of the Task Force's work. These recommendations are intended to improve the ability of corporations, universities and public sector employees to recruit, advance and retain a diverse executive and professional level workforce. The key recommendation is the development of a Best Practices Guide to be used by Metropolitan Milwaukee employers, development of a Best Practices web site, and planning the format for a semi-annual roundtable for Metropolitan Milwaukee's human resources professionals and others interested in a diverse workforce. Funding for this work will be through the Greater Milwaukee Committee.
- \$ (52,220) Abolish 10 Student Intern (Info Tech)  
Ten positions of Student Intern (Info Tech) created in the 2000 Adopted Budget are abolished due to fiscal constraints. Fifteen Student Intern (Info Tech) positions remain for assignment to various departments throughout County service.
- The Department's net salary reduction is increased \$52,356, from \$152,280 to \$204,636, resulting in reduced staff hours. This reduction is equal to 1.2 positions.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation

incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$25,000	Ad Hoc Actuarial Services & Reporting	William M. Mercer, Inc.
\$25,000	Public Safety Exam Assistance	Stanard & Associates, Inc.

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
<b>A. Employee Group Benefits</b>				
Health, Dental, Life Premiums Collected	\$4,506,498	\$4,772,385	\$4,826,082	\$8,033,457
Employee COBRA Payments	\$ 145,888	\$ 144,217	\$ 174,199	\$ 132,000
Group Benefits Plans Administered	14	14	14	13
Health Plan Contracts	11,154	11,295	11,249	11,183
Dental Plan Contracts	5,937	6,091	6,075	6,085
HCN PPO Savings Realized	\$5,417,963	\$5,835,750	\$5,406,998	\$5,835,750
Lives Insured	10,547	10,640	10,723	10,647
Life Insurance Claims Administered	164	179	158	201
Medicare Notifications Issued	242	233	227	252
<b>B. Compensation</b>				
Payroll Corrections Processed	6,000	4,746	6,000	5,000
Payroll/Personnel Transactions Processed	17,000	15,887	15,000	15,000
Personnel File Maintenance	37,500	38,451	44,000	38,000
Classifications Surveyed	500	600	600	500
Timesheet Exceptions Monitored	8,500	8,320	8,500	8,300
Timesheet Exceptions Corrected	1,000	1,872	1,600	1,600
TAHC Forms Processed	1,300	748	1,000	750
Unemployment Compensation Forms Processed	3,000	2,731	2,300	2,300
Unemployment Compensation Payments Issued	9,000	6,955	7,000	7,000
Unemployment Compensation New Claimants	500	557	500	500
Data Element Update Transactions	90,000	88,754	90,000	89,000
<b>C. Employment Relations</b>				
ER/AA Complaints/Investigations	160	138	140	142
Employee Training Classes	65	56	72	63
Training Class Participants	3,300	3,100	3,900	3,500
Tuition Loans	325	142	310	165
<b>D. Employment/Staffing</b>				
Total Applications Received	10,000	14,682	13,000	14,000
Exams Announced	75	53	75	50
Exams Administered	1,100	1,987	1,100	1,900
Exam Analysis Review	75	53	75	60
Certification Requests Processed	850	955	1,000	1,000
Candidates Certified	17,500	24,916	22,000	24,000
New Positions Studied for Proper Classification	100	153	100	125
Current Positions Studied for Proper Classification	100	147	100	150
Layoff/Placements	50	6	25	150
Transfers Processed	250	277	250	275

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>E. Retirement Division</b>				
Total Retirement System Assets (in millions) December 31	\$ 1,800.0	\$ 1,607.6	\$ 1,900.0	\$ 1,700.0
Active Members 1/1	9,650	9,750	9,900	9,400
New Enrollments	600	643	700	700
5-Year Terminations	250	794	300	300
Withdrawals	25	22	15	20
Deaths of Active Members	15	26	10	20
Retirements Granted	250	212	300	300
Active Members 12/31	9,710	9,339	9,975	9,460
Retirement Members 1/1	6,550	6,527	6,600	6,650
Benefits Granted	250	212	300	300
Benefits Terminated	200	186	200	200
Retirement Members 12/31	6,600	6,553	6,700	6,750
Active OBRA Members 1/1	5,300	6,870	7,000	7,750
New OBRA Enrollments	750	721	750	750
5-Year Terminations	600	89	1,000	500
Active OBRA Members 12/31	5,450	7,502	6,750	8,000
<b>F. Management Information Systems</b>				
System Support Days	330	330	330	330
Ad Hoc Reports	50	48	80	50
Mailing Label Requests	20	15	20	15
Technical Support/Training Requests	35	23	25	25
Systems Maintenance Requests	20	13	20	15
New Application Development/Program Requests	20	11	20	15

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration is created pursuant to Section 59.52(1) of the Wisconsin Statutes and Chapter 32 of the Milwaukee County Ordinances. Risk Management is responsible for administering the County's risk management program. Section 59.52(11)(a) of the Wisconsin Statutes authorizes the County to provide public liability and property damage insurance, either in commercial companies or by self-insurance created by setting up an annual fund for such a purpose, or by a combination thereof, covering without exclusion because of enumeration, motor vehicles, malfeasance of professional employees, maintenance and operation of County highways, parks, parkways and airports, and other County activities involving the possibility of damage to the general public, and provide fire and casualty insurance for all County property. Section 59.52(11)(d) of the Wisconsin Statutes authorizes the

County to provide for the protection of the County and public against loss or damage resulting from the act, neglect or default of County officers, department administrators and employees, and to contract for and procure bonds or contracts of insurance to accomplish that purpose, either from commercial companies or by self-insurance created by setting up an annual fund for such purpose or by a combination thereof. Section 65.90(6) of the Wisconsin Statutes allows any county having a population of 500,000 or more to establish, maintain and levy a tax for a liability reserve fund for the purpose of paying liability claims or premiums on insurance to pay such claims. The annual taxes levied for the purpose may not exceed the level necessary to collect the amount recommended by an actuary, in accordance with generally accepted actuarial principles.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 508,414	\$ 475,119	\$ 517,397	\$ 42,278
Services	50,071	63,615	71,115	7,500
Commodities	25,604	13,680	13,680	0
Other Charges	4,563,844	4,491,624	4,677,825	186,201
Debt & Depreciation	21,246	20,158	17,891	(2,267)
Capital Outlay	0	0	0	0
Capital Contra	0	0	0	0
County Service Charges	100,312	108,907	122,557	13,650
Abatements	(99,914)	(238,898)	(252,505)	(13,607)
<b>Total Expenditures</b>	<b>\$ 5,169,577</b>	<b>\$ 4,934,205</b>	<b>\$ 5,167,960</b>	<b>\$ 233,755</b>
<b>Total Revenues</b>	<b>\$ 5,092,169</b>	<b>\$ 5,893,103</b>	<b>\$ 6,200,068</b>	<b>\$ 306,965</b>
<b>Direct Property Tax Levy</b>	<b>\$ 77,408</b>	<b>\$ (958,898)</b>	<b>\$ (1,032,108)</b>	<b>\$ (73,210)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 41,208	\$ 40,139	\$ 33,298	\$ (6,841)
Courthouse Space Rental	27,048	35,864	34,665	(1,199)
Document Services	6,430	2,484	7,442	4,958
Tech Support & Infrastructure	16,549	10,711	14,187	3,476
Distribution Services	678	1,028	1,470	442
Emergency Mgmt Services	0	0	10,000	10,000
Telecommunications	1,394	1,721	1,747	26
Records Center	1,443	1,904	4,474	2,570
Radio	0	0	0	0
Personal Computer Charges	5,164	8,000	9,000	1,000
Applications Charges	0	7,047	6,222	(825)
<b>Total Charges</b>	<b>\$ 99,914</b>	<b>\$ 108,898</b>	<b>\$ 122,505</b>	<b>\$ 13,607</b>
<b>Direct Property Tax Levy</b>	<b>\$ 77,408</b>	<b>\$ (958,898)</b>	<b>\$ (1,032,108)</b>	<b>\$ (73,210)</b>
<b>Total Property Tax Levy</b>	<b>\$ 177,322</b>	<b>\$ (850,000)</b>	<b>\$ (909,603)</b>	<b>\$ (59,603)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

It is the mission of Risk Management to protect the health and safety of employees, citizens and users of the facilities and services of Milwaukee County, through the use of risk management, claims management and employee safety techniques.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County costs for work related injuries and illness are minimized.	a. Number of claims promptly and properly reported to Risk Management by all departments. b. Length of time in which claims are processed. c. Percent reduction in the number of pending claims. d. Percent reduction in average cost per claim.	a. 95%. b. 100% approved or denied in 30 days. c. 5% reduction in number of pending claims. d. 1% reduction in average cost per claim.
2. Milwaukee County work environment is safe.	a. Number of departments with safety goals and objectives established. b. Number of office safety and ergonomics programs implemented. c. Percent reduction in safety co-efficient. d. Number of worker's compensation claims. e. Number of County-wide training programs in place.	a. 100% departmental compliance with established safety goals and objectives. b. 24. c. 3% reduction in County safety co-efficient. d. Reduction in number of worker' compensation claims. e. Increase by two.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
3. County assets are effectively protected through risk management risk financing programs.	a. Cost of risk for Milwaukee County.	a. Below the average cost of risk for other public entities.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 508,414	\$ 475,119	\$ 517,397	\$ 42,278
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	99.7	99.4	(0.3)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**DEPARTMENT DESCRIPTION**

The Risk Management Section includes the following sections: Administration, Self-Insurance, Insurance Policy and Services, and Claims Management (Workers' Compensation).

The **Administration Section** supervises the professional staff, coordinates activities between departments, submits reports, reviews contracts for liability exposures, and prepares budget documents. The unit is responsible for internal service fund accounting and cost allocations to departments. County-wide loss control activities are also administered by this section.

The **Self-Insurance Section** is responsible for property, general and automobile liability claim reporting, loss analysis, claim data and financing of self-retained losses.

The **Insurance Policy and Services Section** is responsible for selection of brokers, requests for proposals, determination of deductibles, limits and coverage, researching the market, and negotiating with brokers and companies for bundled and unbundled insurance services.

The **Claims Management Section** is responsible for administering the Workers' Compensation claims of employees who sustain job-related injuries for medical-only and lost-time claims, and coordination of the return-to-work program. In addition, a data base is maintained for all claims.

**BUDGET HIGHLIGHTS**

**SELF-INSURANCE**

- Expenditures are reduced \$50,855 based on prior year experience.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

**INSURANCE POLICY AND SERVICES**

- Insurance purchases increase \$104,914 from the previous year due to a hardening (sellers) market in all lines of insurance. Airport liability increases \$105,772, of which \$53,250 is related to a 100% increase in the hull value of the Sheriff's helicopter. Property premiums increase \$82,890 due to rate and inflationary increases in property values. These increases are partially offset with reductions to general and workers compensation insurance of \$95,156.

**CLAIMS MANAGEMENT  
(WORKERS' COMPENSATION)**

- Worker's Compensation self-insurance expenditures are increased \$132,142, a 6% increase in statutory benefits for lost time and a 10% increase in medical benefits costs. This is less than the Consumer Price Index (CPI) increase of 18% for medical benefits.
- Contributions from the reserve are decreased \$200,000, from \$950,000 in 2001 to \$750,000 in 2002.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000 <u>Budget</u>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<u>Risk Financing Cost</u>				
Retained Losses (Self-Insured)	\$ 888,000	\$ 1,115,596	\$ 888,000	\$ 837,145
Net Insurance Premiums	\$ 1,430,622	\$ 1,525,989	\$ 1,487,197	\$ 1,592,111
Workers' Compensation Claims Processed	1,500	1,318	1,500	1,500
Dollar Amount of Claims Processed	\$ 2,050,000	\$ 1,922,260	\$ 1,986,427	\$ 2,118,569

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration is created pursuant to Section 59.52 (1) of the Wisconsin Statutes and Chapter 32 of the Milwaukee County Ordinances. The position of Director of the Department of Administration is authorized in the Fiscal Affairs Division and is responsible for the execution of the duties and powers assigned to the Department as specified in Chapter 32 of the Milwaukee County General Ordinances for the major divisions of Procurement, Information Management Services, Fiscal Affairs, County Health Related

Programs, Housing and Community Development and Economic Development. The Fiscal Affairs Division is responsible for preparing and monitoring the County's annual operating and capital budgets and for preparing the County's Official Statements relating to debt issuance. It performs the County's accounting functions, which include centralized payroll, accounts payable, preparation of County financial statements, and determination of financial and cost accounting policies.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,748,718	\$ 2,805,419	\$ 2,913,992	\$ 108,573
Services	604,397	435,440	348,132	(87,308)
Commodities	26,629	35,621	32,388	(3,233)
Other Charges	37,210	41,200	11,200	(30,000)
Debt & Depreciation	76,854	11,500	11,500	0
Capital Outlay	0	0	0	0
County Service Charges	2,151,282	800,373	899,714	99,341
Abatements	(2,138,097)	(785,262)	(883,637)	(98,375)
<b>Total Expenditures</b>	<b>\$ 3,506,993</b>	<b>\$ 3,344,291</b>	<b>\$ 3,333,289</b>	<b>\$ (11,002)</b>
<b>Total Revenues</b>	<b>\$ 823,313</b>	<b>\$ 426,000</b>	<b>\$ 306,000</b>	<b>\$ (120,000)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,683,680</b>	<b>\$ 2,918,291</b>	<b>\$ 3,027,289</b>	<b>\$ 108,998</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 180,276	\$ 259,643	\$ 189,904	\$ (69,739)
Courthouse Space Rental	210,936	279,725	270,376	(9,349)
Document Services	31,601	39,866	25,003	(14,863)
Tech Support & Infrastructure	1,641,971	87,062	130,165	43,103
Distribution Services	2,609	4,170	3,326	(844)
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	11,621	11,190	12,387	1,197
Records Center	7,448	10,005	10,761	756
Radio	0	0	0	0
Personal Computer Charges	51,636	75,000	46,000	(29,000)
Applications Charges	0	18,601	192,382	173,781
<b>Total Charges</b>	<b>\$ 2,138,098</b>	<b>\$ 785,262</b>	<b>\$ 883,637</b>	<b>\$ 98,375</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,683,680</b>	<b>\$ 2,918,291</b>	<b>\$ 3,027,289</b>	<b>\$ 108,998</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,821,778</b>	<b>\$ 3,703,553</b>	<b>\$ 3,910,926</b>	<b>\$ 207,373</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

**MISSION**

Provide quality, efficient and responsive financial services and administrative business functions to the County Executive, County Board and County departments to enable the delivery of financially sound and effective services to the community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Policymakers are confident in the management of County fiscal resources.	a. County Executive and County Board level of confidence in the management of County fiscal resources.	a. County Executive and 75% of County Board members surveyed have an average or above level of confidence in the management of County fiscal resources.
2.	The County budget sets policy, assures the appropriate use of resources and facilitates the efficient provision of services to Milwaukee County citizens.	a. County Executive, County Board and department satisfaction with accurate, timely and readable budget document. b. Number of improvements to budget format.	a. County Executive and 80% of County Board members and departments are satisfied with budget document. b. Two new improvements to budget format each year.
3.	Policymakers receive timely, thorough and useful financial and programmatic information that facilitates pro-active, prudent policy decision-making.	a. County Executive and County Board satisfaction with fund transfer analyses, position studies, carryover analyses, surplus/deficit and other reports. b. Percent of reports submitted on time and without substantive errors. c. Quality of Comprehensive Annual Financial Report (CAFR).	a. County Executive and all Finance and Audit Committee members substantially satisfied with quality of reports. b. 80% of reports submitted to County Board by due date, and without substantive errors. c. Maintain Government Finance Officers Association (GFOA) Certificate of Achievement for CAFR.
4.	The provision of County services is enhanced by timely and accurate payments to vendors.	a. Percentage of bills paid within 60 days of invoice date.	a. 75% of bills paid within 60 days of invoice date.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,748,718	\$ 2,805,419	\$ 2,913,992	\$ 108,573
Position Equivalent (Funded)*	47.3	47.0	43.0	(4.0)
% of Gross Wages Funded	92.7	92.0	86.1	(5.9)
Overtime (Dollars)**	\$ 48,153	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	1.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Contract Retiree	Abolish	1/50%	Accounts Receivable	\$ (26,130)
			<b>TOTAL</b>	<b>\$ (26,130)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Administration	Expenditure	\$ 998,412	\$ 857,808	\$ 911,789	\$ 53,981
	Abatement	281,843	256,342	300,083	43,741
	Revenue	2,495	0	0	0
	Tax Levy	\$ 714,074	\$ 601,466	\$ 611,706	\$ 10,240
Budget Analysis	Expenditure	\$ 980,038	\$ 998,651	\$ 1,121,933	\$ 123,282
	Abatement	270,375	169,819	173,756	3,937
	Revenue	0	0	0	0
	Tax Levy	\$ 709,663	\$ 828,832	\$ 948,177	\$ 119,345
Accounting	Expenditure	\$ 3,666,640	\$ 2,273,094	\$ 2,183,204	\$ (89,890)
	Abatement	1,585,879	359,101	409,798	50,697
	Revenue	820,818	426,000	306,000	(120,000)
	Tax Levy	\$ 1,259,943	\$ 1,487,993	\$ 1,467,406	\$ (20,587)

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

UNIT NO. 1151  
FUND: General - 0001

## DEPARTMENT DESCRIPTION

**Administration.** The Director is responsible for coordinating the operations of the divisions comprising the Department of Administration, including Procurement, Information Management Services, Fiscal Affairs, County Health Related Programs, Housing and Community Development and Economic Development. The Director is also responsible for the Risk Management Section, the Disadvantaged Business Development Section, Labor Relations and Personnel Review Board/Ethics Board.

The primary responsibilities of the **Budget Section** are budget preparation and control for both operations and capital. All budget requests are analyzed and recommendations submitted to the County Executive. Assistance is provided both to the County Executive in preparing and presenting the Executive Budget, and to the Finance and Audit Committee in its review of the County Executive's recommended budget, including the preparation of budget amendments approved by the Finance and Audit Committee and the County Board. During the year, all appropriation transfer requests are analyzed and a recommendation submitted to the County Executive. In cooperation with the Accounting Section, County departmental accounts are analyzed to determine potential expenditure deficits or revenue shortfalls, with department administrators required to submit a corrective plan of action. Other major duties include (a) the study of all new position requests, with reports and recommendations submitted to County Board committees; (b) fiscal studies for the County Executive and County Board committees, including fiscal impact of legislative bills; and (c) special studies for the County Executive and County Board committees.

**Central Accounting** functions include Accounting Administration, Accounting, Accounts Payable and Payroll. A brief description of the responsibilities of each area follows:

Accounting Administration is responsible for the overall management and coordination of Central Accounting activities; the development of special studies and reports and technical assistance to both Central Accounting and other County departments and the publishing of the Comprehensive Annual Financial Report and the Single Audit Report.

Accounting is responsible for the timely and accurate preparation of County-wide monthly financial reports, publication of the Comprehensive Annual Financial Report, the State of Wisconsin Financial Report Form, and the Single Audit Report and development of the indirect cost allocation plan. In addition, Accounting is responsible for adherence to Generally Accepted Accounting Principles, the development and maintenance of the Advantage financial information system, the fixed-asset system and the grant system, conducting budget performance reviews on an ongoing basis to identify potential year-end deficits so that these problems can be resolved in a timely manner and ongoing training and technical assistance to departments.

Accounts Payable is responsible for establishment of County-wide payment procedures, coordination with the Procurement Division, encumbrances of purchases, payment of vendor invoices, development and maintenance of the accounts payable system, and technical assistance to departments. In addition, Accounts Payable monitors payments to ensure that purchasing regulations have been followed by departments and monitors unencumbered appropriation balances to ensure that the County has sufficient appropriations available for each payment.

Payroll is responsible for establishment of County-wide payroll procedures, coordination with the Department of Human Resources, preparation of payroll checks, maintenance of all earnings and deductions records, ensuring that County payroll practices meet Federal, State and contractual requirements, filing of all required Federal and State reports on a timely basis, and the development and maintenance of the payroll system.

## BUDGET HIGHLIGHTS

- \$(26,130) Abolish 1 Contract Retiree

One position of Contract Retiree assigned to the Accounts Receivable function is abolished and the Accounts Receivable function is eliminated in 2002.

- To maintain a tax levy consistent with 2001, the Department's lump sum salary reduction is increased \$109,908, from \$186,552 to

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

- \$296,460. Prior to the 2000 Budget, the Fiscal Affairs Division historically had a lump sum reduction equivalent to approximately three positions. The 2001 Budget increase to \$186,552 increased this to an equivalent of approximately four positions. The additional lump sum reduction contained in this budget is equal to approximately two-and-one-half additional positions. In addition, the Division will not be able to fill its three Intern positions.
- The 2001 Adopted Budget included an appropriation of \$40,000 to provide for development of departmental strategic plans, business plans and County-wide outcomes. This appropriation is reduced to \$10,000 in 2002.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>A. <u>Budget</u></b>				
Budgets Analyzed				
Operating	44	44	45	44
Non-Departmental	40	26	27	26
Capital	14	13	15	13
<b>B. <u>Accounting</u></b>				
Revenue Transactions (CRs)	140,000	179,000	175,000	200,000
Journal Entries (JVs)	380,000	637,000	600,000	650,000
<b>C. <u>Accounts Payable</u></b>				
Checks Written (ADs)	90,000	84,000	84,000	84,000
Encumbrance Transactions	110,000	109,000	114,000	110,000
Payment Transactions (PVs)	225,000	220,000	195,000	195,000
<b>D. <u>Payroll</u></b>				
Number of Employee's W-2s	8,800	9,275	9,100	9,000
Number of Payroll Items Issued	185,000	192,000	188,000	190,000



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Procurement Division of the Department of Administration is empowered by Chapter 32 of the Milwaukee County Ordinances to purchase or contract for supplies, materials, equipment and contractual services needed by County departments, agencies and institutions. This authority does not include public works programs, repairs or alterations to buildings, structures, or leases of County-owned real estate and appurtenances which are administered by the Department of Public Works. The Procurement Division is also authorized to

develop standards, prepare specifications, sign and issue contracts and purchase orders, process requests for proposals, and assist the Department of Public Works in the sale of surplus or obsolete supplies, materials, or equipment.

Additionally, the Procurement Division provides MWBE's an opportunity to participate in Milwaukee County's procurement process pursuant to ordinances and annual goals established by the Milwaukee County Board of Supervisors.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 753,680	\$ 794,617	\$ 844,435	\$ 49,818
Services	150,695	73,805	68,550	(5,255)
Commodities	10,351	12,861	10,461	(2,400)
County Service Charges	303,766	82,681	127,003	44,322
Abatements	(290,168)	(66,851)	(108,018)	(41,167)
<b>Total Expenditures</b>	<b>\$ 928,324</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>
<b>Total Revenues</b>	<b>\$ 437</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 927,887</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	0	0	0	0
Courthouse Space Rental	0	0	0	0
Document Services	6,475	5,678	5,124	(554)
Tech Support & Infrastructure	260,631	25,705	31,850	6,145
Distribution Services	3,486	2,393	4,445	2,052
Telecommunications	6,667	6,634	7,107	473
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	12,909	19,000	20,000	1,000
Applications Charges	0	7,441	39,492	32,051
<b>Total Charges</b>	<b>\$ 290,168</b>	<b>\$ 66,851</b>	<b>\$ 108,018</b>	<b>\$ 41,167</b>
<b>Direct Property Tax Levy</b>	<b>\$ 927,887</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,218,055</b>	<b>\$ 963,964</b>	<b>\$ 1,050,449</b>	<b>\$ 86,485</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

**MISSION**

The Procurement Division, within the scope of Chapter 32, shall obtain goods and services for our customers which enhance the quality of life in Milwaukee County and fully utilize all business segments.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Procure needed commodities and services for County Departments in an efficient and timely manner.	a. Number of requisitions under \$5,000 processed in seven days or less. b. Number of requisitions under \$15,000 processed in 10 days or less. c. Number of requisitions \$25,000 and over processed in less than 60 days. d. Number of requisitions and requests for proposal (RFP) \$25,000 and over processed in less than 60 days.	a. 70%. b. 70%. c. 70%. d. 70%.
2.	Equal opportunity for all vendors and suppliers who wish to participate in County contracts.	a. Number of DBE vendors that are active participants in the procurement process. b. Number of contracts awarded to DBE vendors.	a. Increase DBE bid responses by 10%. b. Increase the number of DBE contracts and dollars awarded by 5%.
3.	Educate internal customers on the County purchasing process to reduce confirming orders, stockouts and emergency purchases.	a. Number of confirming orders, stockouts and emergency purchases created by poor planning and lack of training.	a. Reduce confirming orders, stockouts and emergency purchases by 20%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 753,680	\$ 794,617	\$ 844,435	\$ 49,818
Position Equivalent (Funded)*	15.0	15.1	14.1	(1.0)
% of Gross Wages Funded	95.6	96.8	90.0	(6.8)
Overtime (Dollars)**	\$ 0	\$ 24,360	\$ 24,360	\$ 0
Overtime (Equivalent to Positions)	0.0	0.6	0.6	(0.0)

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Staff reductions are required to maintain budget levels at the 2001 adopted budget tax levy. Personal Services are reduced \$45,749 due to fiscal constraints. This reduction is equal to one position. This staff reduction requires ordinance changes to increase Purchasing Card limits, open market purchases, and informal and formal dollar limits. It also changes the method of notice to bidders from certified mail to FAX transmission and changes the bid notices (advertising) from newspaper to posting on the County's web-site.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
<u>Purchasing Section</u>				
Blanket Order Releases Processed	18,000	28,250	18,000	28,000
Purchase Orders Issued	5,500	4,825	5,500	5,100
Value of Purchase Orders (\$ Million)	\$ 65.0	\$ 98.0	\$ 65.0	\$ 65.0
Departmental Purchase Orders	15,000	18,480	7,000	7,000
Formal Bids Issued	160	139	160	160
Requests for Proposal Issued	40	18	25	25
Informal Bids and Quotes Issued	500	297	400	400
General Awards	3,500	3,782	4,500	4,200
<u>Disadvantaged Business Enterprise - GOAL</u>				
Dollar Amount of Procurements Awarded to MBE/WBE Vendors	\$ 9,350,000	\$ 3,143,661	\$ 9,350,000	\$ 4,000,000



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY BOARD

**UNIT NO.** 1000  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The nature, composition, powers, duties and responsibilities of County Boards are delineated in Chapter 59, Wisconsin Statutes, pursuant to Article IV, Sections 22 and 23 of the State Constitution. Each county in the State is a body corporate empowered to sue and be sued; to acquire and hold, lease or rent property; to enter into leases and to

make contracts. The power of the County can only be exercised by the County Board or pursuant to a resolution or ordinance adopted by it. The general powers of the Board are set forth in Section 59.07 of the Wisconsin Statutes.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 3,916,311	\$ 4,073,550	\$ 4,244,309	\$ 170,759
Services	193,031	194,800	253,700	58,900
Commodities	71,745	78,800	78,800	0
Other Charges	135,545	114,000	44,000	(70,000)
Capital Outlay	0	0	0	0
County Service Charges	679,169	835,231	898,553	63,322
Abatements	(656,949)	(814,305)	(874,167)	(59,862)
<b>Total Expenditures</b>	<b>\$ 4,338,852</b>	<b>\$ 4,482,076</b>	<b>\$ 4,645,195</b>	<b>\$ 163,119</b>
Other Direct Revenue	4,975	0	0	0
State & Federal Revenue	18,470	15,500	16,500	1,000
<b>Direct Property Tax Levy</b>	<b>\$ 4,315,407</b>	<b>\$ 4,466,576</b>	<b>\$ 4,628,695</b>	<b>\$ 162,119</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 38,940	\$ 48,335	\$ 61,755	\$ 13,420
Courthouse Space Rental	381,528	505,941	489,025	(16,916)
Document Services	33,527	33,043	26,526	(6,517)
Tech Support & Infrastructure	122,186	75,000	95,062	20,062
Distribution Services	10,430	20,492	13,300	(7,192)
Emergency Mgmt Services				0
Telecommunications	67,311	35,072	71,753	36,681
Record Center	2,953	3,854	4,267	413
Radio	0	0	0	0
Personal Computer Charges	0	66,000	66,000	0
Applications Charges	0	26,568	39,810	13,242
<b>Total Charges</b>	<b>\$ 656,875</b>	<b>\$ 814,305</b>	<b>\$ 867,498</b>	<b>\$ 53,193</b>
<b>Direct Property Tax Levy</b>	<b>\$ 4,315,407</b>	<b>\$ 4,466,576</b>	<b>\$ 4,628,695</b>	<b>\$ 162,119</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,972,282</b>	<b>\$ 5,280,881</b>	<b>\$ 5,496,193</b>	<b>\$ 215,312</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY BOARD

**UNIT NO.** 1000

**FUND:** General - 0001

**MISSION**

The mission of the Board of Supervisors is to ensure a responsive, accessible and accountable government for the people of the County of Milwaukee, and to establish County policies that enhance self-sufficiency, personal safety, economic opportunity and quality of life.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County residents enjoy a high level of fiscal stewardship from County Boards' oversight of public funds.	a. County bond ratings. b. Compliance with debt management and financing goals. c. Ratings by a pool of financial experts from the community.	a. Maintain or improve bond ratings from rating agencies. b. Comply with at least six of seven County goals. c. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.
2.	County residents benefit from publicly responsive policy development and adoption.	a. Ratings by a pool of community members actively engaged in sustaining and improving the quality of life of Milwaukee County residents.	a. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.
3.	County departments receive timely and helpful policy direction from the County Board that promotes the achievement of County-wide goals.	a. Ratings by Department heads and administrators and managers of contract agencies.	a. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 3,916,311	\$ 4,073,550	\$ 4,244,309	\$ 170,759
Position Equivalent (Funded)*	71.1	71.3	68.4	(2.9)
% of Gross Wages Funded	93.0	93.1	88.2	(4.9)
Overtime (Dollars)**	\$ 4,389	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

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## DEPARTMENT DESCRIPTION

### Legislative Services

The Milwaukee County Board of Supervisors is a body of 25 legislative representatives elected by residents of 25 supervisory districts in the County. Legislative Services includes 25 Board members who elect from their body the Chairperson of the Board and the First and Second Vice Chairpersons. Also included are 25 individually assigned positions of Legislative Assistant. Upper management of all County Board services is the responsibility of the Chairperson of the County Board, who also functions as the department head.

The Board's primary power is to determine policy and direct County government through the adoption of ordinances and resolutions. As such, the Board establishes programs, services and laws for the County. Among the Board's most effective means of establishing policy is the adoption of the annual County budget. The Board conducts its business through eight standing committees, various subcommittees and task forces.

At the committee level, members hear testimony from Supervisors proposing legislation and requests from departments and outside agencies regarding policy changes. The public is also afforded the opportunity to speak to committees on an issue. The committee or County Board members may amend legislation to reflect the will of the committee and then vote on it. Committee recommendations are sent to the County Board with a recommendation for approval or rejection. The full Board may further amend the resolution or ordinance, or may send it back to committee for additional study and referrals of questions. The full County Board then votes on a measure, accepting or rejecting it.

### Legislative Support Services

#### Research Services

Duties include specialized research analyses and studies for specific standing committees, subcommittees and other special committees of the County Board and preparation of resolutions, ordinances, and fiscal notes. Research staff are involved annually in the review, analysis and development of recommendations for the Finance and Audit Committee and the County Board on County-wide departmental operations and capital budget requests as presented in the Executive Budget.

#### Committee Services

Duties include committee meeting support essential to the operation of the County Board. Primary responsibilities are to enter, in appropriate files kept for that purpose, a complete record of all committee meetings, including attendance, appearances for and against pending matters, and to record and prepare minutes of meetings. These include all motions made and by whom, and how each member voted upon each matter considered, together with a final action by the committee.

#### Systems and Budget Services

Duties include management and maintenance of all computer and networking systems in the department, budget preparation, fiscal monitoring, accounts payable, and ordering of departmental supplies.

#### Public Information Services

Duties include the provision of information to the public through all written and visual media. Public Information also includes reception and constituent services.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

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## BUDGET HIGHLIGHTS

- Layoffs and reduced hours may be required as the County Board's lump sum reduction is increased \$134,628, from \$231,372 in 2001 to \$366,000 in 2002.
- Realignment of operating accounts is included in 2002, for no net tax levy change.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.47 of the Wisconsin Statutes and Chapter 57 of the Milwaukee County Ordinances, the Department of Audit is responsible for post auditing the fiscal concerns of Milwaukee County. The term audit is used to describe not only work done in examining financial statements, but also work done in reviewing internal accounting and administrative controls, compliance with applicable laws and regulations, economy and efficiency of operations, and effectiveness in achieving program results. The Department's audits are performed in accordance with Government Auditing Standards. In addition, the Department monitors contracts with

vendors of goods and services for compliance with equal opportunity and affirmative action requirements. The Department annually contracts for an audit of the financial statements of Milwaukee County and the Single Audit of Federal and State grants required by Federal OMB Circular A-133 and State Single Audit Guidelines. The staff also reconciles the County's checking accounts. In addition, the Department maintains a Hotline to receive information from citizens and employees regarding waste, fraud and abuse of Milwaukee County resources.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,635,407	\$ 1,676,775	\$ 1,800,558	\$ 123,783
Services	302,960	376,168	329,648	(46,520)
Commodities	14,298	19,791	19,791	0
Capital Outlay	48,282	0	0	0
County Service Charges	170,951	313,089	324,988	11,899
Abatements	(190,692)	(331,940)	(342,450)	(10,510)
<b>Total Expenditures</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change*</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	64,188	204,273	197,444	(6,829)
Document Services	3,887	3,059	3,076	17
Tech Support & Infrastructure	51,094	41,425	57,921	16,496
Distribution Services	309	1,299	394	(905)
Telecommunications	5,948	5,740	6,340	600
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	37,866	35,000	31,000	(4,000)
Applications Charges	0	13,744	18,875	5,131
<b>Total Charges</b>	<b>\$ 163,292</b>	<b>\$ 304,540</b>	<b>\$ 315,050</b>	<b>\$ 10,510</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,144,498</b>	<b>\$ 2,358,423</b>	<b>\$ 2,447,585</b>	<b>\$ 89,162</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**MISSION**

Through independent, objective and timely analysis of information, the Milwaukee County Department of Audit assists both policymakers and program managers in providing high quality services in a manner that is honest, efficient, effective and accountable to the citizens of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Improved pool of knowledge concerning Milwaukee County issues and programs among policy and administrative decision-makers.	a. Department heads' satisfaction with Audit services. b. County Board of Supervisors' satisfaction with Audit services.	a. 75% of survey responses have an average score indicating satisfied or better with Audit services. b. 75% of survey responses have an average score indicating satisfied or better with Audit services.
2.	Increased County Board level of confidence in Milwaukee County's management of resources and program administration.	a. County Board of Supervisors' confidence in Departments' management of resources and program administration.	a. 75% of survey responses have an average score indicating confidence in Milwaukee County's management of resources and program administration.
3.	Improved efficiency and effectiveness of Milwaukee County government services.	a. Dollar savings in the form of expenditure reductions, revenue enhancements or increased productivity of existing resources in relation to audit costs incurred. b. Number of recommendations or alternatives accepted by management consistent with County priority outcomes (i.e., improve services, reduce duplication, etc.).	a. Ratio of at least 2:1 dollar savings per dollar audit costs. b. At least 50 recommendations or alternatives for operation or program improvements implemented by management.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
4. Increased public trust and satisfaction with Milwaukee County government services.	a. Department heads' perceptions of public trust and satisfaction with Milwaukee County government services.  b. County Board of Supervisors' perceptions of public trust and satisfaction with Milwaukee County government services.  c. Public's perceptions concerning the issue of trust and satisfaction with Milwaukee County government services.	a. 75% of survey responses have an average score indicating the perception of reasonable public/client satisfaction with services provided.  b. At least 75% of survey responses have an average score indicating the perception that their constituents have trust in County government and are reasonably satisfied with County government services.  c. At least 51% of survey responses (utilizing planned annual or biannual County-wide citizen survey) have an average score indicating trust in County government and reasonable satisfaction with County government services.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,635,407	\$ 1,676,775	\$ 1,800,558	\$ 123,783
Position Equivalent (Funded)*	23.0	23.9	22.9	(1.0)
% of Gross Wages Funded	85.6	85.0	79.5	(5.5)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000 the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- Personal Services have been adjusted to reflect the year 2002 employee increments of \$86,727, partially offset by an increase in the lump-sum salary reduction of \$44,028.
- The 2001 budget included an appropriation of \$50,000 to hire an outside auditor to assist the Department of Audit with a performance audit of the Department of Administration – Information Management Services Division (IMSD) encompassing the years 1998-2000. This appropriation is eliminated in 2002. This reduction helps offset other cost increases.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$302,000	Outside Audit Service	Arthur Anderson

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Person-Hours Available (net of paid time off)	40,250	39,669	40,250	36,750
<u>Allocation of Available Hours</u>				
Financial/Internal Control Reviews	7,675	9,124	7,675	8,249
Economy & Efficiency/Program Results	13,625	6,058	13,625	5,063
EDP Projects	1,700	1,770	1,700	1,700
Special Projects/Hotline	4,000	5,426	4,000	5,400
Bank Reconciliation	3,500	3,689	3,500	3,632
Contract Compliance	1,750	1,762	1,750	1,750
Administration	6,500	9,131	6,500	8,256
Other Indirect Time	<u>1,500</u>	<u>2,709</u>	<u>1,500</u>	<u>2,700</u>
Total	40,250	39,669	40,250	36,750
<u>Contract Compliance Activities</u>				
Desk Audits of Affirmative Action Plans	300	412	300	300
Pre-Bid/On-Site Construction Reviews	170	173	205	180
Equal Employment Opportunity Certificates Processed	280	314	250	250
<u>Bank Reconciliation Section Activities</u>				
Accounts Reconciled	684	772	700	780



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – GENERAL OFFICE

**UNIT NO.** 1011

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.031 of the Wisconsin Statutes and Section 23-A of Article IV of the Wisconsin Constitution, the County Executive has the following duties and responsibilities:

Coordinate and direct all administrative and management functions of County government; appoint department heads; appoint members of

boards and commissions, subject to County Board confirmation; submit annually a recommended County budget to the County Board; communicate to the County Board the condition of the County or other matters requiring their attention; and approve or veto all resolutions or ordinances enacted by the County Board.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,001,395	\$ 1,087,192	\$ 1,152,381	\$ 65,189
Services	27,959	38,525	27,500	(11,025)
Commodities	10,293	14,789	8,800	(5,989)
Other Charges	500	2,000	500	(1,500)
County Service Charges	177,386	215,113	217,321	2,208
Abatements	(154,047)	(187,174)	(188,963)	(1,789)
<b>Total Expenditures</b>	<b>\$ 1,063,486</b>	<b>\$ 1,170,445</b>	<b>\$ 1,217,539</b>	<b>\$ 47,094</b>
<b>Total Direct Revenues</b>	<b>\$ 15,959</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,047,527</b>	<b>\$ 1,155,445</b>	<b>\$ 1,202,539</b>	<b>\$ 47,094</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 10,044	\$ 14,474	\$ 16,900	\$ 2,426
Courthouse Space Rental	93,528	124,022	119,876	(4,146)
Document Services	7,052	4,849	5,579	730
Tech Support & Infrastructure	20,733	12,144	15,480	3,336
Distribution Services	1,147	1,355	632	(723)
Emergency Mgmt Services	0	0	6,667	6,667
Telecommunications	5,466	6,037	5,827	(210)
Records Center	377	498	545	47
Personal Computer Charges	16,351	19,000	11,000	(8,000)
Applications Charges	0	4,795	6,457	1,662
<b>Total Charges</b>	<b>\$ 154,698</b>	<b>\$ 187,174</b>	<b>\$ 188,963</b>	<b>\$ 1,789</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,047,527</b>	<b>\$ 1,155,445</b>	<b>\$ 1,202,539</b>	<b>\$ 47,094</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,202,225</b>	<b>\$ 1,342,619</b>	<b>\$ 1,391,502</b>	<b>\$ 48,883</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – GENERAL OFFICE

**UNIT NO.** 1011

**FUND:** General - 0001

**MISSION**

The Milwaukee County Executive will work to create a safe, enjoyable and prosperous community for all people in Milwaukee County by providing leadership, guidance and vision, and managing and directing high quality, responsive and cost effective government services.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County government provides affordable services for all its people.	a. Percent increase in tax rate. b. Rate of increase of service fees.	a. Increase is reasonable. b. Increase is within the rate of inflation.
2.	Departments and divisions are well managed and provide Milwaukee County residents with high-quality services.	a. Departments operate within their budgets. b. Programs achieve desired goals.	a. All departments within County Executive control, based on Wisconsin State Statutes, operate within their budgets. b. Programs achieve desired goals.
3.	Milwaukee County adopts meaningful legislation that addresses the needs of its people.	a. County Executive's proposed legislation is adopted.	a. County Board adopts County Executive's proposed legislation.
4.	Constituents are served in a timely and responsive manner.	a. Percent of constituents who receive timely and responsive services.	a. 100% of constituents are served.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,001,395	\$ 1,087,192	\$ 1,152,381	\$ 65,189
Position Equivalent (Funded)*	13.2	13.1	12.8	(0.3)
% of Gross Wages Funded	94.9	93.5	91.2	(2.3)
Overtime (Dollars)**	\$ 0	\$ 480	\$ 480	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY EXECUTIVE – GENERAL OFFICE

UNIT NO. 1011  
FUND: General - 0001

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## BUDGET HIGHLIGHTS

- Operating expenditures are reduced \$18,514 due to fiscal constraints.
- Due to the \$20,688 increase in the lump sum salary adjustment in 2002 from \$54,240 to \$74,928, it is necessary to hold the four Student Intern positions vacant during 2002.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

UNIT NO. 1018

FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

The Milwaukee County Commission for Handicapped and Disabled Persons was established March 21, 1978, under Chapter 73 of the Milwaukee County Ordinances, to "promote the independence of Milwaukee County's handicapped and disabled persons." Consistent with this charge, the Commission is empowered, by Section 73.09, to:

"advise the County Board of Supervisors of the needs of handicapped and disabled persons within Milwaukee County, and the status of existing services designed to meet those needs, and may recommend any new program, accommodation or service required to meet such needs."

County Board Resolution 90-1036, adopted January 17, 1991, establishes the Director of the Milwaukee County Executive Office for Persons with Disabilities as the Americans with Disabilities Act (ADA) Compliance Officer for Milwaukee County government. The Office for Persons with Disabilities provides the staff to assure that Milwaukee County citizens receive cost-efficient and effective services, reliable and comprehensive disability-related information and professional relationships that promote cooperation and effective collaboration, and to assure that Milwaukee County programs, services, and facilities are accessible to people with disabilities.

## TASKS AND ACTIVITIES

- Advise the Disabled Expanded Certification Appointment (DECA) program: an affirmative action program for hiring qualified persons with disabilities.
  - Reduce barriers to Specialized Transportation Programs.
  - Implement an integrated model of special recreation programs for people with disabilities.
  - Secure job accommodation services to assure that Milwaukee County employees with disabilities retain employment.
  - Provide interpreter services for hearing impaired citizens.
  - Provide alternative access (Braille, large print, and audible) to County materials.
  - Oversee Milwaukee County's Building Accessibility Program.
  - Produce office publications, Handi-NEWS & NOTES and other brochures (Able to Be Used) as needed.
  - Provide assistance in mainstreaming citizens with disabilities into every facet of Milwaukee County's functioning.
- Oversee the implementation and compliance with the ADA (Public Law 101-336) and the 504 regulations of the Rehabilitation Act (29 USC, Sec. 894).

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 339,774	\$ 363,028	\$ 472,687	\$ 109,659
Services	69,125	107,690	111,440	3,750
Commodities	5,043	7,300	9,300	2,000
Other Charges	0	0	98,397	98,397
Capital Outlay	0	2,000	27,500	25,500
County Service Charges	63,239	75,670	76,138	468
Abatements	(166,964)	(221,450)	(238,265)	(16,815)
<b>Total Expenditures</b>	<b>\$ 310,217</b>	<b>\$ 334,238</b>	<b>\$ 557,197</b>	<b>\$ 222,959</b>
<b>Total Revenues</b>	<b>\$ 230</b>	<b>\$ 0</b>	<b>\$ 25,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 309,987</b>	<b>\$ 334,238</b>	<b>\$ 532,197</b>	<b>\$ 222,959</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 252	\$ 6,573	\$ 8,911	\$ 2,338
Courthouse Space Rental	22,092	29,303	28,324	(979)
Document Services	14,064	15,846	11,127	(4,719)
Tech Support & Infrastructure	8,570	7,855	9,701	1,846
Distribution Services	2,725	3,479	3,475	(4)
Telecommunications	2,940	2,597	3,134	537
Records Center	107	162	155	(7)
Radio	0	0	0	0
Personal Computer Charges	5,164	6,000	6,000	0
Applications Charges	0	2,432	3,872	1,440
<b>Total Charges</b>	<b>\$ 55,914</b>	<b>\$ 74,247</b>	<b>\$ 74,699</b>	<b>\$ 452</b>
<b>Direct Property Tax Levy</b>	<b>\$ 309,987</b>	<b>\$ 334,238</b>	<b>\$ 532,197</b>	<b>\$ 197,959</b>
<b>Total Property Tax Levy</b>	<b>\$ 365,901</b>	<b>\$ 408,485</b>	<b>\$ 606,896</b>	<b>\$ 198,411</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

**MISSION**

It is the mission of the Office for Persons with Disabilities to effectively employ Milwaukee County and community resources to assure that people with disabilities share equally in programs, services and facilities of the County. The Office will provide high quality, responsive services that enhance self-sufficiency, personal safety, economic opportunity and quality of life for all people with disabilities.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County programs and services are accessible to people with disabilities.	a. Percent of sign language interpretation requests filled. b. Percent of complaints of job accommodation resolved through consultation. c. Number of people with disabilities interested in, and/or hired and retained, for Milwaukee County jobs. d. Percent of people who contact office for specialized transportation assistance that have their problems resolved. e. Department recreation programs are welcoming and accessible to people with disabilities. f. Number of people with disabilities who participate in recreational activities sponsored by office or other County programs. g. Percent of department RFP's that include ADA provisions in requests for proposals. h. Number of departments that include universal design concepts in development of web sites and E-commerce site.	a. 100% of department sign language interpreting requests will be filled by office with no consumer violations filed for failure to be accommodated. b. 75% of consultations will result in resolving the complaint. c. 72 DECA applications of interest processed; 18 DECA hires with 75% retaining employment for five months or longer. d. 75% of people with disabilities experiencing barriers to specialized transportation will have problem resolved. e. 80% of surveyed participants found Milwaukee County recreation to be both welcoming and accessible. f. 500 people with disabilities will participate in sporting events sponsored by office or other County programs. g. 75% of reviewed Milwaukee County RFPs will include provisions to be ADA compliant. h. 100% of newly launched web sites and E-commerce sites will be reviewed and conform to accessibility standards.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>OUTCOMES MEASURES</b>			
<b>Outcomes</b>	<b>Indicators</b>	<b>Indicators</b>	<b>Targets</b>
2. People with disabilities experience fewer barriers in their use of Milwaukee County facilities.	a. Number of Milwaukee County building plans that comply with accessibility requirements. b. Departments providing recreation will identify barrier removal for inclusion in the capital budget. c. Percent of area surveyed for modifications that are fixed. d. Number of leases and contracts that have ADA language.	a. Number of Milwaukee County building plans that comply with accessibility requirements. b. Departments providing recreation will identify barrier removal for inclusion in the capital budget. c. Percent of area surveyed for modifications that are fixed. d. Number of leases and contracts that have ADA language.	a. 12 buildings and 24 parking areas will be evaluated with renovation plans adopted and completed within one year. b. All major projects will be identified for inclusion in the capital budget within a five-year schedule. c. 75% of areas surveyed will be maintained with readily achievable barriers regulated. d. All standard Milwaukee County leases and contracts will have ADA language.
3. Milwaukee County departments increasingly use "best practices" in providing services to people with disabilities.	a. Percent of Milwaukee County departments involved in training opportunities sponsored by office. b. Departments providing recreation will include access planning in preparation for their programs, services and activities. c. Number of hours of requested technical assistance or disability-related literature searches. d. Number of departments/ organizations that collaborate on joint access projects with Milwaukee County departments and community partners.	a. Percent of Milwaukee County departments involved in training opportunities sponsored by office. b. Departments providing recreation will include access planning in preparation for their programs, services and activities. c. Number of hours of requested technical assistance or disability-related literature searches. d. Number of departments/ organizations that collaborate on joint access projects with Milwaukee County departments and community partners.	a. 50% of Milwaukee County departments will be involved in disability-related training sponsored by office. b. 12 recreational access plans will be completed for programs, services and activities. c. Departments will request 60 hours. d. Eight departments or organizations will invite or accept office participation on joint projects.
4. Communication between County departments and people with disabilities improves.	a. Number of Milwaukee County departments that contribute to office newsletter and County web sites to communicate with people with disabilities.	a. Number of Milwaukee County departments that contribute to office newsletter and County web sites to communicate with people with disabilities.	a. Departments will contribute or collaborate on 12 articles to newsletter and an increased number of web site hits will be recorded.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 339,774	\$ 363,028	\$ 472,687	\$ 109,659
Position Equivalent (Funded)*	6.5	6.4	7.4	1.0
% of Gross Wages Funded	100.0	99.0	100.0	1.0
Overtime (Dollars)**	\$ 4,572	\$ 13,752	\$ 13,752	\$ 0
Overtime (Equivalent to Positions)	0.1	0.3	0.3	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Community Recreation Coord	Create	1/100%	Office for Persons with Disabilities	\$ 54,224
			TOTAL	\$ 54,224

**BUDGET HIGHLIGHTS**

- An amount of \$25,000 is budgeted for the purpose of meeting the terms of a court settlement between Milwaukee County and the Wisconsin Coalition for Advocacy concerning paratransit services. The funds will be used to provide "one-time" barrier removal for low and moderate income persons who might not otherwise be able to use the Milwaukee County Paratransit System. The court agreement provides that a total of \$120,000 will be spent for barrier removal initiatives. The sum of \$35,000 was expended in 2000 with Transit funds, \$60,000 of Potawatomi revenue was utilized in 2001 and \$25,000 is included in the 2002 Office for Persons with Disabilities budget to comply with the legal settlement. This expenditure is offset by \$25,000 in revenue from loan repayments to the Suburban Community Development Block Grant Home Repair Loan Program.
- Crosscharges for interpreter and other services the Office for Persons with Disabilities provides to County departments increase \$16,363, from \$147,203 to \$163,566. This increase is offset by \$16,363 in reductions in various operating accounts.
- An allocation of \$200,000 is provided for the Office for Persons with Disabilities to assume responsibility for specialized recreational programming of the type formerly provided by the Parks Department Wil-O-Way programs.

The funds will be utilized to transition from segregated recreational programs to an integrated community model and for contracted recreation services from community not-for-profit organizations to assure that Milwaukee County's recreational programs, services and activities are accessible to people with disabilities.

They will also support creation of one position of Community Recreation Coordinator. The position will explore the feasibility of other partnerships with disability related agencies, seek alternative funding sources to support programs, services and activities, and oversee compliance with Americans with Disabilities Act (ADA) requirements for integrated programs, services and activities. In addition, the position will market Milwaukee County programs, services and activities to service organizations and people with disabilities.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$22,000	Sign Language Interpreting	Steve Sand

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Commission Meetings	11	11	11	11
Job Accommodation/Disabled Employee Consultations	90	120	120	120
Specialized Transportation Assessments	110	200	200	200
Interpreter Service - Hours	4,400	3,251	4,400	4,400
Handi-NEWS & NOTES - Circulation	67,000	71,925	70,000	70,000

**OFFICE FOR PERSONS WITH DISABILITIES  
EXPENDABLE TRUST (Org. 0601)**

Created in 1983, the Milwaukee County Commission for Persons with Disabilities has maintained an expendable trust fund to benefit Milwaukee County residents with disabilities. Consistent with applicable Milwaukee County policy and procedure, the Commission initiates fiscal actions which require approval from the County Board's Committee on Health and Human Needs. The Commission works to generate revenue for the fund through various activities throughout the year.

<b>BUDGET SUMMARY</b>		
<u>Expenditure</u>	<u>Revenue</u>	<u>Tax Levy</u>
\$ 2,500	\$ 2,500	\$ 0

Total 2002 expenditures and revenues for the Disabilities Expendable Trust Fund are \$2,500 and include the following:

Expenditure

\$2,500 For the activities of the Commission throughout the year including but not limited to, the Christmas In May project, disability related conferences/training, etc., and sponsorships.

Revenue

\$2,500 From donations.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

This division of the County Executive's office was created by County Board action of July 14, 1976 (File No. 76-514), to coordinate and develop a program for Milwaukee County which assists in

defining areas where modifications to State and Federal legislation should be developed and introduced.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 396,956	\$ 470,630	\$ 415,772	\$ (54,858)
Services	97,890	120,769	118,209	(2,560)
Commodities	3,443	7,100	6,918	(182)
Other Charges	0	0	0	0
Capital Outlays	0	13,100	800	(12,300)
County Service Charges	41,806	53,669	57,794	4,125
Abatements	(38,170)	(49,110)	(52,040)	(2,930)
<b>Total Expenditures</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 4,272	\$ 5,035	\$ 5,552	\$ 517
Courthouse Space Rental	20,688	27,434	26,517	(917)
Document Services	200	1,495	159	(1,336)
Tech Support & Infrastructure	4,463	5,712	7,680	1,968
Distribution Services	26	35	33	(2)
Telecommunications	5,079	3,752	5,414	1,662
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	3,442	4,000	4,000	0
Applications Charges	0	1,647	2,685	1,038
<b>Total Charges</b>	<b>\$ 38,170</b>	<b>\$ 49,110</b>	<b>\$ 52,040</b>	<b>\$ 2,930</b>
<b>Direct Property Tax Levy</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>
<b>Total Property Tax Levy</b>	<b>\$ 540,095</b>	<b>\$ 665,268</b>	<b>\$ 599,493</b>	<b>\$ (65,775)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020

**FUND:** General - 0001

**MISSION**

The mission of Intergovernmental Relations shall be to vigorously and aggressively pursue, in a partisan changing political environment, State and Federal resources, with special concentration in those areas of need as determined by the County Executive and the County Board of Supervisors.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and County Department and Division Directors are well informed of State and Federal budgetary and policy legislation as it relates to County government.	a. County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and Department and Division Directors satisfaction with the timeliness and usefulness of reports and updates.	a. County Executive, County Board Supervisors and Department and Division Directors are generally satisfied with the reports and updates.
2.	Through an aggressive legislative program, State and Federal resources are pursued for Milwaukee County.	a. Milwaukee County's financial interests are brought to the attention of the Legislature, namely the Legislature's Joint Finance Committee, during the State budget process.	a. Over a period of four years the County maintains State and Federal funding streams.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 396,956	\$ 470,630	\$ 415,772	\$ (54,858)
Position Equivalent (Funded)*	4.5	5.0	4.0	(1.0)
% of Gross Wages Funded	91.8	100.0	80.0	(20.0)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020  
**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- A lump sum salary reduction of \$76,164 is created to establish a net salary budget that is 80% of gross wages. This reduction is equal to one position.
- Professional services increase \$2,310, from \$76,999 to \$79,309, to reflect the 3% increase anticipated in the annual contract of the Washington, D.C. lobbying firm retained by the Department to assist with Federal lobbying efforts.
- Travel expenditures decrease \$4,000, from \$36,000 to \$32,000, based on less travel in a non-State budget year. Mileage reimbursement increased 6% in 2001 and is expected to increase again in 2002.
- An appropriation of \$800 is included to replace a printer/fax in the Madison office.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$79,309	Federal Lobbying Services	Waterman & Associates

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY EXECUTIVE – VETERANS SERVICE**

**UNIT NO. 1021**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

The Veterans Service Office operates pursuant to Section 45.43 of the Wisconsin Statutes. Its purpose is to develop and coordinate programs for Milwaukee County veterans and their dependents. The Veterans Service Office advises and informs Milwaukee County veterans concerning any problems arising from service in the armed forces of the United States and assists veterans and their dependents or survivors in the preparation of claims or applications for Federal, State and County benefits to which they may be entitled. The

Veterans Service Office works with Federal, State and accredited veterans organizations whose primary responsibilities are the general well-being of the veterans community. The Veterans Service Office coordinates its work with other community agencies when issues related to veterans have varied implications.

The Veterans Service Commission operates under Section 45.12 of the Wisconsin Statutes and its responsibility is in the area of aid to veterans.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 199,594	\$ 201,946	\$ 223,926	\$ 21,980
Services	11,078	13,013	13,013	0
Commodities	16,282	16,582	16,582	0
Other Charges	201,716	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	48,770	67,278	72,408	5,130
Abatements	(47,806)	(66,413)	(71,600)	(5,187)
<b>Total Expenditures</b>	<b>\$ 429,634</b>	<b>\$ 232,406</b>	<b>\$ 254,329</b>	<b>\$ 21,923</b>
<b>Total Revenues</b>	<b>\$ 214,716</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 214,918</b>	<b>\$ 219,406</b>	<b>\$ 241,329</b>	<b>\$ 21,923</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 5,472	\$ 7,407	\$ 10,774	\$ 3,367
Courthouse Space Rental	33,264	44,112	42,637	(1,475)
Document Services	73	70	58	(12)
Tech Support & Infrastructure	2,836	6,424	7,680	1,256
Distribution Services	645	450	823	373
Telecommunications	2,934	2,276	3,127	851
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	2,582	4,000	4,000	0
Applications Charges	0	1,674	2,501	827
<b>Total Charges</b>	<b>\$ 47,806</b>	<b>\$ 66,413</b>	<b>\$ 71,600</b>	<b>\$ 5,187</b>
<b>Direct Property Tax Levy</b>	<b>\$ 214,918</b>	<b>\$ 219,406</b>	<b>\$ 241,329</b>	<b>\$ 21,923</b>
<b>Total Property Tax Levy</b>	<b>\$ 262,724</b>	<b>\$ 285,819</b>	<b>\$ 312,929</b>	<b>\$ 27,110</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – VETERANS SERVICE.

**UNIT NO.** 1021

**FUND:** General - 0001

**MISSION**

The mission of the Milwaukee County Department of Veterans Service is to acknowledge the service and sacrifice of our veterans and their family members by providing separate and special assistance that is to be available to these honored members of our society.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County area veterans improve their financial situations and educational status through Wisconsin Department of Veterans Affairs personal loans.	a. Number of personal loans.	a. 10% increase in number of personal loans.
2.	Milwaukee County area veterans maintain or improve their housing quality and house values through Wisconsin Department of Veterans Affairs home improvement loans.	a. Number of home improvement loans.	a. 10% increase in number of home improvement loans.
3.	Financially or health troubled Milwaukee County area veterans receive subsistence or health care aid grants from the Wisconsin Department of Veterans Affairs.	a. Number of Health Care Aid grants made. b. Number of Subsistence Aid grants made.	a. 10% increase in number of Health Care Aid grants. b. 10% increase in number of Subsistence Aid grants.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 199,594	\$ 201,946	\$ 223,926	\$ 21,980
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – VETERANS SERVICE

**UNIT NO.** 1021

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance

is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Flag Holders Provided	110	56	110	100
Full and Part-Time Education Grants	700	416	700	500
Health Care Aid and Subsistence Grants	60	170	70	170
Personal Loan Program	75	121	75	100
Certificates of Eligibility	400	333	400	400
Vital Records Procured	900	1,046	900	900
Graves Registration	500	130	500	200
Wisconsin Veterans Home Admissions	10	18	10	12
Home Improvement Loans Program (HILP)	20	17	20	20
Retraining Grants	20	19	20	20
New Files Created	300	518	300	400
First Mortgage Home Loans	150	83	150	100



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

**UNIT NO.** 1040  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Disadvantaged Business Development (DBD) Section of the Department of Administration – Fiscal Affairs Division is responsible for administering the County's DBD program. Chapter 42 of the Milwaukee County Ordinances sets forth the policy and definitions of Milwaukee County's disadvantaged, minority and women business

enterprise (DBE/MBE/WBE) participation in procurement and public works contracts; enforcement of MBE/WBE participation; and the contractor/vendor appeal procedure for findings of non-compliance and sanctions.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 602,973	\$ 557,968	\$ 579,675	\$ 21,707
Services	282,608	657,300	91,080	(566,220)
Commodities	16,264	13,957	9,457	(4,500)
Other Charges	0	0	0	0
Debt & Depreciation	4,880	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	82,332	125,855	124,308	(1,547)
Abatements	(68,711)	(120,386)	(124,066)	(3,680)
<b>Total Expenditures</b>	<b>\$ 920,346</b>	<b>\$ 1,234,694</b>	<b>\$ 680,454</b>	<b>\$ (554,240)</b>
Direct Revenue	953,520	612,023	585,308	(26,715)
Indirect Revenue	0	549,408	0	(549,408)
<b>Total Revenue</b>	<b>\$ 953,520</b>	<b>\$ 1,161,431</b>	<b>\$ 585,308</b>	<b>\$ (576,123)</b>
<b>Direct Property Tax Levy</b>	<b>\$ (33,174)</b>	<b>\$ 73,263</b>	<b>\$ 95,146</b>	<b>\$ 21,883</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 13,848	\$ 8,725	\$ 5,411	\$ (3,314)
Courthouse Space Rental	47,172	95,648	92,449	(3,199)
Document Services	1,788	2,899	1,414	(1,485)
Tech Support & Infrastructure	362	0	10,145	10,145
Distribution Services	548	3,059	699	(2,360)
Telecommunications	2,772	2,633	2,955	322
Records Center	2,197	2,517	3,175	658
Radio	0	0	0	0
Personal Computer Charges	0	0	5,000	5,000
Applications Charges	0	0	2,818	2,818
<b>Total Charges</b>	<b>\$ 68,687</b>	<b>\$ 115,481</b>	<b>\$ 124,066</b>	<b>\$ 8,585</b>
<b>Direct Property Tax Levy</b>	<b>\$ (33,174)</b>	<b>\$ 73,263</b>	<b>\$ 95,146</b>	<b>\$ 21,883</b>
<b>Total Property Tax Levy</b>	<b>\$ 35,513</b>	<b>\$ 188,744</b>	<b>\$ 219,212</b>	<b>\$ 30,468</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

**UNIT NO.** 1040  
**FUND:** General - 0001

**MISSION**

The Disadvantaged Business Development section establishes DBE goals, certifies DBE firms, monitors and enforces contract compliance, and promotes business opportunities and capacity building which increase overall economic viability for small and disadvantaged businesses in Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Disadvantaged Business Enterprise (DBE) have greater participation in County professional service contracts, capital projects and procurements.	a. Annual amount of participation in professional service contracts, capital projects and procurements.	a. Annual increase in the overall amount of DBE participation.
2.	Disadvantaged Business Enterprise participation waivers decrease wherever subcontractable opportunities exist.	a. Annual number of participation waivers in professional service contracts, capital projects and other procurements.	a. Annual decreases in the number of DBE participation waivers granted.
3.	Disadvantaged Business Enterprise certifications issued increase.	a. Annual number of DBE certification applications received and processed increase.	a. The pool of Ready, Willing and Able (RWA) certified DBE's increases annually.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 602,973	\$ 557,968	\$ 579,675	\$ 21,707
Position Equivalent (Funded)*	10.1	8.7	7.7	(1.0)
% of Gross Wages Funded	100.0	84.1	85.9	1.8
Overtime (Dollars)**	\$ 2,242	\$ 1,632	\$ 1,632	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

UNIT NO. 1040  
FUND: General - 0001

## DEPARTMENT DESCRIPTION

The Disadvantaged Business Development section is responsible for the activities related to promoting successful growth of disadvantaged, minority and women-owned businesses in Milwaukee County. Specific responsibilities include contract compliance monitoring, ensuring that County procurement of contractors and suppliers complies with Federal and County DBD requirements, administering revolving loan accounts to provide short-term assistance to qualifying DBD firms, and developing various DBD seminars on effective business operations.

## BUDGET HIGHLIGHTS

- The lump sum salary reduction is maintained at a level to establish a net salary budget that is 85.9% of gross wages.
- Expenditures and revenues each decrease \$290,000 due to the elimination of funding for the local business development program. This initiative was begun in the last quarter of 2001, with appropriate funds encumbered for carryover to 2002 for continuation of the program. Revenue for 2002 decreases an additional \$100,000 based on experience.
- Expenditures and revenues each decrease \$137,020 to reflect completion of the Miller Park compliance contract.
- Funding for CHAMP software support decreases \$60,000, from \$75,000 to \$15,000, based on the amount of the project remaining to be completed in 2002.
- The appropriation for outreach/expo consultants decreases \$25,000, from \$50,000, to \$25,000, based on 2001 experience.
- Consultant expenditures for the mentor protégé program and the e-commerce program each decrease \$25,000. The continuation of these projects in 2002 will be based on funding encumbered in 2001.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL SERVICE COMMISSION

**UNIT NO.** 1110

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 63.01 to 63.03 of the Wisconsin Statutes, there shall be a civil service commission in every county containing 500,000 or more residents.

The five-member Civil Service Commission conducts hearings on the merit system and, when necessary, makes recommendations to the County Board or its committees. The Civil Service Commission budget includes the following two programs:

1. Quasi-Judicial – The Civil Service Commission acts as an adjudicating body, conducting hearings on merit system violations and appeals of actions taken by the Director of Human Resources and rendering decisions thereon.
2. Administrative – The Civil Service Commission exercises administrative control over the merit system, including promulgation of rules.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services	\$ 46,254	\$ 49,189	\$ 53,314	\$ 4,125
Services	6,950	10,000	10,000	0
County Service Charges	5,185	5,266	1,479	(3,787)
Abatements	(90)	(182)	0	182
<b>Total Expenditures</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>
<b>Direct Property Tax Levy</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	0	0	0	0
Document Services	0	0	0	0
Tech Support & Infrastructure	90	0	0	0
Distribution Services	0	0	0	0
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	182	0	(182)
<b>Total Charges</b>	<b>\$ 90</b>	<b>\$ 182</b>	<b>\$ 0</b>	<b>\$ (182)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>
<b>Total Property Tax Levy</b>	<b>\$ 58,389</b>	<b>\$ 64,455</b>	<b>\$ 64,793</b>	<b>\$ 338</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL SERVICE COMMISSION

**UNIT NO.** 1110

**FUND:** General - 0001

**MISSION**

The Civil Service Commission will serve the residents of Milwaukee County by conducting hearings and rendering decisions on merit system violations and appeals of actions taken by the Director of Human Resources and through the adoption and amendment of rules and regulations governing the merit system.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Civil Service rules are properly amended to meet the needs of Milwaukee County and to reflect changes in the area labor market.	a. Number of requests for Civil Service rule waivers. b. Number of Civil Service rule waivers granted.	a. Requests for Civil Service rule waivers are reduced by 50%. b. Civil Service rule waivers granted are reduced by 50%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 46,254	\$ 49,189	\$ 53,314	\$ 4,125
Position Equivalent (Funded)*	5.0	5.0	5.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- None.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance

is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: CIVIL SERVICE COMMISSION

UNIT NO. 1110

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 <u>Budget</u>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
Number of Meetings	6	7	6	6
Hours Spent in Session	15	11	12	12
A. <u>Quasi-Judicial</u>				
Merit System Violations Filed	3	1	2	2
Employee/Applicant Appeals	50	14	40	30
B. <u>Administrative</u>				
Positions Transferred from Classified to Exempt	5	0	2	2
Rule Changes	5	3	2	2
Rule Waivers	20	16	10	15



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 33 of the Milwaukee County Ordinances, the Personnel Review Board consists of five members functioning as a quasi-judicial body to review all disciplinary charges filed by appointing authorities or other persons authorized to file charges alleging that an officer or employee in Milwaukee County classified service has acted in such a manner as to show them to be incompetent to perform their duties or to have merited discipline, demotion, or discharge pursuant to State Statute 63.10 or 63.12; to hear all appeals by non-represented County employees of rulings made in

the final step of the established County grievance procedure; to act as final arbitrator over grievances not appealed to arbitration under Union labor contracts; and to act as the "Independent Fact Finder" to determine whether violations of the Ethics Code exist in all cases referred to the Personnel Review Board by the Ethics Board, pursuant to Chapter 9 Code of Ethics, Milwaukee County Ordinances. The Board also reviews the rules, practices and procedures of the Civil Service Commission.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 116,443	\$ 130,791	\$ 123,228	\$ (7,563)
Services	7,529	14,575	13,760	(815)
Commodities	728	1,027	950	(77)
County Service Charges	16,919	18,564	17,086	(1,478)
Abatements	(16,235)	(18,454)	(16,938)	1,516
<b>Total Expenditures</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	10,908	14,469	13,985	(484)
Document Services	546	375	432	57
Tech Support & Infrastructure	4,354	1,425	1,455	30
Distribution Services	107	1,118	137	(981)
Telecommunications	320	325	341	16
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	252	588	336
<b>Total Charges</b>	<b>\$ 16,235</b>	<b>\$ 17,964</b>	<b>\$ 16,938</b>	<b>\$ (1,026)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>
<b>Total Property Tax Levy</b>	<b>\$ 141,619</b>	<b>\$ 164,467</b>	<b>\$ 155,024</b>	<b>\$ (9,443)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

**MISSION**

The Milwaukee County Personnel Review Board must assure a fair and impartial due process hearing for the discipline or discharge of County employees as provided by law and prescribed under Wisconsin State Statutes 63.10 and 63.12, Chapters 17.207 and 33 of the Milwaukee County Ordinances, and cases referred under Chapter 9, Milwaukee County Ordinances.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Employee gets a fair and impartial hearing.	a. Fair: Provide biweekly hearings to meet Wisconsin Statutes 21 day requirement. b. Impartial: Hear testimony and evidence of parties	a. Hold a minimum of 27 meetings annually. b. Meet in session 95 hours.
2.	Disciplinary actions are supported by testimony and evidence.	a. Process cases according to Wisconsin Statutes 63.10 and 63.12 and Chapters 9, 17.207 and 33 of C.G.O.	a. 100% of cases will be processed according to the law.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 116,443	\$ 130,791	\$ 123,228	\$ (7,563)
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Personal Services decrease \$7,563 due to the elimination of funding for sick leave retirement payout of the secretarial position during 2001.
- In the 2002 Budget, the Personnel Review Board staff is transferred under the administrative authority of the Department of Administration to provide support and back-up

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

as well as managerial support on an as needed basis.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first

certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000	2000	2001	2002
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Discipline/Grievance Hearings Placed on Docket	125	125	120	130
Number of PRB Meetings with Hearings	27	27	27	27
Hours Met in Session	90	90	95	95



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CORPORATION COUNSEL

**UNIT NO.** 1130

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.42 of the Wisconsin Statutes, the Corporation Counsel prosecutes or defends all civil actions in which the County, or any of its boards, commissions, committees, departments or officers is interested or a party; issues opinions; drafts County ordinances and resolutions; drafts proposed legislation; processes commitments of mentally ill persons; drafts protective placement pleadings and guardianships for "developmentally

disabled and aged infirm persons;" and acts as general counsel for the County in all civil matters in all Federal and State courts and before all Federal, State and County administrative bodies and agencies. In addition, pursuant to statutes, the Corporation Counsel represents State agencies or the Attorney General in civil matters and prosecutes various civil remedies mandated by State law.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,044,611	\$ 2,124,365	\$ 2,245,140	\$ 120,775
Services	83,218	115,915	110,476	(5,439)
Commodities	26,584	32,660	18,960	(13,700)
Other Charges	647,135	542,400	343,400	(199,000)
Capital Outlays	7,957	11,800	0	(11,800)
County Service Charges	204,560	269,531	278,265	8,734
Abatements	(738,947)	(811,427)	(923,581)	(112,154)
<b>Total Expenditures</b>	<b>\$ 2,275,118</b>	<b>\$ 2,285,244</b>	<b>\$ 2,072,660</b>	<b>\$ (212,584)</b>
<b>Total Revenues</b>	<b>\$ 141,710</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,133,408</b>	<b>\$ 2,160,244</b>	<b>\$ 1,947,660</b>	<b>\$ (212,584)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 21,036	\$ 22,849	\$ 28,325	\$ 5,476
Courthouse Space Rental	120,600	159,926	154,580	(5,346)
Document Services	5,006	3,778	3,961	183
Tech Support & Infrastructure	29,391	23,580	29,504	5,924
Distribution Services	806	1,834	1,027	(807)
Telecommunications	6,174	6,668	6,582	(86)
Records Center	4,038	5,688	5,835	147
Radio	0	0	0	0
Personal Computer Charges	4,303	24,000	22,000	(2,000)
Applications Charges	0	9,859	13,767	3,908
<b>Total Charges</b>	<b>\$ 191,354</b>	<b>\$ 258,182</b>	<b>\$ 265,581</b>	<b>\$ 7,399</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,133,408</b>	<b>\$ 2,160,244</b>	<b>\$ 1,947,660</b>	<b>\$ (212,584)</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,324,762</b>	<b>\$ 2,418,426</b>	<b>\$ 2,213,241</b>	<b>\$ (205,185)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CORPORATION COUNSEL

**UNIT NO.** 1130

**FUND:** General - 0001

**MISSION**

It is the mission of the Office of Corporation Counsel to ensure that Milwaukee County, its officers, employees, and agents adhere to all applicable legal requirements, and to minimize personal and fiscal liability for the aforementioned group.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The legal interests of Milwaukee County are protected.	a. Percent of cases resolved by pretrial evaluation. b. Percent of claims that result in lawsuits.	a. 90%. b. 10%.
2.	County department managers are aware of and comply with employee relations laws.	a. Reduction of inquiries regarding appropriate procedures. b. Reduction of claims of discrimination due to an employee's disability. c. Reduction of claims alleging a violation of FMLA. d. Reduction of claims alleging sexual harassment or retaliation. e. Reduction of appeals of disciplinary action.	a. 20% reduction of inquiries regarding appropriate procedures. b. 20% reduction of claims of discrimination due to an employee's disability. c. 20% reduction in claims alleging a violation of FMLA. d. 20% reduction in claims alleging sexual harassment or retaliation. e. 20% reduction of appeals of disciplinary action.
3.	Workers' Compensation expenditures are effectively controlled.	a. Number of hearings settled or defended for lower payment than reserved.	a. 70% defended within outstanding reserves set by Risk Management.
4.	Milwaukee County's interest in employee discipline and discharge hearings is protected.	a. Percent of cases that are resolved by getting result initially sought or agreed to by the appointing authority. b. Number of cases that have insufficient evidence to sustain the charges brought by the appointing authority.	a. 85%. b. 3%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,044,611	\$ 2,124,365	\$ 2,245,140	\$ 120,775
Position Equivalent (Funded)*	24.2	23.7	22.5	(1.2)
% of Gross Wages Funded	98.0	97.6	93.8	(3.8)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CORPORATION COUNSEL

**UNIT NO.** 1130

**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**BUDGET HIGHLIGHTS**

- Crosscharges for legal services to other County departments are adjusted as follows:

Department	2001	2002	2001/2002 Change
Pension Board	\$ 33,245	\$ 41,000	\$ 7,755
Child Support Enforcement	10,000	6,000	(4,000)
General Mitchell International Airport	170,000	204,000	34,000
DHS-Mental Health Division	340,000	407,000	67,000

This results in a net crosscharge increase of \$104,755.

- The Department's net salary reduction is increased \$82,978, from \$35,616 to \$118,594, to establish a net salary budget that is 93.8% of gross wages. This is equal to one attorney position.
- The allocation for Miscellaneous Legal Fees, which is used for payment of outside attorney fees and other legal costs, decreases \$200,000, from \$540,000 to \$340,000. Anticipated costs for 2002 include \$250,000 for the tobacco lawsuit, \$40,000 for the stormwater lawsuit and \$50,000 for miscellaneous legal costs. Amounts budgeted in 2001 were \$500,000 for the tobacco lawsuit, \$40,000 for miscellaneous legal costs and no specific amount for the stormwater lawsuit.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: CORPORATION COUNSEL

UNIT NO. 1130

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
A. Legal				
Legal Opinions & Advisory Memorandums	200	200	200	200
Claims Against County & Subrogation Matters	500	500	500	500
State Actions (wage claims, weatherization claims, pesticide lawsuits)	300	500	500	500
Foreclosures	300	300	300	300
Probate & DBE Matters	250	250	250	250
Major Lease & Contract Negotiations & Review	600	600	600	600
Major Lawsuits-200 Hours or More	20	20	20	20
B. Labor Relations				
Major Contract Negotiations-200 Hours or More	15	15	15	10
Unemployment Compensation Hearings	50	50	50	50
Discrimination Complaints Including ADA	300	300	300	300
Grievance Arbitration, Appeals of Disciplinary Suspension Before Permanent Umpire or WERC	30	30	30	30
C. Mental Health				
Mental Health Commitments-Petition, Protective Placements, Temporary Guardianships	5,000	5,000	5,000	5,200
D. Workers Compensation				
Workers Compensation Claims Hearings and Review of Files	200	200	200	200
E. Personnel Review Board				
Civil Service and Personnel Review Board Hearings	250	250	250	250

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 79 of the Milwaukee County Ordinances, this department has general responsibility for the negotiations and administration of all collective bargaining agreements, to establish labor relations training programs for supervisory staff, and to conduct on behalf of Milwaukee County all procedures ordered by the Wisconsin Employment Relations Commission, U.S. Department of Labor, or the Wisconsin Department of Industry, Labor and Human Relations. All matters relating to labor relations introduced to the County Board are normally referred to the Department of Labor Relations for its recommendation.

In addition to the foregoing, this department may, under the direction of the Personnel Committee, carry out those procedural responsibilities delegated to that committee by Chapter 80 of the Milwaukee County Ordinances, and shall annually, in conjunction with the Department of Human Resources, review the wages, hours, and conditions of employment of all employees not represented for purposes of collective bargaining, and submit recommendations thereon to the County Board of Supervisors each year for the following year.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 389,851	\$ 396,849	\$ 412,069	\$ 15,220
Services	34,359	59,644	54,149	(5,495)
Commodities	2,909	2,860	6,879	4,019
Capital Outlay	0	0	0	0
County Service Charges	45,184	62,011	58,881	(3,130)
Abatements	(43,213)	(60,253)	(57,256)	2,997
<b>Total Expenditures</b>	<b>\$ 429,090</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>
<b>Total Revenues</b>	<b>\$ 32</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 429,058</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	25,680	34,061	32,922	(1,139)
Document Services	1,127	1,104	891	(213)
Tech Support & Infrastructure	11,906	12,133	9,983	(2,150)
Distribution Services	41	1,035	52	(983)
Telecommunications	1,145	1,110	1,220	110
Records Center	732	981	1,057	76
Radio	0	0	0	0
Personal Computer Charges	2,582	7,000	7,000	0
Applications Charges	0	2,829	4,131	1,302
<b>Total Charges</b>	<b>\$ 43,213</b>	<b>\$ 60,253</b>	<b>\$ 57,256</b>	<b>\$ (2,997)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 429,058</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>
<b>Total Property Tax Levy</b>	<b>\$ 472,271</b>	<b>\$ 521,364</b>	<b>\$ 531,978</b>	<b>\$ 10,614</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

**MISSION**

The Department of Labor Relations is committed to negotiate and administer responsible and cost-effective collective bargaining agreements on behalf of the County Executive, the Milwaukee County Board of Supervisors, and the departments of Milwaukee County, which will increase the productivity and improve the efficient operations of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Collective bargaining negotiations are resolved without an interruption of service delivery.	a. Percent of voluntary collective bargaining agreements.	a. 50%.
2.	Labor/Management disputes are resolved in a timely and amicable manner.	a. Number of dispute arbitration hearings before the permanent arbitrator.	a. No more than 36 with DC48 for the year 2002.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 389,851	\$ 396,849	\$ 412,069	\$ 15,220
Position Equivalent (Funded)*	5.0	5.0	4.7	(0.3)
% of Gross Wages Funded	95.0	98.2	93.4	(4.8)
Overtime (Dollars)**	\$ 24	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Due to fiscal constraints, the lump sum salary reduction is increased \$14,232, from \$5,808 to \$20,040. This results in the reduction of one position of Clerical Assistant 2 (NR).
- The Department of Labor Relations is transferred under the administrative authority of the Department of Administration to provide administrative support and back-up, as well as managerial support on an as-needed basis.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in

violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$40,930	Permanent Arbitrator	Sherwood Malamud

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Labor Contracts Expiring Wage Re-openers	8	8	8	1
Labor Negotiations (Including Fact Finding, Arbitration, Mediation)	59	39	45	39
Hearings-Permanent Umpire	54	64	36	58
Wisconsin Employment Relations Commission and Court Cases	10	12	12	12
Labor Relations Orientation/Training Sessions	40	6	40	8
Meetings-Personnel Matters with County Officials, Department Heads, County Board Committees, Boards, Employees	437	197	300	220
Meetings-Personnel Matters with Unions, Others	437	46	300	150
Available Days for Union Grievances	51	48	51	48



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapters 63.01 to 63.09, 63.11 and 63.13 to 63.17 of the Wisconsin Statutes, this department recruits and examines candidates for all positions in the Classified Service of Milwaukee County; certifies eligibles; investigates requests for changes in classification, increases in pay and changes in personnel practices and procedures; processes unemployment compensation claims; administers the coordination and implementation of the County's affirmative action plan; manages and coordinates the details of employee benefits

programs, including hospital/surgical/dental care and life insurance plans; and coordinates employee services programs dealing with behavioral/medical problems. The Employee Retirement Division administers and maintains the Milwaukee County Retirement System as established by Chapter 201 of the Milwaukee County Ordinances. It provides for the determination of benefits and payments to all eligible employees or their beneficiaries, and monitors and reconciles all transactions affecting the retirement fund.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,773,283	\$ 2,995,066	\$ 3,162,392	\$ 167,326
Services	699,992	667,974	626,980	(40,994)
Commodities	65,720	73,819	74,624	805
Other Charges	406,185	343,204	368,204	25,000
Capital Outlays	10,316	820	0	(820)
County Service Charges	1,227,919	929,091	1,005,362	76,271
Abatements	(1,021,672)	(709,705)	(751,053)	(41,348)
<b>Total Expenditures</b>	<b>\$ 4,161,743</b>	<b>\$ 4,300,269</b>	<b>\$ 4,486,509</b>	<b>\$ 186,240</b>
<b>Total Revenues</b>	<b>\$ 854,025</b>	<b>\$ 880,292</b>	<b>\$ 1,355,257</b>	<b>\$ 474,965</b>
<b>Direct Property Tax Levy</b>	<b>\$ 3,307,718</b>	<b>\$ 3,419,977</b>	<b>\$ 3,131,252</b>	<b>\$ (288,725)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	376,428	491,541	475,108	(16,433)
Document Services	77,877	73,371	62,248	(11,123)
Tech Support & Infrastructure	501,222	57,105	71,704	14,599
Distribution Services	14,982	17,466	24,379	6,913
Telecommunications	12,119	11,725	13,156	1,431
Records Center	1,347	1,655	1,947	292
Radio	0	0	0	0
Personal Computer Charges	32,702	36,000	36,000	0
Applications Charges	0	15,842	65,106	49,264
<b>Total Charges</b>	<b>\$ 1,016,677</b>	<b>\$ 704,705</b>	<b>\$ 749,648</b>	<b>\$ 44,943</b>
<b>Direct Property Tax Levy</b>	<b>\$ 3,307,718</b>	<b>\$ 3,419,977</b>	<b>\$ 3,131,252</b>	<b>\$ (288,725)</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,324,395</b>	<b>\$ 4,124,682</b>	<b>\$ 3,880,900</b>	<b>\$ (243,782)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

**MISSION**

The Department of Human Resources will provide Milwaukee County government with an equitable and effective system for the recruitment, classification, development, and retention of a competent and culturally-diversified workforce through the timely creation of appropriate eligible lists; the maintenance of competitive compensation, benefits and pension programs; the training of County employees; and the strict adherence to Federal, State and County laws, regulations and policies.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County policymakers and administrators make appropriate human resources-related decisions.	a. Number of merit system violations. b. Number of grievances and citizens complaints. c. Number of lawsuits filed against Milwaukee County.	a. 80% of all merit system violations filed against County are dismissed. b. Grievances and complaints filed against County reduced by 25%. c. 80% of all lawsuits filed against County are denied.
2.	Employees and retirees receive the pensions and fringe benefits to which they are entitled in a timely manner.	a. Number of days required to process benefits/pension matters. b. Number of benefits/pension-related complaints.	a. Number of days required to process benefits/pension matters is reduced by 25%. b. Number of benefits/pension-related complaints is reduced by 25%.
3.	Qualified individuals apply for employment with Milwaukee County.	a. Number of qualified individuals who apply for employment with Milwaukee County. b. Number of rejected applications. c. Number of specific recruitment activities.	a. Number of employment applications received by DHR increases by 5%. b. Number of rejected applications decreases by 5%. c. Number of specific recruitment activities performed by DHR increases by 5%.
4.	County operating departments are able to fill vacant positions in a timely manner.	a. Number of days required to certify eligibles to requesting departments. b. Number of vacant positions awaiting certification by DHR. c. User department satisfaction surveys.	a. Certification turnaround time is reduced 25%. b. Number of vacant positions awaiting certification is reduced by 25%. c. DHR approval ratings increase by 25%.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,773,283	\$ 2,995,066	\$ 3,162,392	\$ 167,326
Position Equivalent (Funded)*	50.4	55.8	52.4	(3.4)
% of Gross Wages Funded	94.9	93.4	91.3	(2.1)
Overtime (Dollars)**	\$ 32,355	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.8	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Student Intern (Info Tech)	Abolish	10/.25%	Director's Office	\$ (52,220)
			<b>TOTAL</b>	<b>\$ (52,220)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Director's Office	Expenditure	\$ 2,570,646	\$ 2,384,870	\$ 2,059,911	\$ (324,959)
	Abatement	714,844	572,442	576,784	4,342
	Revenue	150,513	93,100	449,674	356,574
	Tax Levy	\$ 1,705,289	\$ 1,719,328	\$ 1,033,453	\$ (685,875)
Employee Group Benefits	Expenditure	\$ 359,583	\$ 329,295	\$ 337,049	\$ 7,754
	Abatement	86,104	12,340	24,558	12,218
	Revenue	5,976	4,000	4,000	0
	Tax Levy	\$ 267,503	\$ 312,955	\$ 308,491	\$ (4,464)
Compensation and Administrative Services	Expenditure	\$ 357,927	\$ 282,178	\$ 464,082	\$ 181,904
	Abatement	82,120	5,813	25,386	19,573
	Revenue	19	0	0	0
	Tax Levy	\$ 275,788	\$ 276,365	\$ 438,696	\$ 162,331
Workforce Planning and Development	Expenditure	\$ 259,057	\$ 259,085	\$ 504,057	\$ 244,972
	Abatement	19,630	12,345	10,038	(2,307)
	Revenue	499	0	25,000	25,000
	Tax Levy	\$ 238,928	\$ 246,740	\$ 469,019	\$ 222,279
Employment and Staffing	Expenditure	\$ 873,733	\$ 971,354	\$ 995,880	\$ 24,526
	Abatement	49,672	56,932	47,731	(9,201)
	Revenue	0	0	0	0
	Tax Levy	\$ 824,061	\$ 914,422	\$ 948,149	\$ 33,727
Employee Retirement System	Expenditure	\$ 762,469	\$ 783,192	\$ 876,583	\$ 93,391
	Abatement	69,302	49,833	66,556	16,723
	Revenue	697,018	783,192	876,583	93,391
	Tax Levy	\$ (3,851)	\$ (49,833)	\$ (66,556)	\$ (16,723)

**DEPARTMENT DESCRIPTION**

The Department of Human Resources includes the following divisions:

The **Director's Office** directs human resource programs, assigns projects and coordinates the work of the operating divisions; submits the annual departmental budget and approves budget expenditures; presents all Department recommendations to the Civil Service Commission and the Personnel Committee of the County Board; serves as staff to the Personnel Committee; analyzes and reports on legislation affecting the Human Resource function in Milwaukee County; directs the implementation of the automated personnel system; provides support and assistance in labor contract negotiations; and provides analysis, recommendations and implementation of new approaches to human resource administration. The Director of Human Resources serves as ex-officio member of the Pension Board, and delegates the Deputy Director to serve as secretary of the Civil Service Commission.

**Employee Group Benefits** provides ongoing analyses of all current employee benefits and new benefit options while administering the Conventional Medical and Dental Plans, Health and Dental Maintenance Organization Plans, Basic and Optional Life Insurance Plans, Short-Term Disability Insurance, Medicare and the Dependent Care Voucher Reimbursement Program. In addition, this Division maintains enrollment records for active and retired employee members and their dependents; confers and corresponds with County officials, employees, retirees, the public and industry-related agencies regarding benefits programs; monitors WPS on medical and dental claim payments and CNR for utilization review services; administers special projects relating to cost-containment and employee wellness; and directs the Employee Assistance Program for personal/behavioral/medical problems affecting job performance.

**Compensation & Administrative Services** coordinates annual budget preparation and monitors the adopted budget; performs various office management and administrative functions; studies requests for reallocations, changes in compensation policies and practices, and calculates the fiscal impact of these actions. The unit also maintains current salary and classification standardization schedules; maintains salary provisions mandated by labor contracts or County Ordinances; maintains and implements provisions of the Executive

Compensation Plan; prepares changes to County Ordinances reflecting various personnel actions; processes and edits a variety of payroll/personnel transactions; maintains position control and payroll records; maintains employee personnel records; and processes employee unemployment compensation claims.

**Workforce Planning & Development** forecasts and identifies the County's human resources requirements, and develops the recruitment and training strategies necessary to meet them. Activities include the assessment of County recruitment and training needs and priorities; the planning, coordination and direction of recruitment activities and staff development programs; assisting other County departments with specialized training applications; and the administration of the tuition loan program. This unit also assists in the design and implementation of the County's affirmative action and equal employment opportunity programs to maintain a diverse workforce. Activities include compiling information on the status of various protected groups in the County classified and unclassified service; reviewing class specifications to ensure accuracy and job relatedness of requirements; evaluating County personnel procedures to ensure compliance with equal opportunity guidelines, and developing reports necessary to comply with State and Federal requirements and the Federal Court Order.

**Employment and Staffing** develops, administers and monitors employee selection processes for all positions in the Milwaukee County Classified Service and, upon request, for positions in the unclassified service. This effort includes the assessment of job specifications and minimum qualifications; the development and administration of applicant examinations; and the certification of qualified candidates to department heads and appointing authorities. Implicit in this activity is the responsibility of administering employee selection in compliance with prevailing Milwaukee County, State, Federal and labor-negotiated parameters, any or all of which may impact related hiring procedures, e.g., transfer, layoff, promotion, demotion, reinstatement, and salary adjustment obligations. In addition, the Employment and Staffing Division is responsible for activities supporting the retention of employees within the Milwaukee County Classified Service, as well as the maintenance of appropriate records and reports.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

**Employee Retirement** administers the Milwaukee County Employee Retirement System, manages the funds of the Retirement System in accordance with Pension Board actions, and maintains the general ledger and related books of the Retirement System. The unit also maintains enrollment, service and salary records for Retirement System members; calculates retirement and death benefits; processes monthly pension payroll; and prepares withdrawals for terminating members. In addition, the Employee Retirement System Director serves as Secretary of the Pension Board.

## BUDGET HIGHLIGHTS

- For 2002, a Workforce Planning & Development Division is created in the Department of Human Resources (DHR). This Division includes the existing Employment Relations Division staff and a Human Resources Specialist formerly assigned to the Employment & Staffing Division, and will report directly to the Deputy Director of Human Resources. This unit is responsible for both forecasting the County's human resources needs and identifying the recruitment and training strategies necessary to meet them. In addition, the staff of this Division will support DHR's affirmative action and equal employment opportunity programs. No additional staff or funding will be required to implement this initiative.
- The 2002 Department of Human Resources Budget includes an appropriation of \$227,829 for the Payroll/Personnel Integration System. This appropriation continues the development, operation and maintenance of a modern, automated payroll/personnel environment for Milwaukee County. The strategy continues to be to use outside consultants integrated into a team of IMSD staff, with overall project direction provided by the Payroll/Personnel Integration Operating Committee. The proposed tasks for 2002 include continued work on updates for the Payroll and Retirement Systems, implementation of labor contract changes and the installation of new releases of the GENESYS software. The cost of this project is partially offset by revenue of \$119,370, for a net tax levy of \$108,459.
- An appropriation of \$322,704 is included for the Youth Employment Program, offset with Potawatomi revenue. This program helps provide meaningful work experience, career exposure and limited on-the-job training to those individuals who would otherwise be precluded from the program due to restrictive income requirements.
- An appropriation of \$25,000 is included for the Milwaukee County Diversity Advancement, Retention and Recruitment Task Force for the development of a Best Practices Guide, web site and related activities for use by corporate, public sector and university employees within Milwaukee County. This appropriation is offset with Potawatomi revenue. The County Executive established the Task Force in 1999 to develop strategies to advance, retain and recruit professional and senior management people of color within the Metropolitan Milwaukee area. A number of recommendations have been made as the result of the Task Force's work. These recommendations are intended to improve the ability of corporations, universities and public sector employees to recruit, advance and retain a diverse executive and professional level workforce. The key recommendation is the development of a Best Practices Guide to be used by Metropolitan Milwaukee employers, development of a Best Practices web site, and planning the format for a semi-annual roundtable for Metropolitan Milwaukee's human resources professionals and others interested in a diverse workforce. Funding for this work will be through the Greater Milwaukee Committee.
- \$ (52,220) Abolish 10 Student Intern (Info Tech)  
Ten positions of Student Intern (Info Tech) created in the 2000 Adopted Budget are abolished due to fiscal constraints. Fifteen Student Intern (Info Tech) positions remain for assignment to various departments throughout County service.
- The Department's net salary reduction is increased \$52,356, from \$152,280 to \$204,636, resulting in reduced staff hours. This reduction is equal to 1.2 positions.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation

incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$25,000	Ad Hoc Actuarial Services & Reporting	William M. Mercer, Inc.
\$25,000	Public Safety Exam Assistance	Stanard & Associates, Inc.

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
<b>A. Employee Group Benefits</b>				
Health, Dental, Life Premiums Collected	\$4,506,498	\$4,772,385	\$4,826,082	\$8,033,457
Employee COBRA Payments	\$ 145,888	\$ 144,217	\$ 174,199	\$ 132,000
Group Benefits Plans Administered	14	14	14	13
Health Plan Contracts	11,154	11,295	11,249	11,183
Dental Plan Contracts	5,937	6,091	6,075	6,085
HCN PPO Savings Realized	\$5,417,963	\$5,835,750	\$5,406,998	\$5,835,750
Lives Insured	10,547	10,640	10,723	10,647
Life Insurance Claims Administered	164	179	158	201
Medicare Notifications Issued	242	233	227	252
<b>B. Compensation</b>				
Payroll Corrections Processed	6,000	4,746	6,000	5,000
Payroll/Personnel Transactions Processed	17,000	15,887	15,000	15,000
Personnel File Maintenance	37,500	38,451	44,000	38,000
Classifications Surveyed	500	600	600	500
Timesheet Exceptions Monitored	8,500	8,320	8,500	8,300
Timesheet Exceptions Corrected	1,000	1,872	1,600	1,600
TAHC Forms Processed	1,300	748	1,000	750
Unemployment Compensation Forms Processed	3,000	2,731	2,300	2,300
Unemployment Compensation Payments Issued	9,000	6,955	7,000	7,000
Unemployment Compensation New Claimants	500	557	500	500
Data Element Update Transactions	90,000	88,754	90,000	89,000
<b>C. Employment Relations</b>				
ER/AA Complaints/Investigations	160	138	140	142
Employee Training Classes	65	56	72	63
Training Class Participants	3,300	3,100	3,900	3,500
Tuition Loans	325	142	310	165
<b>D. Employment/Staffing</b>				
Total Applications Received	10,000	14,682	13,000	14,000
Exams Announced	75	53	75	50
Exams Administered	1,100	1,987	1,100	1,900
Exam Analysis Review	75	53	75	60
Certification Requests Processed	850	955	1,000	1,000
Candidates Certified	17,500	24,916	22,000	24,000
New Positions Studied for Proper Classification	100	153	100	125
Current Positions Studied for Proper Classification	100	147	100	150
Layoff/Placements	50	6	25	150
Transfers Processed	250	277	250	275

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>E. Retirement Division</b>				
Total Retirement System Assets (in millions) December 31	\$ 1,800.0	\$ 1,607.6	\$ 1,900.0	\$ 1,700.0
Active Members 1/1	9,650	9,750	9,900	9,400
New Enrollments	600	643	700	700
5-Year Terminations	250	794	300	300
Withdrawals	25	22	15	20
Deaths of Active Members	15	26	10	20
Retirements Granted	250	212	300	300
Active Members 12/31	9,710	9,339	9,975	9,460
Retirement Members 1/1	6,550	6,527	6,600	6,650
Benefits Granted	250	212	300	300
Benefits Terminated	200	186	200	200
Retirement Members 12/31	6,600	6,553	6,700	6,750
Active OBRA Members 1/1	5,300	6,870	7,000	7,750
New OBRA Enrollments	750	721	750	750
5-Year Terminations	600	89	1,000	500
Active OBRA Members 12/31	5,450	7,502	6,750	8,000
<b>F. Management Information Systems</b>				
System Support Days	330	330	330	330
Ad Hoc Reports	50	48	80	50
Mailing Label Requests	20	15	20	15
Technical Support/Training Requests	35	23	25	25
Systems Maintenance Requests	20	13	20	15
New Application Development/Program Requests	20	11	20	15

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration is created pursuant to Section 59.52(1) of the Wisconsin Statutes and Chapter 32 of the Milwaukee County Ordinances. Risk Management is responsible for administering the County's risk management program. Section 59.52(11)(a) of the Wisconsin Statutes authorizes the County to provide public liability and property damage insurance, either in commercial companies or by self-insurance created by setting up an annual fund for such a purpose, or by a combination thereof, covering without exclusion because of enumeration, motor vehicles, malfeasance of professional employees, maintenance and operation of County highways, parks, parkways and airports, and other County activities involving the possibility of damage to the general public, and provide fire and casualty insurance for all County property. Section 59.52(11)(d) of the Wisconsin Statutes authorizes the

County to provide for the protection of the County and public against loss or damage resulting from the act, neglect or default of County officers, department administrators and employees, and to contract for and procure bonds or contracts of insurance to accomplish that purpose, either from commercial companies or by self-insurance created by setting up an annual fund for such purpose or by a combination thereof. Section 65.90(6) of the Wisconsin Statutes allows any county having a population of 500,000 or more to establish, maintain and levy a tax for a liability reserve fund for the purpose of paying liability claims or premiums on insurance to pay such claims. The annual taxes levied for the purpose may not exceed the level necessary to collect the amount recommended by an actuary, in accordance with generally accepted actuarial principles.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 508,414	\$ 475,119	\$ 517,397	\$ 42,278
Services	50,071	63,615	71,115	7,500
Commodities	25,604	13,680	13,680	0
Other Charges	4,563,844	4,491,624	4,677,825	186,201
Debt & Depreciation	21,246	20,158	17,891	(2,267)
Capital Outlay	0	0	0	0
Capital Contra	0	0	0	0
County Service Charges	100,312	108,907	122,557	13,650
Abatements	(99,914)	(238,898)	(252,505)	(13,607)
<b>Total Expenditures</b>	<b>\$ 5,169,577</b>	<b>\$ 4,934,205</b>	<b>\$ 5,167,960</b>	<b>\$ 233,755</b>
<b>Total Revenues</b>	<b>\$ 5,092,169</b>	<b>\$ 5,893,103</b>	<b>\$ 6,200,068</b>	<b>\$ 306,965</b>
<b>Direct Property Tax Levy</b>	<b>\$ 77,408</b>	<b>\$ (958,898)</b>	<b>\$ (1,032,108)</b>	<b>\$ (73,210)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 41,208	\$ 40,139	\$ 33,298	\$ (6,841)
Courthouse Space Rental	27,048	35,864	34,665	(1,199)
Document Services	6,430	2,484	7,442	4,958
Tech Support & Infrastructure	16,549	10,711	14,187	3,476
Distribution Services	678	1,028	1,470	442
Emergency Mgmt Services	0	0	10,000	10,000
Telecommunications	1,394	1,721	1,747	26
Records Center	1,443	1,904	4,474	2,570
Radio	0	0	0	0
Personal Computer Charges	5,164	8,000	9,000	1,000
Applications Charges	0	7,047	6,222	(825)
<b>Total Charges</b>	<b>\$ 99,914</b>	<b>\$ 108,898</b>	<b>\$ 122,505</b>	<b>\$ 13,607</b>
<b>Direct Property Tax Levy</b>	<b>\$ 77,408</b>	<b>\$ (958,898)</b>	<b>\$ (1,032,108)</b>	<b>\$ (73,210)</b>
<b>Total Property Tax Levy</b>	<b>\$ 177,322</b>	<b>\$ (850,000)</b>	<b>\$ (909,603)</b>	<b>\$ (59,603)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

It is the mission of Risk Management to protect the health and safety of employees, citizens and users of the facilities and services of Milwaukee County, through the use of risk management, claims management and employee safety techniques.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County costs for work related injuries and illness are minimized.	a. Number of claims promptly and properly reported to Risk Management by all departments. b. Length of time in which claims are processed. c. Percent reduction in the number of pending claims. d. Percent reduction in average cost per claim.	a. 95%. b. 100% approved or denied in 30 days. c. 5% reduction in number of pending claims. d. 1% reduction in average cost per claim.
2. Milwaukee County work environment is safe.	a. Number of departments with safety goals and objectives established. b. Number of office safety and ergonomics programs implemented. c. Percent reduction in safety co-efficient. d. Number of worker's compensation claims. e. Number of County-wide training programs in place.	a. 100% departmental compliance with established safety goals and objectives. b. 24. c. 3% reduction in County safety co-efficient. d. Reduction in number of worker' compensation claims. e. Increase by two.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
3. County assets are effectively protected through risk management risk financing programs.	a. Cost of risk for Milwaukee County.	a. Below the average cost of risk for other public entities.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 508,414	\$ 475,119	\$ 517,397	\$ 42,278
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	99.7	99.4	(0.3)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**DEPARTMENT DESCRIPTION**

The Risk Management Section includes the following sections: Administration, Self-Insurance, Insurance Policy and Services, and Claims Management (Workers' Compensation).

The **Administration Section** supervises the professional staff, coordinates activities between departments, submits reports, reviews contracts for liability exposures, and prepares budget documents. The unit is responsible for internal service fund accounting and cost allocations to departments. County-wide loss control activities are also administered by this section.

The **Self-Insurance Section** is responsible for property, general and automobile liability claim reporting, loss analysis, claim data and financing of self-retained losses.

The **Insurance Policy and Services Section** is responsible for selection of brokers, requests for proposals, determination of deductibles, limits and coverage, researching the market, and negotiating with brokers and companies for bundled and unbundled insurance services.

The **Claims Management Section** is responsible for administering the Workers' Compensation claims of employees who sustain job-related injuries for medical-only and lost-time claims, and coordination of the return-to-work program. In addition, a data base is maintained for all claims.

**BUDGET HIGHLIGHTS**

**SELF-INSURANCE**

- Expenditures are reduced \$50,855 based on prior year experience.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

**INSURANCE POLICY AND SERVICES**

- Insurance purchases increase \$104,914 from the previous year due to a hardening (sellers) market in all lines of insurance. Airport liability increases \$105,772, of which \$53,250 is related to a 100% increase in the hull value of the Sheriff's helicopter. Property premiums increase \$82,890 due to rate and inflationary increases in property values. These increases are partially offset with reductions to general and workers compensation insurance of \$95,156.

**CLAIMS MANAGEMENT  
(WORKERS' COMPENSATION)**

- Worker's Compensation self-insurance expenditures are increased \$132,142, a 6% increase in statutory benefits for lost time and a 10% increase in medical benefits costs. This is less than the Consumer Price Index (CPI) increase of 18% for medical benefits.
- Contributions from the reserve are decreased \$200,000, from \$950,000 in 2001 to \$750,000 in 2002.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<u>Risk Financing Cost</u>				
Retained Losses (Self-Insured)	\$ 888,000	\$ 1,115,596	\$ 888,000	\$ 837,145
Net Insurance Premiums	\$ 1,430,622	\$ 1,525,989	\$ 1,487,197	\$ 1,592,111
Workers' Compensation Claims Processed	1,500	1,318	1,500	1,500
Dollar Amount of Claims Processed	\$ 2,050,000	\$ 1,922,260	\$ 1,986,427	\$ 2,118,569

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration is created pursuant to Section 59.52 (1) of the Wisconsin Statutes and Chapter 32 of the Milwaukee County Ordinances. The position of Director of the Department of Administration is authorized in the Fiscal Affairs Division and is responsible for the execution of the duties and powers assigned to the Department as specified in Chapter 32 of the Milwaukee County General Ordinances for the major divisions of Procurement, Information Management Services, Fiscal Affairs, County Health Related

Programs, Housing and Community Development and Economic Development. The Fiscal Affairs Division is responsible for preparing and monitoring the County's annual operating and capital budgets and for preparing the County's Official Statements relating to debt issuance. It performs the County's accounting functions, which include centralized payroll, accounts payable, preparation of County financial statements, and determination of financial and cost accounting policies.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,748,718	\$ 2,805,419	\$ 2,913,992	\$ 108,573
Services	604,397	435,440	348,132	(87,308)
Commodities	26,629	35,621	32,388	(3,233)
Other Charges	37,210	41,200	11,200	(30,000)
Debt & Depreciation	76,854	11,500	11,500	0
Capital Outlay	0	0	0	0
County Service Charges	2,151,282	800,373	899,714	99,341
Abatements	(2,138,097)	(785,262)	(883,637)	(98,375)
<b>Total Expenditures</b>	<b>\$ 3,506,993</b>	<b>\$ 3,344,291</b>	<b>\$ 3,333,289</b>	<b>\$ (11,002)</b>
<b>Total Revenues</b>	<b>\$ 823,313</b>	<b>\$ 426,000</b>	<b>\$ 306,000</b>	<b>\$ (120,000)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,683,680</b>	<b>\$ 2,918,291</b>	<b>\$ 3,027,289</b>	<b>\$ 108,998</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 180,276	\$ 259,643	\$ 189,904	\$ (69,739)
Courthouse Space Rental	210,936	279,725	270,376	(9,349)
Document Services	31,601	39,866	25,003	(14,863)
Tech Support & Infrastructure	1,641,971	87,062	130,165	43,103
Distribution Services	2,609	4,170	3,326	(844)
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	11,621	11,190	12,387	1,197
Records Center	7,448	10,005	10,761	756
Radio	0	0	0	0
Personal Computer Charges	51,636	75,000	46,000	(29,000)
Applications Charges	0	18,601	192,382	173,781
<b>Total Charges</b>	<b>\$ 2,138,098</b>	<b>\$ 785,262</b>	<b>\$ 883,637</b>	<b>\$ 98,375</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,683,680</b>	<b>\$ 2,918,291</b>	<b>\$ 3,027,289</b>	<b>\$ 108,998</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,821,778</b>	<b>\$ 3,703,553</b>	<b>\$ 3,910,926</b>	<b>\$ 207,373</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

**MISSION**

Provide quality, efficient and responsive financial services and administrative business functions to the County Executive, County Board and County departments to enable the delivery of financially sound and effective services to the community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Policymakers are confident in the management of County fiscal resources.	a. County Executive and County Board level of confidence in the management of County fiscal resources.	a. County Executive and 75% of County Board members surveyed have an average or above level of confidence in the management of County fiscal resources.
2.	The County budget sets policy, assures the appropriate use of resources and facilitates the efficient provision of services to Milwaukee County citizens.	a. County Executive, County Board and department satisfaction with accurate, timely and readable budget document. b. Number of improvements to budget format.	a. County Executive and 80% of County Board members and departments are satisfied with budget document. b. Two new improvements to budget format each year.
3.	Policymakers receive timely, thorough and useful financial and programmatic information that facilitates pro-active, prudent policy decision-making.	a. County Executive and County Board satisfaction with fund transfer analyses, position studies, carryover analyses, surplus/deficit and other reports. b. Percent of reports submitted on time and without substantive errors. c. Quality of Comprehensive Annual Financial Report (CAFR).	a. County Executive and all Finance and Audit Committee members substantially satisfied with quality of reports. b. 80% of reports submitted to County Board by due date, and without substantive errors. c. Maintain Government Finance Officers Association (GFOA) Certificate of Achievement for CAFR.
4.	The provision of County services is enhanced by timely and accurate payments to vendors.	a. Percentage of bills paid within 60 days of invoice date.	a. 75% of bills paid within 60 days of invoice date.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,748,718	\$ 2,805,419	\$ 2,913,992	\$ 108,573
Position Equivalent (Funded)*	47.3	47.0	43.0	(4.0)
% of Gross Wages Funded	92.7	92.0	86.1	(5.9)
Overtime (Dollars)**	\$ 48,153	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	1.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Contract Retiree	Abolish	1/50%	Accounts Receivable	\$ (26,130)
			<b>TOTAL</b>	<b>\$ (26,130)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Administration	Expenditure	\$ 998,412	\$ 857,808	\$ 911,789	\$ 53,981
	Abatement	281,843	256,342	300,083	43,741
	Revenue	2,495	0	0	0
	Tax Levy	\$ 714,074	\$ 601,466	\$ 611,706	\$ 10,240
Budget Analysis	Expenditure	\$ 980,038	\$ 998,651	\$ 1,121,933	\$ 123,282
	Abatement	270,375	169,819	173,756	3,937
	Revenue	0	0	0	0
	Tax Levy	\$ 709,663	\$ 828,832	\$ 948,177	\$ 119,345
Accounting	Expenditure	\$ 3,666,640	\$ 2,273,094	\$ 2,183,204	\$ (89,890)
	Abatement	1,585,879	359,101	409,798	50,697
	Revenue	820,818	426,000	306,000	(120,000)
	Tax Levy	\$ 1,259,943	\$ 1,487,993	\$ 1,467,406	\$ (20,587)

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

UNIT NO. 1151  
FUND: General - 0001

## DEPARTMENT DESCRIPTION

**Administration.** The Director is responsible for coordinating the operations of the divisions comprising the Department of Administration, including Procurement, Information Management Services, Fiscal Affairs, County Health Related Programs, Housing and Community Development and Economic Development. The Director is also responsible for the Risk Management Section, the Disadvantaged Business Development Section, Labor Relations and Personnel Review Board/Ethics Board.

The primary responsibilities of the **Budget Section** are budget preparation and control for both operations and capital. All budget requests are analyzed and recommendations submitted to the County Executive. Assistance is provided both to the County Executive in preparing and presenting the Executive Budget, and to the Finance and Audit Committee in its review of the County Executive's recommended budget, including the preparation of budget amendments approved by the Finance and Audit Committee and the County Board. During the year, all appropriation transfer requests are analyzed and a recommendation submitted to the County Executive. In cooperation with the Accounting Section, County departmental accounts are analyzed to determine potential expenditure deficits or revenue shortfalls, with department administrators required to submit a corrective plan of action. Other major duties include (a) the study of all new position requests, with reports and recommendations submitted to County Board committees; (b) fiscal studies for the County Executive and County Board committees, including fiscal impact of legislative bills; and (c) special studies for the County Executive and County Board committees.

**Central Accounting** functions include Accounting Administration, Accounting, Accounts Payable and Payroll. A brief description of the responsibilities of each area follows:

Accounting Administration is responsible for the overall management and coordination of Central Accounting activities; the development of special studies and reports and technical assistance to both Central Accounting and other County departments and the publishing of the Comprehensive Annual Financial Report and the Single Audit Report.

Accounting is responsible for the timely and accurate preparation of County-wide monthly financial reports, publication of the Comprehensive Annual Financial Report, the State of Wisconsin Financial Report Form, and the Single Audit Report and development of the indirect cost allocation plan. In addition, Accounting is responsible for adherence to Generally Accepted Accounting Principles, the development and maintenance of the Advantage financial information system, the fixed-asset system and the grant system, conducting budget performance reviews on an ongoing basis to identify potential year-end deficits so that these problems can be resolved in a timely manner and ongoing training and technical assistance to departments.

Accounts Payable is responsible for establishment of County-wide payment procedures, coordination with the Procurement Division, encumbrances of purchases, payment of vendor invoices, development and maintenance of the accounts payable system, and technical assistance to departments. In addition, Accounts Payable monitors payments to ensure that purchasing regulations have been followed by departments and monitors unencumbered appropriation balances to ensure that the County has sufficient appropriations available for each payment.

Payroll is responsible for establishment of County-wide payroll procedures, coordination with the Department of Human Resources, preparation of payroll checks, maintenance of all earnings and deductions records, ensuring that County payroll practices meet Federal, State and contractual requirements, filing of all required Federal and State reports on a timely basis, and the development and maintenance of the payroll system.

## BUDGET HIGHLIGHTS

- \$(26,130) Abolish 1 Contract Retiree

One position of Contract Retiree assigned to the Accounts Receivable function is abolished and the Accounts Receivable function is eliminated in 2002.

- To maintain a tax levy consistent with 2001, the Department's lump sum salary reduction is increased \$109,908, from \$186,552 to

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

- \$296,460. Prior to the 2000 Budget, the Fiscal Affairs Division historically had a lump sum reduction equivalent to approximately three positions. The 2001 Budget increase to \$186,552 increased this to an equivalent of approximately four positions. The additional lump sum reduction contained in this budget is equal to approximately two-and-one-half additional positions. In addition, the Division will not be able to fill its three Intern positions.
- The 2001 Adopted Budget included an appropriation of \$40,000 to provide for development of departmental strategic plans, business plans and County-wide outcomes. This appropriation is reduced to \$10,000 in 2002.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>A. <u>Budget</u></b>				
Budgets Analyzed				
Operating	44	44	45	44
Non-Departmental	40	26	27	26
Capital	14	13	15	13
<b>B. <u>Accounting</u></b>				
Revenue Transactions (CRs)	140,000	179,000	175,000	200,000
Journal Entries (JVs)	380,000	637,000	600,000	650,000
<b>C. <u>Accounts Payable</u></b>				
Checks Written (ADs)	90,000	84,000	84,000	84,000
Encumbrance Transactions	110,000	109,000	114,000	110,000
Payment Transactions (PVs)	225,000	220,000	195,000	195,000
<b>D. <u>Payroll</u></b>				
Number of Employee's W-2s	8,800	9,275	9,100	9,000
Number of Payroll Items Issued	185,000	192,000	188,000	190,000



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Procurement Division of the Department of Administration is empowered by Chapter 32 of the Milwaukee County Ordinances to purchase or contract for supplies, materials, equipment and contractual services needed by County departments, agencies and institutions. This authority does not include public works programs, repairs or alterations to buildings, structures, or leases of County-owned real estate and appurtenances which are administered by the Department of Public Works. The Procurement Division is also authorized to

develop standards, prepare specifications, sign and issue contracts and purchase orders, process requests for proposals, and assist the Department of Public Works in the sale of surplus or obsolete supplies, materials, or equipment.

Additionally, the Procurement Division provides MWBE's an opportunity to participate in Milwaukee County's procurement process pursuant to ordinances and annual goals established by the Milwaukee County Board of Supervisors.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 753,680	\$ 794,617	\$ 844,435	\$ 49,818
Services	150,695	73,805	68,550	(5,255)
Commodities	10,351	12,861	10,461	(2,400)
County Service Charges	303,766	82,681	127,003	44,322
Abatements	(290,168)	(66,851)	(108,018)	(41,167)
<b>Total Expenditures</b>	<b>\$ 928,324</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>
<b>Total Revenues</b>	<b>\$ 437</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 927,887</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	0	0	0	0
Courthouse Space Rental	0	0	0	0
Document Services	6,475	5,678	5,124	(554)
Tech Support & Infrastructure	260,631	25,705	31,850	6,145
Distribution Services	3,486	2,393	4,445	2,052
Telecommunications	6,667	6,634	7,107	473
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	12,909	19,000	20,000	1,000
Applications Charges	0	7,441	39,492	32,051
<b>Total Charges</b>	<b>\$ 290,168</b>	<b>\$ 66,851</b>	<b>\$ 108,018</b>	<b>\$ 41,167</b>
<b>Direct Property Tax Levy</b>	<b>\$ 927,887</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,218,055</b>	<b>\$ 963,964</b>	<b>\$ 1,050,449</b>	<b>\$ 86,485</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

**MISSION**

The Procurement Division, within the scope of Chapter 32, shall obtain goods and services for our customers which enhance the quality of life in Milwaukee County and fully utilize all business segments.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Procure needed commodities and services for County Departments in an efficient and timely manner.	a. Number of requisitions under \$5,000 processed in seven days or less. b. Number of requisitions under \$15,000 processed in 10 days or less. c. Number of requisitions \$25,000 and over processed in less than 60 days. d. Number of requisitions and requests for proposal (RFP) \$25,000 and over processed in less than 60 days.	a. 70%. b. 70%. c. 70%. d. 70%.
2.	Equal opportunity for all vendors and suppliers who wish to participate in County contracts.	a. Number of DBE vendors that are active participants in the procurement process. b. Number of contracts awarded to DBE vendors.	a. Increase DBE bid responses by 10%. b. Increase the number of DBE contracts and dollars awarded by 5%.
3.	Educate internal customers on the County purchasing process to reduce confirming orders, stockouts and emergency purchases.	a. Number of confirming orders, stockouts and emergency purchases created by poor planning and lack of training.	a. Reduce confirming orders, stockouts and emergency purchases by 20%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 753,680	\$ 794,617	\$ 844,435	\$ 49,818
Position Equivalent (Funded)*	15.0	15.1	14.1	(1.0)
% of Gross Wages Funded	95.6	96.8	90.0	(6.8)
Overtime (Dollars)**	\$ 0	\$ 24,360	\$ 24,360	\$ 0
Overtime (Equivalent to Positions)	0.0	0.6	0.6	(0.0)

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Staff reductions are required to maintain budget levels at the 2001 adopted budget tax levy. Personal Services are reduced \$45,749 due to fiscal constraints. This reduction is equal to one position. This staff reduction requires ordinance changes to increase Purchasing Card limits, open market purchases, and informal and formal dollar limits. It also changes the method of notice to bidders from certified mail to FAX transmission and changes the bid notices (advertising) from newspaper to posting on the County's web-site.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
<u>Purchasing Section</u>				
Blanket Order Releases Processed	18,000	28,250	18,000	28,000
Purchase Orders Issued	5,500	4,825	5,500	5,100
Value of Purchase Orders (\$ Million)	\$ 65.0	\$ 98.0	\$ 65.0	\$ 65.0
Departmental Purchase Orders	15,000	18,480	7,000	7,000
Formal Bids Issued	160	139	160	160
Requests for Proposal Issued	40	18	25	25
Informal Bids and Quotes Issued	500	297	400	400
General Awards	3,500	3,782	4,500	4,200
<u>Disadvantaged Business Enterprise - GOAL</u>				
Dollar Amount of Procurements Awarded to MBE/WBE Vendors	\$ 9,350,000	\$ 3,143,661	\$ 9,350,000	\$ 4,000,000



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

## OPERATING AUTHORITY & PURPOSE

The Information Management Services Division (IMSD) of the Department of Administration consists of four functional groups: Applications Services; Technical Support and Infrastructure Services; Document, Distribution and Records Services; and Administrative Support Services. Applications Services and Technical Support and Infrastructure Services are authorized by Section 32.64 of the Milwaukee County Ordinances. Section 37.62 authorizes Document Services (formerly Graphic Reproduction Services). Sections 32.65 and 32.66 authorize the Records Center and Records Management Services.

## OBJECTIVES

IMSD's primary objective is to continue to develop and manage the implementation and evolution of Milwaukee County's 5-Year Information Technology Strategic Plan. The plan identifies six Critical Success Factors for Milwaukee County:

- Establishing a County-wide technical infrastructure.
- Providing an accurate, reliable and consolidated Financial/Budget system.
- Reducing costs through effective use of technology.
- Providing accurate, reliable and efficient service to clients/users.
- Reducing redundancy and increasing operational efficiency.
- Establishing flexibility to interface with State and other agencies.

To effect IMSD's mission, the following objectives are established:

- 1) Continue to facilitate information sharing County-wide by promoting the creation and use of Lotus Notes databases, establishing a data warehouse and consolidating the County's wide area telecommunications network.
- 2) Continue the implementation of a cohesive mail, document and report delivery services approach by streamlining the processes and eliminating duplication of effort between data center operations and the Distribution Services groups.
- 3) Continue to establish electronic government (e-government) services by implementing Internet-

enabled applications for the provision of services.

- 4) Continue implementing and maintaining the standardized information infrastructure (electronic mail, uniform desktop suite and groupware) as recommended in the 5-Year Strategic Plan.
- 5) Continue to establish and manage the evolution of County-wide standards that govern telecommunications, software applications development and platforms (system architecture), equipment (desktop, local area network and midrange), system documentation, data dictionaries, file maintenance, backup and recovery, and departmental information systems. Ensure adherence to the 5-Year Strategic Plan and the construction of necessary interfaces. Prepare for upgrades to consolidate or enhance voice and data, wireless technology and Internet standards for communication.
- 6) Establish sound asset management and change control procedures to conservatively manage and preserve the County's newly enhanced infrastructure.
- 7) Provide effective, formal, skill-based technical training to information technology staff to prepare for new development using client/server and Internet technologies, improve flexibility and cross-functioning, and reduce the likelihood of staff attrition.
- 8) Migrate from paper to electronic means of report distribution.
- 9) Continue to support and improve the County's infrastructure by upgrading the enterprise server (mainframe), improving security on the wide area network and planning to refresh desktop equipment on an ongoing basis.
- 10) Prepare to update the Information Technology Strategic Plan and consider the potential for moving existing mainframe systems to an alternate platform such as client/server.

IMSD will continue to focus on the delivery of high-quality customer service and support. A high standard of customer service is expected of each IMSD group. Prompt and quality responses are

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vital. Components of the IMSD customer service offering include: Help Desk (including the CCAP Help Desk), vendor support (including contract management), remote support, on-site support and disaster recovery support.

To accomplish this part of IMSD's mission, the following objectives are established:

- 11) Provide effective voice communications services to County departments.
- 12) Improve the effectiveness of second and third shift staffing and the delivery of printed output.

- 13) Continue the efforts in Document Services to educate departments and facilitate transmission of documents to the Docutech system for mass production.
- 14) Implement a remote access method in Records Management Services to enable departments to access the master index of stored documents.
- 15) Maintain an on-hand supply of common technologies and supplies to ensure uninterrupted customer service.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 7,063,477	\$ 7,486,965	\$ 8,679,498	\$ 1,192,533
Services	5,440,081	5,408,025	5,500,823	92,798
Commodities	332,117	344,705	316,600	(28,105)
Debt & Depreciation	2,713,570	3,386,849	3,386,851	2
Capital Outlay	583,798	334,000	45,000	(289,000)
Capital Contra	(536,455)	(334,000)	(45,000)	289,000
County Service Charges	5,376,230	3,684,194	3,698,828	14,634
Abatements	(4,475,290)	(2,680,956)	(2,999,799)	(318,843)
<b>Total Expenditures</b>	<b>\$ 16,497,528</b>	<b>\$ 17,629,782</b>	<b>\$ 18,582,801</b>	<b>\$ 953,019</b>
Direct Revenue	618,140	502,950	512,360	9,410
Indirect Revenue	1	0	0	0
<b>Direct Property Tax Levy</b>	<b>\$ 15,879,387</b>	<b>\$ 17,126,832</b>	<b>\$ 18,070,441</b>	<b>\$ 943,609</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

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INFORMATION MANAGEMENT SERVICES DIVISION

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<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 161,100	\$ 156,816	\$ 181,661	\$ 24,845
Courthouse Space Rental	84,024	111,422	112,474	1,052
Document Services	12,944	26,854	14,981	(11,873)
Tech Support & Infrastructure	0	179,296	243,326	64,030
Distribution Services	103	281	0	(281)
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	43,745	48,608	17,821	(30,787)
Records Center	0	310	0	(310)
Radio	0	0	0	0
Personal Computer Charges	1,698,903	162,000	157,000	(5,000)
Applications Charges	0	1,754	0	(1,754)
<b>Total Charges</b>	<b>\$ 2,000,819</b>	<b>\$ 687,341</b>	<b>\$ 730,596</b>	<b>\$ 43,255</b>
<b>Direct Property Tax Levy</b>	<b>\$ 15,879,387</b>	<b>\$ 17,126,832</b>	<b>\$ 18,070,441</b>	<b>\$ 943,609</b>
<b>Total Property Tax Levy</b>	<b>\$ 17,880,206</b>	<b>\$ 17,814,173</b>	<b>\$ 18,801,037</b>	<b>\$ 986,864</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

The Information Management Services Division's mission is to satisfy customers through technology resources.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	IMSD has service level agreements with each of its customers governing the availability and quality of services.	a. Number of mutually agreed upon Service Level Agreements.	a. 50% of all County departments by December 31, 2002.
2.	Customer expectations are met.	a. Number of County departments with Service Level Agreements who agree that IMSD met the Service Level Agreements.	a. 75% of those with agreements.
3.	County departments benefit from the identification and implementation of new uses of technology.	a. Number of new uses of technology implemented.	a. 25, including 3 new internet or E-commerce uses.

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**DEPT:** DEPARTMENT OF ADMINISTRATION -  
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<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 7,063,477	\$ 7,486,965	\$ 8,679,498	\$ 1,192,533
Position Equivalent (Funded)*	101.9	112.2	117.2	5.0
% of Gross Wages Funded	84.7	85.3	87.4	2.1
Overtime (Dollars)**	\$ 169,191	\$ 124,020	\$ 124,020	\$ 0
Overtime (Equivalent to Positions)	3.9	2.5	2.5	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Info Systems Director-DSS	Transfer	1/100%	Applications	\$ 107,106
			<b>TOTAL</b>	<b>\$ 107,106</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Applications	Expenditure	\$ 3,796,960	\$ 5,053,716	\$ 5,775,825	\$ 722,109
	Abatement	1,236,572	292,163	538,814	246,651
	Revenue	273,249	220,000	220,000	0
	Tax Levy	\$ 2,287,139	\$ 4,541,553	\$ 5,017,011	\$ 475,458
Technical Support and Infrastructure	Expenditure	\$ 14,317,014	\$ 11,669,989	\$ 12,149,303	\$ 479,314
	Abatement	1,208,020	524,953	180,694	(344,259)
	Revenue	335,093	282,500	283,360	860
	Tax Levy	\$ 12,773,901	\$ 10,862,536	\$ 11,685,249	\$ 822,713
Document, Distribution and Records Services	Expenditure	\$ 1,848,069	\$ 2,012,734	\$ 1,794,558	\$ (218,176)
	Abatement	122,539	85,108	65,565	(19,543)
	Revenue	9,805	450	9,000	8,550
	Tax Levy	\$ 1,715,725	\$ 1,927,176	\$ 1,719,993	\$ (207,183)
Administration, Fiscal and Support	Expenditure	\$ 1,547,230	\$ 1,908,299	\$ 1,862,914	\$ (45,385)
	Abatement	2,444,614	2,112,732	2,214,726	101,994
	Revenue	(6)	0	0	0
	Tax Levy	\$ (897,378)	\$ (204,433)	\$ (351,812)	\$ (147,379)

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## DEPARTMENT DESCRIPTION

The Information Management Services Division (IMSD) of the Department of Administration consists of three areas of customer service: Applications; Technical Support and Infrastructure; Document, Distribution and Records Services and Support Services. Technical Support and Infrastructure Services consists of three functional subgroups: Technical Support, Telecommunications (Voice) and Radio. Support Services consist of two functional subgroups: Fiscal and Policy Compliance Services and Administrative Support and Intern Services.

**Applications Services** provides services to IMSD's internal and external customers (departments or agencies) in the form of defining need, analyzing alternatives (including cost/benefit analyses), development, modification, maintenance, support and training. These activities are performed for proposed or established software applications on a variety of platforms, including mainframe, servers, Internet and desktops. Examples of applications include the Civil/Criminal Justice Information System (C/CJIS), the Advantage (financial and budgeting) System, GENESYS (payroll/personnel system), the Juvenile Information Management System (JIMS), Photo-Fingerprint System, Paramedics database, and human services client and payment tracking systems (SCRIPTS, SIMPLE).

**Technical Support and Infrastructure Services** provides services to IMSD's internal and external customers in the form of research, acquisition, installation, maintenance, support and training of County-wide, multi-department, complex, local-area-network-specific and desktop operating systems, hardware and standard software. The group also installs and maintains the County's telecommunications infrastructure (cabling, telephones, 800 MHz public safety radio system) and implements and administers information technology standards County-wide. The group consists of three functional subgroups: Technical Support, Telecommunications (cabling and voice) and Radio Communications.

- **Technical Support Services** focuses on the implementation, management and maintenance of the infrastructure (hardware and operating systems) that supports the County's applications. The group:

- Provides help desk services for County departments.
- Conducts short-term and long-range capacity planning.
- Identifies and effects system performance improvements.
- Maintains connectivity to other agencies' data centers, mainframes, and servers.
- Coordinates disaster recovery, data security, and software and hardware installation and maintenance.
- Ensures the smooth operation and seven-day-per-week, 24-hour-per-day availability of the County's wide area network (WAN) and its enterprise server (mainframe), including daily, weekly, biweekly, monthly, quarterly and annual job production, coordination of equipment maintenance and monitoring the data center environment (physical security, generators, heating, cooling, etc.).
- **Telecommunications Services** administers the County's voice communications system, including the County's telephones, cellular and pager programs, and the County's telephone communications environment, systems and equipment. This group assists departments in acquiring additional or modifying existing telephone service, coordinates the installation of departmental telephone and data cabling, and administers the telecommunications service contracts. The group also manages the County's wide area transport infrastructure (the SONET fiber ring and its connection points).
- **Radio Communications Services** provides administration of the County's 50-plus Federal Communications Commission frequency licenses, the County's installed radio equipment and transmission facilities, and the conventional and 800 MHz trunked radio systems. This group also manages the intergovernmental agreements with several municipalities within Milwaukee County for the shared use of the 800 MHz radio system.

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**Document, Distribution and Records Services** consists of three subgroups: Document Services, Distribution Services and Records Management Services.

- **Document Services** provides high volume copying services, artistic design and forms management. Document Services facilitates and manages contracts for printing services to meet County department requirements for forms, brochures, newsletters and other materials. Document Services also manages Internet content and presentation consistency for the County's web pages, as well as departmental web pages, and coordinates the overall effort of implementing electronic commerce (e-commerce) applications.
- **Distribution Services** provides mail services for departments County-wide.
- **Records Management Services** provides consultation to County departments relative to effective records management (records retention policies, procedures and operations), and administers the central County-wide Records Center which provides off-site storage of departmental records which must be retained due to legal or programmatic requirements, but do not need to be immediately available to departmental staff.

**Support Services** consists of two subgroups: Fiscal and Policy Compliance Services and Administrative Support and Intern Services.

- **Fiscal and Policy Compliance Services** provides overall direction, coordination and planning for effective fiscal management (capital and operating budget preparation and monitoring and accounting activities), and policy compliance (contract monitoring, audit responsiveness and responsiveness in reporting to elected officials and other departments as established by policy or County Board action).
- **Administrative Support and Intern Services** provides overall support of IMSD's operating requirements, e.g., recruitment, payroll processing, purchasing management and clerical support. Intern Services provides entry-

level information systems support to the Division's other functional groups.

## BUDGET HIGHLIGHTS

### Applications

- For 2002, IMSD's applications services will cost \$5,237,011 for the staff, software and related costs dedicated to maintaining County applications. This is comprised of support costs for the following applications:

\$1,502,297 Internet and Network Applications (e.g., BRASS for budgeting and Lotus Notes for communication and information sharing)  
427,201 Advantage (financial system)  
89,981 Genesys (payroll/personnel system)  
2,261,281 CJIS (criminal justice)  
79,927 JIMS (juvenile justice)  
342,086 SIMPLE (human services)  
534,238 Other

These costs include software and license fees as follows:

\$ 150,000 Advantage  
50,000 BRASS  
75,000 Oracle (database for BRASS and Web Site)  
54,338 CoolGen for CJIS and JIMS  
65,000 Lotus Notes  
40,000 Crystal Reports  
38,500 Command AntiVirus Interoffice and Internet Lotus Notes  
83,601 Tools for the DB2 database for Advantage, CJIS, JIMS and SIMPLE

The SYSM System, a communication system formerly used by the Department of Human Services, was discontinued in 2001 and replaced by Lotus Notes and forms in MS Word. It will be decommissioned in 2002.

- \$ 107,106 Transfer 1 Info Systems Director - DSS  
(59,976) Increase Lump Sum Salary Reduction  
\$ 47,130

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One position of Info Systems Director – DSS is transferred from the Department of Human Services to continue the effort begun in 1997 to centralize information technology services. In addition, the Info Systems Director – DSS will coordinate County-wide technology strategic planning efforts and customer service.

- Applications services costs are partially offset by \$220,000 revenue from the Social Security Administration for reports of inmates in custody.

## Technical Support and Infrastructure

- For 2002, Technical Support and Infrastructure Services will cost \$11,968,609, including:

\$6,837,371 Technical Support  
1,701,701 Voice Communications  
1,400,329 Radio Services  
2,029,208 Interest & Depreciation of DP  
Equipment

Technical support includes:

\$3,553,817 Mainframe Support  
3,283,554 Network Support

Mainframe Support costs are primarily staff (\$1,289,166), services (\$1,058,952) and debt and depreciation (\$802,620). The services include \$667,640 for support and licensing of the mainframe operating system and utilities. Big software companies usually offer software for a large initial fee that enables the County to use it for a year. (This initial cost is budgeted in a Capital Expenditure account.)

The initial fee is followed by annual fees to continue using it and receive product upgrades and technical support. The annual fees are usually 15 to 20 percent of the first year's fee. The fees increase as the computing power of the computers used to run the software increases. IMSD's mainframe operating system and utilities include:

\$ 411,072 IBM operating systems and  
database software  
98,401 Computer Associates' tools  
17,884 Printing software  
54,390 SAS mainframe reporting tool

The other large component of services for mainframe support is Equipment Repair and Maintenance. The 2002 Budget includes \$266,392 for maintenance of the mainframe processor and storage units, the air conditioning, fire suppression, generator and uninterruptable power sources for 365/24/7 operation.

In addition, \$802,620 debt and depreciation is attributable to mainframe support due to prior capital acquisitions.

Network Support of \$3,283,554 is comprised primarily of staff (\$1,660,156) and services (\$1,185,706) for support of the Wide Area Network. These services include:

\$ 422,600 SONET ring and leased data lines  
600,775 Network software fees  
92,800 Maintenance of network  
connectivity equipment

Network Support includes a critical piece of software called H.E.A.T., which is a system for tracking and monitoring problem reporting and resolution. During 2001, IMSD piloted and implemented the use of this management tool to help identify necessary user training, hardware replacements and system modifications. For 2002, County department IT staff will be required to log all service calls into H.E.A.T. to improve problem resolution County-wide.

Telecommunications cost of \$1,701,701 are comprised primarily of staff and services. These services include:

\$ 510,000 Ameritech local service  
75,000 AT&T long distance  
6,800 Language Line  
160,000 US Cellular mobile phones  
1,000 Pager rentals  
4,000 Voice mail maintenance  
150,000 Telephone switch maintenance

Telecommunications costs are offset by \$220,000 revenue from pay phone commissions.

Radio Services cost \$1,400,329 for conventional and 800 MHz trunked radio system used by

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**DEPT:** DEPARTMENT OF ADMINISTRATION -  
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3,132 radios in 14 County departments and 12 municipalities and agencies.

Radio costs include staff (\$67,467), services (\$481,858) and debt and depreciation (\$448,853). The services include:

- \$ 38,600 Data lines
- 76,941 Rent locations for towers
- 350,000 Maintenance and support by Motorola

Debt depreciation of \$448,853 is attributable to Radio Services due to prior Capital Improvement projects to enhance the system.

Radio costs are partially offset by \$60,300 of tower revenue.

**Document, Distribution and Records Services**

- Document Distribution and Records Services costs \$1,728,993, including:
  - \$ 822,835 Document production, Internet/Web site presentation and forms management
  - 278,603 Distribution services
  - 627,555 Records services

Document, Distribution and Records Services consist primarily of staff (\$739,400) and services (\$596,752) costs. The services costs include:

- \$ 102,000 Printer and copier support and maintenance
- 93,000 Outside printing services
- 250,000 Rent for Records Center

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>Applications Services</b>				
Enterprise Services Applications	85	85	85	85
Major Enhancements/Modifications	19	N/A	40	17
Network Services Applications	N/A	N/A	N/A	100
Internet User Ids	N/A	N/A	N/A	1,424
Lotus Notes User Ids	N/A	N/A	N/A	3,282
<b>Document Services</b>				
Xerox Copies	12,500,000	9,359,486	12,500,000	10,500,000
Finishing (Number of Jobs)	3,640	4,265	4,500	4,300
Typesetting/Keyline (Number of Jobs)	1,000	629	850	650
Specifications (Number of Jobs)	2,200	1,565	2,200	1,570
Forms Control	1,500	1,154	1,500	1,155
Outside Vendor (Number of Jobs)	1,750	1,094	1,750	1,100

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<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>Distribution Services</b>				
Total Pieces Mailed	N/A	N/A	N/A	1,400,000
Pre-Sort Mail @ .269 each	N/A	N/A	N/A	1,011,780
First Class @ .34 each	N/A	N/A	N/A	300,000
Flats (envelopes 8" x 10" and larger)	N/A	N/A	N/A	88,220
<b>Records Center</b>				
Requests	28,799	23,134	32,791	29,528
Returns	28,799	23,134	32,791	29,528
Interfiles	7,000	10,816	9,676	7,895
Received	8,808	11,628	7,743	9,530
Destroyed	2,000	3,115	2,200	3,120
<b>Technical Support &amp; Infrastructure</b>				
<b>Helpdesk Services</b>				
Service Calls	N/A	N/A	N/A	22,500
<b>Enterprise Services</b>				
Pages, Laser Printed Reports	16,421,875	20,704,347	12,300,000	25,000,000
Pages, Impact Printed Reports	950,000	134,091	225,000	3,000
Enterprise Server User Ids	5,618	5,618	5,618	6,732
<b>Network Services</b>				
Desktop Computers maintained	3,124	4,150	4,600	4,600
Desktop Computers to be Replaced	300	450	500	450
Network Servers maintained	133	106	106	121
Network Servers to be Replaced	7	8	19	8
<b>Radio Communications Services</b>				
Radios in Service	1,878	1,878	1,200	3,132
<b>Telecommunications Services</b>				
Adds, Moves & Changes	7,500	12,061	7,500	5,416
Cellular and Pager Units in service	N/A	N/A	N/A	1,800
Service Calls	1,500	2,091	1,200	3,252
Telephone Units in service	N/A	N/A	N/A	6,800



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

UNIT NO. 1180  
FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

The purpose of the Economic Development Division is to preserve and enhance the tax base of the County by undertaking programs and activities that stimulate, attract and revitalize commerce, industry and manufacturing. Its goal is to promote area-wide, regional economic development, marketing and cooperation among all involved governments and private-sector groups to provide for a unified development approach for the Milwaukee area.

Pursuant to Section 59.82 of the Wisconsin Statutes, Milwaukee County may participate in the development of a research and technology park through a nonprofit corporation organized specifically for this purpose. The Milwaukee County Research Park Corporation (MCRPC) was

incorporated on May 18, 1987, with a mandate from Milwaukee County to develop a research park on approximately 172 acres of County land in the southwest quadrant of the County Grounds adjacent to the Milwaukee Regional Medical Center.

The development objective of the MCRPC is the establishment of a quality research and technology park that will complement, to the greatest extent possible, the Milwaukee Regional Medical Center, the University of Wisconsin-Milwaukee, the Milwaukee School of Engineering, Marquette University and the Medical College of Wisconsin, and enhance the economy of the City of Wauwatosa, Milwaukee County and the State of Wisconsin.

BUDGET SUMMARY				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 562,489	\$ 559,508	\$ 612,790	\$ 53,286
Services	1,314,988	1,527,800	2,018,975	491,175
Other Charges	8,467	8,300	6,300	(2,000)
Capital Outlays	226,577	261,000	211,000	(50,000)
County Service Charges	55,014	104,769	127,531	22,762
Abatements	(44,506)	(71,751)	(74,986)	(3,235)
<b>Total Expenditures</b>	<b>\$ 2,123,029</b>	<b>\$ 2,389,626</b>	<b>\$ 2,901,610</b>	<b>\$ 511,984</b>
<b>Total Revenues</b>	<b>\$ 3,318,975</b>	<b>\$ 4,652,200</b>	<b>\$ 5,008,849</b>	<b>\$ 356,649</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,195,946)</b>	<b>\$ (2,262,574)</b>	<b>\$ (2,107,239)</b>	<b>\$ 155,335</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 11,124	\$ 10,933	\$ 15,081	\$ 4,148
Courthouse Space Rental	24,000	31,826	30,762	(1,064)
Document Services	1,042	2,705	824	(1,881)
Tech Support & Infrastructure	4,620	9,995	12,166	2,171
Distribution Services	444	1,251	566	(685)
Telecommunications	2,139	2,101	2,280	179
Records Center	1,137	1,524	1,642	118
Radio	0	0	0	0
Personal Computer Charges	0	7,000	7,000	0
Applications Charges	0	4,416	4,665	249
<b>Total Charges</b>	<b>\$ 44,506</b>	<b>\$ 71,751</b>	<b>\$ 74,986</b>	<b>\$ 3,235</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,195,946)</b>	<b>\$ (2,262,574)</b>	<b>\$ (2,107,239)</b>	<b>\$ 155,335</b>
<b>Total Property Tax Levy</b>	<b>\$ (1,151,440)</b>	<b>\$ (2,190,823)</b>	<b>\$ (2,032,253)</b>	<b>\$ 158,570</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

**UNIT NO.** 1180  
**FUND:** General - 0001

**MISSION**

The Milwaukee County Economic Development Division provides quality services and responds quickly and effectively to meet the needs of other County agencies, citizens and businesses. The division develops initiatives and operates programs that are designed to preserve and enhance the County's tax base and increase employment opportunities by helping to create an environment that stimulates business growth and development.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Limit property tax expenditures by maintaining or increasing revenue from leases and sale of excess property.	a. Revenue from sale of excess land and buildings. b. Revenue from parking lot lease program. c. Revenue from rental of land or dwellings.	a. Achieve gross sales revenue of at least \$500,000. b. Net parking revenue increase over prior year. c. Rental revenue increase over prior year.
2.	Increase local tax base and generate tax revenue from sale and redevelopment of County property.	a. Gross amount of acreage sold or leased. b. Assessed value of land and improvements. c. Property taxes generated by new development.	a. Sale or lease of at least 10 acres of land. b. Total assessed value in excess of \$12 million. c. Property tax revenue in excess of \$500,000.
3.	Remediate and redevelop contaminated properties.	a. Amount of brownfield redevelopment grants awarded. b. Amount of Federal, State or local funding for brownfield development. c. Amount of private investment in brownfield site development.	a. Award minimum of \$250,000 in brownfield grants. b. Attract minimum of \$1 million in Federal, State or local funding for brownfield redevelopment. c. Generate \$4 million of private investment in brownfield site redevelopment.
4.	Preserve and enhance County's existing base of jobs and businesses.	a. Number of business expansions and new business startups provided assistance.	a. Provide assistance to a minimum of 10 business relocations, expansions or start-ups.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 562,489	\$ 559,508	\$ 612,790	\$ 53,282
Position Equivalent (Funded)*	8.0	7.4	7.5	0.1
% of Gross Wages Funded	93.3	93.6	93.5	(0.1)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

**UNIT NO.** 1180  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**DEPARTMENT DESCRIPTION**

The Economic Development Division includes the Economic Development and Real Estate Sections.

The **Economic Development Section** develops and administers programs designed to enhance the business climate, allowing existing businesses in Milwaukee County to flourish and expand, and attracting new businesses to the community. Specific responsibilities include assisting businesses in accessing Milwaukee County resources and services, identifying and referring businesses to various sources of technical and financial assistance, working with municipalities and economic development agencies to “package” services to companies, and promoting Milwaukee County to outside businesses.

The **Real Estate Section** manages, sells and acquires real estate for Milwaukee County. The Section manages and leases improved and unimproved properties, including air space parking lots for the Wisconsin Department of Transportation (WISDOT). The Section sells County surplus real estate and tax deed foreclosure properties in Milwaukee County.

Development Division. Three major County-owned properties are potential candidates for sale in 2002. It is assumed that at least one of the following parcels, which have a total estimated value of \$4 million to \$6 million, will be sold in 2002:

- The water and sewer utility located on the County Grounds
- The parcel located at 6<sup>th</sup> and State Streets
- Puetz Road Property (Residential Housing Development east of 68<sup>th</sup> Street)
- Gross parking rental revenues are anticipated to increase \$572,349, from \$2,350,000 to \$2,922,349. This increase is partially offset with a \$311,175 expenditure increase, from \$1,125,000 to \$1,436,175, to pay the State of Wisconsin their contractual share of parking proceeds. The Economic Development Division retains \$50,000 for administrative costs.
- An appropriation of \$150,000, an increase of \$50,000 over 2001, is included to continue preparation for the 2003 National Association of Counties (NACo) conference to be held in and hosted by Milwaukee County. An appropriation of \$150,000 is included for preparations for the 2002 Wisconsin Counties Association (WCA) conference to be held in and hosted by Milwaukee County. An appropriation of \$150,000 is budgeted for the Economic Development Project Fund, a reduction of \$50,000 from the 2001 Adopted Budget. Revenue of \$450,000 from proceeds of sale of land at General Mitchell International Airport Business Park – Cudahy is included to offset these expenditures.

**BUDGET HIGHLIGHTS**

- Research Park land sales revenue is divided 65% to Milwaukee County and 35% to the Research Park Board per County Board Resolution (File No. 980-348).
- Revenue from the sale of surplus County properties is budgeted at \$1,250,000, which is a decrease of \$1,000,000 from the 2001 Adopted Budget. Of this amount, \$425,000 will be received by the County from Land Sales by the Research Park and \$825,000 is budgeted to be received by Land Sales by the Economic

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

UNIT NO. 1180

FUND: General - 0001

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- Appraisal Fees are increased \$20,000, from \$40,000 to \$60,000, based on experience.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first

certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration - Housing & Community Development Division's purpose is to maximize available State and Federal resources for the production of affordable housing and continued enhancement of the tax base through the administration of the following programs:

Community Development Block Grant Program, Home Repair Loan Programs, Rental Assistance Programs, Housing Organization Loan Fund, HOME Investment Partnership Program, and other programs as may be approved by the County Board.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,533,593	\$ 1,623,024	\$ 1,806,096	\$ 183,072
Services	50,365	53,410	65,260	11,850
Commodities	25,841	40,840	41,222	382
Other Charges	11,017,478	14,393,672	15,173,700	780,028
Capital Outlays	1,841	4,000	36,066	32,066
County Service Charges	344,546	474,524	333,094	(141,430)
Abatements	(1,590,255)	(2,646,698)	(2,623,568)	23,130
<b>Total Expenditures</b>	<b>\$ 11,383,409</b>	<b>\$ 13,942,772</b>	<b>\$ 14,831,870</b>	<b>\$ 889,098</b>
<b>Direct Revenues</b>	<b>\$ 11,787,852</b>	<b>\$ 14,358,700</b>	<b>\$ 15,173,700</b>	<b>\$ 815,000</b>
<b>Direct Property Tax Levy</b>	<b>\$ (404,443)</b>	<b>\$ (415,928)</b>	<b>\$ (341,830)</b>	<b>\$ 74,098</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 152,975	\$ 156,819	\$ 53,666	\$ (103,153)
Courthouse Space Rental	67,307	205,684	198,808	(6,876)
Document Services	15,201	13,622	12,027	(1,595)
Tech Support & Infrastructure	70,645	35,739	13,057	(22,682)
Distribution Services	4,195	3,363	5,349	1,986
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	7,228	7,319	7,703	384
Records Center	4,331	5,094	6,257	1,163
Radio	0	0	0	0
Personal Computer Charges	3,442	4,000	5,000	1,000
Applications Charges	0	25,950	8,390	(17,560)
Other County Services	3,367	500	0	(500)
<b>Total Charges</b>	<b>\$ 328,691</b>	<b>\$ 458,090</b>	<b>\$ 313,590</b>	<b>\$ (144,500)</b>
<b>Direct Property Tax Levy</b>	<b>\$ (404,443)</b>	<b>\$ (415,928)</b>	<b>\$ (341,830)</b>	<b>\$ 74,098</b>
<b>Total Property Tax Levy</b>	<b>\$ (75,752)</b>	<b>\$ 42,162</b>	<b>\$ (28,240)</b>	<b>\$ (70,402)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190  
**FUND:** General - 0001

**MISSION**

The Housing and Community Development Division will maximize available public and private resources and provide professional services to promote self-sufficiency, ensure that County neighborhoods are viable communities and ensure that housing choices are safe and affordable for lower income households.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Improve residential living environments for lower income households.	a. Number of affordable housing units produced. b. Number of applications approved for Home Repair loans and handicapped accessibility grants. c. Number of households relocated to low poverty neighborhoods.	a. Provide 150 affordable housing units. b. Assist 100 homeowners with rehab loans. c. Relocate 25 households to low poverty neighborhoods.
2.	Enhance the quality of life of disadvantaged or lower income households.	a. Number of participants entering the workforce. b. Number of participants obtaining higher or living wages. c. Number of homeless persons obtaining housing.	a. 75% of participants will find jobs. b. 25% of participants will obtain higher/living wages. c. 70% of homeless persons will remain in housing during the program year (12 months).
3.	Preserve and enhance the tax base contributing to healthy livable communities.	a. Loans/grants contribute to preserve a community's tax base. b. Number of blighted properties demolished. c. Number of public facilities serving elderly or youth rehabbed.	a. The tax base is maintained or increases in value. b. Two blighted properties will be demolished. c. One senior center rehabbed and two facilities serving youth rehabbed or improved.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,533,593	\$ 1,623,024	\$ 1,806,096	\$ 183,072
Position Equivalent (Funded)*	32.0	34.0	34.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 11,236	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.3	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**BUDGET HIGHLIGHTS**

- The estimated Federal grant for the HOME Investment Partnership Program for 2002 is \$1,180,000, representing an increase of \$115,000 in Federal revenue for the HOME Program. The match requirement for this program has been waived by the Department of Housing & Urban Development (HUD) for two years due to the Federally declared snow disaster in December, 2000, resulting in a zero tax levy requirement for this program.
- The estimated Federal grant for the Community Development Block Grant Program for 2002 is \$1,800,000, an increase of \$100,000.
- The estimated Federal grant for the Housing Choice Voucher Program is \$10,000,000. This is an increase of \$925,000 and results from a higher Fair Market Rent for rental units, making it possible to serve an additional 215 low-income households under the existing HUD contract.
- Other Charges increase \$780,028, from \$14,393,672 to \$15,173,700. This is due in part to an increase of \$115,000 in expenditures for the HOME Program, an increase in expenditures of \$925,000 for the Rent Assistance Housing Choice Voucher Program, an increase in expenditures of \$100,000 for the Community Development Block Grant Program, and a decrease of \$325,000 related to the Regional Opportunity Counseling (ROC) Program, which is scheduled to expire in May, 2002.
- Revenue of \$215,900 from the DHS - Mental Health Division is included, representing MHD's obligation of matching funds for the Safe Haven Program.
- A revenue appropriation of \$119,050 from the DHS - Mental Health Division is included to offset administrative expenses incurred by the Housing & Community Development Division for administration of the Shelter Plus Care Program.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190

**FUND:** General - 0001

<b>COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION BY MUNICIPALITY</b>				
<u>Municipality</u>	<u>2000 Actual</u>	<u>2001 Actual</u>	<u>2002 Projected</u>	<u>2001/2002 Change</u>
Bayside	\$ 25,100	\$ 25,100	\$ 26,200	\$ 1,100
Brown Deer	38,800	38,800	40,400	1,600
Cudahy	59,900	59,900	62,400	2,500
Fox Point	28,000	28,000	29,200	1,200
Franklin	49,900	49,900	52,000	2,100
Glendale	44,000	44,000	45,800	1,800
Greendale	41,800	41,800	43,600	1,800
Greenfield	68,000	68,000	70,800	2,800
Hales Corners	34,600	34,600	36,000	1,400
Milwaukee*	0	0	0	0
Oak Creek	50,200	50,200	52,300	2,100
River Hills	21,400	21,400	22,300	900
Saint Francis	48,200	48,200	50,200	2,000
Shorewood	48,600	48,600	50,600	2,000
South Milwaukee	59,800	59,800	62,300	2,500
Wauwatosa*	0	0	0	0
West Allis*	0	0	0	0
West Milwaukee	49,800	50,800	52,900	2,100
Whitefish Bay	<u>38,400</u>	<u>38,400</u>	<u>40,000</u>	<u>1,600</u>
<b>TOTAL</b>	<b>\$ 706,500</b>	<b>\$ 707,500</b>	<b>\$ 737,000</b>	<b>\$ 29,500</b>

\* The cities of Milwaukee, Wauwatosa and West Allis do not participate in the Urban County Agreement with Milwaukee County.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** UNCLAIMED MONEY

**UNIT NO.** 1901-4980

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

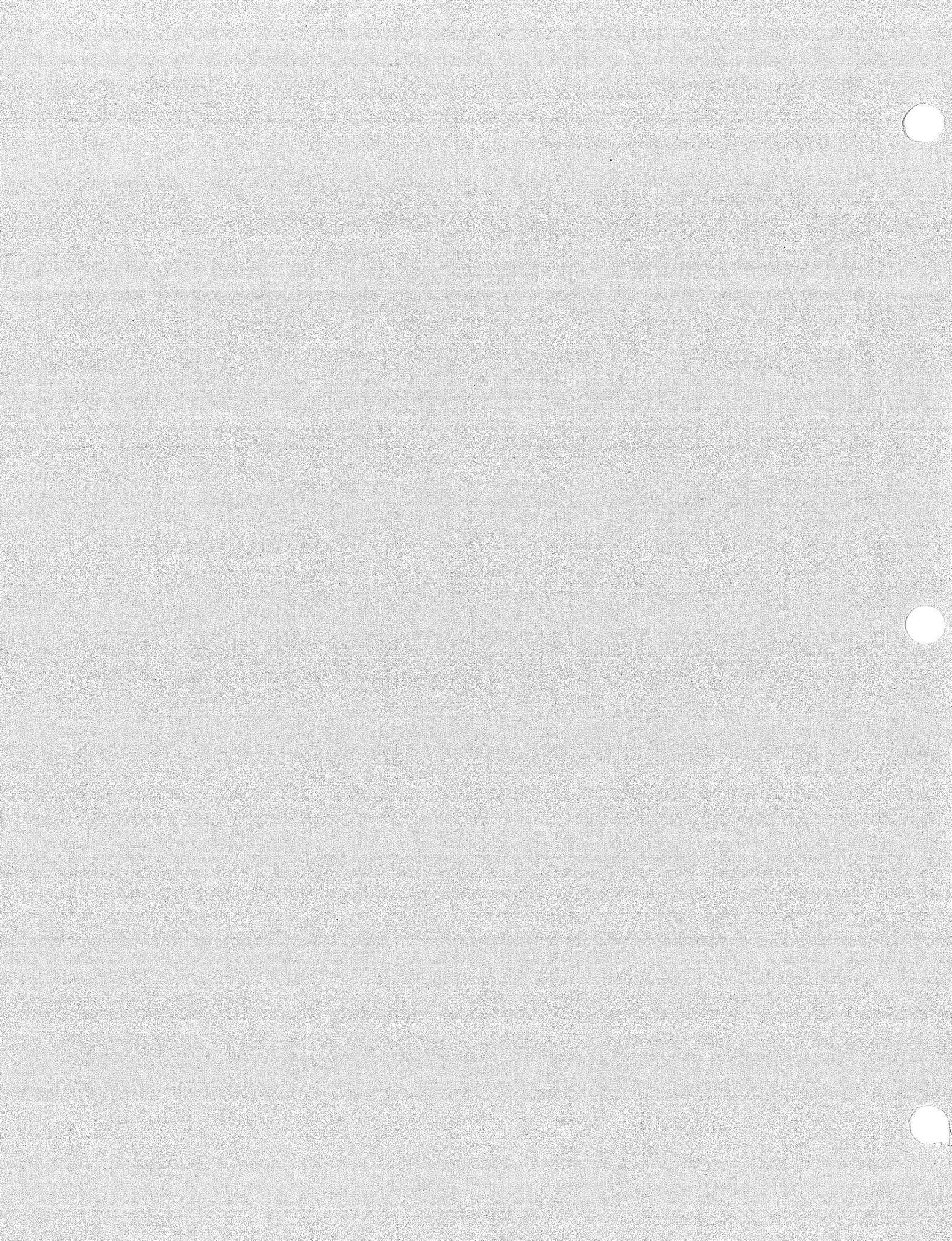
Pursuant to Section 59.66 of the Wisconsin Statutes, the County Treasurer is to publish a notice of the fact that the Treasurer's Office possesses unclaimed money. If no legal claim is made within the time

specified in such notice, all funds and interest earned are to be turned over to the General Fund of the County treasury.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Unclaimed Money	\$ 1,323,395	\$ 0	\$ 550,000

Under current law, court-related funds become revenue only in even-numbered years. In 1994, State law was changed to reduce the holding period for non-court-related funds from ten years to one

year, making these funds available only in even-numbered years. Anticipated unclaimed monies for 2002 total \$550,000.



**COUNTY EXECUTIVE'S 2006 BUDGET**

**DEPT:** UNCLAIMED MONEY

**UNIT NO.** 1901-4980

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.66 of the Wisconsin Statutes, the County Treasurer is to publish a notice of the fact that the Treasurer's Office possesses unclaimed money. If no legal claim is made within the time

specified in such notice, all funds and interest earned are to be turned over to the General Fund of the County treasury.

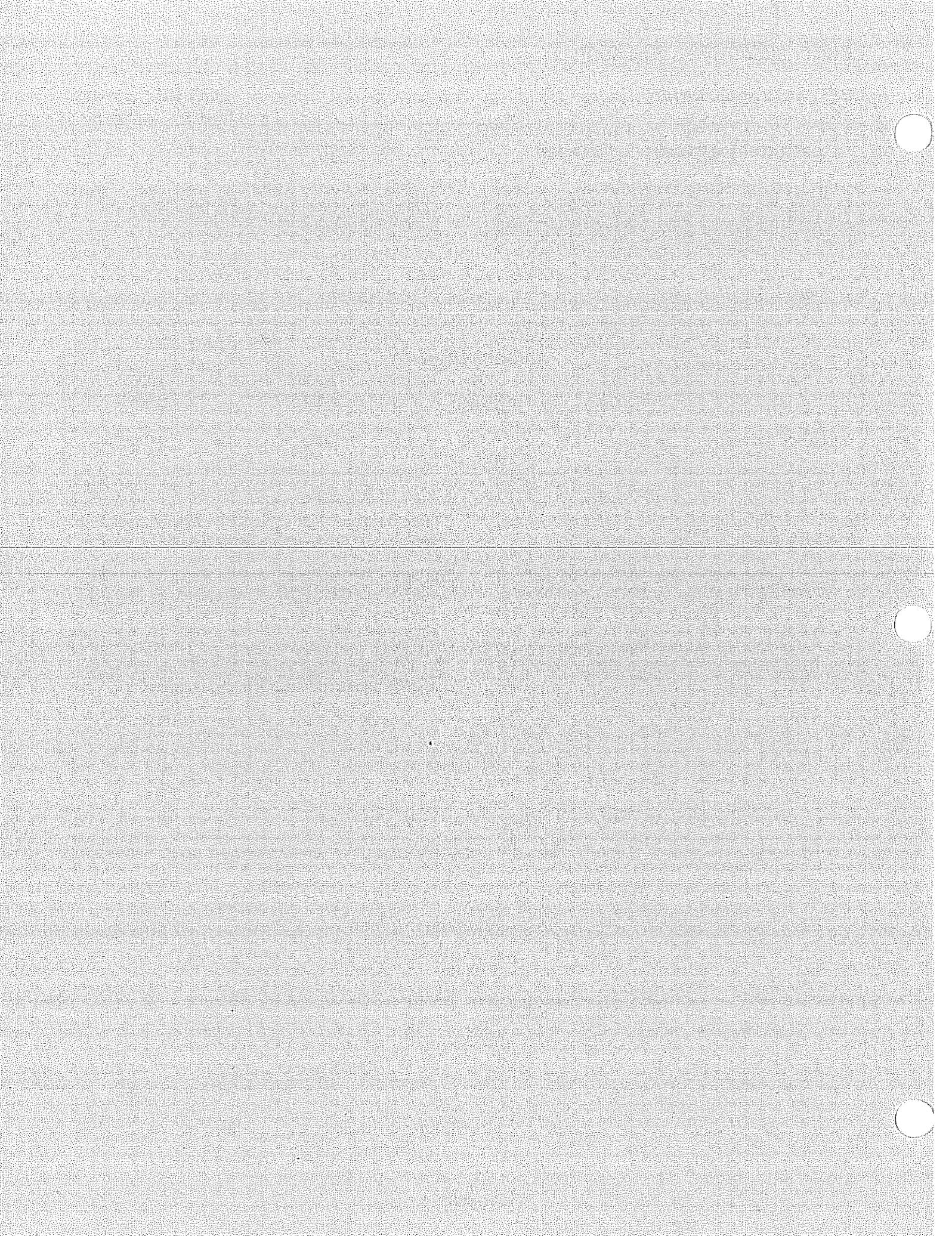
<b>BUDGET SUMMARY</b>			
	<u>2004 Actual</u>	<u>2005 Budget</u>	<u>2006 Budget</u>
Unclaimed Money	\$ 0	\$ 1,008,332	\$ 1,342,209

Under 59.66(2) unclaimed funds become revenue only after following statutory requirements.

more than one year shall, to the extent possible, be deposited in the County's general fund."

In 2005, unclaimed funds in the amount of \$1,356,890 were reported by County departments. According to State Statutes 59.66 Section 2 (2a) "Any money or security of which the treasurer has taken possession or control under, paragraph 1 (a) and has had in his or her possession or control for

In 2005, the remaining, not yet claimed funds in the amount of \$1,353,684 will be retained by the County Treasurer for one year. After allowing for an estimated deduction for claimants, the remaining estimated unclaimed funds of \$1,342,209 would be turned over to the County general fund, recognized in 2006 and accounted for in this budget unit.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** ETHICS BOARD

**UNIT NO.** 1905  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

On February 11, 1975, the County Board of Supervisors created Chapter 9 of the Milwaukee County Ordinances. This chapter establishes a Code of Ethics (Section 9.05) and a Board of Ethics (Section 9.07) which shall adopt guidelines and procedures necessary to carry out the provisions of the ordinance. The Board consists of six residents of Milwaukee County appointed by the County Executive and confirmed by the County Board. The

County Executive appoints, subject to confirmation by the County Board, an Executive Director who shall perform such duties as the Board assigns to him/her. The County Board shall provide such additional personnel as may be required in the administration of this chapter.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Ethics Board	\$ 25,399	\$ 33,362	\$ 38,198

**MISSION**

The Milwaukee County Ethics Board assures compliance with the requirements of the Ethics Code pursuant to Chapter 9, Milwaukee County Ordinances, and reviews, investigates and hears, as needed, all verbal and written complaints of ethics code violations.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The public has confidence in the integrity of County government.	a. The Ethics Code is followed by County employees.	a. Annual review of Statement of Economic Interests.
2.	County employees are confident that they are complying with the Ethics Code.	a. Requests for information about the Ethics Code are satisfied	a. Respond to verbal and written inquiries.

**BUDGET HIGHLIGHTS**

- An appropriation of \$38,198 is allocated to maintain the same level of service as provided in prior years.

This amount is comprised primarily of 25% of the salary, social security and fringe benefit costs of the Executive Secretary of the Personnel Review Board, who also functions as Executive Director of the Ethics Board, and the Administrative Assistant.

- For 2002, the Ethics Board staff is transferred under the administrative authority of the Department of Administration in order to provide administrative support and back-up as well as managerial support on an as needed basis.
- All departments are required to operate within their expenditure appropriations and their overall

budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY HISTORICAL SOCIETY

**UNIT NO.** 1908  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.56(5) of the Wisconsin Statutes, the County Board may appropriate money to any historical society located in the County and incorporated under Section 44.03 for the purpose of collecting and preserving the records and salient historical features of the County. This unit maintains the historical exhibits of the Milwaukee County Historical Society and assists with other phases of the program. Funds provided to subsidize the

operation of the Society are used to employ a director and associate staff. The Society acts as custodian for non-current County records. The County appropriates funds for use by the Society pursuant to an agreement approved by the County Board of Supervisors on December 14, 1965 and renewed on May 16, 1988.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to County Historical Society	\$ 307,481	\$ 307,481	\$ 307,481

**OVERVIEW OF OPERATION**

The Historical Society's total operating budget for 2002 amounts to \$608,196, with \$300,715 to come from private, non-County funds. Sources include membership fees (individual and corporate), bequests, gifts, grants, income from invested funds, and sales and receipts from public programs.

Following are examples of some of the Historical Society's program activities.

1. County Landmarks Program. Since 1976, the Society has operated, under County ordinance, a landmark recognition program for areas of Milwaukee County outside of the City of Milwaukee. Nearly 90 sites have been designed as landmarks throughout the history of the program.
2. Museum Houses. The Society continues to operate three museum houses in addition to its central facility downtown. These are Kilbourntown House in Estabrook Park (Shorewood), Lowell Damon House (Wauwatosa), and the Jeremiah Curtin House (Greendale). All are open to the public, either year-round or on special summer schedules.
3. Research and Reference Services. Statistics for reference services decreased slightly in 2000 over the preceding year. In December of 2000, the Historical Society received its largest research library's acquisition of 2,200 boxes of Circuit Court records dating from the 1930's to 1950's.

4. Changing Exhibits. In 2000, 12 changing exhibits were presented at the Historical Center museum. For Black History Month and Women's History Month, the Society developed an exhibition on Alpha Kappa Alpha Sorority's Milwaukee Chapter. An exhibit on the history of baseball in Milwaukee and another on 19<sup>th</sup> century women's fashions were developed from the Society's collections. A traveling exhibition on Shorewood's history was prepared for the community's centennial celebration. In addition, the Society presented two traveling exhibitions, Snapshots from the Family Album: Milwaukee Labor After World War II, organized by the State Historical Society of Wisconsin, and To Honor the Comfort: Native Quilting Traditions from the Michigan State University Museum.
5. Outreach Programs. In order to better serve the schools, libraries, businesses and senior citizens of Milwaukee County, the Historical Society has begun to expand its offerings for off-site presentation. In addition to a number of traveling exhibitions, the Society is also making slide-tape programs and videotapes on Milwaukee history available for rental or purchase. The Society will extend the seasons of two historic houses to encourage school tours during the academic year.
6. Public Programming. The Society and its Friends organization continue to sponsor public programs on a variety of historical topics. The Friends group has created a new series, "Partners in History," in which presentations are

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY HISTORICAL SOCIETY

**UNIT NO.** 1908

**FUND:** General - 0001

made at sites of historical interest under the sponsorship of local businesses or organizations. In 1999, programs focused on the Tripoli Shrine, the Riverwalk District and the Milwaukee Harbor. Programs in 2000 were devoted to Forest Home Cemetery and Northwestern Mutual Life Insurance Company.

grandeur. The windows on the East Mezzanine Gallery were stripped of paint and the entire space opened up so that the original bank equipment was again visible. During 2000, the windows of the West Mezzanine Gallery were also stripped and the space prepared for presentation of temporary exhibits.

- 7. Internship Program. Through financial support provided by an endowment established by the former Auxiliary organization of the Society, a paid internship program has been established through Mount Mary College to have students work on museum fashion collections (preparation of exhibits, care of the collection and study purposes). The Society expanded its program to include Marquette University, Alverno College, and UW-Milwaukee students to assist with the research of collections on a for-credit, but unpaid basis.
- 8. Building Restoration. In 1999, the Historical Society began taking preliminary steps to restore the interior of its facility to its original

- 9. Publications. John Gurda's *The Making of Milwaukee* was published by the Historical Society in 1999. The first print run of 12,000 copies sold out, necessitating a second printing of 5,000 copies. As a result of the success of *The Making of Milwaukee*, the Editorial and Publications Committee of the Historical Society received five additional book-length manuscripts for consideration during 2000. Three of the works have been accepted and are currently in preparation, including Goodwin Berquist and Paul Bowers' *Byron Kilbourn and the Development of Milwaukee*.

**MISSION**

The Milwaukee County Historical Society was founded in 1935 to collect, preserve, and make available materials relating to the history of Milwaukee County. Through a broad program, the Society seeks to promote a greater appreciation of the community's rich heritage and a better understanding of present-day challenges and advantages. The Society's library and museum collections, exhibitions, and activities serve a variety of constituencies including scholars, students, genealogists, local businesses and organizations, and Milwaukee County residents and visitors.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Public use of Milwaukee County Historical Society as a resource for naturalization records, photos and archival materials.	a. Number of library users/patrons.	a. 10% annual increase in usage/processing of materials.
2.	Public use of Milwaukee County Historical Society as a resource for understanding the community's rich heritage.	a. Attendance at exhibitions, programs, special events, and tours.	a. 5% increase over previous year.

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY HISTORICAL SOCIETY

**UNIT NO.** 1908  
**FUND:** General - 0001

The County Historical Society spends the County's contribution as follows:

	2000 Actual	2001 Budget	2002 Budget
<b>Expenditures</b>			
Personal Services	\$ 237,681	\$ 237,681	\$ 237,681
Space and Utilities	67,265	67,300	67,265
Office and Administrative Supplies	2,535	2,500	2,535
<b>Total Expenditures</b>	<b>\$ 307,481</b>	<b>\$ 307,481</b>	<b>\$ 307,481</b>

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	1999 Actual	2000 Actual	2001 Budget	2002 Budget
Meetings/Public Programs	15	24	20	30
Organizational Members	1,124	1,178	1,250	1,350
Research Requests:	5,022	4,878	6,000	6,250
Library - In Person	2,031	1,878	2,500	2,500
Telephone	2,368	2,191	2,700	2,750
Mail/E-mail	515	809	800	1,000
Public Attendance	67,104	21,364	68,500	32,500
Guided Tours:				
Historical Center	105	62	125	110
Period Homes	40	21	50	55
Accessions:				
Library	104	199	120	140
Museum	110	68	125	100
Pages of Publication	534	591	300	300
Staff Program Presentations	23	10	25	30
Slide Shows/Media Appearances	12	10	15	30



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** GREATER MILWAUKEE CONVENTION & VISITORS BUREAU

**UNIT NO.** 1912  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.56(10) of the Wisconsin Statutes, the County Board may appropriate funds to advertise the advantages, attractions and resources of the County and to

conserve, develop and improve the same. Any county may cooperate with any private agency or group in this work.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Greater Milwaukee Convention & Visitors Bureau	\$ 25,000	\$ 25,000	\$ 25,000

This appropriation represents Milwaukee County's support of the Greater Milwaukee Convention and Visitors Bureau, Inc. The major function of the Bureau is the promotion of the County as a major tourist and convention community.

Greater Milwaukee Convention and Visitors Bureau services include:

- Membership of all County facilities and attractions. All receive full bureau benefits.
- A listing of all County facilities and attractions in 350,000 Official Visitor Guides, 10,000 Meeting Planners Guides and 5,000 Group Tour Manuals.
- A listing of all County sponsored events in the bi-monthly Calendar of Events--420,000 produced and distributed annually.
- Participation in all Bureau sponsored events, i.e., membership exchanges, education seminars, National Tourism Week events, Visitor Choice Program.
- Travel writer support and sponsored programs.
- Two full-time representatives in Washington, D.C. actively selling Milwaukee County to association executives and one representative developing and selling the multicultural market.
- The development of targeted direct mail programs to reach and sell these markets on Milwaukee County.
- Production and placement of press releases, feature articles and stories in local, regional and national media to increase exposure of, and interest in, Milwaukee County.
- Operation of two Visitor Information Centers and one Call Center providing the traveling public with information on Milwaukee County.
- A web site listing general community information as well as membership information, including County history and Milwaukee County facts and attractions.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** GREATER MILWAUKEE CONVENTION & VISITORS BUREAU

**UNIT NO.** 1912

**FUND:** General - 0001

**MISSION**

The Greater Milwaukee Convention and Visitors Bureau will take a leadership and visionary role to market Milwaukee as a national destination by building internal organizational excellence and external strategic partners.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County is branded as the Genuine American City. Awareness to both individual and group leisure travelers is heightened. There are significant increases in incremental day trips and room nights, especially during non-peak season.	a. Number of visitor inquiries. b. Number of room nights.	a. 25% increase in visitor inquiries with an increase in web site visitor sessions by 50%. b. 10% increase in room nights.
2.	Milwaukee County is positioned as an international destination.	a. Number of international leads. b. Number of receptive operators in database.	a. 5% increase in leads. b. 10% increase in number of receptive operators.
3.	Conventions are attracted to and use Milwaukee County as a convention site.	a. Number of convention room nights.	a. 265,000 total room nights booked.
4.	Washington, DC based associations choose Milwaukee for city-wide conventions.	a. Number of room nights booked through the Washington, DC office.	a. 55,000 room nights (included in total).
5.	Multicultural groups choose Milwaukee County as a convention site.	a. Number of room nights booked for multicultural groups.	a. 20,000 room nights (included in total).

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL AIR PATROL

**UNIT NO.** 1913  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.54(18) of the Wisconsin Statutes, the County Board may appropriate funds or donate property and equipment to Civil Air Patrol units in the County for the purpose

of enabling such Civil Air Patrol units to perform their assigned missions and duties as prescribed by U.S. Air Force regulations.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Civil Air Patrol	\$ 6,076	\$ 6,800	\$ 8,000

The Civil Air Patrol utilizes a County owned hangar on lease to Youth & Aviation, Inc., at 9393 West Appleton Avenue, Timmerman Field and the second floor of the Tower Building at Timmerman Field. The County provides appropriations for the utility costs

(heat, light, insurance and telephone) of these facilities. The County continues to provide office and hangar space at Timmerman Field.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>1999 Budget</u>	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Number of Meetings	365	365	365	365
Number of Organization Members	780	790	790	790

Civil Air Patrol mission activities include:

1. A national program of aerospace education for adults and youths.
2. Participation in disaster emergency services, nationally and locally.
3. Cooperation with, and support of, Civil Defense and American Red Cross disaster and relief programs.
4. Participation in all search and rescue missions authorized by the U.S. Air Force and Coast Guard.
5. Flying shore patrol for the boating public as authorized by the U.S. Coast Guard.
6. Assisting the U.S. Customs Service and Drug Enforcement Administration by patrolling in aircraft to detect illegal drug activity and marijuana fields and reporting such activity to the U.S. Customs Service.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** WAR MEMORIAL CENTER

**UNIT NO.** 1914

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., presently operates the War Memorial Center. The Milwaukee County War Memorial Center is situated at the south end of Lincoln Memorial Drive, overlooking Lake Michigan, and is directly adjacent to County park land. The facility is home to the Milwaukee Art Museum which boasts major cultural exhibits, including the Peg Bradley Collection. In addition,

cultural agencies and major service groups such as the Florentine Opera, Rotary Club, Kiwanis, and national and State headquarters of veterans' organizations, including the War Memorial Center itself, maintain their administrative offices in the Center. To maximize utilization of the facility, it is available for general use by the public, use by veterans' groups, art groups and civic groups. "Honoring the Dead by Serving the Living" is the motto of the Corporation.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to War Memorial Center	\$ 1,597,483	\$ 1,800,572	\$ 1,750,572

**MISSION**

To provide to all people of the community a state of art facility with attractive meeting space and to recognize and educate especially the young of the sacrifice and service made by the veterans of our armed services.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The War Memorial Center honors the dead by serving the living through visitation and usage by residents throughout the community.	a. Number of non-profit organizations that use the facility. b. Number of events. c. Number of months of usage. d. Level of satisfaction with the facility. e. Amount of active veteran use of the facility. f. Diversity of groups that use the facility.	a. Increase the number of nonprofit organizations that use the facility. b. Increase the number of events by 10. c. The Center will maintain usage through 12 months of the year. d. There will be 90% customer satisfaction. e. Increase active veteran group use at the facility. f. Increase diversity in groups that use the facility.
2.	The War Memorial Centers' physical plant management provides the Milwaukee Art Museum with a suitable environment for preservation of the Milwaukee Art Museum collection.	a. Temperature and humidity control. b. Amount of HVAC system down time.	a. Maintain desired temperature and humidity. b. Decrease system down time by 20%.
3.	The War Memorial Center will memorialize the contributions made by veterans and recognize the contributions and efforts for local civilians.	a. Number of programs held to honor those who have served our Country. b. Amount of programming that educates the community on contributions of veterans, local industry and civilians during times of war.	a. Increase the number of veteran programs. b. Increase the number of displays, lectures and events.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: WAR MEMORIAL CENTER**

**UNIT NO. 1914**  
**FUND: General - 0001**

**BUDGET HIGHLIGHTS**

- On March 21, 1996, the County Board of Supervisors adopted Resolution File No. 95-689 approving a memorandum of understanding between the County and War Memorial Center, Inc., (WMC) on behalf of the Milwaukee Art Museum (MAM) which provides for a fixed level of operating support of \$627,325 for security, custodial services, fine arts insurance and educational programming support for the years 1996 through 2002. This guaranteed funding of \$627,325 is provided to the WMC on behalf of the MAM to assist the MAM in raising private support for facility expansion and additional endowment funds to support expanded programming.
- The Milwaukee County contribution to the War Memorial Center decreases \$50,000, from \$1,800,572 to \$1,750,572. The decrease is due to a one-time appropriation of \$50,000 that was added to the 2001 Budget for legal fees relating to the WMC/MAM lease negotiations. The appropriation is no longer needed in 2002.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000 <u>Actual</u>	2000 <u>Budget</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<u>Attendance</u>				
Memorial Hall	21,408	27,000	29,500	27,000
4 <sup>th</sup> Floor Meeting Rooms	4,736	7,700	9,000	5,500
Fitch Plaza	21,468	6,000	6,600	6,000
Veterans Memorial Gallery	935	2,000	2,200	2,000
Milwaukee Art Museum	165,285	200,000	300,000	350,000
<u>Special Events</u>				
Fireworks July 3	450,000	450,000	450,000	450,000
Circus Parade	150,000	150,000	150,000	150,000
National VFW Convention	50,181	0	0	0
<b>TOTAL</b>	<b>864,013</b>	<b>842,700</b>	<b>947,300</b>	<b>990,500</b>
<u>Number of Events</u>				
Memorial Hall	170	216	240	240
Meetings - 4 <sup>th</sup> Floor Rooms	287	753	775	400
Fitch Plaza	25	16	20	20
Veterans Memorial Gallery	7	15	20	20
Runs	3	0	0	2
<b>TOTAL</b>	<b>492</b>	<b>1,000</b>	<b>1,055</b>	<b>682</b>

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: WAR MEMORIAL CENTER

UNIT NO. 1914

FUND: General - 0001

The War Memorial Center budget consists of the following:

<b>WAR MEMORIAL CENTER BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b><u>Expenditures</u></b>			
<i>War Memorial Center</i>			
Personal Services	\$ 521,530	\$ 595,778	\$ 636,838
Professional Fees	86,740	156,850	104,850
Advertising and Promotion	20,996	20,000	20,000
Meetings, Travel and Auto Allowance	7,952	4,300	6,300
Space and Utilities	650,292	676,319	670,259
Office and Administrative Supplies	27,425	25,000	25,000
Major Maintenance & New Equipment	27,549	0	0
Subtotal War Memorial Center	\$ 1,342,484	\$ 1,478,247	\$ 1,463,247
<i>Milwaukee Art Museum</i>			
Program Development	\$ 83,700	\$ 83,700	\$ 83,700
Fine Arts Insurance	52,500	52,500	52,500
Security	427,029	427,029	427,029
Custodial	64,096	64,096	64,096
Subtotal Milwaukee Art Museum	\$ 627,325	\$ 627,325	\$ 627,325
<i>Total War Memorial Center Expenditures</i>	\$ 1,969,809	\$ 2,105,572	\$ 2,090,572
<b><u>Revenues</u></b>			
Parking	\$ 184,158	\$ 120,000	\$ 125,000
Miscellaneous	8,606	3,000	3,000
China Rental/Catering Commission	29,751	8,000	18,000
Office Rental and Cellular One	58,477	61,000	85,000
Hall, Plaza and Grounds Rental	74,217	85,000	95,000
Meeting Room Rental - Fourth Floor	4,262	25,000	5,000
Liquor Commission	12,856	3,000	9,000
<b>Milwaukee County Contribution</b>	\$ 1,597,482	\$ 1,800,572	\$ 1,750,572
<i>Total War Memorial Center Revenues</i>	\$ 1,969,809	\$ 2,105,572	\$ 2,090,572



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** VILLA TERRACE

**UNIT NO.** 1915  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., operates Villa Terrace, a museum of the decorative arts located at 2220 North Terrace Avenue. The gracious, Italian Renaissance-style home is richly decorated with antiques and retains almost all of its original fixtures

dating back to the 1920s. The rear terrace area which overlooks Lake Michigan extends down a bank to a large, formal garden area fronting on Lincoln Memorial Drive. The facility is available to the general public to enjoy through tours and private rentals. Admission is charged during public visiting hours. When not open to the public, the facility is available for rental, per policies established by the Board of Directors.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Villa Terrace	\$ 116,178	\$ 127,178	\$ 127,178

**MISSION**

The mission of the Charles Allis Art Museum and Villa Terrace Decorative Arts Museum of Milwaukee County is to fully utilize both museums, gardens and their art collections for community education and cultural enrichment. As a part of the Milwaukee County War Memorial Corporation, the museums honor the war dead by serving as "living memorials."

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County residents' and visitors' quality of life is improved through museum attractions and programs.	a. Number of visitors, community participation and volunteers for both museums.	a. 67,000.
2.	Milwaukee County youth have an enhanced opportunity to appreciate art/architecture and history.	a. Number of youth participating in Museum programs. b. Number of youth who show an increased interest in art, history and gardens.	a. 1,080 youth through school partnerships and 114 central city youth with Farm City Link. b. Establish baseline.

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: VILLA TERRACE**

**UNIT NO. 1915**  
**FUND: General - 0001**

The Villa Terrace budget consists of the following:

<b>VILLA TERRACE BUDGET SUMMARY</b>			
	2000	2001	2002
<u>Expenditures</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Personal Services	\$ 107,273	\$ 166,336	\$ 167,148
Professional Fees	21,893	18,836	18,836
Advertising and Promotion	9,779	9,190	9,190
Space and Utilities	44,988	45,463	45,463
Office and Administrative Supplies	7,700	5,835	5,835
Major Maintenance	0	5,000	5,000
<i>Total Villa Terrace Expenditures</i>	<i>\$ 191,633</i>	<i>\$ 250,660</i>	<i>\$ 251,472</i>
<u>Revenues</u>			
Admissions	\$ 22,304	\$ 25,500	\$ 25,500
General Revenue	61,497	68,000	68,000
Friends Group Support	0	29,982	30,794
Contribution to Reserve Account	(8,346)	0	0
<b>Milwaukee County Contribution</b>	<b>116,178</b>	<b>127,178</b>	<b>127,178</b>
<i>Total Villa Terrace Revenues</i>	<i>\$ 191,633</i>	<i>\$ 250,660</i>	<i>\$ 251,472</i>

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000	2000	2001	2002
<u>Attendance</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
General Museum Attendance (includes Art Openings and Programs, Tours)	5,166	4,000	6,079	7,860
Concerts, Recitals	1,113	1,000	1,270	1,300
Private Rentals	11,072	10,000	14,190	14,200
Art Group Activities (includes "In-house" Art Groups)	1,624	1,200	1,404	1,400
Volunteer Activity	2,048	1,500	1,869	2,500
Community Outreach	249	3,500	5,000	5,500
Meetings/Appointments	1,802	2,000	2,353	2,400
<b>Total Attendance</b>	<b>23,074</b>	<b>23,200</b>	<b>32,165</b>	<b>35,160</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MARCUS CENTER FOR THE PERFORMING ARTS

**UNIT NO.** 1916

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., presently operates the Milwaukee County Ben and Ceil Marcus Center for the Performing Arts (MCPA), formerly known within the community as the Performing Arts Center. The center was built with private money in 1969 and deeded to Milwaukee County as a public trust for the preservation and enrichment of the performing arts, including drama, music and dance. The facility is home to the

Broadway Series, Milwaukee Symphony Orchestra, Milwaukee Ballet, Florentine Opera, Milwaukee Youth Symphony Orchestra, First Stage Milwaukee and other performing arts groups. The MCPA is located at 929 North Water Street. In addition to the MCPA providing a first class facility for the performing arts, the Center supports a number of free community events and activities year-round, including ethnic and cultural festivals such as Martin Luther King Day Celebration, Community Open House, and Cantos de Los Americas, and offers the twelve-week Rainbow Summer Festival.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Marcus Center for the Performing Arts	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000

**MISSION**

To serve the community, the Marcus Center for the Performing Arts offers facilities and services of the highest quality, makes available a wide range of the performing arts, and acts as an energizing force for effective collaboration and advocacy in the arts community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The Marcus Center will positively impact Milwaukee County's quality of life through making the performing arts available to Milwaukee County residents in all geographic areas.	a. Number of Milwaukee County households, by zip code, who attend Marcus Center events. b. Number and type of organizations that utilize the facility.	a. Improve baseline data and increase low attendance zip codes. b. Increase the diversity in groups attending and/or using the facility.
2.	Marcus Center customers receive a high level of enjoyment from Marcus Center events.	a. Level of customer satisfaction with the facility.	a. 85%+.
3.	Milwaukee County's quality of life is enhanced through Marcus Center's diverse offerings of arts and entertainment in a variety of ticket price ranges.	a. Variety of types of performing arts offerings. b. Number of free programming events. c. Number of complimentary tickets. d. Number of participants in rent discount program.	a. Maintain diverse types of programming. b. Provide free programming for children four days per week at summer KidZStage and present the 14-week Rainbow Summer Festival. c. Establish complimentary ticket program and baseline data. d. Maintain a rent discount for 12 small local arts groups.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MARCUS CENTER FOR THE PERFORMING ARTS

**UNIT NO.** 1916

**FUND:** General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
4.	Milwaukee County's economy is positively impacted by the Marcus Center.	a. Amount of sales tax proceeds generated by the Center. b. Amount of rental income and additional salaries for local employees generated by Center's programming of Broadway touring shows.	a. Center activities will generate a minimum of \$500,000 in sales tax proceeds annually. b. Center will maintain a minimum of \$500,000 in annual salaries for additional employees and the Center will maintain a minimum of \$100,000 annually from Broadway hall rentals.

**BUDGET HIGHLIGHTS**

- On May 20, 1993, the County Board of Supervisors adopted a resolution [File No. 93-283(a)(a)] that approved a memorandum of understanding between the County and the Marcus Center for the Performing Arts (MCPA) which provided a fixed level of operating support of \$1.5 million for the years 1994 through 1998.
- The memorandum of understanding was renewed in 1999 and provides an increase of \$100,000 for a total funding level of \$1,600,000 for the years 1999 through 2003.
- The MCPA will continue to provide quarterly reports and an annual budget request in accordance with past practice.
- The 2002 Budget includes Milwaukee County acquiring the Pabst Theater in fall of 2002 with management of the facility provided by the Marcus Center for the Performing Arts on behalf of Milwaukee County. There is no tax levy support required for 2002. Tax levy commitment from the County will occur once the transfer is complete and all conditions of the contract are completed.

The Director of the Department of Administration and Corporation Counsel are authorized to negotiate the acquisition between Milwaukee County, Marcus Center for the Performing Arts,

Pabst Theater and the City of Milwaukee with a report to the Parks, Energy and Environment Committee by May of 2002.

The conditions of the contract may include but not be limited to:

- County support to begin in 2003 utilizing a phased in approach over a three to five-year period. City of Milwaukee to phase out it's support over the same time period.
- Milwaukee County and the Marcus Center for the Performing Arts will have no responsibility for any outstanding debt related to the Pabst facility.
- Naming rights to accrue to the County at the time transaction is completed (after phase-out of City contribution).
- Pabst Board successfully completes current Capital Campaign.
- Milwaukee County and the Marcus Center for the Performing Arts have the right to reorganize and restructure as necessary.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MARCUS CENTER FOR THE PERFORMING ARTS

**UNIT NO.** 1916

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>						
	2000 Actual		2001 Budget		2002 Budget	
	<u>Events</u>	<u>Attend.</u>	<u>Events</u>	<u>Attend.</u>	<u>Events</u>	<u>Attend.</u>
Performances/Public Events	942	703,522	765	670,000	757	658,000
Private Events	<u>1,680</u>	<u>109,475</u>	<u>1,625</u>	<u>102,000</u>	<u>1,625</u>	<u>102,000</u>
Sub-Total	2,622	812,997	2,390	772,000	2,382	760,000
Rehearsals, Estimate	<u>662</u>	<u>36,371</u>	<u>625</u>	<u>38,500</u>	<u>625</u>	<u>38,500</u>
Totals	3,284	849,368	3,015	810,500	3,007	798,500



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CHARLES ALLIS ART MUSEUM

**UNIT NO.** 1918

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., operates the Charles Allis Art Museum, located at 1630 East Royall Place, which was the home of a wealthy Milwaukeean who collected a vast quantity of museum-quality artifacts. The building and its contents were originally donated to the City of Milwaukee in 1946 and operated under the auspices of the Milwaukee Public Library System. In 1979, this priceless community asset was transferred to

the War Memorial Corporation, again to be held in the public trust. The exhibits offer a rare insight into art from all over the world. Public programming includes monthly changing art exhibits featuring primarily Wisconsin art, regularly scheduled concerts, films, workshops, an annual youth concert series and special events such as the Morning Glory Crafts Fair. Public tours, gallery talks, artist demonstrations and special programs such as Talks and Teas and Travelogs are also offered. Community groups, civic, cultural, veterans and private organizations use the facilities regularly.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Charles Allis Art Museum	\$ 170,942	\$ 181,942	\$ 181,942

**MISSION**

The mission of the Charles Allis Art Museum and Villa Terrace Decorative Arts Museum of Milwaukee County is to fully utilize both museums, gardens and their art collections for community education and cultural enrichment. As a part of the Milwaukee County War Memorial Corporation, the museums honor the war dead by serving as "living memorials."

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County residents' and visitors' quality of life is improved through museum attractions and programs.	a. Number of visitors, community participation and volunteers for both museums.	a. 67,000.
2.	Milwaukee County youth have an enhanced opportunity to appreciate art/architecture and history.	a. Number of youth participating in Museum programs. b. Number of youth who show an increased interest in art, history and gardens.	a. 1,080 youth through school partnerships and 114 central city youth with Farm City Link. b. Establish baseline.

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CHARLES ALLIS ART MUSEUM

**UNIT NO.** 1918  
**FUND:** General - 0001

The total Charles Allis Art Museum budget consists of the following:

<b>CHARLES ALLIS ART MUSEUM BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b>Expenditures</b>			
Personal Services	\$ 133,856	\$ 172,978	\$ 172,978
Professional Fees	17,215	13,500	13,500
Advertising and Promotion	15,605	12,249	12,249
Meetings, Travel and Auto Allowance	287	612	612
Space and Utilities	50,955	54,407	54,048
Office and Administrative Supplies	13,383	7,446	7,446
Major Maintenance	0	5,000	5,000
<i>Total Charles Allis Expenditures</i>	<u>\$ 231,301</u>	<u>\$ 266,192</u>	<u>\$ 265,833</u>
<b>Revenues</b>			
Admissions	\$ 19,160	\$ 22,000	\$ 21,400
General	38,780	46,750	46,750
Interest Income from Charles Allis Trust Fund	10,976	12,500	12,141
Friends Group Support (FOCAL)	0	3,000	3,600
Contribution to Reserves Account	(8,557)	0	0
<b>Milwaukee County Contribution</b>	<u>170,942</u>	<u>181,942</u>	<u>181,942</u>
<i>Total Charles Allis Revenue</i>	<u>\$ 231,301</u>	<u>\$ 266,192</u>	<u>\$ 265,833</u>

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000 <u>Actual</u>	2000 <u>Budget</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b>Attendance</b>				
General Museum Attendance (includes Art Openings and Tours)	18,989	24,200	20,610	21,000
Concerts, Recitals	1,515	1,400	1,912	1,950
Private Rentals	2,777	5,600	5,005	5,005
Art Group Activities (includes "in-house" Art Groups)	642	950	1,383	1,000
Volunteer Activity	1,428	975	1,531	1,700
Meetings/Appointments	<u>1,753</u>	<u>1,200</u>	<u>2,220</u>	<u>2,200</u>
Total Attendance	27,104	34,325	32,661	32,855
Community Outreach Off-site	11,853	11,830	15,000	13,000

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

**UNIT NO.** 1923

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 15.105(16), 16.971, 20.505(4)(im) and 59.72 of the Wisconsin Statutes and County Board Resolution File 90-707(a), approved on November 8, 1990, the Milwaukee County Automated Land Information System (MCAMLIS) may design, develop and implement a land information system integrating property and ownership records with U.S. Public Land Survey referenced parcel-identified boundary information; prepare boundary-referenced parcel property maps suitable for producing accurate land title or survey boundary line information; and prepare maps of documented accuracy suitable for local planning. Pursuant to Section 59.43, funding for a land information office, modernization of land records and

the State of Wisconsin Land Information Program and Board is collected via a six-dollar surcharge on the County's existing four dollar Recording Fee. The additional six-dollar surcharge is split, with four dollars designated for the Milwaukee County Automated Land Information System and two dollars for the State Land Information Board. The County continues to retain its four dollar share of the Recording Fee.

Previous Register of Deeds Recording Fees	\$ 4
Fee for MCAMLIS	4
Fee for State Land Information Board	<u>2</u>
	<b>\$10</b>

<b>BUDGET SUMMARY</b>				
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>	2001/2002 <u>Change</u>
Services	\$ 842,594	\$ 999,000	\$ 999,000	\$ 0
County Service Charges	343	1,000	1,000	0
Abatements	(1,676)	0	0	0
Total Expenditures	<u>\$ 841,261</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 0</u>
Encumbrances	0	0	0	0
Total Expenditures & Encumbrances	841,261	1,000,000	1,000,000	0
State Grants	103,895	250,000	250,000	0
Sewer District & Utility Contributions	170,000	0	0	0
Recording Fee Surcharge	609,683	750,000	750,000	0
Total Revenue	<u>\$ 883,578</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 0</u>
Contribution to Reserve Account	42,317	0	0	0
Property Tax Levy	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**BUDGET HIGHLIGHTS**

- This appropriation provides 2002 expenditure authority of \$1,000,000 for the Automated Land Information System. Revenue of \$750,000 is projected to be collected from recording fees collected by the Register of Deeds earmarked for land information modernization by Section 59.88(5) Wisconsin Statutes and \$250,000 is expected to result from grants to be awarded to the County by the Wisconsin Land Information Board (WLIB). Contributions to this project from the private utilities, Ameritech, Wisconsin Electric and Wisconsin Gas, of \$520,000 each, were completed in 1994. A contribution from the Milwaukee Metropolitan Sewerage District, also in the amount of \$520,000, was completed in

2000. Milwaukee County is not required to provide tax levy dollars.

- Expenditure authority of \$1,000,000 is comprised of \$938,000, which represents a decrease of \$10,000 from the \$948,000 budgeted in 2001, to continue to develop the automated base map and parcel-based land information system as provided for in the plan approved by the County Board; \$60,000, representing an increase of \$10,000 from the \$50,000 budgeted in 2001, for surveying services provided by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) in performance of its duties as the Milwaukee County Surveyor under the

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

UNIT NO. 1923

FUND: General - 0001

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requirements of Section 59.60, Wisconsin Statutes; \$1,000 to obtain subdivision and map survey prints from the Register of Deeds; and \$1,000 for meeting and travel expenses.

- With the exception of that portion of the County comprised of the City of Milwaukee, work on the initial digital base map was largely completed by the end of 1998. By the end of 1999, work on the creation of a street address and real property parcel data base linked to the digital maps was also completed, again for that portion of the County outside the City of Milwaukee. Also during 1999, activities related to an ongoing maintenance effort were initiated to ensure that the automated base map is kept up-to-date for that portion of the County outside the City of Milwaukee. These activities continued during 2000 and 2001.
- During 1999, an update and extension of the County Land Records Modernization Plan was prepared and submitted to the Wisconsin Land Information Board (WLIB) in accordance with program requirements. The preparation of the updated Land Records Modernization Plan was needed to maintain County eligibility to retain Register of Deeds filing fees and to continue to receive grants under the provisions of the Wisconsin Land Information Program. The updated and extended plan was approved by the WLIB during 2000.
- The automated mapping base is to be enhanced by the creation of additional layers of information useful to County and local government. For example, during 2000, a digital land use mapping layer was completed. The preparation of a flood plain layer was initiated in 2001 and this work will continue during 2002 and 2003.
- During 2000 a major multi-year project to integrate the existing City of Milwaukee digital cadastral mapping into the County-wide system was initiated. This effort, which will continue during 2002, will require three to four additional years to complete and will require a total expenditure of between \$1,500,000 and \$2,000,000.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** OFFSET TO INTERNAL SERVICE CHARGES

**UNIT NO.** 1930

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Sections 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<u>Expenditures</u>			
Offset to Service Departments Charges	\$ 0	\$ (31,070,881)	\$ (33,825,784)
<u>Revenues</u>			
Offset to Service Departments Revenue	\$ 0	\$ (31,947,104)	\$ (33,459,250)
<b>Property Tax Levy</b>	<b>\$ 0</b>	<b>\$ 876,223</b>	<b>\$ (366,534)</b>

The purpose of this non-departmental budget is to reduce total County expenditures and revenues by the amount of charges from internal service fund departments to other County departments. Without this adjustment, total County expenditures and revenues would be overstated. \$366,534 in unallocated Fleet Management charges are housed in this non-departmental budget. Due to the timing

of completing the Recommended Budget, this allocation could not be made.

\$(33,459,250) of expenditure and revenue offsets reflects the charges from the following departments to other County departments:

<b>BUDGET SUMMARY</b>			
Organizational Unit	2001 <u>Budget</u>	2002 <u>Budget</u>	2001/2002 <u>Change</u>
1150 Dept. of Administration-Risk Management	\$ (4,943,103)	\$ (5,375,068)	\$ (431,965)
5070 DPW - Transportation Services	(2,787,649)	(2,852,851)	(65,202)
5080 DPW - Arch/Eng & Envir Services	(5,889,899)	(6,753,646)	(863,747)
5300 DPW - Fleet Management	(10,975,134)	(11,484,186)	(509,052)
5700 DPW - Facilities Managemen	(7,351,319)	(6,993,499)	357,820
Subtotal	\$ (31,947,104)	\$ (33,459,250)	\$ (1,512,146)
Allowance for Undistributed Crosscharges	876,223	(366,534)	(1,242,757)
Total	\$ (31,070,881)	\$ (33,825,784)	\$ (2,754,903)



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY BOARD**

**UNIT NO. 1000**  
**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

The nature, composition, powers, duties and responsibilities of County Boards are delineated in Chapter 59, Wisconsin Statutes, pursuant to Article IV, Sections 22 and 23 of the State Constitution. Each county in the State is a body corporate empowered to sue and be sued; to acquire and hold, lease or rent property; to enter into leases and to

make contracts. The power of the County can only be exercised by the County Board or pursuant to a resolution or ordinance adopted by it. The general powers of the Board are set forth in Section 59.07 of the Wisconsin Statutes.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 3,916,311	\$ 4,073,550	\$ 4,244,309	\$ 170,759
Services	193,031	194,800	253,700	58,900
Commodities	71,745	78,800	78,800	0
Other Charges	135,545	114,000	44,000	(70,000)
Capital Outlay	0	0	0	0
County Service Charges	679,169	835,231	898,553	63,322
Abatements	(656,949)	(814,305)	(874,167)	(59,862)
<b>Total Expenditures</b>	<b>\$ 4,338,852</b>	<b>\$ 4,482,076</b>	<b>\$ 4,645,195</b>	<b>\$ 163,119</b>
Other Direct Revenue	4,975	0	0	0
State & Federal Revenue	18,470	15,500	16,500	1,000
<b>Direct Property Tax Levy</b>	<b>\$ 4,315,407</b>	<b>\$ 4,466,576</b>	<b>\$ 4,628,695</b>	<b>\$ 162,119</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 38,940	\$ 48,335	\$ 61,755	\$ 13,420
Courthouse Space Rental	381,528	505,941	489,025	(16,916)
Document Services	33,527	33,043	26,526	(6,517)
Tech Support & Infrastructure	122,186	75,000	95,062	20,062
Distribution Services	10,430	20,492	13,300	(7,192)
Emergency Mgmt Services				0
Telecommunications	67,311	35,072	71,753	36,681
Record Center	2,953	3,854	4,267	413
Radio	0	0	0	0
Personal Computer Charges	0	66,000	66,000	0
Applications Charges	0	26,568	39,810	13,242
<b>Total Charges</b>	<b>\$ 656,875</b>	<b>\$ 814,305</b>	<b>\$ 867,498</b>	<b>\$ 53,193</b>
<b>Direct Property Tax Levy</b>	<b>\$ 4,315,407</b>	<b>\$ 4,466,576</b>	<b>\$ 4,628,695</b>	<b>\$ 162,119</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,972,282</b>	<b>\$ 5,280,881</b>	<b>\$ 5,496,193</b>	<b>\$ 215,312</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY BOARD

**UNIT NO.** 1000

**FUND:** General - 0001

**MISSION**

The mission of the Board of Supervisors is to ensure a responsive, accessible and accountable government for the people of the County of Milwaukee, and to establish County policies that enhance self-sufficiency, personal safety, economic opportunity and quality of life.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County residents enjoy a high level of fiscal stewardship from County Boards' oversight of public funds.	a. County bond ratings. b. Compliance with debt management and financing goals. c. Ratings by a pool of financial experts from the community.	a. Maintain or improve bond ratings from rating agencies. b. Comply with at least six of seven County goals. c. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.
2.	County residents benefit from publicly responsive policy development and adoption.	a. Ratings by a pool of community members actively engaged in sustaining and improving the quality of life of Milwaukee County residents.	a. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.
3.	County departments receive timely and helpful policy direction from the County Board that promotes the achievement of County-wide goals.	a. Ratings by Department heads and administrators and managers of contract agencies.	a. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 3,916,311	\$ 4,073,550	\$ 4,244,309	\$ 170,759
Position Equivalent (Funded)*	71.1	71.3	68.4	(2.9)
% of Gross Wages Funded	93.0	93.1	88.2	(4.9)
Overtime (Dollars)**	\$ 4,389	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

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## DEPARTMENT DESCRIPTION

### Legislative Services

The Milwaukee County Board of Supervisors is a body of 25 legislative representatives elected by residents of 25 supervisory districts in the County. Legislative Services includes 25 Board members who elect from their body the Chairperson of the Board and the First and Second Vice Chairpersons. Also included are 25 individually assigned positions of Legislative Assistant. Upper management of all County Board services is the responsibility of the Chairperson of the County Board, who also functions as the department head.

The Board's primary power is to determine policy and direct County government through the adoption of ordinances and resolutions. As such, the Board establishes programs, services and laws for the County. Among the Board's most effective means of establishing policy is the adoption of the annual County budget. The Board conducts its business through eight standing committees, various subcommittees and task forces.

At the committee level, members hear testimony from Supervisors proposing legislation and requests from departments and outside agencies regarding policy changes. The public is also afforded the opportunity to speak to committees on an issue. The committee or County Board members may amend legislation to reflect the will of the committee and then vote on it. Committee recommendations are sent to the County Board with a recommendation for approval or rejection. The full Board may further amend the resolution or ordinance, or may send it back to committee for additional study and referrals of questions. The full County Board then votes on a measure, accepting or rejecting it.

### Legislative Support Services

#### Research Services

Duties include specialized research analyses and studies for specific standing committees, subcommittees and other special committees of the County Board and preparation of resolutions, ordinances, and fiscal notes. Research staff are involved annually in the review, analysis and development of recommendations for the Finance and Audit Committee and the County Board on County-wide departmental operations and capital budget requests as presented in the Executive Budget.

#### Committee Services

Duties include committee meeting support essential to the operation of the County Board. Primary responsibilities are to enter, in appropriate files kept for that purpose, a complete record of all committee meetings, including attendance, appearances for and against pending matters, and to record and prepare minutes of meetings. These include all motions made and by whom, and how each member voted upon each matter considered, together with a final action by the committee.

#### Systems and Budget Services

Duties include management and maintenance of all computer and networking systems in the department, budget preparation, fiscal monitoring, accounts payable, and ordering of departmental supplies.

#### Public Information Services

Duties include the provision of information to the public through all written and visual media. Public Information also includes reception and constituent services.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

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## BUDGET HIGHLIGHTS

- Layoffs and reduced hours may be required as the County Board's lump sum reduction is increased \$134,628, from \$231,372 in 2001 to \$366,000 in 2002.
- Realignment of operating accounts is included in 2002, for no net tax levy change.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.47 of the Wisconsin Statutes and Chapter 57 of the Milwaukee County Ordinances, the Department of Audit is responsible for post auditing the fiscal concerns of Milwaukee County. The term audit is used to describe not only work done in examining financial statements, but also work done in reviewing internal accounting and administrative controls, compliance with applicable laws and regulations, economy and efficiency of operations, and effectiveness in achieving program results. The Department's audits are performed in accordance with Government Auditing Standards. In addition, the Department monitors contracts with

vendors of goods and services for compliance with equal opportunity and affirmative action requirements. The Department annually contracts for an audit of the financial statements of Milwaukee County and the Single Audit of Federal and State grants required by Federal OMB Circular A-133 and State Single Audit Guidelines. The staff also reconciles the County's checking accounts. In addition, the Department maintains a Hotline to receive information from citizens and employees regarding waste, fraud and abuse of Milwaukee County resources.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,635,407	\$ 1,676,775	\$ 1,800,558	\$ 123,783
Services	302,960	376,168	329,648	(46,520)
Commodities	14,298	19,791	19,791	0
Capital Outlay	48,282	0	0	0
County Service Charges	170,951	313,089	324,988	11,899
Abatements	(190,692)	(331,940)	(342,450)	(10,510)
<b>Total Expenditures</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change*</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	64,188	204,273	197,444	(6,829)
Document Services	3,887	3,059	3,076	17
Tech Support & Infrastructure	51,094	41,425	57,921	16,496
Distribution Services	309	1,299	394	(905)
Telecommunications	5,948	5,740	6,340	600
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	37,866	35,000	31,000	(4,000)
Applications Charges	0	13,744	18,875	5,131
<b>Total Charges</b>	<b>\$ 163,292</b>	<b>\$ 304,540</b>	<b>\$ 315,050</b>	<b>\$ 10,510</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,144,498</b>	<b>\$ 2,358,423</b>	<b>\$ 2,447,585</b>	<b>\$ 89,162</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**MISSION**

Through independent, objective and timely analysis of information, the Milwaukee County Department of Audit assists both policymakers and program managers in providing high quality services in a manner that is honest, efficient, effective and accountable to the citizens of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Improved pool of knowledge concerning Milwaukee County issues and programs among policy and administrative decision-makers.	a. Department heads' satisfaction with Audit services. b. County Board of Supervisors' satisfaction with Audit services.	a. 75% of survey responses have an average score indicating satisfied or better with Audit services. b. 75% of survey responses have an average score indicating satisfied or better with Audit services.
2.	Increased County Board level of confidence in Milwaukee County's management of resources and program administration.	a. County Board of Supervisors' confidence in Departments' management of resources and program administration.	a. 75% of survey responses have an average score indicating confidence in Milwaukee County's management of resources and program administration.
3.	Improved efficiency and effectiveness of Milwaukee County government services.	a. Dollar savings in the form of expenditure reductions, revenue enhancements or increased productivity of existing resources in relation to audit costs incurred. b. Number of recommendations or alternatives accepted by management consistent with County priority outcomes (i.e., improve services, reduce duplication, etc.).	a. Ratio of at least 2:1 dollar savings per dollar audit costs. b. At least 50 recommendations or alternatives for operation or program improvements implemented by management.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001  
**FUND:** General - 0001

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
4. Increased public trust and satisfaction with Milwaukee County government services.	a. Department heads' perceptions of public trust and satisfaction with Milwaukee County government services.  b. County Board of Supervisors' perceptions of public trust and satisfaction with Milwaukee County government services.  c. Public's perceptions concerning the issue of trust and satisfaction with Milwaukee County government services.	a. 75% of survey responses have an average score indicating the perception of reasonable public/client satisfaction with services provided.  b. At least 75% of survey responses have an average score indicating the perception that their constituents have trust in County government and are reasonably satisfied with County government services.  c. At least 51% of survey responses (utilizing planned annual or biannual County-wide citizen survey) have an average score indicating trust in County government and reasonable satisfaction with County government services.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,635,407	\$ 1,676,775	\$ 1,800,558	\$ 123,783
Position Equivalent (Funded)*	23.0	23.9	22.9	(1.0)
% of Gross Wages Funded	85.6	85.0	79.5	(5.5)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000 the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF AUDIT

UNIT NO. 1001

FUND: General - 0001

## BUDGET HIGHLIGHTS

- Personal Services have been adjusted to reflect the year 2002 employee increments of \$86,727, partially offset by an increase in the lump-sum salary reduction of \$44,028.
- The 2001 budget included an appropriation of \$50,000 to hire an outside auditor to assist the Department of Audit with a performance audit of the Department of Administration – Information Management Services Division (IMSD) encompassing the years 1998-2000. This appropriation is eliminated in 2002. This reduction helps offset other cost increases.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

PROFESSIONAL SERVICE CONTRACTS \$20,000+		
Contract Amount	Description	Provider
\$302,000	Outside Audit Service	Arthur Anderson

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Person-Hours Available (net of paid time off)	40,250	39,669	40,250	36,750
<u>Allocation of Available Hours</u>				
Financial/Internal Control Reviews	7,675	9,124	7,675	8,249
Economy & Efficiency/Program Results	13,625	6,058	13,625	5,063
EDP Projects	1,700	1,770	1,700	1,700
Special Projects/Hotline	4,000	5,426	4,000	5,400
Bank Reconciliation	3,500	3,689	3,500	3,632
Contract Compliance	1,750	1,762	1,750	1,750
Administration	6,500	9,131	6,500	8,256
Other Indirect Time	<u>1,500</u>	<u>2,709</u>	<u>1,500</u>	<u>2,700</u>
Total	40,250	39,669	40,250	36,750
<u>Contract Compliance Activities</u>				
Desk Audits of Affirmative Action Plans	300	412	300	300
Pre-Bid/On-Site Construction Reviews	170	173	205	180
Equal Employment Opportunity Certificates Processed	280	314	250	250
<u>Bank Reconciliation Section Activities</u>				
Accounts Reconciled	684	772	700	780



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – GENERAL OFFICE

**UNIT NO.** 1011

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.031 of the Wisconsin Statutes and Section 23-A of Article IV of the Wisconsin Constitution, the County Executive has the following duties and responsibilities:

Coordinate and direct all administrative and management functions of County government; appoint department heads; appoint members of

boards and commissions, subject to County Board confirmation; submit annually a recommended County budget to the County Board; communicate to the County Board the condition of the County or other matters requiring their attention; and approve or veto all resolutions or ordinances enacted by the County Board.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,001,395	\$ 1,087,192	\$ 1,152,381	\$ 65,189
Services	27,959	38,525	27,500	(11,025)
Commodities	10,293	14,789	8,800	(5,989)
Other Charges	500	2,000	500	(1,500)
County Service Charges	177,386	215,113	217,321	2,208
Abatements	(154,047)	(187,174)	(188,963)	(1,789)
<b>Total Expenditures</b>	<b>\$ 1,063,486</b>	<b>\$ 1,170,445</b>	<b>\$ 1,217,539</b>	<b>\$ 47,094</b>
<b>Total Direct Revenues</b>	<b>\$ 15,959</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,047,527</b>	<b>\$ 1,155,445</b>	<b>\$ 1,202,539</b>	<b>\$ 47,094</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 10,044	\$ 14,474	\$ 16,900	\$ 2,426
Courthouse Space Rental	93,528	124,022	119,876	(4,146)
Document Services	7,052	4,849	5,579	730
Tech Support & Infrastructure	20,733	12,144	15,480	3,336
Distribution Services	1,147	1,355	632	(723)
Emergency Mgmt Services	0	0	6,667	6,667
Telecommunications	5,466	6,037	5,827	(210)
Records Center	377	498	545	47
Personal Computer Charges	16,351	19,000	11,000	(8,000)
Applications Charges	0	4,795	6,457	1,662
<b>Total Charges</b>	<b>\$ 154,698</b>	<b>\$ 187,174</b>	<b>\$ 188,963</b>	<b>\$ 1,789</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,047,527</b>	<b>\$ 1,155,445</b>	<b>\$ 1,202,539</b>	<b>\$ 47,094</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,202,225</b>	<b>\$ 1,342,619</b>	<b>\$ 1,391,502</b>	<b>\$ 48,883</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – GENERAL OFFICE

**UNIT NO.** 1011

**FUND:** General - 0001

**MISSION**

The Milwaukee County Executive will work to create a safe, enjoyable and prosperous community for all people in Milwaukee County by providing leadership, guidance and vision, and managing and directing high quality, responsive and cost effective government services.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County government provides affordable services for all its people.	a. Percent increase in tax rate. b. Rate of increase of service fees.	a. Increase is reasonable. b. Increase is within the rate of inflation.
2.	Departments and divisions are well managed and provide Milwaukee County residents with high-quality services.	a. Departments operate within their budgets. b. Programs achieve desired goals.	a. All departments within County Executive control, based on Wisconsin State Statutes, operate within their budgets. b. Programs achieve desired goals.
3.	Milwaukee County adopts meaningful legislation that addresses the needs of its people.	a. County Executive's proposed legislation is adopted.	a. County Board adopts County Executive's proposed legislation.
4.	Constituents are served in a timely and responsive manner.	a. Percent of constituents who receive timely and responsive services.	a. 100% of constituents are served.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,001,395	\$ 1,087,192	\$ 1,152,381	\$ 65,189
Position Equivalent (Funded)*	13.2	13.1	12.8	(0.3)
% of Gross Wages Funded	94.9	93.5	91.2	(2.3)
Overtime (Dollars)**	\$ 0	\$ 480	\$ 480	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY EXECUTIVE – GENERAL OFFICE

UNIT NO. 1011  
FUND: General - 0001

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## BUDGET HIGHLIGHTS

- Operating expenditures are reduced \$18,514 due to fiscal constraints.
- Due to the \$20,688 increase in the lump sum salary adjustment in 2002 from \$54,240 to \$74,928, it is necessary to hold the four Student Intern positions vacant during 2002.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

UNIT NO. 1018

FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

The Milwaukee County Commission for Handicapped and Disabled Persons was established March 21, 1978, under Chapter 73 of the Milwaukee County Ordinances, to "promote the independence of Milwaukee County's handicapped and disabled persons." Consistent with this charge, the Commission is empowered, by Section 73.09, to:

"advise the County Board of Supervisors of the needs of handicapped and disabled persons within Milwaukee County, and the status of existing services designed to meet those needs, and may recommend any new program, accommodation or service required to meet such needs."

County Board Resolution 90-1036, adopted January 17, 1991, establishes the Director of the Milwaukee County Executive Office for Persons with Disabilities as the Americans with Disabilities Act (ADA) Compliance Officer for Milwaukee County government. The Office for Persons with Disabilities provides the staff to assure that Milwaukee County citizens receive cost-efficient and effective services, reliable and comprehensive disability-related information and professional relationships that promote cooperation and effective collaboration, and to assure that Milwaukee County programs, services, and facilities are accessible to people with disabilities.

## TASKS AND ACTIVITIES

- Advise the Disabled Expanded Certification Appointment (DECA) program: an affirmative action program for hiring qualified persons with disabilities.
  - Reduce barriers to Specialized Transportation Programs.
  - Implement an integrated model of special recreation programs for people with disabilities.
  - Secure job accommodation services to assure that Milwaukee County employees with disabilities retain employment.
  - Provide interpreter services for hearing impaired citizens.
  - Provide alternative access (Braille, large print, and audible) to County materials.
  - Oversee Milwaukee County's Building Accessibility Program.
  - Produce office publications, Handi-NEWS & NOTES and other brochures (Able to Be Used) as needed.
  - Provide assistance in mainstreaming citizens with disabilities into every facet of Milwaukee County's functioning.
- Oversee the implementation and compliance with the ADA (Public Law 101-336) and the 504 regulations of the Rehabilitation Act (29 USC, Sec. 894).

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 339,774	\$ 363,028	\$ 472,687	\$ 109,659
Services	69,125	107,690	111,440	3,750
Commodities	5,043	7,300	9,300	2,000
Other Charges	0	0	98,397	98,397
Capital Outlay	0	2,000	27,500	25,500
County Service Charges	63,239	75,670	76,138	468
Abatements	(166,964)	(221,450)	(238,265)	(16,815)
<b>Total Expenditures</b>	<b>\$ 310,217</b>	<b>\$ 334,238</b>	<b>\$ 557,197</b>	<b>\$ 222,959</b>
<b>Total Revenues</b>	<b>\$ 230</b>	<b>\$ 0</b>	<b>\$ 25,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 309,987</b>	<b>\$ 334,238</b>	<b>\$ 532,197</b>	<b>\$ 222,959</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 252	\$ 6,573	\$ 8,911	\$ 2,338
Courthouse Space Rental	22,092	29,303	28,324	(979)
Document Services	14,064	15,846	11,127	(4,719)
Tech Support & Infrastructure	8,570	7,855	9,701	1,846
Distribution Services	2,725	3,479	3,475	(4)
Telecommunications	2,940	2,597	3,134	537
Records Center	107	162	155	(7)
Radio	0	0	0	0
Personal Computer Charges	5,164	6,000	6,000	0
Applications Charges	0	2,432	3,872	1,440
<b>Total Charges</b>	<b>\$ 55,914</b>	<b>\$ 74,247</b>	<b>\$ 74,699</b>	<b>\$ 452</b>
<b>Direct Property Tax Levy</b>	<b>\$ 309,987</b>	<b>\$ 334,238</b>	<b>\$ 532,197</b>	<b>\$ 197,959</b>
<b>Total Property Tax Levy</b>	<b>\$ 365,901</b>	<b>\$ 408,485</b>	<b>\$ 606,896</b>	<b>\$ 198,411</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

**MISSION**

It is the mission of the Office for Persons with Disabilities to effectively employ Milwaukee County and community resources to assure that people with disabilities share equally in programs, services and facilities of the County. The Office will provide high quality, responsive services that enhance self-sufficiency, personal safety, economic opportunity and quality of life for all people with disabilities.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County programs and services are accessible to people with disabilities.	a. Percent of sign language interpretation requests filled. b. Percent of complaints of job accommodation resolved through consultation. c. Number of people with disabilities interested in, and/or hired and retained, for Milwaukee County jobs. d. Percent of people who contact office for specialized transportation assistance that have their problems resolved. e. Department recreation programs are welcoming and accessible to people with disabilities. f. Number of people with disabilities who participate in recreational activities sponsored by office or other County programs. g. Percent of department RFP's that include ADA provisions in requests for proposals. h. Number of departments that include universal design concepts in development of web sites and E-commerce site.	a. 100% of department sign language interpreting requests will be filled by office with no consumer violations filed for failure to be accommodated. b. 75% of consultations will result in resolving the complaint. c. 72 DECA applications of interest processed; 18 DECA hires with 75% retaining employment for five months or longer. d. 75% of people with disabilities experiencing barriers to specialized transportation will have problem resolved. e. 80% of surveyed participants found Milwaukee County recreation to be both welcoming and accessible. f. 500 people with disabilities will participate in sporting events sponsored by office or other County programs. g. 75% of reviewed Milwaukee County RFPs will include provisions to be ADA compliant. h. 100% of newly launched web sites and E-commerce sites will be reviewed and conform to accessibility standards.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
2.	People with disabilities experience fewer barriers in their use of Milwaukee County facilities.	a. Number of Milwaukee County building plans that comply with accessibility requirements. b. Departments providing recreation will identify barrier removal for inclusion in the capital budget. c. Percent of area surveyed for modifications that are fixed. d. Number of leases and contracts that have ADA language.	a. 12 buildings and 24 parking areas will be evaluated with renovation plans adopted and completed within one year. b. All major projects will be identified for inclusion in the capital budget within a five-year schedule. c. 75% of areas surveyed will be maintained with readily achievable barriers regulated. d. All standard Milwaukee County leases and contracts will have ADA language.
3.	Milwaukee County departments increasingly use "best practices" in providing services to people with disabilities.	a. Percent of Milwaukee County departments involved in training opportunities sponsored by office. b. Departments providing recreation will include access planning in preparation for their programs, services and activities. c. Number of hours of requested technical assistance or disability-related literature searches. d. Number of departments/ organizations that collaborate on joint access projects with Milwaukee County departments and community partners.	a. 50% of Milwaukee County departments will be involved in disability-related training sponsored by office. b. 12 recreational access plans will be completed for programs, services and activities. c. Departments will request 60 hours. d. Eight departments or organizations will invite or accept office participation on joint projects.
4.	Communication between County departments and people with disabilities improves.	a. Number of Milwaukee County departments that contribute to office newsletter and County web sites to communicate with people with disabilities.	a. Departments will contribute or collaborate on 12 articles to newsletter and an increased number of web site hits will be recorded.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 339,774	\$ 363,028	\$ 472,687	\$ 109,659
Position Equivalent (Funded)*	6.5	6.4	7.4	1.0
% of Gross Wages Funded	100.0	99.0	100.0	1.0
Overtime (Dollars)**	\$ 4,572	\$ 13,752	\$ 13,752	\$ 0
Overtime (Equivalent to Positions)	0.1	0.3	0.3	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>PERSONNEL CHANGES</b>				
<b>Job Title/Classification</b>	<b>Action</b>	<b>Number of Positions/FTE Percent</b>	<b>Division</b>	<b>Cost of Positions</b>
Community Recreation Coord	Create	1/100%	Office for Persons with Disabilities	\$ 54,224
			<b>TOTAL</b>	<b>\$ 54,224</b>

**BUDGET HIGHLIGHTS**

- An amount of \$25,000 is budgeted for the purpose of meeting the terms of a court settlement between Milwaukee County and the Wisconsin Coalition for Advocacy concerning paratransit services. The funds will be used to provide "one-time" barrier removal for low and moderate income persons who might not otherwise be able to use the Milwaukee County Paratransit System. The court agreement provides that a total of \$120,000 will be spent for barrier removal initiatives. The sum of \$35,000 was expended in 2000 with Transit funds, \$60,000 of Potawatomi revenue was utilized in 2001 and \$25,000 is included in the 2002 Office for Persons with Disabilities budget to comply with the legal settlement. This expenditure is offset by \$25,000 in revenue from loan repayments to the Suburban Community Development Block Grant Home Repair Loan Program.
- Crosscharges for interpreter and other services the Office for Persons with Disabilities provides to County departments increase \$16,363, from \$147,203 to \$163,566. This increase is offset by \$16,363 in reductions in various operating accounts.
- An allocation of \$200,000 is provided for the Office for Persons with Disabilities to assume responsibility for specialized recreational programming of the type formerly provided by the Parks Department Wil-O-Way programs.

The funds will be utilized to transition from segregated recreational programs to an integrated community model and for contracted recreation services from community not-for-profit organizations to assure that Milwaukee County's recreational programs, services and activities are accessible to people with disabilities.

They will also support creation of one position of Community Recreation Coordinator. The position will explore the feasibility of other partnerships with disability related agencies, seek alternative funding sources to support programs, services and activities, and oversee compliance with Americans with Disabilities Act (ADA) requirements for integrated programs, services and activities. In addition, the position will market Milwaukee County programs, services and activities to service organizations and people with disabilities.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$22,000	Sign Language Interpreting	Steve Sand

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Commission Meetings	11	11	11	11
Job Accommodation/Disabled Employee Consultations	90	120	120	120
Specialized Transportation Assessments	110	200	200	200
Interpreter Service - Hours	4,400	3,251	4,400	4,400
Handi-NEWS & NOTES - Circulation	67,000	71,925	70,000	70,000

**OFFICE FOR PERSONS WITH DISABILITIES  
EXPENDABLE TRUST (Org. 0601)**

Created in 1983, the Milwaukee County Commission for Persons with Disabilities has maintained an expendable trust fund to benefit Milwaukee County residents with disabilities. Consistent with applicable Milwaukee County policy and procedure, the Commission initiates fiscal actions which require approval from the County Board's Committee on Health and Human Needs. The Commission works to generate revenue for the fund through various activities throughout the year.

<b>BUDGET SUMMARY</b>		
<u>Expenditure</u>	<u>Revenue</u>	<u>Tax Levy</u>
\$ 2,500	\$ 2,500	\$ 0

Total 2002 expenditures and revenues for the Disabilities Expendable Trust Fund are \$2,500 and include the following:

Expenditure

\$2,500 For the activities of the Commission throughout the year including but not limited to, the Christmas In May project, disability related conferences/training, etc., and sponsorships.

Revenue

\$2,500 From donations.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

This division of the County Executive's office was created by County Board action of July 14, 1976 (File No. 76-514), to coordinate and develop a program for Milwaukee County which assists in

defining areas where modifications to State and Federal legislation should be developed and introduced.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 396,956	\$ 470,630	\$ 415,772	\$ (54,858)
Services	97,890	120,769	118,209	(2,560)
Commodities	3,443	7,100	6,918	(182)
Other Charges	0	0	0	0
Capital Outlays	0	13,100	800	(12,300)
County Service Charges	41,806	53,669	57,794	4,125
Abatements	(38,170)	(49,110)	(52,040)	(2,930)
<b>Total Expenditures</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 4,272	\$ 5,035	\$ 5,552	\$ 517
Courthouse Space Rental	20,688	27,434	26,517	(917)
Document Services	200	1,495	159	(1,336)
Tech Support & Infrastructure	4,463	5,712	7,680	1,968
Distribution Services	26	35	33	(2)
Telecommunications	5,079	3,752	5,414	1,662
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	3,442	4,000	4,000	0
Applications Charges	0	1,647	2,685	1,038
<b>Total Charges</b>	<b>\$ 38,170</b>	<b>\$ 49,110</b>	<b>\$ 52,040</b>	<b>\$ 2,930</b>
<b>Direct Property Tax Levy</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>
<b>Total Property Tax Levy</b>	<b>\$ 540,095</b>	<b>\$ 665,268</b>	<b>\$ 599,493</b>	<b>\$ (65,775)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020

**FUND:** General - 0001

**MISSION**

The mission of Intergovernmental Relations shall be to vigorously and aggressively pursue, in a partisan changing political environment, State and Federal resources, with special concentration in those areas of need as determined by the County Executive and the County Board of Supervisors.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and County Department and Division Directors are well informed of State and Federal budgetary and policy legislation as it relates to County government.	a. County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and Department and Division Directors satisfaction with the timeliness and usefulness of reports and updates.	a. County Executive, County Board Supervisors and Department and Division Directors are generally satisfied with the reports and updates.
2.	Through an aggressive legislative program, State and Federal resources are pursued for Milwaukee County.	a. Milwaukee County's financial interests are brought to the attention of the Legislature, namely the Legislature's Joint Finance Committee, during the State budget process.	a. Over a period of four years the County maintains State and Federal funding streams.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 396,956	\$ 470,630	\$ 415,772	\$ (54,858)
Position Equivalent (Funded)*	4.5	5.0	4.0	(1.0)
% of Gross Wages Funded	91.8	100.0	80.0	(20.0)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020  
**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- A lump sum salary reduction of \$76,164 is created to establish a net salary budget that is 80% of gross wages. This reduction is equal to one position.
- Professional services increase \$2,310, from \$76,999 to \$79,309, to reflect the 3% increase anticipated in the annual contract of the Washington, D.C. lobbying firm retained by the Department to assist with Federal lobbying efforts.
- Travel expenditures decrease \$4,000, from \$36,000 to \$32,000, based on less travel in a non-State budget year. Mileage reimbursement increased 6% in 2001 and is expected to increase again in 2002.
- An appropriation of \$800 is included to replace a printer/fax in the Madison office.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$79,309	Federal Lobbying Services	Waterman & Associates

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY EXECUTIVE – VETERANS SERVICE**

**UNIT NO. 1021**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

The Veterans Service Office operates pursuant to Section 45.43 of the Wisconsin Statutes. Its purpose is to develop and coordinate programs for Milwaukee County veterans and their dependents. The Veterans Service Office advises and informs Milwaukee County veterans concerning any problems arising from service in the armed forces of the United States and assists veterans and their dependents or survivors in the preparation of claims or applications for Federal, State and County benefits to which they may be entitled. The

Veterans Service Office works with Federal, State and accredited veterans organizations whose primary responsibilities are the general well-being of the veterans community. The Veterans Service Office coordinates its work with other community agencies when issues related to veterans have varied implications.

The Veterans Service Commission operates under Section 45.12 of the Wisconsin Statutes and its responsibility is in the area of aid to veterans.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 199,594	\$ 201,946	\$ 223,926	\$ 21,980
Services	11,078	13,013	13,013	0
Commodities	16,282	16,582	16,582	0
Other Charges	201,716	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	48,770	67,278	72,408	5,130
Abatements	(47,806)	(66,413)	(71,600)	(5,187)
<b>Total Expenditures</b>	<b>\$ 429,634</b>	<b>\$ 232,406</b>	<b>\$ 254,329</b>	<b>\$ 21,923</b>
<b>Total Revenues</b>	<b>\$ 214,716</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 214,918</b>	<b>\$ 219,406</b>	<b>\$ 241,329</b>	<b>\$ 21,923</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 5,472	\$ 7,407	\$ 10,774	\$ 3,367
Courthouse Space Rental	33,264	44,112	42,637	(1,475)
Document Services	73	70	58	(12)
Tech Support & Infrastructure	2,836	6,424	7,680	1,256
Distribution Services	645	450	823	373
Telecommunications	2,934	2,276	3,127	851
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	2,582	4,000	4,000	0
Applications Charges	0	1,674	2,501	827
<b>Total Charges</b>	<b>\$ 47,806</b>	<b>\$ 66,413</b>	<b>\$ 71,600</b>	<b>\$ 5,187</b>
<b>Direct Property Tax Levy</b>	<b>\$ 214,918</b>	<b>\$ 219,406</b>	<b>\$ 241,329</b>	<b>\$ 21,923</b>
<b>Total Property Tax Levy</b>	<b>\$ 262,724</b>	<b>\$ 285,819</b>	<b>\$ 312,929</b>	<b>\$ 27,110</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – VETERANS SERVICE.

**UNIT NO.** 1021

**FUND:** General - 0001

**MISSION**

The mission of the Milwaukee County Department of Veterans Service is to acknowledge the service and sacrifice of our veterans and their family members by providing separate and special assistance that is to be available to these honored members of our society.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County area veterans improve their financial situations and educational status through Wisconsin Department of Veterans Affairs personal loans.	a. Number of personal loans.	a. 10% increase in number of personal loans.
2.	Milwaukee County area veterans maintain or improve their housing quality and house values through Wisconsin Department of Veterans Affairs home improvement loans.	a. Number of home improvement loans.	a. 10% increase in number of home improvement loans.
3.	Financially or health troubled Milwaukee County area veterans receive subsistence or health care aid grants from the Wisconsin Department of Veterans Affairs.	a. Number of Health Care Aid grants made. b. Number of Subsistence Aid grants made.	a. 10% increase in number of Health Care Aid grants. b. 10% increase in number of Subsistence Aid grants.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 199,594	\$ 201,946	\$ 223,926	\$ 21,980
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – VETERANS SERVICE

**UNIT NO.** 1021

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance

is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Flag Holders Provided	110	56	110	100
Full and Part-Time Education Grants	700	416	700	500
Health Care Aid and Subsistence Grants	60	170	70	170
Personal Loan Program	75	121	75	100
Certificates of Eligibility	400	333	400	400
Vital Records Procured	900	1,046	900	900
Graves Registration	500	130	500	200
Wisconsin Veterans Home Admissions	10	18	10	12
Home Improvement Loans Program (HILP)	20	17	20	20
Retraining Grants	20	19	20	20
New Files Created	300	518	300	400
First Mortgage Home Loans	150	83	150	100



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

**UNIT NO.** 1040  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Disadvantaged Business Development (DBD) Section of the Department of Administration – Fiscal Affairs Division is responsible for administering the County's DBD program. Chapter 42 of the Milwaukee County Ordinances sets forth the policy and definitions of Milwaukee County's disadvantaged, minority and women business

enterprise (DBE/MBE/WBE) participation in procurement and public works contracts; enforcement of MBE/WBE participation; and the contractor/vendor appeal procedure for findings of non-compliance and sanctions.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 602,973	\$ 557,968	\$ 579,675	\$ 21,707
Services	282,608	657,300	91,080	(566,220)
Commodities	16,264	13,957	9,457	(4,500)
Other Charges	0	0	0	0
Debt & Depreciation	4,880	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	82,332	125,855	124,308	(1,547)
Abatements	(68,711)	(120,386)	(124,066)	(3,680)
<b>Total Expenditures</b>	<b>\$ 920,346</b>	<b>\$ 1,234,694</b>	<b>\$ 680,454</b>	<b>\$ (554,240)</b>
Direct Revenue	953,520	612,023	585,308	(26,715)
Indirect Revenue	0	549,408	0	(549,408)
<b>Total Revenue</b>	<b>\$ 953,520</b>	<b>\$ 1,161,431</b>	<b>\$ 585,308</b>	<b>\$ (576,123)</b>
<b>Direct Property Tax Levy</b>	<b>\$ (33,174)</b>	<b>\$ 73,263</b>	<b>\$ 95,146</b>	<b>\$ 21,883</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 13,848	\$ 8,725	\$ 5,411	\$ (3,314)
Courthouse Space Rental	47,172	95,648	92,449	(3,199)
Document Services	1,788	2,899	1,414	(1,485)
Tech Support & Infrastructure	362	0	10,145	10,145
Distribution Services	548	3,059	699	(2,360)
Telecommunications	2,772	2,633	2,955	322
Records Center	2,197	2,517	3,175	658
Radio	0	0	0	0
Personal Computer Charges	0	0	5,000	5,000
Applications Charges	0	0	2,818	2,818
<b>Total Charges</b>	<b>\$ 68,687</b>	<b>\$ 115,481</b>	<b>\$ 124,066</b>	<b>\$ 8,585</b>
<b>Direct Property Tax Levy</b>	<b>\$ (33,174)</b>	<b>\$ 73,263</b>	<b>\$ 95,146</b>	<b>\$ 21,883</b>
<b>Total Property Tax Levy</b>	<b>\$ 35,513</b>	<b>\$ 188,744</b>	<b>\$ 219,212</b>	<b>\$ 30,468</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

**UNIT NO.** 1040  
**FUND:** General - 0001

**MISSION**

The Disadvantaged Business Development section establishes DBE goals, certifies DBE firms, monitors and enforces contract compliance, and promotes business opportunities and capacity building which increase overall economic viability for small and disadvantaged businesses in Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Disadvantaged Business Enterprise (DBE) have greater participation in County professional service contracts, capital projects and procurements.	a. Annual amount of participation in professional service contracts, capital projects and procurements.	a. Annual increase in the overall amount of DBE participation.
2.	Disadvantaged Business Enterprise participation waivers decrease wherever subcontractable opportunities exist.	a. Annual number of participation waivers in professional service contracts, capital projects and other procurements.	a. Annual decreases in the number of DBE participation waivers granted.
3.	Disadvantaged Business Enterprise certifications issued increase.	a. Annual number of DBE certification applications received and processed increase.	a. The pool of Ready, Willing and Able (RWA) certified DBE's increases annually.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 602,973	\$ 557,968	\$ 579,675	\$ 21,707
Position Equivalent (Funded)*	10.1	8.7	7.7	(1.0)
% of Gross Wages Funded	100.0	84.1	85.9	1.8
Overtime (Dollars)**	\$ 2,242	\$ 1,632	\$ 1,632	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

UNIT NO. 1040  
FUND: General - 0001

## DEPARTMENT DESCRIPTION

The Disadvantaged Business Development section is responsible for the activities related to promoting successful growth of disadvantaged, minority and women-owned businesses in Milwaukee County. Specific responsibilities include contract compliance monitoring, ensuring that County procurement of contractors and suppliers complies with Federal and County DBD requirements, administering revolving loan accounts to provide short-term assistance to qualifying DBD firms, and developing various DBD seminars on effective business operations.

## BUDGET HIGHLIGHTS

- The lump sum salary reduction is maintained at a level to establish a net salary budget that is 85.9% of gross wages.
- Expenditures and revenues each decrease \$290,000 due to the elimination of funding for the local business development program. This initiative was begun in the last quarter of 2001, with appropriate funds encumbered for carryover to 2002 for continuation of the program. Revenue for 2002 decreases an additional \$100,000 based on experience.
- Expenditures and revenues each decrease \$137,020 to reflect completion of the Miller Park compliance contract.
- Funding for CHAMP software support decreases \$60,000, from \$75,000 to \$15,000, based on the amount of the project remaining to be completed in 2002.
- The appropriation for outreach/expo consultants decreases \$25,000, from \$50,000, to \$25,000, based on 2001 experience.
- Consultant expenditures for the mentor protégé program and the e-commerce program each decrease \$25,000. The continuation of these projects in 2002 will be based on funding encumbered in 2001.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL SERVICE COMMISSION

**UNIT NO.** 1110

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 63.01 to 63.03 of the Wisconsin Statutes, there shall be a civil service commission in every county containing 500,000 or more residents.

The five-member Civil Service Commission conducts hearings on the merit system and, when necessary, makes recommendations to the County Board or its committees. The Civil Service Commission budget includes the following two programs:

1. Quasi-Judicial – The Civil Service Commission acts as an adjudicating body, conducting hearings on merit system violations and appeals of actions taken by the Director of Human Resources and rendering decisions thereon.
2. Administrative – The Civil Service Commission exercises administrative control over the merit system, including promulgation of rules.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services	\$ 46,254	\$ 49,189	\$ 53,314	\$ 4,125
Services	6,950	10,000	10,000	0
County Service Charges	5,185	5,266	1,479	(3,787)
Abatements	(90)	(182)	0	182
<b>Total Expenditures</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>
<b>Direct Property Tax Levy</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	0	0	0	0
Document Services	0	0	0	0
Tech Support & Infrastructure	90	0	0	0
Distribution Services	0	0	0	0
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	182	0	(182)
<b>Total Charges</b>	<b>\$ 90</b>	<b>\$ 182</b>	<b>\$ 0</b>	<b>\$ (182)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>
<b>Total Property Tax Levy</b>	<b>\$ 58,389</b>	<b>\$ 64,455</b>	<b>\$ 64,793</b>	<b>\$ 338</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL SERVICE COMMISSION

**UNIT NO.** 1110

**FUND:** General - 0001

**MISSION**

The Civil Service Commission will serve the residents of Milwaukee County by conducting hearings and rendering decisions on merit system violations and appeals of actions taken by the Director of Human Resources and through the adoption and amendment of rules and regulations governing the merit system.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Civil Service rules are properly amended to meet the needs of Milwaukee County and to reflect changes in the area labor market.	a. Number of requests for Civil Service rule waivers. b. Number of Civil Service rule waivers granted.	a. Requests for Civil Service rule waivers are reduced by 50%. b. Civil Service rule waivers granted are reduced by 50%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 46,254	\$ 49,189	\$ 53,314	\$ 4,125
Position Equivalent (Funded)*	5.0	5.0	5.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- None.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance

is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: CIVIL SERVICE COMMISSION

UNIT NO. 1110

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 <u>Budget</u>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
Number of Meetings	6	7	6	6
Hours Spent in Session	15	11	12	12
A. <u>Quasi-Judicial</u>				
Merit System Violations Filed	3	1	2	2
Employee/Applicant Appeals	50	14	40	30
B. <u>Administrative</u>				
Positions Transferred from Classified to Exempt	5	0	2	2
Rule Changes	5	3	2	2
Rule Waivers	20	16	10	15



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 33 of the Milwaukee County Ordinances, the Personnel Review Board consists of five members functioning as a quasi-judicial body to review all disciplinary charges filed by appointing authorities or other persons authorized to file charges alleging that an officer or employee in Milwaukee County classified service has acted in such a manner as to show them to be incompetent to perform their duties or to have merited discipline, demotion, or discharge pursuant to State Statute 63.10 or 63.12; to hear all appeals by non-represented County employees of rulings made in

the final step of the established County grievance procedure; to act as final arbitrator over grievances not appealed to arbitration under Union labor contracts; and to act as the "Independent Fact Finder" to determine whether violations of the Ethics Code exist in all cases referred to the Personnel Review Board by the Ethics Board, pursuant to Chapter 9 Code of Ethics, Milwaukee County Ordinances. The Board also reviews the rules, practices and procedures of the Civil Service Commission.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 116,443	\$ 130,791	\$ 123,228	\$ (7,563)
Services	7,529	14,575	13,760	(815)
Commodities	728	1,027	950	(77)
County Service Charges	16,919	18,564	17,086	(1,478)
Abatements	(16,235)	(18,454)	(16,938)	1,516
<b>Total Expenditures</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	10,908	14,469	13,985	(484)
Document Services	546	375	432	57
Tech Support & Infrastructure	4,354	1,425	1,455	30
Distribution Services	107	1,118	137	(981)
Telecommunications	320	325	341	16
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	252	588	336
<b>Total Charges</b>	<b>\$ 16,235</b>	<b>\$ 17,964</b>	<b>\$ 16,938</b>	<b>\$ (1,026)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>
<b>Total Property Tax Levy</b>	<b>\$ 141,619</b>	<b>\$ 164,467</b>	<b>\$ 155,024</b>	<b>\$ (9,443)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

**MISSION**

The Milwaukee County Personnel Review Board must assure a fair and impartial due process hearing for the discipline or discharge of County employees as provided by law and prescribed under Wisconsin State Statutes 63.10 and 63.12, Chapters 17.207 and 33 of the Milwaukee County Ordinances, and cases referred under Chapter 9, Milwaukee County Ordinances.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Employee gets a fair and impartial hearing.	a. Fair: Provide biweekly hearings to meet Wisconsin Statutes 21 day requirement. b. Impartial: Hear testimony and evidence of parties	a. Hold a minimum of 27 meetings annually. b. Meet in session 95 hours.
2.	Disciplinary actions are supported by testimony and evidence.	a. Process cases according to Wisconsin Statutes 63.10 and 63.12 and Chapters 9, 17.207 and 33 of C.G.O.	a. 100% of cases will be processed according to the law.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 116,443	\$ 130,791	\$ 123,228	\$ (7,563)
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**BUDGET HIGHLIGHTS**

- Personal Services decrease \$7,563 due to the elimination of funding for sick leave retirement payout of the secretarial position during 2001.
- In the 2002 Budget, the Personnel Review Board staff is transferred under the administrative authority of the Department of Administration to provide support and back-up

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

as well as managerial support on an as needed basis.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first

certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000	2000	2001	2002
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Discipline/Grievance Hearings Placed on Docket	125	125	120	130
Number of PRB Meetings with Hearings	27	27	27	27
Hours Met in Session	90	90	95	95



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: CORPORATION COUNSEL**

**UNIT NO. 1130**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.42 of the Wisconsin Statutes, the Corporation Counsel prosecutes or defends all civil actions in which the County, or any of its boards, commissions, committees, departments or officers is interested or a party; issues opinions; drafts County ordinances and resolutions; drafts proposed legislation; processes commitments of mentally ill persons; drafts protective placement pleadings and guardianships for "developmentally

disabled and aged infirm persons;" and acts as general counsel for the County in all civil matters in all Federal and State courts and before all Federal, State and County administrative bodies and agencies. In addition, pursuant to statutes, the Corporation Counsel represents State agencies or the Attorney General in civil matters and prosecutes various civil remedies mandated by State law.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,044,611	\$ 2,124,365	\$ 2,245,140	\$ 120,775
Services	83,218	115,915	110,476	(5,439)
Commodities	26,584	32,660	18,960	(13,700)
Other Charges	647,135	542,400	343,400	(199,000)
Capital Outlays	7,957	11,800	0	(11,800)
County Service Charges	204,560	269,531	278,265	8,734
Abatements	(738,947)	(811,427)	(923,581)	(112,154)
<b>Total Expenditures</b>	<b>\$ 2,275,118</b>	<b>\$ 2,285,244</b>	<b>\$ 2,072,660</b>	<b>\$ (212,584)</b>
<b>Total Revenues</b>	<b>\$ 141,710</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,133,408</b>	<b>\$ 2,160,244</b>	<b>\$ 1,947,660</b>	<b>\$ (212,584)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 21,036	\$ 22,849	\$ 28,325	\$ 5,476
Courthouse Space Rental	120,600	159,926	154,580	(5,346)
Document Services	5,006	3,778	3,961	183
Tech Support & Infrastructure	29,391	23,580	29,504	5,924
Distribution Services	806	1,834	1,027	(807)
Telecommunications	6,174	6,668	6,582	(86)
Records Center	4,038	5,688	5,835	147
Radio	0	0	0	0
Personal Computer Charges	4,303	24,000	22,000	(2,000)
Applications Charges	0	9,859	13,767	3,908
<b>Total Charges</b>	<b>\$ 191,354</b>	<b>\$ 258,182</b>	<b>\$ 265,581</b>	<b>\$ 7,399</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,133,408</b>	<b>\$ 2,160,244</b>	<b>\$ 1,947,660</b>	<b>\$ (212,584)</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,324,762</b>	<b>\$ 2,418,426</b>	<b>\$ 2,213,241</b>	<b>\$ (205,185)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CORPORATION COUNSEL

**UNIT NO.** 1130

**FUND:** General - 0001

**MISSION**

It is the mission of the Office of Corporation Counsel to ensure that Milwaukee County, its officers, employees, and agents adhere to all applicable legal requirements, and to minimize personal and fiscal liability for the aforementioned group.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The legal interests of Milwaukee County are protected.	a. Percent of cases resolved by pretrial evaluation. b. Percent of claims that result in lawsuits.	a. 90%. b. 10%.
2.	County department managers are aware of and comply with employee relations laws.	a. Reduction of inquiries regarding appropriate procedures. b. Reduction of claims of discrimination due to an employee's disability. c. Reduction of claims alleging a violation of FMLA. d. Reduction of claims alleging sexual harassment or retaliation. e. Reduction of appeals of disciplinary action.	a. 20% reduction of inquiries regarding appropriate procedures. b. 20% reduction of claims of discrimination due to an employee's disability. c. 20% reduction in claims alleging a violation of FMLA. d. 20% reduction in claims alleging sexual harassment or retaliation. e. 20% reduction of appeals of disciplinary action.
3.	Workers' Compensation expenditures are effectively controlled.	a. Number of hearings settled or defended for lower payment than reserved.	a. 70% defended within outstanding reserves set by Risk Management.
4.	Milwaukee County's interest in employee discipline and discharge hearings is protected.	a. Percent of cases that are resolved by getting result initially sought or agreed to by the appointing authority. b. Number of cases that have insufficient evidence to sustain the charges brought by the appointing authority.	a. 85%. b. 3%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,044,611	\$ 2,124,365	\$ 2,245,140	\$ 120,775
Position Equivalent (Funded)*	24.2	23.7	22.5	(1.2)
% of Gross Wages Funded	98.0	97.6	93.8	(3.8)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CORPORATION COUNSEL

**UNIT NO.** 1130

**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**BUDGET HIGHLIGHTS**

- Crosscharges for legal services to other County departments are adjusted as follows:

Department	2001	2002	2001/2002 Change
Pension Board	\$ 33,245	\$ 41,000	\$ 7,755
Child Support Enforcement	10,000	6,000	(4,000)
General Mitchell International Airport	170,000	204,000	34,000
DHS-Mental Health Division	340,000	407,000	67,000

This results in a net crosscharge increase of \$104,755.

- The Department's net salary reduction is increased \$82,978, from \$35,616 to \$118,594, to establish a net salary budget that is 93.8% of gross wages. This is equal to one attorney position.
- The allocation for Miscellaneous Legal Fees, which is used for payment of outside attorney fees and other legal costs, decreases \$200,000, from \$540,000 to \$340,000. Anticipated costs for 2002 include \$250,000 for the tobacco lawsuit, \$40,000 for the stormwater lawsuit and \$50,000 for miscellaneous legal costs. Amounts budgeted in 2001 were \$500,000 for the tobacco lawsuit, \$40,000 for miscellaneous legal costs and no specific amount for the stormwater lawsuit.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: CORPORATION COUNSEL

UNIT NO. 1130

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 <u>Budget</u>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
A. Legal				
Legal Opinions & Advisory Memorandums	200	200	200	200
Claims Against County & Subrogation Matters	500	500	500	500
State Actions (wage claims, weatherization claims, pesticide lawsuits)	300	500	500	500
Foreclosures	300	300	300	300
Probate & DBE Matters	250	250	250	250
Major Lease & Contract Negotiations & Review	600	600	600	600
Major Lawsuits-200 Hours or More	20	20	20	20
B. Labor Relations				
Major Contract Negotiations-200 Hours or More	15	15	15	10
Unemployment Compensation Hearings	50	50	50	50
Discrimination Complaints Including ADA	300	300	300	300
Grievance Arbitration, Appeals of Disciplinary Suspension Before Permanent Umpire or WERC	30	30	30	30
C. Mental Health				
Mental Health Commitments-Petition, Protective Placements, Temporary Guardianships	5,000	5,000	5,000	5,200
D. Workers Compensation				
Workers Compensation Claims Hearings and Review of Files	200	200	200	200
E. Personnel Review Board				
Civil Service and Personnel Review Board Hearings	250	250	250	250

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 79 of the Milwaukee County Ordinances, this department has general responsibility for the negotiations and administration of all collective bargaining agreements, to establish labor relations training programs for supervisory staff, and to conduct on behalf of Milwaukee County all procedures ordered by the Wisconsin Employment Relations Commission, U.S. Department of Labor, or the Wisconsin Department of Industry, Labor and Human Relations. All matters relating to labor relations introduced to the County Board are normally referred to the Department of Labor Relations for its recommendation.

In addition to the foregoing, this department may, under the direction of the Personnel Committee, carry out those procedural responsibilities delegated to that committee by Chapter 80 of the Milwaukee County Ordinances, and shall annually, in conjunction with the Department of Human Resources, review the wages, hours, and conditions of employment of all employees not represented for purposes of collective bargaining, and submit recommendations thereon to the County Board of Supervisors each year for the following year.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 389,851	\$ 396,849	\$ 412,069	\$ 15,220
Services	34,359	59,644	54,149	(5,495)
Commodities	2,909	2,860	6,879	4,019
Capital Outlay	0	0	0	0
County Service Charges	45,184	62,011	58,881	(3,130)
Abatements	(43,213)	(60,253)	(57,256)	2,997
<b>Total Expenditures</b>	<b>\$ 429,090</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>
<b>Total Revenues</b>	<b>\$ 32</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 429,058</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	25,680	34,061	32,922	(1,139)
Document Services	1,127	1,104	891	(213)
Tech Support & Infrastructure	11,906	12,133	9,983	(2,150)
Distribution Services	41	1,035	52	(983)
Telecommunications	1,145	1,110	1,220	110
Records Center	732	981	1,057	76
Radio	0	0	0	0
Personal Computer Charges	2,582	7,000	7,000	0
Applications Charges	0	2,829	4,131	1,302
<b>Total Charges</b>	<b>\$ 43,213</b>	<b>\$ 60,253</b>	<b>\$ 57,256</b>	<b>\$ (2,997)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 429,058</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>
<b>Total Property Tax Levy</b>	<b>\$ 472,271</b>	<b>\$ 521,364</b>	<b>\$ 531,978</b>	<b>\$ 10,614</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

**MISSION**

The Department of Labor Relations is committed to negotiate and administer responsible and cost-effective collective bargaining agreements on behalf of the County Executive, the Milwaukee County Board of Supervisors, and the departments of Milwaukee County, which will increase the productivity and improve the efficient operations of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Collective bargaining negotiations are resolved without an interruption of service delivery.	a. Percent of voluntary collective bargaining agreements.	a. 50%.
2.	Labor/Management disputes are resolved in a timely and amicable manner.	a. Number of dispute arbitration hearings before the permanent arbitrator.	a. No more than 36 with DC48 for the year 2002.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 389,851	\$ 396,849	\$ 412,069	\$ 15,220
Position Equivalent (Funded)*	5.0	5.0	4.7	(0.3)
% of Gross Wages Funded	95.0	98.2	93.4	(4.8)
Overtime (Dollars)**	\$ 24	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Due to fiscal constraints, the lump sum salary reduction is increased \$14,232, from \$5,808 to \$20,040. This results in the reduction of one position of Clerical Assistant 2 (NR).
- The Department of Labor Relations is transferred under the administrative authority of the Department of Administration to provide administrative support and back-up, as well as managerial support on an as-needed basis.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in

violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$40,930	Permanent Arbitrator	Sherwood Malamud

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Labor Contracts Expiring Wage Re-openers	8	8	8	1
Labor Negotiations (Including Fact Finding, Arbitration, Mediation)	59	39	45	39
Hearings-Permanent Umpire	54	64	36	58
Wisconsin Employment Relations Commission and Court Cases	10	12	12	12
Labor Relations Orientation/Training Sessions	40	6	40	8
Meetings-Personnel Matters with County Officials, Department Heads, County Board Committees, Boards, Employees	437	197	300	220
Meetings-Personnel Matters with Unions, Others	437	46	300	150
Available Days for Union Grievances	51	48	51	48



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapters 63.01 to 63.09, 63.11 and 63.13 to 63.17 of the Wisconsin Statutes, this department recruits and examines candidates for all positions in the Classified Service of Milwaukee County; certifies eligibles; investigates requests for changes in classification, increases in pay and changes in personnel practices and procedures; processes unemployment compensation claims; administers the coordination and implementation of the County's affirmative action plan; manages and coordinates the details of employee benefits

programs, including hospital/surgical/dental care and life insurance plans; and coordinates employee services programs dealing with behavioral/medical problems. The Employee Retirement Division administers and maintains the Milwaukee County Retirement System as established by Chapter 201 of the Milwaukee County Ordinances. It provides for the determination of benefits and payments to all eligible employees or their beneficiaries, and monitors and reconciles all transactions affecting the retirement fund.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,773,283	\$ 2,995,066	\$ 3,162,392	\$ 167,326
Services	699,992	667,974	626,980	(40,994)
Commodities	65,720	73,819	74,624	805
Other Charges	406,185	343,204	368,204	25,000
Capital Outlays	10,316	820	0	(820)
County Service Charges	1,227,919	929,091	1,005,362	76,271
Abatements	(1,021,672)	(709,705)	(751,053)	(41,348)
<b>Total Expenditures</b>	<b>\$ 4,161,743</b>	<b>\$ 4,300,269</b>	<b>\$ 4,486,509</b>	<b>\$ 186,240</b>
<b>Total Revenues</b>	<b>\$ 854,025</b>	<b>\$ 880,292</b>	<b>\$ 1,355,257</b>	<b>\$ 474,965</b>
<b>Direct Property Tax Levy</b>	<b>\$ 3,307,718</b>	<b>\$ 3,419,977</b>	<b>\$ 3,131,252</b>	<b>\$ (288,725)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	376,428	491,541	475,108	(16,433)
Document Services	77,877	73,371	62,248	(11,123)
Tech Support & Infrastructure	501,222	57,105	71,704	14,599
Distribution Services	14,982	17,466	24,379	6,913
Telecommunications	12,119	11,725	13,156	1,431
Records Center	1,347	1,655	1,947	292
Radio	0	0	0	0
Personal Computer Charges	32,702	36,000	36,000	0
Applications Charges	0	15,842	65,106	49,264
<b>Total Charges</b>	<b>\$ 1,016,677</b>	<b>\$ 704,705</b>	<b>\$ 749,648</b>	<b>\$ 44,943</b>
<b>Direct Property Tax Levy</b>	<b>\$ 3,307,718</b>	<b>\$ 3,419,977</b>	<b>\$ 3,131,252</b>	<b>\$ (288,725)</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,324,395</b>	<b>\$ 4,124,682</b>	<b>\$ 3,880,900</b>	<b>\$ (243,782)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

**MISSION**

The Department of Human Resources will provide Milwaukee County government with an equitable and effective system for the recruitment, classification, development, and retention of a competent and culturally-diversified workforce through the timely creation of appropriate eligible lists; the maintenance of competitive compensation, benefits and pension programs; the training of County employees; and the strict adherence to Federal, State and County laws, regulations and policies.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County policymakers and administrators make appropriate human resources-related decisions.	a. Number of merit system violations. b. Number of grievances and citizens complaints. c. Number of lawsuits filed against Milwaukee County.	a. 80% of all merit system violations filed against County are dismissed. b. Grievances and complaints filed against County reduced by 25%. c. 80% of all lawsuits filed against County are denied.
2.	Employees and retirees receive the pensions and fringe benefits to which they are entitled in a timely manner.	a. Number of days required to process benefits/pension matters. b. Number of benefits/pension-related complaints.	a. Number of days required to process benefits/pension matters is reduced by 25%. b. Number of benefits/pension-related complaints is reduced by 25%.
3.	Qualified individuals apply for employment with Milwaukee County.	a. Number of qualified individuals who apply for employment with Milwaukee County. b. Number of rejected applications. c. Number of specific recruitment activities.	a. Number of employment applications received by DHR increases by 5%. b. Number of rejected applications decreases by 5%. c. Number of specific recruitment activities performed by DHR increases by 5%.
4.	County operating departments are able to fill vacant positions in a timely manner.	a. Number of days required to certify eligibles to requesting departments. b. Number of vacant positions awaiting certification by DHR. c. User department satisfaction surveys.	a. Certification turnaround time is reduced 25%. b. Number of vacant positions awaiting certification is reduced by 25%. c. DHR approval ratings increase by 25%.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,773,283	\$ 2,995,066	\$ 3,162,392	\$ 167,326
Position Equivalent (Funded)*	50.4	55.8	52.4	(3.4)
% of Gross Wages Funded	94.9	93.4	91.3	(2.1)
Overtime (Dollars)**	\$ 32,355	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.8	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Student Intern (Info Tech)	Abolish	10/.25%	Director's Office	\$ (52,220)
			<b>TOTAL</b>	<b>\$ (52,220)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Director's Office	Expenditure	\$ 2,570,646	\$ 2,384,870	\$ 2,059,911	\$ (324,959)
	Abatement	714,844	572,442	576,784	4,342
	Revenue	150,513	93,100	449,674	356,574
	Tax Levy	\$ 1,705,289	\$ 1,719,328	\$ 1,033,453	\$ (685,875)
Employee Group Benefits	Expenditure	\$ 359,583	\$ 329,295	\$ 337,049	\$ 7,754
	Abatement	86,104	12,340	24,558	12,218
	Revenue	5,976	4,000	4,000	0
	Tax Levy	\$ 267,503	\$ 312,955	\$ 308,491	\$ (4,464)
Compensation and Administrative Services	Expenditure	\$ 357,927	\$ 282,178	\$ 464,082	\$ 181,904
	Abatement	82,120	5,813	25,386	19,573
	Revenue	19	0	0	0
	Tax Levy	\$ 275,788	\$ 276,365	\$ 438,696	\$ 162,331
Workforce Planning and Development	Expenditure	\$ 259,057	\$ 259,085	\$ 504,057	\$ 244,972
	Abatement	19,630	12,345	10,038	(2,307)
	Revenue	499	0	25,000	25,000
	Tax Levy	\$ 238,928	\$ 246,740	\$ 469,019	\$ 222,279
Employment and Staffing	Expenditure	\$ 873,733	\$ 971,354	\$ 995,880	\$ 24,526
	Abatement	49,672	56,932	47,731	(9,201)
	Revenue	0	0	0	0
	Tax Levy	\$ 824,061	\$ 914,422	\$ 948,149	\$ 33,727
Employee Retirement System	Expenditure	\$ 762,469	\$ 783,192	\$ 876,583	\$ 93,391
	Abatement	69,302	49,833	66,556	16,723
	Revenue	697,018	783,192	876,583	93,391
	Tax Levy	\$ (3,851)	\$ (49,833)	\$ (66,556)	\$ (16,723)

**DEPARTMENT DESCRIPTION**

The Department of Human Resources includes the following divisions:

The **Director's Office** directs human resource programs, assigns projects and coordinates the work of the operating divisions; submits the annual departmental budget and approves budget expenditures; presents all Department recommendations to the Civil Service Commission and the Personnel Committee of the County Board; serves as staff to the Personnel Committee; analyzes and reports on legislation affecting the Human Resource function in Milwaukee County; directs the implementation of the automated personnel system; provides support and assistance in labor contract negotiations; and provides analysis, recommendations and implementation of new approaches to human resource administration. The Director of Human Resources serves as ex-officio member of the Pension Board, and delegates the Deputy Director to serve as secretary of the Civil Service Commission.

**Employee Group Benefits** provides ongoing analyses of all current employee benefits and new benefit options while administering the Conventional Medical and Dental Plans, Health and Dental Maintenance Organization Plans, Basic and Optional Life Insurance Plans, Short-Term Disability Insurance, Medicare and the Dependent Care Voucher Reimbursement Program. In addition, this Division maintains enrollment records for active and retired employee members and their dependents; confers and corresponds with County officials, employees, retirees, the public and industry-related agencies regarding benefits programs; monitors WPS on medical and dental claim payments and CNR for utilization review services; administers special projects relating to cost-containment and employee wellness; and directs the Employee Assistance Program for personal/behavioral/medical problems affecting job performance.

**Compensation & Administrative Services** coordinates annual budget preparation and monitors the adopted budget; performs various office management and administrative functions; studies requests for reallocations, changes in compensation policies and practices, and calculates the fiscal impact of these actions. The unit also maintains current salary and classification standardization schedules; maintains salary provisions mandated by labor contracts or County Ordinances; maintains and implements provisions of the Executive

Compensation Plan; prepares changes to County Ordinances reflecting various personnel actions; processes and edits a variety of payroll/personnel transactions; maintains position control and payroll records; maintains employee personnel records; and processes employee unemployment compensation claims.

**Workforce Planning & Development** forecasts and identifies the County's human resources requirements, and develops the recruitment and training strategies necessary to meet them. Activities include the assessment of County recruitment and training needs and priorities; the planning, coordination and direction of recruitment activities and staff development programs; assisting other County departments with specialized training applications; and the administration of the tuition loan program. This unit also assists in the design and implementation of the County's affirmative action and equal employment opportunity programs to maintain a diverse workforce. Activities include compiling information on the status of various protected groups in the County classified and unclassified service; reviewing class specifications to ensure accuracy and job relatedness of requirements; evaluating County personnel procedures to ensure compliance with equal opportunity guidelines, and developing reports necessary to comply with State and Federal requirements and the Federal Court Order.

**Employment and Staffing** develops, administers and monitors employee selection processes for all positions in the Milwaukee County Classified Service and, upon request, for positions in the unclassified service. This effort includes the assessment of job specifications and minimum qualifications; the development and administration of applicant examinations; and the certification of qualified candidates to department heads and appointing authorities. Implicit in this activity is the responsibility of administering employee selection in compliance with prevailing Milwaukee County, State, Federal and labor-negotiated parameters, any or all of which may impact related hiring procedures, e.g., transfer, layoff, promotion, demotion, reinstatement, and salary adjustment obligations. In addition, the Employment and Staffing Division is responsible for activities supporting the retention of employees within the Milwaukee County Classified Service, as well as the maintenance of appropriate records and reports.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

**Employee Retirement** administers the Milwaukee County Employee Retirement System, manages the funds of the Retirement System in accordance with Pension Board actions, and maintains the general ledger and related books of the Retirement System. The unit also maintains enrollment, service and salary records for Retirement System members; calculates retirement and death benefits; processes monthly pension payroll; and prepares withdrawals for terminating members. In addition, the Employee Retirement System Director serves as Secretary of the Pension Board.

## BUDGET HIGHLIGHTS

- For 2002, a Workforce Planning & Development Division is created in the Department of Human Resources (DHR). This Division includes the existing Employment Relations Division staff and a Human Resources Specialist formerly assigned to the Employment & Staffing Division, and will report directly to the Deputy Director of Human Resources. This unit is responsible for both forecasting the County's human resources needs and identifying the recruitment and training strategies necessary to meet them. In addition, the staff of this Division will support DHR's affirmative action and equal employment opportunity programs. No additional staff or funding will be required to implement this initiative.
- The 2002 Department of Human Resources Budget includes an appropriation of \$227,829 for the Payroll/Personnel Integration System. This appropriation continues the development, operation and maintenance of a modern, automated payroll/personnel environment for Milwaukee County. The strategy continues to be to use outside consultants integrated into a team of IMSD staff, with overall project direction provided by the Payroll/Personnel Integration Operating Committee. The proposed tasks for 2002 include continued work on updates for the Payroll and Retirement Systems, implementation of labor contract changes and the installation of new releases of the GENESYS software. The cost of this project is partially offset by revenue of \$119,370, for a net tax levy of \$108,459.
- An appropriation of \$322,704 is included for the Youth Employment Program, offset with Potawatomi revenue. This program helps provide meaningful work experience, career exposure and limited on-the-job training to those individuals who would otherwise be precluded from the program due to restrictive income requirements.
- An appropriation of \$25,000 is included for the Milwaukee County Diversity Advancement, Retention and Recruitment Task Force for the development of a Best Practices Guide, web site and related activities for use by corporate, public sector and university employees within Milwaukee County. This appropriation is offset with Potawatomi revenue. The County Executive established the Task Force in 1999 to develop strategies to advance, retain and recruit professional and senior management people of color within the Metropolitan Milwaukee area. A number of recommendations have been made as the result of the Task Force's work. These recommendations are intended to improve the ability of corporations, universities and public sector employees to recruit, advance and retain a diverse executive and professional level workforce. The key recommendation is the development of a Best Practices Guide to be used by Metropolitan Milwaukee employers, development of a Best Practices web site, and planning the format for a semi-annual roundtable for Metropolitan Milwaukee's human resources professionals and others interested in a diverse workforce. Funding for this work will be through the Greater Milwaukee Committee.
- \$ (52,220) Abolish 10 Student Intern (Info Tech)  
Ten positions of Student Intern (Info Tech) created in the 2000 Adopted Budget are abolished due to fiscal constraints. Fifteen Student Intern (Info Tech) positions remain for assignment to various departments throughout County service.
- The Department's net salary reduction is increased \$52,356, from \$152,280 to \$204,636, resulting in reduced staff hours. This reduction is equal to 1.2 positions.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation

incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$25,000	Ad Hoc Actuarial Services & Reporting	William M. Mercer, Inc.
\$25,000	Public Safety Exam Assistance	Stanard & Associates, Inc.

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
<b>A. Employee Group Benefits</b>				
Health, Dental, Life Premiums Collected	\$4,506,498	\$4,772,385	\$4,826,082	\$8,033,457
Employee COBRA Payments	\$ 145,888	\$ 144,217	\$ 174,199	\$ 132,000
Group Benefits Plans Administered	14	14	14	13
Health Plan Contracts	11,154	11,295	11,249	11,183
Dental Plan Contracts	5,937	6,091	6,075	6,085
HCN PPO Savings Realized	\$5,417,963	\$5,835,750	\$5,406,998	\$5,835,750
Lives Insured	10,547	10,640	10,723	10,647
Life Insurance Claims Administered	164	179	158	201
Medicare Notifications Issued	242	233	227	252
<b>B. Compensation</b>				
Payroll Corrections Processed	6,000	4,746	6,000	5,000
Payroll/Personnel Transactions Processed	17,000	15,887	15,000	15,000
Personnel File Maintenance	37,500	38,451	44,000	38,000
Classifications Surveyed	500	600	600	500
Timesheet Exceptions Monitored	8,500	8,320	8,500	8,300
Timesheet Exceptions Corrected	1,000	1,872	1,600	1,600
TAHC Forms Processed	1,300	748	1,000	750
Unemployment Compensation Forms Processed	3,000	2,731	2,300	2,300
Unemployment Compensation Payments Issued	9,000	6,955	7,000	7,000
Unemployment Compensation New Claimants	500	557	500	500
Data Element Update Transactions	90,000	88,754	90,000	89,000
<b>C. Employment Relations</b>				
ER/AA Complaints/Investigations	160	138	140	142
Employee Training Classes	65	56	72	63
Training Class Participants	3,300	3,100	3,900	3,500
Tuition Loans	325	142	310	165
<b>D. Employment/Staffing</b>				
Total Applications Received	10,000	14,682	13,000	14,000
Exams Announced	75	53	75	50
Exams Administered	1,100	1,987	1,100	1,900
Exam Analysis Review	75	53	75	60
Certification Requests Processed	850	955	1,000	1,000
Candidates Certified	17,500	24,916	22,000	24,000
New Positions Studied for Proper Classification	100	153	100	125
Current Positions Studied for Proper Classification	100	147	100	150
Layoff/Placements	50	6	25	150
Transfers Processed	250	277	250	275

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>E. Retirement Division</b>				
Total Retirement System Assets (in millions) December 31	\$ 1,800.0	\$ 1,607.6	\$ 1,900.0	\$ 1,700.0
Active Members 1/1	9,650	9,750	9,900	9,400
New Enrollments	600	643	700	700
5-Year Terminations	250	794	300	300
Withdrawals	25	22	15	20
Deaths of Active Members	15	26	10	20
Retirements Granted	250	212	300	300
Active Members 12/31	9,710	9,339	9,975	9,460
Retirement Members 1/1	6,550	6,527	6,600	6,650
Benefits Granted	250	212	300	300
Benefits Terminated	200	186	200	200
Retirement Members 12/31	6,600	6,553	6,700	6,750
Active OBRA Members 1/1	5,300	6,870	7,000	7,750
New OBRA Enrollments	750	721	750	750
5-Year Terminations	600	89	1,000	500
Active OBRA Members 12/31	5,450	7,502	6,750	8,000
<b>F. Management Information Systems</b>				
System Support Days	330	330	330	330
Ad Hoc Reports	50	48	80	50
Mailing Label Requests	20	15	20	15
Technical Support/Training Requests	35	23	25	25
Systems Maintenance Requests	20	13	20	15
New Application Development/Program Requests	20	11	20	15

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration is created pursuant to Section 59.52(1) of the Wisconsin Statutes and Chapter 32 of the Milwaukee County Ordinances. Risk Management is responsible for administering the County's risk management program. Section 59.52(11)(a) of the Wisconsin Statutes authorizes the County to provide public liability and property damage insurance, either in commercial companies or by self-insurance created by setting up an annual fund for such a purpose, or by a combination thereof, covering without exclusion because of enumeration, motor vehicles, malfeasance of professional employees, maintenance and operation of County highways, parks, parkways and airports, and other County activities involving the possibility of damage to the general public, and provide fire and casualty insurance for all County property. Section 59.52(11)(d) of the Wisconsin Statutes authorizes the

County to provide for the protection of the County and public against loss or damage resulting from the act, neglect or default of County officers, department administrators and employees, and to contract for and procure bonds or contracts of insurance to accomplish that purpose, either from commercial companies or by self-insurance created by setting up an annual fund for such purpose or by a combination thereof. Section 65.90(6) of the Wisconsin Statutes allows any county having a population of 500,000 or more to establish, maintain and levy a tax for a liability reserve fund for the purpose of paying liability claims or premiums on insurance to pay such claims. The annual taxes levied for the purpose may not exceed the level necessary to collect the amount recommended by an actuary, in accordance with generally accepted actuarial principles.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 508,414	\$ 475,119	\$ 517,397	\$ 42,278
Services	50,071	63,615	71,115	7,500
Commodities	25,604	13,680	13,680	0
Other Charges	4,563,844	4,491,624	4,677,825	186,201
Debt & Depreciation	21,246	20,158	17,891	(2,267)
Capital Outlay	0	0	0	0
Capital Contra	0	0	0	0
County Service Charges	100,312	108,907	122,557	13,650
Abatements	(99,914)	(238,898)	(252,505)	(13,607)
<b>Total Expenditures</b>	<b>\$ 5,169,577</b>	<b>\$ 4,934,205</b>	<b>\$ 5,167,960</b>	<b>\$ 233,755</b>
<b>Total Revenues</b>	<b>\$ 5,092,169</b>	<b>\$ 5,893,103</b>	<b>\$ 6,200,068</b>	<b>\$ 306,965</b>
<b>Direct Property Tax Levy</b>	<b>\$ 77,408</b>	<b>\$ (958,898)</b>	<b>\$ (1,032,108)</b>	<b>\$ (73,210)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 41,208	\$ 40,139	\$ 33,298	\$ (6,841)
Courthouse Space Rental	27,048	35,864	34,665	(1,199)
Document Services	6,430	2,484	7,442	4,958
Tech Support & Infrastructure	16,549	10,711	14,187	3,476
Distribution Services	678	1,028	1,470	442
Emergency Mgmt Services	0	0	10,000	10,000
Telecommunications	1,394	1,721	1,747	26
Records Center	1,443	1,904	4,474	2,570
Radio	0	0	0	0
Personal Computer Charges	5,164	8,000	9,000	1,000
Applications Charges	0	7,047	6,222	(825)
<b>Total Charges</b>	<b>\$ 99,914</b>	<b>\$ 108,898</b>	<b>\$ 122,505</b>	<b>\$ 13,607</b>
<b>Direct Property Tax Levy</b>	<b>\$ 77,408</b>	<b>\$ (958,898)</b>	<b>\$ (1,032,108)</b>	<b>\$ (73,210)</b>
<b>Total Property Tax Levy</b>	<b>\$ 177,322</b>	<b>\$ (850,000)</b>	<b>\$ (909,603)</b>	<b>\$ (59,603)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

It is the mission of Risk Management to protect the health and safety of employees, citizens and users of the facilities and services of Milwaukee County, through the use of risk management, claims management and employee safety techniques.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County costs for work related injuries and illness are minimized.	a. Number of claims promptly and properly reported to Risk Management by all departments. b. Length of time in which claims are processed. c. Percent reduction in the number of pending claims. d. Percent reduction in average cost per claim.	a. 95%. b. 100% approved or denied in 30 days. c. 5% reduction in number of pending claims. d. 1% reduction in average cost per claim.
2. Milwaukee County work environment is safe.	a. Number of departments with safety goals and objectives established. b. Number of office safety and ergonomics programs implemented. c. Percent reduction in safety co-efficient. d. Number of worker's compensation claims. e. Number of County-wide training programs in place.	a. 100% departmental compliance with established safety goals and objectives. b. 24. c. 3% reduction in County safety co-efficient. d. Reduction in number of worker' compensation claims. e. Increase by two.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
3. County assets are effectively protected through risk management risk financing programs.	a. Cost of risk for Milwaukee County.	a. Below the average cost of risk for other public entities.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 508,414	\$ 475,119	\$ 517,397	\$ 42,278
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	99.7	99.4	(0.3)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**DEPARTMENT DESCRIPTION**

The Risk Management Section includes the following sections: Administration, Self-Insurance, Insurance Policy and Services, and Claims Management (Workers' Compensation).

The **Administration Section** supervises the professional staff, coordinates activities between departments, submits reports, reviews contracts for liability exposures, and prepares budget documents. The unit is responsible for internal service fund accounting and cost allocations to departments. County-wide loss control activities are also administered by this section.

The **Self-Insurance Section** is responsible for property, general and automobile liability claim reporting, loss analysis, claim data and financing of self-retained losses.

The **Insurance Policy and Services Section** is responsible for selection of brokers, requests for proposals, determination of deductibles, limits and coverage, researching the market, and negotiating with brokers and companies for bundled and unbundled insurance services.

The **Claims Management Section** is responsible for administering the Workers' Compensation claims of employees who sustain job-related injuries for medical-only and lost-time claims, and coordination of the return-to-work program. In addition, a data base is maintained for all claims.

**BUDGET HIGHLIGHTS**

**SELF-INSURANCE**

- Expenditures are reduced \$50,855 based on prior year experience.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

**INSURANCE POLICY AND SERVICES**

- Insurance purchases increase \$104,914 from the previous year due to a hardening (sellers) market in all lines of insurance. Airport liability increases \$105,772, of which \$53,250 is related to a 100% increase in the hull value of the Sheriff's helicopter. Property premiums increase \$82,890 due to rate and inflationary increases in property values. These increases are partially offset with reductions to general and workers compensation insurance of \$95,156.

**CLAIMS MANAGEMENT  
(WORKERS' COMPENSATION)**

- Worker's Compensation self-insurance expenditures are increased \$132,142, a 6% increase in statutory benefits for lost time and a 10% increase in medical benefits costs. This is less than the Consumer Price Index (CPI) increase of 18% for medical benefits.
- Contributions from the reserve are decreased \$200,000, from \$950,000 in 2001 to \$750,000 in 2002.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<u>Risk Financing Cost</u>				
Retained Losses (Self-Insured)	\$ 888,000	\$ 1,115,596	\$ 888,000	\$ 837,145
Net Insurance Premiums	\$ 1,430,622	\$ 1,525,989	\$ 1,487,197	\$ 1,592,111
Workers' Compensation Claims Processed	1,500	1,318	1,500	1,500
Dollar Amount of Claims Processed	\$ 2,050,000	\$ 1,922,260	\$ 1,986,427	\$ 2,118,569

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration is created pursuant to Section 59.52 (1) of the Wisconsin Statutes and Chapter 32 of the Milwaukee County Ordinances. The position of Director of the Department of Administration is authorized in the Fiscal Affairs Division and is responsible for the execution of the duties and powers assigned to the Department as specified in Chapter 32 of the Milwaukee County General Ordinances for the major divisions of Procurement, Information Management Services, Fiscal Affairs, County Health Related

Programs, Housing and Community Development and Economic Development. The Fiscal Affairs Division is responsible for preparing and monitoring the County's annual operating and capital budgets and for preparing the County's Official Statements relating to debt issuance. It performs the County's accounting functions, which include centralized payroll, accounts payable, preparation of County financial statements, and determination of financial and cost accounting policies.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,748,718	\$ 2,805,419	\$ 2,913,992	\$ 108,573
Services	604,397	435,440	348,132	(87,308)
Commodities	26,629	35,621	32,388	(3,233)
Other Charges	37,210	41,200	11,200	(30,000)
Debt & Depreciation	76,854	11,500	11,500	0
Capital Outlay	0	0	0	0
County Service Charges	2,151,282	800,373	899,714	99,341
Abatements	(2,138,097)	(785,262)	(883,637)	(98,375)
<b>Total Expenditures</b>	<b>\$ 3,506,993</b>	<b>\$ 3,344,291</b>	<b>\$ 3,333,289</b>	<b>\$ (11,002)</b>
<b>Total Revenues</b>	<b>\$ 823,313</b>	<b>\$ 426,000</b>	<b>\$ 306,000</b>	<b>\$ (120,000)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,683,680</b>	<b>\$ 2,918,291</b>	<b>\$ 3,027,289</b>	<b>\$ 108,998</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 180,276	\$ 259,643	\$ 189,904	\$ (69,739)
Courthouse Space Rental	210,936	279,725	270,376	(9,349)
Document Services	31,601	39,866	25,003	(14,863)
Tech Support & Infrastructure	1,641,971	87,062	130,165	43,103
Distribution Services	2,609	4,170	3,326	(844)
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	11,621	11,190	12,387	1,197
Records Center	7,448	10,005	10,761	756
Radio	0	0	0	0
Personal Computer Charges	51,636	75,000	46,000	(29,000)
Applications Charges	0	18,601	192,382	173,781
<b>Total Charges</b>	<b>\$ 2,138,098</b>	<b>\$ 785,262</b>	<b>\$ 883,637</b>	<b>\$ 98,375</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,683,680</b>	<b>\$ 2,918,291</b>	<b>\$ 3,027,289</b>	<b>\$ 108,998</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,821,778</b>	<b>\$ 3,703,553</b>	<b>\$ 3,910,926</b>	<b>\$ 207,373</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

**MISSION**

Provide quality, efficient and responsive financial services and administrative business functions to the County Executive, County Board and County departments to enable the delivery of financially sound and effective services to the community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Policymakers are confident in the management of County fiscal resources.	a. County Executive and County Board level of confidence in the management of County fiscal resources.	a. County Executive and 75% of County Board members surveyed have an average or above level of confidence in the management of County fiscal resources.
2.	The County budget sets policy, assures the appropriate use of resources and facilitates the efficient provision of services to Milwaukee County citizens.	a. County Executive, County Board and department satisfaction with accurate, timely and readable budget document. b. Number of improvements to budget format.	a. County Executive and 80% of County Board members and departments are satisfied with budget document. b. Two new improvements to budget format each year.
3.	Policymakers receive timely, thorough and useful financial and programmatic information that facilitates pro-active, prudent policy decision-making.	a. County Executive and County Board satisfaction with fund transfer analyses, position studies, carryover analyses, surplus/deficit and other reports. b. Percent of reports submitted on time and without substantive errors. c. Quality of Comprehensive Annual Financial Report (CAFR).	a. County Executive and all Finance and Audit Committee members substantially satisfied with quality of reports. b. 80% of reports submitted to County Board by due date, and without substantive errors. c. Maintain Government Finance Officers Association (GFOA) Certificate of Achievement for CAFR.
4.	The provision of County services is enhanced by timely and accurate payments to vendors.	a. Percentage of bills paid within 60 days of invoice date.	a. 75% of bills paid within 60 days of invoice date.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,748,718	\$ 2,805,419	\$ 2,913,992	\$ 108,573
Position Equivalent (Funded)*	47.3	47.0	43.0	(4.0)
% of Gross Wages Funded	92.7	92.0	86.1	(5.9)
Overtime (Dollars)**	\$ 48,153	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	1.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Contract Retiree	Abolish	1/50%	Accounts Receivable	\$ (26,130)
			<b>TOTAL</b>	<b>\$ (26,130)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Administration	Expenditure	\$ 998,412	\$ 857,808	\$ 911,789	\$ 53,981
	Abatement	281,843	256,342	300,083	43,741
	Revenue	2,495	0	0	0
	Tax Levy	\$ 714,074	\$ 601,466	\$ 611,706	\$ 10,240
Budget Analysis	Expenditure	\$ 980,038	\$ 998,651	\$ 1,121,933	\$ 123,282
	Abatement	270,375	169,819	173,756	3,937
	Revenue	0	0	0	0
	Tax Levy	\$ 709,663	\$ 828,832	\$ 948,177	\$ 119,345
Accounting	Expenditure	\$ 3,666,640	\$ 2,273,094	\$ 2,183,204	\$ (89,890)
	Abatement	1,585,879	359,101	409,798	50,697
	Revenue	820,818	426,000	306,000	(120,000)
	Tax Levy	\$ 1,259,943	\$ 1,487,993	\$ 1,467,406	\$ (20,587)

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

UNIT NO. 1151  
FUND: General - 0001

## DEPARTMENT DESCRIPTION

**Administration.** The Director is responsible for coordinating the operations of the divisions comprising the Department of Administration, including Procurement, Information Management Services, Fiscal Affairs, County Health Related Programs, Housing and Community Development and Economic Development. The Director is also responsible for the Risk Management Section, the Disadvantaged Business Development Section, Labor Relations and Personnel Review Board/Ethics Board.

The primary responsibilities of the **Budget Section** are budget preparation and control for both operations and capital. All budget requests are analyzed and recommendations submitted to the County Executive. Assistance is provided both to the County Executive in preparing and presenting the Executive Budget, and to the Finance and Audit Committee in its review of the County Executive's recommended budget, including the preparation of budget amendments approved by the Finance and Audit Committee and the County Board. During the year, all appropriation transfer requests are analyzed and a recommendation submitted to the County Executive. In cooperation with the Accounting Section, County departmental accounts are analyzed to determine potential expenditure deficits or revenue shortfalls, with department administrators required to submit a corrective plan of action. Other major duties include (a) the study of all new position requests, with reports and recommendations submitted to County Board committees; (b) fiscal studies for the County Executive and County Board committees, including fiscal impact of legislative bills; and (c) special studies for the County Executive and County Board committees.

**Central Accounting** functions include Accounting Administration, Accounting, Accounts Payable and Payroll. A brief description of the responsibilities of each area follows:

Accounting Administration is responsible for the overall management and coordination of Central Accounting activities; the development of special studies and reports and technical assistance to both Central Accounting and other County departments and the publishing of the Comprehensive Annual Financial Report and the Single Audit Report.

Accounting is responsible for the timely and accurate preparation of County-wide monthly financial reports, publication of the Comprehensive Annual Financial Report, the State of Wisconsin Financial Report Form, and the Single Audit Report and development of the indirect cost allocation plan. In addition, Accounting is responsible for adherence to Generally Accepted Accounting Principles, the development and maintenance of the Advantage financial information system, the fixed-asset system and the grant system, conducting budget performance reviews on an ongoing basis to identify potential year-end deficits so that these problems can be resolved in a timely manner and ongoing training and technical assistance to departments.

Accounts Payable is responsible for establishment of County-wide payment procedures, coordination with the Procurement Division, encumbrances of purchases, payment of vendor invoices, development and maintenance of the accounts payable system, and technical assistance to departments. In addition, Accounts Payable monitors payments to ensure that purchasing regulations have been followed by departments and monitors unencumbered appropriation balances to ensure that the County has sufficient appropriations available for each payment.

Payroll is responsible for establishment of County-wide payroll procedures, coordination with the Department of Human Resources, preparation of payroll checks, maintenance of all earnings and deductions records, ensuring that County payroll practices meet Federal, State and contractual requirements, filing of all required Federal and State reports on a timely basis, and the development and maintenance of the payroll system.

## BUDGET HIGHLIGHTS

- \$(26,130) Abolish 1 Contract Retiree

One position of Contract Retiree assigned to the Accounts Receivable function is abolished and the Accounts Receivable function is eliminated in 2002.

- To maintain a tax levy consistent with 2001, the Department's lump sum salary reduction is increased \$109,908, from \$186,552 to

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

- \$296,460. Prior to the 2000 Budget, the Fiscal Affairs Division historically had a lump sum reduction equivalent to approximately three positions. The 2001 Budget increase to \$186,552 increased this to an equivalent of approximately four positions. The additional lump sum reduction contained in this budget is equal to approximately two-and-one-half additional positions. In addition, the Division will not be able to fill its three Intern positions.
- The 2001 Adopted Budget included an appropriation of \$40,000 to provide for development of departmental strategic plans, business plans and County-wide outcomes. This appropriation is reduced to \$10,000 in 2002.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>A. <u>Budget</u></b>				
Budgets Analyzed				
Operating	44	44	45	44
Non-Departmental	40	26	27	26
Capital	14	13	15	13
<b>B. <u>Accounting</u></b>				
Revenue Transactions (CRs)	140,000	179,000	175,000	200,000
Journal Entries (JVs)	380,000	637,000	600,000	650,000
<b>C. <u>Accounts Payable</u></b>				
Checks Written (ADs)	90,000	84,000	84,000	84,000
Encumbrance Transactions	110,000	109,000	114,000	110,000
Payment Transactions (PVs)	225,000	220,000	195,000	195,000
<b>D. <u>Payroll</u></b>				
Number of Employee's W-2s	8,800	9,275	9,100	9,000
Number of Payroll Items Issued	185,000	192,000	188,000	190,000



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

UNIT NO. 1152  
FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

The Procurement Division of the Department of Administration is empowered by Chapter 32 of the Milwaukee County Ordinances to purchase or contract for supplies, materials, equipment and contractual services needed by County departments, agencies and institutions. This authority does not include public works programs, repairs or alterations to buildings, structures, or leases of County-owned real estate and appurtenances which are administered by the Department of Public Works. The Procurement Division is also authorized to

develop standards, prepare specifications, sign and issue contracts and purchase orders, process requests for proposals, and assist the Department of Public Works in the sale of surplus or obsolete supplies, materials, or equipment.

Additionally, the Procurement Division provides MWBE's an opportunity to participate in Milwaukee County's procurement process pursuant to ordinances and annual goals established by the Milwaukee County Board of Supervisors.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 753,680	\$ 794,617	\$ 844,435	\$ 49,818
Services	150,695	73,805	68,550	(5,255)
Commodities	10,351	12,861	10,461	(2,400)
County Service Charges	303,766	82,681	127,003	44,322
Abatements	(290,168)	(66,851)	(108,018)	(41,167)
<b>Total Expenditures</b>	<b>\$ 928,324</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>
<b>Total Revenues</b>	<b>\$ 437</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 927,887</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	0	0	0	0
Courthouse Space Rental	0	0	0	0
Document Services	6,475	5,678	5,124	(554)
Tech Support & Infrastructure	260,631	25,705	31,850	6,145
Distribution Services	3,486	2,393	4,445	2,052
Telecommunications	6,667	6,634	7,107	473
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	12,909	19,000	20,000	1,000
Applications Charges	0	7,441	39,492	32,051
<b>Total Charges</b>	<b>\$ 290,168</b>	<b>\$ 66,851</b>	<b>\$ 108,018</b>	<b>\$ 41,167</b>
<b>Direct Property Tax Levy</b>	<b>\$ 927,887</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,218,055</b>	<b>\$ 963,964</b>	<b>\$ 1,050,449</b>	<b>\$ 86,485</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

**MISSION**

The Procurement Division, within the scope of Chapter 32, shall obtain goods and services for our customers which enhance the quality of life in Milwaukee County and fully utilize all business segments.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Procure needed commodities and services for County Departments in an efficient and timely manner.	a. Number of requisitions under \$5,000 processed in seven days or less. b. Number of requisitions under \$15,000 processed in 10 days or less. c. Number of requisitions \$25,000 and over processed in less than 60 days. d. Number of requisitions and requests for proposal (RFP) \$25,000 and over processed in less than 60 days.	a. 70%. b. 70%. c. 70%. d. 70%.
2.	Equal opportunity for all vendors and suppliers who wish to participate in County contracts.	a. Number of DBE vendors that are active participants in the procurement process. b. Number of contracts awarded to DBE vendors.	a. Increase DBE bid responses by 10%. b. Increase the number of DBE contracts and dollars awarded by 5%.
3.	Educate internal customers on the County purchasing process to reduce confirming orders, stockouts and emergency purchases.	a. Number of confirming orders, stockouts and emergency purchases created by poor planning and lack of training.	a. Reduce confirming orders, stockouts and emergency purchases by 20%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 753,680	\$ 794,617	\$ 844,435	\$ 49,818
Position Equivalent (Funded)*	15.0	15.1	14.1	(1.0)
% of Gross Wages Funded	95.6	96.8	90.0	(6.8)
Overtime (Dollars)**	\$ 0	\$ 24,360	\$ 24,360	\$ 0
Overtime (Equivalent to Positions)	0.0	0.6	0.6	(0.0)

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Staff reductions are required to maintain budget levels at the 2001 adopted budget tax levy. Personal Services are reduced \$45,749 due to fiscal constraints. This reduction is equal to one position. This staff reduction requires ordinance changes to increase Purchasing Card limits, open market purchases, and informal and formal dollar limits. It also changes the method of notice to bidders from certified mail to FAX transmission and changes the bid notices (advertising) from newspaper to posting on the County's web-site.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
<u>Purchasing Section</u>				
Blanket Order Releases Processed	18,000	28,250	18,000	28,000
Purchase Orders Issued	5,500	4,825	5,500	5,100
Value of Purchase Orders (\$ Million)	\$ 65.0	\$ 98.0	\$ 65.0	\$ 65.0
Departmental Purchase Orders	15,000	18,480	7,000	7,000
Formal Bids Issued	160	139	160	160
Requests for Proposal Issued	40	18	25	25
Informal Bids and Quotes Issued	500	297	400	400
General Awards	3,500	3,782	4,500	4,200
<u>Disadvantaged Business Enterprise - GOAL</u>				
Dollar Amount of Procurements Awarded to MBE/WBE Vendors	\$ 9,350,000	\$ 3,143,661	\$ 9,350,000	\$ 4,000,000



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

## OPERATING AUTHORITY & PURPOSE

The Information Management Services Division (IMSD) of the Department of Administration consists of four functional groups: Applications Services; Technical Support and Infrastructure Services; Document, Distribution and Records Services; and Administrative Support Services. Applications Services and Technical Support and Infrastructure Services are authorized by Section 32.64 of the Milwaukee County Ordinances. Section 37.62 authorizes Document Services (formerly Graphic Reproduction Services). Sections 32.65 and 32.66 authorize the Records Center and Records Management Services.

## OBJECTIVES

IMSD's primary objective is to continue to develop and manage the implementation and evolution of Milwaukee County's 5-Year Information Technology Strategic Plan. The plan identifies six Critical Success Factors for Milwaukee County:

- Establishing a County-wide technical infrastructure.
- Providing an accurate, reliable and consolidated Financial/Budget system.
- Reducing costs through effective use of technology.
- Providing accurate, reliable and efficient service to clients/users.
- Reducing redundancy and increasing operational efficiency.
- Establishing flexibility to interface with State and other agencies.

To effect IMSD's mission, the following objectives are established:

- 1) Continue to facilitate information sharing County-wide by promoting the creation and use of Lotus Notes databases, establishing a data warehouse and consolidating the County's wide area telecommunications network.
- 2) Continue the implementation of a cohesive mail, document and report delivery services approach by streamlining the processes and eliminating duplication of effort between data center operations and the Distribution Services groups.
- 3) Continue to establish electronic government (e-government) services by implementing Internet-

enabled applications for the provision of services.

- 4) Continue implementing and maintaining the standardized information infrastructure (electronic mail, uniform desktop suite and groupware) as recommended in the 5-Year Strategic Plan.
- 5) Continue to establish and manage the evolution of County-wide standards that govern telecommunications, software applications development and platforms (system architecture), equipment (desktop, local area network and midrange), system documentation, data dictionaries, file maintenance, backup and recovery, and departmental information systems. Ensure adherence to the 5-Year Strategic Plan and the construction of necessary interfaces. Prepare for upgrades to consolidate or enhance voice and data, wireless technology and Internet standards for communication.
- 6) Establish sound asset management and change control procedures to conservatively manage and preserve the County's newly enhanced infrastructure.
- 7) Provide effective, formal, skill-based technical training to information technology staff to prepare for new development using client/server and Internet technologies, improve flexibility and cross-functioning, and reduce the likelihood of staff attrition.
- 8) Migrate from paper to electronic means of report distribution.
- 9) Continue to support and improve the County's infrastructure by upgrading the enterprise server (mainframe), improving security on the wide area network and planning to refresh desktop equipment on an ongoing basis.
- 10) Prepare to update the Information Technology Strategic Plan and consider the potential for moving existing mainframe systems to an alternate platform such as client/server.

IMSD will continue to focus on the delivery of high-quality customer service and support. A high standard of customer service is expected of each IMSD group. Prompt and quality responses are

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160  
**FUND:** Internal Service - 0026

vital. Components of the IMSD customer service offering include: Help Desk (including the CCAP Help Desk), vendor support (including contract management), remote support, on-site support and disaster recovery support.

To accomplish this part of IMSD's mission, the following objectives are established:

- 11) Provide effective voice communications services to County departments.
- 12) Improve the effectiveness of second and third shift staffing and the delivery of printed output.

- 13) Continue the efforts in Document Services to educate departments and facilitate transmission of documents to the Docutech system for mass production.
- 14) Implement a remote access method in Records Management Services to enable departments to access the master index of stored documents.
- 15) Maintain an on-hand supply of common technologies and supplies to ensure uninterrupted customer service.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 7,063,477	\$ 7,486,965	\$ 8,679,498	\$ 1,192,533
Services	5,440,081	5,408,025	5,500,823	92,798
Commodities	332,117	344,705	316,600	(28,105)
Debt & Depreciation	2,713,570	3,386,849	3,386,851	2
Capital Outlay	583,798	334,000	45,000	(289,000)
Capital Contra	(536,455)	(334,000)	(45,000)	289,000
County Service Charges	5,376,230	3,684,194	3,698,828	14,634
Abatements	(4,475,290)	(2,680,956)	(2,999,799)	(318,843)
<b>Total Expenditures</b>	<b>\$ 16,497,528</b>	<b>\$ 17,629,782</b>	<b>\$ 18,582,801</b>	<b>\$ 953,019</b>
Direct Revenue	618,140	502,950	512,360	9,410
Indirect Revenue	1	0	0	0
<b>Direct Property Tax Levy</b>	<b>\$ 15,879,387</b>	<b>\$ 17,126,832</b>	<b>\$ 18,070,441</b>	<b>\$ 943,609</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160

**FUND:** Internal Service - 0026

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 161,100	\$ 156,816	\$ 181,661	\$ 24,845
Courthouse Space Rental	84,024	111,422	112,474	1,052
Document Services	12,944	26,854	14,981	(11,873)
Tech Support & Infrastructure	0	179,296	243,326	64,030
Distribution Services	103	281	0	(281)
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	43,745	48,608	17,821	(30,787)
Records Center	0	310	0	(310)
Radio	0	0	0	0
Personal Computer Charges	1,698,903	162,000	157,000	(5,000)
Applications Charges	0	1,754	0	(1,754)
<b>Total Charges</b>	<b>\$ 2,000,819</b>	<b>\$ 687,341</b>	<b>\$ 730,596</b>	<b>\$ 43,255</b>
<b>Direct Property Tax Levy</b>	<b>\$ 15,879,387</b>	<b>\$ 17,126,832</b>	<b>\$ 18,070,441</b>	<b>\$ 943,609</b>
<b>Total Property Tax Levy</b>	<b>\$ 17,880,206</b>	<b>\$ 17,814,173</b>	<b>\$ 18,801,037</b>	<b>\$ 986,864</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

The Information Management Services Division's mission is to satisfy customers through technology resources.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	IMSD has service level agreements with each of its customers governing the availability and quality of services.	a. Number of mutually agreed upon Service Level Agreements.	a. 50% of all County departments by December 31, 2002.
2.	Customer expectations are met.	a. Number of County departments with Service Level Agreements who agree that IMSD met the Service Level Agreements.	a. 75% of those with agreements.
3.	County departments benefit from the identification and implementation of new uses of technology.	a. Number of new uses of technology implemented.	a. 25, including 3 new internet or E-commerce uses.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160

**FUND:** Internal Service - 0026

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 7,063,477	\$ 7,486,965	\$ 8,679,498	\$ 1,192,533
Position Equivalent (Funded)*	101.9	112.2	117.2	5.0
% of Gross Wages Funded	84.7	85.3	87.4	2.1
Overtime (Dollars)**	\$ 169,191	\$ 124,020	\$ 124,020	\$ 0
Overtime (Equivalent to Positions)	3.9	2.5	2.5	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Info Systems Director-DSS	Transfer	1/100%	Applications	\$ 107,106
			<b>TOTAL</b>	<b>\$ 107,106</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Applications	Expenditure	\$ 3,796,960	\$ 5,053,716	\$ 5,775,825	\$ 722,109
	Abatement	1,236,572	292,163	538,814	246,651
	Revenue	273,249	220,000	220,000	0
	Tax Levy	\$ 2,287,139	\$ 4,541,553	\$ 5,017,011	\$ 475,458
Technical Support and Infrastructure	Expenditure	\$ 14,317,014	\$ 11,669,989	\$ 12,149,303	\$ 479,314
	Abatement	1,208,020	524,953	180,694	(344,259)
	Revenue	335,093	282,500	283,360	860
	Tax Levy	\$ 12,773,901	\$ 10,862,536	\$ 11,685,249	\$ 822,713
Document, Distribution and Records Services	Expenditure	\$ 1,848,069	\$ 2,012,734	\$ 1,794,558	\$ (218,176)
	Abatement	122,539	85,108	65,565	(19,543)
	Revenue	9,805	450	9,000	8,550
	Tax Levy	\$ 1,715,725	\$ 1,927,176	\$ 1,719,993	\$ (207,183)
Administration, Fiscal and Support	Expenditure	\$ 1,547,230	\$ 1,908,299	\$ 1,862,914	\$ (45,385)
	Abatement	2,444,614	2,112,732	2,214,726	101,994
	Revenue	(6)	0	0	0
	Tax Levy	\$ (897,378)	\$ (204,433)	\$ (351,812)	\$ (147,379)

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160  
FUND: Internal Service - 0026

## DEPARTMENT DESCRIPTION

The Information Management Services Division (IMSD) of the Department of Administration consists of three areas of customer service: Applications; Technical Support and Infrastructure; Document, Distribution and Records Services and Support Services. Technical Support and Infrastructure Services consists of three functional subgroups: Technical Support, Telecommunications (Voice) and Radio. Support Services consist of two functional subgroups: Fiscal and Policy Compliance Services and Administrative Support and Intern Services.

**Applications Services** provides services to IMSD's internal and external customers (departments or agencies) in the form of defining need, analyzing alternatives (including cost/benefit analyses), development, modification, maintenance, support and training. These activities are performed for proposed or established software applications on a variety of platforms, including mainframe, servers, Internet and desktops. Examples of applications include the Civil/Criminal Justice Information System (C/CJIS), the Advantage (financial and budgeting) System, GENESYS (payroll/personnel system), the Juvenile Information Management System (JIMS), Photo-Fingerprint System, Paramedics database, and human services client and payment tracking systems (SCRIPTS, SIMPLE).

**Technical Support and Infrastructure Services** provides services to IMSD's internal and external customers in the form of research, acquisition, installation, maintenance, support and training of County-wide, multi-department, complex, local-area-network-specific and desktop operating systems, hardware and standard software. The group also installs and maintains the County's telecommunications infrastructure (cabling, telephones, 800 MHz public safety radio system) and implements and administers information technology standards County-wide. The group consists of three functional subgroups: Technical Support, Telecommunications (cabling and voice) and Radio Communications.

- **Technical Support Services** focuses on the implementation, management and maintenance of the infrastructure (hardware and operating systems) that supports the County's applications. The group:

- Provides help desk services for County departments.
- Conducts short-term and long-range capacity planning.
- Identifies and effects system performance improvements.
- Maintains connectivity to other agencies' data centers, mainframes, and servers.
- Coordinates disaster recovery, data security, and software and hardware installation and maintenance.
- Ensures the smooth operation and seven-day-per-week, 24-hour-per-day availability of the County's wide area network (WAN) and its enterprise server (mainframe), including daily, weekly, biweekly, monthly, quarterly and annual job production, coordination of equipment maintenance and monitoring the data center environment (physical security, generators, heating, cooling, etc.).
- **Telecommunications Services** administers the County's voice communications system, including the County's telephones, cellular and pager programs, and the County's telephone communications environment, systems and equipment. This group assists departments in acquiring additional or modifying existing telephone service, coordinates the installation of departmental telephone and data cabling, and administers the telecommunications service contracts. The group also manages the County's wide area transport infrastructure (the SONET fiber ring and its connection points).
- **Radio Communications Services** provides administration of the County's 50-plus Federal Communications Commission frequency licenses, the County's installed radio equipment and transmission facilities, and the conventional and 800 MHz trunked radio systems. This group also manages the intergovernmental agreements with several municipalities within Milwaukee County for the shared use of the 800 MHz radio system.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

**Document, Distribution and Records Services** consists of three subgroups: Document Services, Distribution Services and Records Management Services.

- **Document Services** provides high volume copying services, artistic design and forms management. Document Services facilitates and manages contracts for printing services to meet County department requirements for forms, brochures, newsletters and other materials. Document Services also manages Internet content and presentation consistency for the County's web pages, as well as departmental web pages, and coordinates the overall effort of implementing electronic commerce (e-commerce) applications.
- **Distribution Services** provides mail services for departments County-wide.
- **Records Management Services** provides consultation to County departments relative to effective records management (records retention policies, procedures and operations), and administers the central County-wide Records Center which provides off-site storage of departmental records which must be retained due to legal or programmatic requirements, but do not need to be immediately available to departmental staff.

**Support Services** consists of two subgroups: Fiscal and Policy Compliance Services and Administrative Support and Intern Services.

- **Fiscal and Policy Compliance Services** provides overall direction, coordination and planning for effective fiscal management (capital and operating budget preparation and monitoring and accounting activities), and policy compliance (contract monitoring, audit responsiveness and responsiveness in reporting to elected officials and other departments as established by policy or County Board action).
- **Administrative Support and Intern Services** provides overall support of IMSD's operating requirements, e.g., recruitment, payroll processing, purchasing management and clerical support. Intern Services provides entry-

level information systems support to the Division's other functional groups.

## BUDGET HIGHLIGHTS

### Applications

- For 2002, IMSD's applications services will cost \$5,237,011 for the staff, software and related costs dedicated to maintaining County applications. This is comprised of support costs for the following applications:

\$1,502,297 Internet and Network Applications (e.g., BRASS for budgeting and Lotus Notes for communication and information sharing)  
427,201 Advantage (financial system)  
89,981 Genesys (payroll/personnel system)  
2,261,281 CJIS (criminal justice)  
79,927 JIMS (juvenile justice)  
342,086 SIMPLE (human services)  
534,238 Other

These costs include software and license fees as follows:

\$ 150,000 Advantage  
50,000 BRASS  
75,000 Oracle (database for BRASS and Web Site)  
54,338 CoolGen for CJIS and JIMS  
65,000 Lotus Notes  
40,000 Crystal Reports  
38,500 Command AntiVirus Interoffice and Internet Lotus Notes  
83,601 Tools for the DB2 database for Advantage, CJIS, JIMS and SIMPLE

The SYSM System, a communication system formerly used by the Department of Human Services, was discontinued in 2001 and replaced by Lotus Notes and forms in MS Word. It will be decommissioned in 2002.

- \$ 107,106 Transfer 1 Info Systems Director - DSS  
(59,976) Increase Lump Sum Salary Reduction  
\$ 47,130

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

One position of Info Systems Director – DSS is transferred from the Department of Human Services to continue the effort begun in 1997 to centralize information technology services. In addition, the Info Systems Director – DSS will coordinate County-wide technology strategic planning efforts and customer service.

- Applications services costs are partially offset by \$220,000 revenue from the Social Security Administration for reports of inmates in custody.

## Technical Support and Infrastructure

- For 2002, Technical Support and Infrastructure Services will cost \$11,968,609, including:

\$6,837,371 Technical Support  
1,701,701 Voice Communications  
1,400,329 Radio Services  
2,029,208 Interest & Depreciation of DP  
Equipment

Technical support includes:

\$3,553,817 Mainframe Support  
3,283,554 Network Support

Mainframe Support costs are primarily staff (\$1,289,166), services (\$1,058,952) and debt and depreciation (\$802,620). The services include \$667,640 for support and licensing of the mainframe operating system and utilities. Big software companies usually offer software for a large initial fee that enables the County to use it for a year. (This initial cost is budgeted in a Capital Expenditure account.)

The initial fee is followed by annual fees to continue using it and receive product upgrades and technical support. The annual fees are usually 15 to 20 percent of the first year's fee. The fees increase as the computing power of the computers used to run the software increases. IMSD's mainframe operating system and utilities include:

\$ 411,072 IBM operating systems and  
database software  
98,401 Computer Associates' tools  
17,884 Printing software  
54,390 SAS mainframe reporting tool

The other large component of services for mainframe support is Equipment Repair and Maintenance. The 2002 Budget includes \$266,392 for maintenance of the mainframe processor and storage units, the air conditioning, fire suppression, generator and uninterruptable power sources for 365/24/7 operation.

In addition, \$802,620 debt and depreciation is attributable to mainframe support due to prior capital acquisitions.

Network Support of \$3,283,554 is comprised primarily of staff (\$1,660,156) and services (\$1,185,706) for support of the Wide Area Network. These services include:

\$ 422,600 SONET ring and leased data lines  
600,775 Network software fees  
92,800 Maintenance of network  
connectivity equipment

Network Support includes a critical piece of software called H.E.A.T., which is a system for tracking and monitoring problem reporting and resolution. During 2001, IMSD piloted and implemented the use of this management tool to help identify necessary user training, hardware replacements and system modifications. For 2002, County department IT staff will be required to log all service calls into H.E.A.T. to improve problem resolution County-wide.

Telecommunications cost of \$1,701,701 are comprised primarily of staff and services. These services include:

\$ 510,000 Ameritech local service  
75,000 AT&T long distance  
6,800 Language Line  
160,000 US Cellular mobile phones  
1,000 Pager rentals  
4,000 Voice mail maintenance  
150,000 Telephone switch maintenance

Telecommunications costs are offset by \$220,000 revenue from pay phone commissions.

Radio Services cost \$1,400,329 for conventional and 800 MHz trunked radio system used by

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160

**FUND:** Internal Service - 0026

3,132 radios in 14 County departments and 12 municipalities and agencies.

Radio costs include staff (\$67,467), services (\$481,858) and debt and depreciation (\$448,853). The services include:

- \$ 38,600 Data lines
- 76,941 Rent locations for towers
- 350,000 Maintenance and support by Motorola

Debt depreciation of \$448,853 is attributable to Radio Services due to prior Capital Improvement projects to enhance the system.

Radio costs are partially offset by \$60,300 of tower revenue.

**Document, Distribution and Records Services**

- Document Distribution and Records Services costs \$1,728,993, including:

- \$ 822,835 Document production, Internet/Web site presentation and forms management
- 278,603 Distribution services
- 627,555 Records services

Document, Distribution and Records Services consist primarily of staff (\$739,400) and services (\$596,752) costs. The services costs include:

- \$ 102,000 Printer and copier support and maintenance
- 93,000 Outside printing services
- 250,000 Rent for Records Center

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>Applications Services</b>				
Enterprise Services Applications	85	85	85	85
Major Enhancements/Modifications	19	N/A	40	17
Network Services Applications	N/A	N/A	N/A	100
Internet User Ids	N/A	N/A	N/A	1,424
Lotus Notes User Ids	N/A	N/A	N/A	3,282
<b>Document Services</b>				
Xerox Copies	12,500,000	9,359,486	12,500,000	10,500,000
Finishing (Number of Jobs)	3,640	4,265	4,500	4,300
Typesetting/Keyline (Number of Jobs)	1,000	629	850	650
Specifications (Number of Jobs)	2,200	1,565	2,200	1,570
Forms Control	1,500	1,154	1,500	1,155
Outside Vendor (Number of Jobs)	1,750	1,094	1,750	1,100

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160

**FUND:** Internal Service - 0026

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>Distribution Services</b>				
Total Pieces Mailed	N/A	N/A	N/A	1,400,000
Pre-Sort Mail @ .269 each	N/A	N/A	N/A	1,011,780
First Class @ .34 each	N/A	N/A	N/A	300,000
Flats (envelopes 8" x 10" and larger)	N/A	N/A	N/A	88,220
<b>Records Center</b>				
Requests	28,799	23,134	32,791	29,528
Returns	28,799	23,134	32,791	29,528
Interfiles	7,000	10,816	9,676	7,895
Received	8,808	11,628	7,743	9,530
Destroyed	2,000	3,115	2,200	3,120
<b>Technical Support &amp; Infrastructure</b>				
<b>Helpdesk Services</b>				
Service Calls	N/A	N/A	N/A	22,500
<b>Enterprise Services</b>				
Pages, Laser Printed Reports	16,421,875	20,704,347	12,300,000	25,000,000
Pages, Impact Printed Reports	950,000	134,091	225,000	3,000
Enterprise Server User Ids	5,618	5,618	5,618	6,732
<b>Network Services</b>				
Desktop Computers maintained	3,124	4,150	4,600	4,600
Desktop Computers to be Replaced	300	450	500	450
Network Servers maintained	133	106	106	121
Network Servers to be Replaced	7	8	19	8
<b>Radio Communications Services</b>				
Radios in Service	1,878	1,878	1,200	3,132
<b>Telecommunications Services</b>				
Adds, Moves & Changes	7,500	12,061	7,500	5,416
Cellular and Pager Units in service	N/A	N/A	N/A	1,800
Service Calls	1,500	2,091	1,200	3,252
Telephone Units in service	N/A	N/A	N/A	6,800



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

UNIT NO. 1180  
FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

The purpose of the Economic Development Division is to preserve and enhance the tax base of the County by undertaking programs and activities that stimulate, attract and revitalize commerce, industry and manufacturing. Its goal is to promote area-wide, regional economic development, marketing and cooperation among all involved governments and private-sector groups to provide for a unified development approach for the Milwaukee area.

Pursuant to Section 59.82 of the Wisconsin Statutes, Milwaukee County may participate in the development of a research and technology park through a nonprofit corporation organized specifically for this purpose. The Milwaukee County Research Park Corporation (MCRPC) was

incorporated on May 18, 1987, with a mandate from Milwaukee County to develop a research park on approximately 172 acres of County land in the southwest quadrant of the County Grounds adjacent to the Milwaukee Regional Medical Center.

The development objective of the MCRPC is the establishment of a quality research and technology park that will complement, to the greatest extent possible, the Milwaukee Regional Medical Center, the University of Wisconsin-Milwaukee, the Milwaukee School of Engineering, Marquette University and the Medical College of Wisconsin, and enhance the economy of the City of Wauwatosa, Milwaukee County and the State of Wisconsin.

BUDGET SUMMARY				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 562,489	\$ 559,508	\$ 612,790	\$ 53,286
Services	1,314,988	1,527,800	2,018,975	491,175
Other Charges	8,467	8,300	6,300	(2,000)
Capital Outlays	226,577	261,000	211,000	(50,000)
County Service Charges	55,014	104,769	127,531	22,762
Abatements	(44,506)	(71,751)	(74,986)	(3,235)
<b>Total Expenditures</b>	<b>\$ 2,123,029</b>	<b>\$ 2,389,626</b>	<b>\$ 2,901,610</b>	<b>\$ 511,984</b>
<b>Total Revenues</b>	<b>\$ 3,318,975</b>	<b>\$ 4,652,200</b>	<b>\$ 5,008,849</b>	<b>\$ 356,649</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,195,946)</b>	<b>\$ (2,262,574)</b>	<b>\$ (2,107,239)</b>	<b>\$ 155,335</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 11,124	\$ 10,933	\$ 15,081	\$ 4,148
Courthouse Space Rental	24,000	31,826	30,762	(1,064)
Document Services	1,042	2,705	824	(1,881)
Tech Support & Infrastructure	4,620	9,995	12,166	2,171
Distribution Services	444	1,251	566	(685)
Telecommunications	2,139	2,101	2,280	179
Records Center	1,137	1,524	1,642	118
Radio	0	0	0	0
Personal Computer Charges	0	7,000	7,000	0
Applications Charges	0	4,416	4,665	249
<b>Total Charges</b>	<b>\$ 44,506</b>	<b>\$ 71,751</b>	<b>\$ 74,986</b>	<b>\$ 3,235</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,195,946)</b>	<b>\$ (2,262,574)</b>	<b>\$ (2,107,239)</b>	<b>\$ 155,335</b>
<b>Total Property Tax Levy</b>	<b>\$ (1,151,440)</b>	<b>\$ (2,190,823)</b>	<b>\$ (2,032,253)</b>	<b>\$ 158,570</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

**UNIT NO.** 1180  
**FUND:** General - 0001

**MISSION**

The Milwaukee County Economic Development Division provides quality services and responds quickly and effectively to meet the needs of other County agencies, citizens and businesses. The division develops initiatives and operates programs that are designed to preserve and enhance the County's tax base and increase employment opportunities by helping to create an environment that stimulates business growth and development.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Limit property tax expenditures by maintaining or increasing revenue from leases and sale of excess property.	a. Revenue from sale of excess land and buildings. b. Revenue from parking lot lease program. c. Revenue from rental of land or dwellings.	a. Achieve gross sales revenue of at least \$500,000. b. Net parking revenue increase over prior year. c. Rental revenue increase over prior year.
2.	Increase local tax base and generate tax revenue from sale and redevelopment of County property.	a. Gross amount of acreage sold or leased. b. Assessed value of land and improvements. c. Property taxes generated by new development.	a. Sale or lease of at least 10 acres of land. b. Total assessed value in excess of \$12 million. c. Property tax revenue in excess of \$500,000.
3.	Remediate and redevelop contaminated properties.	a. Amount of brownfield redevelopment grants awarded. b. Amount of Federal, State or local funding for brownfield development. c. Amount of private investment in brownfield site development.	a. Award minimum of \$250,000 in brownfield grants. b. Attract minimum of \$1 million in Federal, State or local funding for brownfield redevelopment. c. Generate \$4 million of private investment in brownfield site redevelopment.
4.	Preserve and enhance County's existing base of jobs and businesses.	a. Number of business expansions and new business startups provided assistance.	a. Provide assistance to a minimum of 10 business relocations, expansions or start-ups.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 562,489	\$ 559,508	\$ 612,790	\$ 53,282
Position Equivalent (Funded)*	8.0	7.4	7.5	0.1
% of Gross Wages Funded	93.3	93.6	93.5	(0.1)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

**UNIT NO.** 1180  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**DEPARTMENT DESCRIPTION**

The Economic Development Division includes the Economic Development and Real Estate Sections.

The **Economic Development Section** develops and administers programs designed to enhance the business climate, allowing existing businesses in Milwaukee County to flourish and expand, and attracting new businesses to the community. Specific responsibilities include assisting businesses in accessing Milwaukee County resources and services, identifying and referring businesses to various sources of technical and financial assistance, working with municipalities and economic development agencies to “package” services to companies, and promoting Milwaukee County to outside businesses.

The **Real Estate Section** manages, sells and acquires real estate for Milwaukee County. The Section manages and leases improved and unimproved properties, including air space parking lots for the Wisconsin Department of Transportation (WISDOT). The Section sells County surplus real estate and tax deed foreclosure properties in Milwaukee County.

Development Division. Three major County-owned properties are potential candidates for sale in 2002. It is assumed that at least one of the following parcels, which have a total estimated value of \$4 million to \$6 million, will be sold in 2002:

- The water and sewer utility located on the County Grounds
- The parcel located at 6<sup>th</sup> and State Streets
- Puetz Road Property (Residential Housing Development east of 68<sup>th</sup> Street)
- Gross parking rental revenues are anticipated to increase \$572,349, from \$2,350,000 to \$2,922,349. This increase is partially offset with a \$311,175 expenditure increase, from \$1,125,000 to \$1,436,175, to pay the State of Wisconsin their contractual share of parking proceeds. The Economic Development Division retains \$50,000 for administrative costs.
- An appropriation of \$150,000, an increase of \$50,000 over 2001, is included to continue preparation for the 2003 National Association of Counties (NACo) conference to be held in and hosted by Milwaukee County. An appropriation of \$150,000 is included for preparations for the 2002 Wisconsin Counties Association (WCA) conference to be held in and hosted by Milwaukee County. An appropriation of \$150,000 is budgeted for the Economic Development Project Fund, a reduction of \$50,000 from the 2001 Adopted Budget. Revenue of \$450,000 from proceeds of sale of land at General Mitchell International Airport Business Park – Cudahy is included to offset these expenditures.

**BUDGET HIGHLIGHTS**

- Research Park land sales revenue is divided 65% to Milwaukee County and 35% to the Research Park Board per County Board Resolution (File No. 980-348).
- Revenue from the sale of surplus County properties is budgeted at \$1,250,000, which is a decrease of \$1,000,000 from the 2001 Adopted Budget. Of this amount, \$425,000 will be received by the County from Land Sales by the Research Park and \$825,000 is budgeted to be received by Land Sales by the Economic

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

UNIT NO. 1180

FUND: General - 0001

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- Appraisal Fees are increased \$20,000, from \$40,000 to \$60,000, based on experience.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first

certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration - Housing & Community Development Division's purpose is to maximize available State and Federal resources for the production of affordable housing and continued enhancement of the tax base through the administration of the following programs:

Community Development Block Grant Program, Home Repair Loan Programs, Rental Assistance Programs, Housing Organization Loan Fund, HOME Investment Partnership Program, and other programs as may be approved by the County Board.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,533,593	\$ 1,623,024	\$ 1,806,096	\$ 183,072
Services	50,365	53,410	65,260	11,850
Commodities	25,841	40,840	41,222	382
Other Charges	11,017,478	14,393,672	15,173,700	780,028
Capital Outlays	1,841	4,000	36,066	32,066
County Service Charges	344,546	474,524	333,094	(141,430)
Abatements	(1,590,255)	(2,646,698)	(2,623,568)	23,130
<b>Total Expenditures</b>	<b>\$ 11,383,409</b>	<b>\$ 13,942,772</b>	<b>\$ 14,831,870</b>	<b>\$ 889,098</b>
<b>Direct Revenues</b>	<b>\$ 11,787,852</b>	<b>\$ 14,358,700</b>	<b>\$ 15,173,700</b>	<b>\$ 815,000</b>
<b>Direct Property Tax Levy</b>	<b>\$ (404,443)</b>	<b>\$ (415,928)</b>	<b>\$ (341,830)</b>	<b>\$ 74,098</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 152,975	\$ 156,819	\$ 53,666	\$ (103,153)
Courthouse Space Rental	67,307	205,684	198,808	(6,876)
Document Services	15,201	13,622	12,027	(1,595)
Tech Support & Infrastructure	70,645	35,739	13,057	(22,682)
Distribution Services	4,195	3,363	5,349	1,986
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	7,228	7,319	7,703	384
Records Center	4,331	5,094	6,257	1,163
Radio	0	0	0	0
Personal Computer Charges	3,442	4,000	5,000	1,000
Applications Charges	0	25,950	8,390	(17,560)
Other County Services	3,367	500	0	(500)
<b>Total Charges</b>	<b>\$ 328,691</b>	<b>\$ 458,090</b>	<b>\$ 313,590</b>	<b>\$ (144,500)</b>
<b>Direct Property Tax Levy</b>	<b>\$ (404,443)</b>	<b>\$ (415,928)</b>	<b>\$ (341,830)</b>	<b>\$ 74,098</b>
<b>Total Property Tax Levy</b>	<b>\$ (75,752)</b>	<b>\$ 42,162</b>	<b>\$ (28,240)</b>	<b>\$ (70,402)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190  
**FUND:** General - 0001

**MISSION**

The Housing and Community Development Division will maximize available public and private resources and provide professional services to promote self-sufficiency, ensure that County neighborhoods are viable communities and ensure that housing choices are safe and affordable for lower income households.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Improve residential living environments for lower income households.	a. Number of affordable housing units produced. b. Number of applications approved for Home Repair loans and handicapped accessibility grants. c. Number of households relocated to low poverty neighborhoods.	a. Provide 150 affordable housing units. b. Assist 100 homeowners with rehab loans. c. Relocate 25 households to low poverty neighborhoods.
2.	Enhance the quality of life of disadvantaged or lower income households.	a. Number of participants entering the workforce. b. Number of participants obtaining higher or living wages. c. Number of homeless persons obtaining housing.	a. 75% of participants will find jobs. b. 25% of participants will obtain higher/living wages. c. 70% of homeless persons will remain in housing during the program year (12 months).
3.	Preserve and enhance the tax base contributing to healthy livable communities.	a. Loans/grants contribute to preserve a community's tax base. b. Number of blighted properties demolished. c. Number of public facilities serving elderly or youth rehabbed.	a. The tax base is maintained or increases in value. b. Two blighted properties will be demolished. c. One senior center rehabbed and two facilities serving youth rehabbed or improved.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,533,593	\$ 1,623,024	\$ 1,806,096	\$ 183,072
Position Equivalent (Funded)*	32.0	34.0	34.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 11,236	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.3	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**BUDGET HIGHLIGHTS**

- The estimated Federal grant for the HOME Investment Partnership Program for 2002 is \$1,180,000, representing an increase of \$115,000 in Federal revenue for the HOME Program. The match requirement for this program has been waived by the Department of Housing & Urban Development (HUD) for two years due to the Federally declared snow disaster in December, 2000, resulting in a zero tax levy requirement for this program.
- The estimated Federal grant for the Community Development Block Grant Program for 2002 is \$1,800,000, an increase of \$100,000.
- The estimated Federal grant for the Housing Choice Voucher Program is \$10,000,000. This is an increase of \$925,000 and results from a higher Fair Market Rent for rental units, making it possible to serve an additional 215 low-income households under the existing HUD contract.
- Other Charges increase \$780,028, from \$14,393,672 to \$15,173,700. This is due in part to an increase of \$115,000 in expenditures for the HOME Program, an increase in expenditures of \$925,000 for the Rent Assistance Housing Choice Voucher Program, an increase in expenditures of \$100,000 for the Community Development Block Grant Program, and a decrease of \$325,000 related to the Regional Opportunity Counseling (ROC) Program, which is scheduled to expire in May, 2002.
- Revenue of \$215,900 from the DHS - Mental Health Division is included, representing MHD's obligation of matching funds for the Safe Haven Program.
- A revenue appropriation of \$119,050 from the DHS - Mental Health Division is included to offset administrative expenses incurred by the Housing & Community Development Division for administration of the Shelter Plus Care Program.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190

**FUND:** General - 0001

<b>COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION BY MUNICIPALITY</b>				
<u>Municipality</u>	<u>2000 Actual</u>	<u>2001 Actual</u>	<u>2002 Projected</u>	<u>2001/2002 Change</u>
Bayside	\$ 25,100	\$ 25,100	\$ 26,200	\$ 1,100
Brown Deer	38,800	38,800	40,400	1,600
Cudahy	59,900	59,900	62,400	2,500
Fox Point	28,000	28,000	29,200	1,200
Franklin	49,900	49,900	52,000	2,100
Glendale	44,000	44,000	45,800	1,800
Greendale	41,800	41,800	43,600	1,800
Greenfield	68,000	68,000	70,800	2,800
Hales Corners	34,600	34,600	36,000	1,400
Milwaukee*	0	0	0	0
Oak Creek	50,200	50,200	52,300	2,100
River Hills	21,400	21,400	22,300	900
Saint Francis	48,200	48,200	50,200	2,000
Shorewood	48,600	48,600	50,600	2,000
South Milwaukee	59,800	59,800	62,300	2,500
Wauwatosa*	0	0	0	0
West Allis*	0	0	0	0
West Milwaukee	49,800	50,800	52,900	2,100
Whitefish Bay	<u>38,400</u>	<u>38,400</u>	<u>40,000</u>	<u>1,600</u>
<b>TOTAL</b>	<b>\$ 706,500</b>	<b>\$ 707,500</b>	<b>\$ 737,000</b>	<b>\$ 29,500</b>

\* The cities of Milwaukee, Wauwatosa and West Allis do not participate in the Urban County Agreement with Milwaukee County.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** UNCLAIMED MONEY

**UNIT NO.** 1901-4980

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

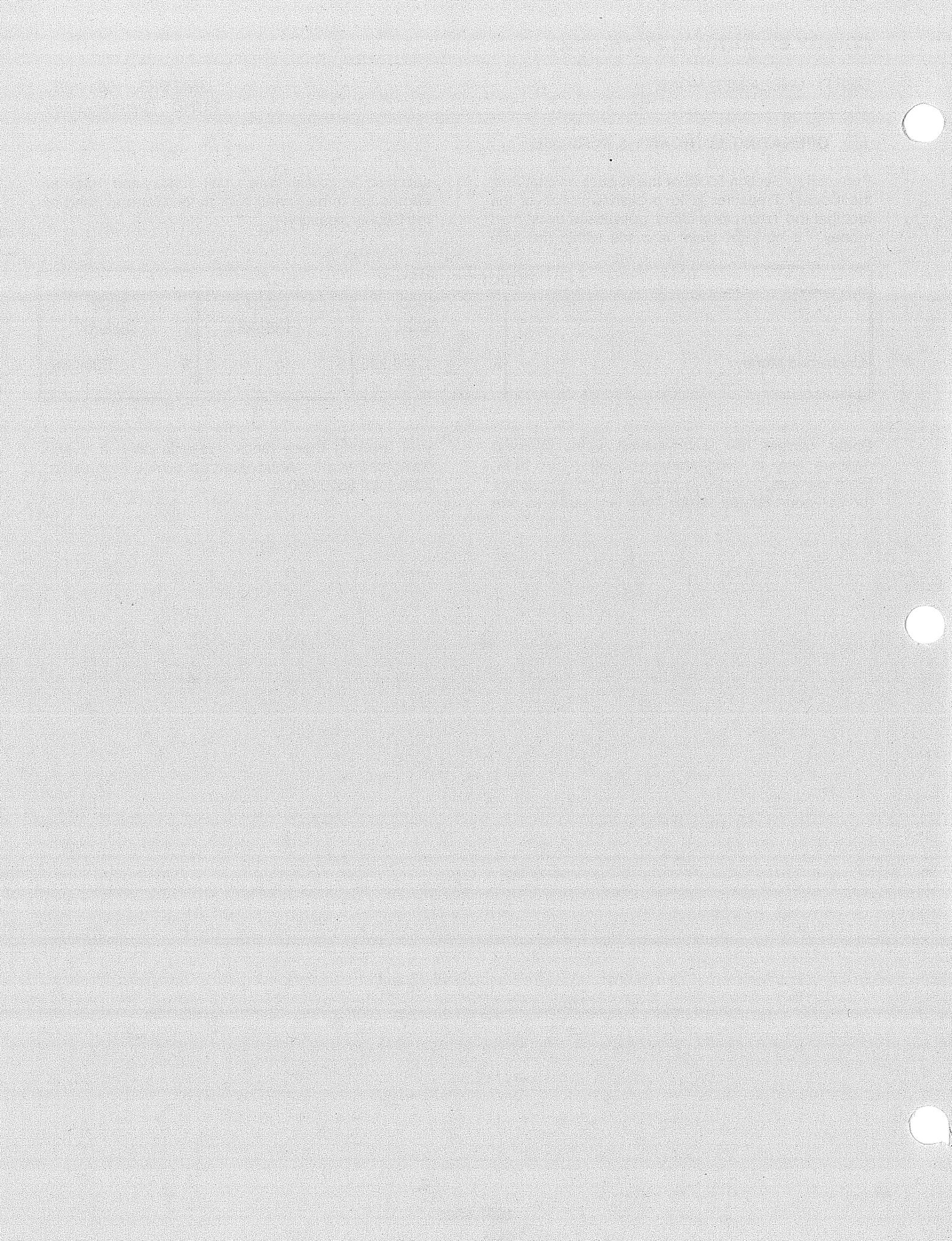
Pursuant to Section 59.66 of the Wisconsin Statutes, the County Treasurer is to publish a notice of the fact that the Treasurer's Office possesses unclaimed money. If no legal claim is made within the time

specified in such notice, all funds and interest earned are to be turned over to the General Fund of the County treasury.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Unclaimed Money	\$ 1,323,395	\$ 0	\$ 550,000

Under current law, court-related funds become revenue only in even-numbered years. In 1994, State law was changed to reduce the holding period for non-court-related funds from ten years to one

year, making these funds available only in even-numbered years. Anticipated unclaimed monies for 2002 total \$550,000.



**COUNTY EXECUTIVE'S 2006 BUDGET**

**DEPT:** UNCLAIMED MONEY

**UNIT NO.** 1901-4980

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.66 of the Wisconsin Statutes, the County Treasurer is to publish a notice of the fact that the Treasurer's Office possesses unclaimed money. If no legal claim is made within the time

specified in such notice, all funds and interest earned are to be turned over to the General Fund of the County treasury.

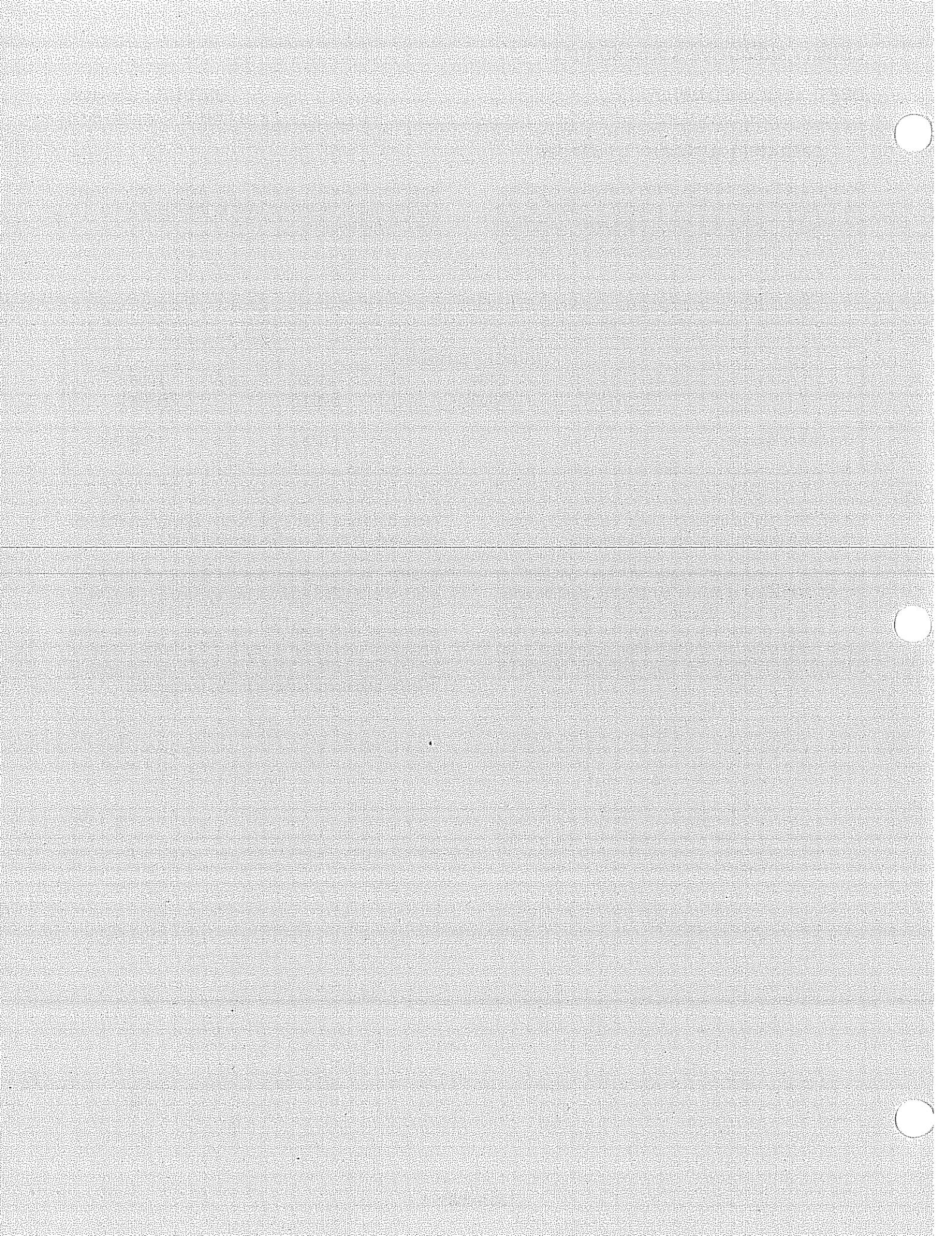
<b>BUDGET SUMMARY</b>			
	<u>2004 Actual</u>	<u>2005 Budget</u>	<u>2006 Budget</u>
Unclaimed Money	\$ 0	\$ 1,008,332	\$ 1,342,209

Under 59.66(2) unclaimed funds become revenue only after following statutory requirements.

more than one year shall, to the extent possible, be deposited in the County's general fund."

In 2005, unclaimed funds in the amount of \$1,356,890 were reported by County departments. According to State Statutes 59.66 Section 2 (2a) "Any money or security of which the treasurer has taken possession or control under, paragraph 1 (a) and has had in his or her possession or control for

In 2005, the remaining, not yet claimed funds in the amount of \$1,353,684 will be retained by the County Treasurer for one year. After allowing for an estimated deduction for claimants, the remaining estimated unclaimed funds of \$1,342,209 would be turned over to the County general fund, recognized in 2006 and accounted for in this budget unit.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** ETHICS BOARD

**UNIT NO.** 1905  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

On February 11, 1975, the County Board of Supervisors created Chapter 9 of the Milwaukee County Ordinances. This chapter establishes a Code of Ethics (Section 9.05) and a Board of Ethics (Section 9.07) which shall adopt guidelines and procedures necessary to carry out the provisions of the ordinance. The Board consists of six residents of Milwaukee County appointed by the County Executive and confirmed by the County Board. The

County Executive appoints, subject to confirmation by the County Board, an Executive Director who shall perform such duties as the Board assigns to him/her. The County Board shall provide such additional personnel as may be required in the administration of this chapter.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Ethics Board	\$ 25,399	\$ 33,362	\$ 38,198

**MISSION**

The Milwaukee County Ethics Board assures compliance with the requirements of the Ethics Code pursuant to Chapter 9, Milwaukee County Ordinances, and reviews, investigates and hears, as needed, all verbal and written complaints of ethics code violations.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The public has confidence in the integrity of County government.	a. The Ethics Code is followed by County employees.	a. Annual review of Statement of Economic Interests.
2.	County employees are confident that they are complying with the Ethics Code.	a. Requests for information about the Ethics Code are satisfied	a. Respond to verbal and written inquiries.

**BUDGET HIGHLIGHTS**

- An appropriation of \$38,198 is allocated to maintain the same level of service as provided in prior years.

This amount is comprised primarily of 25% of the salary, social security and fringe benefit costs of the Executive Secretary of the Personnel Review Board, who also functions as Executive Director of the Ethics Board, and the Administrative Assistant.

- For 2002, the Ethics Board staff is transferred under the administrative authority of the Department of Administration in order to provide administrative support and back-up as well as managerial support on an as needed basis.
- All departments are required to operate within their expenditure appropriations and their overall

budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY HISTORICAL SOCIETY**

**UNIT NO. 1908**  
**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.56(5) of the Wisconsin Statutes, the County Board may appropriate money to any historical society located in the County and incorporated under Section 44.03 for the purpose of collecting and preserving the records and salient historical features of the County. This unit maintains the historical exhibits of the Milwaukee County Historical Society and assists with other phases of the program. Funds provided to subsidize the

operation of the Society are used to employ a director and associate staff. The Society acts as custodian for non-current County records. The County appropriates funds for use by the Society pursuant to an agreement approved by the County Board of Supervisors on December 14, 1965 and renewed on May 16, 1988.

<b>BUDGET SUMMARY</b>			
	<u>2000</u> <u>Actual</u>	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>
Property Tax Levy Contribution to County Historical Society	\$ 307,481	\$ 307,481	\$ 307,481

**OVERVIEW OF OPERATION**

The Historical Society's total operating budget for 2002 amounts to \$608,196, with \$300,715 to come from private, non-County funds. Sources include membership fees (individual and corporate), bequests, gifts, grants, income from invested funds, and sales and receipts from public programs.

Following are examples of some of the Historical Society's program activities.

1. County Landmarks Program. Since 1976, the Society has operated, under County ordinance, a landmark recognition program for areas of Milwaukee County outside of the City of Milwaukee. Nearly 90 sites have been designed as landmarks throughout the history of the program.
2. Museum Houses. The Society continues to operate three museum houses in addition to its central facility downtown. These are Kilbourntown House in Estabrook Park (Shorewood), Lowell Damon House (Wauwatosa), and the Jeremiah Curtin House (Greendale). All are open to the public, either year-round or on special summer schedules.
3. Research and Reference Services. Statistics for reference services decreased slightly in 2000 over the preceding year. In December of 2000, the Historical Society received its largest research library's acquisition of 2,200 boxes of Circuit Court records dating from the 1930's to 1950's.

4. Changing Exhibits. In 2000, 12 changing exhibits were presented at the Historical Center museum. For Black History Month and Women's History Month, the Society developed an exhibition on Alpha Kappa Alpha Sorority's Milwaukee Chapter. An exhibit on the history of baseball in Milwaukee and another on 19<sup>th</sup> century women's fashions were developed from the Society's collections. A traveling exhibition on Shorewood's history was prepared for the community's centennial celebration. In addition, the Society presented two traveling exhibitions, Snapshots from the Family Album: Milwaukee Labor After World War II, organized by the State Historical Society of Wisconsin, and To Honor the Comfort: Native Quilting Traditions from the Michigan State University Museum.
5. Outreach Programs. In order to better serve the schools, libraries, businesses and senior citizens of Milwaukee County, the Historical Society has begun to expand its offerings for off-site presentation. In addition to a number of traveling exhibitions, the Society is also making slide-tape programs and videotapes on Milwaukee history available for rental or purchase. The Society will extend the seasons of two historic houses to encourage school tours during the academic year.
6. Public Programming. The Society and its Friends organization continue to sponsor public programs on a variety of historical topics. The Friends group has created a new series, "Partners in History," in which presentations are

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY HISTORICAL SOCIETY

**UNIT NO.** 1908

**FUND:** General - 0001

made at sites of historical interest under the sponsorship of local businesses or organizations. In 1999, programs focused on the Tripoli Shrine, the Riverwalk District and the Milwaukee Harbor. Programs in 2000 were devoted to Forest Home Cemetery and Northwestern Mutual Life Insurance Company.

grandeur. The windows on the East Mezzanine Gallery were stripped of paint and the entire space opened up so that the original bank equipment was again visible. During 2000, the windows of the West Mezzanine Gallery were also stripped and the space prepared for presentation of temporary exhibits.

- 7. Internship Program. Through financial support provided by an endowment established by the former Auxiliary organization of the Society, a paid internship program has been established through Mount Mary College to have students work on museum fashion collections (preparation of exhibits, care of the collection and study purposes). The Society expanded its program to include Marquette University, Alverno College, and UW-Milwaukee students to assist with the research of collections on a for-credit, but unpaid basis.
- 8. Building Restoration. In 1999, the Historical Society began taking preliminary steps to restore the interior of its facility to its original

- 9. Publications. John Gurda's *The Making of Milwaukee* was published by the Historical Society in 1999. The first print run of 12,000 copies sold out, necessitating a second printing of 5,000 copies. As a result of the success of *The Making of Milwaukee*, the Editorial and Publications Committee of the Historical Society received five additional book-length manuscripts for consideration during 2000. Three of the works have been accepted and are currently in preparation, including Goodwin Berquist and Paul Bowers' *Byron Kilbourn and the Development of Milwaukee*.

**MISSION**

The Milwaukee County Historical Society was founded in 1935 to collect, preserve, and make available materials relating to the history of Milwaukee County. Through a broad program, the Society seeks to promote a greater appreciation of the community's rich heritage and a better understanding of present-day challenges and advantages. The Society's library and museum collections, exhibitions, and activities serve a variety of constituencies including scholars, students, genealogists, local businesses and organizations, and Milwaukee County residents and visitors.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Public use of Milwaukee County Historical Society as a resource for naturalization records, photos and archival materials.	a. Number of library users/patrons.	a. 10% annual increase in usage/processing of materials.
2.	Public use of Milwaukee County Historical Society as a resource for understanding the community's rich heritage.	a. Attendance at exhibitions, programs, special events, and tours.	a. 5% increase over previous year.

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY HISTORICAL SOCIETY

**UNIT NO.** 1908  
**FUND:** General - 0001

The County Historical Society spends the County's contribution as follows:

	2000 Actual	2001 Budget	2002 Budget
<b>Expenditures</b>			
Personal Services	\$ 237,681	\$ 237,681	\$ 237,681
Space and Utilities	67,265	67,300	67,265
Office and Administrative Supplies	2,535	2,500	2,535
<b>Total Expenditures</b>	<b>\$ 307,481</b>	<b>\$ 307,481</b>	<b>\$ 307,481</b>

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	1999 Actual	2000 Actual	2001 Budget	2002 Budget
Meetings/Public Programs	15	24	20	30
Organizational Members	1,124	1,178	1,250	1,350
Research Requests:	5,022	4,878	6,000	6,250
Library - In Person	2,031	1,878	2,500	2,500
Telephone	2,368	2,191	2,700	2,750
Mail/E-mail	515	809	800	1,000
Public Attendance	67,104	21,364	68,500	32,500
Guided Tours:				
Historical Center	105	62	125	110
Period Homes	40	21	50	55
Accessions:				
Library	104	199	120	140
Museum	110	68	125	100
Pages of Publication	534	591	300	300
Staff Program Presentations	23	10	25	30
Slide Shows/Media Appearances	12	10	15	30



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** GREATER MILWAUKEE CONVENTION & VISITORS BUREAU

**UNIT NO.** 1912

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.56(10) of the Wisconsin Statutes, the County Board may appropriate funds to advertise the advantages, attractions and resources of the County and to

conserve, develop and improve the same. Any county may cooperate with any private agency or group in this work.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Greater Milwaukee Convention & Visitors Bureau	\$ 25,000	\$ 25,000	\$ 25,000

This appropriation represents Milwaukee County's support of the Greater Milwaukee Convention and Visitors Bureau, Inc. The major function of the Bureau is the promotion of the County as a major tourist and convention community.

Greater Milwaukee Convention and Visitors Bureau services include:

- Membership of all County facilities and attractions. All receive full bureau benefits.
- A listing of all County facilities and attractions in 350,000 Official Visitor Guides, 10,000 Meeting Planners Guides and 5,000 Group Tour Manuals.
- A listing of all County sponsored events in the bi-monthly Calendar of Events--420,000 produced and distributed annually.
- Participation in all Bureau sponsored events, i.e., membership exchanges, education seminars, National Tourism Week events, Visitor Choice Program.
- Travel writer support and sponsored programs.
- Two full-time representatives in Washington, D.C. actively selling Milwaukee County to association executives and one representative developing and selling the multicultural market.
- The development of targeted direct mail programs to reach and sell these markets on Milwaukee County.
- Production and placement of press releases, feature articles and stories in local, regional and national media to increase exposure of, and interest in, Milwaukee County.
- Operation of two Visitor Information Centers and one Call Center providing the traveling public with information on Milwaukee County.
- A web site listing general community information as well as membership information, including County history and Milwaukee County facts and attractions.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** GREATER MILWAUKEE CONVENTION & VISITORS BUREAU

**UNIT NO.** 1912

**FUND:** General - 0001

**MISSION**

The Greater Milwaukee Convention and Visitors Bureau will take a leadership and visionary role to market Milwaukee as a national destination by building internal organizational excellence and external strategic partners.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County is branded as the Genuine American City. Awareness to both individual and group leisure travelers is heightened. There are significant increases in incremental day trips and room nights, especially during non-peak season.	a. Number of visitor inquiries. b. Number of room nights.	a. 25% increase in visitor inquiries with an increase in web site visitor sessions by 50%. b. 10% increase in room nights.
2.	Milwaukee County is positioned as an international destination.	a. Number of international leads. b. Number of receptive operators in database.	a. 5% increase in leads. b. 10% increase in number of receptive operators.
3.	Conventions are attracted to and use Milwaukee County as a convention site.	a. Number of convention room nights.	a. 265,000 total room nights booked.
4.	Washington, DC based associations choose Milwaukee for city-wide conventions.	a. Number of room nights booked through the Washington, DC office.	a. 55,000 room nights (included in total).
5.	Multicultural groups choose Milwaukee County as a convention site.	a. Number of room nights booked for multicultural groups.	a. 20,000 room nights (included in total).

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL AIR PATROL

**UNIT NO.** 1913  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.54(18) of the Wisconsin Statutes, the County Board may appropriate funds or donate property and equipment to Civil Air Patrol units in the County for the purpose

of enabling such Civil Air Patrol units to perform their assigned missions and duties as prescribed by U.S. Air Force regulations.

<b>BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
Civil Air Patrol	\$ 6,076	\$ 6,800	\$ 8,000

The Civil Air Patrol utilizes a County owned hangar on lease to Youth & Aviation, Inc., at 9393 West Appleton Avenue, Timmerman Field and the second floor of the Tower Building at Timmerman Field. The County provides appropriations for the utility costs

(heat, light, insurance and telephone) of these facilities. The County continues to provide office and hangar space at Timmerman Field.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	1999 <u>Budget</u>	2000 <u>Budget</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
Number of Meetings	365	365	365	365
Number of Organization Members	780	790	790	790

Civil Air Patrol mission activities include:

1. A national program of aerospace education for adults and youths.
2. Participation in disaster emergency services, nationally and locally.
3. Cooperation with, and support of, Civil Defense and American Red Cross disaster and relief programs.
4. Participation in all search and rescue missions authorized by the U.S. Air Force and Coast Guard.
5. Flying shore patrol for the boating public as authorized by the U.S. Coast Guard.
6. Assisting the U.S. Customs Service and Drug Enforcement Administration by patrolling in aircraft to detect illegal drug activity and marijuana fields and reporting such activity to the U.S. Customs Service.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** WAR MEMORIAL CENTER

**UNIT NO.** 1914

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., presently operates the War Memorial Center. The Milwaukee County War Memorial Center is situated at the south end of Lincoln Memorial Drive, overlooking Lake Michigan, and is directly adjacent to County park land. The facility is home to the Milwaukee Art Museum which boasts major cultural exhibits, including the Peg Bradley Collection. In addition,

cultural agencies and major service groups such as the Florentine Opera, Rotary Club, Kiwanis, and national and State headquarters of veterans' organizations, including the War Memorial Center itself, maintain their administrative offices in the Center. To maximize utilization of the facility, it is available for general use by the public, use by veterans' groups, art groups and civic groups. "Honoring the Dead by Serving the Living" is the motto of the Corporation.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to War Memorial Center	\$ 1,597,483	\$ 1,800,572	\$ 1,750,572

**MISSION**

To provide to all people of the community a state of art facility with attractive meeting space and to recognize and educate especially the young of the sacrifice and service made by the veterans of our armed services.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The War Memorial Center honors the dead by serving the living through visitation and usage by residents throughout the community.	a. Number of non-profit organizations that use the facility. b. Number of events. c. Number of months of usage. d. Level of satisfaction with the facility. e. Amount of active veteran use of the facility. f. Diversity of groups that use the facility.	a. Increase the number of nonprofit organizations that use the facility. b. Increase the number of events by 10. c. The Center will maintain usage through 12 months of the year. d. There will be 90% customer satisfaction. e. Increase active veteran group use at the facility. f. Increase diversity in groups that use the facility.
2.	The War Memorial Centers' physical plant management provides the Milwaukee Art Museum with a suitable environment for preservation of the Milwaukee Art Museum collection.	a. Temperature and humidity control. b. Amount of HVAC system down time.	a. Maintain desired temperature and humidity. b. Decrease system down time by 20%.
3.	The War Memorial Center will memorialize the contributions made by veterans and recognize the contributions and efforts for local civilians.	a. Number of programs held to honor those who have served our Country. b. Amount of programming that educates the community on contributions of veterans, local industry and civilians during times of war.	a. Increase the number of veteran programs. b. Increase the number of displays, lectures and events.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** WAR MEMORIAL CENTER

**UNIT NO.** 1914

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- On March 21, 1996, the County Board of Supervisors adopted Resolution File No. 95-689 approving a memorandum of understanding between the County and War Memorial Center, Inc., (WMC) on behalf of the Milwaukee Art Museum (MAM) which provides for a fixed level of operating support of \$627,325 for security, custodial services, fine arts insurance and educational programming support for the years 1996 through 2002. This guaranteed funding of \$627,325 is provided to the WMC on behalf of the MAM to assist the MAM in raising private support for facility expansion and additional endowment funds to support expanded programming.
- The Milwaukee County contribution to the War Memorial Center decreases \$50,000, from \$1,800,572 to \$1,750,572. The decrease is due to a one-time appropriation of \$50,000 that was added to the 2001 Budget for legal fees relating to the WMC/MAM lease negotiations. The appropriation is no longer needed in 2002.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000 <u>Actual</u>	2000 <u>Budget</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<u>Attendance</u>				
Memorial Hall	21,408	27,000	29,500	27,000
4 <sup>th</sup> Floor Meeting Rooms	4,736	7,700	9,000	5,500
Fitch Plaza	21,468	6,000	6,600	6,000
Veterans Memorial Gallery	935	2,000	2,200	2,000
Milwaukee Art Museum	165,285	200,000	300,000	350,000
<u>Special Events</u>				
Fireworks July 3	450,000	450,000	450,000	450,000
Circus Parade	150,000	150,000	150,000	150,000
National VFW Convention	50,181	0	0	0
<b>TOTAL</b>	<b>864,013</b>	<b>842,700</b>	<b>947,300</b>	<b>990,500</b>
<u>Number of Events</u>				
Memorial Hall	170	216	240	240
Meetings - 4 <sup>th</sup> Floor Rooms	287	753	775	400
Fitch Plaza	25	16	20	20
Veterans Memorial Gallery	7	15	20	20
Runs	3	0	0	2
<b>TOTAL</b>	<b>492</b>	<b>1,000</b>	<b>1,055</b>	<b>682</b>

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: WAR MEMORIAL CENTER

UNIT NO. 1914

FUND: General - 0001

The War Memorial Center budget consists of the following:

<b>WAR MEMORIAL CENTER BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b><u>Expenditures</u></b>			
<i>War Memorial Center</i>			
Personal Services	\$ 521,530	\$ 595,778	\$ 636,838
Professional Fees	86,740	156,850	104,850
Advertising and Promotion	20,996	20,000	20,000
Meetings, Travel and Auto Allowance	7,952	4,300	6,300
Space and Utilities	650,292	676,319	670,259
Office and Administrative Supplies	27,425	25,000	25,000
Major Maintenance & New Equipment	27,549	0	0
Subtotal War Memorial Center	\$ 1,342,484	\$ 1,478,247	\$ 1,463,247
<i>Milwaukee Art Museum</i>			
Program Development	\$ 83,700	\$ 83,700	\$ 83,700
Fine Arts Insurance	52,500	52,500	52,500
Security	427,029	427,029	427,029
Custodial	64,096	64,096	64,096
Subtotal Milwaukee Art Museum	\$ 627,325	\$ 627,325	\$ 627,325
<i>Total War Memorial Center Expenditures</i>	\$ 1,969,809	\$ 2,105,572	\$ 2,090,572
<b><u>Revenues</u></b>			
Parking	\$ 184,158	\$ 120,000	\$ 125,000
Miscellaneous	8,606	3,000	3,000
China Rental/Catering Commission	29,751	8,000	18,000
Office Rental and Cellular One	58,477	61,000	85,000
Hall, Plaza and Grounds Rental	74,217	85,000	95,000
Meeting Room Rental - Fourth Floor	4,262	25,000	5,000
Liquor Commission	12,856	3,000	9,000
<b>Milwaukee County Contribution</b>	\$ 1,597,482	\$ 1,800,572	\$ 1,750,572
<i>Total War Memorial Center Revenues</i>	\$ 1,969,809	\$ 2,105,572	\$ 2,090,572



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** VILLA TERRACE

**UNIT NO.** 1915  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., operates Villa Terrace, a museum of the decorative arts located at 2220 North Terrace Avenue. The gracious, Italian Renaissance-style home is richly decorated with antiques and retains almost all of its original fixtures

dating back to the 1920s. The rear terrace area which overlooks Lake Michigan extends down a bank to a large, formal garden area fronting on Lincoln Memorial Drive. The facility is available to the general public to enjoy through tours and private rentals. Admission is charged during public visiting hours. When not open to the public, the facility is available for rental, per policies established by the Board of Directors.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Villa Terrace	\$ 116,178	\$ 127,178	\$ 127,178

**MISSION**

The mission of the Charles Allis Art Museum and Villa Terrace Decorative Arts Museum of Milwaukee County is to fully utilize both museums, gardens and their art collections for community education and cultural enrichment. As a part of the Milwaukee County War Memorial Corporation, the museums honor the war dead by serving as "living memorials."

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County residents' and visitors' quality of life is improved through museum attractions and programs.	a. Number of visitors, community participation and volunteers for both museums.	a. 67,000.
2.	Milwaukee County youth have an enhanced opportunity to appreciate art/architecture and history.	a. Number of youth participating in Museum programs. b. Number of youth who show an increased interest in art, history and gardens.	a. 1,080 youth through school partnerships and 114 central city youth with Farm City Link. b. Establish baseline.

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: VILLA TERRACE

UNIT NO. 1915  
FUND: General - 0001

The Villa Terrace budget consists of the following:

VILLA TERRACE BUDGET SUMMARY			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b>Expenditures</b>			
Personal Services	\$ 107,273	\$ 166,336	\$ 167,148
Professional Fees	21,893	18,836	18,836
Advertising and Promotion	9,779	9,190	9,190
Space and Utilities	44,988	45,463	45,463
Office and Administrative Supplies	7,700	5,835	5,835
Major Maintenance	0	5,000	5,000
<i>Total Villa Terrace Expenditures</i>	<i>\$ 191,633</i>	<i>\$ 250,660</i>	<i>\$ 251,472</i>
<b>Revenues</b>			
Admissions	\$ 22,304	\$ 25,500	\$ 25,500
General Revenue	61,497	68,000	68,000
Friends Group Support	0	29,982	30,794
Contribution to Reserve Account	(8,346)	0	0
<b>Milwaukee County Contribution</b>	<b>116,178</b>	<b>127,178</b>	<b>127,178</b>
<i>Total Villa Terrace Revenues</i>	<i>\$ 191,633</i>	<i>\$ 250,660</i>	<i>\$ 251,472</i>

ACTIVITY AND STATISTICAL SUMMARY				
	2000 <u>Actual</u>	2000 <u>Budget</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b>Attendance</b>				
General Museum Attendance (includes Art Openings and Programs, Tours)	5,166	4,000	6,079	7,860
Concerts, Recitals	1,113	1,000	1,270	1,300
Private Rentals	11,072	10,000	14,190	14,200
Art Group Activities (includes "In-house" Art Groups)	1,624	1,200	1,404	1,400
Volunteer Activity	2,048	1,500	1,869	2,500
Community Outreach	249	3,500	5,000	5,500
Meetings/Appointments	1,802	2,000	2,353	2,400
<b>Total Attendance</b>	<b>23,074</b>	<b>23,200</b>	<b>32,165</b>	<b>35,160</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MARCUS CENTER FOR THE PERFORMING ARTS

**UNIT NO.** 1916

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., presently operates the Milwaukee County Ben and Ceil Marcus Center for the Performing Arts (MCPA), formerly known within the community as the Performing Arts Center. The center was built with private money in 1969 and deeded to Milwaukee County as a public trust for the preservation and enrichment of the performing arts, including drama, music and dance. The facility is home to the

Broadway Series, Milwaukee Symphony Orchestra, Milwaukee Ballet, Florentine Opera, Milwaukee Youth Symphony Orchestra, First Stage Milwaukee and other performing arts groups. The MCPA is located at 929 North Water Street. In addition to the MCPA providing a first class facility for the performing arts, the Center supports a number of free community events and activities year-round, including ethnic and cultural festivals such as Martin Luther King Day Celebration, Community Open House, and Cantos de Los Americas, and offers the twelve-week Rainbow Summer Festival.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Marcus Center for the Performing Arts	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000

**MISSION**

To serve the community, the Marcus Center for the Performing Arts offers facilities and services of the highest quality, makes available a wide range of the performing arts, and acts as an energizing force for effective collaboration and advocacy in the arts community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The Marcus Center will positively impact Milwaukee County's quality of life through making the performing arts available to Milwaukee County residents in all geographic areas.	a. Number of Milwaukee County households, by zip code, who attend Marcus Center events. b. Number and type of organizations that utilize the facility.	a. Improve baseline data and increase low attendance zip codes. b. Increase the diversity in groups attending and/or using the facility.
2.	Marcus Center customers receive a high level of enjoyment from Marcus Center events.	a. Level of customer satisfaction with the facility.	a. 85%+.
3.	Milwaukee County's quality of life is enhanced through Marcus Center's diverse offerings of arts and entertainment in a variety of ticket price ranges.	a. Variety of types of performing arts offerings. b. Number of free programming events. c. Number of complimentary tickets. d. Number of participants in rent discount program.	a. Maintain diverse types of programming. b. Provide free programming for children four days per week at summer KidZStage and present the 14-week Rainbow Summer Festival. c. Establish complimentary ticket program and baseline data. d. Maintain a rent discount for 12 small local arts groups.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MARCUS CENTER FOR THE PERFORMING ARTS

**UNIT NO.** 1916

**FUND:** General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
4.	Milwaukee County's economy is positively impacted by the Marcus Center.	a. Amount of sales tax proceeds generated by the Center. b. Amount of rental income and additional salaries for local employees generated by Center's programming of Broadway touring shows.	a. Center activities will generate a minimum of \$500,000 in sales tax proceeds annually. b. Center will maintain a minimum of \$500,000 in annual salaries for additional employees and the Center will maintain a minimum of \$100,000 annually from Broadway hall rentals.

**BUDGET HIGHLIGHTS**

- On May 20, 1993, the County Board of Supervisors adopted a resolution [File No. 93-283(a)(a)] that approved a memorandum of understanding between the County and the Marcus Center for the Performing Arts (MCPA) which provided a fixed level of operating support of \$1.5 million for the years 1994 through 1998.
- The memorandum of understanding was renewed in 1999 and provides an increase of \$100,000 for a total funding level of \$1,600,000 for the years 1999 through 2003.
- The MCPA will continue to provide quarterly reports and an annual budget request in accordance with past practice.
- The 2002 Budget includes Milwaukee County acquiring the Pabst Theater in fall of 2002 with management of the facility provided by the Marcus Center for the Performing Arts on behalf of Milwaukee County. There is no tax levy support required for 2002. Tax levy commitment from the County will occur once the transfer is complete and all conditions of the contract are completed.

The Director of the Department of Administration and Corporation Counsel are authorized to negotiate the acquisition between Milwaukee County, Marcus Center for the Performing Arts,

Pabst Theater and the City of Milwaukee with a report to the Parks, Energy and Environment Committee by May of 2002.

The conditions of the contract may include but not be limited to:

- County support to begin in 2003 utilizing a phased in approach over a three to five-year period. City of Milwaukee to phase out it's support over the same time period.
- Milwaukee County and the Marcus Center for the Performing Arts will have no responsibility for any outstanding debt related to the Pabst facility.
- Naming rights to accrue to the County at the time transaction is completed (after phase-out of City contribution).
- Pabst Board successfully completes current Capital Campaign.
- Milwaukee County and the Marcus Center for the Performing Arts have the right to reorganize and restructure as necessary.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MARCUS CENTER FOR THE PERFORMING ARTS

**UNIT NO.** 1916

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>						
	2000 Actual		2001 Budget		2002 Budget	
	<u>Events</u>	<u>Attend.</u>	<u>Events</u>	<u>Attend.</u>	<u>Events</u>	<u>Attend.</u>
Performances/Public Events	942	703,522	765	670,000	757	658,000
Private Events	<u>1,680</u>	<u>109,475</u>	<u>1,625</u>	<u>102,000</u>	<u>1,625</u>	<u>102,000</u>
Sub-Total	2,622	812,997	2,390	772,000	2,382	760,000
Rehearsals, Estimate	<u>662</u>	<u>36,371</u>	<u>625</u>	<u>38,500</u>	<u>625</u>	<u>38,500</u>
Totals	3,284	849,368	3,015	810,500	3,007	798,500



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CHARLES ALLIS ART MUSEUM

**UNIT NO.** 1918

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., operates the Charles Allis Art Museum, located at 1630 East Royall Place, which was the home of a wealthy Milwaukeean who collected a vast quantity of museum-quality artifacts. The building and its contents were originally donated to the City of Milwaukee in 1946 and operated under the auspices of the Milwaukee Public Library System. In 1979, this priceless community asset was transferred to

the War Memorial Corporation, again to be held in the public trust. The exhibits offer a rare insight into art from all over the world. Public programming includes monthly changing art exhibits featuring primarily Wisconsin art, regularly scheduled concerts, films, workshops, an annual youth concert series and special events such as the Morning Glory Crafts Fair. Public tours, gallery talks, artist demonstrations and special programs such as Talks and Teas and Travelogs are also offered. Community groups, civic, cultural, veterans and private organizations use the facilities regularly.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Charles Allis Art Museum	\$ 170,942	\$ 181,942	\$ 181,942

**MISSION**

The mission of the Charles Allis Art Museum and Villa Terrace Decorative Arts Museum of Milwaukee County is to fully utilize both museums, gardens and their art collections for community education and cultural enrichment. As a part of the Milwaukee County War Memorial Corporation, the museums honor the war dead by serving as "living memorials."

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County residents' and visitors' quality of life is improved through museum attractions and programs.	a. Number of visitors, community participation and volunteers for both museums.	a. 67,000.
2. Milwaukee County youth have an enhanced opportunity to appreciate art/architecture and history.	a. Number of youth participating in Museum programs. b. Number of youth who show an increased interest in art, history and gardens.	a. 1,080 youth through school partnerships and 114 central city youth with Farm City Link. b. Establish baseline.

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CHARLES ALLIS ART MUSEUM

**UNIT NO.** 1918  
**FUND:** General - 0001

The total Charles Allis Art Museum budget consists of the following:

<b>CHARLES ALLIS ART MUSEUM BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b>Expenditures</b>			
Personal Services	\$ 133,856	\$ 172,978	\$ 172,978
Professional Fees	17,215	13,500	13,500
Advertising and Promotion	15,605	12,249	12,249
Meetings, Travel and Auto Allowance	287	612	612
Space and Utilities	50,955	54,407	54,048
Office and Administrative Supplies	13,383	7,446	7,446
Major Maintenance	0	5,000	5,000
<i>Total Charles Allis Expenditures</i>	<u>\$ 231,301</u>	<u>\$ 266,192</u>	<u>\$ 265,833</u>
<b>Revenues</b>			
Admissions	\$ 19,160	\$ 22,000	\$ 21,400
General	38,780	46,750	46,750
Interest Income from Charles Allis Trust Fund	10,976	12,500	12,141
Friends Group Support (FOCAL)	0	3,000	3,600
Contribution to Reserves Account	(8,557)	0	0
<b>Milwaukee County Contribution</b>	<u>170,942</u>	<u>181,942</u>	<u>181,942</u>
<i>Total Charles Allis Revenue</i>	<u>\$ 231,301</u>	<u>\$ 266,192</u>	<u>\$ 265,833</u>

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000 <u>Actual</u>	2000 <u>Budget</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b>Attendance</b>				
General Museum Attendance (includes Art Openings and Tours)	18,989	24,200	20,610	21,000
Concerts, Recitals	1,515	1,400	1,912	1,950
Private Rentals	2,777	5,600	5,005	5,005
Art Group Activities (includes "in-house" Art Groups)	642	950	1,383	1,000
Volunteer Activity	1,428	975	1,531	1,700
Meetings/Appointments	<u>1,753</u>	<u>1,200</u>	<u>2,220</u>	<u>2,200</u>
Total Attendance	27,104	34,325	32,661	32,855
Community Outreach Off-site	11,853	11,830	15,000	13,000

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

**UNIT NO.** 1923

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 15.105(16), 16.971, 20.505(4)(im) and 59.72 of the Wisconsin Statutes and County Board Resolution File 90-707(a), approved on November 8, 1990, the Milwaukee County Automated Land Information System (MCAMLIS) may design, develop and implement a land information system integrating property and ownership records with U.S. Public Land Survey referenced parcel-identified boundary information; prepare boundary-referenced parcel property maps suitable for producing accurate land title or survey boundary line information; and prepare maps of documented accuracy suitable for local planning. Pursuant to Section 59.43, funding for a land information office, modernization of land records and

the State of Wisconsin Land Information Program and Board is collected via a six-dollar surcharge on the County's existing four dollar Recording Fee. The additional six-dollar surcharge is split, with four dollars designated for the Milwaukee County Automated Land Information System and two dollars for the State Land Information Board. The County continues to retain its four dollar share of the Recording Fee.

Previous Register of Deeds Recording Fees	\$ 4
Fee for MCAMLIS	4
Fee for State Land Information Board	<u>2</u>
	<b>\$10</b>

<b>BUDGET SUMMARY</b>				
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>	2001/2002 <u>Change</u>
Services	\$ 842,594	\$ 999,000	\$ 999,000	\$ 0
County Service Charges	343	1,000	1,000	0
Abatements	(1,676)	0	0	0
Total Expenditures	<u>\$ 841,261</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 0</u>
Encumbrances	0	0	0	0
Total Expenditures & Encumbrances	841,261	1,000,000	1,000,000	0
State Grants	103,895	250,000	250,000	0
Sewer District & Utility Contributions	170,000	0	0	0
Recording Fee Surcharge	609,683	750,000	750,000	0
Total Revenue	<u>\$ 883,578</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 0</u>
Contribution to Reserve Account	42,317	0	0	0
Property Tax Levy	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**BUDGET HIGHLIGHTS**

- This appropriation provides 2002 expenditure authority of \$1,000,000 for the Automated Land Information System. Revenue of \$750,000 is projected to be collected from recording fees collected by the Register of Deeds earmarked for land information modernization by Section 59.88(5) Wisconsin Statutes and \$250,000 is expected to result from grants to be awarded to the County by the Wisconsin Land Information Board (WLIB). Contributions to this project from the private utilities, Ameritech, Wisconsin Electric and Wisconsin Gas, of \$520,000 each, were completed in 1994. A contribution from the Milwaukee Metropolitan Sewerage District, also in the amount of \$520,000, was completed in

2000. Milwaukee County is not required to provide tax levy dollars.

- Expenditure authority of \$1,000,000 is comprised of \$938,000, which represents a decrease of \$10,000 from the \$948,000 budgeted in 2001, to continue to develop the automated base map and parcel-based land information system as provided for in the plan approved by the County Board; \$60,000, representing an increase of \$10,000 from the \$50,000 budgeted in 2001, for surveying services provided by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) in performance of its duties as the Milwaukee County Surveyor under the

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

UNIT NO. 1923  
FUND: General - 0001

requirements of Section 59.60, Wisconsin Statutes; \$1,000 to obtain subdivision and map survey prints from the Register of Deeds; and \$1,000 for meeting and travel expenses.

- With the exception of that portion of the County comprised of the City of Milwaukee, work on the initial digital base map was largely completed by the end of 1998. By the end of 1999, work on the creation of a street address and real property parcel data base linked to the digital maps was also completed, again for that portion of the County outside the City of Milwaukee. Also during 1999, activities related to an ongoing maintenance effort were initiated to ensure that the automated base map is kept up-to-date for that portion of the County outside the City of Milwaukee. These activities continued during 2000 and 2001.
- During 1999, an update and extension of the County Land Records Modernization Plan was prepared and submitted to the Wisconsin Land Information Board (WLIB) in accordance with program requirements. The preparation of the updated Land Records Modernization Plan was needed to maintain County eligibility to retain Register of Deeds filing fees and to continue to receive grants under the provisions of the Wisconsin Land Information Program. The updated and extended plan was approved by the WLIB during 2000.
- The automated mapping base is to be enhanced by the creation of additional layers of information useful to County and local government. For example, during 2000, a digital land use mapping layer was completed. The preparation of a flood plain layer was initiated in 2001 and this work will continue during 2002 and 2003.
- During 2000 a major multi-year project to integrate the existing City of Milwaukee digital cadastral mapping into the County-wide system was initiated. This effort, which will continue during 2002, will require three to four additional years to complete and will require a total expenditure of between \$1,500,000 and \$2,000,000.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** OFFSET TO INTERNAL SERVICE CHARGES

**UNIT NO.** 1930

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Sections 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<u>Expenditures</u>			
Offset to Service Departments Charges	\$ 0	\$ (31,070,881)	\$ (33,825,784)
<u>Revenues</u>			
Offset to Service Departments Revenue	\$ 0	\$ (31,947,104)	\$ (33,459,250)
<b>Property Tax Levy</b>	<b>\$ 0</b>	<b>\$ 876,223</b>	<b>\$ (366,534)</b>

The purpose of this non-departmental budget is to reduce total County expenditures and revenues by the amount of charges from internal service fund departments to other County departments. Without this adjustment, total County expenditures and revenues would be overstated. \$366,534 in unallocated Fleet Management charges are housed in this non-departmental budget. Due to the timing

of completing the Recommended Budget, this allocation could not be made.

\$(33,459,250) of expenditure and revenue offsets reflects the charges from the following departments to other County departments:

<b>BUDGET SUMMARY</b>			
Organizational Unit	2001 <u>Budget</u>	2002 <u>Budget</u>	2001/2002 <u>Change</u>
1150 Dept. of Administration-Risk Management	\$ (4,943,103)	\$ (5,375,068)	\$ (431,965)
5070 DPW - Transportation Services	(2,787,649)	(2,852,851)	(65,202)
5080 DPW - Arch/Eng & Envir Services	(5,889,899)	(6,753,646)	(863,747)
5300 DPW - Fleet Management	(10,975,134)	(11,484,186)	(509,052)
5700 DPW - Facilities Managemen	(7,351,319)	(6,993,499)	357,820
Subtotal	\$ (31,947,104)	\$ (33,459,250)	\$ (1,512,146)
Allowance for Undistributed Crosscharges	876,223	(366,534)	(1,242,757)
Total	\$ (31,070,881)	\$ (33,825,784)	\$ (2,754,903)



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** PERSONAL SERVICES LUMP-SUM REDUCTION FOR ECP BONUSES

**UNIT NO.** 1932

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Personal Services Lump-sum Reduction	\$ 0	\$ (1,000,000)	\$ (234,000)

**BUDGET HIGHLIGHTS**

The 2001 budget included a County-wide Personal Services lump-sum expenditure and tax levy reduction of \$1,000,000, to be achieved where funded positions became vacant during the year.

No general County-wide Personal Services lump-sum reduction is included in 2002. However, a Personal Services lump-sum expenditure and tax levy reduction of \$234,000 is included to reflect a reduction in bonuses for Executive Compensation Plan (ECP) employees from four percent to two

percent. ECP employees at the top step of their pay grade are allowed a performance award bonus up to four percent. Due to fiscal constraints, for 2002, these bonuses will be capped at two percent. The Department of Administration will allocate the Personal Services lump-sum reduction during 2002 to those departments with ECP employees eligible for performance award bonuses resulting in the savings.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CHARGES TO OTHER COUNTY ORGANIZATION UNITS

**UNIT NO.** 1935

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Charges to Other County Organization Units	\$0	\$0	\$0

This budget represents the offset to Central Service costs allocated to departments in order to show the full cost of operating a department. Beginning in 1997, the Central Service Allocation was not included as an expenditure in departments' operating budgets. The Central Service Allocation will continue to be developed by Central Accounting and sent to departments. Departments receiving grant revenues, indirect revenues (internal service fund departments) or outside (direct) revenues will include the Central Service Allocation amounts for purposes of obtaining reimbursement revenues.

The Central Service Allocation amounts for the 2002 budget are based upon the 2002 Cost Allocation Plan. The 2002 Plan uses 2000 actual costs as its basis and includes a carryover provision for the difference between the 2000 Plan (which was based on 1998 actual costs) and 2000 actual costs. Reflecting the 2000 carryover in the 2002 budget increases charges to those departments that were undercharged in 2000 and reduces charges to those departments that were overcharged in 2000.

The Central Service Allocation for 2002 reflects the prorated cost for the following:

Organizational Name	Org. Number	2001 Budget	2002 Budget	2001/2002 Change
Department of Human Resources	1140	\$ 3,070,105	\$ 3,738,512	\$ 668,407
Department of Audit	1001	1,296,106	1,406,719	110,613
DOA-Procurement	1152	1,069,858	1,239,317	169,459
DOA-Accounts Payable	1159	787,446	770,173	(17,273)
County Treasurer	3090	490,717	454,946	(35,771)
DOA-Payroll	1187	761,020	871,448	110,428
Labor Relations	1135	429,915	465,142	35,227
County-Wide Audit		170,068	219,250	49,182
Carryover		1,048,547	1,775,464	726,917
DOA-Accounting	1158	676,995	896,530	219,535
DOA-Budget	1157	729,026	798,877	69,851
<b>TOTAL</b>		<b>\$ 10,529,803</b>	<b>\$ 12,636,378</b>	<b>\$ 2,106,575</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: CHARGES TO OTHER COUNTY ORGANIZATION UNITS**

**UNIT NO. 1935**

**FUND: General - 0001**

ALLOCATION SUMMARY				
		2001	2002	2001/2002
		<u>Budget</u>	<u>Budget</u>	<u>Change</u>
1000	County Board	\$ 48,335	\$ 61,755	\$ 13,420
1011	County Executive - General Office	14,474	16,900	2,426
1018	County Executive - Office for Persons w/Disabilities	6,573	8,911	2,338
1020	County Executive - Intergovernmental Relations	5,035	5,552	517
1021	County Executive - Veterans Service	7,407	10,774	3,367
1130	Corporation Counsel	22,849	28,325	5,476
1040	DOA - Disadvantaged Business Development	8,725	5,411	(3,314)
1150	DOA - Risk Management	40,139	33,298	(6,841)
1151	DOA - Administration and Fiscal Affairs	259,643	189,904	(69,739)
1160	DOA - Information Management Services	156,816	181,661	24,845
1180	DOA - Department of Economic Development	10,933	15,081	4,148
1190	DOA - Housing and Community Development	156,819	53,666	(103,153)
2000	Combined Court Related Operations	610,702	560,629	(50,073)
2430	Child Support Enforcement	217,144	256,918	39,774
3010	Election Commission	6,610	11,204	4,594
3270	County Clerk	16,463	18,509	2,046
3400	Register of Deeds	35,895	45,012	9,117
4000	Sheriff	961,230	1,257,970	296,740
4300	House of Correction	644,156	892,130	247,974
4500	District Attorney	193,321	258,771	65,450
4900	Medical Examiner	50,150	51,771	1,621
5040	DPW - Airport	265,517	352,210	86,693
5070	DPW - Transportation Services	18,666	70,513	51,847
5080	DPW - Professional Services	321,946	355,756	33,810
5100	DPW - Highway Maintenance	147,250	215,114	67,864
5300	DPW - Fleet Maintenance	214,413	305,294	90,881
5600	Milwaukee Transit/Paratransit	331,247	257,569	(73,678)
5700	DPW - Facilities Management*	404,302	395,619	(8,683)
5800	DPW - Administration	10,918	26,400	15,482
6300	DHS - Mental Health Division	1,336,886	1,692,456	355,570
7200	DOA - County Health Related Programs	202,259	302,567	100,308
7900	Department on Aging	264,622	448,220	183,598
8000	Department of Human Services	1,931,456	2,281,079	349,623
9000	Parks Department	1,192,427	1,417,684	225,257
9500	Zoo	407,580	546,134	138,554
9910	University Extension Service	6,895	5,611	(1,284)
Total Charges to Other Organizational Units		\$ 10,529,803	\$ 12,636,378	\$ 2,106,575

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** POTAWATOMI REVENUE ALLOCATION

**UNIT NO.** 1937  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Sections 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<u>Expenditures</u>			
Operating Budget Expenditures	\$ 1,390,000	\$ 2,365,000	\$ 3,357,936
Capital Budget Expenditures	1,850,000	875,000	350,000
<b>Total Potawatomi Expenditures</b>	<b>\$ 3,240,000</b>	<b>\$ 3,240,000</b>	<b>\$ 3,707,936</b>
<u>Revenues</u>			
Operating Budget Expenditures	\$ 1,390,000	\$ 2,365,000	\$ 3,357,936
Capital Budget Revenues	1,850,000	875,000	350,000
<b>Total Potawatomi Revenues</b>	<b>\$ 3,240,000</b>	<b>\$ 3,240,000</b>	<b>\$ 3,707,936</b>
<b>Property Tax Levy</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

The Intergovernmental Cooperation Agreement between the Forest County Potawatomi Community and the City and County of Milwaukee specifies that Milwaukee County will receive an annual payment of 1.5% of the Annual Class III Net Win at the Potawatomi Bingo Casino or \$3.24 million, whichever is greater. This annual payment is based on the Net Win at the Potawatomi Bingo Casino for each 12 month period beginning July 1, 1999.

Payment is made to the County on August 15 of each year for the immediately preceding 12 month period, beginning August 15, 2000.

The purpose of this non-departmental budget is to reflect the receipt of Potawatomi revenue to the County and identify the distribution of Potawatomi revenue in the 2002 budget.

<u>Org.</u>	<u>Operating Budget</u>	<u>Allocation</u>
1140	Youth Employment Program	\$ 322,704
	Milwaukee County Diversity Advancement, Retention and Recruitment Task Force	25,000
6300	AODA Voucher Treatment Services	1,000,000
7200	AIDS Resource Center Harm Reduction Program	100,000
	Milwaukee County Sports Authority	200,000
8000	Emergency Shelters	434,234
	Housing Coordinator Program	45,000
	Southeast Asian Access and Outreach Program	24,615
	Domestic Violence Counseling	15,000
	Developmental Disabilities: Respite Services	276,520
	Developmental Disabilities: Advocacy Services	156,043
	Developmental Disabilities: Recreation Services	242,318
	First Time Juvenile Offender Program	516,502
	<b>Subtotal Operating Budget</b>	<b>\$ 3,357,936</b>
<u>Project</u>	<u>Capital Budget</u>	
WP411	Parks Infrastructure Improvements	\$ 350,000
	<b>Subtotal Capital Budget</b>	<b>\$ 350,000</b>
	<b>Total Potawatomi Revenue Allocation</b>	<b>\$ 3,707,936</b>

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: POTAWATOMI REVENUE ALLOCATION

UNIT NO. 1937  
FUND: General - 0001

For 2002, Potawatomi Revenue is budgeted at a total of \$3,707,936, which is based on the monthly Class III Net Win at the Potawatomi Bingo Casino. The \$3,357,936 in Potawatomi revenues allocated to the 2002 Operating Budget are reflected in the 2002 Departmental Operating Budgets. The \$350,000 in Potawatomi revenues allocated to capital improvements are reflected in the 2002 Capital Improvements Budget. Following is a brief description of these operating and capital budget allocations of Potawatomi revenue:

### Operating Budget:

#### Department of Human Resources (Org. 1140)

\$322,704 – Milwaukee County Youth Employment Program

\$322,704 is allocated for the Youth Employment Program. This program helps provide meaningful work experience, career exposure and limited on-the-job training to those individuals who would otherwise be precluded from the program due to restrictive income requirements.

\$25,000 - Milwaukee County Diversity Advancement, Retention and Recruitment Task Force

\$25,000 is allocated for the Milwaukee County Diversity Advancement, Retention and Recruitment Task Force for the development of a Best Practices Guide, web site and related activities for use by corporate, public sector and university employees within Milwaukee County. The County Executive established the Task Force in 1999 to develop strategies to advance, retain and recruit professional and senior management people of color within the Metropolitan Milwaukee area. A number of recommendations have been made as the result of the Task Force's work. These recommendations are intended to improve the ability of corporations, universities and public sector employees to recruit, advance and retain a diverse executive and professional level workforce. The key recommendation is the development of a Best Practices Guide to be used by Metropolitan Milwaukee employers, development of a Best Practices web site, and planning the format for a semi-annual roundtable for Metropolitan Milwaukee's human resources professionals and others interested in a diverse workforce. Funding for

this work will be through the Greater Milwaukee Committee.

#### DHS – Mental Health Division (Org. 6300)

\$1,000,000 - AODA Voucher Treatment Services

\$1,000,000 is allocated for Alcohol and Other Drug Abuse (AODA) Voucher Treatment Services which will be administered by the DHS-Mental Health Division. This allocation is intended to help address continuing alcohol and drug abuse treatment needs in Milwaukee County.

#### DoA-County Health Related Programs Division (Org 7200)

\$100,000 - AIDS Resource Center Harm Reduction Program

\$100,000 is allocated for the AIDS Resource Center of Wisconsin's Harm Reduction Program, an educational/outreach effort to reduce HIV infection, and increase Hepatitis C Prevention and drug treatment for Milwaukee County drug users at highest risk of HIV and Hepatitis C infection. These funds help the Harm Reduction Program reach 75% of injection drug users (IDUs) in Milwaukee County.

\$200,000 - Milwaukee County Sports Authority

\$200,000 is allocated for the Milwaukee County Sports Authority. The Sports Authority, composed of seven members, reviews and recommends to the County Board funding for grant proposals from community organizations seeking to provide sports activities targeted toward at-risk youths, with an emphasis on ages 6-15, and females who may not have the opportunity to participate in and benefit from organized, aerobic sports (e.g., basketball, swimming, volleyball, etc.).

#### Department of Human Services (Org. 8000)

\$434,234 – Emergency Shelters

\$434,234 is allocated for Emergency Shelter services. A total of \$334,234 is allocated for various emergency homeless shelters and emergency domestic abuse shelters. Collectively, these various shelters will provide emergency shelter and outreach services, including approximately 30 beds available each night for 365 days per year. In addition, \$100,000 is allocated to support overflow shelter

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: POTAWATOMI REVENUE ALLOCATION

UNIT NO. 1937  
FUND: General - 0001

services and additional emergency shelter services within Milwaukee County.

## \$45,000 – Housing Coordinator Program

\$45,000 is allocated for a Housing Coordinator Program. Under this program, Housing Coordinator services are provided to the Department of Human Services - Adult Services Division staff and clients as well as persons in the community wanting information regarding the provision of affordable and accessible housing. Housing screening services are provided to persons referred from the Adult Services Division.

## \$24,615 – Southeast Asian Access and Outreach Program

\$24,615 is allocated for the Southeast Asian Access and Outreach Program, which provides service access and outreach to persons of Southeast Asian origin residing in Milwaukee County. Bilingual assistance is provided to establish linkages with Southeast Asian physicians to identify and educate persons of Southeast Asian origin with disabilities regarding available human services.

## \$15,000 – Domestic Violence Counseling

\$15,000 is provided for Domestic Violence Counseling services for males who have been involved in domestic violence situations. The appropriation will provide services to approximately 22 individuals.

## \$276,520 – Developmental Disabilities: Respite Services

\$276,520 is allocated for Respite Services for the families of adults, adult children and children with developmental disabilities. Respite services provide an alternative caregiver role for older or working parents of adults and children with developmental disabilities in need of periodic respite relief.

## \$156,043 – Developmental Disabilities: Advocacy Services

\$156,043 is allocated for Advocacy Services on behalf of persons with developmental disabilities.

Advocacy services will be provided to approximately 4,025 individuals.

## \$242,318 – Developmental Disabilities: Recreation Services

\$242,318 is allocated for Recreation Services that provide leisure time activities for adults, adult children, and children with developmental disabilities. Activities are held after school or work, on weekends or at summer camp programs. These activities also function as a form of respite for primary care givers. These services will be provided to approximately 234 clients.

## \$516,502 – First Time Juvenile Offender Program

\$516,502 is allocated for the First Time Juvenile Offender Program. Total expenditures for the program are \$1,994,481, funded with \$1,477,979 in State revenue and \$516,502 in County support. Potawatomi revenues allocated to this program will provide the County support. The First Time Offender Program provides services to non-violent first time offenders who, in lieu of prosecution, are pre-screened by the District Attorney's office or referred by a judge. Juveniles in the program are carefully monitored with special attention to school attendance and performance. Services available to address individual needs include academic support, mentoring, substance abuse treatment and youth and family counseling. These services are available through a network of neighborhood-based agencies that are certified to perform the services and routinely monitored for consistency and effectiveness.

## Capital Budget:

### \$350,000 - Parks Infrastructure Improvements (WP411)

\$350,000 is allocated as part of a total appropriation of \$2,000,000 for Parks Infrastructure Improvements in 2002. This allocation helps address high-priority infrastructure projects identified through the Parks Department's assessment process.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** APPROPRIATION FOR CONTINGENCIES

**UNIT NO.** 1945  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.60(5)(e) of the Wisconsin Statutes, the Director, Department of

Administration may transmit an estimate of funds required as an appropriation for contingencies.

<b>BUDGET SUMMARY</b>			
	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Appropriation for Contingencies	\$ 4,576,194	\$ 5,500,000	\$ 4,500,000

Contingency Appropriation Analysis

		<u>1999</u>	<u>2000</u>
Adopted Appropriations	\$	4,000,000	\$ 4,576,194
Transfers In		3,570,102	0
Transfer Out		<u>(3,914,027)</u>	<u>(3,893,919)</u>
Year-End Balance	\$	3,656,075	\$ 682,275

BUDGET COMPARED TO APPROPRIATION TRANSFERS

<u>Year</u>	<u>Adopted Budget</u>	<u>Appropriation Transfers Out</u>
1991	\$ 4,500,000	\$ 4,789,182
1992	3,000,000	2,048,829
1993	2,762,252	2,616,635
1994	4,000,000	1,115,141
1995	5,500,000	4,553,967
1996	2,897,880	891,795
1997	4,000,000	289,201
1998	4,250,000	2,500,000
1999	4,000,000	3,914,027
2000	4,576,194	3,893,919
2001	5,500,000	110,146 *
Mean (1991/2000)	\$ 3,948,633	\$ 2,661,270

\*Transfers out through September, 2001



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: EMPLOYEE FRINGE BENEFITS**

**UNIT NO. 1950**  
**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have management of the

business and concerns in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Health Benefits-Hospital, Professional, Major Medical & Dental	\$ 62,789,308	\$ 68,626,405	\$ 76,540,466	\$ 7,914,061
Employee Group Life Insurance	1,976,544	1,938,394	1,449,666	(488,728)
Annuity - County Mandatory Contribution	629,279	650,000	525,000	(125,000)
Retirement System Contribution-OBRA	229,359	250,094	274,972	24,878
Retirement System Contribution	0	3,087,789	0	(3,087,789)
Medicare Reimbursement to Retired Employees	2,847,228	2,752,582	3,320,970	568,388
Benefit Abatement	61,499,310	0	0	0
Health Benefits - Consultant Fees	78,746	180,000	183,833	3,833
Local Transportation (Transit Pass Program)	252,735	264,000	316,800	52,800
Other Contributions	0	350,000	350,000	0
<b>Total Expenditures</b>	<b>\$ 130,302,509</b>	<b>\$ 78,099,264</b>	<b>\$ 82,961,707</b>	<b>\$ 4,862,443</b>
Abatements	61,499,310	0	75,088,730	75,088,730
Revenue	4,802,178	4,918,082	7,872,977	2,954,895
<b>Property Tax Levy</b>	<b>\$ 64,001,021</b>	<b>\$ 73,181,182</b>	<b>\$ 0</b>	<b>\$ (73,181,182)</b>

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County's fringe benefits package is attractive to potential new recruits, and sufficient to retain existing employees.	a. Milwaukee County's benefits package as compared to those offered by other major public employers.	a. Milwaukee County's benefits package is at a level equal to those offered by other major public employers.
2.	The cost of the fringe benefits package provided by Milwaukee County is reasonable.	a. Milwaukee County's benefit plan cost increase in relationship to regional public employer average.	a. Limit benefit plan's annual fiscal increase to regional public employer average.

All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: EMPLOYEE FRINGE BENEFITS**

**UNIT NO. 1950**

**FUND: General - 0001**

**5403 - Health Benefits - Hospital, Professional, Major Medical and Dental Expense**

Increase \$7,914,061, from \$68,626,405 to \$76,540,466

This appropriation provides for the cost of the following health benefits:

	2001 <u>Budget</u>		2002 <u>Budget</u>		<u>Change</u>
Basic Health Benefits, Including Major Medical	\$ 31,724,865	\$	46,411,378	\$	14,686,513
Mental Health/Substance Abuse/EAP Carve-Out	1,060,000		1,218,382		158,382
Health Maintenance Organizations (HMO)	30,695,495		23,031,367		(7,664,128)
County Dental Plan	1,641,715		1,727,889		86,174
Dental Maintenance Organizations (DMO)	1,398,036		1,581,313		183,277
Administrative Expense	1,986,294		2,380,637		394,343
Employee Health Plan Waiver	120,000		189,500		69,500
Contributions * (Active, Retired, COBRA)	0		0		0
<b>Total Health Benefit Cost</b>	<b>\$ 68,626,405</b>	<b>\$</b>	<b>76,540,466</b>	<b>\$</b>	<b>7,914,061</b>

**\* Contributions (employee, retiree, COBRA, etc.) totaling \$7,766,577, which are now reflected as revenue, will partially offset the increase in this object for 2002.**

A five-year comparison of budget and actual experience for health insurance is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 41,787,208	\$ 47,253,946	(0.1)
1997	\$ 49,588,142	\$ 49,916,064	5.6
1998	\$ 47,549,358	\$ 50,339,991	0.8
1999	\$ 51,716,734	\$ 54,308,366	7.9
2000	\$ 61,023,804	\$ 62,789,308	15.6

Based on actuarial analysis of the County's self-insured plan, administered by WPS, premiums are projected to increase 14.3%. Rates for the Humana HMO increase 15% over the 2001 HMO rates. Plan design changes to prescription drug benefits and implementation of a disease management program in 2001 are projected to reduce annual WPS costs by more than \$2,000,000 over the long term. The full amount of savings anticipated in 2001, the first year the new program of savings is initiated, will not be realized due to settlement of the labor agreements at varying dates in the first half of the year. Disease management programs emphasize patient education, which is designed to encourage the desired behavior modification over a long period of time, resulting in long-term savings.

**5404 - Employee Group Life Insurance**

Decrease \$488,728, from \$1,938,394 to \$1,449,666

The group life insurance appropriation is based on the coverage amount, which in turn is based on employees' salaries. The RFP process conducted in 2001 for all employee benefits resulted in the retention of a new life insurance vendor at a reduced rate.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: EMPLOYEE FRINGE BENEFITS

UNIT NO. 1950  
FUND: General - 0001

A five-year comparison of budget and actual experience for group life insurance is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 1,475,934	\$ 1,552,132	14.3
1997	\$ 1,538,082	\$ 1,467,621	(5.4)
1998	\$ 1,597,324	\$ 1,334,750	(9.1)
1999	\$ 1,634,299	\$ 1,153,650	(13.6)
2000	\$ 1,680,495	\$ 1,976,544	71.3

## 5405 - Annuity - County Mandatory Contribution

Decrease \$125,000, from \$650,000 to \$525,000

The budget for the County's mandatory annuity contribution relates to eligible employees who have been members of the pension system prior to January 1, 1971, at the following rates:

- 8% of earnings for Deputy Sheriff
- 8% of earnings for Elected Officials
- 6% of earnings for Other Employees

A five-year comparison of budget-to-actual experience for the annuity contribution is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 1,750,000	\$ 838,843	(47.6)
1997	\$ 800,000	\$ 778,647	(7.2)
1998	\$ 781,875	\$ 745,087	(4.3)
1999	\$ 650,000	\$ 700,686	(6.0)
2000	\$ 650,000	\$ 629,279	(10.2)

## 5406 - Retirement System Contribution - OBRA

Increase of \$24,878, from \$250,094 to \$274,972

To differentiate the OBRA pension contribution from the Retirement System Contribution made for full-time County employees, the 2002 budget includes the OBRA contribution in a separate account. The 2001 OBRA contribution was \$250,094. For 2002, the contribution to the OBRA Retirement System is \$274,972.

**COUNTY EXECUTIVE'S 2002 BUDGET****DEPT: EMPLOYEE FRINGE BENEFITS****UNIT NO. 1950****FUND: General - 0001**

A five-year comparison of budget and actual experience for the Retirement System Contribution - OBRA is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 124,072	\$ 124,072	17.0
1997	\$ 167,688	\$ 167,688	35.2
1998	\$ 218,196	\$ 218,196	30.1
1999	\$ 209,152	\$ 209,152	(4.1)
2000	\$ 229,359	\$ 229,359	9.7

**5409 - Retirement System Contribution**

Decrease \$3,087,789, from \$3,087,789, to \$0

In 2001, the lump sum Retirement System Contribution was \$3,087,789. In 2002, the lump sum contribution is reduced to \$0 due to the Pension Board's adoption of a 20-year amortization period for funding unfunded liabilities, and revising the fund's long-term earnings assumption from 8.5% to 9%. Both revisions are actuarially sound. A 20-year amortization period for funding of pension liabilities is more common among pension systems than the County's prior policy of a 40-year amortization period, of which 34 years remained. Pension systems are, by design, intended to reflect long-term investment returns. A long-term earnings assumption of 9% is realistic in light of the fund's actual long-term experience. Over the past 20 years, which includes several market cycles, the pension fund's average actual rate of return was 12.77%.

A five-year comparison of budget-to-actual experience for the Retirement System Contribution is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 17,727,697	\$ 17,727,697	(5.8)
1997	\$ 12,331,126	\$ 12,331,126	(30.4)
1998	\$ 10,289,916	\$ 10,289,916	(16.6)
1999	\$ 2,265,102	\$ 2,265,101	(78.0)
2000	\$ 229,359	\$ 229,359	(89.9)

**5416 - Medicare Reimbursement to Retired Employees**

Increase \$568,388, from \$2,752,582 to \$3,320,970

This account provides for County payment of the Medicare Part B premium for 4,813 retired employees, including their eligible beneficiaries, over age 65, who retired with 15 or more years of pension-credited service or are on Disability Medicare. The actual cost of the premium will not be finalized by Congress until November. It is estimated that the 2002 rate will increase by 15% to \$57.50 per month.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: EMPLOYEE FRINGE BENEFITS**

**UNIT NO. 1950**  
**FUND: General - 0001**

A five-year comparison of budget-to-actual experience for Medicare reimbursement to retired employees is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 2,871,540	\$ 2,418,707	4.9
1997	\$ 3,061,152	\$ 2,499,614	3.3
1998	\$ 2,693,275	\$ 2,484,181	(0.6)
1999	\$ 2,551,788	\$ 2,596,030	4.5
2000	\$ 2,765,082	\$ 2,847,228	9.7

**6148 - Health Benefits - Consultant Fees**

Increase \$3,833, from \$180,000 to \$183,833

An appropriation of \$183,833 is included to retain outside consultants to assist DHR staff in actuarial analysis, ad hoc reporting, requests for proposal, contract/rate negotiations, and implementation of major revisions to the Benefits Plan.

**6804 - Local Transportation (Transit Pass Program)**

Increase \$52,800, from \$264,000 to \$316,800

An appropriation of \$316,800 is included to cover the continuation of the County's corporate transit pass program. The County, as the employer, purchases quarterly passes for \$120 each, while the employee reimburses the County \$30 per quarter through payroll deduction. Approximately 2,200 bus passes were sold to County employees in 2000. Based on a modest increase in passengers and the increased cost of weekly bus passes, an appropriation of \$316,800 is included for 2002, partially offset by \$86,400 in revenue received from participating employees.

**8299 - Other Contributions**

No change from \$350,000

Costs associated with the County's obligation to United Regional Medical Services in the amount of \$350,000 for pension-related expenses from the closure of John L. Doyne Hospital are again included in this budget for 2002. These expenditures are partially offset by \$20,000 in anticipated revenue.

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$25,000	Benefits Actuarial Analysis & Reporting	Milliman & Robertson, Inc.
\$50,000	Benefits Professional/Technical Assistance	Health Care System Consultants, Inc.
\$42,500	Section 125 Plan Implementation	FlexBen Corporation
\$50,000	Large Claim Medical Audits	Rinzel & Associates

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** FEDERATED LIBRARY SYSTEM

**UNIT NO.** 1966  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Sections 59.03(1) and 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the

management of the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Federated Library System	\$ 66,666	\$ 66,654	\$ 66,641

The 2002 budget appropriation of \$66,641 is based upon Section 43.15(2)(b) of the Wisconsin Statutes which requires County support for library services at a level not lower than the average for the previous

three years. The amount is not designated for any specific purpose or special program. It is to be used by the Federated Library System to offset program costs which are determined to be priorities.

**MISSION**

The mission of the Milwaukee County Federated Library System (MCFLS) shall be to assume a leadership role in facilitating cooperation among its member libraries, improving access to and encouraging sharing of resources, promoting the most effective use of local, County, State and Federal funds and assisting member libraries in the utilization of current and evolving technologies to provide the highest possible level of library service to all residents of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County residents enjoy high level of library services.	a. Number of items accessible. b. Number of libraries accessible. c. Number of registered borrowers. d. Number of items circulated.	a. 4.4 million b. 27 c. 550,000 d. 7,400,000
2.	Milwaukee County library citizens utilize computer technology in order to access enhanced library services.	a. Number of electronic workstations available to users. b. Number of electronic searches conducted by users in library buildings. c. Number of electronic searches conducted by users from remote (non-library) locations (home, office, school, etc.).	a. 1,250 b. 4,577,200 c. 1,144,300

**BUDGET HIGHLIGHTS**

- A task force will be formed by the County Executive to study alternatives to the current organizational structure of the Milwaukee County Federated Library System. These should include modifications to the existing Federated Library System structure as well as

the potential to transfer the Federated Library System to Milwaukee County. The task force will begin work after approval of the 2002 budget by the County Board and will issue recommendations by mid-2002 so that any plan could be included in the 2003 budget.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY FUND FOR THE ARTS

**UNIT NO.** 1974  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.17 and 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the

management of the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Milwaukee County Fund for the Arts	\$ 525,000	\$ 550,000	\$ 550,000

**MISSION**

The Milwaukee County Fund for the Arts, through the Milwaukee County Cultural Artistic and Musical Programming Advisory Council (CAMPAC), allocates County property tax dollars to support and encourage cultural and artistic activities which have an important impact on the economic well-being and quality of life of the community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The community has greater access to a full range of arts and cultural experiences through County funding that enhances management capacity and/or sustains artistic growth of arts organizations and artists.	a. Number of people attending performances and events of Milwaukee County Fund for the Arts funded agencies. b. Percent of agencies offering education and free programs.	a. Establish baseline. b. 100%.

On October 2, 1986, the County Board adopted resolutions (File Nos. 84-466 and 86-463) which specified that a non-departmental account be established for cultural programming to be administered by the County Board, with certain guidelines and criteria for awarding County arts funds. In addition, the County Cultural, Artistic and Musical Programming Advisory Council (CAMPAC) was created to advise the County Board, through the Committee on Parks, Recreation and Culture, with regard to the cultural, artistic and musical programming and endowment/grant components of County arts funding.

On November 9, 1989, the County Board adopted a resolution (File No. 88-631(a)(a)) which authorized and directed the Director of Parks, Recreation and Culture to have administrative authority and responsibility for all County cultural programs previously administered by the County Board. To effectuate this authority, the Appropriation for County Arts Funding was transferred from the non-departmental account, Milwaukee County Funds for the Arts (Org. Unit 1974), to the Parks Department (Org. Unit 9000) operating budget.

The 1991 adopted budget re-established a non-departmental appropriation for County arts funding (Org. 1974). The administrative authority, appropriation request and responsibility for County cultural programs, however, remained with the Parks Department.

On January 17, 1991, the County Board adopted a resolution (File No. 91-18(a)(a)) which authorized and awarded matching grants funds, rental subsidies, and Artistic Development Program allocations to eligible organizations and individuals. The Board also authorized the Director of Parks, Recreation and Culture to prepare contractual agreements with specific agencies for community cultural events and to enter into an agreement with the Milwaukee Foundation to administer Milwaukee County's performing and visual arts fund. Allocations of the cultural arts funds are recommended by the Milwaukee County Cultural, Artistic and Musical Programming Advisory Council (CAMPAC).

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY FUND FOR THE ARTS**

**UNIT NO. 1974**  
**FUND: General - 0001**

**I. Cultural, Artistic, and Musical Programming**

Under this program, Milwaukee County, through its administrative agent, the Milwaukee Foundation, will enter into contractual relationships with community organizations providing, either at a nominal charge or free to the public, specified cultural, artistic and musical performances, with priority given to those groups using County facilities.

**(1) Community Cultural Events Program**

Under this program category, Milwaukee County will, on an annual basis, determine the number and type of performances it desires to purchase through the solicitation of a Request for Proposals based on approved eligibility criteria and guidelines.

<b>Community Cultural Events Program</b>		
<u>Agency</u>	<u>2000 Allocations</u>	<u>2001 Allocations</u>
City Ballet	\$ 5,000	\$ 5,500
Ko-Thi Dance Company	7,000	7,500
Latino Arts, Inc. (Friends of the Hispanic Community)	6,000	7,000
Milwaukee High School Theater Festival	2,000	4,500
Milwaukee Inner City Arts Council	7,000	8,000
Milwaukee Public Theater	5,000	5,000
Walker's Point Center	0	4,000
Community Programming*	<u>40,000</u>	<u>33,000</u>
<b>TOTAL</b>	<b>\$ 72,000</b>	<b>\$ 74,500</b>

\* The 2000 and 2001 allocations were for programming at Washington and Humboldt Parks.

**II. Endowments and Grants**

Under this program, grants are awarded with the objective of promoting new and existing arts organizations. These grants are designed to help arts groups meet their operational and programming expenses.

**(1) Matching Grants Program**

This grant program provides a direct subsidy to professional performing arts organizations that meet established criteria.

<b>Matching Grants Program</b>		
<u>Expenditures</u>	<u>2000 Grants</u>	<u>2001 Grants</u>
Artist Series at the Pabst	\$ 10,309	\$ 10,554
Ballet Wisconsin	8,056	0
Bel Canto Chorus	8,076	10,349
Boulevard Ensemble	0	2,000
City Ballet	6,372	6,786
Civic Music Association	3,194	4,238
Concord Chamber Orchestra	1,250	1,563
Dance-Sing	5,871	5,277
Danceworks	7,090	7,195
First Stage Milwaukee	13,419	14,114
Florentine Opera Company	28,588	28,952
Foothold	1,291	1,936

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY FUND FOR THE ARTS**

**UNIT NO. 1974**

**FUND: General - 0001**

<b>Matching Grants Program</b>		
<u>Expenditures</u>	2000 <u>Grants</u>	2001 <u>Grants</u>
Ko-Thi Dance Company	\$ 10,868	\$ 11,011
Latino Arts (Friends of Hispanic Community)	10,102	10,126
Milwaukee Ballet	34,264	34,873
Milwaukee Chamber Orchestra	8,284	9,426
Milwaukee Chamber Theatre	12,420	13,504
Milwaukee Children's Theatre	4,705	4,427
Milwaukee Dance Theatre	5,680	3,988
Milwaukee Inner City Arts Council	4,377	4,832
Milwaukee Public Theatre	7,587	8,584
Milwaukee Repertory Theater	41,945	45,364
Milwaukee Symphony Orchestra	107,254	108,582
Milwaukee Youth Symphony	10,533	11,173
Modjeska Youth Theatre Company	0	1,500
Music in the Park	3,000	4,000
Musical Offering, Ltd.	0	1,500
Next Act Theater	11,020	10,839
Present Music	7,942	8,284
Renaissance Theatreworks	5,000	5,324
Skylight Opera Theater	18,736	18,988
Theater X	7,271	7,879
Walker's Point Theater for the Arts	4,051	6,077
Wild Space Dance Company	6,507	6,631
Woodland Pattern	9,863	9,294
<b>TOTAL</b>	<b>\$ 424,925</b>	<b>\$ 439,170</b>

Note: Matching Grant Program includes State regranting funds of \$17,431 for 2000 and \$16,670 for 2001.

(2) Artistic Development Program

Under this program, project grants and technical assistance are provided to individual artists and arts organizations which are not served by a major fund drive or a community organization which sponsors arts programs and is currently using criteria established by the Milwaukee Arts Foundation.

performing and visual arts fund under guidelines approved by the County Board of Supervisors.

<u>Expenditures</u>	2000 <u>Actual</u>	2001 <u>Allocated</u>
Milwaukee Foundation	\$35,000	\$38,000
Total Arts Funding*	\$542,431	\$566,670

\* Includes State regranting funds of \$17,431 for 2000 and \$16,670 for 2001.

<u>Expenditures</u>	2000 <u>Actual</u>	2001 <u>Allocated</u>
Individual Artists	\$10,000	\$15,000

**BUDGET HIGHLIGHTS**

III. Administrative Services

The County Board of Supervisors has entered into an agreement with the Milwaukee Foundation to administer Milwaukee County's

- Funding remains at the same level as the 2001 Budget.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CAPITAL OUTLAY/DEPRECIATION CONTRA

**UNIT NO.** 1985

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Sections 59.17 and 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the

management of the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
Expenditures	\$ (9,883,230)	\$ (11,822,186)	\$ (1,938,956)
Revenues	7,680,197	5,937,617	(1,742,580)
<b>Property Tax Levy</b>	\$ (17,563,427)	\$ (17,759,803)	\$ (196,376)

Proprietary Fund departments include Enterprise Fund departments (e.g., Mental Health Complex) and Internal Service Fund departments (e.g., DOA-Information Management Services). Budgeting for Proprietary Fund departments in accordance with Generally Accepted Accounting Principles (GAAP) requires that Proprietary Funds expense the cost of fixed assets over the life of the asset through depreciation. Prior to 1997, fixed assets were defined as buildings and equipment with a cost in excess of \$500. In 1997, the definitions regarding fixed assets changed. The per unit cost for non-computer equipment must exceed \$2,500 per unit and have a useful life greater than one year. Computer related equipment must exceed \$500 to be considered a fixed asset.

fixed assets, Proprietary Fund departments will reflect an appropriation for Capital Outlay - Fixed Assets but will also reflect an offsetting credit appropriation.

However, the cost of Capital Outlay for Fixed Assets for Proprietary Fund Departments should be included in the property tax levy. In order to achieve this, all capital outlay costs for Proprietary Fund Departments are included in this non-departmental budget. The costs for depreciation should not be included in the tax levy and, therefore, an offsetting contra for all Proprietary Fund Departments' depreciation costs is included in this non-departmental budget. This budgetary procedure has no County-wide tax levy impact.

Appropriations for Depreciation are included in Proprietary Fund departmental budgets while appropriations for Capital Outlay - Fixed Assets, the original cost for the fixed asset, are excluded from those budgets. To ensure proper budgeting in accordance with GAAP, yet also ensure that these departments retain control over the purchase of

The following table depicts the capital outlay by department for 2002 compared to 2001, the amount of depreciation in 2002 compared to 2001 and, finally, the combination of these two entries which determines the tax levy amount for this non-departmental budget.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA**

**UNIT NO. 1985**

**FUND: General - 0001**

Org.	Department Name	2001 Capital Outlay	2002 Capital Outlay	2001/2002 Change
1150	DOA-Risk Management	\$ 0	\$ 0	0
1160	DOA-IMSD	334,000	45,000	(289,000)
5040	DPW-Airport	1,853,000	295,200	(1,557,800)
5070	DPW-Transportation Services	56,800	52,054	(4,746)
5080	DPW-Arch. Eng. Environ. Services	45,700	6,000	(39,700)
5300	DPW-Fleet Management	10,000	44,000	34,000
5600	DPW-Transit/Paratransit	582,000	768,000	186,000
5700	DPW-Facilities Management	134,833	150,000	15,167
6300	DHS-Mental Health Division	103,887	127,858	23,971
<b>TOTAL</b>		<b>\$ 3,120,220</b>	<b>\$ 1,488,112</b>	<b>\$ (1,632,108)</b>

Org.	Department Name	2001 Depreciation Contra	2002 Depreciation Contra	2001/2002 Change
1150	DOA-Risk Management	\$ (20,158)	\$ (17,891)	2,267
1160	DOA-IMSD	(3,386,849)	(3,386,851)	(2)
5040	DPW-Airport	(6,407,627)	(6,019,617)	388,010
5070	DPW-Transportation Services	(21,816)	(24,310)	(2,494)
5080	DPW-Arch. Eng. Environ. Services	(56,171)	(52,461)	3,710
5300	DPW-Fleet Management	(3,101,046)	(2,977,608)	123,438
5600	DPW-Transit/Paratransit	(1,704,000)	(1,823,000)	(119,000)
5700	DPW-Facilities Management	(2,829,215)	(2,829,215)	0
6300	DHS-Mental Health Division	(1,664,631)	(1,029,163)	635,468
<b>TOTAL</b>		<b>\$ (19,191,513)</b>	<b>\$ (18,160,116)</b>	<b>\$ 1,031,397</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA**

**UNIT NO. 1985**

**FUND: General - 0001**

Fund Type:	Org.	Capital Outlay	Depreciation Contra	Net Total Contra
Internal Service	1150-DOA-Risk Management	\$ 0	\$ (17,891)	\$ (17,891)
Internal Service	1160-DOA-IMSD	45,000	(3,386,851)	(3,341,851)
Enterprise	5040-DPW-Airport	295,200	(6,019,617)	(5,724,417)
Internal Service	5070-DPW-Transportation Services	52,054	(24,310)	27,744
Internal Service	5080-DPW-Arch.Eng. Environ. Svs.	6,000	(52,461)	(46,461)
Internal Service	5300-DPW-Fleet Management	44,000	(2,977,608)	(2,933,608)
Enterprise	5600-DPW-Transit/Paratransit	768,000	(1,823,000)	(1,055,000)
Internal Service	5700-DPW-Facilities Mgmt.	150,000	(2,829,215)	(2,679,215)
Enterprise	6300-DHS-Mental Health Division	127,858	(1,029,163)	(901,305)
<b>SUBTOTAL</b>		<b>\$ 1,488,112</b>	<b>\$ (18,160,116)</b>	<b>\$ (16,672,004)</b>
Airport Capital Reserve Year-End Closing Entry*				(1,087,799)
<b>TOTAL TAX LEVY IMPACT</b>				<b>\$ (17,759,803)</b>

\* To accurately budget the effect of the Agreement between General Mitchell International Airport (GMIA) and the carriers serving GMIA, this non-departmental budget reflects the fact that the Airport Capital Reserve will be charged and the general fund balance will be credited for \$1,087,799 as a year-end closing entry for the year 2002. This entry includes \$4,347,245 for non-terminal depreciation and \$502,573 as a repayment to the Capital Improvement Reserve. These two entries are offset by contributions from reserves for \$295,200 for capitalized operating items and \$5,642,417 for principal on non-terminal GMIA and Lawrence J. Timmerman Airport debt, resulting in the net credit of \$1,087,799.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** PROPERTY TAXES

**UNIT NO.** 1900-1201

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.60 of the Wisconsin Statutes, property tax requirements are determined by estimating total expenditures and deducting the estimated amount of revenue from non-property tax sources and the amount of any surplus at the close of the prior fiscal year.

Section 59.605, Wisconsin Statutes, imposed a property tax rate limit on Wisconsin counties, effective August 12, 1993. Separate limits were imposed for operating levy rates and debt service

levy rates. Initially, the baseline for the rate limit was the 1992 actual tax rate adopted for 1993 budget purposes. The County may not exceed these operating and debt levy rate limits unless one or more specified conditions apply, as described in the statute. Section 59.605 also establishes specific penalties for failure to meet the limit requirements. Among the penalties for exceeding the limits are reductions in state shared revenues and transportation aids.

**BUDGET SUMMARY**

	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy	\$ 196,038,319	\$ 206,728,742	\$ 216,848,179

STATISTICAL SUPPORTING DATA

	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
<u>General County</u>			
Expenditures	\$ 1,060,098,046	\$ 1,085,606,541	\$ 25,508,495
Revenues	792,020,779	777,803,185	(14,217,594)
Bond Issues	61,348,525	90,955,177	29,606,652
General County Property Tax Levy	\$ 206,728,742	\$ 216,848,179	\$ 10,119,437

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** PROPERTY TAXES

**UNIT NO.** 1900-1201

**FUND:** General - 0001

**Summary of 2002 Adopted Tax Levy**

2002 Budget

Dept. No.	Department Description	2002 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>Legislative and Executive</u>					
1000	County Board	\$ 4,645,195	\$ 16,500	\$ 4,628,695	GEN
1001	Department of Audit	2,132,535	0	2,132,535	GEN
1011	County Executive-General Office	1,217,539	15,000	1,202,539	GEN
1018	County Exec-Persons w/Disabilities	557,197	25,000	532,197	GEN
1020	County Exec-Intergovern. Relations	547,453	0	547,453	GEN
1021	County Exec-Veteran's Services	254,329	13,000	241,329	GEN
	Total Legislative and Executive	\$ 9,354,248	\$ 69,500	\$ 9,284,748	
<u>Staff Agencies</u>					
1040	DOA-Disadvantaged Business	\$ 680,454	\$ 585,308	\$ 95,146	
1110	Civil Service Commission	64,793	0	64,793	GEN
1120	DOA-Personnel Review Board	138,086	0	138,086	GEN
1130	Corporation Counsel	2,072,660	125,000	1,947,660	GEN
1135	DOA-Labor Relations	474,722	0	474,722	GEN
1140	Department of Human Resources	4,486,509	1,355,257	3,131,252	GEN
1150	DOA-Risk Management	5,167,960	6,200,068	(1,032,108)	INTER
1151	DOA-Fiscal Affairs	3,333,289	306,000	3,027,289	GEN
1152	DOA-Procurement	942,431	0	942,431	GEN
1160	DOA-Information Mgt Services	18,582,801	512,360	18,070,441	INTER
1180	DOA-Economic Development	2,901,610	5,008,849	(2,107,239)	GEN
1190	DOA-Housing & Community Dev	14,831,870	15,173,700	(341,830)	GEN
	Total Staff Agencies	\$ 53,677,185	\$ 29,266,542	\$ 24,410,643	
<u>Sundry Appropriations</u>					
1900-					
1999	Non-Departmentals	\$ (27,853,981)	\$ 92,565,034	\$ (120,419,015)	GEN
<u>Courts and Judiciary</u>					
2000	Combined Court Related Services	\$ 34,211,830	\$ 10,673,286	\$ 23,538,544	GEN
2430	Child Support Enforcement	14,839,859	15,025,373	(185,514)	GEN
	Total Courts and Judiciary	\$ 49,051,689	\$ 25,698,659	\$ 23,353,030	

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: PROPERTY TAXES**

**UNIT NO. 1900-1201**

**FUND: General - 0001**

**Summary of 2002 Adopted Tax Levy**

Dept. No.	Department Description	2002 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>General Government</u>					
3010	Election Commission	\$ 752,763	\$ 60,250	\$ 692,513	GEN
3090	County Treasurer	952,737	1,930,200	(977,463)	GEN
3270	County Clerk	536,027	462,947	73,080	GEN
3400	Register of Deeds	2,409,044	3,906,760	(1,497,716)	GEN
	Total General Government	\$ 4,650,571	\$ 6,360,157	\$ (1,709,586)	
<u>Public Safety</u>					
4000	Sheriff	\$ 61,188,871	\$ 16,625,983	\$ 44,562,888	GEN
4300	House of Correction	38,843,122	10,156,601	28,686,521	GEN
4500	District Attorney	12,995,372	7,272,987	5,722,385	GEN
4900	Medical Examiner	3,274,757	953,340	2,321,417	GEN
	Total Public Safety	\$ 116,302,122	\$ 35,008,911	\$ 81,293,211	
<u>Public Works</u>					
5040	Airport Division	\$ 39,351,861	\$ 40,375,815	\$ (1,023,954)	ENTER
5070	Transportation Division	2,544,035	3,055,994	(511,959)	INTER
5080	Architect., Engineer. & Environ. Div.	7,339,513	6,878,146	461,367	INTER
5100	Highway Maintenance Division	14,153,567	13,818,905	334,662	GEN
5300	Fleet Management Division	11,133,156	11,570,786	(437,630)	INTER
5600	Milwaukee Cty Transit/Paratransit	96,611,514	76,205,334	20,406,180	ENTER
5700	Facilities Management Division	29,090,611	10,519,229	18,571,382	INTER
5800	Administration Division	\$ 712,675	\$ 131,468	\$ 581,207	GEN
	Total Public Works	200,936,932	162,555,677	38,381,255	
<u>Health and Human Services</u>					
6300	DHS-Mental Health Division	\$ 136,370,923	\$ 111,394,675	\$ 24,976,248	ENTER
7200	County Health Related Programs	60,868,894	34,243,709	26,625,185	GEN
7900	Department on Aging	80,637,041	78,419,564	2,217,477	GEN
8000	Department of Human Services	146,005,668	124,314,812	21,690,856	GEN
	Total Health and Human Services	\$ 423,882,526	\$ 348,372,760	\$ 75,509,766	

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: PROPERTY TAXES**

**UNIT NO. 1900-1201**

**FUND: General - 0001**

**Summary of 2002 Adopted Tax Levy**

Dept. No.	Department Description	2002 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>Parks, Recreation and Culture</u>					
9000	Parks Department	\$ 43,252,762	\$ 18,710,496	\$ 24,542,266	GEN
9500	Zoological Department	18,467,666	14,769,910	3,697,756	GEN
9700	Museum	4,138,750	0	4,138,750	GEN
9910	University Extension	378,707	137,052	241,655	GEN
	Total Parks, Recreation and Culture	\$ 66,237,885	\$ 33,617,458	\$ 32,620,427	
<u>Debt Service</u>					
9960	General County Debt Service	\$ 59,999,527	\$ 5,875,827	\$ 54,123,700	DEBT
	Total Debt Service	\$ 59,999,527	\$ 5,875,827	\$ 54,123,700	
<u>Capital Projects</u>					
1200-					
1876	Capital Improvements*	\$ 128,393,974	\$ 128,393,974	\$ 0	CAP
<u>Expendable Trust Accounts</u>					
0601	Office for Disabilities Trust Fund	\$ 2,500	\$ 2,500	\$ 0	TF
0701-					
0702	DHS-MHD Trust Funds	35,100	35,100	0	TF
0319-					
0329	Zoo Trust Funds	936,263	936,263	0	TF
	Total Expendable Trust Funds	\$ 973,863	\$ 973,863	\$ 0	
	Total County	\$ 1,085,606,541	\$ 868,758,362	\$ 216,848,179	

\* Revenues include \$39,449,947 in general obligation bonding, \$4,316,730 in general airport revenue bonds, \$32,541,191 in reimbursement revenue, \$48,125 in construction fund investment earnings, \$2,137,055 in sales tax revenues, \$556,426 in Zoo signage revenue, \$350,000 in Potawatomi revenues, \$47,188,500 in Passenger Facility Charge-Backed Bonds, \$1,740,000 in Passenger Facility Charge cash financing and \$66,000 in revenue from the Airport Capital Improvement Reserve.

\*\* Type of fund, according to generally accepted accounting principles (GAAP), includes the following:

Designation	Type of Fund
GEN	General Fund
INTER	Internal Service Fund
ENTER	Enterprise Fund
DEBT	Debt Service Fund
CAP	Capital Projects Fund
TF	Trust Fund

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: EARNINGS ON INVESTMENTS**

**UNIT NO. 1900-1850**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 66.0603(2) and 219.05 of the Wisconsin Statutes, a county has the authority to invest any of its funds not immediately needed in time deposits of a bank, credit union, trust company or savings and loan association, or in bonds or

securities issued or guaranteed as to principal and interest of the U.S. Government, Federal agency and instrumentality securities, highly rated corporate securities or repurchase agreements.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Earnings on Investments	\$ 9,973,337	\$ 8,200,000	\$ 7,275,000

**STATISTICAL SUPPORTING DATA**

Earnings on All Funds	\$ 11,821,937	\$ 10,100,000	\$ 9,175,000
Earnings on Trust Funds, Reserves and Other Deferred Interest Liabilities	(1,716,092)	(1,625,000)	(1,625,000)
Earnings on Proprietary Fund Bonds Allocated to the Capital Fund and Debt Service Fund	<u>(132,508)</u>	<u>(275,000)</u>	<u>(275,000)</u>
General Fund Earnings	\$ 9,973,337	\$ 8,200,000	\$ 7,275,000

For the 2002 budget, an average investment balance of approximately \$188.0 million at an average interest rate of 4.88 percent will result in \$7,275,000 of net investment earnings available to the general fund. The interest rate for the 2002 budget is projected to be lower than the 2001 budgeted rate of 6.15 percent. The average balance available for investment is expected to increase from the 2001 budgeted amount of \$164.3 to \$188.0 million. The year-end 2000 average balance available for investments was approximately \$126.0 million. This increase is primarily due to a stable average balance for bond proceeds.

Construction fund earnings on unspent bond proceeds for proprietary fund departments are recorded directly in the capital projects fund. These investment earnings are used to offset capitalized

interest expense for projects which are under construction. Investment earnings on bonds which have lapsed to the sinking fund are recorded in the debt service fund.

Projected earnings of \$275,000 on unexpended bond proceeds for proprietary fund departments or restricted general fund projects are anticipated for 2002. These earnings are reflected as revenues recorded directly in the capital projects fund. Earnings on trust funds, reserves and other deferred interest liabilities include trust funds for the Airport, Zoo, Office for Persons with Disabilities, Federated Library System, Art Museum, Friends of Boerner, Law Enforcement Block Grant, Wolcott Memorial and HUD-Rent Assistance. Those earnings are estimated at \$1,625,000 for 2002.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** STATE SHARED TAXES

**UNIT NO.** 1900-2201

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 79 of the Wisconsin Statutes, the State apportions Shared Revenues to counties on the basis of population, equalized property values, the relative ranking of local purpose

revenues, and the value of utility property (at 3 mils times the equalized value for incorporated areas within the county).

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
State Shared Taxes	\$ 36,953,072	\$ 38,419,023	\$ 39,195,537

<u>STATISTICAL SUPPORTING DATA</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Aidable Revenues	\$ 64,709,971	\$ 66,917,699	\$ 62,682,742
Utility Payment	884,265	866,565	843,075
County Mandate Relief	3,765,901	3,733,689	3,650,259
Maximum - Minimum Adjustment (\$79.06)	<u>(12,305,765)</u>	<u>(12,997,630)</u>	<u>(7,879,239)</u>
Subtotal State Shared Taxes	\$ 57,054,372	\$ 58,520,323	\$ 59,296,837
State Child Welfare Reallocation	<u>(20,101,300)</u>	<u>(20,101,300)</u>	<u>(20,101,300)</u>
Total State Shared Taxes	\$ 36,953,072	\$ 38,419,023	\$ 39,195,537
<b>Increase over 2001</b>			<b>\$ 776,514</b>

**Aidable Revenues Component**

Aidable revenues is the dominant component of the shared revenue program. The aidable revenues formula is based on the principle of tax base equalization and allocates State aid to counties and municipalities to offset variances in taxable property wealth. Entitlements are calculated using two factors: 1) per capita property wealth; and 2) net local revenue effort. The lower a local government's per capita property wealth and the higher its net revenue effort, the greater is the local government's aidable revenues entitlement. Per capita property wealth equals the local government's adjusted property value divided by its population. A local government's adjusted property value is comprised of the equalized value of all taxable property plus the value of tax-exempt computers. Also, the value of manufacturing real estate is excluded for municipalities, but not for counties.

**Public Utility Component**

The public utility component compensates local governments for costs they incur in providing services to public utilities. These costs cannot be directly recouped through property taxation since

utilities are exempt from local taxation and, instead, are taxed by the State.

Payments to cities and villages are computed at a rate of six mils (\$6 per \$1,000 of net book value), while payments to towns are computed at a rate of three mils. Payments to counties are computed at three mils if the property is located in a city or village or at six mils if the property is located in a town.

**County Mandate Relief Component**

County Mandate Relief revenues are allocated to individual counties on a per capita basis. Utility payments are calculated based on 3 mils multiplied by the value of eligible utility property. The balance of Shared Revenues for aidable revenues are distributed to governmental units based on an iterative formula which considers a number of factors, including equalized property values, utility property values, taxing effort and user fee collections.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: STATE SHARED TAXES

UNIT NO. 1900-2201  
FUND: General - 0001

## Minimum Guarantee/Maximum Growth Component

Minimum Guarantee/Maximum Growth Components serve to prevent large decreases or increases in payments from occurring in a short period of time. The minimum guarantee ensures that a local government receives a shared revenue payment that is equal to at least 95 percent of the prior year's payment. The maximum growth limit is set at a level that generates the exact amount needed for minimum guarantee payments. For the 2001 State Shared Revenue estimated amount, which is the most recent information available, the growth limit was 2.9 percent for municipalities and 2.9 percent for counties.

The Wisconsin Department of Revenue's estimate of State Shared Revenue (State Shared Taxes) for

Milwaukee County for 2002 totals \$39,195,537. This is a \$776,514 increase over 2001.

## State Child Welfare Reallocation

Beginning in 1999, in accordance with Wisconsin State Statute 48.561(3), the Wisconsin Department of Administration reallocates \$20,101,300 in State Shared Revenue to the State's Child Welfare Program to be used to defray State administrative costs for the program. Previously, this allocation was taken from Community Aids revenue in the Department of Human Services and DHS-Mental Health Division budgets. The 2002 Budget has been modified to reflect the reallocation.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** STATE EXEMPT COMPUTER AID

**UNIT NO.** 1900-2202

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to 1997 Wisconsin Act 237 (The Act), business computers are exempt from being subject to property taxes, beginning with the 1999 property

tax levy collected in 2000. The Act also provided for a State aid payment to offset the loss of taxable property from the exemption.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
State Exempt Computer Aid	\$ 3,558,715	\$ 3,902,952	\$ 3,894,624

Based on the current formula provided by the Wisconsin Department of Revenue, Milwaukee County will receive \$3,894,624 in revenue in 2002 to compensate for the exemption of business computers from the property tax rolls. The annual

payment is based on the equalized value of the exempt computers, the Milwaukee County equalized value (excluding tax incremental districts) and the property tax levy.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY SALES TAX REVENUE

**UNIT NO.** 1900-2903

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 77.70 of the Wisconsin Statutes, counties may enact a 0.5 percent sales and use tax. The tax is typically

imposed on the same goods and services as the State's 5.0 percent sales tax.

<b>BUDGET SUMMARY</b>						
	<u>1999 Actual</u>	<u>2000 Actual</u>	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
County Sales Tax Collections	\$ 55,677,724	\$ 56,040,885	\$ 53,590,000	\$ 57,233,900	\$ 58,621,600	\$ 1,387,700

**STATISTICAL SUPPORTING DATA**

	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Estimated County Sales Tax Collections, Excluding Retailer's Discount	\$ 57,053,885	\$ 58,253,400	\$ 59,665,750
State Administrative Fee	(1,013,000)	(1,019,500)	(1,044,150)
Milwaukee County Sales Tax Collections	\$ 56,040,885	\$ 57,233,900	\$ 58,621,600
County Sales Tax Allocated to Capital Improvements	(269,198)	(1,110,200)	(2,137,055)
Net County Sales Tax Revenue Available for Debt Service Expenses	\$ 55,771,687	\$ 56,123,700	\$ 56,484,545

On April 1, 1991, Milwaukee County retailers began collecting a 0.5 percent county sales and use tax. Generally, items which are currently subject to the State's 5.0 percent sales tax are subject to the county sales and use tax in counties that have enacted the tax. Milwaukee County is currently one of 55 counties in the State of Wisconsin which relies on the sales tax to fund services formerly financed by local property taxes. The county sales and use tax is administered and collected by the Wisconsin Department of Revenue. The 2002 budgeted amount reflects the 1.75 percent state administrative fee.

Section 22.04, Milwaukee County Ordinances, currently requires that sales tax revenue be used to pay tax-supported debt service costs. Surplus revenues not needed for debt service payments are required to be used to directly finance capital improvements.

The 2002 budget projects growth of approximately 2.42 percent in budgeted sales tax receipts, which represents an increase of approximately 4.6 percent over the 2000 actual of \$56,040,885. Projected revenues for 2002 total \$58,621,600.

For the 2002 budget, projected sales tax collections exceed debt service costs by \$4,497,900. Budgeted sales tax revenues of \$2,137,055 have been allocated to finance 2002 capital improvement projects, with \$2,360,845 to remain in the Sales Tax Revenue budget. For 2002, a change to Section 22.04, Milwaukee County Ordinances is recommended to allow sales tax revenues that exceed debt service costs to be used for general county purposes. This change is being recommended to allow greater flexibility in the use of this revenue and to recognize the reality that, when actual sales tax revenue received during a given year exceeds budgeted projections, the uncommitted balance goes into the general fund and is used in calculating the following year's tax levy.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** EXCESS POWER PLANT REVENUE

**UNIT NO.** 1900-4904

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Excess Power Plant Revenue	\$ 0	\$ 1,307,185	\$ 0

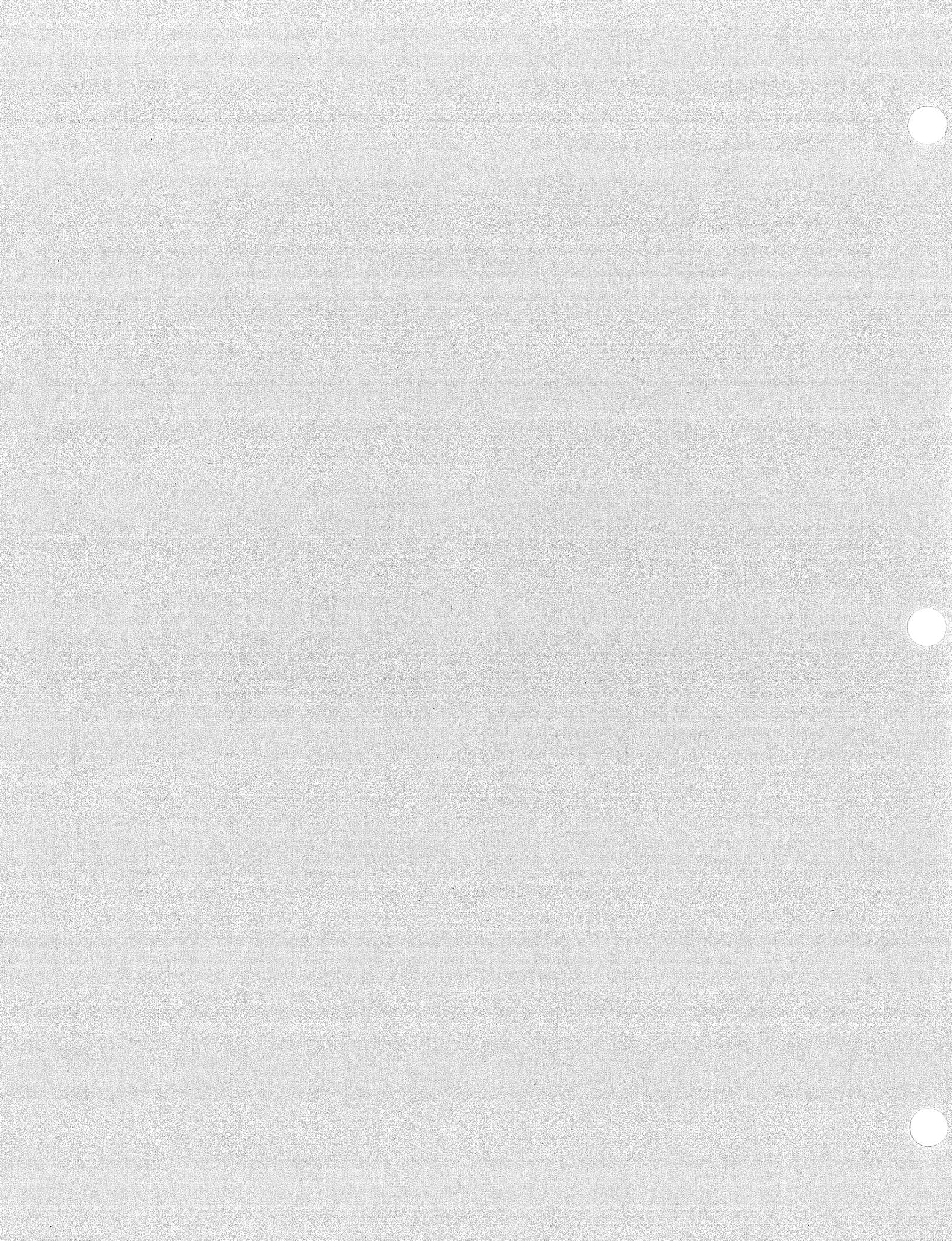
The non-departmental budget, Excess Power Plant Revenue, was created for 2001 because budgeted sales tax revenues exceeded debt service costs by \$2,417,385. Section 22.04, Milwaukee County Ordinances, currently requires that sales tax revenue be used to pay tax-supported debt services costs. Surplus revenues not needed for debt service payments are required to be used to directly finance capital improvements.

The 2001 Budget allocated \$1,110,200 in sales tax revenues for cash financing of 2001 capital improvements. It further allocated \$1,307,185 in power plant revenues to the Excess Power Plant Revenue budget to align the County Sales and Use Tax and General County Debt Service budgets. With these actions, budgeted amounts in 2001 for

sales tax revenue and debt service costs each totaled \$56,123,700.

Projected power plant proceeds for 2001 totaled \$2,879,000. The balance of the Power Plant revenues (\$1,571,815) was used to offset debt service costs (\$692,815) and finance 2001 capital improvements (\$879,000).

This budget was created for 2001 only. For 2002, sales tax revenue again exceeds debt service costs. The 2002 budget includes a change to Section 22.04 Milwaukee County Ordinances to allow surplus sales tax revenue to be used for general county purposes. Therefore, no revenues are included in this non-departmental budget for 2002.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** SURPLUS (OR DEFICIT) FROM PRIOR YEAR

**UNIT NO.** 1900-4970

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.60(3m) of the Wisconsin Statutes, every accounting and budgeting procedure applied under this section shall comply with

generally accepted accounting principles for government, as promulgated by the Governmental Accounting Standards Board.

<b>BUDGET SUMMARY</b>				
	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
Surplus (Deficit) From Two Years Prior to Year Budgeted	\$ 3,354,570	\$ 4,193,154	\$ 3,305,410	\$ (887,744)

**SURPLUS CALCULATION**

2000 Expenditures and Encumbrances

Expenditure Appropriation	\$ 1,242,757,071
Less: Actual Expenditures and Encumbrances	(1,123,587,921)
Appropriation Carryover to 2000	(138,964,012)
Available Appropriation, December 31, 1999	\$ (19,794,862)

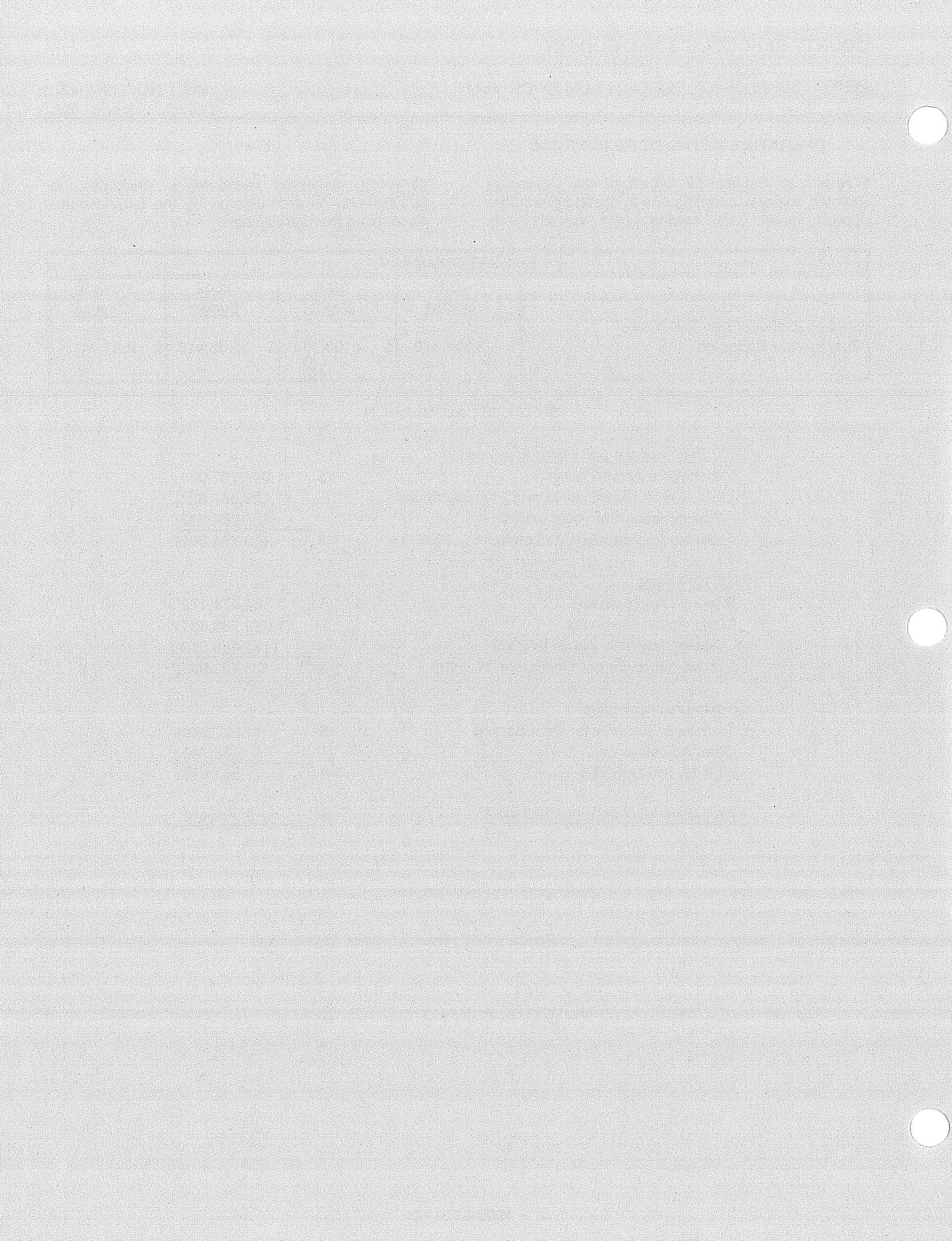
2000 Revenues

Revenue Appropriation	\$ 1,182,474,172
Less: Actual Revenues	(1,074,788,631)
Appropriation Carryover to 2000	(132,469,510)
Excess Appropriation, December 31, 1999	\$ (24,783,969)

Adjustments to Surplus

Transfer to Reserve for Debt Service	\$ (1,527,948)
Other Adjustments	(155,749)
<b>NET ADJUSTMENTS</b>	\$ (1,683,697)

<u><b>2000 SURPLUS FOR 2002 BUDGET</b></u>	<u><u>\$ 3,305,410</u></u>
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**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY BOARD**

**UNIT NO. 1000**  
**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

The nature, composition, powers, duties and responsibilities of County Boards are delineated in Chapter 59, Wisconsin Statutes, pursuant to Article IV, Sections 22 and 23 of the State Constitution. Each county in the State is a body corporate empowered to sue and be sued; to acquire and hold, lease or rent property; to enter into leases and to

make contracts. The power of the County can only be exercised by the County Board or pursuant to a resolution or ordinance adopted by it. The general powers of the Board are set forth in Section 59.07 of the Wisconsin Statutes.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 3,916,311	\$ 4,073,550	\$ 4,244,309	\$ 170,759
Services	193,031	194,800	253,700	58,900
Commodities	71,745	78,800	78,800	0
Other Charges	135,545	114,000	44,000	(70,000)
Capital Outlay	0	0	0	0
County Service Charges	679,169	835,231	898,553	63,322
Abatements	(656,949)	(814,305)	(874,167)	(59,862)
<b>Total Expenditures</b>	<b>\$ 4,338,852</b>	<b>\$ 4,482,076</b>	<b>\$ 4,645,195</b>	<b>\$ 163,119</b>
Other Direct Revenue	4,975	0	0	0
State & Federal Revenue	18,470	15,500	16,500	1,000
<b>Direct Property Tax Levy</b>	<b>\$ 4,315,407</b>	<b>\$ 4,466,576</b>	<b>\$ 4,628,695</b>	<b>\$ 162,119</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 38,940	\$ 48,335	\$ 61,755	\$ 13,420
Courthouse Space Rental	381,528	505,941	489,025	(16,916)
Document Services	33,527	33,043	26,526	(6,517)
Tech Support & Infrastructure	122,186	75,000	95,062	20,062
Distribution Services	10,430	20,492	13,300	(7,192)
Emergency Mgmt Services				0
Telecommunications	67,311	35,072	71,753	36,681
Record Center	2,953	3,854	4,267	413
Radio	0	0	0	0
Personal Computer Charges	0	66,000	66,000	0
Applications Charges	0	26,568	39,810	13,242
<b>Total Charges</b>	<b>\$ 656,875</b>	<b>\$ 814,305</b>	<b>\$ 867,498</b>	<b>\$ 53,193</b>
<b>Direct Property Tax Levy</b>	<b>\$ 4,315,407</b>	<b>\$ 4,466,576</b>	<b>\$ 4,628,695</b>	<b>\$ 162,119</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,972,282</b>	<b>\$ 5,280,881</b>	<b>\$ 5,496,193</b>	<b>\$ 215,312</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY BOARD

**UNIT NO.** 1000

**FUND:** General - 0001

**MISSION**

The mission of the Board of Supervisors is to ensure a responsive, accessible and accountable government for the people of the County of Milwaukee, and to establish County policies that enhance self-sufficiency, personal safety, economic opportunity and quality of life.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County residents enjoy a high level of fiscal stewardship from County Boards' oversight of public funds.	a. County bond ratings. b. Compliance with debt management and financing goals. c. Ratings by a pool of financial experts from the community.	a. Maintain or improve bond ratings from rating agencies. b. Comply with at least six of seven County goals. c. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.
2.	County residents benefit from publicly responsive policy development and adoption.	a. Ratings by a pool of community members actively engaged in sustaining and improving the quality of life of Milwaukee County residents.	a. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.
3.	County departments receive timely and helpful policy direction from the County Board that promotes the achievement of County-wide goals.	a. Ratings by Department heads and administrators and managers of contract agencies.	a. Targets will be established for 2002 using 2001 results as the baseline. The survey will be administered in the fall of 2001.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 3,916,311	\$ 4,073,550	\$ 4,244,309	\$ 170,759
Position Equivalent (Funded)*	71.1	71.3	68.4	(2.9)
% of Gross Wages Funded	93.0	93.1	88.2	(4.9)
Overtime (Dollars)**	\$ 4,389	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

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## DEPARTMENT DESCRIPTION

### Legislative Services

The Milwaukee County Board of Supervisors is a body of 25 legislative representatives elected by residents of 25 supervisory districts in the County. Legislative Services includes 25 Board members who elect from their body the Chairperson of the Board and the First and Second Vice Chairpersons. Also included are 25 individually assigned positions of Legislative Assistant. Upper management of all County Board services is the responsibility of the Chairperson of the County Board, who also functions as the department head.

The Board's primary power is to determine policy and direct County government through the adoption of ordinances and resolutions. As such, the Board establishes programs, services and laws for the County. Among the Board's most effective means of establishing policy is the adoption of the annual County budget. The Board conducts its business through eight standing committees, various subcommittees and task forces.

At the committee level, members hear testimony from Supervisors proposing legislation and requests from departments and outside agencies regarding policy changes. The public is also afforded the opportunity to speak to committees on an issue. The committee or County Board members may amend legislation to reflect the will of the committee and then vote on it. Committee recommendations are sent to the County Board with a recommendation for approval or rejection. The full Board may further amend the resolution or ordinance, or may send it back to committee for additional study and referrals of questions. The full County Board then votes on a measure, accepting or rejecting it.

### Legislative Support Services

#### Research Services

Duties include specialized research analyses and studies for specific standing committees, subcommittees and other special committees of the County Board and preparation of resolutions, ordinances, and fiscal notes. Research staff are involved annually in the review, analysis and development of recommendations for the Finance and Audit Committee and the County Board on County-wide departmental operations and capital budget requests as presented in the Executive Budget.

#### Committee Services

Duties include committee meeting support essential to the operation of the County Board. Primary responsibilities are to enter, in appropriate files kept for that purpose, a complete record of all committee meetings, including attendance, appearances for and against pending matters, and to record and prepare minutes of meetings. These include all motions made and by whom, and how each member voted upon each matter considered, together with a final action by the committee.

#### Systems and Budget Services

Duties include management and maintenance of all computer and networking systems in the department, budget preparation, fiscal monitoring, accounts payable, and ordering of departmental supplies.

#### Public Information Services

Duties include the provision of information to the public through all written and visual media. Public Information also includes reception and constituent services.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY BOARD

UNIT NO. 1000

FUND: General - 0001

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## BUDGET HIGHLIGHTS

- Layoffs and reduced hours may be required as the County Board's lump sum reduction is increased \$134,628, from \$231,372 in 2001 to \$366,000 in 2002.
- Realignment of operating accounts is included in 2002, for no net tax levy change.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.47 of the Wisconsin Statutes and Chapter 57 of the Milwaukee County Ordinances, the Department of Audit is responsible for post auditing the fiscal concerns of Milwaukee County. The term audit is used to describe not only work done in examining financial statements, but also work done in reviewing internal accounting and administrative controls, compliance with applicable laws and regulations, economy and efficiency of operations, and effectiveness in achieving program results. The Department's audits are performed in accordance with Government Auditing Standards. In addition, the Department monitors contracts with

vendors of goods and services for compliance with equal opportunity and affirmative action requirements. The Department annually contracts for an audit of the financial statements of Milwaukee County and the Single Audit of Federal and State grants required by Federal OMB Circular A-133 and State Single Audit Guidelines. The staff also reconciles the County's checking accounts. In addition, the Department maintains a Hotline to receive information from citizens and employees regarding waste, fraud and abuse of Milwaukee County resources.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,635,407	\$ 1,676,775	\$ 1,800,558	\$ 123,783
Services	302,960	376,168	329,648	(46,520)
Commodities	14,298	19,791	19,791	0
Capital Outlay	48,282	0	0	0
County Service Charges	170,951	313,089	324,988	11,899
Abatements	(190,692)	(331,940)	(342,450)	(10,510)
<b>Total Expenditures</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change*</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	64,188	204,273	197,444	(6,829)
Document Services	3,887	3,059	3,076	17
Tech Support & Infrastructure	51,094	41,425	57,921	16,496
Distribution Services	309	1,299	394	(905)
Telecommunications	5,948	5,740	6,340	600
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	37,866	35,000	31,000	(4,000)
Applications Charges	0	13,744	18,875	5,131
<b>Total Charges</b>	<b>\$ 163,292</b>	<b>\$ 304,540</b>	<b>\$ 315,050</b>	<b>\$ 10,510</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,981,206</b>	<b>\$ 2,053,883</b>	<b>\$ 2,132,535</b>	<b>\$ 78,652</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,144,498</b>	<b>\$ 2,358,423</b>	<b>\$ 2,447,585</b>	<b>\$ 89,162</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**MISSION**

Through independent, objective and timely analysis of information, the Milwaukee County Department of Audit assists both policymakers and program managers in providing high quality services in a manner that is honest, efficient, effective and accountable to the citizens of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Improved pool of knowledge concerning Milwaukee County issues and programs among policy and administrative decision-makers.	a. Department heads' satisfaction with Audit services. b. County Board of Supervisors' satisfaction with Audit services.	a. 75% of survey responses have an average score indicating satisfied or better with Audit services. b. 75% of survey responses have an average score indicating satisfied or better with Audit services.
2.	Increased County Board level of confidence in Milwaukee County's management of resources and program administration.	a. County Board of Supervisors' confidence in Departments' management of resources and program administration.	a. 75% of survey responses have an average score indicating confidence in Milwaukee County's management of resources and program administration.
3.	Improved efficiency and effectiveness of Milwaukee County government services.	a. Dollar savings in the form of expenditure reductions, revenue enhancements or increased productivity of existing resources in relation to audit costs incurred. b. Number of recommendations or alternatives accepted by management consistent with County priority outcomes (i.e., improve services, reduce duplication, etc.).	a. Ratio of at least 2:1 dollar savings per dollar audit costs. b. At least 50 recommendations or alternatives for operation or program improvements implemented by management.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001  
**FUND:** General - 0001

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
4. Increased public trust and satisfaction with Milwaukee County government services.	a. Department heads' perceptions of public trust and satisfaction with Milwaukee County government services. b. County Board of Supervisors' perceptions of public trust and satisfaction with Milwaukee County government services. c. Public's perceptions concerning the issue of trust and satisfaction with Milwaukee County government services.	a. 75% of survey responses have an average score indicating the perception of reasonable public/client satisfaction with services provided. b. At least 75% of survey responses have an average score indicating the perception that their constituents have trust in County government and are reasonably satisfied with County government services. c. At least 51% of survey responses (utilizing planned annual or biannual County-wide citizen survey) have an average score indicating trust in County government and reasonable satisfaction with County government services.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,635,407	\$ 1,676,775	\$ 1,800,558	\$ 123,783
Position Equivalent (Funded)*	23.0	23.9	22.9	(1.0)
% of Gross Wages Funded	85.6	85.0	79.5	(5.5)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000 the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- Personal Services have been adjusted to reflect the year 2002 employee increments of \$86,727, partially offset by an increase in the lump-sum salary reduction of \$44,028.
- The 2001 budget included an appropriation of \$50,000 to hire an outside auditor to assist the Department of Audit with a performance audit of the Department of Administration – Information Management Services Division (IMSD) encompassing the years 1998-2000. This appropriation is eliminated in 2002. This reduction helps offset other cost increases.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$302,000	Outside Audit Service	Arthur Anderson

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF AUDIT

**UNIT NO.** 1001

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Person-Hours Available (net of paid time off)	40,250	39,669	40,250	36,750
<u>Allocation of Available Hours</u>				
Financial/Internal Control Reviews	7,675	9,124	7,675	8,249
Economy & Efficiency/Program Results	13,625	6,058	13,625	5,063
EDP Projects	1,700	1,770	1,700	1,700
Special Projects/Hotline	4,000	5,426	4,000	5,400
Bank Reconciliation	3,500	3,689	3,500	3,632
Contract Compliance	1,750	1,762	1,750	1,750
Administration	6,500	9,131	6,500	8,256
Other Indirect Time	<u>1,500</u>	<u>2,709</u>	<u>1,500</u>	<u>2,700</u>
Total	40,250	39,669	40,250	36,750
<u>Contract Compliance Activities</u>				
Desk Audits of Affirmative Action Plans	300	412	300	300
Pre-Bid/On-Site Construction Reviews	170	173	205	180
Equal Employment Opportunity Certificates Processed	280	314	250	250
<u>Bank Reconciliation Section Activities</u>				
Accounts Reconciled	684	772	700	780



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – GENERAL OFFICE

**UNIT NO.** 1011

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.031 of the Wisconsin Statutes and Section 23-A of Article IV of the Wisconsin Constitution, the County Executive has the following duties and responsibilities:

Coordinate and direct all administrative and management functions of County government; appoint department heads; appoint members of

boards and commissions, subject to County Board confirmation; submit annually a recommended County budget to the County Board; communicate to the County Board the condition of the County or other matters requiring their attention; and approve or veto all resolutions or ordinances enacted by the County Board.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,001,395	\$ 1,087,192	\$ 1,152,381	\$ 65,189
Services	27,959	38,525	27,500	(11,025)
Commodities	10,293	14,789	8,800	(5,989)
Other Charges	500	2,000	500	(1,500)
County Service Charges	177,386	215,113	217,321	2,208
Abatements	(154,047)	(187,174)	(188,963)	(1,789)
<b>Total Expenditures</b>	<b>\$ 1,063,486</b>	<b>\$ 1,170,445</b>	<b>\$ 1,217,539</b>	<b>\$ 47,094</b>
<b>Total Direct Revenues</b>	<b>\$ 15,959</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,047,527</b>	<b>\$ 1,155,445</b>	<b>\$ 1,202,539</b>	<b>\$ 47,094</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 10,044	\$ 14,474	\$ 16,900	\$ 2,426
Courthouse Space Rental	93,528	124,022	119,876	(4,146)
Document Services	7,052	4,849	5,579	730
Tech Support & Infrastructure	20,733	12,144	15,480	3,336
Distribution Services	1,147	1,355	632	(723)
Emergency Mgmt Services	0	0	6,667	6,667
Telecommunications	5,466	6,037	5,827	(210)
Records Center	377	498	545	47
Personal Computer Charges	16,351	19,000	11,000	(8,000)
Applications Charges	0	4,795	6,457	1,662
<b>Total Charges</b>	<b>\$ 154,698</b>	<b>\$ 187,174</b>	<b>\$ 188,963</b>	<b>\$ 1,789</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,047,527</b>	<b>\$ 1,155,445</b>	<b>\$ 1,202,539</b>	<b>\$ 47,094</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,202,225</b>	<b>\$ 1,342,619</b>	<b>\$ 1,391,502</b>	<b>\$ 48,883</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – GENERAL OFFICE

**UNIT NO.** 1011

**FUND:** General - 0001

**MISSION**

The Milwaukee County Executive will work to create a safe, enjoyable and prosperous community for all people in Milwaukee County by providing leadership, guidance and vision, and managing and directing high quality, responsive and cost effective government services.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County government provides affordable services for all its people.	a. Percent increase in tax rate. b. Rate of increase of service fees.	a. Increase is reasonable. b. Increase is within the rate of inflation.
2.	Departments and divisions are well managed and provide Milwaukee County residents with high-quality services.	a. Departments operate within their budgets. b. Programs achieve desired goals.	a. All departments within County Executive control, based on Wisconsin State Statutes, operate within their budgets. b. Programs achieve desired goals.
3.	Milwaukee County adopts meaningful legislation that addresses the needs of its people.	a. County Executive's proposed legislation is adopted.	a. County Board adopts County Executive's proposed legislation.
4.	Constituents are served in a timely and responsive manner.	a. Percent of constituents who receive timely and responsive services.	a. 100% of constituents are served.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,001,395	\$ 1,087,192	\$ 1,152,381	\$ 65,189
Position Equivalent (Funded)*	13.2	13.1	12.8	(0.3)
% of Gross Wages Funded	94.9	93.5	91.2	(2.3)
Overtime (Dollars)**	\$ 0	\$ 480	\$ 480	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY EXECUTIVE – GENERAL OFFICE

UNIT NO. 1011  
FUND: General - 0001

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## BUDGET HIGHLIGHTS

- Operating expenditures are reduced \$18,514 due to fiscal constraints.
- Due to the \$20,688 increase in the lump sum salary adjustment in 2002 from \$54,240 to \$74,928, it is necessary to hold the four Student Intern positions vacant during 2002.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

UNIT NO. 1018

FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

The Milwaukee County Commission for Handicapped and Disabled Persons was established March 21, 1978, under Chapter 73 of the Milwaukee County Ordinances, to "promote the independence of Milwaukee County's handicapped and disabled persons." Consistent with this charge, the Commission is empowered, by Section 73.09, to:

"advise the County Board of Supervisors of the needs of handicapped and disabled persons within Milwaukee County, and the status of existing services designed to meet those needs, and may recommend any new program, accommodation or service required to meet such needs."

County Board Resolution 90-1036, adopted January 17, 1991, establishes the Director of the Milwaukee County Executive Office for Persons with Disabilities as the Americans with Disabilities Act (ADA) Compliance Officer for Milwaukee County government. The Office for Persons with Disabilities provides the staff to assure that Milwaukee County citizens receive cost-efficient and effective services, reliable and comprehensive disability-related information and professional relationships that promote cooperation and effective collaboration, and to assure that Milwaukee County programs, services, and facilities are accessible to people with disabilities.

## TASKS AND ACTIVITIES

- Advise the Disabled Expanded Certification Appointment (DECA) program: an affirmative action program for hiring qualified persons with disabilities.
  - Reduce barriers to Specialized Transportation Programs.
  - Implement an integrated model of special recreation programs for people with disabilities.
  - Secure job accommodation services to assure that Milwaukee County employees with disabilities retain employment.
  - Provide interpreter services for hearing impaired citizens.
  - Provide alternative access (Braille, large print, and audible) to County materials.
  - Oversee Milwaukee County's Building Accessibility Program.
  - Produce office publications, Handi-NEWS & NOTES and other brochures (Able to Be Used) as needed.
  - Provide assistance in mainstreaming citizens with disabilities into every facet of Milwaukee County's functioning.
- Oversee the implementation and compliance with the ADA (Public Law 101-336) and the 504 regulations of the Rehabilitation Act (29 USC, Sec. 894).

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 339,774	\$ 363,028	\$ 472,687	\$ 109,659
Services	69,125	107,690	111,440	3,750
Commodities	5,043	7,300	9,300	2,000
Other Charges	0	0	98,397	98,397
Capital Outlay	0	2,000	27,500	25,500
County Service Charges	63,239	75,670	76,138	468
Abatements	(166,964)	(221,450)	(238,265)	(16,815)
<b>Total Expenditures</b>	<b>\$ 310,217</b>	<b>\$ 334,238</b>	<b>\$ 557,197</b>	<b>\$ 222,959</b>
<b>Total Revenues</b>	<b>\$ 230</b>	<b>\$ 0</b>	<b>\$ 25,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 309,987</b>	<b>\$ 334,238</b>	<b>\$ 532,197</b>	<b>\$ 222,959</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 252	\$ 6,573	\$ 8,911	\$ 2,338
Courthouse Space Rental	22,092	29,303	28,324	(979)
Document Services	14,064	15,846	11,127	(4,719)
Tech Support & Infrastructure	8,570	7,855	9,701	1,846
Distribution Services	2,725	3,479	3,475	(4)
Telecommunications	2,940	2,597	3,134	537
Records Center	107	162	155	(7)
Radio	0	0	0	0
Personal Computer Charges	5,164	6,000	6,000	0
Applications Charges	0	2,432	3,872	1,440
<b>Total Charges</b>	<b>\$ 55,914</b>	<b>\$ 74,247</b>	<b>\$ 74,699</b>	<b>\$ 452</b>
<b>Direct Property Tax Levy</b>	<b>\$ 309,987</b>	<b>\$ 334,238</b>	<b>\$ 532,197</b>	<b>\$ 197,959</b>
<b>Total Property Tax Levy</b>	<b>\$ 365,901</b>	<b>\$ 408,485</b>	<b>\$ 606,896</b>	<b>\$ 198,411</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

**MISSION**

It is the mission of the Office for Persons with Disabilities to effectively employ Milwaukee County and community resources to assure that people with disabilities share equally in programs, services and facilities of the County. The Office will provide high quality, responsive services that enhance self-sufficiency, personal safety, economic opportunity and quality of life for all people with disabilities.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County programs and services are accessible to people with disabilities.	a. Percent of sign language interpretation requests filled. b. Percent of complaints of job accommodation resolved through consultation. c. Number of people with disabilities interested in, and/or hired and retained, for Milwaukee County jobs. d. Percent of people who contact office for specialized transportation assistance that have their problems resolved. e. Department recreation programs are welcoming and accessible to people with disabilities. f. Number of people with disabilities who participate in recreational activities sponsored by office or other County programs. g. Percent of department RFP's that include ADA provisions in requests for proposals. h. Number of departments that include universal design concepts in development of web sites and E-commerce site.	a. 100% of department sign language interpreting requests will be filled by office with no consumer violations filed for failure to be accommodated. b. 75% of consultations will result in resolving the complaint. c. 72 DECA applications of interest processed; 18 DECA hires with 75% retaining employment for five months or longer. d. 75% of people with disabilities experiencing barriers to specialized transportation will have problem resolved. e. 80% of surveyed participants found Milwaukee County recreation to be both welcoming and accessible. f. 500 people with disabilities will participate in sporting events sponsored by office or other County programs. g. 75% of reviewed Milwaukee County RFPs will include provisions to be ADA compliant. h. 100% of newly launched web sites and E-commerce sites will be reviewed and conform to accessibility standards.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>OUTCOMES MEASURES</b>			
<b>Outcomes</b>	<b>Indicators</b>	<b>Indicators</b>	<b>Targets</b>
2. People with disabilities experience fewer barriers in their use of Milwaukee County facilities.	a. Number of Milwaukee County building plans that comply with accessibility requirements. b. Departments providing recreation will identify barrier removal for inclusion in the capital budget. c. Percent of area surveyed for modifications that are fixed. d. Number of leases and contracts that have ADA language.	a. Number of Milwaukee County building plans that comply with accessibility requirements. b. Departments providing recreation will identify barrier removal for inclusion in the capital budget. c. Percent of area surveyed for modifications that are fixed. d. Number of leases and contracts that have ADA language.	a. 12 buildings and 24 parking areas will be evaluated with renovation plans adopted and completed within one year. b. All major projects will be identified for inclusion in the capital budget within a five-year schedule. c. 75% of areas surveyed will be maintained with readily achievable barriers regulated. d. All standard Milwaukee County leases and contracts will have ADA language.
3. Milwaukee County departments increasingly use "best practices" in providing services to people with disabilities.	a. Percent of Milwaukee County departments involved in training opportunities sponsored by office. b. Departments providing recreation will include access planning in preparation for their programs, services and activities. c. Number of hours of requested technical assistance or disability-related literature searches. d. Number of departments/ organizations that collaborate on joint access projects with Milwaukee County departments and community partners.	a. Percent of Milwaukee County departments involved in training opportunities sponsored by office. b. Departments providing recreation will include access planning in preparation for their programs, services and activities. c. Number of hours of requested technical assistance or disability-related literature searches. d. Number of departments/ organizations that collaborate on joint access projects with Milwaukee County departments and community partners.	a. 50% of Milwaukee County departments will be involved in disability-related training sponsored by office. b. 12 recreational access plans will be completed for programs, services and activities. c. Departments will request 60 hours. d. Eight departments or organizations will invite or accept office participation on joint projects.
4. Communication between County departments and people with disabilities improves.	a. Number of Milwaukee County departments that contribute to office newsletter and County web sites to communicate with people with disabilities.	a. Number of Milwaukee County departments that contribute to office newsletter and County web sites to communicate with people with disabilities.	a. Departments will contribute or collaborate on 12 articles to newsletter and an increased number of web site hits will be recorded.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 339,774	\$ 363,028	\$ 472,687	\$ 109,659
Position Equivalent (Funded)*	6.5	6.4	7.4	1.0
% of Gross Wages Funded	100.0	99.0	100.0	1.0
Overtime (Dollars)**	\$ 4,572	\$ 13,752	\$ 13,752	\$ 0
Overtime (Equivalent to Positions)	0.1	0.3	0.3	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Community Recreation Coord	Create	1/100%	Office for Persons with Disabilities	\$ 54,224
			TOTAL	\$ 54,224

**BUDGET HIGHLIGHTS**

- An amount of \$25,000 is budgeted for the purpose of meeting the terms of a court settlement between Milwaukee County and the Wisconsin Coalition for Advocacy concerning paratransit services. The funds will be used to provide "one-time" barrier removal for low and moderate income persons who might not otherwise be able to use the Milwaukee County Paratransit System. The court agreement provides that a total of \$120,000 will be spent for barrier removal initiatives. The sum of \$35,000 was expended in 2000 with Transit funds, \$60,000 of Potawatomi revenue was utilized in 2001 and \$25,000 is included in the 2002 Office for Persons with Disabilities budget to comply with the legal settlement. This expenditure is offset by \$25,000 in revenue from loan repayments to the Suburban Community Development Block Grant Home Repair Loan Program.
- Crosscharges for interpreter and other services the Office for Persons with Disabilities provides to County departments increase \$16,363, from \$147,203 to \$163,566. This increase is offset by \$16,363 in reductions in various operating accounts.
- An allocation of \$200,000 is provided for the Office for Persons with Disabilities to assume responsibility for specialized recreational programming of the type formerly provided by the Parks Department Wil-O-Way programs.

The funds will be utilized to transition from segregated recreational programs to an integrated community model and for contracted recreation services from community not-for-profit organizations to assure that Milwaukee County's recreational programs, services and activities are accessible to people with disabilities.

They will also support creation of one position of Community Recreation Coordinator. The position will explore the feasibility of other partnerships with disability related agencies, seek alternative funding sources to support programs, services and activities, and oversee compliance with Americans with Disabilities Act (ADA) requirements for integrated programs, services and activities. In addition, the position will market Milwaukee County programs, services and activities to service organizations and people with disabilities.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – OFFICE FOR PERSONS WITH DISABILITIES

**UNIT NO.** 1018

**FUND:** General - 0001

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$22,000	Sign Language Interpreting	Steve Sand

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Commission Meetings	11	11	11	11
Job Accommodation/Disabled Employee Consultations	90	120	120	120
Specialized Transportation Assessments	110	200	200	200
Interpreter Service - Hours	4,400	3,251	4,400	4,400
Handi-NEWS & NOTES - Circulation	67,000	71,925	70,000	70,000

**OFFICE FOR PERSONS WITH DISABILITIES  
EXPENDABLE TRUST (Org. 0601)**

Created in 1983, the Milwaukee County Commission for Persons with Disabilities has maintained an expendable trust fund to benefit Milwaukee County residents with disabilities. Consistent with applicable Milwaukee County policy and procedure, the Commission initiates fiscal actions which require approval from the County Board's Committee on Health and Human Needs. The Commission works to generate revenue for the fund through various activities throughout the year.

<b>BUDGET SUMMARY</b>		
<u>Expenditure</u>	<u>Revenue</u>	<u>Tax Levy</u>
\$ 2,500	\$ 2,500	\$ 0

Total 2002 expenditures and revenues for the Disabilities Expendable Trust Fund are \$2,500 and include the following:

Expenditure

\$2,500 For the activities of the Commission throughout the year including but not limited to, the Christmas In May project, disability related conferences/training, etc., and sponsorships.

Revenue

\$2,500 From donations.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

This division of the County Executive's office was created by County Board action of July 14, 1976 (File No. 76-514), to coordinate and develop a program for Milwaukee County which assists in

defining areas where modifications to State and Federal legislation should be developed and introduced.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 396,956	\$ 470,630	\$ 415,772	\$ (54,858)
Services	97,890	120,769	118,209	(2,560)
Commodities	3,443	7,100	6,918	(182)
Other Charges	0	0	0	0
Capital Outlays	0	13,100	800	(12,300)
County Service Charges	41,806	53,669	57,794	4,125
Abatements	(38,170)	(49,110)	(52,040)	(2,930)
<b>Total Expenditures</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 4,272	\$ 5,035	\$ 5,552	\$ 517
Courthouse Space Rental	20,688	27,434	26,517	(917)
Document Services	200	1,495	159	(1,336)
Tech Support & Infrastructure	4,463	5,712	7,680	1,968
Distribution Services	26	35	33	(2)
Telecommunications	5,079	3,752	5,414	1,662
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	3,442	4,000	4,000	0
Applications Charges	0	1,647	2,685	1,038
<b>Total Charges</b>	<b>\$ 38,170</b>	<b>\$ 49,110</b>	<b>\$ 52,040</b>	<b>\$ 2,930</b>
<b>Direct Property Tax Levy</b>	<b>\$ 501,925</b>	<b>\$ 616,158</b>	<b>\$ 547,453</b>	<b>\$ (68,705)</b>
<b>Total Property Tax Levy</b>	<b>\$ 540,095</b>	<b>\$ 665,268</b>	<b>\$ 599,493</b>	<b>\$ (65,775)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020

**FUND:** General - 0001

**MISSION**

The mission of Intergovernmental Relations shall be to vigorously and aggressively pursue, in a partisan changing political environment, State and Federal resources, with special concentration in those areas of need as determined by the County Executive and the County Board of Supervisors.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and County Department and Division Directors are well informed of State and Federal budgetary and policy legislation as it relates to County government.	a. County Executive, County Board of Supervisors, County Board Intergovernmental Relations Committee and Department and Division Directors satisfaction with the timeliness and usefulness of reports and updates.	a. County Executive, County Board Supervisors and Department and Division Directors are generally satisfied with the reports and updates.
2.	Through an aggressive legislative program, State and Federal resources are pursued for Milwaukee County.	a. Milwaukee County's financial interests are brought to the attention of the Legislature, namely the Legislature's Joint Finance Committee, during the State budget process.	a. Over a period of four years the County maintains State and Federal funding streams.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 396,956	\$ 470,630	\$ 415,772	\$ (54,858)
Position Equivalent (Funded)*	4.5	5.0	4.0	(1.0)
% of Gross Wages Funded	91.8	100.0	80.0	(20.0)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE - INTERGOVERNMENTAL RELATIONS

**UNIT NO.** 1020  
**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- A lump sum salary reduction of \$76,164 is created to establish a net salary budget that is 80% of gross wages. This reduction is equal to one position.
- Professional services increase \$2,310, from \$76,999 to \$79,309, to reflect the 3% increase anticipated in the annual contract of the Washington, D.C. lobbying firm retained by the Department to assist with Federal lobbying efforts.
- Travel expenditures decrease \$4,000, from \$36,000 to \$32,000, based on less travel in a non-State budget year. Mileage reimbursement increased 6% in 2001 and is expected to increase again in 2002.
- An appropriation of \$800 is included to replace a printer/fax in the Madison office.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$79,309	Federal Lobbying Services	Waterman & Associates

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY EXECUTIVE – VETERANS SERVICE**

**UNIT NO. 1021**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

The Veterans Service Office operates pursuant to Section 45.43 of the Wisconsin Statutes. Its purpose is to develop and coordinate programs for Milwaukee County veterans and their dependents. The Veterans Service Office advises and informs Milwaukee County veterans concerning any problems arising from service in the armed forces of the United States and assists veterans and their dependents or survivors in the preparation of claims or applications for Federal, State and County benefits to which they may be entitled. The

Veterans Service Office works with Federal, State and accredited veterans organizations whose primary responsibilities are the general well-being of the veterans community. The Veterans Service Office coordinates its work with other community agencies when issues related to veterans have varied implications.

The Veterans Service Commission operates under Section 45.12 of the Wisconsin Statutes and its responsibility is in the area of aid to veterans.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 199,594	\$ 201,946	\$ 223,926	\$ 21,980
Services	11,078	13,013	13,013	0
Commodities	16,282	16,582	16,582	0
Other Charges	201,716	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	48,770	67,278	72,408	5,130
Abatements	(47,806)	(66,413)	(71,600)	(5,187)
<b>Total Expenditures</b>	<b>\$ 429,634</b>	<b>\$ 232,406</b>	<b>\$ 254,329</b>	<b>\$ 21,923</b>
<b>Total Revenues</b>	<b>\$ 214,716</b>	<b>\$ 13,000</b>	<b>\$ 13,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 214,918</b>	<b>\$ 219,406</b>	<b>\$ 241,329</b>	<b>\$ 21,923</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 5,472	\$ 7,407	\$ 10,774	\$ 3,367
Courthouse Space Rental	33,264	44,112	42,637	(1,475)
Document Services	73	70	58	(12)
Tech Support & Infrastructure	2,836	6,424	7,680	1,256
Distribution Services	645	450	823	373
Telecommunications	2,934	2,276	3,127	851
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	2,582	4,000	4,000	0
Applications Charges	0	1,674	2,501	827
<b>Total Charges</b>	<b>\$ 47,806</b>	<b>\$ 66,413</b>	<b>\$ 71,600</b>	<b>\$ 5,187</b>
<b>Direct Property Tax Levy</b>	<b>\$ 214,918</b>	<b>\$ 219,406</b>	<b>\$ 241,329</b>	<b>\$ 21,923</b>
<b>Total Property Tax Levy</b>	<b>\$ 262,724</b>	<b>\$ 285,819</b>	<b>\$ 312,929</b>	<b>\$ 27,110</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – VETERANS SERVICE.

**UNIT NO.** 1021

**FUND:** General - 0001

**MISSION**

The mission of the Milwaukee County Department of Veterans Service is to acknowledge the service and sacrifice of our veterans and their family members by providing separate and special assistance that is to be available to these honored members of our society.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County area veterans improve their financial situations and educational status through Wisconsin Department of Veterans Affairs personal loans.	a. Number of personal loans.	a. 10% increase in number of personal loans.
2.	Milwaukee County area veterans maintain or improve their housing quality and house values through Wisconsin Department of Veterans Affairs home improvement loans.	a. Number of home improvement loans.	a. 10% increase in number of home improvement loans.
3.	Financially or health troubled Milwaukee County area veterans receive subsistence or health care aid grants from the Wisconsin Department of Veterans Affairs.	a. Number of Health Care Aid grants made. b. Number of Subsistence Aid grants made.	a. 10% increase in number of Health Care Aid grants. b. 10% increase in number of Subsistence Aid grants.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 199,594	\$ 201,946	\$ 223,926	\$ 21,980
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY EXECUTIVE – VETERANS SERVICE

**UNIT NO.** 1021

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance

is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Flag Holders Provided	110	56	110	100
Full and Part-Time Education Grants	700	416	700	500
Health Care Aid and Subsistence Grants	60	170	70	170
Personal Loan Program	75	121	75	100
Certificates of Eligibility	400	333	400	400
Vital Records Procured	900	1,046	900	900
Graves Registration	500	130	500	200
Wisconsin Veterans Home Admissions	10	18	10	12
Home Improvement Loans Program (HILP)	20	17	20	20
Retraining Grants	20	19	20	20
New Files Created	300	518	300	400
First Mortgage Home Loans	150	83	150	100



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

**UNIT NO.** 1040  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Disadvantaged Business Development (DBD) Section of the Department of Administration – Fiscal Affairs Division is responsible for administering the County's DBD program. Chapter 42 of the Milwaukee County Ordinances sets forth the policy and definitions of Milwaukee County's disadvantaged, minority and women business

enterprise (DBE/MBE/WBE) participation in procurement and public works contracts; enforcement of MBE/WBE participation; and the contractor/vendor appeal procedure for findings of non-compliance and sanctions.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 602,973	\$ 557,968	\$ 579,675	\$ 21,707
Services	282,608	657,300	91,080	(566,220)
Commodities	16,264	13,957	9,457	(4,500)
Other Charges	0	0	0	0
Debt & Depreciation	4,880	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	82,332	125,855	124,308	(1,547)
Abatements	(68,711)	(120,386)	(124,066)	(3,680)
<b>Total Expenditures</b>	<b>\$ 920,346</b>	<b>\$ 1,234,694</b>	<b>\$ 680,454</b>	<b>\$ (554,240)</b>
Direct Revenue	953,520	612,023	585,308	(26,715)
Indirect Revenue	0	549,408	0	(549,408)
<b>Total Revenue</b>	<b>\$ 953,520</b>	<b>\$ 1,161,431</b>	<b>\$ 585,308</b>	<b>\$ (576,123)</b>
<b>Direct Property Tax Levy</b>	<b>\$ (33,174)</b>	<b>\$ 73,263</b>	<b>\$ 95,146</b>	<b>\$ 21,883</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 13,848	\$ 8,725	\$ 5,411	\$ (3,314)
Courthouse Space Rental	47,172	95,648	92,449	(3,199)
Document Services	1,788	2,899	1,414	(1,485)
Tech Support & Infrastructure	362	0	10,145	10,145
Distribution Services	548	3,059	699	(2,360)
Telecommunications	2,772	2,633	2,955	322
Records Center	2,197	2,517	3,175	658
Radio	0	0	0	0
Personal Computer Charges	0	0	5,000	5,000
Applications Charges	0	0	2,818	2,818
<b>Total Charges</b>	<b>\$ 68,687</b>	<b>\$ 115,481</b>	<b>\$ 124,066</b>	<b>\$ 8,585</b>
<b>Direct Property Tax Levy</b>	<b>\$ (33,174)</b>	<b>\$ 73,263</b>	<b>\$ 95,146</b>	<b>\$ 21,883</b>
<b>Total Property Tax Levy</b>	<b>\$ 35,513</b>	<b>\$ 188,744</b>	<b>\$ 219,212</b>	<b>\$ 30,468</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

**UNIT NO.** 1040  
**FUND:** General - 0001

**MISSION**

The Disadvantaged Business Development section establishes DBE goals, certifies DBE firms, monitors and enforces contract compliance, and promotes business opportunities and capacity building which increase overall economic viability for small and disadvantaged businesses in Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Disadvantaged Business Enterprise (DBE) have greater participation in County professional service contracts, capital projects and procurements.	a. Annual amount of participation in professional service contracts, capital projects and procurements.	a. Annual increase in the overall amount of DBE participation.
2.	Disadvantaged Business Enterprise participation waivers decrease wherever subcontractable opportunities exist.	a. Annual number of participation waivers in professional service contracts, capital projects and other procurements.	a. Annual decreases in the number of DBE participation waivers granted.
3.	Disadvantaged Business Enterprise certifications issued increase.	a. Annual number of DBE certification applications received and processed increase.	a. The pool of Ready, Willing and Able (RWA) certified DBE's increases annually.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 602,973	\$ 557,968	\$ 579,675	\$ 21,707
Position Equivalent (Funded)*	10.1	8.7	7.7	(1.0)
% of Gross Wages Funded	100.0	84.1	85.9	1.8
Overtime (Dollars)**	\$ 2,242	\$ 1,632	\$ 1,632	\$ 0
Overtime (Equivalent to Positions)	0.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
DISADVANTAGED BUSINESS DEVELOPMENT

UNIT NO. 1040  
FUND: General - 0001

## DEPARTMENT DESCRIPTION

The Disadvantaged Business Development section is responsible for the activities related to promoting successful growth of disadvantaged, minority and women-owned businesses in Milwaukee County. Specific responsibilities include contract compliance monitoring, ensuring that County procurement of contractors and suppliers complies with Federal and County DBD requirements, administering revolving loan accounts to provide short-term assistance to qualifying DBD firms, and developing various DBD seminars on effective business operations.

## BUDGET HIGHLIGHTS

- The lump sum salary reduction is maintained at a level to establish a net salary budget that is 85.9% of gross wages.
- Expenditures and revenues each decrease \$290,000 due to the elimination of funding for the local business development program. This initiative was begun in the last quarter of 2001, with appropriate funds encumbered for carryover to 2002 for continuation of the program. Revenue for 2002 decreases an additional \$100,000 based on experience.
- Expenditures and revenues each decrease \$137,020 to reflect completion of the Miller Park compliance contract.
- Funding for CHAMP software support decreases \$60,000, from \$75,000 to \$15,000, based on the amount of the project remaining to be completed in 2002.
- The appropriation for outreach/expo consultants decreases \$25,000, from \$50,000, to \$25,000, based on 2001 experience.
- Consultant expenditures for the mentor protégé program and the e-commerce program each decrease \$25,000. The continuation of these projects in 2002 will be based on funding encumbered in 2001.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL SERVICE COMMISSION

**UNIT NO.** 1110

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 63.01 to 63.03 of the Wisconsin Statutes, there shall be a civil service commission in every county containing 500,000 or more residents.

The five-member Civil Service Commission conducts hearings on the merit system and, when necessary, makes recommendations to the County Board or its committees. The Civil Service Commission budget includes the following two programs:

1. Quasi-Judicial – The Civil Service Commission acts as an adjudicating body, conducting hearings on merit system violations and appeals of actions taken by the Director of Human Resources and rendering decisions thereon.
2. Administrative – The Civil Service Commission exercises administrative control over the merit system, including promulgation of rules.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services	\$ 46,254	\$ 49,189	\$ 53,314	\$ 4,125
Services	6,950	10,000	10,000	0
County Service Charges	5,185	5,266	1,479	(3,787)
Abatements	(90)	(182)	0	182
<b>Total Expenditures</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>
<b>Direct Property Tax Levy</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	0	0	0	0
Document Services	0	0	0	0
Tech Support & Infrastructure	90	0	0	0
Distribution Services	0	0	0	0
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	182	0	(182)
<b>Total Charges</b>	<b>\$ 90</b>	<b>\$ 182</b>	<b>\$ 0</b>	<b>\$ (182)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 58,299</b>	<b>\$ 64,273</b>	<b>\$ 64,793</b>	<b>\$ 520</b>
<b>Total Property Tax Levy</b>	<b>\$ 58,389</b>	<b>\$ 64,455</b>	<b>\$ 64,793</b>	<b>\$ 338</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL SERVICE COMMISSION

**UNIT NO.** 1110

**FUND:** General - 0001

**MISSION**

The Civil Service Commission will serve the residents of Milwaukee County by conducting hearings and rendering decisions on merit system violations and appeals of actions taken by the Director of Human Resources and through the adoption and amendment of rules and regulations governing the merit system.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Civil Service rules are properly amended to meet the needs of Milwaukee County and to reflect changes in the area labor market.	a. Number of requests for Civil Service rule waivers. b. Number of Civil Service rule waivers granted.	a. Requests for Civil Service rule waivers are reduced by 50%. b. Civil Service rule waivers granted are reduced by 50%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 46,254	\$ 49,189	\$ 53,314	\$ 4,125
Position Equivalent (Funded)*	5.0	5.0	5.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- None.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance

is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: CIVIL SERVICE COMMISSION

UNIT NO. 1110

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 <u>Budget</u>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
Number of Meetings	6	7	6	6
Hours Spent in Session	15	11	12	12
A. <u>Quasi-Judicial</u>				
Merit System Violations Filed	3	1	2	2
Employee/Applicant Appeals	50	14	40	30
B. <u>Administrative</u>				
Positions Transferred from Classified to Exempt	5	0	2	2
Rule Changes	5	3	2	2
Rule Waivers	20	16	10	15



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 33 of the Milwaukee County Ordinances, the Personnel Review Board consists of five members functioning as a quasi-judicial body to review all disciplinary charges filed by appointing authorities or other persons authorized to file charges alleging that an officer or employee in Milwaukee County classified service has acted in such a manner as to show them to be incompetent to perform their duties or to have merited discipline, demotion, or discharge pursuant to State Statute 63.10 or 63.12; to hear all appeals by non-represented County employees of rulings made in

the final step of the established County grievance procedure; to act as final arbitrator over grievances not appealed to arbitration under Union labor contracts; and to act as the "Independent Fact Finder" to determine whether violations of the Ethics Code exist in all cases referred to the Personnel Review Board by the Ethics Board, pursuant to Chapter 9 Code of Ethics, Milwaukee County Ordinances. The Board also reviews the rules, practices and procedures of the Civil Service Commission.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 116,443	\$ 130,791	\$ 123,228	\$ (7,563)
Services	7,529	14,575	13,760	(815)
Commodities	728	1,027	950	(77)
County Service Charges	16,919	18,564	17,086	(1,478)
Abatements	(16,235)	(18,454)	(16,938)	1,516
<b>Total Expenditures</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>
<b>Total Revenues</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	10,908	14,469	13,985	(484)
Document Services	546	375	432	57
Tech Support & Infrastructure	4,354	1,425	1,455	30
Distribution Services	107	1,118	137	(981)
Telecommunications	320	325	341	16
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	0	0	0
Applications Charges	0	252	588	336
<b>Total Charges</b>	<b>\$ 16,235</b>	<b>\$ 17,964</b>	<b>\$ 16,938</b>	<b>\$ (1,026)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 125,384</b>	<b>\$ 146,503</b>	<b>\$ 138,086</b>	<b>\$ (8,417)</b>
<b>Total Property Tax Levy</b>	<b>\$ 141,619</b>	<b>\$ 164,467</b>	<b>\$ 155,024</b>	<b>\$ (9,443)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

**MISSION**

The Milwaukee County Personnel Review Board must assure a fair and impartial due process hearing for the discipline or discharge of County employees as provided by law and prescribed under Wisconsin State Statutes 63.10 and 63.12, Chapters 17.207 and 33 of the Milwaukee County Ordinances, and cases referred under Chapter 9, Milwaukee County Ordinances.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Employee gets a fair and impartial hearing.	a. Fair: Provide biweekly hearings to meet Wisconsin Statutes 21 day requirement. b. Impartial: Hear testimony and evidence of parties	a. Hold a minimum of 27 meetings annually. b. Meet in session 95 hours.
2.	Disciplinary actions are supported by testimony and evidence.	a. Process cases according to Wisconsin Statutes 63.10 and 63.12 and Chapters 9, 17.207 and 33 of C.G.O.	a. 100% of cases will be processed according to the law.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 116,443	\$ 130,791	\$ 123,228	\$ (7,563)
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Personal Services decrease \$7,563 due to the elimination of funding for sick leave retirement payout of the secretarial position during 2001.
- In the 2002 Budget, the Personnel Review Board staff is transferred under the administrative authority of the Department of Administration to provide support and back-up

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
PERSONNEL REVIEW BOARD

**UNIT NO.** 1120  
**FUND:** General - 0001

as well as managerial support on an as needed basis.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first

certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000	2000	2001	2002
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Discipline/Grievance Hearings Placed on Docket	125	125	120	130
Number of PRB Meetings with Hearings	27	27	27	27
Hours Met in Session	90	90	95	95



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: CORPORATION COUNSEL**

**UNIT NO. 1130**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.42 of the Wisconsin Statutes, the Corporation Counsel prosecutes or defends all civil actions in which the County, or any of its boards, commissions, committees, departments or officers is interested or a party; issues opinions; drafts County ordinances and resolutions; drafts proposed legislation; processes commitments of mentally ill persons; drafts protective placement pleadings and guardianships for "developmentally

disabled and aged infirm persons;" and acts as general counsel for the County in all civil matters in all Federal and State courts and before all Federal, State and County administrative bodies and agencies. In addition, pursuant to statutes, the Corporation Counsel represents State agencies or the Attorney General in civil matters and prosecutes various civil remedies mandated by State law.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,044,611	\$ 2,124,365	\$ 2,245,140	\$ 120,775
Services	83,218	115,915	110,476	(5,439)
Commodities	26,584	32,660	18,960	(13,700)
Other Charges	647,135	542,400	343,400	(199,000)
Capital Outlays	7,957	11,800	0	(11,800)
County Service Charges	204,560	269,531	278,265	8,734
Abatements	(738,947)	(811,427)	(923,581)	(112,154)
<b>Total Expenditures</b>	<b>\$ 2,275,118</b>	<b>\$ 2,285,244</b>	<b>\$ 2,072,660</b>	<b>\$ (212,584)</b>
<b>Total Revenues</b>	<b>\$ 141,710</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,133,408</b>	<b>\$ 2,160,244</b>	<b>\$ 1,947,660</b>	<b>\$ (212,584)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 21,036	\$ 22,849	\$ 28,325	\$ 5,476
Courthouse Space Rental	120,600	159,926	154,580	(5,346)
Document Services	5,006	3,778	3,961	183
Tech Support & Infrastructure	29,391	23,580	29,504	5,924
Distribution Services	806	1,834	1,027	(807)
Telecommunications	6,174	6,668	6,582	(86)
Records Center	4,038	5,688	5,835	147
Radio	0	0	0	0
Personal Computer Charges	4,303	24,000	22,000	(2,000)
Applications Charges	0	9,859	13,767	3,908
<b>Total Charges</b>	<b>\$ 191,354</b>	<b>\$ 258,182</b>	<b>\$ 265,581</b>	<b>\$ 7,399</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,133,408</b>	<b>\$ 2,160,244</b>	<b>\$ 1,947,660</b>	<b>\$ (212,584)</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,324,762</b>	<b>\$ 2,418,426</b>	<b>\$ 2,213,241</b>	<b>\$ (205,185)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CORPORATION COUNSEL

**UNIT NO.** 1130

**FUND:** General - 0001

**MISSION**

It is the mission of the Office of Corporation Counsel to ensure that Milwaukee County, its officers, employees, and agents adhere to all applicable legal requirements, and to minimize personal and fiscal liability for the aforementioned group.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The legal interests of Milwaukee County are protected.	a. Percent of cases resolved by pretrial evaluation. b. Percent of claims that result in lawsuits.	a. 90%. b. 10%.
2.	County department managers are aware of and comply with employee relations laws.	a. Reduction of inquiries regarding appropriate procedures. b. Reduction of claims of discrimination due to an employee's disability. c. Reduction of claims alleging a violation of FMLA. d. Reduction of claims alleging sexual harassment or retaliation. e. Reduction of appeals of disciplinary action.	a. 20% reduction of inquiries regarding appropriate procedures. b. 20% reduction of claims of discrimination due to an employee's disability. c. 20% reduction in claims alleging a violation of FMLA. d. 20% reduction in claims alleging sexual harassment or retaliation. e. 20% reduction of appeals of disciplinary action.
3.	Workers' Compensation expenditures are effectively controlled.	a. Number of hearings settled or defended for lower payment than reserved.	a. 70% defended within outstanding reserves set by Risk Management.
4.	Milwaukee County's interest in employee discipline and discharge hearings is protected.	a. Percent of cases that are resolved by getting result initially sought or agreed to by the appointing authority. b. Number of cases that have insufficient evidence to sustain the charges brought by the appointing authority.	a. 85%. b. 3%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,044,611	\$ 2,124,365	\$ 2,245,140	\$ 120,775
Position Equivalent (Funded)*	24.2	23.7	22.5	(1.2)
% of Gross Wages Funded	98.0	97.6	93.8	(3.8)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CORPORATION COUNSEL

**UNIT NO.** 1130

**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**BUDGET HIGHLIGHTS**

- Crosscharges for legal services to other County departments are adjusted as follows:

Department	2001	2002	2001/2002 Change
Pension Board	\$ 33,245	\$ 41,000	\$ 7,755
Child Support Enforcement	10,000	6,000	(4,000)
General Mitchell International Airport	170,000	204,000	34,000
DHS-Mental Health Division	340,000	407,000	67,000

This results in a net crosscharge increase of \$104,755.

- The Department's net salary reduction is increased \$82,978, from \$35,616 to \$118,594, to establish a net salary budget that is 93.8% of gross wages. This is equal to one attorney position.
- The allocation for Miscellaneous Legal Fees, which is used for payment of outside attorney fees and other legal costs, decreases \$200,000, from \$540,000 to \$340,000. Anticipated costs for 2002 include \$250,000 for the tobacco lawsuit, \$40,000 for the stormwater lawsuit and \$50,000 for miscellaneous legal costs. Amounts budgeted in 2001 were \$500,000 for the tobacco lawsuit, \$40,000 for miscellaneous legal costs and no specific amount for the stormwater lawsuit.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: CORPORATION COUNSEL

UNIT NO. 1130

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
A. Legal				
Legal Opinions & Advisory Memorandums	200	200	200	200
Claims Against County & Subrogation Matters	500	500	500	500
State Actions (wage claims, weatherization claims, pesticide lawsuits)	300	500	500	500
Foreclosures	300	300	300	300
Probate & DBE Matters	250	250	250	250
Major Lease & Contract Negotiations & Review	600	600	600	600
Major Lawsuits-200 Hours or More	20	20	20	20
B. Labor Relations				
Major Contract Negotiations-200 Hours or More	15	15	15	10
Unemployment Compensation Hearings	50	50	50	50
Discrimination Complaints Including ADA	300	300	300	300
Grievance Arbitration, Appeals of Disciplinary Suspension Before Permanent Umpire or WERC	30	30	30	30
C. Mental Health				
Mental Health Commitments-Petition, Protective Placements, Temporary Guardianships	5,000	5,000	5,000	5,200
D. Workers Compensation				
Workers Compensation Claims Hearings and Review of Files	200	200	200	200
E. Personnel Review Board				
Civil Service and Personnel Review Board Hearings	250	250	250	250

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 79 of the Milwaukee County Ordinances, this department has general responsibility for the negotiations and administration of all collective bargaining agreements, to establish labor relations training programs for supervisory staff, and to conduct on behalf of Milwaukee County all procedures ordered by the Wisconsin Employment Relations Commission, U.S. Department of Labor, or the Wisconsin Department of Industry, Labor and Human Relations. All matters relating to labor relations introduced to the County Board are normally referred to the Department of Labor Relations for its recommendation.

In addition to the foregoing, this department may, under the direction of the Personnel Committee, carry out those procedural responsibilities delegated to that committee by Chapter 80 of the Milwaukee County Ordinances, and shall annually, in conjunction with the Department of Human Resources, review the wages, hours, and conditions of employment of all employees not represented for purposes of collective bargaining, and submit recommendations thereon to the County Board of Supervisors each year for the following year.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 389,851	\$ 396,849	\$ 412,069	\$ 15,220
Services	34,359	59,644	54,149	(5,495)
Commodities	2,909	2,860	6,879	4,019
Capital Outlay	0	0	0	0
County Service Charges	45,184	62,011	58,881	(3,130)
Abatements	(43,213)	(60,253)	(57,256)	2,997
<b>Total Expenditures</b>	<b>\$ 429,090</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>
<b>Total Revenues</b>	<b>\$ 32</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 429,058</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	25,680	34,061	32,922	(1,139)
Document Services	1,127	1,104	891	(213)
Tech Support & Infrastructure	11,906	12,133	9,983	(2,150)
Distribution Services	41	1,035	52	(983)
Telecommunications	1,145	1,110	1,220	110
Records Center	732	981	1,057	76
Radio	0	0	0	0
Personal Computer Charges	2,582	7,000	7,000	0
Applications Charges	0	2,829	4,131	1,302
<b>Total Charges</b>	<b>\$ 43,213</b>	<b>\$ 60,253</b>	<b>\$ 57,256</b>	<b>\$ (2,997)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 429,058</b>	<b>\$ 461,111</b>	<b>\$ 474,722</b>	<b>\$ 13,611</b>
<b>Total Property Tax Levy</b>	<b>\$ 472,271</b>	<b>\$ 521,364</b>	<b>\$ 531,978</b>	<b>\$ 10,614</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

**MISSION**

The Department of Labor Relations is committed to negotiate and administer responsible and cost-effective collective bargaining agreements on behalf of the County Executive, the Milwaukee County Board of Supervisors, and the departments of Milwaukee County, which will increase the productivity and improve the efficient operations of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Collective bargaining negotiations are resolved without an interruption of service delivery.	a. Percent of voluntary collective bargaining agreements.	a. 50%.
2.	Labor/Management disputes are resolved in a timely and amicable manner.	a. Number of dispute arbitration hearings before the permanent arbitrator.	a. No more than 36 with DC48 for the year 2002.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 389,851	\$ 396,849	\$ 412,069	\$ 15,220
Position Equivalent (Funded)*	5.0	5.0	4.7	(0.3)
% of Gross Wages Funded	95.0	98.2	93.4	(4.8)
Overtime (Dollars)**	\$ 24	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Due to fiscal constraints, the lump sum salary reduction is increased \$14,232, from \$5,808 to \$20,040. This results in the reduction of one position of Clerical Assistant 2 (NR).
- The Department of Labor Relations is transferred under the administrative authority of the Department of Administration to provide administrative support and back-up, as well as managerial support on an as-needed basis.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
LABOR RELATIONS

**UNIT NO.** 1135  
**FUND:** General - 0001

sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in

violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$40,930	Permanent Arbitrator	Sherwood Malamud

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Labor Contracts Expiring Wage Re-openers	8	8	8	1
Labor Negotiations (Including Fact Finding, Arbitration, Mediation)	59	39	45	39
Hearings-Permanent Umpire	54	64	36	58
Wisconsin Employment Relations Commission and Court Cases	10	12	12	12
Labor Relations Orientation/Training Sessions	40	6	40	8
Meetings-Personnel Matters with County Officials, Department Heads, County Board Committees, Boards, Employees	437	197	300	220
Meetings-Personnel Matters with Unions, Others	437	46	300	150
Available Days for Union Grievances	51	48	51	48



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapters 63.01 to 63.09, 63.11 and 63.13 to 63.17 of the Wisconsin Statutes, this department recruits and examines candidates for all positions in the Classified Service of Milwaukee County; certifies eligibles; investigates requests for changes in classification, increases in pay and changes in personnel practices and procedures; processes unemployment compensation claims; administers the coordination and implementation of the County's affirmative action plan; manages and coordinates the details of employee benefits

programs, including hospital/surgical/dental care and life insurance plans; and coordinates employee services programs dealing with behavioral/medical problems. The Employee Retirement Division administers and maintains the Milwaukee County Retirement System as established by Chapter 201 of the Milwaukee County Ordinances. It provides for the determination of benefits and payments to all eligible employees or their beneficiaries, and monitors and reconciles all transactions affecting the retirement fund.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,773,283	\$ 2,995,066	\$ 3,162,392	\$ 167,326
Services	699,992	667,974	626,980	(40,994)
Commodities	65,720	73,819	74,624	805
Other Charges	406,185	343,204	368,204	25,000
Capital Outlays	10,316	820	0	(820)
County Service Charges	1,227,919	929,091	1,005,362	76,271
Abatements	(1,021,672)	(709,705)	(751,053)	(41,348)
<b>Total Expenditures</b>	<b>\$ 4,161,743</b>	<b>\$ 4,300,269</b>	<b>\$ 4,486,509</b>	<b>\$ 186,240</b>
<b>Total Revenues</b>	<b>\$ 854,025</b>	<b>\$ 880,292</b>	<b>\$ 1,355,257</b>	<b>\$ 474,965</b>
<b>Direct Property Tax Levy</b>	<b>\$ 3,307,718</b>	<b>\$ 3,419,977</b>	<b>\$ 3,131,252</b>	<b>\$ (288,725)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	376,428	491,541	475,108	(16,433)
Document Services	77,877	73,371	62,248	(11,123)
Tech Support & Infrastructure	501,222	57,105	71,704	14,599
Distribution Services	14,982	17,466	24,379	6,913
Telecommunications	12,119	11,725	13,156	1,431
Records Center	1,347	1,655	1,947	292
Radio	0	0	0	0
Personal Computer Charges	32,702	36,000	36,000	0
Applications Charges	0	15,842	65,106	49,264
<b>Total Charges</b>	<b>\$ 1,016,677</b>	<b>\$ 704,705</b>	<b>\$ 749,648</b>	<b>\$ 44,943</b>
<b>Direct Property Tax Levy</b>	<b>\$ 3,307,718</b>	<b>\$ 3,419,977</b>	<b>\$ 3,131,252</b>	<b>\$ (288,725)</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,324,395</b>	<b>\$ 4,124,682</b>	<b>\$ 3,880,900</b>	<b>\$ (243,782)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

**MISSION**

The Department of Human Resources will provide Milwaukee County government with an equitable and effective system for the recruitment, classification, development, and retention of a competent and culturally-diversified workforce through the timely creation of appropriate eligible lists; the maintenance of competitive compensation, benefits and pension programs; the training of County employees; and the strict adherence to Federal, State and County laws, regulations and policies.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	County policymakers and administrators make appropriate human resources-related decisions.	a. Number of merit system violations. b. Number of grievances and citizens complaints. c. Number of lawsuits filed against Milwaukee County.	a. 80% of all merit system violations filed against County are dismissed. b. Grievances and complaints filed against County reduced by 25%. c. 80% of all lawsuits filed against County are denied.
2.	Employees and retirees receive the pensions and fringe benefits to which they are entitled in a timely manner.	a. Number of days required to process benefits/pension matters. b. Number of benefits/pension-related complaints.	a. Number of days required to process benefits/pension matters is reduced by 25%. b. Number of benefits/pension-related complaints is reduced by 25%.
3.	Qualified individuals apply for employment with Milwaukee County.	a. Number of qualified individuals who apply for employment with Milwaukee County. b. Number of rejected applications. c. Number of specific recruitment activities.	a. Number of employment applications received by DHR increases by 5%. b. Number of rejected applications decreases by 5%. c. Number of specific recruitment activities performed by DHR increases by 5%.
4.	County operating departments are able to fill vacant positions in a timely manner.	a. Number of days required to certify eligibles to requesting departments. b. Number of vacant positions awaiting certification by DHR. c. User department satisfaction surveys.	a. Certification turnaround time is reduced 25%. b. Number of vacant positions awaiting certification is reduced by 25%. c. DHR approval ratings increase by 25%.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,773,283	\$ 2,995,066	\$ 3,162,392	\$ 167,326
Position Equivalent (Funded)*	50.4	55.8	52.4	(3.4)
% of Gross Wages Funded	94.9	93.4	91.3	(2.1)
Overtime (Dollars)**	\$ 32,355	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.8	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Student Intern (Info Tech)	Abolish	10/.25%	Director's Office	\$ (52,220)
			<b>TOTAL</b>	<b>\$ (52,220)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Director's Office	Expenditure	\$ 2,570,646	\$ 2,384,870	\$ 2,059,911	\$ (324,959)
	Abatement	714,844	572,442	576,784	4,342
	Revenue	150,513	93,100	449,674	356,574
	Tax Levy	\$ 1,705,289	\$ 1,719,328	\$ 1,033,453	\$ (685,875)
Employee Group Benefits	Expenditure	\$ 359,583	\$ 329,295	\$ 337,049	\$ 7,754
	Abatement	86,104	12,340	24,558	12,218
	Revenue	5,976	4,000	4,000	0
	Tax Levy	\$ 267,503	\$ 312,955	\$ 308,491	\$ (4,464)
Compensation and Administrative Services	Expenditure	\$ 357,927	\$ 282,178	\$ 464,082	\$ 181,904
	Abatement	82,120	5,813	25,386	19,573
	Revenue	19	0	0	0
	Tax Levy	\$ 275,788	\$ 276,365	\$ 438,696	\$ 162,331
Workforce Planning and Development	Expenditure	\$ 259,057	\$ 259,085	\$ 504,057	\$ 244,972
	Abatement	19,630	12,345	10,038	(2,307)
	Revenue	499	0	25,000	25,000
	Tax Levy	\$ 238,928	\$ 246,740	\$ 469,019	\$ 222,279
Employment and Staffing	Expenditure	\$ 873,733	\$ 971,354	\$ 995,880	\$ 24,526
	Abatement	49,672	56,932	47,731	(9,201)
	Revenue	0	0	0	0
	Tax Levy	\$ 824,061	\$ 914,422	\$ 948,149	\$ 33,727
Employee Retirement System	Expenditure	\$ 762,469	\$ 783,192	\$ 876,583	\$ 93,391
	Abatement	69,302	49,833	66,556	16,723
	Revenue	697,018	783,192	876,583	93,391
	Tax Levy	\$ (3,851)	\$ (49,833)	\$ (66,556)	\$ (16,723)

**DEPARTMENT DESCRIPTION**

The Department of Human Resources includes the following divisions:

The **Director's Office** directs human resource programs, assigns projects and coordinates the work of the operating divisions; submits the annual departmental budget and approves budget expenditures; presents all Department recommendations to the Civil Service Commission and the Personnel Committee of the County Board; serves as staff to the Personnel Committee; analyzes and reports on legislation affecting the Human Resource function in Milwaukee County; directs the implementation of the automated personnel system; provides support and assistance in labor contract negotiations; and provides analysis, recommendations and implementation of new approaches to human resource administration. The Director of Human Resources serves as ex-officio member of the Pension Board, and delegates the Deputy Director to serve as secretary of the Civil Service Commission.

**Employee Group Benefits** provides ongoing analyses of all current employee benefits and new benefit options while administering the Conventional Medical and Dental Plans, Health and Dental Maintenance Organization Plans, Basic and Optional Life Insurance Plans, Short-Term Disability Insurance, Medicare and the Dependent Care Voucher Reimbursement Program. In addition, this Division maintains enrollment records for active and retired employee members and their dependents; confers and corresponds with County officials, employees, retirees, the public and industry-related agencies regarding benefits programs; monitors WPS on medical and dental claim payments and CNR for utilization review services; administers special projects relating to cost-containment and employee wellness; and directs the Employee Assistance Program for personal/behavioral/medical problems affecting job performance.

**Compensation & Administrative Services** coordinates annual budget preparation and monitors the adopted budget; performs various office management and administrative functions; studies requests for reallocations, changes in compensation policies and practices, and calculates the fiscal impact of these actions. The unit also maintains current salary and classification standardization schedules; maintains salary provisions mandated by labor contracts or County Ordinances; maintains and implements provisions of the Executive

Compensation Plan; prepares changes to County Ordinances reflecting various personnel actions; processes and edits a variety of payroll/personnel transactions; maintains position control and payroll records; maintains employee personnel records; and processes employee unemployment compensation claims.

**Workforce Planning & Development** forecasts and identifies the County's human resources requirements, and develops the recruitment and training strategies necessary to meet them. Activities include the assessment of County recruitment and training needs and priorities; the planning, coordination and direction of recruitment activities and staff development programs; assisting other County departments with specialized training applications; and the administration of the tuition loan program. This unit also assists in the design and implementation of the County's affirmative action and equal employment opportunity programs to maintain a diverse workforce. Activities include compiling information on the status of various protected groups in the County classified and unclassified service; reviewing class specifications to ensure accuracy and job relatedness of requirements; evaluating County personnel procedures to ensure compliance with equal opportunity guidelines, and developing reports necessary to comply with State and Federal requirements and the Federal Court Order.

**Employment and Staffing** develops, administers and monitors employee selection processes for all positions in the Milwaukee County Classified Service and, upon request, for positions in the unclassified service. This effort includes the assessment of job specifications and minimum qualifications; the development and administration of applicant examinations; and the certification of qualified candidates to department heads and appointing authorities. Implicit in this activity is the responsibility of administering employee selection in compliance with prevailing Milwaukee County, State, Federal and labor-negotiated parameters, any or all of which may impact related hiring procedures, e.g., transfer, layoff, promotion, demotion, reinstatement, and salary adjustment obligations. In addition, the Employment and Staffing Division is responsible for activities supporting the retention of employees within the Milwaukee County Classified Service, as well as the maintenance of appropriate records and reports.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

**Employee Retirement** administers the Milwaukee County Employee Retirement System, manages the funds of the Retirement System in accordance with Pension Board actions, and maintains the general ledger and related books of the Retirement System. The unit also maintains enrollment, service and salary records for Retirement System members; calculates retirement and death benefits; processes monthly pension payroll; and prepares withdrawals for terminating members. In addition, the Employee Retirement System Director serves as Secretary of the Pension Board.

## BUDGET HIGHLIGHTS

- For 2002, a Workforce Planning & Development Division is created in the Department of Human Resources (DHR). This Division includes the existing Employment Relations Division staff and a Human Resources Specialist formerly assigned to the Employment & Staffing Division, and will report directly to the Deputy Director of Human Resources. This unit is responsible for both forecasting the County's human resources needs and identifying the recruitment and training strategies necessary to meet them. In addition, the staff of this Division will support DHR's affirmative action and equal employment opportunity programs. No additional staff or funding will be required to implement this initiative.
- The 2002 Department of Human Resources Budget includes an appropriation of \$227,829 for the Payroll/Personnel Integration System. This appropriation continues the development, operation and maintenance of a modern, automated payroll/personnel environment for Milwaukee County. The strategy continues to be to use outside consultants integrated into a team of IMSD staff, with overall project direction provided by the Payroll/Personnel Integration Operating Committee. The proposed tasks for 2002 include continued work on updates for the Payroll and Retirement Systems, implementation of labor contract changes and the installation of new releases of the GENESYS software. The cost of this project is partially offset by revenue of \$119,370, for a net tax levy of \$108,459.
- An appropriation of \$322,704 is included for the Youth Employment Program, offset with Potawatomi revenue. This program helps provide meaningful work experience, career exposure and limited on-the-job training to those individuals who would otherwise be precluded from the program due to restrictive income requirements.
- An appropriation of \$25,000 is included for the Milwaukee County Diversity Advancement, Retention and Recruitment Task Force for the development of a Best Practices Guide, web site and related activities for use by corporate, public sector and university employees within Milwaukee County. This appropriation is offset with Potawatomi revenue. The County Executive established the Task Force in 1999 to develop strategies to advance, retain and recruit professional and senior management people of color within the Metropolitan Milwaukee area. A number of recommendations have been made as the result of the Task Force's work. These recommendations are intended to improve the ability of corporations, universities and public sector employees to recruit, advance and retain a diverse executive and professional level workforce. The key recommendation is the development of a Best Practices Guide to be used by Metropolitan Milwaukee employers, development of a Best Practices web site, and planning the format for a semi-annual roundtable for Metropolitan Milwaukee's human resources professionals and others interested in a diverse workforce. Funding for this work will be through the Greater Milwaukee Committee.
- \$ (52,220) Abolish 10 Student Intern (Info Tech)  
Ten positions of Student Intern (Info Tech) created in the 2000 Adopted Budget are abolished due to fiscal constraints. Fifteen Student Intern (Info Tech) positions remain for assignment to various departments throughout County service.
- The Department's net salary reduction is increased \$52,356, from \$152,280 to \$204,636, resulting in reduced staff hours. This reduction is equal to 1.2 positions.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation

incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$25,000	Ad Hoc Actuarial Services & Reporting	William M. Mercer, Inc.
\$25,000	Public Safety Exam Assistance	Stanard & Associates, Inc.

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF HUMAN RESOURCES

UNIT NO. 1140

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
<b>A. Employee Group Benefits</b>				
Health, Dental, Life Premiums Collected	\$4,506,498	\$4,772,385	\$4,826,082	\$8,033,457
Employee COBRA Payments	\$ 145,888	\$ 144,217	\$ 174,199	\$ 132,000
Group Benefits Plans Administered	14	14	14	13
Health Plan Contracts	11,154	11,295	11,249	11,183
Dental Plan Contracts	5,937	6,091	6,075	6,085
HCN PPO Savings Realized	\$5,417,963	\$5,835,750	\$5,406,998	\$5,835,750
Lives Insured	10,547	10,640	10,723	10,647
Life Insurance Claims Administered	164	179	158	201
Medicare Notifications Issued	242	233	227	252
<b>B. Compensation</b>				
Payroll Corrections Processed	6,000	4,746	6,000	5,000
Payroll/Personnel Transactions Processed	17,000	15,887	15,000	15,000
Personnel File Maintenance	37,500	38,451	44,000	38,000
Classifications Surveyed	500	600	600	500
Timesheet Exceptions Monitored	8,500	8,320	8,500	8,300
Timesheet Exceptions Corrected	1,000	1,872	1,600	1,600
TAHC Forms Processed	1,300	748	1,000	750
Unemployment Compensation Forms Processed	3,000	2,731	2,300	2,300
Unemployment Compensation Payments Issued	9,000	6,955	7,000	7,000
Unemployment Compensation New Claimants	500	557	500	500
Data Element Update Transactions	90,000	88,754	90,000	89,000
<b>C. Employment Relations</b>				
ER/AA Complaints/Investigations	160	138	140	142
Employee Training Classes	65	56	72	63
Training Class Participants	3,300	3,100	3,900	3,500
Tuition Loans	325	142	310	165
<b>D. Employment/Staffing</b>				
Total Applications Received	10,000	14,682	13,000	14,000
Exams Announced	75	53	75	50
Exams Administered	1,100	1,987	1,100	1,900
Exam Analysis Review	75	53	75	60
Certification Requests Processed	850	955	1,000	1,000
Candidates Certified	17,500	24,916	22,000	24,000
New Positions Studied for Proper Classification	100	153	100	125
Current Positions Studied for Proper Classification	100	147	100	150
Layoff/Placements	50	6	25	150
Transfers Processed	250	277	250	275

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN RESOURCES

**UNIT NO.** 1140

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>E. Retirement Division</b>				
Total Retirement System Assets (in millions) December 31	\$ 1,800.0	\$ 1,607.6	\$ 1,900.0	\$ 1,700.0
Active Members 1/1	9,650	9,750	9,900	9,400
New Enrollments	600	643	700	700
5-Year Terminations	250	794	300	300
Withdrawals	25	22	15	20
Deaths of Active Members	15	26	10	20
Retirements Granted	250	212	300	300
Active Members 12/31	9,710	9,339	9,975	9,460
Retirement Members 1/1	6,550	6,527	6,600	6,650
Benefits Granted	250	212	300	300
Benefits Terminated	200	186	200	200
Retirement Members 12/31	6,600	6,553	6,700	6,750
Active OBRA Members 1/1	5,300	6,870	7,000	7,750
New OBRA Enrollments	750	721	750	750
5-Year Terminations	600	89	1,000	500
Active OBRA Members 12/31	5,450	7,502	6,750	8,000
<b>F. Management Information Systems</b>				
System Support Days	330	330	330	330
Ad Hoc Reports	50	48	80	50
Mailing Label Requests	20	15	20	15
Technical Support/Training Requests	35	23	25	25
Systems Maintenance Requests	20	13	20	15
New Application Development/Program Requests	20	11	20	15

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration is created pursuant to Section 59.52(1) of the Wisconsin Statutes and Chapter 32 of the Milwaukee County Ordinances. Risk Management is responsible for administering the County's risk management program. Section 59.52(11)(a) of the Wisconsin Statutes authorizes the County to provide public liability and property damage insurance, either in commercial companies or by self-insurance created by setting up an annual fund for such a purpose, or by a combination thereof, covering without exclusion because of enumeration, motor vehicles, malfeasance of professional employees, maintenance and operation of County highways, parks, parkways and airports, and other County activities involving the possibility of damage to the general public, and provide fire and casualty insurance for all County property. Section 59.52(11)(d) of the Wisconsin Statutes authorizes the

County to provide for the protection of the County and public against loss or damage resulting from the act, neglect or default of County officers, department administrators and employees, and to contract for and procure bonds or contracts of insurance to accomplish that purpose, either from commercial companies or by self-insurance created by setting up an annual fund for such purpose or by a combination thereof. Section 65.90(6) of the Wisconsin Statutes allows any county having a population of 500,000 or more to establish, maintain and levy a tax for a liability reserve fund for the purpose of paying liability claims or premiums on insurance to pay such claims. The annual taxes levied for the purpose may not exceed the level necessary to collect the amount recommended by an actuary, in accordance with generally accepted actuarial principles.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 508,414	\$ 475,119	\$ 517,397	\$ 42,278
Services	50,071	63,615	71,115	7,500
Commodities	25,604	13,680	13,680	0
Other Charges	4,563,844	4,491,624	4,677,825	186,201
Debt & Depreciation	21,246	20,158	17,891	(2,267)
Capital Outlay	0	0	0	0
Capital Contra	0	0	0	0
County Service Charges	100,312	108,907	122,557	13,650
Abatements	(99,914)	(238,898)	(252,505)	(13,607)
<b>Total Expenditures</b>	<b>\$ 5,169,577</b>	<b>\$ 4,934,205</b>	<b>\$ 5,167,960</b>	<b>\$ 233,755</b>
<b>Total Revenues</b>	<b>\$ 5,092,169</b>	<b>\$ 5,893,103</b>	<b>\$ 6,200,068</b>	<b>\$ 306,965</b>
<b>Direct Property Tax Levy</b>	<b>\$ 77,408</b>	<b>\$ (958,898)</b>	<b>\$ (1,032,108)</b>	<b>\$ (73,210)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 41,208	\$ 40,139	\$ 33,298	\$ (6,841)
Courthouse Space Rental	27,048	35,864	34,665	(1,199)
Document Services	6,430	2,484	7,442	4,958
Tech Support & Infrastructure	16,549	10,711	14,187	3,476
Distribution Services	678	1,028	1,470	442
Emergency Mgmt Services	0	0	10,000	10,000
Telecommunications	1,394	1,721	1,747	26
Records Center	1,443	1,904	4,474	2,570
Radio	0	0	0	0
Personal Computer Charges	5,164	8,000	9,000	1,000
Applications Charges	0	7,047	6,222	(825)
<b>Total Charges</b>	<b>\$ 99,914</b>	<b>\$ 108,898</b>	<b>\$ 122,505</b>	<b>\$ 13,607</b>
<b>Direct Property Tax Levy</b>	<b>\$ 77,408</b>	<b>\$ (958,898)</b>	<b>\$ (1,032,108)</b>	<b>\$ (73,210)</b>
<b>Total Property Tax Levy</b>	<b>\$ 177,322</b>	<b>\$ (850,000)</b>	<b>\$ (909,603)</b>	<b>\$ (59,603)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

It is the mission of Risk Management to protect the health and safety of employees, citizens and users of the facilities and services of Milwaukee County, through the use of risk management, claims management and employee safety techniques.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County costs for work related injuries and illness are minimized.	a. Number of claims promptly and properly reported to Risk Management by all departments. b. Length of time in which claims are processed. c. Percent reduction in the number of pending claims. d. Percent reduction in average cost per claim.	a. 95%. b. 100% approved or denied in 30 days. c. 5% reduction in number of pending claims. d. 1% reduction in average cost per claim.
2. Milwaukee County work environment is safe.	a. Number of departments with safety goals and objectives established. b. Number of office safety and ergonomics programs implemented. c. Percent reduction in safety co-efficient. d. Number of worker's compensation claims. e. Number of County-wide training programs in place.	a. 100% departmental compliance with established safety goals and objectives. b. 24. c. 3% reduction in County safety co-efficient. d. Reduction in number of worker' compensation claims. e. Increase by two.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
3. County assets are effectively protected through risk management risk financing programs.	a. Cost of risk for Milwaukee County.	a. Below the average cost of risk for other public entities.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 508,414	\$ 475,119	\$ 517,397	\$ 42,278
Position Equivalent (Funded)*	7.0	7.0	7.0	0.0
% of Gross Wages Funded	100.0	99.7	99.4	(0.3)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**DEPARTMENT DESCRIPTION**

The Risk Management Section includes the following sections: Administration, Self-Insurance, Insurance Policy and Services, and Claims Management (Workers' Compensation).

The **Administration Section** supervises the professional staff, coordinates activities between departments, submits reports, reviews contracts for liability exposures, and prepares budget documents. The unit is responsible for internal service fund accounting and cost allocations to departments. County-wide loss control activities are also administered by this section.

The **Self-Insurance Section** is responsible for property, general and automobile liability claim reporting, loss analysis, claim data and financing of self-retained losses.

The **Insurance Policy and Services Section** is responsible for selection of brokers, requests for proposals, determination of deductibles, limits and coverage, researching the market, and negotiating with brokers and companies for bundled and unbundled insurance services.

The **Claims Management Section** is responsible for administering the Workers' Compensation claims of employees who sustain job-related injuries for medical-only and lost-time claims, and coordination of the return-to-work program. In addition, a data base is maintained for all claims.

**BUDGET HIGHLIGHTS**

**SELF-INSURANCE**

- Expenditures are reduced \$50,855 based on prior year experience.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION – RISK MANAGEMENT

**UNIT NO.** 1150

**FUND:** Internal Service - 0040

**INSURANCE POLICY AND SERVICES**

- Insurance purchases increase \$104,914 from the previous year due to a hardening (sellers) market in all lines of insurance. Airport liability increases \$105,772, of which \$53,250 is related to a 100% increase in the hull value of the Sheriff's helicopter. Property premiums increase \$82,890 due to rate and inflationary increases in property values. These increases are partially offset with reductions to general and workers compensation insurance of \$95,156.

**CLAIMS MANAGEMENT  
(WORKERS' COMPENSATION)**

- Worker's Compensation self-insurance expenditures are increased \$132,142, a 6% increase in statutory benefits for lost time and a 10% increase in medical benefits costs. This is less than the Consumer Price Index (CPI) increase of 18% for medical benefits.
- Contributions from the reserve are decreased \$200,000, from \$950,000 in 2001 to \$750,000 in 2002.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<u>Risk Financing Cost</u>				
Retained Losses (Self-Insured)	\$ 888,000	\$ 1,115,596	\$ 888,000	\$ 837,145
Net Insurance Premiums	\$ 1,430,622	\$ 1,525,989	\$ 1,487,197	\$ 1,592,111
Workers' Compensation Claims Processed	1,500	1,318	1,500	1,500
Dollar Amount of Claims Processed	\$ 2,050,000	\$ 1,922,260	\$ 1,986,427	\$ 2,118,569

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration is created pursuant to Section 59.52 (1) of the Wisconsin Statutes and Chapter 32 of the Milwaukee County Ordinances. The position of Director of the Department of Administration is authorized in the Fiscal Affairs Division and is responsible for the execution of the duties and powers assigned to the Department as specified in Chapter 32 of the Milwaukee County General Ordinances for the major divisions of Procurement, Information Management Services, Fiscal Affairs, County Health Related

Programs, Housing and Community Development and Economic Development. The Fiscal Affairs Division is responsible for preparing and monitoring the County's annual operating and capital budgets and for preparing the County's Official Statements relating to debt issuance. It performs the County's accounting functions, which include centralized payroll, accounts payable, preparation of County financial statements, and determination of financial and cost accounting policies.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,748,718	\$ 2,805,419	\$ 2,913,992	\$ 108,573
Services	604,397	435,440	348,132	(87,308)
Commodities	26,629	35,621	32,388	(3,233)
Other Charges	37,210	41,200	11,200	(30,000)
Debt & Depreciation	76,854	11,500	11,500	0
Capital Outlay	0	0	0	0
County Service Charges	2,151,282	800,373	899,714	99,341
Abatements	(2,138,097)	(785,262)	(883,637)	(98,375)
<b>Total Expenditures</b>	<b>\$ 3,506,993</b>	<b>\$ 3,344,291</b>	<b>\$ 3,333,289</b>	<b>\$ (11,002)</b>
<b>Total Revenues</b>	<b>\$ 823,313</b>	<b>\$ 426,000</b>	<b>\$ 306,000</b>	<b>\$ (120,000)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,683,680</b>	<b>\$ 2,918,291</b>	<b>\$ 3,027,289</b>	<b>\$ 108,998</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 180,276	\$ 259,643	\$ 189,904	\$ (69,739)
Courthouse Space Rental	210,936	279,725	270,376	(9,349)
Document Services	31,601	39,866	25,003	(14,863)
Tech Support & Infrastructure	1,641,971	87,062	130,165	43,103
Distribution Services	2,609	4,170	3,326	(844)
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	11,621	11,190	12,387	1,197
Records Center	7,448	10,005	10,761	756
Radio	0	0	0	0
Personal Computer Charges	51,636	75,000	46,000	(29,000)
Applications Charges	0	18,601	192,382	173,781
<b>Total Charges</b>	<b>\$ 2,138,098</b>	<b>\$ 785,262</b>	<b>\$ 883,637</b>	<b>\$ 98,375</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,683,680</b>	<b>\$ 2,918,291</b>	<b>\$ 3,027,289</b>	<b>\$ 108,998</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,821,778</b>	<b>\$ 3,703,553</b>	<b>\$ 3,910,926</b>	<b>\$ 207,373</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

**MISSION**

Provide quality, efficient and responsive financial services and administrative business functions to the County Executive, County Board and County departments to enable the delivery of financially sound and effective services to the community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Policymakers are confident in the management of County fiscal resources.	a. County Executive and County Board level of confidence in the management of County fiscal resources.	a. County Executive and 75% of County Board members surveyed have an average or above level of confidence in the management of County fiscal resources.
2.	The County budget sets policy, assures the appropriate use of resources and facilitates the efficient provision of services to Milwaukee County citizens.	a. County Executive, County Board and department satisfaction with accurate, timely and readable budget document. b. Number of improvements to budget format.	a. County Executive and 80% of County Board members and departments are satisfied with budget document. b. Two new improvements to budget format each year.
3.	Policymakers receive timely, thorough and useful financial and programmatic information that facilitates pro-active, prudent policy decision-making.	a. County Executive and County Board satisfaction with fund transfer analyses, position studies, carryover analyses, surplus/deficit and other reports. b. Percent of reports submitted on time and without substantive errors. c. Quality of Comprehensive Annual Financial Report (CAFR).	a. County Executive and all Finance and Audit Committee members substantially satisfied with quality of reports. b. 80% of reports submitted to County Board by due date, and without substantive errors. c. Maintain Government Finance Officers Association (GFOA) Certificate of Achievement for CAFR.
4.	The provision of County services is enhanced by timely and accurate payments to vendors.	a. Percentage of bills paid within 60 days of invoice date.	a. 75% of bills paid within 60 days of invoice date.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,748,718	\$ 2,805,419	\$ 2,913,992	\$ 108,573
Position Equivalent (Funded)*	47.3	47.0	43.0	(4.0)
% of Gross Wages Funded	92.7	92.0	86.1	(5.9)
Overtime (Dollars)**	\$ 48,153	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	1.1	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Contract Retiree	Abolish	1/50%	Accounts Receivable	\$ (26,130)
			<b>TOTAL</b>	<b>\$ (26,130)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Administration	Expenditure	\$ 998,412	\$ 857,808	\$ 911,789	\$ 53,981
	Abatement	281,843	256,342	300,083	43,741
	Revenue	2,495	0	0	0
	Tax Levy	\$ 714,074	\$ 601,466	\$ 611,706	\$ 10,240
Budget Analysis	Expenditure	\$ 980,038	\$ 998,651	\$ 1,121,933	\$ 123,282
	Abatement	270,375	169,819	173,756	3,937
	Revenue	0	0	0	0
	Tax Levy	\$ 709,663	\$ 828,832	\$ 948,177	\$ 119,345
Accounting	Expenditure	\$ 3,666,640	\$ 2,273,094	\$ 2,183,204	\$ (89,890)
	Abatement	1,585,879	359,101	409,798	50,697
	Revenue	820,818	426,000	306,000	(120,000)
	Tax Levy	\$ 1,259,943	\$ 1,487,993	\$ 1,467,406	\$ (20,587)

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

UNIT NO. 1151  
FUND: General - 0001

## DEPARTMENT DESCRIPTION

**Administration.** The Director is responsible for coordinating the operations of the divisions comprising the Department of Administration, including Procurement, Information Management Services, Fiscal Affairs, County Health Related Programs, Housing and Community Development and Economic Development. The Director is also responsible for the Risk Management Section, the Disadvantaged Business Development Section, Labor Relations and Personnel Review Board/Ethics Board.

The primary responsibilities of the **Budget Section** are budget preparation and control for both operations and capital. All budget requests are analyzed and recommendations submitted to the County Executive. Assistance is provided both to the County Executive in preparing and presenting the Executive Budget, and to the Finance and Audit Committee in its review of the County Executive's recommended budget, including the preparation of budget amendments approved by the Finance and Audit Committee and the County Board. During the year, all appropriation transfer requests are analyzed and a recommendation submitted to the County Executive. In cooperation with the Accounting Section, County departmental accounts are analyzed to determine potential expenditure deficits or revenue shortfalls, with department administrators required to submit a corrective plan of action. Other major duties include (a) the study of all new position requests, with reports and recommendations submitted to County Board committees; (b) fiscal studies for the County Executive and County Board committees, including fiscal impact of legislative bills; and (c) special studies for the County Executive and County Board committees.

**Central Accounting** functions include Accounting Administration, Accounting, Accounts Payable and Payroll. A brief description of the responsibilities of each area follows:

Accounting Administration is responsible for the overall management and coordination of Central Accounting activities; the development of special studies and reports and technical assistance to both Central Accounting and other County departments and the publishing of the Comprehensive Annual Financial Report and the Single Audit Report.

Accounting is responsible for the timely and accurate preparation of County-wide monthly financial reports, publication of the Comprehensive Annual Financial Report, the State of Wisconsin Financial Report Form, and the Single Audit Report and development of the indirect cost allocation plan. In addition, Accounting is responsible for adherence to Generally Accepted Accounting Principles, the development and maintenance of the Advantage financial information system, the fixed-asset system and the grant system, conducting budget performance reviews on an ongoing basis to identify potential year-end deficits so that these problems can be resolved in a timely manner and ongoing training and technical assistance to departments.

Accounts Payable is responsible for establishment of County-wide payment procedures, coordination with the Procurement Division, encumbrances of purchases, payment of vendor invoices, development and maintenance of the accounts payable system, and technical assistance to departments. In addition, Accounts Payable monitors payments to ensure that purchasing regulations have been followed by departments and monitors unencumbered appropriation balances to ensure that the County has sufficient appropriations available for each payment.

Payroll is responsible for establishment of County-wide payroll procedures, coordination with the Department of Human Resources, preparation of payroll checks, maintenance of all earnings and deductions records, ensuring that County payroll practices meet Federal, State and contractual requirements, filing of all required Federal and State reports on a timely basis, and the development and maintenance of the payroll system.

## BUDGET HIGHLIGHTS

- \$(26,130) Abolish 1 Contract Retiree

One position of Contract Retiree assigned to the Accounts Receivable function is abolished and the Accounts Receivable function is eliminated in 2002.

- To maintain a tax levy consistent with 2001, the Department's lump sum salary reduction is increased \$109,908, from \$186,552 to

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION-  
ADMINISTRATION & FISCAL AFFAIRS DIVISION

**UNIT NO.** 1151  
**FUND:** General - 0001

- \$296,460. Prior to the 2000 Budget, the Fiscal Affairs Division historically had a lump sum reduction equivalent to approximately three positions. The 2001 Budget increase to \$186,552 increased this to an equivalent of approximately four positions. The additional lump sum reduction contained in this budget is equal to approximately two-and-one-half additional positions. In addition, the Division will not be able to fill its three Intern positions.
- The 2001 Adopted Budget included an appropriation of \$40,000 to provide for development of departmental strategic plans, business plans and County-wide outcomes. This appropriation is reduced to \$10,000 in 2002.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>A. <u>Budget</u></b>				
Budgets Analyzed				
Operating	44	44	45	44
Non-Departmental	40	26	27	26
Capital	14	13	15	13
<b>B. <u>Accounting</u></b>				
Revenue Transactions (CRs)	140,000	179,000	175,000	200,000
Journal Entries (JVs)	380,000	637,000	600,000	650,000
<b>C. <u>Accounts Payable</u></b>				
Checks Written (ADs)	90,000	84,000	84,000	84,000
Encumbrance Transactions	110,000	109,000	114,000	110,000
Payment Transactions (PVs)	225,000	220,000	195,000	195,000
<b>D. <u>Payroll</u></b>				
Number of Employee's W-2s	8,800	9,275	9,100	9,000
Number of Payroll Items Issued	185,000	192,000	188,000	190,000



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Procurement Division of the Department of Administration is empowered by Chapter 32 of the Milwaukee County Ordinances to purchase or contract for supplies, materials, equipment and contractual services needed by County departments, agencies and institutions. This authority does not include public works programs, repairs or alterations to buildings, structures, or leases of County-owned real estate and appurtenances which are administered by the Department of Public Works. The Procurement Division is also authorized to

develop standards, prepare specifications, sign and issue contracts and purchase orders, process requests for proposals, and assist the Department of Public Works in the sale of surplus or obsolete supplies, materials, or equipment.

Additionally, the Procurement Division provides MWBE's an opportunity to participate in Milwaukee County's procurement process pursuant to ordinances and annual goals established by the Milwaukee County Board of Supervisors.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 753,680	\$ 794,617	\$ 844,435	\$ 49,818
Services	150,695	73,805	68,550	(5,255)
Commodities	10,351	12,861	10,461	(2,400)
County Service Charges	303,766	82,681	127,003	44,322
Abatements	(290,168)	(66,851)	(108,018)	(41,167)
<b>Total Expenditures</b>	<b>\$ 928,324</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>
<b>Total Revenues</b>	<b>\$ 437</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ 927,887</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	0	0	0	0
Courthouse Space Rental	0	0	0	0
Document Services	6,475	5,678	5,124	(554)
Tech Support & Infrastructure	260,631	25,705	31,850	6,145
Distribution Services	3,486	2,393	4,445	2,052
Telecommunications	6,667	6,634	7,107	473
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	12,909	19,000	20,000	1,000
Applications Charges	0	7,441	39,492	32,051
<b>Total Charges</b>	<b>\$ 290,168</b>	<b>\$ 66,851</b>	<b>\$ 108,018</b>	<b>\$ 41,167</b>
<b>Direct Property Tax Levy</b>	<b>\$ 927,887</b>	<b>\$ 897,113</b>	<b>\$ 942,431</b>	<b>\$ 45,318</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,218,055</b>	<b>\$ 963,964</b>	<b>\$ 1,050,449</b>	<b>\$ 86,485</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

**MISSION**

The Procurement Division, within the scope of Chapter 32, shall obtain goods and services for our customers which enhance the quality of life in Milwaukee County and fully utilize all business segments.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Procure needed commodities and services for County Departments in an efficient and timely manner.	a. Number of requisitions under \$5,000 processed in seven days or less. b. Number of requisitions under \$15,000 processed in 10 days or less. c. Number of requisitions \$25,000 and over processed in less than 60 days. d. Number of requisitions and requests for proposal (RFP) \$25,000 and over processed in less than 60 days.	a. 70%. b. 70%. c. 70%. d. 70%.
2.	Equal opportunity for all vendors and suppliers who wish to participate in County contracts.	a. Number of DBE vendors that are active participants in the procurement process. b. Number of contracts awarded to DBE vendors.	a. Increase DBE bid responses by 10%. b. Increase the number of DBE contracts and dollars awarded by 5%.
3.	Educate internal customers on the County purchasing process to reduce confirming orders, stockouts and emergency purchases.	a. Number of confirming orders, stockouts and emergency purchases created by poor planning and lack of training.	a. Reduce confirming orders, stockouts and emergency purchases by 20%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 753,680	\$ 794,617	\$ 844,435	\$ 49,818
Position Equivalent (Funded)*	15.0	15.1	14.1	(1.0)
% of Gross Wages Funded	95.6	96.8	90.0	(6.8)
Overtime (Dollars)**	\$ 0	\$ 24,360	\$ 24,360	\$ 0
Overtime (Equivalent to Positions)	0.0	0.6	0.6	(0.0)

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
PROCUREMENT DIVISION

**UNIT NO.** 1152  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- Staff reductions are required to maintain budget levels at the 2001 adopted budget tax levy. Personal Services are reduced \$45,749 due to fiscal constraints. This reduction is equal to one position. This staff reduction requires ordinance changes to increase Purchasing Card limits, open market purchases, and informal and formal dollar limits. It also changes the method of notice to bidders from certified mail to FAX transmission and changes the bid notices (advertising) from newspaper to posting on the County's web-site.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Budget	2000 Actual	2001 Budget	2002 Budget
<u>Purchasing Section</u>				
Blanket Order Releases Processed	18,000	28,250	18,000	28,000
Purchase Orders Issued	5,500	4,825	5,500	5,100
Value of Purchase Orders (\$ Million)	\$ 65.0	\$ 98.0	\$ 65.0	\$ 65.0
Departmental Purchase Orders	15,000	18,480	7,000	7,000
Formal Bids Issued	160	139	160	160
Requests for Proposal Issued	40	18	25	25
Informal Bids and Quotes Issued	500	297	400	400
General Awards	3,500	3,782	4,500	4,200
<u>Disadvantaged Business Enterprise - GOAL</u>				
Dollar Amount of Procurements Awarded to MBE/WBE Vendors	\$ 9,350,000	\$ 3,143,661	\$ 9,350,000	\$ 4,000,000



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

## OPERATING AUTHORITY & PURPOSE

The Information Management Services Division (IMSD) of the Department of Administration consists of four functional groups: Applications Services; Technical Support and Infrastructure Services; Document, Distribution and Records Services; and Administrative Support Services. Applications Services and Technical Support and Infrastructure Services are authorized by Section 32.64 of the Milwaukee County Ordinances. Section 37.62 authorizes Document Services (formerly Graphic Reproduction Services). Sections 32.65 and 32.66 authorize the Records Center and Records Management Services.

## OBJECTIVES

IMSD's primary objective is to continue to develop and manage the implementation and evolution of Milwaukee County's 5-Year Information Technology Strategic Plan. The plan identifies six Critical Success Factors for Milwaukee County:

- Establishing a County-wide technical infrastructure.
- Providing an accurate, reliable and consolidated Financial/Budget system.
- Reducing costs through effective use of technology.
- Providing accurate, reliable and efficient service to clients/users.
- Reducing redundancy and increasing operational efficiency.
- Establishing flexibility to interface with State and other agencies.

To effect IMSD's mission, the following objectives are established:

- 1) Continue to facilitate information sharing County-wide by promoting the creation and use of Lotus Notes databases, establishing a data warehouse and consolidating the County's wide area telecommunications network.
- 2) Continue the implementation of a cohesive mail, document and report delivery services approach by streamlining the processes and eliminating duplication of effort between data center operations and the Distribution Services groups.
- 3) Continue to establish electronic government (e-government) services by implementing Internet-

enabled applications for the provision of services.

- 4) Continue implementing and maintaining the standardized information infrastructure (electronic mail, uniform desktop suite and groupware) as recommended in the 5-Year Strategic Plan.
- 5) Continue to establish and manage the evolution of County-wide standards that govern telecommunications, software applications development and platforms (system architecture), equipment (desktop, local area network and midrange), system documentation, data dictionaries, file maintenance, backup and recovery, and departmental information systems. Ensure adherence to the 5-Year Strategic Plan and the construction of necessary interfaces. Prepare for upgrades to consolidate or enhance voice and data, wireless technology and Internet standards for communication.
- 6) Establish sound asset management and change control procedures to conservatively manage and preserve the County's newly enhanced infrastructure.
- 7) Provide effective, formal, skill-based technical training to information technology staff to prepare for new development using client/server and Internet technologies, improve flexibility and cross-functioning, and reduce the likelihood of staff attrition.
- 8) Migrate from paper to electronic means of report distribution.
- 9) Continue to support and improve the County's infrastructure by upgrading the enterprise server (mainframe), improving security on the wide area network and planning to refresh desktop equipment on an ongoing basis.
- 10) Prepare to update the Information Technology Strategic Plan and consider the potential for moving existing mainframe systems to an alternate platform such as client/server.

IMSD will continue to focus on the delivery of high-quality customer service and support. A high standard of customer service is expected of each IMSD group. Prompt and quality responses are

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160  
**FUND:** Internal Service - 0026

vital. Components of the IMSD customer service offering include: Help Desk (including the CCAP Help Desk), vendor support (including contract management), remote support, on-site support and disaster recovery support.

To accomplish this part of IMSD's mission, the following objectives are established:

- 11) Provide effective voice communications services to County departments.
- 12) Improve the effectiveness of second and third shift staffing and the delivery of printed output.

- 13) Continue the efforts in Document Services to educate departments and facilitate transmission of documents to the Docutech system for mass production.
- 14) Implement a remote access method in Records Management Services to enable departments to access the master index of stored documents.
- 15) Maintain an on-hand supply of common technologies and supplies to ensure uninterrupted customer service.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 7,063,477	\$ 7,486,965	\$ 8,679,498	\$ 1,192,533
Services	5,440,081	5,408,025	5,500,823	92,798
Commodities	332,117	344,705	316,600	(28,105)
Debt & Depreciation	2,713,570	3,386,849	3,386,851	2
Capital Outlay	583,798	334,000	45,000	(289,000)
Capital Contra	(536,455)	(334,000)	(45,000)	289,000
County Service Charges	5,376,230	3,684,194	3,698,828	14,634
Abatements	(4,475,290)	(2,680,956)	(2,999,799)	(318,843)
<b>Total Expenditures</b>	<b>\$ 16,497,528</b>	<b>\$ 17,629,782</b>	<b>\$ 18,582,801</b>	<b>\$ 953,019</b>
Direct Revenue	618,140	502,950	512,360	9,410
Indirect Revenue	1	0	0	0
<b>Direct Property Tax Levy</b>	<b>\$ 15,879,387</b>	<b>\$ 17,126,832</b>	<b>\$ 18,070,441</b>	<b>\$ 943,609</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160

**FUND:** Internal Service - 0026

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 161,100	\$ 156,816	\$ 181,661	\$ 24,845
Courthouse Space Rental	84,024	111,422	112,474	1,052
Document Services	12,944	26,854	14,981	(11,873)
Tech Support & Infrastructure	0	179,296	243,326	64,030
Distribution Services	103	281	0	(281)
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	43,745	48,608	17,821	(30,787)
Records Center	0	310	0	(310)
Radio	0	0	0	0
Personal Computer Charges	1,698,903	162,000	157,000	(5,000)
Applications Charges	0	1,754	0	(1,754)
<b>Total Charges</b>	<b>\$ 2,000,819</b>	<b>\$ 687,341</b>	<b>\$ 730,596</b>	<b>\$ 43,255</b>
<b>Direct Property Tax Levy</b>	<b>\$ 15,879,387</b>	<b>\$ 17,126,832</b>	<b>\$ 18,070,441</b>	<b>\$ 943,609</b>
<b>Total Property Tax Levy</b>	<b>\$ 17,880,206</b>	<b>\$ 17,814,173</b>	<b>\$ 18,801,037</b>	<b>\$ 986,864</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

The Information Management Services Division's mission is to satisfy customers through technology resources.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	IMSD has service level agreements with each of its customers governing the availability and quality of services.	a. Number of mutually agreed upon Service Level Agreements.	a. 50% of all County departments by December 31, 2002.
2.	Customer expectations are met.	a. Number of County departments with Service Level Agreements who agree that IMSD met the Service Level Agreements.	a. 75% of those with agreements.
3.	County departments benefit from the identification and implementation of new uses of technology.	a. Number of new uses of technology implemented.	a. 25, including 3 new internet or E-commerce uses.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160

**FUND:** Internal Service - 0026

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 7,063,477	\$ 7,486,965	\$ 8,679,498	\$ 1,192,533
Position Equivalent (Funded)*	101.9	112.2	117.2	5.0
% of Gross Wages Funded	84.7	85.3	87.4	2.1
Overtime (Dollars)**	\$ 169,191	\$ 124,020	\$ 124,020	\$ 0
Overtime (Equivalent to Positions)	3.9	2.5	2.5	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Info Systems Director-DSS	Transfer	1/100%	Applications	\$ 107,106
			<b>TOTAL</b>	<b>\$ 107,106</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Applications	Expenditure	\$ 3,796,960	\$ 5,053,716	\$ 5,775,825	\$ 722,109
	Abatement	1,236,572	292,163	538,814	246,651
	Revenue	273,249	220,000	220,000	0
	Tax Levy	\$ 2,287,139	\$ 4,541,553	\$ 5,017,011	\$ 475,458
Technical Support and Infrastructure	Expenditure	\$ 14,317,014	\$ 11,669,989	\$ 12,149,303	\$ 479,314
	Abatement	1,208,020	524,953	180,694	(344,259)
	Revenue	335,093	282,500	283,360	860
	Tax Levy	\$ 12,773,901	\$ 10,862,536	\$ 11,685,249	\$ 822,713
Document, Distribution and Records Services	Expenditure	\$ 1,848,069	\$ 2,012,734	\$ 1,794,558	\$ (218,176)
	Abatement	122,539	85,108	65,565	(19,543)
	Revenue	9,805	450	9,000	8,550
	Tax Levy	\$ 1,715,725	\$ 1,927,176	\$ 1,719,993	\$ (207,183)
Administration, Fiscal and Support	Expenditure	\$ 1,547,230	\$ 1,908,299	\$ 1,862,914	\$ (45,385)
	Abatement	2,444,614	2,112,732	2,214,726	101,994
	Revenue	(6)	0	0	0
	Tax Levy	\$ (897,378)	\$ (204,433)	\$ (351,812)	\$ (147,379)

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160  
FUND: Internal Service - 0026

## DEPARTMENT DESCRIPTION

The Information Management Services Division (IMSD) of the Department of Administration consists of three areas of customer service: Applications; Technical Support and Infrastructure; Document, Distribution and Records Services and Support Services. Technical Support and Infrastructure Services consists of three functional subgroups: Technical Support, Telecommunications (Voice) and Radio. Support Services consist of two functional subgroups: Fiscal and Policy Compliance Services and Administrative Support and Intern Services.

**Applications Services** provides services to IMSD's internal and external customers (departments or agencies) in the form of defining need, analyzing alternatives (including cost/benefit analyses), development, modification, maintenance, support and training. These activities are performed for proposed or established software applications on a variety of platforms, including mainframe, servers, Internet and desktops. Examples of applications include the Civil/Criminal Justice Information System (C/CJIS), the Advantage (financial and budgeting) System, GENESYS (payroll/personnel system), the Juvenile Information Management System (JIMS), Photo-Fingerprint System, Paramedics database, and human services client and payment tracking systems (SCRIPTS, SIMPLE).

**Technical Support and Infrastructure Services** provides services to IMSD's internal and external customers in the form of research, acquisition, installation, maintenance, support and training of County-wide, multi-department, complex, local-area-network-specific and desktop operating systems, hardware and standard software. The group also installs and maintains the County's telecommunications infrastructure (cabling, telephones, 800 MHz public safety radio system) and implements and administers information technology standards County-wide. The group consists of three functional subgroups: Technical Support, Telecommunications (cabling and voice) and Radio Communications.

- **Technical Support Services** focuses on the implementation, management and maintenance of the infrastructure (hardware and operating systems) that supports the County's applications. The group:

- Provides help desk services for County departments.
- Conducts short-term and long-range capacity planning.
- Identifies and effects system performance improvements.
- Maintains connectivity to other agencies' data centers, mainframes, and servers.
- Coordinates disaster recovery, data security, and software and hardware installation and maintenance.
- Ensures the smooth operation and seven-day-per-week, 24-hour-per-day availability of the County's wide area network (WAN) and its enterprise server (mainframe), including daily, weekly, biweekly, monthly, quarterly and annual job production, coordination of equipment maintenance and monitoring the data center environment (physical security, generators, heating, cooling, etc.).
- **Telecommunications Services** administers the County's voice communications system, including the County's telephones, cellular and pager programs, and the County's telephone communications environment, systems and equipment. This group assists departments in acquiring additional or modifying existing telephone service, coordinates the installation of departmental telephone and data cabling, and administers the telecommunications service contracts. The group also manages the County's wide area transport infrastructure (the SONET fiber ring and its connection points).
- **Radio Communications Services** provides administration of the County's 50-plus Federal Communications Commission frequency licenses, the County's installed radio equipment and transmission facilities, and the conventional and 800 MHz trunked radio systems. This group also manages the intergovernmental agreements with several municipalities within Milwaukee County for the shared use of the 800 MHz radio system.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

**Document, Distribution and Records Services** consists of three subgroups: Document Services, Distribution Services and Records Management Services.

- **Document Services** provides high volume copying services, artistic design and forms management. Document Services facilitates and manages contracts for printing services to meet County department requirements for forms, brochures, newsletters and other materials. Document Services also manages Internet content and presentation consistency for the County's web pages, as well as departmental web pages, and coordinates the overall effort of implementing electronic commerce (e-commerce) applications.
- **Distribution Services** provides mail services for departments County-wide.
- **Records Management Services** provides consultation to County departments relative to effective records management (records retention policies, procedures and operations), and administers the central County-wide Records Center which provides off-site storage of departmental records which must be retained due to legal or programmatic requirements, but do not need to be immediately available to departmental staff.

**Support Services** consists of two subgroups: Fiscal and Policy Compliance Services and Administrative Support and Intern Services.

- **Fiscal and Policy Compliance Services** provides overall direction, coordination and planning for effective fiscal management (capital and operating budget preparation and monitoring and accounting activities), and policy compliance (contract monitoring, audit responsiveness and responsiveness in reporting to elected officials and other departments as established by policy or County Board action).
- **Administrative Support and Intern Services** provides overall support of IMSD's operating requirements, e.g., recruitment, payroll processing, purchasing management and clerical support. Intern Services provides entry-

level information systems support to the Division's other functional groups.

## BUDGET HIGHLIGHTS

### Applications

- For 2002, IMSD's applications services will cost \$5,237,011 for the staff, software and related costs dedicated to maintaining County applications. This is comprised of support costs for the following applications:

\$1,502,297 Internet and Network Applications (e.g., BRASS for budgeting and Lotus Notes for communication and information sharing)  
427,201 Advantage (financial system)  
89,981 Genesys (payroll/personnel system)  
2,261,281 CJIS (criminal justice)  
79,927 JIMS (juvenile justice)  
342,086 SIMPLE (human services)  
534,238 Other

These costs include software and license fees as follows:

\$ 150,000 Advantage  
50,000 BRASS  
75,000 Oracle (database for BRASS and Web Site)  
54,338 CoolGen for CJIS and JIMS  
65,000 Lotus Notes  
40,000 Crystal Reports  
38,500 Command AntiVirus Interoffice and Internet Lotus Notes  
83,601 Tools for the DB2 database for Advantage, CJIS, JIMS and SIMPLE

The SYSM System, a communication system formerly used by the Department of Human Services, was discontinued in 2001 and replaced by Lotus Notes and forms in MS Word. It will be decommissioned in 2002.

- \$ 107,106 Transfer 1 Info Systems Director - DSS  
(59,976) Increase Lump Sum Salary Reduction  
\$ 47,130

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

UNIT NO. 1160

FUND: Internal Service - 0026

One position of Info Systems Director – DSS is transferred from the Department of Human Services to continue the effort begun in 1997 to centralize information technology services. In addition, the Info Systems Director – DSS will coordinate County-wide technology strategic planning efforts and customer service.

- Applications services costs are partially offset by \$220,000 revenue from the Social Security Administration for reports of inmates in custody.

## Technical Support and Infrastructure

- For 2002, Technical Support and Infrastructure Services will cost \$11,968,609, including:

\$6,837,371 Technical Support  
1,701,701 Voice Communications  
1,400,329 Radio Services  
2,029,208 Interest & Depreciation of DP  
Equipment

Technical support includes:

\$3,553,817 Mainframe Support  
3,283,554 Network Support

Mainframe Support costs are primarily staff (\$1,289,166), services (\$1,058,952) and debt and depreciation (\$802,620). The services include \$667,640 for support and licensing of the mainframe operating system and utilities. Big software companies usually offer software for a large initial fee that enables the County to use it for a year. (This initial cost is budgeted in a Capital Expenditure account.)

The initial fee is followed by annual fees to continue using it and receive product upgrades and technical support. The annual fees are usually 15 to 20 percent of the first year's fee. The fees increase as the computing power of the computers used to run the software increases. IMSD's mainframe operating system and utilities include:

\$ 411,072 IBM operating systems and  
database software  
98,401 Computer Associates' tools  
17,884 Printing software  
54,390 SAS mainframe reporting tool

The other large component of services for mainframe support is Equipment Repair and Maintenance. The 2002 Budget includes \$266,392 for maintenance of the mainframe processor and storage units, the air conditioning, fire suppression, generator and uninterruptable power sources for 365/24/7 operation.

In addition, \$802,620 debt and depreciation is attributable to mainframe support due to prior capital acquisitions.

Network Support of \$3,283,554 is comprised primarily of staff (\$1,660,156) and services (\$1,185,706) for support of the Wide Area Network. These services include:

\$ 422,600 SONET ring and leased data lines  
600,775 Network software fees  
92,800 Maintenance of network  
connectivity equipment

Network Support includes a critical piece of software called H.E.A.T., which is a system for tracking and monitoring problem reporting and resolution. During 2001, IMSD piloted and implemented the use of this management tool to help identify necessary user training, hardware replacements and system modifications. For 2002, County department IT staff will be required to log all service calls into H.E.A.T. to improve problem resolution County-wide.

Telecommunications cost of \$1,701,701 are comprised primarily of staff and services. These services include:

\$ 510,000 Ameritech local service  
75,000 AT&T long distance  
6,800 Language Line  
160,000 US Cellular mobile phones  
1,000 Pager rentals  
4,000 Voice mail maintenance  
150,000 Telephone switch maintenance

Telecommunications costs are offset by \$220,000 revenue from pay phone commissions.

Radio Services cost \$1,400,329 for conventional and 800 MHz trunked radio system used by

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160

**FUND:** Internal Service - 0026

3,132 radios in 14 County departments and 12 municipalities and agencies.

Radio costs include staff (\$67,467), services (\$481,858) and debt and depreciation (\$448,853). The services include:

- \$ 38,600 Data lines
- 76,941 Rent locations for towers
- 350,000 Maintenance and support by Motorola

Debt depreciation of \$448,853 is attributable to Radio Services due to prior Capital Improvement projects to enhance the system.

Radio costs are partially offset by \$60,300 of tower revenue.

**Document, Distribution and Records Services**

- Document Distribution and Records Services costs \$1,728,993, including:
  - \$ 822,835 Document production, Internet/Web site presentation and forms management
  - 278,603 Distribution services
  - 627,555 Records services

Document, Distribution and Records Services consist primarily of staff (\$739,400) and services (\$596,752) costs. The services costs include:

- \$ 102,000 Printer and copier support and maintenance
- 93,000 Outside printing services
- 250,000 Rent for Records Center

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>Applications Services</b>				
Enterprise Services Applications	85	85	85	85
Major Enhancements/Modifications	19	N/A	40	17
Network Services Applications	N/A	N/A	N/A	100
Internet User Ids	N/A	N/A	N/A	1,424
Lotus Notes User Ids	N/A	N/A	N/A	3,282
<b>Document Services</b>				
Xerox Copies	12,500,000	9,359,486	12,500,000	10,500,000
Finishing (Number of Jobs)	3,640	4,265	4,500	4,300
Typesetting/Keyline (Number of Jobs)	1,000	629	850	650
Specifications (Number of Jobs)	2,200	1,565	2,200	1,570
Forms Control	1,500	1,154	1,500	1,155
Outside Vendor (Number of Jobs)	1,750	1,094	1,750	1,100

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION -  
INFORMATION MANAGEMENT SERVICES DIVISION

**UNIT NO.** 1160

**FUND:** Internal Service - 0026

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>Distribution Services</b>				
Total Pieces Mailed	N/A	N/A	N/A	1,400,000
Pre-Sort Mail @ .269 each	N/A	N/A	N/A	1,011,780
First Class @ .34 each	N/A	N/A	N/A	300,000
Flats (envelopes 8" x 10" and larger)	N/A	N/A	N/A	88,220
<b>Records Center</b>				
Requests	28,799	23,134	32,791	29,528
Returns	28,799	23,134	32,791	29,528
Interfiles	7,000	10,816	9,676	7,895
Received	8,808	11,628	7,743	9,530
Destroyed	2,000	3,115	2,200	3,120
<b>Technical Support &amp; Infrastructure</b>				
<b>Helpdesk Services</b>				
Service Calls	N/A	N/A	N/A	22,500
<b>Enterprise Services</b>				
Pages, Laser Printed Reports	16,421,875	20,704,347	12,300,000	25,000,000
Pages, Impact Printed Reports	950,000	134,091	225,000	3,000
Enterprise Server User Ids	5,618	5,618	5,618	6,732
<b>Network Services</b>				
Desktop Computers maintained	3,124	4,150	4,600	4,600
Desktop Computers to be Replaced	300	450	500	450
Network Servers maintained	133	106	106	121
Network Servers to be Replaced	7	8	19	8
<b>Radio Communications Services</b>				
Radios in Service	1,878	1,878	1,200	3,132
<b>Telecommunications Services</b>				
Adds, Moves & Changes	7,500	12,061	7,500	5,416
Cellular and Pager Units in service	N/A	N/A	N/A	1,800
Service Calls	1,500	2,091	1,200	3,252
Telephone Units in service	N/A	N/A	N/A	6,800



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

UNIT NO. 1180  
FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

The purpose of the Economic Development Division is to preserve and enhance the tax base of the County by undertaking programs and activities that stimulate, attract and revitalize commerce, industry and manufacturing. Its goal is to promote area-wide, regional economic development, marketing and cooperation among all involved governments and private-sector groups to provide for a unified development approach for the Milwaukee area.

Pursuant to Section 59.82 of the Wisconsin Statutes, Milwaukee County may participate in the development of a research and technology park through a nonprofit corporation organized specifically for this purpose. The Milwaukee County Research Park Corporation (MCRPC) was

incorporated on May 18, 1987, with a mandate from Milwaukee County to develop a research park on approximately 172 acres of County land in the southwest quadrant of the County Grounds adjacent to the Milwaukee Regional Medical Center.

The development objective of the MCRPC is the establishment of a quality research and technology park that will complement, to the greatest extent possible, the Milwaukee Regional Medical Center, the University of Wisconsin-Milwaukee, the Milwaukee School of Engineering, Marquette University and the Medical College of Wisconsin, and enhance the economy of the City of Wauwatosa, Milwaukee County and the State of Wisconsin.

BUDGET SUMMARY				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 562,489	\$ 559,508	\$ 612,790	\$ 53,286
Services	1,314,988	1,527,800	2,018,975	491,175
Other Charges	8,467	8,300	6,300	(2,000)
Capital Outlays	226,577	261,000	211,000	(50,000)
County Service Charges	55,014	104,769	127,531	22,762
Abatements	(44,506)	(71,751)	(74,986)	(3,235)
<b>Total Expenditures</b>	<b>\$ 2,123,029</b>	<b>\$ 2,389,626</b>	<b>\$ 2,901,610</b>	<b>\$ 511,984</b>
<b>Total Revenues</b>	<b>\$ 3,318,975</b>	<b>\$ 4,652,200</b>	<b>\$ 5,008,849</b>	<b>\$ 356,649</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,195,946)</b>	<b>\$ (2,262,574)</b>	<b>\$ (2,107,239)</b>	<b>\$ 155,335</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 11,124	\$ 10,933	\$ 15,081	\$ 4,148
Courthouse Space Rental	24,000	31,826	30,762	(1,064)
Document Services	1,042	2,705	824	(1,881)
Tech Support & Infrastructure	4,620	9,995	12,166	2,171
Distribution Services	444	1,251	566	(685)
Telecommunications	2,139	2,101	2,280	179
Records Center	1,137	1,524	1,642	118
Radio	0	0	0	0
Personal Computer Charges	0	7,000	7,000	0
Applications Charges	0	4,416	4,665	249
<b>Total Charges</b>	<b>\$ 44,506</b>	<b>\$ 71,751</b>	<b>\$ 74,986</b>	<b>\$ 3,235</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,195,946)</b>	<b>\$ (2,262,574)</b>	<b>\$ (2,107,239)</b>	<b>\$ 155,335</b>
<b>Total Property Tax Levy</b>	<b>\$ (1,151,440)</b>	<b>\$ (2,190,823)</b>	<b>\$ (2,032,253)</b>	<b>\$ 158,570</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

**UNIT NO.** 1180  
**FUND:** General - 0001

**MISSION**

The Milwaukee County Economic Development Division provides quality services and responds quickly and effectively to meet the needs of other County agencies, citizens and businesses. The division develops initiatives and operates programs that are designed to preserve and enhance the County's tax base and increase employment opportunities by helping to create an environment that stimulates business growth and development.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Limit property tax expenditures by maintaining or increasing revenue from leases and sale of excess property.	a. Revenue from sale of excess land and buildings. b. Revenue from parking lot lease program. c. Revenue from rental of land or dwellings.	a. Achieve gross sales revenue of at least \$500,000. b. Net parking revenue increase over prior year. c. Rental revenue increase over prior year.
2.	Increase local tax base and generate tax revenue from sale and redevelopment of County property.	a. Gross amount of acreage sold or leased. b. Assessed value of land and improvements. c. Property taxes generated by new development.	a. Sale or lease of at least 10 acres of land. b. Total assessed value in excess of \$12 million. c. Property tax revenue in excess of \$500,000.
3.	Remediate and redevelop contaminated properties.	a. Amount of brownfield redevelopment grants awarded. b. Amount of Federal, State or local funding for brownfield development. c. Amount of private investment in brownfield site development.	a. Award minimum of \$250,000 in brownfield grants. b. Attract minimum of \$1 million in Federal, State or local funding for brownfield redevelopment. c. Generate \$4 million of private investment in brownfield site redevelopment.
4.	Preserve and enhance County's existing base of jobs and businesses.	a. Number of business expansions and new business startups provided assistance.	a. Provide assistance to a minimum of 10 business relocations, expansions or start-ups.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 562,489	\$ 559,508	\$ 612,790	\$ 53,282
Position Equivalent (Funded)*	8.0	7.4	7.5	0.1
% of Gross Wages Funded	93.3	93.6	93.5	(0.1)
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

**UNIT NO.** 1180  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**DEPARTMENT DESCRIPTION**

The Economic Development Division includes the Economic Development and Real Estate Sections.

The **Economic Development Section** develops and administers programs designed to enhance the business climate, allowing existing businesses in Milwaukee County to flourish and expand, and attracting new businesses to the community. Specific responsibilities include assisting businesses in accessing Milwaukee County resources and services, identifying and referring businesses to various sources of technical and financial assistance, working with municipalities and economic development agencies to “package” services to companies, and promoting Milwaukee County to outside businesses.

The **Real Estate Section** manages, sells and acquires real estate for Milwaukee County. The Section manages and leases improved and unimproved properties, including air space parking lots for the Wisconsin Department of Transportation (WISDOT). The Section sells County surplus real estate and tax deed foreclosure properties in Milwaukee County.

Development Division. Three major County-owned properties are potential candidates for sale in 2002. It is assumed that at least one of the following parcels, which have a total estimated value of \$4 million to \$6 million, will be sold in 2002:

- The water and sewer utility located on the County Grounds
- The parcel located at 6<sup>th</sup> and State Streets
- Puetz Road Property (Residential Housing Development east of 68<sup>th</sup> Street)
- Gross parking rental revenues are anticipated to increase \$572,349, from \$2,350,000 to \$2,922,349. This increase is partially offset with a \$311,175 expenditure increase, from \$1,125,000 to \$1,436,175, to pay the State of Wisconsin their contractual share of parking proceeds. The Economic Development Division retains \$50,000 for administrative costs.
- An appropriation of \$150,000, an increase of \$50,000 over 2001, is included to continue preparation for the 2003 National Association of Counties (NACo) conference to be held in and hosted by Milwaukee County. An appropriation of \$150,000 is included for preparations for the 2002 Wisconsin Counties Association (WCA) conference to be held in and hosted by Milwaukee County. An appropriation of \$150,000 is budgeted for the Economic Development Project Fund, a reduction of \$50,000 from the 2001 Adopted Budget. Revenue of \$450,000 from proceeds of sale of land at General Mitchell International Airport Business Park – Cudahy is included to offset these expenditures.

**BUDGET HIGHLIGHTS**

- Research Park land sales revenue is divided 65% to Milwaukee County and 35% to the Research Park Board per County Board Resolution (File No. 980-348).
- Revenue from the sale of surplus County properties is budgeted at \$1,250,000, which is a decrease of \$1,000,000 from the 2001 Adopted Budget. Of this amount, \$425,000 will be received by the County from Land Sales by the Research Park and \$825,000 is budgeted to be received by Land Sales by the Economic

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION –  
ECONOMIC DEVELOPMENT

UNIT NO. 1180

FUND: General - 0001

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- Appraisal Fees are increased \$20,000, from \$40,000 to \$60,000, based on experience.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first

certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Administration - Housing & Community Development Division's purpose is to maximize available State and Federal resources for the production of affordable housing and continued enhancement of the tax base through the administration of the following programs:

Community Development Block Grant Program, Home Repair Loan Programs, Rental Assistance Programs, Housing Organization Loan Fund, HOME Investment Partnership Program, and other programs as may be approved by the County Board.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,533,593	\$ 1,623,024	\$ 1,806,096	\$ 183,072
Services	50,365	53,410	65,260	11,850
Commodities	25,841	40,840	41,222	382
Other Charges	11,017,478	14,393,672	15,173,700	780,028
Capital Outlays	1,841	4,000	36,066	32,066
County Service Charges	344,546	474,524	333,094	(141,430)
Abatements	(1,590,255)	(2,646,698)	(2,623,568)	23,130
<b>Total Expenditures</b>	<b>\$ 11,383,409</b>	<b>\$ 13,942,772</b>	<b>\$ 14,831,870</b>	<b>\$ 889,098</b>
<b>Direct Revenues</b>	<b>\$ 11,787,852</b>	<b>\$ 14,358,700</b>	<b>\$ 15,173,700</b>	<b>\$ 815,000</b>
<b>Direct Property Tax Levy</b>	<b>\$ (404,443)</b>	<b>\$ (415,928)</b>	<b>\$ (341,830)</b>	<b>\$ 74,098</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 152,975	\$ 156,819	\$ 53,666	\$ (103,153)
Courthouse Space Rental	67,307	205,684	198,808	(6,876)
Document Services	15,201	13,622	12,027	(1,595)
Tech Support & Infrastructure	70,645	35,739	13,057	(22,682)
Distribution Services	4,195	3,363	5,349	1,986
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	7,228	7,319	7,703	384
Records Center	4,331	5,094	6,257	1,163
Radio	0	0	0	0
Personal Computer Charges	3,442	4,000	5,000	1,000
Applications Charges	0	25,950	8,390	(17,560)
Other County Services	3,367	500	0	(500)
<b>Total Charges</b>	<b>\$ 328,691</b>	<b>\$ 458,090</b>	<b>\$ 313,590</b>	<b>\$ (144,500)</b>
<b>Direct Property Tax Levy</b>	<b>\$ (404,443)</b>	<b>\$ (415,928)</b>	<b>\$ (341,830)</b>	<b>\$ 74,098</b>
<b>Total Property Tax Levy</b>	<b>\$ (75,752)</b>	<b>\$ 42,162</b>	<b>\$ (28,240)</b>	<b>\$ (70,402)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190  
**FUND:** General - 0001

**MISSION**

The Housing and Community Development Division will maximize available public and private resources and provide professional services to promote self-sufficiency, ensure that County neighborhoods are viable communities and ensure that housing choices are safe and affordable for lower income households.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Improve residential living environments for lower income households.	a. Number of affordable housing units produced. b. Number of applications approved for Home Repair loans and handicapped accessibility grants. c. Number of households relocated to low poverty neighborhoods.	a. Provide 150 affordable housing units. b. Assist 100 homeowners with rehab loans. c. Relocate 25 households to low poverty neighborhoods.
2.	Enhance the quality of life of disadvantaged or lower income households.	a. Number of participants entering the workforce. b. Number of participants obtaining higher or living wages. c. Number of homeless persons obtaining housing.	a. 75% of participants will find jobs. b. 25% of participants will obtain higher/living wages. c. 70% of homeless persons will remain in housing during the program year (12 months).
3.	Preserve and enhance the tax base contributing to healthy livable communities.	a. Loans/grants contribute to preserve a community's tax base. b. Number of blighted properties demolished. c. Number of public facilities serving elderly or youth rehabbed.	a. The tax base is maintained or increases in value. b. Two blighted properties will be demolished. c. One senior center rehabbed and two facilities serving youth rehabbed or improved.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,533,593	\$ 1,623,024	\$ 1,806,096	\$ 183,072
Position Equivalent (Funded)*	32.0	34.0	34.0	0.0
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 11,236	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.3	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190  
**FUND:** General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**BUDGET HIGHLIGHTS**

- The estimated Federal grant for the HOME Investment Partnership Program for 2002 is \$1,180,000, representing an increase of \$115,000 in Federal revenue for the HOME Program. The match requirement for this program has been waived by the Department of Housing & Urban Development (HUD) for two years due to the Federally declared snow disaster in December, 2000, resulting in a zero tax levy requirement for this program.
- The estimated Federal grant for the Community Development Block Grant Program for 2002 is \$1,800,000, an increase of \$100,000.
- The estimated Federal grant for the Housing Choice Voucher Program is \$10,000,000. This is an increase of \$925,000 and results from a higher Fair Market Rent for rental units, making it possible to serve an additional 215 low-income households under the existing HUD contract.
- Other Charges increase \$780,028, from \$14,393,672 to \$15,173,700. This is due in part to an increase of \$115,000 in expenditures for the HOME Program, an increase in expenditures of \$925,000 for the Rent Assistance Housing Choice Voucher Program, an increase in expenditures of \$100,000 for the Community Development Block Grant Program, and a decrease of \$325,000 related to the Regional Opportunity Counseling (ROC) Program, which is scheduled to expire in May, 2002.
- Revenue of \$215,900 from the DHS - Mental Health Division is included, representing MHD's obligation of matching funds for the Safe Haven Program.
- A revenue appropriation of \$119,050 from the DHS - Mental Health Division is included to offset administrative expenses incurred by the Housing & Community Development Division for administration of the Shelter Plus Care Program.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
HOUSING & COMMUNITY DEVELOPMENT

**UNIT NO.** 1190

**FUND:** General - 0001

<b>COMMUNITY DEVELOPMENT BLOCK GRANT ALLOCATION BY MUNICIPALITY</b>				
<u>Municipality</u>	<u>2000 Actual</u>	<u>2001 Actual</u>	<u>2002 Projected</u>	<u>2001/2002 Change</u>
Bayside	\$ 25,100	\$ 25,100	\$ 26,200	\$ 1,100
Brown Deer	38,800	38,800	40,400	1,600
Cudahy	59,900	59,900	62,400	2,500
Fox Point	28,000	28,000	29,200	1,200
Franklin	49,900	49,900	52,000	2,100
Glendale	44,000	44,000	45,800	1,800
Greendale	41,800	41,800	43,600	1,800
Greenfield	68,000	68,000	70,800	2,800
Hales Corners	34,600	34,600	36,000	1,400
Milwaukee*	0	0	0	0
Oak Creek	50,200	50,200	52,300	2,100
River Hills	21,400	21,400	22,300	900
Saint Francis	48,200	48,200	50,200	2,000
Shorewood	48,600	48,600	50,600	2,000
South Milwaukee	59,800	59,800	62,300	2,500
Wauwatosa*	0	0	0	0
West Allis*	0	0	0	0
West Milwaukee	49,800	50,800	52,900	2,100
Whitefish Bay	<u>38,400</u>	<u>38,400</u>	<u>40,000</u>	<u>1,600</u>
<b>TOTAL</b>	<b>\$ 706,500</b>	<b>\$ 707,500</b>	<b>\$ 737,000</b>	<b>\$ 29,500</b>

\* The cities of Milwaukee, Wauwatosa and West Allis do not participate in the Urban County Agreement with Milwaukee County.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** UNCLAIMED MONEY

**UNIT NO.** 1901-4980

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

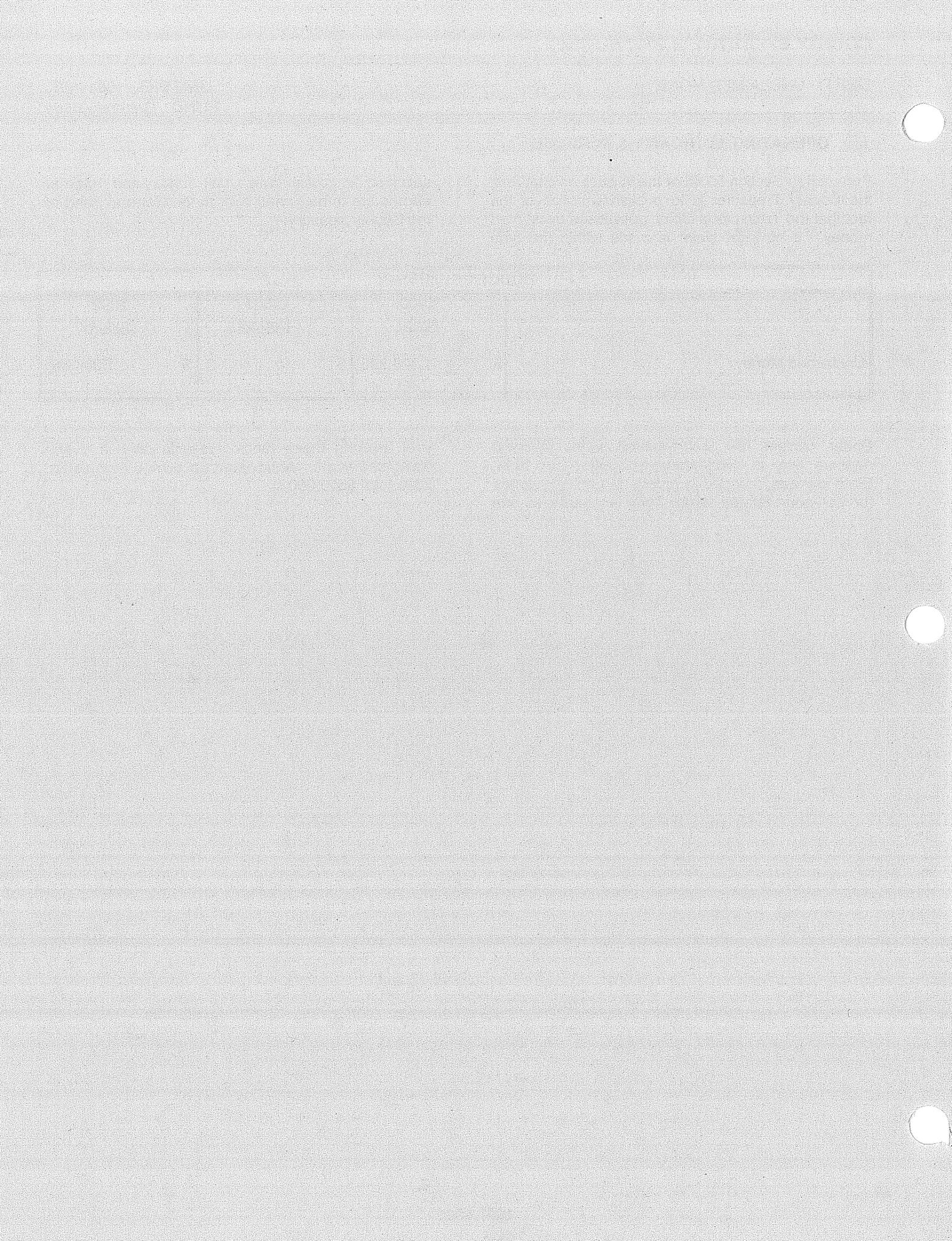
Pursuant to Section 59.66 of the Wisconsin Statutes, the County Treasurer is to publish a notice of the fact that the Treasurer's Office possesses unclaimed money. If no legal claim is made within the time

specified in such notice, all funds and interest earned are to be turned over to the General Fund of the County treasury.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Unclaimed Money	\$ 1,323,395	\$ 0	\$ 550,000

Under current law, court-related funds become revenue only in even-numbered years. In 1994, State law was changed to reduce the holding period for non-court-related funds from ten years to one

year, making these funds available only in even-numbered years. Anticipated unclaimed monies for 2002 total \$550,000.



**COUNTY EXECUTIVE'S 2006 BUDGET**

**DEPT:** UNCLAIMED MONEY

**UNIT NO.** 1901-4980

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.66 of the Wisconsin Statutes, the County Treasurer is to publish a notice of the fact that the Treasurer's Office possesses unclaimed money. If no legal claim is made within the time

specified in such notice, all funds and interest earned are to be turned over to the General Fund of the County treasury.

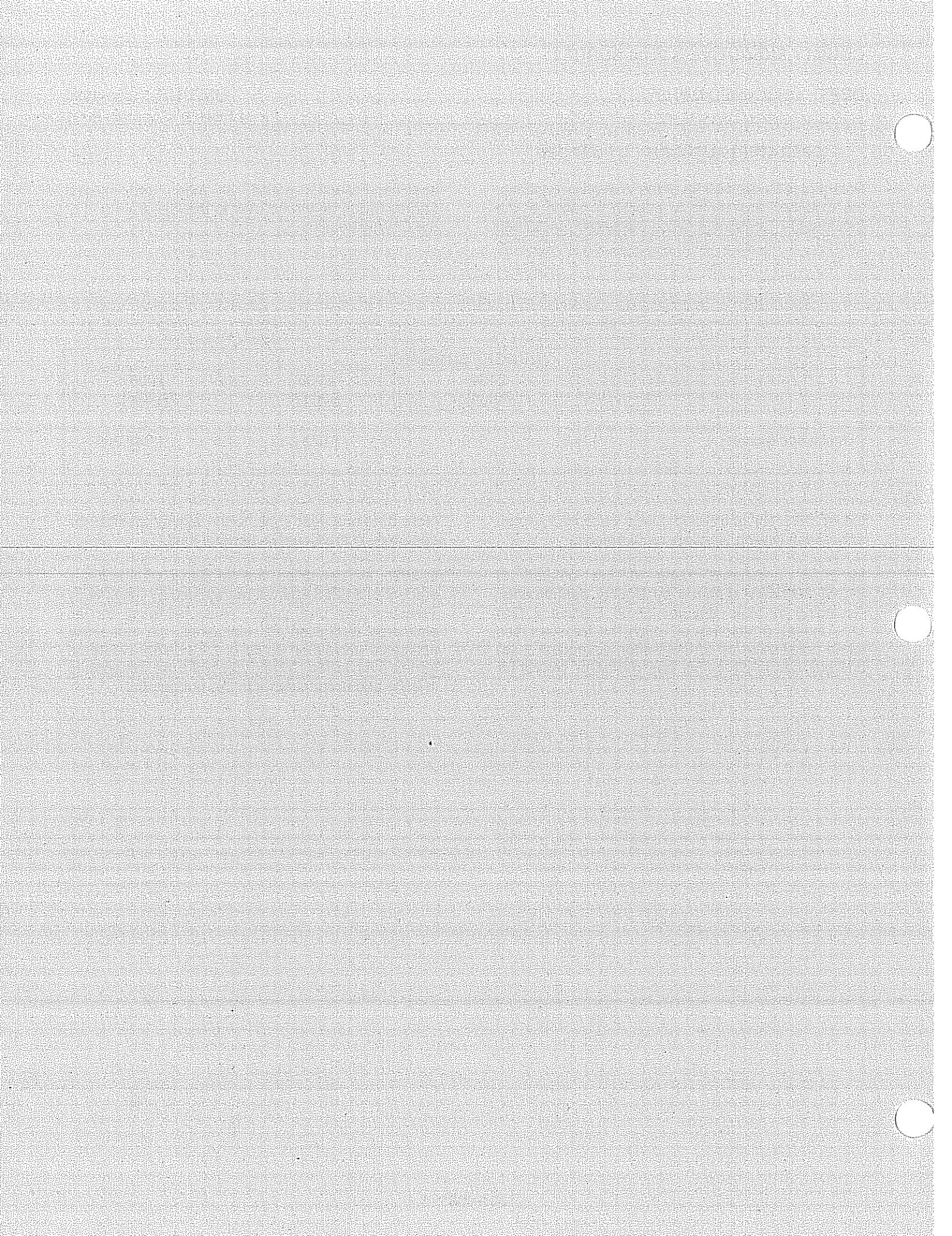
<b>BUDGET SUMMARY</b>			
	<u>2004 Actual</u>	<u>2005 Budget</u>	<u>2006 Budget</u>
Unclaimed Money	\$ 0	\$ 1,008,332	\$ 1,342,209

Under 59.66(2) unclaimed funds become revenue only after following statutory requirements.

more than one year shall, to the extent possible, be deposited in the County's general fund."

In 2005, unclaimed funds in the amount of \$1,356,890 were reported by County departments. According to State Statutes 59.66 Section 2 (2a) "Any money or security of which the treasurer has taken possession or control under, paragraph 1 (a) and has had in his or her possession or control for

In 2005, the remaining, not yet claimed funds in the amount of \$1,353,684 will be retained by the County Treasurer for one year. After allowing for an estimated deduction for claimants, the remaining estimated unclaimed funds of \$1,342,209 would be turned over to the County general fund, recognized in 2006 and accounted for in this budget unit.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** ETHICS BOARD

**UNIT NO.** 1905  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

On February 11, 1975, the County Board of Supervisors created Chapter 9 of the Milwaukee County Ordinances. This chapter establishes a Code of Ethics (Section 9.05) and a Board of Ethics (Section 9.07) which shall adopt guidelines and procedures necessary to carry out the provisions of the ordinance. The Board consists of six residents of Milwaukee County appointed by the County Executive and confirmed by the County Board. The

County Executive appoints, subject to confirmation by the County Board, an Executive Director who shall perform such duties as the Board assigns to him/her. The County Board shall provide such additional personnel as may be required in the administration of this chapter.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Ethics Board	\$ 25,399	\$ 33,362	\$ 38,198

**MISSION**

The Milwaukee County Ethics Board assures compliance with the requirements of the Ethics Code pursuant to Chapter 9, Milwaukee County Ordinances, and reviews, investigates and hears, as needed, all verbal and written complaints of ethics code violations.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The public has confidence in the integrity of County government.	a. The Ethics Code is followed by County employees.	a. Annual review of Statement of Economic Interests.
2.	County employees are confident that they are complying with the Ethics Code.	a. Requests for information about the Ethics Code are satisfied	a. Respond to verbal and written inquiries.

**BUDGET HIGHLIGHTS**

- An appropriation of \$38,198 is allocated to maintain the same level of service as provided in prior years.

This amount is comprised primarily of 25% of the salary, social security and fringe benefit costs of the Executive Secretary of the Personnel Review Board, who also functions as Executive Director of the Ethics Board, and the Administrative Assistant.

- For 2002, the Ethics Board staff is transferred under the administrative authority of the Department of Administration in order to provide administrative support and back-up as well as managerial support on an as needed basis.
- All departments are required to operate within their expenditure appropriations and their overall

budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY HISTORICAL SOCIETY**

**UNIT NO. 1908**  
**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.56(5) of the Wisconsin Statutes, the County Board may appropriate money to any historical society located in the County and incorporated under Section 44.03 for the purpose of collecting and preserving the records and salient historical features of the County. This unit maintains the historical exhibits of the Milwaukee County Historical Society and assists with other phases of the program. Funds provided to subsidize the

operation of the Society are used to employ a director and associate staff. The Society acts as custodian for non-current County records. The County appropriates funds for use by the Society pursuant to an agreement approved by the County Board of Supervisors on December 14, 1965 and renewed on May 16, 1988.

<b>BUDGET SUMMARY</b>			
	<u>2000</u> <u>Actual</u>	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>
Property Tax Levy Contribution to County Historical Society	\$ 307,481	\$ 307,481	\$ 307,481

**OVERVIEW OF OPERATION**

The Historical Society's total operating budget for 2002 amounts to \$608,196, with \$300,715 to come from private, non-County funds. Sources include membership fees (individual and corporate), bequests, gifts, grants, income from invested funds, and sales and receipts from public programs.

Following are examples of some of the Historical Society's program activities.

1. County Landmarks Program. Since 1976, the Society has operated, under County ordinance, a landmark recognition program for areas of Milwaukee County outside of the City of Milwaukee. Nearly 90 sites have been designed as landmarks throughout the history of the program.
2. Museum Houses. The Society continues to operate three museum houses in addition to its central facility downtown. These are Kilbourntown House in Estabrook Park (Shorewood), Lowell Damon House (Wauwatosa), and the Jeremiah Curtin House (Greendale). All are open to the public, either year-round or on special summer schedules.
3. Research and Reference Services. Statistics for reference services decreased slightly in 2000 over the preceding year. In December of 2000, the Historical Society received its largest research library's acquisition of 2,200 boxes of Circuit Court records dating from the 1930's to 1950's.

4. Changing Exhibits. In 2000, 12 changing exhibits were presented at the Historical Center museum. For Black History Month and Women's History Month, the Society developed an exhibition on Alpha Kappa Alpha Sorority's Milwaukee Chapter. An exhibit on the history of baseball in Milwaukee and another on 19<sup>th</sup> century women's fashions were developed from the Society's collections. A traveling exhibition on Shorewood's history was prepared for the community's centennial celebration. In addition, the Society presented two traveling exhibitions, Snapshots from the Family Album: Milwaukee Labor After World War II, organized by the State Historical Society of Wisconsin, and To Honor the Comfort: Native Quilting Traditions from the Michigan State University Museum.
5. Outreach Programs. In order to better serve the schools, libraries, businesses and senior citizens of Milwaukee County, the Historical Society has begun to expand its offerings for off-site presentation. In addition to a number of traveling exhibitions, the Society is also making slide-tape programs and videotapes on Milwaukee history available for rental or purchase. The Society will extend the seasons of two historic houses to encourage school tours during the academic year.
6. Public Programming. The Society and its Friends organization continue to sponsor public programs on a variety of historical topics. The Friends group has created a new series, "Partners in History," in which presentations are

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY HISTORICAL SOCIETY

**UNIT NO.** 1908

**FUND:** General - 0001

made at sites of historical interest under the sponsorship of local businesses or organizations. In 1999, programs focused on the Tripoli Shrine, the Riverwalk District and the Milwaukee Harbor. Programs in 2000 were devoted to Forest Home Cemetery and Northwestern Mutual Life Insurance Company.

grandeur. The windows on the East Mezzanine Gallery were stripped of paint and the entire space opened up so that the original bank equipment was again visible. During 2000, the windows of the West Mezzanine Gallery were also stripped and the space prepared for presentation of temporary exhibits.

- 7. Internship Program. Through financial support provided by an endowment established by the former Auxiliary organization of the Society, a paid internship program has been established through Mount Mary College to have students work on museum fashion collections (preparation of exhibits, care of the collection and study purposes). The Society expanded its program to include Marquette University, Alverno College, and UW-Milwaukee students to assist with the research of collections on a for-credit, but unpaid basis.
- 8. Building Restoration. In 1999, the Historical Society began taking preliminary steps to restore the interior of its facility to its original

- 9. Publications. John Gurda's *The Making of Milwaukee* was published by the Historical Society in 1999. The first print run of 12,000 copies sold out, necessitating a second printing of 5,000 copies. As a result of the success of *The Making of Milwaukee*, the Editorial and Publications Committee of the Historical Society received five additional book-length manuscripts for consideration during 2000. Three of the works have been accepted and are currently in preparation, including Goodwin Berquist and Paul Bowers' *Byron Kilbourn and the Development of Milwaukee*.

**MISSION**

The Milwaukee County Historical Society was founded in 1935 to collect, preserve, and make available materials relating to the history of Milwaukee County. Through a broad program, the Society seeks to promote a greater appreciation of the community's rich heritage and a better understanding of present-day challenges and advantages. The Society's library and museum collections, exhibitions, and activities serve a variety of constituencies including scholars, students, genealogists, local businesses and organizations, and Milwaukee County residents and visitors.

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Public use of Milwaukee County Historical Society as a resource for naturalization records, photos and archival materials.	a. Number of library users/patrons.	a. 10% annual increase in usage/processing of materials.
2.	Public use of Milwaukee County Historical Society as a resource for understanding the community's rich heritage.	a. Attendance at exhibitions, programs, special events, and tours.	a. 5% increase over previous year.

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY HISTORICAL SOCIETY

**UNIT NO.** 1908

**FUND:** General - 0001

The County Historical Society spends the County's contribution as follows:

	2000 Actual	2001 Budget	2002 Budget
<b>Expenditures</b>			
Personal Services	\$ 237,681	\$ 237,681	\$ 237,681
Space and Utilities	67,265	67,300	67,265
Office and Administrative Supplies	2,535	2,500	2,535
<b>Total Expenditures</b>	<b>\$ 307,481</b>	<b>\$ 307,481</b>	<b>\$ 307,481</b>

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	1999 Actual	2000 Actual	2001 Budget	2002 Budget
Meetings/Public Programs	15	24	20	30
Organizational Members	1,124	1,178	1,250	1,350
Research Requests:	5,022	4,878	6,000	6,250
Library - In Person	2,031	1,878	2,500	2,500
Telephone	2,368	2,191	2,700	2,750
Mail/E-mail	515	809	800	1,000
Public Attendance	67,104	21,364	68,500	32,500
Guided Tours:				
Historical Center	105	62	125	110
Period Homes	40	21	50	55
Accessions:				
Library	104	199	120	140
Museum	110	68	125	100
Pages of Publication	534	591	300	300
Staff Program Presentations	23	10	25	30
Slide Shows/Media Appearances	12	10	15	30



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** GREATER MILWAUKEE CONVENTION & VISITORS BUREAU

**UNIT NO.** 1912

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.56(10) of the Wisconsin Statutes, the County Board may appropriate funds to advertise the advantages, attractions and resources of the County and to

conserve, develop and improve the same. Any county may cooperate with any private agency or group in this work.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Greater Milwaukee Convention & Visitors Bureau	\$ 25,000	\$ 25,000	\$ 25,000

This appropriation represents Milwaukee County's support of the Greater Milwaukee Convention and Visitors Bureau, Inc. The major function of the Bureau is the promotion of the County as a major tourist and convention community.

Greater Milwaukee Convention and Visitors Bureau services include:

- Membership of all County facilities and attractions. All receive full bureau benefits.
- A listing of all County facilities and attractions in 350,000 Official Visitor Guides, 10,000 Meeting Planners Guides and 5,000 Group Tour Manuals.
- A listing of all County sponsored events in the bi-monthly Calendar of Events--420,000 produced and distributed annually.
- Participation in all Bureau sponsored events, i.e., membership exchanges, education seminars, National Tourism Week events, Visitor Choice Program.
- Travel writer support and sponsored programs.
- Two full-time representatives in Washington, D.C. actively selling Milwaukee County to association executives and one representative developing and selling the multicultural market.
- The development of targeted direct mail programs to reach and sell these markets on Milwaukee County.
- Production and placement of press releases, feature articles and stories in local, regional and national media to increase exposure of, and interest in, Milwaukee County.
- Operation of two Visitor Information Centers and one Call Center providing the traveling public with information on Milwaukee County.
- A web site listing general community information as well as membership information, including County history and Milwaukee County facts and attractions.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** GREATER MILWAUKEE CONVENTION & VISITORS BUREAU

**UNIT NO.** 1912

**FUND:** General - 0001

**MISSION**

The Greater Milwaukee Convention and Visitors Bureau will take a leadership and visionary role to market Milwaukee as a national destination by building internal organizational excellence and external strategic partners.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County is branded as the Genuine American City. Awareness to both individual and group leisure travelers is heightened. There are significant increases in incremental day trips and room nights, especially during non-peak season.	a. Number of visitor inquiries. b. Number of room nights.	a. 25% increase in visitor inquiries with an increase in web site visitor sessions by 50%. b. 10% increase in room nights.
2.	Milwaukee County is positioned as an international destination.	a. Number of international leads. b. Number of receptive operators in database.	a. 5% increase in leads. b. 10% increase in number of receptive operators.
3.	Conventions are attracted to and use Milwaukee County as a convention site.	a. Number of convention room nights.	a. 265,000 total room nights booked.
4.	Washington, DC based associations choose Milwaukee for city-wide conventions.	a. Number of room nights booked through the Washington, DC office.	a. 55,000 room nights (included in total).
5.	Multicultural groups choose Milwaukee County as a convention site.	a. Number of room nights booked for multicultural groups.	a. 20,000 room nights (included in total).

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CIVIL AIR PATROL

**UNIT NO.** 1913  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.54(18) of the Wisconsin Statutes, the County Board may appropriate funds or donate property and equipment to Civil Air Patrol units in the County for the purpose

of enabling such Civil Air Patrol units to perform their assigned missions and duties as prescribed by U.S. Air Force regulations.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Civil Air Patrol	\$ 6,076	\$ 6,800	\$ 8,000

The Civil Air Patrol utilizes a County owned hangar on lease to Youth & Aviation, Inc., at 9393 West Appleton Avenue, Timmerman Field and the second floor of the Tower Building at Timmerman Field. The County provides appropriations for the utility costs

(heat, light, insurance and telephone) of these facilities. The County continues to provide office and hangar space at Timmerman Field.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>1999 Budget</u>	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Number of Meetings	365	365	365	365
Number of Organization Members	780	790	790	790

Civil Air Patrol mission activities include:

1. A national program of aerospace education for adults and youths.
2. Participation in disaster emergency services, nationally and locally.
3. Cooperation with, and support of, Civil Defense and American Red Cross disaster and relief programs.
4. Participation in all search and rescue missions authorized by the U.S. Air Force and Coast Guard.
5. Flying shore patrol for the boating public as authorized by the U.S. Coast Guard.
6. Assisting the U.S. Customs Service and Drug Enforcement Administration by patrolling in aircraft to detect illegal drug activity and marijuana fields and reporting such activity to the U.S. Customs Service.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** WAR MEMORIAL CENTER

**UNIT NO.** 1914

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., presently operates the War Memorial Center. The Milwaukee County War Memorial Center is situated at the south end of Lincoln Memorial Drive, overlooking Lake Michigan, and is directly adjacent to County park land. The facility is home to the Milwaukee Art Museum which boasts major cultural exhibits, including the Peg Bradley Collection. In addition,

cultural agencies and major service groups such as the Florentine Opera, Rotary Club, Kiwanis, and national and State headquarters of veterans' organizations, including the War Memorial Center itself, maintain their administrative offices in the Center. To maximize utilization of the facility, it is available for general use by the public, use by veterans' groups, art groups and civic groups. "Honoring the Dead by Serving the Living" is the motto of the Corporation.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to War Memorial Center	\$ 1,597,483	\$ 1,800,572	\$ 1,750,572

**MISSION**

To provide to all people of the community a state of art facility with attractive meeting space and to recognize and educate especially the young of the sacrifice and service made by the veterans of our armed services.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The War Memorial Center honors the dead by serving the living through visitation and usage by residents throughout the community.	a. Number of non-profit organizations that use the facility. b. Number of events. c. Number of months of usage. d. Level of satisfaction with the facility. e. Amount of active veteran use of the facility. f. Diversity of groups that use the facility.	a. Increase the number of nonprofit organizations that use the facility. b. Increase the number of events by 10. c. The Center will maintain usage through 12 months of the year. d. There will be 90% customer satisfaction. e. Increase active veteran group use at the facility. f. Increase diversity in groups that use the facility.
2.	The War Memorial Centers' physical plant management provides the Milwaukee Art Museum with a suitable environment for preservation of the Milwaukee Art Museum collection.	a. Temperature and humidity control. b. Amount of HVAC system down time.	a. Maintain desired temperature and humidity. b. Decrease system down time by 20%.
3.	The War Memorial Center will memorialize the contributions made by veterans and recognize the contributions and efforts for local civilians.	a. Number of programs held to honor those who have served our Country. b. Amount of programming that educates the community on contributions of veterans, local industry and civilians during times of war.	a. Increase the number of veteran programs. b. Increase the number of displays, lectures and events.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** WAR MEMORIAL CENTER

**UNIT NO.** 1914

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- On March 21, 1996, the County Board of Supervisors adopted Resolution File No. 95-689 approving a memorandum of understanding between the County and War Memorial Center, Inc., (WMC) on behalf of the Milwaukee Art Museum (MAM) which provides for a fixed level of operating support of \$627,325 for security, custodial services, fine arts insurance and educational programming support for the years 1996 through 2002. This guaranteed funding of \$627,325 is provided to the WMC on behalf of the MAM to assist the MAM in raising private support for facility expansion and additional endowment funds to support expanded programming.
- The Milwaukee County contribution to the War Memorial Center decreases \$50,000, from \$1,800,572 to \$1,750,572. The decrease is due to a one-time appropriation of \$50,000 that was added to the 2001 Budget for legal fees relating to the WMC/MAM lease negotiations. The appropriation is no longer needed in 2002.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000 <u>Actual</u>	2000 <u>Budget</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<u>Attendance</u>				
Memorial Hall	21,408	27,000	29,500	27,000
4 <sup>th</sup> Floor Meeting Rooms	4,736	7,700	9,000	5,500
Fitch Plaza	21,468	6,000	6,600	6,000
Veterans Memorial Gallery	935	2,000	2,200	2,000
Milwaukee Art Museum	165,285	200,000	300,000	350,000
<u>Special Events</u>				
Fireworks July 3	450,000	450,000	450,000	450,000
Circus Parade	150,000	150,000	150,000	150,000
National VFW Convention	50,181	0	0	0
<b>TOTAL</b>	<b>864,013</b>	<b>842,700</b>	<b>947,300</b>	<b>990,500</b>
<u>Number of Events</u>				
Memorial Hall	170	216	240	240
Meetings - 4 <sup>th</sup> Floor Rooms	287	753	775	400
Fitch Plaza	25	16	20	20
Veterans Memorial Gallery	7	15	20	20
Runs	3	0	0	2
<b>TOTAL</b>	<b>492</b>	<b>1,000</b>	<b>1,055</b>	<b>682</b>

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: WAR MEMORIAL CENTER

UNIT NO. 1914

FUND: General - 0001

The War Memorial Center budget consists of the following:

<b>WAR MEMORIAL CENTER BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b><u>Expenditures</u></b>			
<i>War Memorial Center</i>			
Personal Services	\$ 521,530	\$ 595,778	\$ 636,838
Professional Fees	86,740	156,850	104,850
Advertising and Promotion	20,996	20,000	20,000
Meetings, Travel and Auto Allowance	7,952	4,300	6,300
Space and Utilities	650,292	676,319	670,259
Office and Administrative Supplies	27,425	25,000	25,000
Major Maintenance & New Equipment	27,549	0	0
Subtotal War Memorial Center	\$ 1,342,484	\$ 1,478,247	\$ 1,463,247
<i>Milwaukee Art Museum</i>			
Program Development	\$ 83,700	\$ 83,700	\$ 83,700
Fine Arts Insurance	52,500	52,500	52,500
Security	427,029	427,029	427,029
Custodial	64,096	64,096	64,096
Subtotal Milwaukee Art Museum	\$ 627,325	\$ 627,325	\$ 627,325
<i>Total War Memorial Center Expenditures</i>	\$ 1,969,809	\$ 2,105,572	\$ 2,090,572
<b><u>Revenues</u></b>			
Parking	\$ 184,158	\$ 120,000	\$ 125,000
Miscellaneous	8,606	3,000	3,000
China Rental/Catering Commission	29,751	8,000	18,000
Office Rental and Cellular One	58,477	61,000	85,000
Hall, Plaza and Grounds Rental	74,217	85,000	95,000
Meeting Room Rental - Fourth Floor	4,262	25,000	5,000
Liquor Commission	12,856	3,000	9,000
<b>Milwaukee County Contribution</b>	\$ 1,597,482	\$ 1,800,572	\$ 1,750,572
<i>Total War Memorial Center Revenues</i>	\$ 1,969,809	\$ 2,105,572	\$ 2,090,572



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** VILLA TERRACE

**UNIT NO.** 1915  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., operates Villa Terrace, a museum of the decorative arts located at 2220 North Terrace Avenue. The gracious, Italian Renaissance-style home is richly decorated with antiques and retains almost all of its original fixtures

dating back to the 1920s. The rear terrace area which overlooks Lake Michigan extends down a bank to a large, formal garden area fronting on Lincoln Memorial Drive. The facility is available to the general public to enjoy through tours and private rentals. Admission is charged during public visiting hours. When not open to the public, the facility is available for rental, per policies established by the Board of Directors.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Villa Terrace	\$ 116,178	\$ 127,178	\$ 127,178

**MISSION**

The mission of the Charles Allis Art Museum and Villa Terrace Decorative Arts Museum of Milwaukee County is to fully utilize both museums, gardens and their art collections for community education and cultural enrichment. As a part of the Milwaukee County War Memorial Corporation, the museums honor the war dead by serving as "living memorials."

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County residents' and visitors' quality of life is improved through museum attractions and programs.	a. Number of visitors, community participation and volunteers for both museums.	a. 67,000.
2.	Milwaukee County youth have an enhanced opportunity to appreciate art/architecture and history.	a. Number of youth participating in Museum programs. b. Number of youth who show an increased interest in art, history and gardens.	a. 1,080 youth through school partnerships and 114 central city youth with Farm City Link. b. Establish baseline.

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: VILLA TERRACE

UNIT NO. 1915  
 FUND: General - 0001

The Villa Terrace budget consists of the following:

VILLA TERRACE BUDGET SUMMARY			
	2000 Actual	2001 Budget	2002 Budget
<b>Expenditures</b>			
Personal Services	\$ 107,273	\$ 166,336	\$ 167,148
Professional Fees	21,893	18,836	18,836
Advertising and Promotion	9,779	9,190	9,190
Space and Utilities	44,988	45,463	45,463
Office and Administrative Supplies	7,700	5,835	5,835
Major Maintenance	0	5,000	5,000
<i>Total Villa Terrace Expenditures</i>	<i>\$ 191,633</i>	<i>\$ 250,660</i>	<i>\$ 251,472</i>
<b>Revenues</b>			
Admissions	\$ 22,304	\$ 25,500	\$ 25,500
General Revenue	61,497	68,000	68,000
Friends Group Support	0	29,982	30,794
Contribution to Reserve Account	(8,346)	0	0
<b>Milwaukee County Contribution</b>	<b>116,178</b>	<b>127,178</b>	<b>127,178</b>
<i>Total Villa Terrace Revenues</i>	<i>\$ 191,633</i>	<i>\$ 250,660</i>	<i>\$ 251,472</i>

ACTIVITY AND STATISTICAL SUMMARY				
	2000 Actual	2000 Budget	2001 Budget	2002 Budget
<b>Attendance</b>				
General Museum Attendance (includes Art Openings and Programs, Tours)	5,166	4,000	6,079	7,860
Concerts, Recitals	1,113	1,000	1,270	1,300
Private Rentals	11,072	10,000	14,190	14,200
Art Group Activities (includes "In-house" Art Groups)	1,624	1,200	1,404	1,400
Volunteer Activity	2,048	1,500	1,869	2,500
Community Outreach	249	3,500	5,000	5,500
Meetings/Appointments	1,802	2,000	2,353	2,400
<b>Total Attendance</b>	<b>23,074</b>	<b>23,200</b>	<b>32,165</b>	<b>35,160</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MARCUS CENTER FOR THE PERFORMING ARTS

**UNIT NO.** 1916

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., presently operates the Milwaukee County Ben and Ceil Marcus Center for the Performing Arts (MCPA), formerly known within the community as the Performing Arts Center. The center was built with private money in 1969 and deeded to Milwaukee County as a public trust for the preservation and enrichment of the performing arts, including drama, music and dance. The facility is home to the

Broadway Series, Milwaukee Symphony Orchestra, Milwaukee Ballet, Florentine Opera, Milwaukee Youth Symphony Orchestra, First Stage Milwaukee and other performing arts groups. The MCPA is located at 929 North Water Street. In addition to the MCPA providing a first class facility for the performing arts, the Center supports a number of free community events and activities year-round, including ethnic and cultural festivals such as Martin Luther King Day Celebration, Community Open House, and Cantos de Los Americas, and offers the twelve-week Rainbow Summer Festival.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Marcus Center for the Performing Arts	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000

**MISSION**

To serve the community, the Marcus Center for the Performing Arts offers facilities and services of the highest quality, makes available a wide range of the performing arts, and acts as an energizing force for effective collaboration and advocacy in the arts community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The Marcus Center will positively impact Milwaukee County's quality of life through making the performing arts available to Milwaukee County residents in all geographic areas.	a. Number of Milwaukee County households, by zip code, who attend Marcus Center events. b. Number and type of organizations that utilize the facility.	a. Improve baseline data and increase low attendance zip codes. b. Increase the diversity in groups attending and/or using the facility.
2.	Marcus Center customers receive a high level of enjoyment from Marcus Center events.	a. Level of customer satisfaction with the facility.	a. 85%+.
3.	Milwaukee County's quality of life is enhanced through Marcus Center's diverse offerings of arts and entertainment in a variety of ticket price ranges.	a. Variety of types of performing arts offerings. b. Number of free programming events. c. Number of complimentary tickets. d. Number of participants in rent discount program.	a. Maintain diverse types of programming. b. Provide free programming for children four days per week at summer KidZStage and present the 14-week Rainbow Summer Festival. c. Establish complimentary ticket program and baseline data. d. Maintain a rent discount for 12 small local arts groups.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MARCUS CENTER FOR THE PERFORMING ARTS

**UNIT NO.** 1916

**FUND:** General - 0001

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
4.	Milwaukee County's economy is positively impacted by the Marcus Center.	a. Amount of sales tax proceeds generated by the Center. b. Amount of rental income and additional salaries for local employees generated by Center's programming of Broadway touring shows.	a. Center activities will generate a minimum of \$500,000 in sales tax proceeds annually. b. Center will maintain a minimum of \$500,000 in annual salaries for additional employees and the Center will maintain a minimum of \$100,000 annually from Broadway hall rentals.

**BUDGET HIGHLIGHTS**

- On May 20, 1993, the County Board of Supervisors adopted a resolution [File No. 93-283(a)(a)] that approved a memorandum of understanding between the County and the Marcus Center for the Performing Arts (MCPA) which provided a fixed level of operating support of \$1.5 million for the years 1994 through 1998.
- The memorandum of understanding was renewed in 1999 and provides an increase of \$100,000 for a total funding level of \$1,600,000 for the years 1999 through 2003.
- The MCPA will continue to provide quarterly reports and an annual budget request in accordance with past practice.
- The 2002 Budget includes Milwaukee County acquiring the Pabst Theater in fall of 2002 with management of the facility provided by the Marcus Center for the Performing Arts on behalf of Milwaukee County. There is no tax levy support required for 2002. Tax levy commitment from the County will occur once the transfer is complete and all conditions of the contract are completed.

The Director of the Department of Administration and Corporation Counsel are authorized to negotiate the acquisition between Milwaukee County, Marcus Center for the Performing Arts,

Pabst Theater and the City of Milwaukee with a report to the Parks, Energy and Environment Committee by May of 2002.

The conditions of the contract may include but not be limited to:

- County support to begin in 2003 utilizing a phased in approach over a three to five-year period. City of Milwaukee to phase out it's support over the same time period.
- Milwaukee County and the Marcus Center for the Performing Arts will have no responsibility for any outstanding debt related to the Pabst facility.
- Naming rights to accrue to the County at the time transaction is completed (after phase-out of City contribution).
- Pabst Board successfully completes current Capital Campaign.
- Milwaukee County and the Marcus Center for the Performing Arts have the right to reorganize and restructure as necessary.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MARCUS CENTER FOR THE PERFORMING ARTS

**UNIT NO.** 1916

**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>						
	2000 Actual		2001 Budget		2002 Budget	
	<u>Events</u>	<u>Attend.</u>	<u>Events</u>	<u>Attend.</u>	<u>Events</u>	<u>Attend.</u>
Performances/Public Events	942	703,522	765	670,000	757	658,000
Private Events	<u>1,680</u>	<u>109,475</u>	<u>1,625</u>	<u>102,000</u>	<u>1,625</u>	<u>102,000</u>
Sub-Total	2,622	812,997	2,390	772,000	2,382	760,000
Rehearsals, Estimate	<u>662</u>	<u>36,371</u>	<u>625</u>	<u>38,500</u>	<u>625</u>	<u>38,500</u>
Totals	3,284	849,368	3,015	810,500	3,007	798,500



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CHARLES ALLIS ART MUSEUM

**UNIT NO.** 1918

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 45.058 of the Wisconsin Statutes and in accordance with agreements between Milwaukee County War Memorial Center, Inc., and the County of Milwaukee, Milwaukee County War Memorial Center, Inc., operates the Charles Allis Art Museum, located at 1630 East Royall Place, which was the home of a wealthy Milwaukeean who collected a vast quantity of museum-quality artifacts. The building and its contents were originally donated to the City of Milwaukee in 1946 and operated under the auspices of the Milwaukee Public Library System. In 1979, this priceless community asset was transferred to

the War Memorial Corporation, again to be held in the public trust. The exhibits offer a rare insight into art from all over the world. Public programming includes monthly changing art exhibits featuring primarily Wisconsin art, regularly scheduled concerts, films, workshops, an annual youth concert series and special events such as the Morning Glory Crafts Fair. Public tours, gallery talks, artist demonstrations and special programs such as Talks and Teas and Travelogs are also offered. Community groups, civic, cultural, veterans and private organizations use the facilities regularly.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Charles Allis Art Museum	\$ 170,942	\$ 181,942	\$ 181,942

**MISSION**

The mission of the Charles Allis Art Museum and Villa Terrace Decorative Arts Museum of Milwaukee County is to fully utilize both museums, gardens and their art collections for community education and cultural enrichment. As a part of the Milwaukee County War Memorial Corporation, the museums honor the war dead by serving as "living memorials."

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Milwaukee County residents' and visitors' quality of life is improved through museum attractions and programs.	a. Number of visitors, community participation and volunteers for both museums.	a. 67,000.
2. Milwaukee County youth have an enhanced opportunity to appreciate art/architecture and history.	a. Number of youth participating in Museum programs. b. Number of youth who show an increased interest in art, history and gardens.	a. 1,080 youth through school partnerships and 114 central city youth with Farm City Link. b. Establish baseline.

**BUDGET HIGHLIGHTS**

- Same level of funding is provided as in 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CHARLES ALLIS ART MUSEUM

**UNIT NO.** 1918  
**FUND:** General - 0001

The total Charles Allis Art Museum budget consists of the following:

<b>CHARLES ALLIS ART MUSEUM BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b>Expenditures</b>			
Personal Services	\$ 133,856	\$ 172,978	\$ 172,978
Professional Fees	17,215	13,500	13,500
Advertising and Promotion	15,605	12,249	12,249
Meetings, Travel and Auto Allowance	287	612	612
Space and Utilities	50,955	54,407	54,048
Office and Administrative Supplies	13,383	7,446	7,446
Major Maintenance	0	5,000	5,000
<i>Total Charles Allis Expenditures</i>	<u>\$ 231,301</u>	<u>\$ 266,192</u>	<u>\$ 265,833</u>
<b>Revenues</b>			
Admissions	\$ 19,160	\$ 22,000	\$ 21,400
General	38,780	46,750	46,750
Interest Income from Charles Allis Trust Fund	10,976	12,500	12,141
Friends Group Support (FOCAL)	0	3,000	3,600
Contribution to Reserves Account	(8,557)	0	0
<b>Milwaukee County Contribution</b>	<u>170,942</u>	<u>181,942</u>	<u>181,942</u>
<i>Total Charles Allis Revenue</i>	<u>\$ 231,301</u>	<u>\$ 266,192</u>	<u>\$ 265,833</u>

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000 <u>Actual</u>	2000 <u>Budget</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<b>Attendance</b>				
General Museum Attendance (includes Art Openings and Tours)	18,989	24,200	20,610	21,000
Concerts, Recitals	1,515	1,400	1,912	1,950
Private Rentals	2,777	5,600	5,005	5,005
Art Group Activities (includes "in-house" Art Groups)	642	950	1,383	1,000
Volunteer Activity	1,428	975	1,531	1,700
Meetings/Appointments	<u>1,753</u>	<u>1,200</u>	<u>2,220</u>	<u>2,200</u>
Total Attendance	27,104	34,325	32,661	32,855
Community Outreach Off-site	11,853	11,830	15,000	13,000

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

**UNIT NO.** 1923

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 15.105(16), 16.971, 20.505(4)(im) and 59.72 of the Wisconsin Statutes and County Board Resolution File 90-707(a), approved on November 8, 1990, the Milwaukee County Automated Land Information System (MCAMLIS) may design, develop and implement a land information system integrating property and ownership records with U.S. Public Land Survey referenced parcel-identified boundary information; prepare boundary-referenced parcel property maps suitable for producing accurate land title or survey boundary line information; and prepare maps of documented accuracy suitable for local planning. Pursuant to Section 59.43, funding for a land information office, modernization of land records and

the State of Wisconsin Land Information Program and Board is collected via a six-dollar surcharge on the County's existing four dollar Recording Fee. The additional six-dollar surcharge is split, with four dollars designated for the Milwaukee County Automated Land Information System and two dollars for the State Land Information Board. The County continues to retain its four dollar share of the Recording Fee.

Previous Register of Deeds Recording Fees	\$ 4
Fee for MCAMLIS	4
Fee for State Land Information Board	<u>2</u>
	<b>\$10</b>

<b>BUDGET SUMMARY</b>				
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>	2001/2002 <u>Change</u>
Services	\$ 842,594	\$ 999,000	\$ 999,000	\$ 0
County Service Charges	343	1,000	1,000	0
Abatements	(1,676)	0	0	0
Total Expenditures	<u>\$ 841,261</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 0</u>
Encumbrances	0	0	0	0
Total Expenditures & Encumbrances	841,261	1,000,000	1,000,000	0
State Grants	103,895	250,000	250,000	0
Sewer District & Utility Contributions	170,000	0	0	0
Recording Fee Surcharge	609,683	750,000	750,000	0
Total Revenue	<u>\$ 883,578</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>	<u>\$ 0</u>
Contribution to Reserve Account	42,317	0	0	0
Property Tax Levy	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

**BUDGET HIGHLIGHTS**

- This appropriation provides 2002 expenditure authority of \$1,000,000 for the Automated Land Information System. Revenue of \$750,000 is projected to be collected from recording fees collected by the Register of Deeds earmarked for land information modernization by Section 59.88(5) Wisconsin Statutes and \$250,000 is expected to result from grants to be awarded to the County by the Wisconsin Land Information Board (WLIB). Contributions to this project from the private utilities, Ameritech, Wisconsin Electric and Wisconsin Gas, of \$520,000 each, were completed in 1994. A contribution from the Milwaukee Metropolitan Sewerage District, also in the amount of \$520,000, was completed in

2000. Milwaukee County is not required to provide tax levy dollars.

- Expenditure authority of \$1,000,000 is comprised of \$938,000, which represents a decrease of \$10,000 from the \$948,000 budgeted in 2001, to continue to develop the automated base map and parcel-based land information system as provided for in the plan approved by the County Board; \$60,000, representing an increase of \$10,000 from the \$50,000 budgeted in 2001, for surveying services provided by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) in performance of its duties as the Milwaukee County Surveyor under the

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: MILWAUKEE COUNTY AUTOMATED LAND INFORMATION SYSTEM

UNIT NO. 1923  
FUND: General - 0001

requirements of Section 59.60, Wisconsin Statutes; \$1,000 to obtain subdivision and map survey prints from the Register of Deeds; and \$1,000 for meeting and travel expenses.

- With the exception of that portion of the County comprised of the City of Milwaukee, work on the initial digital base map was largely completed by the end of 1998. By the end of 1999, work on the creation of a street address and real property parcel data base linked to the digital maps was also completed, again for that portion of the County outside the City of Milwaukee. Also during 1999, activities related to an ongoing maintenance effort were initiated to ensure that the automated base map is kept up-to-date for that portion of the County outside the City of Milwaukee. These activities continued during 2000 and 2001.
- During 1999, an update and extension of the County Land Records Modernization Plan was prepared and submitted to the Wisconsin Land Information Board (WLIB) in accordance with program requirements. The preparation of the updated Land Records Modernization Plan was needed to maintain County eligibility to retain Register of Deeds filing fees and to continue to receive grants under the provisions of the Wisconsin Land Information Program. The updated and extended plan was approved by the WLIB during 2000.
- The automated mapping base is to be enhanced by the creation of additional layers of information useful to County and local government. For example, during 2000, a digital land use mapping layer was completed. The preparation of a flood plain layer was initiated in 2001 and this work will continue during 2002 and 2003.
- During 2000 a major multi-year project to integrate the existing City of Milwaukee digital cadastral mapping into the County-wide system was initiated. This effort, which will continue during 2002, will require three to four additional years to complete and will require a total expenditure of between \$1,500,000 and \$2,000,000.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** OFFSET TO INTERNAL SERVICE CHARGES

**UNIT NO.** 1930

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Sections 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
<u>Expenditures</u>			
Offset to Service Departments Charges	\$ 0	\$ (31,070,881)	\$ (33,825,784)
<u>Revenues</u>			
Offset to Service Departments Revenue	\$ 0	\$ (31,947,104)	\$ (33,459,250)
<b>Property Tax Levy</b>	<b>\$ 0</b>	<b>\$ 876,223</b>	<b>\$ (366,534)</b>

The purpose of this non-departmental budget is to reduce total County expenditures and revenues by the amount of charges from internal service fund departments to other County departments. Without this adjustment, total County expenditures and revenues would be overstated. \$366,534 in unallocated Fleet Management charges are housed in this non-departmental budget. Due to the timing

of completing the Recommended Budget, this allocation could not be made.

\$(33,459,250) of expenditure and revenue offsets reflects the charges from the following departments to other County departments:

<b>BUDGET SUMMARY</b>			
Organizational Unit	2001 <u>Budget</u>	2002 <u>Budget</u>	2001/2002 <u>Change</u>
1150 Dept. of Administration-Risk Management	\$ (4,943,103)	\$ (5,375,068)	\$ (431,965)
5070 DPW - Transportation Services	(2,787,649)	(2,852,851)	(65,202)
5080 DPW - Arch/Eng & Envir Services	(5,889,899)	(6,753,646)	(863,747)
5300 DPW - Fleet Management	(10,975,134)	(11,484,186)	(509,052)
5700 DPW - Facilities Managemen	(7,351,319)	(6,993,499)	357,820
Subtotal	\$ (31,947,104)	\$ (33,459,250)	\$ (1,512,146)
Allowance for Undistributed Crosscharges	876,223	(366,534)	(1,242,757)
Total	\$ (31,070,881)	\$ (33,825,784)	\$ (2,754,903)



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** PERSONAL SERVICES LUMP-SUM REDUCTION FOR ECP BONUSES

**UNIT NO.** 1932

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Personal Services Lump-sum Reduction	\$ 0	\$ (1,000,000)	\$ (234,000)

**BUDGET HIGHLIGHTS**

The 2001 budget included a County-wide Personal Services lump-sum expenditure and tax levy reduction of \$1,000,000, to be achieved where funded positions became vacant during the year.

No general County-wide Personal Services lump-sum reduction is included in 2002. However, a Personal Services lump-sum expenditure and tax levy reduction of \$234,000 is included to reflect a reduction in bonuses for Executive Compensation Plan (ECP) employees from four percent to two

percent. ECP employees at the top step of their pay grade are allowed a performance award bonus up to four percent. Due to fiscal constraints, for 2002, these bonuses will be capped at two percent. The Department of Administration will allocate the Personal Services lump-sum reduction during 2002 to those departments with ECP employees eligible for performance award bonuses resulting in the savings.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CHARGES TO OTHER COUNTY ORGANIZATION UNITS

**UNIT NO.** 1935

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Charges to Other County Organization Units	\$0	\$0	\$0

This budget represents the offset to Central Service costs allocated to departments in order to show the full cost of operating a department. Beginning in 1997, the Central Service Allocation was not included as an expenditure in departments' operating budgets. The Central Service Allocation will continue to be developed by Central Accounting and sent to departments. Departments receiving grant revenues, indirect revenues (internal service fund departments) or outside (direct) revenues will include the Central Service Allocation amounts for purposes of obtaining reimbursement revenues.

The Central Service Allocation amounts for the 2002 budget are based upon the 2002 Cost Allocation Plan. The 2002 Plan uses 2000 actual costs as its basis and includes a carryover provision for the difference between the 2000 Plan (which was based on 1998 actual costs) and 2000 actual costs. Reflecting the 2000 carryover in the 2002 budget increases charges to those departments that were undercharged in 2000 and reduces charges to those departments that were overcharged in 2000.

The Central Service Allocation for 2002 reflects the prorated cost for the following:

Organizational Name	Org. Number	2001 Budget	2002 Budget	2001/2002 Change
Department of Human Resources	1140	\$ 3,070,105	\$ 3,738,512	\$ 668,407
Department of Audit	1001	1,296,106	1,406,719	110,613
DOA-Procurement	1152	1,069,858	1,239,317	169,459
DOA-Accounts Payable	1159	787,446	770,173	(17,273)
County Treasurer	3090	490,717	454,946	(35,771)
DOA-Payroll	1187	761,020	871,448	110,428
Labor Relations	1135	429,915	465,142	35,227
County-Wide Audit		170,068	219,250	49,182
Carryover		1,048,547	1,775,464	726,917
DOA-Accounting	1158	676,995	896,530	219,535
DOA-Budget	1157	729,026	798,877	69,851
<b>TOTAL</b>		<b>\$ 10,529,803</b>	<b>\$ 12,636,378</b>	<b>\$ 2,106,575</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: CHARGES TO OTHER COUNTY ORGANIZATION UNITS**

**UNIT NO. 1935**

**FUND: General - 0001**

ALLOCATION SUMMARY				
		2001	2002	2001/2002
		<u>Budget</u>	<u>Budget</u>	<u>Change</u>
1000	County Board	\$ 48,335	\$ 61,755	\$ 13,420
1011	County Executive - General Office	14,474	16,900	2,426
1018	County Executive - Office for Persons w/Disabilities	6,573	8,911	2,338
1020	County Executive - Intergovernmental Relations	5,035	5,552	517
1021	County Executive - Veterans Service	7,407	10,774	3,367
1130	Corporation Counsel	22,849	28,325	5,476
1040	DOA - Disadvantaged Business Development	8,725	5,411	(3,314)
1150	DOA - Risk Management	40,139	33,298	(6,841)
1151	DOA - Administration and Fiscal Affairs	259,643	189,904	(69,739)
1160	DOA - Information Management Services	156,816	181,661	24,845
1180	DOA - Department of Economic Development	10,933	15,081	4,148
1190	DOA - Housing and Community Development	156,819	53,666	(103,153)
2000	Combined Court Related Operations	610,702	560,629	(50,073)
2430	Child Support Enforcement	217,144	256,918	39,774
3010	Election Commission	6,610	11,204	4,594
3270	County Clerk	16,463	18,509	2,046
3400	Register of Deeds	35,895	45,012	9,117
4000	Sheriff	961,230	1,257,970	296,740
4300	House of Correction	644,156	892,130	247,974
4500	District Attorney	193,321	258,771	65,450
4900	Medical Examiner	50,150	51,771	1,621
5040	DPW - Airport	265,517	352,210	86,693
5070	DPW - Transportation Services	18,666	70,513	51,847
5080	DPW - Professional Services	321,946	355,756	33,810
5100	DPW - Highway Maintenance	147,250	215,114	67,864
5300	DPW - Fleet Maintenance	214,413	305,294	90,881
5600	Milwaukee Transit/Paratransit	331,247	257,569	(73,678)
5700	DPW - Facilities Management*	404,302	395,619	(8,683)
5800	DPW - Administration	10,918	26,400	15,482
6300	DHS - Mental Health Division	1,336,886	1,692,456	355,570
7200	DOA - County Health Related Programs	202,259	302,567	100,308
7900	Department on Aging	264,622	448,220	183,598
8000	Department of Human Services	1,931,456	2,281,079	349,623
9000	Parks Department	1,192,427	1,417,684	225,257
9500	Zoo	407,580	546,134	138,554
9910	University Extension Service	6,895	5,611	(1,284)
	<b>Total Charges to Other Organizational Units</b>	<b>\$ 10,529,803</b>	<b>\$ 12,636,378</b>	<b>\$ 2,106,575</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** POTAWATOMI REVENUE ALLOCATION

**UNIT NO.** 1937  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Sections 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<u>Expenditures</u>			
Operating Budget Expenditures	\$ 1,390,000	\$ 2,365,000	\$ 3,357,936
Capital Budget Expenditures	1,850,000	875,000	350,000
<b>Total Potawatomi Expenditures</b>	<b>\$ 3,240,000</b>	<b>\$ 3,240,000</b>	<b>\$ 3,707,936</b>
<u>Revenues</u>			
Operating Budget Expenditures	\$ 1,390,000	\$ 2,365,000	\$ 3,357,936
Capital Budget Revenues	1,850,000	875,000	350,000
<b>Total Potawatomi Revenues</b>	<b>\$ 3,240,000</b>	<b>\$ 3,240,000</b>	<b>\$ 3,707,936</b>
<b>Property Tax Levy</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

The Intergovernmental Cooperation Agreement between the Forest County Potawatomi Community and the City and County of Milwaukee specifies that Milwaukee County will receive an annual payment of 1.5% of the Annual Class III Net Win at the Potawatomi Bingo Casino or \$3.24 million, whichever is greater. This annual payment is based on the Net Win at the Potawatomi Bingo Casino for each 12 month period beginning July 1, 1999.

Payment is made to the County on August 15 of each year for the immediately preceding 12 month period, beginning August 15, 2000.

The purpose of this non-departmental budget is to reflect the receipt of Potawatomi revenue to the County and identify the distribution of Potawatomi revenue in the 2002 budget.

<u>Org.</u>	<u>Operating Budget</u>	<u>Allocation</u>
1140	Youth Employment Program	\$ 322,704
	Milwaukee County Diversity Advancement, Retention and Recruitment Task Force	25,000
6300	AODA Voucher Treatment Services	1,000,000
7200	AIDS Resource Center Harm Reduction Program	100,000
	Milwaukee County Sports Authority	200,000
8000	Emergency Shelters	434,234
	Housing Coordinator Program	45,000
	Southeast Asian Access and Outreach Program	24,615
	Domestic Violence Counseling	15,000
	Developmental Disabilities: Respite Services	276,520
	Developmental Disabilities: Advocacy Services	156,043
	Developmental Disabilities: Recreation Services	242,318
	First Time Juvenile Offender Program	516,502
	<b>Subtotal Operating Budget</b>	<b>\$ 3,357,936</b>
<u>Project</u>	<u>Capital Budget</u>	
WP411	Parks Infrastructure Improvements	\$ 350,000
	<b>Subtotal Capital Budget</b>	<b>\$ 350,000</b>
	<b>Total Potawatomi Revenue Allocation</b>	<b>\$ 3,707,936</b>

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: POTAWATOMI REVENUE ALLOCATION

UNIT NO. 1937  
FUND: General - 0001

For 2002, Potawatomi Revenue is budgeted at a total of \$3,707,936, which is based on the monthly Class III Net Win at the Potawatomi Bingo Casino. The \$3,357,936 in Potawatomi revenues allocated to the 2002 Operating Budget are reflected in the 2002 Departmental Operating Budgets. The \$350,000 in Potawatomi revenues allocated to capital improvements are reflected in the 2002 Capital Improvements Budget. Following is a brief description of these operating and capital budget allocations of Potawatomi revenue:

### Operating Budget:

#### Department of Human Resources (Org. 1140)

\$322,704 – Milwaukee County Youth Employment Program

\$322,704 is allocated for the Youth Employment Program. This program helps provide meaningful work experience, career exposure and limited on-the-job training to those individuals who would otherwise be precluded from the program due to restrictive income requirements.

\$25,000 - Milwaukee County Diversity Advancement, Retention and Recruitment Task Force

\$25,000 is allocated for the Milwaukee County Diversity Advancement, Retention and Recruitment Task Force for the development of a Best Practices Guide, web site and related activities for use by corporate, public sector and university employees within Milwaukee County. The County Executive established the Task Force in 1999 to develop strategies to advance, retain and recruit professional and senior management people of color within the Metropolitan Milwaukee area. A number of recommendations have been made as the result of the Task Force's work. These recommendations are intended to improve the ability of corporations, universities and public sector employees to recruit, advance and retain a diverse executive and professional level workforce. The key recommendation is the development of a Best Practices Guide to be used by Metropolitan Milwaukee employers, development of a Best Practices web site, and planning the format for a semi-annual roundtable for Metropolitan Milwaukee's human resources professionals and others interested in a diverse workforce. Funding for

this work will be through the Greater Milwaukee Committee.

#### DHS – Mental Health Division (Org. 6300)

\$1,000,000 - AODA Voucher Treatment Services

\$1,000,000 is allocated for Alcohol and Other Drug Abuse (AODA) Voucher Treatment Services which will be administered by the DHS-Mental Health Division. This allocation is intended to help address continuing alcohol and drug abuse treatment needs in Milwaukee County.

#### DoA-County Health Related Programs Division (Org 7200)

\$100,000 - AIDS Resource Center Harm Reduction Program

\$100,000 is allocated for the AIDS Resource Center of Wisconsin's Harm Reduction Program, an educational/outreach effort to reduce HIV infection, and increase Hepatitis C Prevention and drug treatment for Milwaukee County drug users at highest risk of HIV and Hepatitis C infection. These funds help the Harm Reduction Program reach 75% of injection drug users (IDUs) in Milwaukee County.

\$200,000 - Milwaukee County Sports Authority

\$200,000 is allocated for the Milwaukee County Sports Authority. The Sports Authority, composed of seven members, reviews and recommends to the County Board funding for grant proposals from community organizations seeking to provide sports activities targeted toward at-risk youths, with an emphasis on ages 6-15, and females who may not have the opportunity to participate in and benefit from organized, aerobic sports (e.g., basketball, swimming, volleyball, etc.).

#### Department of Human Services (Org. 8000)

\$434,234 – Emergency Shelters

\$434,234 is allocated for Emergency Shelter services. A total of \$334,234 is allocated for various emergency homeless shelters and emergency domestic abuse shelters. Collectively, these various shelters will provide emergency shelter and outreach services, including approximately 30 beds available each night for 365 days per year. In addition, \$100,000 is allocated to support overflow shelter

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: POTAWATOMI REVENUE ALLOCATION

UNIT NO. 1937  
FUND: General - 0001

services and additional emergency shelter services within Milwaukee County.

## \$45,000 – Housing Coordinator Program

\$45,000 is allocated for a Housing Coordinator Program. Under this program, Housing Coordinator services are provided to the Department of Human Services - Adult Services Division staff and clients as well as persons in the community wanting information regarding the provision of affordable and accessible housing. Housing screening services are provided to persons referred from the Adult Services Division.

## \$24,615 – Southeast Asian Access and Outreach Program

\$24,615 is allocated for the Southeast Asian Access and Outreach Program, which provides service access and outreach to persons of Southeast Asian origin residing in Milwaukee County. Bilingual assistance is provided to establish linkages with Southeast Asian physicians to identify and educate persons of Southeast Asian origin with disabilities regarding available human services.

## \$15,000 – Domestic Violence Counseling

\$15,000 is provided for Domestic Violence Counseling services for males who have been involved in domestic violence situations. The appropriation will provide services to approximately 22 individuals.

## \$276,520 – Developmental Disabilities: Respite Services

\$276,520 is allocated for Respite Services for the families of adults, adult children and children with developmental disabilities. Respite services provide an alternative caregiver role for older or working parents of adults and children with developmental disabilities in need of periodic respite relief.

## \$156,043 – Developmental Disabilities: Advocacy Services

\$156,043 is allocated for Advocacy Services on behalf of persons with developmental disabilities.

Advocacy services will be provided to approximately 4,025 individuals.

## \$242,318 – Developmental Disabilities: Recreation Services

\$242,318 is allocated for Recreation Services that provide leisure time activities for adults, adult children, and children with developmental disabilities. Activities are held after school or work, on weekends or at summer camp programs. These activities also function as a form of respite for primary care givers. These services will be provided to approximately 234 clients.

## \$516,502 – First Time Juvenile Offender Program

\$516,502 is allocated for the First Time Juvenile Offender Program. Total expenditures for the program are \$1,994,481, funded with \$1,477,979 in State revenue and \$516,502 in County support. Potawatomi revenues allocated to this program will provide the County support. The First Time Offender Program provides services to non-violent first time offenders who, in lieu of prosecution, are pre-screened by the District Attorney's office or referred by a judge. Juveniles in the program are carefully monitored with special attention to school attendance and performance. Services available to address individual needs include academic support, mentoring, substance abuse treatment and youth and family counseling. These services are available through a network of neighborhood-based agencies that are certified to perform the services and routinely monitored for consistency and effectiveness.

## Capital Budget:

### \$350,000 - Parks Infrastructure Improvements (WP411)

\$350,000 is allocated as part of a total appropriation of \$2,000,000 for Parks Infrastructure Improvements in 2002. This allocation helps address high-priority infrastructure projects identified through the Parks Department's assessment process.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** APPROPRIATION FOR CONTINGENCIES

**UNIT NO.** 1945  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.60(5)(e) of the Wisconsin Statutes, the Director, Department of

Administration may transmit an estimate of funds required as an appropriation for contingencies.

<b>BUDGET SUMMARY</b>			
	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Appropriation for Contingencies	\$ 4,576,194	\$ 5,500,000	\$ 4,500,000

Contingency Appropriation Analysis

		<u>1999</u>	<u>2000</u>
Adopted Appropriations	\$	4,000,000	\$ 4,576,194
Transfers In		3,570,102	0
Transfer Out		<u>(3,914,027)</u>	<u>(3,893,919)</u>
Year-End Balance	\$	3,656,075	\$ 682,275

BUDGET COMPARED TO APPROPRIATION TRANSFERS

<u>Year</u>	<u>Adopted Budget</u>	<u>Appropriation Transfers Out</u>
1991	\$ 4,500,000	\$ 4,789,182
1992	3,000,000	2,048,829
1993	2,762,252	2,616,635
1994	4,000,000	1,115,141
1995	5,500,000	4,553,967
1996	2,897,880	891,795
1997	4,000,000	289,201
1998	4,250,000	2,500,000
1999	4,000,000	3,914,027
2000	4,576,194	3,893,919
2001	5,500,000	110,146 *
Mean (1991/2000)	\$ 3,948,633	\$ 2,661,270

\*Transfers out through September, 2001



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: EMPLOYEE FRINGE BENEFITS**

**UNIT NO. 1950**  
**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have management of the

business and concerns in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Health Benefits-Hospital, Professional, Major Medical & Dental	\$ 62,789,308	\$ 68,626,405	\$ 76,540,466	\$ 7,914,061
Employee Group Life Insurance	1,976,544	1,938,394	1,449,666	(488,728)
Annuity - County Mandatory Contribution	629,279	650,000	525,000	(125,000)
Retirement System Contribution-OBRA	229,359	250,094	274,972	24,878
Retirement System Contribution	0	3,087,789	0	(3,087,789)
Medicare Reimbursement to Retired Employees	2,847,228	2,752,582	3,320,970	568,388
Benefit Abatement	61,499,310	0	0	0
Health Benefits - Consultant Fees	78,746	180,000	183,833	3,833
Local Transportation (Transit Pass Program)	252,735	264,000	316,800	52,800
Other Contributions	0	350,000	350,000	0
<b>Total Expenditures</b>	<b>\$ 130,302,509</b>	<b>\$ 78,099,264</b>	<b>\$ 82,961,707</b>	<b>\$ 4,862,443</b>
Abatements	61,499,310	0	75,088,730	75,088,730
Revenue	4,802,178	4,918,082	7,872,977	2,954,895
<b>Property Tax Levy</b>	<b>\$ 64,001,021</b>	<b>\$ 73,181,182</b>	<b>\$ 0</b>	<b>\$ (73,181,182)</b>

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County's fringe benefits package is attractive to potential new recruits, and sufficient to retain existing employees.	a. Milwaukee County's benefits package as compared to those offered by other major public employers.	a. Milwaukee County's benefits package is at a level equal to those offered by other major public employers.
2.	The cost of the fringe benefits package provided by Milwaukee County is reasonable.	a. Milwaukee County's benefit plan cost increase in relationship to regional public employer average.	a. Limit benefit plan's annual fiscal increase to regional public employer average.

All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: EMPLOYEE FRINGE BENEFITS**

**UNIT NO. 1950**

**FUND: General - 0001**

**5403 - Health Benefits - Hospital, Professional, Major Medical and Dental Expense**

Increase \$7,914,061, from \$68,626,405 to \$76,540,466

This appropriation provides for the cost of the following health benefits:

	2001 <u>Budget</u>		2002 <u>Budget</u>		<u>Change</u>
Basic Health Benefits, Including Major Medical	\$ 31,724,865	\$	46,411,378	\$	14,686,513
Mental Health/Substance Abuse/EAP Carve-Out	1,060,000		1,218,382		158,382
Health Maintenance Organizations (HMO)	30,695,495		23,031,367		(7,664,128)
County Dental Plan	1,641,715		1,727,889		86,174
Dental Maintenance Organizations (DMO)	1,398,036		1,581,313		183,277
Administrative Expense	1,986,294		2,380,637		394,343
Employee Health Plan Waiver	120,000		189,500		69,500
Contributions * (Active, Retired, COBRA)	0		0		0
<b>Total Health Benefit Cost</b>	<b>\$ 68,626,405</b>	<b>\$</b>	<b>76,540,466</b>	<b>\$</b>	<b>7,914,061</b>

**\* Contributions (employee, retiree, COBRA, etc.) totaling \$7,766,577, which are now reflected as revenue, will partially offset the increase in this object for 2002.**

A five-year comparison of budget and actual experience for health insurance is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 41,787,208	\$ 47,253,946	(0.1)
1997	\$ 49,588,142	\$ 49,916,064	5.6
1998	\$ 47,549,358	\$ 50,339,991	0.8
1999	\$ 51,716,734	\$ 54,308,366	7.9
2000	\$ 61,023,804	\$ 62,789,308	15.6

Based on actuarial analysis of the County's self-insured plan, administered by WPS, premiums are projected to increase 14.3%. Rates for the Humana HMO increase 15% over the 2001 HMO rates. Plan design changes to prescription drug benefits and implementation of a disease management program in 2001 are projected to reduce annual WPS costs by more than \$2,000,000 over the long term. The full amount of savings anticipated in 2001, the first year the new program of savings is initiated, will not be realized due to settlement of the labor agreements at varying dates in the first half of the year. Disease management programs emphasize patient education, which is designed to encourage the desired behavior modification over a long period of time, resulting in long-term savings.

**5404 - Employee Group Life Insurance**

Decrease \$488,728, from \$1,938,394 to \$1,449,666

The group life insurance appropriation is based on the coverage amount, which in turn is based on employees' salaries. The RFP process conducted in 2001 for all employee benefits resulted in the retention of a new life insurance vendor at a reduced rate.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: EMPLOYEE FRINGE BENEFITS

UNIT NO. 1950  
FUND: General - 0001

A five-year comparison of budget and actual experience for group life insurance is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 1,475,934	\$ 1,552,132	14.3
1997	\$ 1,538,082	\$ 1,467,621	(5.4)
1998	\$ 1,597,324	\$ 1,334,750	(9.1)
1999	\$ 1,634,299	\$ 1,153,650	(13.6)
2000	\$ 1,680,495	\$ 1,976,544	71.3

## 5405 - Annuity - County Mandatory Contribution

Decrease \$125,000, from \$650,000 to \$525,000

The budget for the County's mandatory annuity contribution relates to eligible employees who have been members of the pension system prior to January 1, 1971, at the following rates:

- 8% of earnings for Deputy Sheriff
- 8% of earnings for Elected Officials
- 6% of earnings for Other Employees

A five-year comparison of budget-to-actual experience for the annuity contribution is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 1,750,000	\$ 838,843	(47.6)
1997	\$ 800,000	\$ 778,647	(7.2)
1998	\$ 781,875	\$ 745,087	(4.3)
1999	\$ 650,000	\$ 700,686	(6.0)
2000	\$ 650,000	\$ 629,279	(10.2)

## 5406 - Retirement System Contribution - OBRA

Increase of \$24,878, from \$250,094 to \$274,972

To differentiate the OBRA pension contribution from the Retirement System Contribution made for full-time County employees, the 2002 budget includes the OBRA contribution in a separate account. The 2001 OBRA contribution was \$250,094. For 2002, the contribution to the OBRA Retirement System is \$274,972.

**COUNTY EXECUTIVE'S 2002 BUDGET****DEPT: EMPLOYEE FRINGE BENEFITS****UNIT NO. 1950****FUND: General - 0001**

A five-year comparison of budget and actual experience for the Retirement System Contribution - OBRA is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 124,072	\$ 124,072	17.0
1997	\$ 167,688	\$ 167,688	35.2
1998	\$ 218,196	\$ 218,196	30.1
1999	\$ 209,152	\$ 209,152	(4.1)
2000	\$ 229,359	\$ 229,359	9.7

**5409 - Retirement System Contribution**

Decrease \$3,087,789, from \$3,087,789, to \$0

In 2001, the lump sum Retirement System Contribution was \$3,087,789. In 2002, the lump sum contribution is reduced to \$0 due to the Pension Board's adoption of a 20-year amortization period for funding unfunded liabilities, and revising the fund's long-term earnings assumption from 8.5% to 9%. Both revisions are actuarially sound. A 20-year amortization period for funding of pension liabilities is more common among pension systems than the County's prior policy of a 40-year amortization period, of which 34 years remained. Pension systems are, by design, intended to reflect long-term investment returns. A long-term earnings assumption of 9% is realistic in light of the fund's actual long-term experience. Over the past 20 years, which includes several market cycles, the pension fund's average actual rate of return was 12.77%.

A five-year comparison of budget-to-actual experience for the Retirement System Contribution is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 17,727,697	\$ 17,727,697	(5.8)
1997	\$ 12,331,126	\$ 12,331,126	(30.4)
1998	\$ 10,289,916	\$ 10,289,916	(16.6)
1999	\$ 2,265,102	\$ 2,265,101	(78.0)
2000	\$ 229,359	\$ 229,359	(89.9)

**5416 - Medicare Reimbursement to Retired Employees**

Increase \$568,388, from \$2,752,582 to \$3,320,970

This account provides for County payment of the Medicare Part B premium for 4,813 retired employees, including their eligible beneficiaries, over age 65, who retired with 15 or more years of pension-credited service or are on Disability Medicare. The actual cost of the premium will not be finalized by Congress until November. It is estimated that the 2002 rate will increase by 15% to \$57.50 per month.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: EMPLOYEE FRINGE BENEFITS**

**UNIT NO. 1950**  
**FUND: General - 0001**

A five-year comparison of budget-to-actual experience for Medicare reimbursement to retired employees is as follows:

<u>Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Actual % Change</u>
1996	\$ 2,871,540	\$ 2,418,707	4.9
1997	\$ 3,061,152	\$ 2,499,614	3.3
1998	\$ 2,693,275	\$ 2,484,181	(0.6)
1999	\$ 2,551,788	\$ 2,596,030	4.5
2000	\$ 2,765,082	\$ 2,847,228	9.7

**6148 - Health Benefits - Consultant Fees**

Increase \$3,833, from \$180,000 to \$183,833

An appropriation of \$183,833 is included to retain outside consultants to assist DHR staff in actuarial analysis, ad hoc reporting, requests for proposal, contract/rate negotiations, and implementation of major revisions to the Benefits Plan.

**6804 - Local Transportation (Transit Pass Program)**

Increase \$52,800, from \$264,000 to \$316,800

An appropriation of \$316,800 is included to cover the continuation of the County's corporate transit pass program. The County, as the employer, purchases quarterly passes for \$120 each, while the employee reimburses the County \$30 per quarter through payroll deduction. Approximately 2,200 bus passes were sold to County employees in 2000. Based on a modest increase in passengers and the increased cost of weekly bus passes, an appropriation of \$316,800 is included for 2002, partially offset by \$86,400 in revenue received from participating employees.

**8299 - Other Contributions**

No change from \$350,000

Costs associated with the County's obligation to United Regional Medical Services in the amount of \$350,000 for pension-related expenses from the closure of John L. Doyne Hospital are again included in this budget for 2002. These expenditures are partially offset by \$20,000 in anticipated revenue.

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$25,000	Benefits Actuarial Analysis & Reporting	Milliman & Robertson, Inc.
\$50,000	Benefits Professional/Technical Assistance	Health Care System Consultants, Inc.
\$42,500	Section 125 Plan Implementation	FlexBen Corporation
\$50,000	Large Claim Medical Audits	Rinzel & Associates

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** FEDERATED LIBRARY SYSTEM

**UNIT NO.** 1966  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Sections 59.03(1) and 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the

management of the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Federated Library System	\$ 66,666	\$ 66,654	\$ 66,641

The 2002 budget appropriation of \$66,641 is based upon Section 43.15(2)(b) of the Wisconsin Statutes which requires County support for library services at a level not lower than the average for the previous

three years. The amount is not designated for any specific purpose or special program. It is to be used by the Federated Library System to offset program costs which are determined to be priorities.

**MISSION**

The mission of the Milwaukee County Federated Library System (MCFLS) shall be to assume a leadership role in facilitating cooperation among its member libraries, improving access to and encouraging sharing of resources, promoting the most effective use of local, County, State and Federal funds and assisting member libraries in the utilization of current and evolving technologies to provide the highest possible level of library service to all residents of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County residents enjoy high level of library services.	a. Number of items accessible. b. Number of libraries accessible. c. Number of registered borrowers. d. Number of items circulated.	a. 4.4 million b. 27 c. 550,000 d. 7,400,000
2.	Milwaukee County library citizens utilize computer technology in order to access enhanced library services.	a. Number of electronic workstations available to users. b. Number of electronic searches conducted by users in library buildings. c. Number of electronic searches conducted by users from remote (non-library) locations (home, office, school, etc.).	a. 1,250 b. 4,577,200 c. 1,144,300

**BUDGET HIGHLIGHTS**

- A task force will be formed by the County Executive to study alternatives to the current organizational structure of the Milwaukee County Federated Library System. These should include modifications to the existing Federated Library System structure as well as

the potential to transfer the Federated Library System to Milwaukee County. The task force will begin work after approval of the 2002 budget by the County Board and will issue recommendations by mid-2002 so that any plan could be included in the 2003 budget.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY FUND FOR THE ARTS

**UNIT NO.** 1974  
**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.17 and 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the

management of the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Milwaukee County Fund for the Arts	\$ 525,000	\$ 550,000	\$ 550,000

**MISSION**

The Milwaukee County Fund for the Arts, through the Milwaukee County Cultural Artistic and Musical Programming Advisory Council (CAMPAC), allocates County property tax dollars to support and encourage cultural and artistic activities which have an important impact on the economic well-being and quality of life of the community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	The community has greater access to a full range of arts and cultural experiences through County funding that enhances management capacity and/or sustains artistic growth of arts organizations and artists.	a. Number of people attending performances and events of Milwaukee County Fund for the Arts funded agencies. b. Percent of agencies offering education and free programs.	a. Establish baseline. b. 100%.

On October 2, 1986, the County Board adopted resolutions (File Nos. 84-466 and 86-463) which specified that a non-departmental account be established for cultural programming to be administered by the County Board, with certain guidelines and criteria for awarding County arts funds. In addition, the County Cultural, Artistic and Musical Programming Advisory Council (CAMPAC) was created to advise the County Board, through the Committee on Parks, Recreation and Culture, with regard to the cultural, artistic and musical programming and endowment/grant components of County arts funding.

On November 9, 1989, the County Board adopted a resolution (File No. 88-631(a)(a)) which authorized and directed the Director of Parks, Recreation and Culture to have administrative authority and responsibility for all County cultural programs previously administered by the County Board. To effectuate this authority, the Appropriation for County Arts Funding was transferred from the non-departmental account, Milwaukee County Funds for the Arts (Org. Unit 1974), to the Parks Department (Org. Unit 9000) operating budget.

The 1991 adopted budget re-established a non-departmental appropriation for County arts funding (Org. 1974). The administrative authority, appropriation request and responsibility for County cultural programs, however, remained with the Parks Department.

On January 17, 1991, the County Board adopted a resolution (File No. 91-18(a)(a)) which authorized and awarded matching grants funds, rental subsidies, and Artistic Development Program allocations to eligible organizations and individuals. The Board also authorized the Director of Parks, Recreation and Culture to prepare contractual agreements with specific agencies for community cultural events and to enter into an agreement with the Milwaukee Foundation to administer Milwaukee County's performing and visual arts fund. Allocations of the cultural arts funds are recommended by the Milwaukee County Cultural, Artistic and Musical Programming Advisory Council (CAMPAC).

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY FUND FOR THE ARTS**

**UNIT NO. 1974**  
**FUND: General - 0001**

**I. Cultural, Artistic, and Musical Programming**

Under this program, Milwaukee County, through its administrative agent, the Milwaukee Foundation, will enter into contractual relationships with community organizations providing, either at a nominal charge or free to the public, specified cultural, artistic and musical performances, with priority given to those groups using County facilities.

**(1) Community Cultural Events Program**

Under this program category, Milwaukee County will, on an annual basis, determine the number and type of performances it desires to purchase through the solicitation of a Request for Proposals based on approved eligibility criteria and guidelines.

<b>Community Cultural Events Program</b>		
<u>Agency</u>	<u>2000 Allocations</u>	<u>2001 Allocations</u>
City Ballet	\$ 5,000	\$ 5,500
Ko-Thi Dance Company	7,000	7,500
Latino Arts, Inc. (Friends of the Hispanic Community)	6,000	7,000
Milwaukee High School Theater Festival	2,000	4,500
Milwaukee Inner City Arts Council	7,000	8,000
Milwaukee Public Theater	5,000	5,000
Walker's Point Center	0	4,000
Community Programming*	<u>40,000</u>	<u>33,000</u>
<b>TOTAL</b>	<b>\$ 72,000</b>	<b>\$ 74,500</b>

\* The 2000 and 2001 allocations were for programming at Washington and Humboldt Parks.

**II. Endowments and Grants**

Under this program, grants are awarded with the objective of promoting new and existing arts organizations. These grants are designed to help arts groups meet their operational and programming expenses.

**(1) Matching Grants Program**

This grant program provides a direct subsidy to professional performing arts organizations that meet established criteria.

<b>Matching Grants Program</b>		
<u>Expenditures</u>	<u>2000 Grants</u>	<u>2001 Grants</u>
Artist Series at the Pabst	\$ 10,309	\$ 10,554
Ballet Wisconsin	8,056	0
Bel Canto Chorus	8,076	10,349
Boulevard Ensemble	0	2,000
City Ballet	6,372	6,786
Civic Music Association	3,194	4,238
Concord Chamber Orchestra	1,250	1,563
Dance-Sing	5,871	5,277
Danceworks	7,090	7,195
First Stage Milwaukee	13,419	14,114
Florentine Opera Company	28,588	28,952
Foothold	1,291	1,936

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY FUND FOR THE ARTS**

**UNIT NO. 1974**

**FUND: General - 0001**

<b>Matching Grants Program</b>		
<u>Expenditures</u>	2000 <u>Grants</u>	2001 <u>Grants</u>
Ko-Thi Dance Company	\$ 10,868	\$ 11,011
Latino Arts (Friends of Hispanic Community)	10,102	10,126
Milwaukee Ballet	34,264	34,873
Milwaukee Chamber Orchestra	8,284	9,426
Milwaukee Chamber Theatre	12,420	13,504
Milwaukee Children's Theatre	4,705	4,427
Milwaukee Dance Theatre	5,680	3,988
Milwaukee Inner City Arts Council	4,377	4,832
Milwaukee Public Theatre	7,587	8,584
Milwaukee Repertory Theater	41,945	45,364
Milwaukee Symphony Orchestra	107,254	108,582
Milwaukee Youth Symphony	10,533	11,173
Modjeska Youth Theatre Company	0	1,500
Music in the Park	3,000	4,000
Musical Offering, Ltd.	0	1,500
Next Act Theater	11,020	10,839
Present Music	7,942	8,284
Renaissance Theatreworks	5,000	5,324
Skylight Opera Theater	18,736	18,988
Theater X	7,271	7,879
Walker's Point Theater for the Arts	4,051	6,077
Wild Space Dance Company	6,507	6,631
Woodland Pattern	9,863	9,294
<b>TOTAL</b>	<b>\$ 424,925</b>	<b>\$ 439,170</b>

Note: Matching Grant Program includes State regranting funds of \$17,431 for 2000 and \$16,670 for 2001.

(2) Artistic Development Program

Under this program, project grants and technical assistance are provided to individual artists and arts organizations which are not served by a major fund drive or a community organization which sponsors arts programs and is currently using criteria established by the Milwaukee Arts Foundation.

performing and visual arts fund under guidelines approved by the County Board of Supervisors.

<u>Expenditures</u>	2000 <u>Actual</u>	2001 <u>Allocated</u>
Milwaukee Foundation	\$35,000	\$38,000
Total Arts Funding*	\$542,431	\$566,670

\* Includes State regranting funds of \$17,431 for 2000 and \$16,670 for 2001.

<u>Expenditures</u>	2000 <u>Actual</u>	2001 <u>Allocated</u>
Individual Artists	\$10,000	\$15,000

**BUDGET HIGHLIGHTS**

III. Administrative Services

The County Board of Supervisors has entered into an agreement with the Milwaukee Foundation to administer Milwaukee County's

- Funding remains at the same level as the 2001 Budget.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** CAPITAL OUTLAY/DEPRECIATION CONTRA

**UNIT NO.** 1985

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Sections 59.17 and 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the

management of the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>	<u>2001/2002</u> <u>Change</u>
Expenditures	\$ (9,883,230)	\$ (11,822,186)	\$ (1,938,956)
Revenues	7,680,197	5,937,617	(1,742,580)
<b>Property Tax Levy</b>	<b>\$ (17,563,427)</b>	<b>\$ (17,759,803)</b>	<b>\$ (196,376)</b>

Proprietary Fund departments include Enterprise Fund departments (e.g., Mental Health Complex) and Internal Service Fund departments (e.g., DOA-Information Management Services). Budgeting for Proprietary Fund departments in accordance with Generally Accepted Accounting Principles (GAAP) requires that Proprietary Funds expense the cost of fixed assets over the life of the asset through depreciation. Prior to 1997, fixed assets were defined as buildings and equipment with a cost in excess of \$500. In 1997, the definitions regarding fixed assets changed. The per unit cost for non-computer equipment must exceed \$2,500 per unit and have a useful life greater than one year. Computer related equipment must exceed \$500 to be considered a fixed asset.

fixed assets, Proprietary Fund departments will reflect an appropriation for Capital Outlay - Fixed Assets but will also reflect an offsetting credit appropriation.

However, the cost of Capital Outlay for Fixed Assets for Proprietary Fund Departments should be included in the property tax levy. In order to achieve this, all capital outlay costs for Proprietary Fund Departments are included in this non-departmental budget. The costs for depreciation should not be included in the tax levy and, therefore, an offsetting contra for all Proprietary Fund Departments' depreciation costs is included in this non-departmental budget. This budgetary procedure has no County-wide tax levy impact.

Appropriations for Depreciation are included in Proprietary Fund departmental budgets while appropriations for Capital Outlay - Fixed Assets, the original cost for the fixed asset, are excluded from those budgets. To ensure proper budgeting in accordance with GAAP, yet also ensure that these departments retain control over the purchase of

The following table depicts the capital outlay by department for 2002 compared to 2001, the amount of depreciation in 2002 compared to 2001 and, finally, the combination of these two entries which determines the tax levy amount for this non-departmental budget.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA**

**UNIT NO. 1985**

**FUND: General - 0001**

Org.	Department Name	2001 Capital Outlay	2002 Capital Outlay	2001/2002 Change
1150	DOA-Risk Management	\$ 0	\$ 0	0
1160	DOA-IMSD	334,000	45,000	(289,000)
5040	DPW-Airport	1,853,000	295,200	(1,557,800)
5070	DPW-Transportation Services	56,800	52,054	(4,746)
5080	DPW-Arch. Eng. Environ. Services	45,700	6,000	(39,700)
5300	DPW-Fleet Management	10,000	44,000	34,000
5600	DPW-Transit/Paratransit	582,000	768,000	186,000
5700	DPW-Facilities Management	134,833	150,000	15,167
6300	DHS-Mental Health Division	103,887	127,858	23,971
<b>TOTAL</b>		<b>\$ 3,120,220</b>	<b>\$ 1,488,112</b>	<b>\$ (1,632,108)</b>

Org.	Department Name	2001 Depreciation Contra	2002 Depreciation Contra	2001/2002 Change
1150	DOA-Risk Management	\$ (20,158)	\$ (17,891)	2,267
1160	DOA-IMSD	(3,386,849)	(3,386,851)	(2)
5040	DPW-Airport	(6,407,627)	(6,019,617)	388,010
5070	DPW-Transportation Services	(21,816)	(24,310)	(2,494)
5080	DPW-Arch. Eng. Environ. Services	(56,171)	(52,461)	3,710
5300	DPW-Fleet Management	(3,101,046)	(2,977,608)	123,438
5600	DPW-Transit/Paratransit	(1,704,000)	(1,823,000)	(119,000)
5700	DPW-Facilities Management	(2,829,215)	(2,829,215)	0
6300	DHS-Mental Health Division	(1,664,631)	(1,029,163)	635,468
<b>TOTAL</b>		<b>\$ (19,191,513)</b>	<b>\$ (18,160,116)</b>	<b>\$ 1,031,397</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: CAPITAL OUTLAY/DEPRECIATION CONTRA**

**UNIT NO. 1985**

**FUND: General - 0001**

Fund Type:	Org.	Capital Outlay	Depreciation Contra	Net Total Contra
Internal Service	1150-DOA-Risk Management	\$ 0	\$ (17,891)	\$ (17,891)
Internal Service	1160-DOA-IMSD	45,000	(3,386,851)	(3,341,851)
Enterprise	5040-DPW-Airport	295,200	(6,019,617)	(5,724,417)
Internal Service	5070-DPW-Transportation Services	52,054	(24,310)	27,744
Internal Service	5080-DPW-Arch.Eng. Environ. Svs.	6,000	(52,461)	(46,461)
Internal Service	5300-DPW-Fleet Management	44,000	(2,977,608)	(2,933,608)
Enterprise	5600-DPW-Transit/Paratransit	768,000	(1,823,000)	(1,055,000)
Internal Service	5700-DPW-Facilities Mgmt.	150,000	(2,829,215)	(2,679,215)
Enterprise	6300-DHS-Mental Health Division	127,858	(1,029,163)	(901,305)
<b>SUBTOTAL</b>		<b>\$ 1,488,112</b>	<b>\$ (18,160,116)</b>	<b>\$ (16,672,004)</b>
Airport Capital Reserve Year-End Closing Entry*				(1,087,799)
<b>TOTAL TAX LEVY IMPACT</b>				<b>\$ (17,759,803)</b>

\* To accurately budget the effect of the Agreement between General Mitchell International Airport (GMIA) and the carriers serving GMIA, this non-departmental budget reflects the fact that the Airport Capital Reserve will be charged and the general fund balance will be credited for \$1,087,799 as a year-end closing entry for the year 2002. This entry includes \$4,347,245 for non-terminal depreciation and \$502,573 as a repayment to the Capital Improvement Reserve. These two entries are offset by contributions from reserves for \$295,200 for capitalized operating items and \$5,642,417 for principal on non-terminal GMIA and Lawrence J. Timmerman Airport debt, resulting in the net credit of \$1,087,799.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** PROPERTY TAXES

**UNIT NO.** 1900-1201

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.60 of the Wisconsin Statutes, property tax requirements are determined by estimating total expenditures and deducting the estimated amount of revenue from non-property tax sources and the amount of any surplus at the close of the prior fiscal year.

Section 59.605, Wisconsin Statutes, imposed a property tax rate limit on Wisconsin counties, effective August 12, 1993. Separate limits were imposed for operating levy rates and debt service

levy rates. Initially, the baseline for the rate limit was the 1992 actual tax rate adopted for 1993 budget purposes. The County may not exceed these operating and debt levy rate limits unless one or more specified conditions apply, as described in the statute. Section 59.605 also establishes specific penalties for failure to meet the limit requirements. Among the penalties for exceeding the limits are reductions in state shared revenues and transportation aids.

**BUDGET SUMMARY**

	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy	\$ 196,038,319	\$ 206,728,742	\$ 216,848,179

**STATISTICAL SUPPORTING DATA**

	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
<u>General County</u>			
Expenditures	\$ 1,060,098,046	\$ 1,085,606,541	\$ 25,508,495
Revenues	792,020,779	777,803,185	(14,217,594)
Bond Issues	61,348,525	90,955,177	29,606,652
General County Property Tax Levy	\$ 206,728,742	\$ 216,848,179	\$ 10,119,437

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** PROPERTY TAXES

**UNIT NO.** 1900-1201

**FUND:** General - 0001

**Summary of 2002 Adopted Tax Levy**

2002 Budget

Dept. No.	Department Description	2002 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>Legislative and Executive</u>					
1000	County Board	\$ 4,645,195	\$ 16,500	\$ 4,628,695	GEN
1001	Department of Audit	2,132,535	0	2,132,535	GEN
1011	County Executive-General Office	1,217,539	15,000	1,202,539	GEN
1018	County Exec-Persons w/Disabilities	557,197	25,000	532,197	GEN
1020	County Exec-Intergovern. Relations	547,453	0	547,453	GEN
1021	County Exec-Veteran's Services	254,329	13,000	241,329	GEN
	Total Legislative and Executive	\$ 9,354,248	\$ 69,500	\$ 9,284,748	
<u>Staff Agencies</u>					
1040	DOA-Disadvantaged Business	\$ 680,454	\$ 585,308	\$ 95,146	
1110	Civil Service Commission	64,793	0	64,793	GEN
1120	DOA-Personnel Review Board	138,086	0	138,086	GEN
1130	Corporation Counsel	2,072,660	125,000	1,947,660	GEN
1135	DOA-Labor Relations	474,722	0	474,722	GEN
1140	Department of Human Resources	4,486,509	1,355,257	3,131,252	GEN
1150	DOA-Risk Management	5,167,960	6,200,068	(1,032,108)	INTER
1151	DOA-Fiscal Affairs	3,333,289	306,000	3,027,289	GEN
1152	DOA-Procurement	942,431	0	942,431	GEN
1160	DOA-Information Mgt Services	18,582,801	512,360	18,070,441	INTER
1180	DOA-Economic Development	2,901,610	5,008,849	(2,107,239)	GEN
1190	DOA-Housing & Community Dev	14,831,870	15,173,700	(341,830)	GEN
	Total Staff Agencies	\$ 53,677,185	\$ 29,266,542	\$ 24,410,643	
<u>Sundry Appropriations</u>					
1900-					
1999	Non-Departmentals	\$ (27,853,981)	\$ 92,565,034	\$ (120,419,015)	GEN
<u>Courts and Judiciary</u>					
2000	Combined Court Related Services	\$ 34,211,830	\$ 10,673,286	\$ 23,538,544	GEN
2430	Child Support Enforcement	14,839,859	15,025,373	(185,514)	GEN
	Total Courts and Judiciary	\$ 49,051,689	\$ 25,698,659	\$ 23,353,030	

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: PROPERTY TAXES**

**UNIT NO. 1900-1201**

**FUND: General - 0001**

**Summary of 2002 Adopted Tax Levy**

Dept. No.	Department Description	2002 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>General Government</u>					
3010	Election Commission	\$ 752,763	\$ 60,250	\$ 692,513	GEN
3090	County Treasurer	952,737	1,930,200	(977,463)	GEN
3270	County Clerk	536,027	462,947	73,080	GEN
3400	Register of Deeds	2,409,044	3,906,760	(1,497,716)	GEN
	<b>Total General Government</b>	<b>\$ 4,650,571</b>	<b>\$ 6,360,157</b>	<b>\$ (1,709,586)</b>	
<u>Public Safety</u>					
4000	Sheriff	\$ 61,188,871	\$ 16,625,983	\$ 44,562,888	GEN
4300	House of Correction	38,843,122	10,156,601	28,686,521	GEN
4500	District Attorney	12,995,372	7,272,987	5,722,385	GEN
4900	Medical Examiner	3,274,757	953,340	2,321,417	GEN
	<b>Total Public Safety</b>	<b>\$ 116,302,122</b>	<b>\$ 35,008,911</b>	<b>\$ 81,293,211</b>	
<u>Public Works</u>					
5040	Airport Division	\$ 39,351,861	\$ 40,375,815	\$ (1,023,954)	ENTER
5070	Transportation Division	2,544,035	3,055,994	(511,959)	INTER
5080	Architect., Engineer. & Environ. Div.	7,339,513	6,878,146	461,367	INTER
5100	Highway Maintenance Division	14,153,567	13,818,905	334,662	GEN
5300	Fleet Management Division	11,133,156	11,570,786	(437,630)	INTER
5600	Milwaukee Cty Transit/Paratransit	96,611,514	76,205,334	20,406,180	ENTER
5700	Facilities Management Division	29,090,611	10,519,229	18,571,382	INTER
5800	Administration Division	\$ 712,675	\$ 131,468	\$ 581,207	GEN
	<b>Total Public Works</b>	<b>200,936,932</b>	<b>162,555,677</b>	<b>38,381,255</b>	
<u>Health and Human Services</u>					
6300	DHS-Mental Health Division	\$ 136,370,923	\$ 111,394,675	\$ 24,976,248	ENTER
7200	County Health Related Programs	60,868,894	34,243,709	26,625,185	GEN
7900	Department on Aging	80,637,041	78,419,564	2,217,477	GEN
8000	Department of Human Services	146,005,668	124,314,812	21,690,856	GEN
	<b>Total Health and Human Services</b>	<b>\$ 423,882,526</b>	<b>\$ 348,372,760</b>	<b>\$ 75,509,766</b>	

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: PROPERTY TAXES**

**UNIT NO. 1900-1201**

**FUND: General - 0001**

**Summary of 2002 Adopted Tax Levy**

Dept. No.	Department Description	2002 Budget			Type Fund**
		Expenditures	Revenues	Tax Levy	
<u>Parks, Recreation and Culture</u>					
9000	Parks Department	\$ 43,252,762	\$ 18,710,496	\$ 24,542,266	GEN
9500	Zoological Department	18,467,666	14,769,910	3,697,756	GEN
9700	Museum	4,138,750	0	4,138,750	GEN
9910	University Extension	378,707	137,052	241,655	GEN
	Total Parks, Recreation and Culture	\$ 66,237,885	\$ 33,617,458	\$ 32,620,427	
<u>Debt Service</u>					
9960	General County Debt Service	\$ 59,999,527	\$ 5,875,827	\$ 54,123,700	DEBT
	Total Debt Service	\$ 59,999,527	\$ 5,875,827	\$ 54,123,700	
<u>Capital Projects</u>					
1200-					
1876	Capital Improvements*	\$ 128,393,974	\$ 128,393,974	\$ 0	CAP
<u>Expendable Trust Accounts</u>					
0601	Office for Disabilities Trust Fund	\$ 2,500	\$ 2,500	\$ 0	TF
0701-					
0702	DHS-MHD Trust Funds	35,100	35,100	0	TF
0319-					
0329	Zoo Trust Funds	936,263	936,263	0	TF
	Total Expendable Trust Funds	\$ 973,863	\$ 973,863	\$ 0	
	Total County	\$ 1,085,606,541	\$ 868,758,362	\$ 216,848,179	

\* Revenues include \$39,449,947 in general obligation bonding, \$4,316,730 in general airport revenue bonds, \$32,541,191 in reimbursement revenue, \$48,125 in construction fund investment earnings, \$2,137,055 in sales tax revenues, \$556,426 in Zoo signage revenue, \$350,000 in Potawatomi revenues, \$47,188,500 in Passenger Facility Charge-Backed Bonds, \$1,740,000 in Passenger Facility Charge cash financing and \$66,000 in revenue from the Airport Capital Improvement Reserve.

\*\* Type of fund, according to generally accepted accounting principles (GAAP), includes the following:

Designation	Type of Fund
GEN	General Fund
INTER	Internal Service Fund
ENTER	Enterprise Fund
DEBT	Debt Service Fund
CAP	Capital Projects Fund
TF	Trust Fund

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: EARNINGS ON INVESTMENTS**

**UNIT NO. 1900-1850**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 66.0603(2) and 219.05 of the Wisconsin Statutes, a county has the authority to invest any of its funds not immediately needed in time deposits of a bank, credit union, trust company or savings and loan association, or in bonds or

securities issued or guaranteed as to principal and interest of the U.S. Government, Federal agency and instrumentality securities, highly rated corporate securities or repurchase agreements.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Earnings on Investments	\$ 9,973,337	\$ 8,200,000	\$ 7,275,000

STATISTICAL SUPPORTING DATA

Earnings on All Funds	\$ 11,821,937	\$ 10,100,000	\$ 9,175,000
Earnings on Trust Funds, Reserves and Other Deferred Interest Liabilities	(1,716,092)	(1,625,000)	(1,625,000)
Earnings on Proprietary Fund Bonds Allocated to the Capital Fund and Debt Service Fund	<u>(132,508)</u>	<u>(275,000)</u>	<u>(275,000)</u>
General Fund Earnings	\$ 9,973,337	\$ 8,200,000	\$ 7,275,000

For the 2002 budget, an average investment balance of approximately \$188.0 million at an average interest rate of 4.88 percent will result in \$7,275,000 of net investment earnings available to the general fund. The interest rate for the 2002 budget is projected to be lower than the 2001 budgeted rate of 6.15 percent. The average balance available for investment is expected to increase from the 2001 budgeted amount of \$164.3 to \$188.0 million. The year-end 2000 average balance available for investments was approximately \$126.0 million. This increase is primarily due to a stable average balance for bond proceeds.

Construction fund earnings on unspent bond proceeds for proprietary fund departments are recorded directly in the capital projects fund. These investment earnings are used to offset capitalized

interest expense for projects which are under construction. Investment earnings on bonds which have lapsed to the sinking fund are recorded in the debt service fund.

Projected earnings of \$275,000 on unexpended bond proceeds for proprietary fund departments or restricted general fund projects are anticipated for 2002. These earnings are reflected as revenues recorded directly in the capital projects fund. Earnings on trust funds, reserves and other deferred interest liabilities include trust funds for the Airport, Zoo, Office for Persons with Disabilities, Federated Library System, Art Museum, Friends of Boerner, Law Enforcement Block Grant, Wolcott Memorial and HUD-Rent Assistance. Those earnings are estimated at \$1,625,000 for 2002.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** STATE SHARED TAXES

**UNIT NO.** 1900-2201

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Chapter 79 of the Wisconsin Statutes, the State apportions Shared Revenues to counties on the basis of population, equalized property values, the relative ranking of local purpose

revenues, and the value of utility property (at 3 mils times the equalized value for incorporated areas within the county).

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
State Shared Taxes	\$ 36,953,072	\$ 38,419,023	\$ 39,195,537

<u>STATISTICAL SUPPORTING DATA</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Aidable Revenues	\$ 64,709,971	\$ 66,917,699	\$ 62,682,742
Utility Payment	884,265	866,565	843,075
County Mandate Relief	3,765,901	3,733,689	3,650,259
Maximum - Minimum Adjustment (\$79.06)	<u>(12,305,765)</u>	<u>(12,997,630)</u>	<u>(7,879,239)</u>
Subtotal State Shared Taxes	\$ 57,054,372	\$ 58,520,323	\$ 59,296,837
State Child Welfare Reallocation	<u>(20,101,300)</u>	<u>(20,101,300)</u>	<u>(20,101,300)</u>
Total State Shared Taxes	\$ 36,953,072	\$ 38,419,023	\$ 39,195,537
<b>Increase over 2001</b>			<b>\$ 776,514</b>

**Aidable Revenues Component**

Aidable revenues is the dominant component of the shared revenue program. The aidable revenues formula is based on the principle of tax base equalization and allocates State aid to counties and municipalities to offset variances in taxable property wealth. Entitlements are calculated using two factors: 1) per capita property wealth; and 2) net local revenue effort. The lower a local government's per capita property wealth and the higher its net revenue effort, the greater is the local government's aidable revenues entitlement. Per capita property wealth equals the local government's adjusted property value divided by its population. A local government's adjusted property value is comprised of the equalized value of all taxable property plus the value of tax-exempt computers. Also, the value of manufacturing real estate is excluded for municipalities, but not for counties.

**Public Utility Component**

The public utility component compensates local governments for costs they incur in providing services to public utilities. These costs cannot be directly recouped through property taxation since

utilities are exempt from local taxation and, instead, are taxed by the State.

Payments to cities and villages are computed at a rate of six mils (\$6 per \$1,000 of net book value), while payments to towns are computed at a rate of three mils. Payments to counties are computed at three mils if the property is located in a city or village or at six mils if the property is located in a town.

**County Mandate Relief Component**

County Mandate Relief revenues are allocated to individual counties on a per capita basis. Utility payments are calculated based on 3 mils multiplied by the value of eligible utility property. The balance of Shared Revenues for aidable revenues are distributed to governmental units based on an iterative formula which considers a number of factors, including equalized property values, utility property values, taxing effort and user fee collections.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: STATE SHARED TAXES

UNIT NO. 1900-2201  
FUND: General - 0001

## Minimum Guarantee/Maximum Growth Component

Minimum Guarantee/Maximum Growth Components serve to prevent large decreases or increases in payments from occurring in a short period of time. The minimum guarantee ensures that a local government receives a shared revenue payment that is equal to at least 95 percent of the prior year's payment. The maximum growth limit is set at a level that generates the exact amount needed for minimum guarantee payments. For the 2001 State Shared Revenue estimated amount, which is the most recent information available, the growth limit was 2.9 percent for municipalities and 2.9 percent for counties.

The Wisconsin Department of Revenue's estimate of State Shared Revenue (State Shared Taxes) for

Milwaukee County for 2002 totals \$39,195,537. This is a \$776,514 increase over 2001.

## State Child Welfare Reallocation

Beginning in 1999, in accordance with Wisconsin State Statute 48.561(3), the Wisconsin Department of Administration reallocates \$20,101,300 in State Shared Revenue to the State's Child Welfare Program to be used to defray State administrative costs for the program. Previously, this allocation was taken from Community Aids revenue in the Department of Human Services and DHS-Mental Health Division budgets. The 2002 Budget has been modified to reflect the reallocation.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** STATE EXEMPT COMPUTER AID

**UNIT NO.** 1900-2202

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to 1997 Wisconsin Act 237 (The Act), business computers are exempt from being subject to property taxes, beginning with the 1999 property

tax levy collected in 2000. The Act also provided for a State aid payment to offset the loss of taxable property from the exemption.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
State Exempt Computer Aid	\$ 3,558,715	\$ 3,902,952	\$ 3,894,624

Based on the current formula provided by the Wisconsin Department of Revenue, Milwaukee County will receive \$3,894,624 in revenue in 2002 to compensate for the exemption of business computers from the property tax rolls. The annual

payment is based on the equalized value of the exempt computers, the Milwaukee County equalized value (excluding tax incremental districts) and the property tax levy.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY SALES TAX REVENUE

**UNIT NO.** 1900-2903

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 77.70 of the Wisconsin Statutes, counties may enact a 0.5 percent sales and use tax. The tax is typically

imposed on the same goods and services as the State's 5.0 percent sales tax.

<b>BUDGET SUMMARY</b>						
	<u>1999 Actual</u>	<u>2000 Actual</u>	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
County Sales Tax Collections	\$ 55,677,724	\$ 56,040,885	\$ 53,590,000	\$ 57,233,900	\$ 58,621,600	\$ 1,387,700

**STATISTICAL SUPPORTING DATA**

Estimated County Sales Tax Collections,

	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Excluding Retailer's Discount	\$ 57,053,885	\$ 58,253,400	\$ 59,665,750
State Administrative Fee	(1,013,000)	(1,019,500)	(1,044,150)
Milwaukee County Sales Tax Collections	\$ 56,040,885	\$ 57,233,900	\$ 58,621,600
County Sales Tax Allocated to Capital Improvements	(269,198)	(1,110,200)	(2,137,055)
Net County Sales Tax Revenue Available for Debt Service Expenses	\$ 55,771,687	\$ 56,123,700	\$ 56,484,545

On April 1, 1991, Milwaukee County retailers began collecting a 0.5 percent county sales and use tax. Generally, items which are currently subject to the State's 5.0 percent sales tax are subject to the county sales and use tax in counties that have enacted the tax. Milwaukee County is currently one of 55 counties in the State of Wisconsin which relies on the sales tax to fund services formerly financed by local property taxes. The county sales and use tax is administered and collected by the Wisconsin Department of Revenue. The 2002 budgeted amount reflects the 1.75 percent state administrative fee.

Section 22.04, Milwaukee County Ordinances, currently requires that sales tax revenue be used to pay tax-supported debt service costs. Surplus revenues not needed for debt service payments are required to be used to directly finance capital improvements.

The 2002 budget projects growth of approximately 2.42 percent in budgeted sales tax receipts, which represents an increase of approximately 4.6 percent over the 2000 actual of \$56,040,885. Projected revenues for 2002 total \$58,621,600.

For the 2002 budget, projected sales tax collections exceed debt service costs by \$4,497,900. Budgeted sales tax revenues of \$2,137,055 have been allocated to finance 2002 capital improvement projects, with \$2,360,845 to remain in the Sales Tax Revenue budget. For 2002, a change to Section 22.04, Milwaukee County Ordinances is recommended to allow sales tax revenues that exceed debt service costs to be used for general county purposes. This change is being recommended to allow greater flexibility in the use of this revenue and to recognize the reality that, when actual sales tax revenue received during a given year exceeds budgeted projections, the uncommitted balance goes into the general fund and is used in calculating the following year's tax levy.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** EXCESS POWER PLANT REVENUE

**UNIT NO.** 1900-4904

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board may represent the County and have the management of

the business and concerns of the County in all cases where no other provision is made.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Excess Power Plant Revenue	\$ 0	\$ 1,307,185	\$ 0

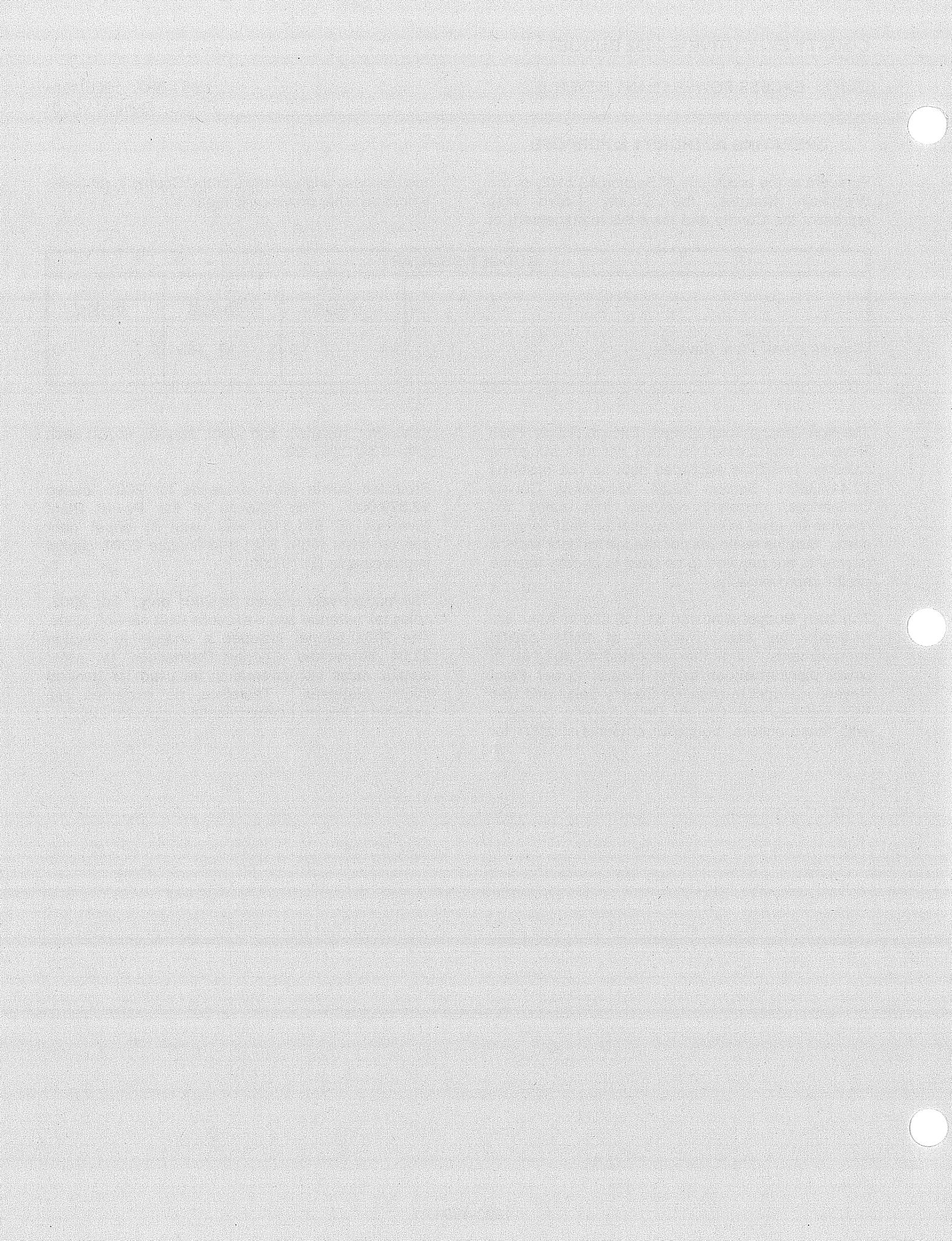
The non-departmental budget, Excess Power Plant Revenue, was created for 2001 because budgeted sales tax revenues exceeded debt service costs by \$2,417,385. Section 22.04, Milwaukee County Ordinances, currently requires that sales tax revenue be used to pay tax-supported debt services costs. Surplus revenues not needed for debt service payments are required to be used to directly finance capital improvements.

The 2001 Budget allocated \$1,110,200 in sales tax revenues for cash financing of 2001 capital improvements. It further allocated \$1,307,185 in power plant revenues to the Excess Power Plant Revenue budget to align the County Sales and Use Tax and General County Debt Service budgets. With these actions, budgeted amounts in 2001 for

sales tax revenue and debt service costs each totaled \$56,123,700.

Projected power plant proceeds for 2001 totaled \$2,879,000. The balance of the Power Plant revenues (\$1,571,815) was used to offset debt service costs (\$692,815) and finance 2001 capital improvements (\$879,000).

This budget was created for 2001 only. For 2002, sales tax revenue again exceeds debt service costs. The 2002 budget includes a change to Section 22.04 Milwaukee County Ordinances to allow surplus sales tax revenue to be used for general county purposes. Therefore, no revenues are included in this non-departmental budget for 2002.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** SURPLUS (OR DEFICIT) FROM PRIOR YEAR

**UNIT NO.** 1900-4970

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.60(3m) of the Wisconsin Statutes, every accounting and budgeting procedure applied under this section shall comply with

generally accepted accounting principles for government, as promulgated by the Governmental Accounting Standards Board.

<b>BUDGET SUMMARY</b>				
	<u>2000 Budget</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
Surplus (Deficit) From Two Years Prior to Year Budgeted	\$ 3,354,570	\$ 4,193,154	\$ 3,305,410	\$ (887,744)

**SURPLUS CALCULATION**

2000 Expenditures and Encumbrances

Expenditure Appropriation	\$ 1,242,757,071
Less: Actual Expenditures and Encumbrances	(1,123,587,921)
Appropriation Carryover to 2000	(138,964,012)
Available Appropriation, December 31, 1999	\$ (19,794,862)

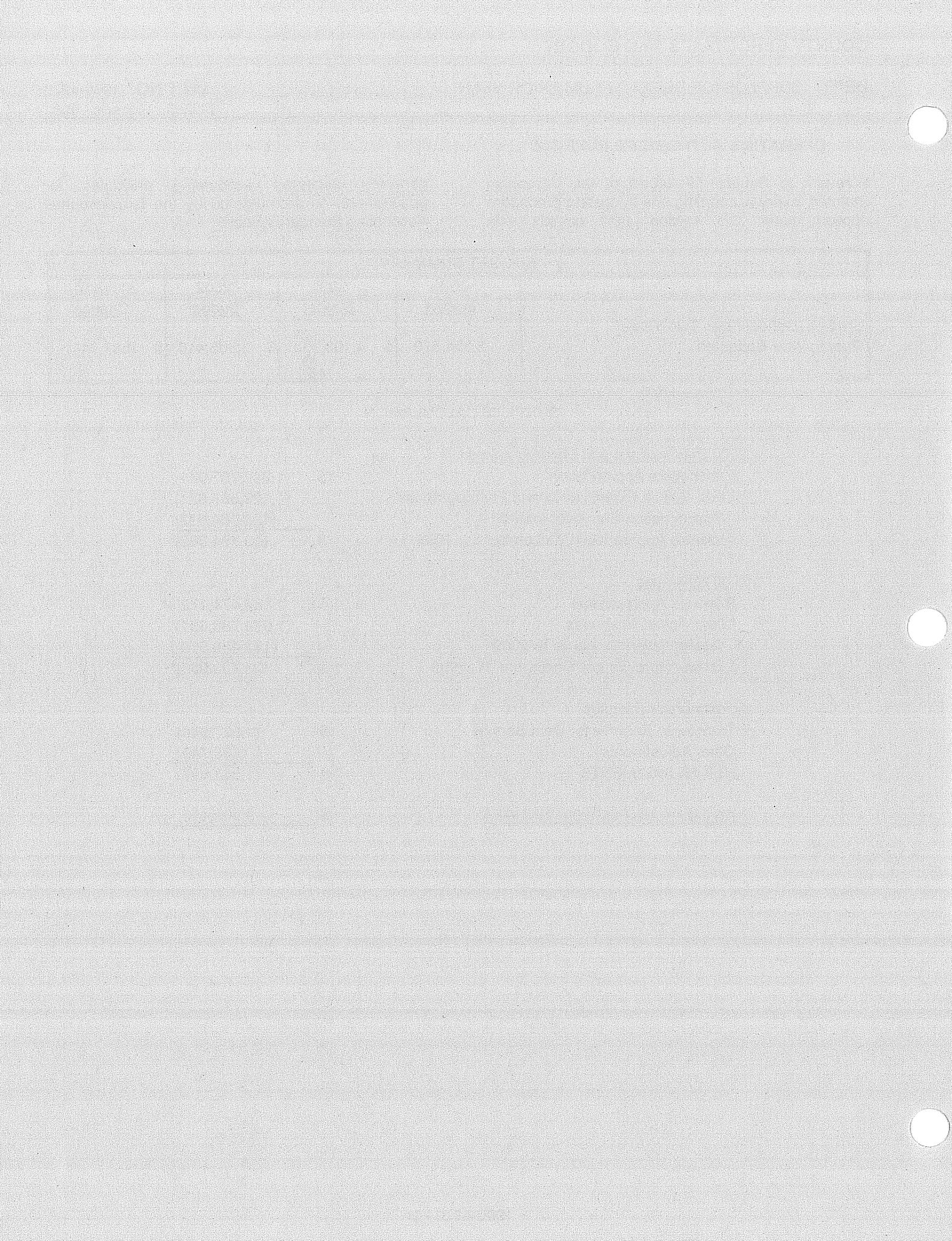
2000 Revenues

Revenue Appropriation	\$ 1,182,474,172
Less: Actual Revenues	(1,074,788,631)
Appropriation Carryover to 2000	(132,469,510)
Excess Appropriation, December 31, 1999	\$ (24,783,969)

Adjustments to Surplus

Transfer to Reserve for Debt Service	\$ (1,527,948)
Other Adjustments	(155,749)
<b>NET ADJUSTMENTS</b>	\$ (1,683,697)

<u><b>2000 SURPLUS FOR 2002 BUDGET</b></u>	<u><b>\$ 3,305,410</b></u>
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**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** OTHER MISCELLANEOUS REVENUE

**UNIT NO.** 1900-4999

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.60 of the Wisconsin Statutes regarding submission of annual budget estimates,

an estimate of revenue from all other sources is included in the budget.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Other Miscellaneous Revenue	\$ 18,546	\$ 353,000	\$ 508,574

Miscellaneous revenue for the last five years is summarized in the following table.

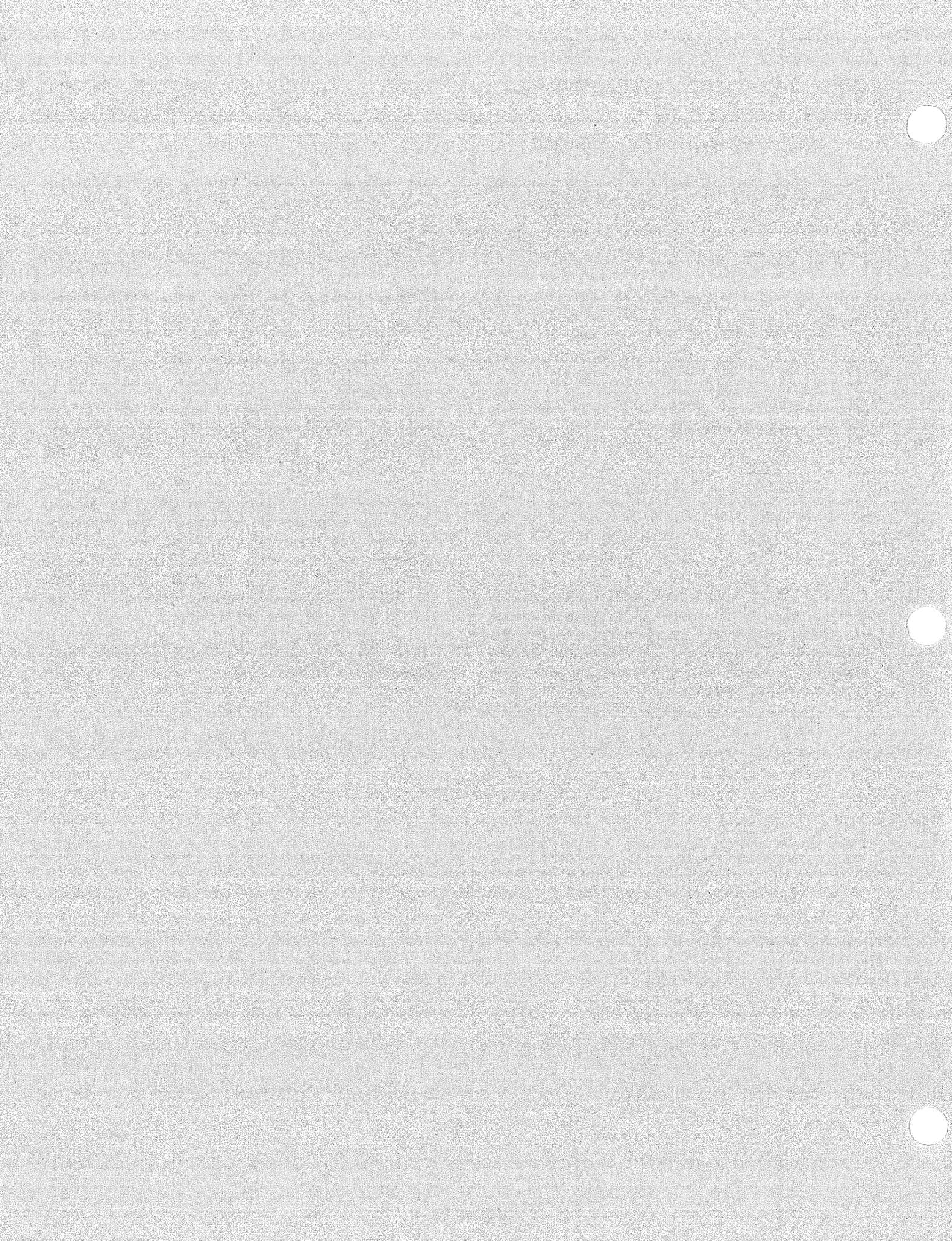
<u>Year</u>	<u>Revenue</u>
1996	\$3,182,122
1997	570,181
1998	751,969
1999	61,079
2000	18,546

Typically, the miscellaneous revenue account is used to record extraordinary County revenues which are not attributable to County departmental operations or major non-departmental revenue accounts. In 2001, \$353,000 was budgeted in this account for uncashed checks.

The 2002 budget of \$508,574 includes \$65,000 from the cancellation of uncashed County checks and \$443,574 from the lease of billboards on the Zoological grounds.

The total amount budgeted in 2002 for leasing Zoological billboards is \$1 million. The difference between the total amount budgeted for Other Miscellaneous Revenue (\$443,574) and the \$1 million billboard leasing revenue is \$556,426. This balance will be used to offset capital costs in the 2002 Capital Improvements Budget.

There are no tax incremental financing district (TID) closures expected for 2002.



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000  
FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

### Family Court Commissioner Division

The Division of the Family Court Commissioner was created pursuant to Section 767.13(2) of the Wisconsin Statutes and is the legal extension of the Family Court Branch of the Circuit Court. The general purpose of this division is to conduct formal hearings in matters relating to marriage and actions affecting the family pursuant to Chapters 765 and 767 of the Wisconsin Statutes. It includes the Family Court Mediation Services Unit.

### Register in Probate Division

Pursuant to Wisconsin Statutes, the Register in Probate maintains the records and files of all probate proceedings; receives payments of statutory fees; performs administrative services and ministerial duties in connection with mental commitment proceedings (Chapter 51), protective placement proceedings (Chapter 55), will proceedings, contests of claims and other probate proceedings; performs administrative duties directed by the judges designated to hear probate proceedings; reviews documents and makes determinations required for informal administration of estates (Chapter 865); and exercises the powers and duties of a probate court commissioner when designated to do so by a judge assigned probate jurisdiction.

In addition, the 1985 Supreme Court decision in *State ex rel. Watts v. Combined Community Services*, 122 Wis. 2d 65, requires an annual court review of every existing protective placement case to protect the constitutional rights of persons under protective placement. The costs associated with such proceedings and other operating expenses not

expressly assumed by the State are obligations of Milwaukee County [Sections 753.19 and Sections 753.016(4), Wisconsin Statutes. and *Romosco v. Milwaukee*, 108 Wis. 2d 32 (1982)].

### County Funded State Court Services Division

Pursuant to Section 8, Article VII, Wisconsin Constitution, and Section 753.03, Wisconsin Statutes, the State Circuit Courts have original jurisdiction in all civil, juvenile and criminal matters. They also conduct administrative reviews. Milwaukee County comprises the First Judicial Administrative District of the State court system and has 47 judges.

Pursuant to Wisconsin Statutes, the Clerk of Circuit Court maintains the records, books and files of the Circuit Courts – Civil, Family, Criminal and Children's Divisions; collects fees and costs prescribed by law; certifies copies of judgments or other papers or records; receives and disburses payment of trust, bail or other funds pursuant to court orders; invests funds and has custody of securities held for the benefit of minors, as ordered by the Court; furnishes attorneys with legal papers; prepares the daily court calendar; processes termination of parental rights proceedings, agency adoptions and documents filed in all adoption proceedings (Chapters 48 and 882) and processes all cases. Pursuant to Chapter 100 of the Milwaukee County Ordinances and the rules of the County Board of Judges, the Clerk of Circuit Court is also Director of Court Services. Eligible jurors for the County funded state court system are summoned by the Clerk of Circuit Court.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000  
FUND: General - 0001

BUDGET SUMMARY				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 15,914,269	\$ 16,576,920	\$ 18,403,644	\$ 1,826,724
Services	6,999,000	8,329,326	8,850,567	521,241
Commodities	344,495	324,754	300,195	(24,559)
Other Charges	2,187,602	0	0	0
Capital Outlays	132,902	35,505	7,816	(27,689)
County Service Charges	12,761,362	14,752,115	16,347,045	1,594,930
Abatements	(8,031,186)	(9,325,140)	(9,697,437)	(372,297)
<b>Total Expenditures</b>	<b>\$ 30,308,444</b>	<b>\$ 30,693,480</b>	<b>\$ 34,211,830</b>	<b>\$ 3,518,350</b>
State & Federal Revenue	6,304,291	6,480,738	6,789,935	309,197
Other Revenue	4,426,318	4,330,063	3,883,351	(446,712)
<b>Total Revenues</b>	<b>\$ 10,730,609</b>	<b>\$ 10,810,801</b>	<b>\$ 10,673,286</b>	<b>\$ (137,515)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 19,577,835</b>	<b>\$ 19,882,679</b>	<b>\$ 23,538,544</b>	<b>\$ 3,655,865</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 458,844	\$ 610,702	\$ 560,629	\$ (50,073)
Courthouse Space Rental	4,433,232	5,886,577	5,762,544	(124,033)
Document Services	188,222	181,516	148,920	(32,596)
Tech Support & Infrastructure	537,729	516,431	303,889	(212,542)
Distribution Services	38,167	54,966	48,668	(6,298)
Telecommunications	133,795	134,171	142,624	8,453
Record Center	215,596	167,399	311,522	144,123
Radio	0	0	0	0
Personal Computer Charges	112,737	131,000	130,000	(1,000)
Applications Charges	0	151,276	122,512	(28,764)
<b>Total Charges</b>	<b>\$ 6,118,322</b>	<b>\$ 7,834,038</b>	<b>\$ 7,531,308</b>	<b>\$ (302,730)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 19,577,835</b>	<b>\$ 19,882,679</b>	<b>\$ 23,538,544</b>	<b>\$ 3,655,865</b>
<b>Total Property Tax Levy</b>	<b>\$ 25,696,157</b>	<b>\$ 27,716,717</b>	<b>\$ 31,069,852</b>	<b>\$ 3,353,135</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COMBINED COURT RELATED OPERATIONS

**UNIT NO.** 2000  
**FUND:** General - 0001

**MISSION**

The mission of Combined Court Related Operations is to provide circuit courts, attorneys, persons proceeding without an attorney and all other persons involved in circuit court proceedings or other functions of the circuit courts with courteous, proficient and professional services which facilitate the operations of the circuit court system.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Persons involved in functions of the Milwaukee County circuit courts receive proficient and timely services.	a. Percent of court generated orders and documents processed within statutory guidelines. b. Percent of cases processed within adopted policy guidelines.	a. 95%. b. 95%.
2.	Court users receive courteous services.	a. Percent of customers satisfied	a. Establish baselines.

<b>ORGANIZATIONAL COST SUMMARY</b>					
<b>DIVISION</b>		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Family Court Commissioner	Expenditure	\$ 2,673,163	\$ 2,665,434	\$ 3,154,685	\$ 489,251
	Abatement	1,750,233	1,393,363	1,923,544	530,181
	Revenue	256,016	330,123	339,161	9,038
	Tax Levy	\$ 666,914	\$ 941,948	\$ 891,980	\$ (49,968)
Register in Probate	Expenditure	\$ 1,846,866	\$ 1,907,363	\$ 2,107,730	\$ 200,367
	Abatement	238,493	312,590	311,347	(1,243)
	Revenue	498,214	524,810	516,110	(8,700)
	Tax Levy	\$ 1,110,159	\$ 1,069,963	\$ 1,280,273	\$ 210,310
County Funded State Court Services	Expenditure	\$ 33,819,601	\$ 35,445,823	\$ 38,646,852	\$ 3,201,029
	Abatement	6,042,460	7,619,187	7,462,546	(156,641)
	Revenue	9,976,379	9,955,868	9,818,015	(137,853)
	Tax Levy	\$ 17,800,762	\$ 17,870,768	\$ 21,366,291	\$ 3,495,523

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 15,914,269	\$ 16,576,920	\$ 18,403,644	\$ 1,826,724
Position Equivalent (Funded)*	306.6	324.4	322.4	(2.0)
% of Gross Wages Funded	96.2	96.2	96.2	0.0
Overtime (Dollars)**	\$ 215,345	\$ 88,008	\$ 200,004	\$ 111,996
Overtime (Equivalent to Positions)	5.6	2.3	5.2	2.9

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COMBINED COURT RELATED OPERATIONS**

**UNIT NO. 2000**  
**FUND: General - 0001**

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Court Reporter-State	Abolish	1/100%	Co Funded State Courts	\$ (64,886)
Intake Court Coordinator	Abolish	1/100%	Co Funded State Courts	(80,844)
Legal Research Intern	Abolish	9/100%	Co Funded State Courts	(360,472)
Dpty Clerk Courts/Judicial Asst	Abolish	1/50%	Co Funded State Courts	(25,676)
Asst Family Crt Commissioner	Create	1/100%	Family Ct Commissioner	116,959
			<b>TOTAL</b>	<b>\$ (414,919)</b>

<b>TOTAL COMBINED COURT RELATED OPERATIONS REVENUES</b>				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Licenses & Permits	\$ 116,140	\$ 121,500	\$ 121,500	\$ 0
Fines and Forfeitures	978,814	903,000	502,250	(400,750)
Interest Income	449,234	350,000	315,000	(35,000)
State Grants & Reimbursements				0
Reimbursement for Court Reporters	448,838	452,000	453,000	1,000
Court Support Grant	3,725,570	3,810,334	3,660,289	(150,045)
Guardian ad litem Fees	1,054,918	1,085,145	1,026,070	(59,075)
Permanency Plan Review	0	0	269,045	269,045
Interpreter Expenses	60,487	76,000	96,000	20,000
Other Misc. State Grants & Reimburse.	104,983	20,200	21,394	1,194
Federal Grants & Reimbursement	909,495	1,037,059	1,264,137	227,078
Court Fees and Revenue	2,646,770	2,702,913	2,645,713	(57,200)
Record & Filing Fees	157,662	173,000	165,200	(7,800)
Other Revenue	77,698	79,650	133,688	54,038
<b>Total Revenue</b>	<b>\$ 10,730,609</b>	<b>\$ 10,810,801</b>	<b>\$ 10,673,286</b>	<b>\$ (137,515)</b>

**DEPARTMENT DESCRIPTION**

The Department of Combined Court Related Operations includes the following three divisions: Family Court Commissioner, Register of Probate and County Funded State Court Services.

The **Family Court Commissioner Division** has three sections, the General Office Unit, Child Support Enforcement Unit and Family Court Mediation Services Unit.

The *General Office Unit* conducts hearings for the family matters of separation, divorce, and domestic abuse cases. This unit also provides clerical support for these activities. A total of 11.5 professional and clerical positions are authorized to provide these services. A portion of these salaries

are internally charged to the Child Support Enforcement unit for services provided to that unit.

The *Child Support Enforcement Unit* provides support to Child Support Enforcement in coordination with the County Funded State Court Services and the Family Courts. This unit conducts the paternity hearings and monitors the job search task for those individuals liable for child support. This section has 18 authorized full-time positions: seven Assistant Family Court Commissioner positions and eleven clerical positions. It also receives staff support from the General Office.

The *Family Court Mediation Services Unit* was created in 1989 to provide mediation services and custody studies for the Family Courts as mandated

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: COMBINED COURT RELATED OPERATIONS

UNIT NO. 2000  
FUND: General - 0001

by Section 767.11, Wisconsin Statutes. The authorized staff includes the Director of Family Court Counseling Service, a Clerical Specialist (Courts) and an Administrative Assistant (NR) to provide referrals to private providers of custody studies and mediation services and to administer the contracts with these providers. Costs of mediation and custody studies are funded by user fees, filing fees and from a portion of the fee for the sale of marriage licenses.

The **Register in Probate Division** has two sections, the Probate Administration Unit and Probate Court Support Unit.

The *Probate Administration Unit* provides administrative services for the probate system. It maintains all wills deposited for safekeeping or filed for probate, all probate records of estates, trusts, guardianships of persons and estates, conservatorship, protective placements and involuntary commitments; provides information on probate procedures, practices and the status of pending probate proceedings; verifies disbursements and assets in guardianship accounts; collects probate filing fees; issues certified copies of probate records; microfilms probate records and processes originals for destruction; provides the mechanism and direct public services for informal administration of estates; provides legal services associated with procedural requirements for final settlements of estates and enforcement of time limits for filing estate inventories and guardianship accounts and for closing estates; and certifies appeal records to the Court of Appeals.

The *Probate Court Support Unit* assists the courts assigned probate jurisdiction in adjudicating matters involving probate, trusts, guardianships of persons and estates, conservatorship, protective placements, involuntary commitments, temporary restraining orders and injunctions in harassment cases.

The **County Funded State Court Services Division** consists of nine sections, the Chief Judge, Domestic Violence Judicial Oversight Grant, Court Improvement Grant, Alternatives to Incarceration, Administration Section, Family Section, Criminal Section, Civil Section and Children's Section.

The *Chief Judge* is the Administrative Chief of the First Judicial Administrative District which is solely comprised of Milwaukee County. The Chief Judge is responsible for the oversight of administration of

judicial activities in the 47 Circuit Courts within the District.

The *Domestic Violence Judicial Oversight Grant* and *Court Improvement Grant* sections were developed by court administrators to separate major grant programs and initiatives from on-going operations. County Board Resolution 99-268, adopted April 22, 1999, authorized the Chief Judge and Clerk of Circuit Court to seek funding from the National Institute of Justice Violence Against Women Grants Office for the purpose of obtaining a Judicial Oversight Demonstration Initiative award. The purpose of the grant is to develop and implement better procedures for domestic violence cases in Milwaukee County. There are no local matching funds required to receive the Federal grant. Milwaukee County is one of just three jurisdictions in the country to receive five-year demonstration funding from the Violence Against Women Grants Office.

The *Alternatives to Incarceration* section was created in 2001 to recognize the incorporation of the Non-Departmental Alternatives to Incarceration budget (Org. 1940) into the County Funded State Court Services Division of Combined Court Related Operations. The programs under this section are designed to reduce pretrial failure to appear and re-arrest rates, enhance public safety, reduce overcrowding at the Criminal Justice Facility and House of Correction and enhance the processing and adjudication of criminal cases. The Chief Judge and the Pretrial Services Coordinator are responsible for managing and monitoring pretrial contracts, programs, and program outcomes. In addition, a Pretrial Services Advisory Board meets regularly to review program activity, outcomes and recommendations regarding program development.

The *Administration Section*, under direction of the Clerk of Circuit Court/Court Services Director, plans, directs and coordinates the operations of the Circuit Court Civil, Criminal, Family and Children's sections. It includes General Administration, Budget and Accounting, Appeals, Jury Management, and Management Information units. This section coordinates budget preparation, accounting controls, cash management and investments, personnel, courts automation, jury management and the purchase and distribution of equipment and supplies, prepares statistical reports for the court system, and prepares cases for appeal to the State Appellate Court.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COMBINED COURT RELATED OPERATIONS**

**UNIT NO. 2000**  
**FUND: General - 0001**

**BUDGET HIGHLIGHTS**

In the *Family Section*, the Family Courts hear all actions affecting the family as set forth in Chapter 767, Wisconsin Statutes.

The courts in the *Criminal Section* hear, try and determine all matters for pretrial, trial and post-conviction proceedings in felony, misdemeanor and traffic matters. In addition, the Misdemeanor Courts conduct proceedings on matters in which jury demands have been filed in the municipal courts in Milwaukee County. The Clerk of Circuit Court, Criminal Section, consults with litigants and attorneys on procedural matters; processes the records for the court; receives cases from the municipal courts; accounts for and disburses fees and fines to the County Treasurer; prepares judgment rolls and case records; issues warrants and necessary documents for court actions including the issuance of occupational licenses in operating while intoxicated cases, and maintains records for the automated JUSTIS System.

In the *Civil Section*, the Civil Courts adjudicate small-claims, large claims, replevin and eviction actions. The Clerk of Circuit Court consults with litigants and attorneys on procedural matters, calculates costs and records judgments. This section maintains the central court files for civil and family matters. The Civil Section directs the work of the clerical staff of the court, assigns and calendars all cases in the Civil and Family Sections of the Circuit Court and supervises the processing of civil appeals to the State Court of Appeals.

The Clerk of Circuit Court, *Children's Section* consults with petitioners, court-appointed guardians, probation officers and other officials. The Children's Courts exercise jurisdiction over matters involving persons under the age of 18 years regarding delinquency, dependency, neglect, guardianships, detention and termination of parental rights. This section directs the preparation of legal processes, court orders and vouchers and maintains and files Children's Court records, including disposition of cases. This section also processes termination of parental rights proceedings, agency adoptions and documents filed in all adoption proceedings (Chapters 48 and 882).

**DEPARTMENTAL**

- Milwaukee County is responsible for certain costs associated with the operation of the State Circuit Court System. Some of these costs are partially reimbursed with revenues from the State of Wisconsin. Fees paid to outside vendors by Combined Court Related Operations are necessary to support court proceedings as determined by a judicial officer. The fee amounts are determined either by State Statute or local judicial directive, as approved by the Chief Judge of the First Judicial District. The table below highlights the major fees paid by all Milwaukee County court divisions in subsidizing the State Circuit Court System.

Major Fees	2001 Budget	2002 Budget	2001/2002 Change
Legal Fees-General	\$ 285,600	\$ 358,800	\$ 73,200
Guardian ad Litem Fees	2,806,820	2,848,000	41,180
Adversary Counsel Fees	855,000	1,100,000	245,000
Psychiatrist Fees	355,000	412,605	57,605
Transcript Fees Outside Services	112,500	131,000	18,500
Interpreter Fees	106,320	136,820	30,500
Juror Expenses (Meals, Hotel, Fees)	830,000	822,422	(7,578)
<b>TOTAL</b>	<b>\$5,351,240</b>	<b>\$5,809,647</b>	<b>\$ 458,407</b>

- The State of Wisconsin has appropriated \$18.7 million for payments to counties under the Circuit Court Support Grant Program for State fiscal year 2001-2002. A county's circuit court support payment is based on the following: 1) \$42,275 is paid for each county's circuit court branch, with shared branches serving overlapping counties receiving a proportional share of this amount based on judicial weighted caseload; 2) \$10,000 is provided for each county with one or fewer branches; and 3) remaining funds available under the State's appropriation are apportioned to counties having more than one branch, based on population.

For 2002, \$3,660,289 is budgeted for the Circuit Court Support Grant, which is \$150,045 less than the 2001 budget. The 2001 Budget anticipated a 3% increase from the State that was not realized and the population drop in the

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COMBINED COURT RELATED OPERATIONS**

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last census also reduced the 2002 grant allocation by \$36,525 to Milwaukee County.

- The State also reimburses counties to offset costs related to Guardian ad Litem services. During State fiscal year 2001-2002, \$4,738,500 is appropriated to be distributed to counties based on each county's proportionate share of: 1) court branches; 2) revenue generated by the circuit court support fee; and 3) the number of cases that would likely involve GAL services (case filings under Chapters 48,55,767, and 880, Wisconsin Statutes).

Reimbursement from the State for 2002 Guardian ad Litem expenses decreases \$59,075 to \$1,026,070. The 2001 Budget anticipated a 3% increase from the State that was not realized. For 2002, County expenditures for Guardian ad Litem and Adversary Counsel Fees are anticipated to increase \$286,180 to a total of \$3,948,000.

- The 2002 bailiff staffing plan provides for 115 sworn positions, including 111 Deputy Sheriff 1, three Sergeants and one Captain and one Clerk Typist 3 and overtime dollars which provides full-time and vacation relief coverage for 94 posts. The crosscharge of \$7,970,655 from the Sheriff's Department is an increase of \$1,896,361 from the 2001 Budget, primarily due to the inclusion of \$1,589,401 in fringe benefit costs in departmental budgets in 2002. Included in the 2002 staffing plan is a reduction of \$70,508, representing one position of Deputy Sheriff 1 and a decrease in overtime.

BAILIFF POSTS	
Felony Judges	24
Misdemeanor Judges	23
Inmate Bullpens	5
Preliminary Hearings	3
Criminal Intake	2
Traffic Intake	2
Out-of-Custody Court	1
Civil Branches and Commissioners	6
Family Branches and Commissioners	8
Children's Court Judges and Commissioners	15
Children's Court Center Detention Control	4
Domestic Violence Oversight Grant Initiative	1
<b>Total Posts</b>	<b>94</b>

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**FAMILY COURT COMMISSIONER DIVISION**

- The Family Court Commissioner-IV-D section provides support to the Department of Child Support Enforcement in coordination with the Sheriff, County Funded State Court Services and the Family Courts. The 2002 crosscharge to the Department of Child Support Enforcement increases \$535,158, from \$1,036,928 to \$1,572,086, primarily due to the budgetary inclusion of \$302,327 in fringe benefit costs.
- The \$324,011 cost of expenditures in the Family Court Mediation Services section is offset with revenues collected from filing fees in certain family cases and user fees for mediation and custody study services and from a portion of the sale of marriage licenses. If, during 2002, the actual revenue received from these sources exceed actual expenditures, the State mandates that the excess revenue be set aside in a reserve account to offset future operating costs in this section. For 2002, a contribution of \$54,038 from the reserve is budgeted for a zero tax levy in this section.
- Create 1 Assistant Family Court Commissioner  
 One position of Assistant Family Court Commissioner is created at a cost of \$116,959, to achieve maximum incentive funding for paternity and order establishment in the

## COUNTY EXECUTIVE'S 2002 BUDGET

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Department of Child Support Enforcement (CSE). The cost of the position is completely charged to CSE for a zero tax levy impact on the Family Court Commissioner's budget.

- Personal Services have been reduced \$54,828 to establish a net salary budget that is 97% of gross wages which is the same percent as 2001.

### REGISTER IN PROBATE DIVISION

- Personal Services have been reduced \$34,836 to establish a net salary budget that is 96% gross wages which is the same percent as 2001.
- Legal Fees increase \$48,200, from \$145,600 to \$193,800 due to the following reasons: 1) The increasing number of Civil commitment cases that are assigned to the Legal Aid Society; 2) The number of WATTS Review cases being contested; and 3) Per the Chief Judge's order, a new price agreement was established between the Private Bar, the Legal Aid Society and the Court system for all WATTS Review cases.
- Guardian ad Litem fees increase \$41,180, from \$206,820 to \$248,000, based on experience. The increase also includes \$10,000 for the new price agreement between the Private Bar, Legal Aid Society and the County Court System.
- Revenue from the State to offset court costs for the Register in Probate Division are budgeted at \$92,370 which is a \$4,000 decrease from the 2001 budget.
- Psychiatrist Fees increase \$30,605, from \$85,000 to \$115,605 due to the following: 1) increased volume of Chapter 51 cases; 2) increased number of Chapter 51 cases scheduled for final hearings which require two psychological evaluations and 3) increased volume of contested annual reviews for protective placement cases which require one psychological evaluation.

### COUNTY FUNDED STATE COURT SERVICES DIVISION

- A total of \$1,946,855 is budgeted within the Alternatives to Incarceration section to provide funding for programs developed by the Chief Judge's Work Group on Pretrial Services

including \$71,166 for the Pretrial Services Coordinator position. The Chief Judge is responsible for managing and monitoring the pretrial programs developed by the Chief Judge's Work Group for Pretrial Services. It is understood that these pretrial services will be subject to a bid process for multi-year contracts beginning in 2002.

- The 2002 Budget includes the Legal Resource Center in the County Funded State Court Services Division. An appropriation of \$207,525 is provided within a contractual account within the Chief Judge's section to provide for these services. Funding for the service remains at the 2001 level. The Milwaukee County Legal Resource Center opened May 1, 1996 under the control of the Chief Judge and the Clerk of Circuit Court/Director of Court Services. Milwaukee County contracts with the State Law Library to provide legal information, materials and online computer services to County departments, judges and the general public.
- For 2002, the Domestic Violence Judicial Oversight Initiative includes 22 positions at a Personal Services cost of \$1,124,883. Total expenditures associated with this grant are budgeted at \$1,163,024 for 2002 completely offset with Federal grant revenue.
- Expenditures for overtime including fringe benefits and social security increase \$152,532, from \$119,844 to \$272,376.
- Personal Services for the County Funded State Court Services Division have been reduced \$442,188 to establish a net salary budget that is 96% of gross wages which is the same percent as 2001.
- Abolish 9 Legal Research Interns  
Nine positions of Legal Research Intern are abolished for a savings of \$360,472.
- Abolish 1 Intake Court Coordinator  
The position of Intake Court Coordinator is abolished for a savings of \$80,844.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COMBINED COURT RELATED OPERATIONS**

**UNIT NO. 2000**  
**FUND: General - 0001**

- Abolish . 5 Deputy Clerk Court Judicial Assistant

The State Court budget includes reductions in the amount of Reserve Judges available to Milwaukee County. Due to this reduction, County Court Support Staff is also reduced by abolishing one half Deputy Clerk of Court Judicial Assistant for a savings of \$25,676.

- Abolish 1 Court Reporter-State

One position of Court Reporter-State is abolished for a savings of \$64,886. Per an agreement between the County and the State, the positions of Court Reporter-State are abolished when the position becomes vacant and replaced with a State position.

- One position of Audio Visual Technician created in 1999 is continued at a Personal Service cost of \$41,813. The cost of this position is 90% offset with 1999 Local Law Enforcement Block Grant revenue. A total of \$37,632 in Federal revenue is anticipated to be received. The position is responsible for the technical operation of the courtroom video conferencing initiative that has been mostly funded with Law Enforcement block grant funds.
- The budget for other court-ordered services increases \$347,500 to better reflect actual experience. Major increases include \$25,000 in Legal Fees, from \$140,000 to \$165,000; \$245,000 increase in Adversary Counsel Fees, from \$855,000 to \$1,100,000; \$27,000 in Psychiatrist Fees, from \$270,000 to \$297,000; \$18,500 increase in Transcript Fees Outside Services, from \$112,500 to \$131,000; \$30,000 for Interpreter Fees, from \$105,000 to \$135,000 and \$2,000 increase in Medical Service Fees, from \$10,000 to \$12,000. Guardian ad Litem Fees remain at the 2001 Budget amount of \$2.6 million.
- Juror costs are budgeted at \$822,422 for 2002 which is a decrease of \$7,578 from the 2001 Adopted Budget. This includes \$748,422 for Juror Fees, \$59,000 for Juror Meals and \$15,000 for Juror Hotel Bills.
- Appropriations for books and periodicals for Judges remain at \$80,000. A contract with the

Legal Resource Center to order and maintain written materials in Judges' chambers and to provide assistance to court staff in the use of Lexis and Westlaw remains at \$35,000 for 2002.

- State reimbursement increases \$85,119, from \$4,895,309 to \$4,980,428. The table below identifies changes to State grant and reimbursement revenue for the County Funded State Court Services Division.

STATE GRANTS & REIMBURSEMENT			
County Funded State Court Services	2001 Budget	2002 Budget	2001/2002 Change
Court Support Grant	\$ 3,810,334	\$ 3,660,289	\$ (150,045)
Guardian ad Litem Fees	988,775	933,700	(55,075)
Permanency Plan Review	0	269,045	269,045
Interpreter Expenses	76,000	96,000	20,000
Support Staff for Chief Judge	20,200	21,394	1,194
<b>TOTAL</b>	<b>\$ 4,895,309</b>	<b>\$ 4,980,428</b>	<b>\$ 85,119</b>

- For 2002, the Permanency Plan Review Project has expenditure authority of \$269,045, which is completely offset with State revenue. The project provides children in an out-of-home situation with a review every six months by the court. Revenue from the Bureau of Child Welfare funds six full-time position equivalents, which are asterisked for abolishment if State funding is discontinued.
- Bail forfeiture revenue decreases \$400,000, from \$900,000 to \$500,000, based on decreasing bail forfeitures due to policy changes implemented by the Chief Judge. These changes are expected to result in fewer missed court appearances by defendants and less bail forfeitures.
- An appropriation of \$7,816 is provided within the Replacement Equipment accounts to purchase one copier and one fax machine.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COMBINED COURT RELATED OPERATIONS**

**UNIT NO. 2000**

**FUND: General - 0001**

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$ 207,525	Legal Resource Center	State of Wisconsin
\$ 36,000	Library Chamber Services	State of Wisconsin

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY &amp; STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>FAMILY COURT COMMISSIONER DIVISION</b>				
Divorce/Compel Support Motions Scheduled	8,000	6,915	7,500	7,000
Paternity Motions Scheduled	24,600	28,032	23,750	28,000
Domestic Abuse/Child Abuse TRO Hearings	3,145	3,063	2,850	3,100
Default Hearings Heard for Judges	900	896	800	900
"Walk-In" Matters-Divorce/Paternity	7,100	3,035	5,500	4,000
Review of Stipulations/Issuances of Orders	2,400	2,305	4,000	2,400
Case Inquiries-By Phone and Mail	11,000	4,763	12,000	9,000
Referrals from Judges for FCC Hearings	100	28	100	100
Review and Sign Orders Presented to FCC**	N/A	16,559	N/A	17,000
<b>REGISTER IN PROBATE DIVISION</b>				
Informal Administration	1,950	1,837	1,905	1,825
Adult Adoptions	5	14	5	5
Trust, Openings	75	57	65	85
Wills for Safekeeping	200	198	200	200
Guardianships/Conservatorship Opened	800	787	825	825
Protective Placement Cases Filed	575	599	615	630
Mental Commitment Cases Filed	2,700	2,631	2,630	2,985
Annual Review of Protective Placements	1,840	2,248	2,300	2,300
Probate Proceeding in Court	400	296	285	325
<b>COUNTY FUNDED</b>				
<b>STATE COURT SERVICES DIVISION</b>				
<u>Family Section</u>				
Total Family Cases Filed	13,000	14,614	14,200	14,500
Divorce Cases Filed (27%)	3,800	3,635	3,900	3,900
Other Family Matters Filed (27%)	3,100	3,863	3,800	3,800
Paternity Cases Filed (46%)	6,100	7,116	6,500	6,800

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COMBINED COURT RELATED OPERATIONS**

**UNIT NO. 2000**  
**FUND: General - 0001**

<b>ACTIVITY &amp; STATISTICAL SUMMARY</b>				
	<u>2000</u> <u>Budget</u>	<u>2000</u> <u>Actual</u>	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>
<u>Criminal Section</u>				
Cases Filed	78,000	77,660	79,900	81,500
Cases Disposed	75,000	78,524	80,600	81,000
Cases Pending End of Year	14,000	10,372	13,300	12,500
Traffic Cases Filed	53,500	52,767	54,300	54,900
Criminal Traffic Cases Filed	0	7,961	8,000	9,000
Misdemeanor Cases Filed	17,300	11,093	11,500	11,500
Felony Cases Filed	7,200	5,839	6,100	6,100
<u>Civil Section</u>				
Cases Filed	47,200	47,260	48,000	48,000
Cases Disposed	47,300	47,523	48,500	49,000
Cases Pending End of Year	5,300	5,151	4,800	5,200
Small Claims Filed	37,100	36,588	37,600	37,200
Large Claims Filed	10,100	10,672	10,400	10,800
<u>Children's Section</u>				
Cases Filed	8,900	9,573	10,200	10,000
Cases Disposed	8,600	9,209	9,300	9,000
Cases Pending End of Year	7,100	2,500	2,900	3,000
Delinquency Petitions*	4,620	3,794	4,650	4,000
CHIPS*	0	2,682	3,050	3,000
Neglect & Dependency Petitions	2,900	0	0	0
Termination of Parental Rights	180	0	0	0
Other Juvenile Matters*	4,280	3,097	2,500	3,000

\* Due to the implementation of CCAP in November of 1999, case filing categories have been revised. The new categories are Delinquency Petitions, CHIPS and Other Juvenile Matters. Neglect and Dependency Petitions, and Termination of Parental Rights are no longer being used under the CCAP system.

\*\* This new category is counted when commissioners are asked to sign orders appointing GALs, orders to show cause and orders amending judgment presented by CSE.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF CHILD SUPPORT ENFORCEMENT

**UNIT NO.** 2430

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Child Support Enforcement implements and administers the Child Support Enforcement Act pursuant to Title IV-D of the Federal Social Security Act and Sections 49.22 and 59.07(5) of the Wisconsin Statutes, under contract with the State Department of Workforce Development. Title IV-D of the Federal Social Security Act applies to custodial parents receiving public assistance. Cases are referred by the Department of Human Services or W-2 agencies when a custodial parent applies for any one of a

variety of benefits. The Department of Child Support Enforcement works cooperatively with other County departments to comply with the IV-D program mandates. Title IV-D legislation requires the department to provide services to locate parents, establish paternity, enforce and establish child support and medical support orders. Non-W-2 custodial parents may also apply to receive the Child Support Services that are provided to IV-D eligible custodial parents.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 8,430,626	\$ 9,598,825	\$ 10,522,050	\$ 923,225
Services	1,130,262	1,458,708	1,617,585	158,877
Commodities	114,384	225,498	233,157	7,659
Other Charges	0	0	0	0
Capital Outlay	136,953	161,814	102,370	(59,444)
County Service Charges	3,049,673	2,947,164	3,518,913	571,749
Abatements	(987,561)	(1,298,459)	(1,154,216)	144,243
<b>Total Expenditures</b>	<b>\$ 11,874,337</b>	<b>\$ 13,093,550</b>	<b>\$ 14,839,859</b>	<b>\$ 1,746,309</b>
<b>Total Revenues</b>	<b>\$ 13,199,163</b>	<b>\$ 14,128,439</b>	<b>\$ 15,025,373</b>	<b>\$ 896,934</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,324,826)</b>	<b>\$ (1,034,889)</b>	<b>\$ (185,514)</b>	<b>\$ 849,375</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 157,128	\$ 217,144	\$ 256,918	\$ 39,774
Courthouse Space Rental	317,844	481,138	459,254	(21,884)
Document Services	35,562	31,708	28,135	(3,573)
Tech Support & Infrastructure	364,638	335,596	172,827	(162,769)
Distribution Services	43,476	44,273	55,439	11,166
Telecommunications	46,651	43,436	49,729	6,293
Records Center	19,681	28,082	28,438	356
Radio	0	0	0	0
Personal Computer Charges	2,582	3,000	3,000	0
Applications Charges	0	114,082	100,476	(13,606)
<b>Total Charges</b>	<b>\$ 987,562</b>	<b>\$ 1,298,459</b>	<b>\$ 1,154,216</b>	<b>\$ (144,243)</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,324,826)</b>	<b>\$ (1,034,889)</b>	<b>\$ (185,514)</b>	<b>\$ 849,375</b>
<b>Total Property Tax Levy</b>	<b>\$ (337,264)</b>	<b>\$ 263,570</b>	<b>\$ 968,702</b>	<b>\$ 705,132</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF CHILD SUPPORT ENFORCEMENT

**UNIT NO.** 2430

**FUND:** General - 0001

**MISSION**

The Department of Child Support Enforcement, through the utilization of community resources, promotes family stability, creating a better quality of life for the children of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County children receive financial and emotional support from both parents.	a. Number of paternity adjudications. b. Number of court orders established. c. Collection rate.	a. 78% of cases. b. 64.2%. c. 45%.
2.	Milwaukee County families have responsive source of information about Child Support services.	a. Number of telephone inquiries answered within two minutes. b. Number of customer contacts in person.	a. 95%. b. 1,500 per month.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 8,430,626	\$ 9,598,825	\$ 10,522,050	\$ 923,225
Position Equivalent (Funded)*	199.8	204.3	212.2	7.9
% of Gross Wages Funded	95.5	96.0	91.8	(4.2)
Overtime (Dollars)**	\$ 76,864	\$ 84,132	\$ 78,168	\$ (5,964)
Overtime (Equivalent to Positions)	2.3	2.4	2.2	(0.2)

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Legal Counsel 1	Create	1/100%	Legal Services	\$ 47,330
Clerk 3	Create	1/100%	Special Projects	37,203
Child Support Supervisor	Create	1/100%	Special Projects	59,740
Paralegal	Create	2/100%	Special Projects	96,576
Paralegal	Create	1/40%	Special Projects	19,315
			<b>TOTAL</b>	<b>\$ 260,164</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF CHILD SUPPORT ENFORCEMENT

**UNIT NO.** 2430

**FUND:** General - 0001

<b>ORGANIZATIONAL COST SUMMARY</b>					
<b>DIVISION</b>		<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2001/2002</b>
		<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>
Administrative Services	Expenditure	\$ 1,408,355	\$ 1,793,850	\$ 1,479,410	\$ (314,440)
	Abatement	642,161	652,534	509,372	(143,162)
	Revenue	5,379,241	3,253,661	3,303,022	49,361
	Tax Levy	\$ (4,613,047)	\$ (2,112,345)	\$ (2,332,984)	\$ (220,639)
Enforcement/ Establishment & Legal	Expenditure	\$ 10,111,109	\$ 10,887,239	\$ 12,750,037	\$ 1,862,798
	Abatement	343,045	619,519	610,156	(9,363)
	Revenue	6,963,979	9,775,682	10,582,585	806,903
	Tax Levy	\$ 2,804,085	\$ 492,038	\$ 1,557,296	\$ 1,065,258
Family Support	Expenditure	\$ 1,342,434	\$ 1,710,920	\$ 1,764,628	\$ 53,708
	Abatement	2,355	26,406	34,688	8,282
	Revenue	855,943	1,099,096	1,139,766	40,670
	Tax Levy	\$ 484,136	\$ 585,418	\$ 590,174	\$ 4,756

**DEPARTMENT DESCRIPTION**

The Department has five divisions: Establishment, Enforcement, Financial, Legal, and Operations. The Establishment Division is responsible for establishing paternity, obtaining support orders, and maintaining the Customer Service unit of the Department. The Enforcement Division handles income withholding, contempt actions, modification reviews, interstate enforcement, and tax refund interception. The entry of family court orders on Wisconsin's Kids Information Data System (KIDS) and the proper disbursement of support payments is the focus of the Financial Division. The Legal Division represents the Department in family court hearings. The Operations Division is responsible for maintaining the infrastructure of the Department: its human resources, computers, supplies, and budget.

The **Establishment Division** has four units: Case Initiation, Paternity Establishment, Order Establishment, and Customer Service. Case Initiation schedules all paternity interview appointments. This area receives referrals from W-2 agencies, individuals applying for services, Foster Care and Kinship Care providers. The Paternity Establishment unit's primary responsibility is to interview mothers and potential fathers to establish paternity for the children of Milwaukee County. Paralegals are also stationed at each of Milwaukee County's Job Centers for this purpose. In order to enforce a parent's duty to support a child, a court order must be established. The Order Establishment unit establishes orders for cases. The Customer Service unit was created in 1997 to better provide child support information to the people of Milwaukee

County. The unit's customers include both custodial and non-custodial mothers and fathers along with many other officials, agencies, employers, organizations and individuals involved in the child support process.

The **Enforcement Division** monitors cases to ensure timely payment of child support orders. If necessary, the Division takes administrative and/or legal action to enforce support orders. Staff also finds parents who are not paying support, and locates income and assets that may be used to satisfy support orders. This division has a number of services and programs. The Enforcement Division monitors automated delinquency reports, performs address and employment searches, and sends enforcement warning letters to delinquent payers. The Income Withholding section establishes support orders through income withholding and withholding from unemployment insurance, workers' compensation, and social security retirement and disability benefits. The Enforcement Division transfers income withholding notices to new employers when new employment is reported by the payer, the payee, or through the Federal or State new-hire directories. Applicants for child support services automatically receive tax intercept services. The Internal Revenue Service (IRS) and the State Department of Revenue (DOR) intercept refunds due to support payers with outstanding support debts. The intercepted money is sent to KIDS to be applied against the outstanding debts.

This division also conducts reviews of child support orders, upon request, if an order is more than three

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF CHILD SUPPORT ENFORCEMENT

UNIT NO. 2430

FUND: General - 0001

years old or circumstances in either or both households has changed substantially since the last support order was set. The Enforcement Division also handles medical support orders. The Interstate unit of the Enforcement Division works with other states to establish paternity and support orders, and to enforce existing orders.

The **Financial Division** is responsible for maintaining the Milwaukee County family court orders on KIDS, the statewide support computer system. The Division has two sections, Case Maintenance and Case Operations.

The Case Maintenance section is charged with entering all court orders on KIDS so that support payments properly pay out to the custodian as ordered. In addition, this section is continually updating the financial records by working numerous reports generated by KIDS. An example is the emancipation report that lists cases where the youngest child has reached 19 years of age. These cases are reviewed to confirm that the current support obligation has been closed and that the case has been assigned arrears only status. The Account Clerks in this section process an average of 2,300 court orders per month.

Employees in the Case Operations section make sure that support payments flow through the case accounts and pay out in an accurate, timely manner. This section is responsible for manually allocating payments to cases which cannot be processed automatically, pulling files and receipts to help co-workers review cases, retrieving files from the courts, and printing payment records for the courts, participants, agencies and co-workers. This section also performs financial record reviews for cases that are placed upon the State Support Lien Docket. In the twelve-month period from March 2000 through February 2001, more than \$157 million in payments were made on Milwaukee County cases.

The Department of Child Support Enforcement is involved in more than 600 family court hearings per week in Milwaukee County. The **Legal Division's** sixteen lawyers represent the Department and the State of Wisconsin before the County's five family court judges and twelve family court commissioners. They also appear, as needed, in probate and bankruptcy proceedings affecting the Department's cases.

The **Operations Division** provides the support that the other divisions require to serve the people of Milwaukee County. Operations' staff is responsible for managing the Department's human resources, computer resources, supplies, and budget.

### BUDGET HIGHLIGHTS

#### DEPARTMENTAL

- Beginning in the Federal fiscal year 2000, the Federal Government implemented a new method to allocate money to the State for Child Support Enforcement based upon the following measures:
  - Paternity establishment
  - Establishment of support orders
  - Collection of current child support due
  - Collection of child support arrears
  - Cost effectiveness
- The 2002 budget is based on the Department meeting certain performance standards in order to achieve incentive revenue of \$3,320,967, the maximum possible amount under State and Federal funding guidelines. Incentive revenue is in addition to cost reimbursement of 66% for all expenditures, including expenses such as Courthouse space rental and IMSD crosscharges that are budgeted centrally. To achieve the maximum performance incentive revenue available to Milwaukee County, the Department is required by contract to perform at certain levels in three of the following areas of the Federal performance standards:
  - **Increase paternity establishment from the current level of 71.45% to 73.45%.**
  - **Increase collection rate from current level of 37.21% to 39.21%.**
  - **Increase order establishment rate from current level 68.47 to 70.47%.**
- Departmental expenditures total \$14,839,859 plus \$1,154,216 in allocated charges for total expenditures of \$15,994,075 for 2002. Revenue is estimated to be \$15,025,373. If, during 2002, the amount of actual incentive revenue exceeds the amount of budgeted revenue, the surplus is to be recorded in a special revenue account,

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF CHILD SUPPORT ENFORCEMENT

**UNIT NO.** 2430

**FUND:** General - 0001

titled Revenue from Other Governmental Units. These funds can only be expended via an appropriation transfer requiring approval of the County Executive and County Board.

- \$525,000 is provided for genetic tests, an increase of \$100,000 over 2001, due to experience.
- Process Service Fees increase \$27,612, from \$93,500 to \$121,112.
- \$37,922 is included for minor office equipment, \$23,400 is included to replace two copiers, \$3,520 for a fax machine, \$13,950 for a new file system for the Case Establishment Division, \$11,500 for five printers and \$44,000 for 20 new computers.
- The crosscharges to the Child Support program from the Family Court Commissioner, District Attorney and Clerk of Circuit Court are reviewed annually. Crosscharges are adjusted to reflect appropriate staffing levels, the percentage of operating expenses related to Child Support Enforcement activities, and the projected revenues from Child Support Enforcement operations. The Child Support service charges from the serving departments are as follows:

<b>CROSSCHARGES FROM OTHER COUNTY AGENCIES</b>			
	2001	2002	2001/2002*
	<u>Budget</u>	<u>Budget</u>	<u>Change</u>
Family Court Commissioner	\$1,036,928	\$1,572,086	\$ 535,158
Clerk of Court	454,174	594,043	139,869
District Attorney	<u>100,939</u>	<u>103,473</u>	<u>2,534</u>
<b>TOTAL</b>	<b>\$1,592,041</b>	<b>\$2,269,602</b>	<b>\$ 677,561</b>

- \* While the 2001 budget did not include fringe benefit costs, appropriate revenues were recouped.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance

is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**ENFORCEMENT DIVISION**

- Create 1 Legal Counsel 1

To achieve maximum incentive funding for paternity and order establishment, one position of Legal Counsel 1 is required to staff the new Family Court Commissioner's hearings with expenditures of \$47,330.

- Create 1 Clerk 3  
1 Child Support Supervisor  
2.4 Paralegals

Milwaukee County's House of Correction (HOC) is the recipient of a two-year \$1,000,000 Federal Welfare to Work grant from the Private Industry Council for 2002 and 2003. The HOC is subcontracting with the Department of Child Support Enforcement and the Department of Human Services. Milwaukee County has developed a plan to create a comprehensive program of intervention that creates access to employment services for Due In To Report (DITR) persons in community release status as well as those at the HOC for their first 30 days and upon 30 days from their release to the community. 90% of inmates at the HOC have current Child Support Cases.

The new positions in Child Support, with personnel costs of \$212,834, will work with the inmates to determine if there is an existing Child Support order and, if so, what the current case status is. Workers will also assess what steps need to be taken to get the inmate in compliance, including removing any barriers and establishment of an income withholding process.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF CHILD SUPPORT ENFORCEMENT

**UNIT NO.** 2430

**FUND:** General - 0001

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$525,000	Genetic Tests	Laboratory Corporation of America
\$411,200	Children First Service	W-2 Agencies

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>			
	<u>2000</u> <u>Actual</u>	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>
IV-D Cases	165,819	168,000	161,000
Paternity Establishment Ratio	74.7%	78.0%	80.0%
Ratio of Cases with Orders	57.7%	64.2%	65.0%

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: ELECTION COMMISSION**

**UNIT NO. 3010**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 7.10, 7.21 and 7.60 of the Wisconsin Statutes, this department prepares, prints, distributes and has custody of ballots; prints all voting machine labels, absentee and sample ballots; canvasses returns and certifies them to the State Elections Board; advertises all elections held on a Federal, State and County-wide basis in community and minority newspapers; distributes, receives and verifies the legality of nomination papers filed; receives Code of Ethics forms, expense statements and registration forms of candidates and committees; maintains election records and files;

prorates charges to municipalities and school boards for certain election services provided; reviews election laws; registers City of Milwaukee electors; conducts recount proceedings; issues certificates of election to County Supervisors, County Executive, five County constitutional officers and committee persons elected from the County; provides a statistical elections booklet after each fall election; prints County, Congressional, Supervisor, State Senate and Assembly maps; and attends meetings relative to the office.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 197,855	\$ 207,900	\$ 175,221	\$ (32,679)
Services	697,759	321,485	569,375	247,890
Commodities	1,182	4,996	2,073	(2,923)
Capital Outlay	0	0	4,200	4,200
County Service Charges	81,338	86,442	108,376	21,934
Abatements	(80,180)	(84,945)	(106,482)	(21,537)
<b>Total Expenditures</b>	<b>\$ 897,954</b>	<b>\$ 535,878</b>	<b>\$ 752,763</b>	<b>\$ 216,885</b>
<b>Direct Revenues</b>	<b>\$ 148,975</b>	<b>\$ 75,250</b>	<b>\$ 60,250</b>	<b>\$ (15,000)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 748,979</b>	<b>\$ 460,628</b>	<b>\$ 692,513</b>	<b>\$ 231,885</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 6,024	\$ 6,610	\$ 11,024	\$ 4,414
Courthouse Space Rental	46,404	61,534	59,477	(2,057)
Document Services	1,033	5,314	817	(4,497)
Tech Support & Infrastructure	18,177	2,856	4,204	1,348
Distribution Services	325	1,167	414	(753)
Telecommunications	598	604	637	33
Records Center	5,477	3,285	7,913	4,628
Radio	0	0	0	0
Personal Computer Charges	1,721	2,000	2,000	0
Applications Charges	0	1,575	19,816	18,241
<b>Total Charges</b>	<b>\$ 79,759</b>	<b>\$ 84,945</b>	<b>\$ 106,302</b>	<b>\$ 21,357</b>
<b>Direct Property Tax Levy</b>	<b>\$ 748,979</b>	<b>\$ 460,628</b>	<b>\$ 692,513</b>	<b>\$ 231,885</b>
<b>Total Property Tax Levy</b>	<b>\$ 828,738</b>	<b>\$ 545,573</b>	<b>\$ 798,815</b>	<b>\$ 253,242</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** ELECTION COMMISSION

**UNIT NO.** 3010

**FUND:** General - 0001

**MISSION**

The mission of the Milwaukee County Election Commission is to administer Federal, State, County and Municipal elections in a manner that assures public confidence in the accuracy, efficiency and fairness of the election process and enforce State election and campaign finance laws.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Public is confident in the accuracy, efficiency and fairness of the election process relating to services provided by this office.	a. Number of complaints about this office. b. Number of compliments about this office.	a. Nearly perfect satisfaction.
2.	Braille ballots are available to Braille readers of voting age.	a. Number of Braille readers who use converted ballots.	a. 10% of the Braille readers will use the converted ballots.
3.	Municipalities equipped with Eagle scanners incur lower election cost by using Election Commission programming service.	a. Number of municipalities who use the Election Commission programming service.	a. All municipalities using the Election Commission programming service incur a lower cost than competitors.
4.	Department will provide information regarding elected officials using automated address database.	a. Speed and efficiency in answering inquiries. b. Ability of other County departments to access information. c. Citizens have direct access to information using internet.	a. IMSD to complete project. ➤ Finish data entry. ➤ Update and keep information current. ➤ Provide access to other County departments ➤ Web site posting.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 197,855	\$ 207,900	\$ 175,221	\$ (32,679)
Position Equivalent (Funded)*	3.7	4.3	3.3	(1.0)
% of Gross Wages Funded	97.8	100.0	100.0	0.0
Overtime (Dollars)**	\$ 17,380	\$ 13,728	\$ 13,728	\$ 0
Overtime (Equivalent to Positions)	0.9	0.6	0.7	0.1

\* For 2000, the Position Equivalent is the budgeted amount. Does not include Election Commission members.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: ELECTION COMMISSION

UNIT NO. 3010

FUND: General - 0001

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The Election Commission budget includes the following two programs:

1. Spring Elections – The primary and general elections held in the spring are Judicial, County and municipal elections. Municipalities reimburse the County for their share of expenses. The County must absorb all costs for State Judicial and County elections. In presidential election years, there is also a presidential preference election.
2. Fall Elections – The primary and general elections held in the fall are primarily State and national elections, with the exception of elections for County constitutional officers held every two years. Almost all costs of fall elections are not reimbursed to the County and are, therefore, tax levy.

## BUDGET HIGHLIGHTS

- Personal Services decrease \$32,679 due to the elimination of funding for sick leave payout for the retiring Election Commission Administrative Assistant during 2001.
  - The workload of the Election Commission varies according to the number and type of elections anticipated in a given year. In 2002, there will be a primary and general election in both spring and fall. Expenditures reflect an increase based on a minimum of these four anticipated elections, compared to two elections in 2001.
  - Advertising increases \$30,000, from \$45,000 to \$75,000, based on twice the number of election notices to be published.
- Ballots and Election Supplies increase \$210,200, from \$270,000 to \$480,200. Due to the number of elective offices and their importance, ballot size and numbers will increase considerably.
  - Revenue from Other Governmental Units decreases \$15,000, from \$75,000 to \$60,000, based on an agreement with the municipalities that the Election Commission will program their scanners for a fee that is less than that which would be charged by a commercial firm.
  - All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: ELECTION COMMISSION

UNIT NO. 3010

FUND: General - 0001

ACTIVITY AND STATISTICAL SUMMARY				
	2000 <u>Budget</u>	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
Spring				
Elections	2	2	2	2
Recall	0	0	0	0
Referenda	0	17	0	1
Special Elections	0	0	0	2
Candidate Financial Statement	3	3	4	0
Nomination Papers	1	26	0	0
Ballot Set-up and Proofing	2	3	2	4
Challenge	0	0	0	0
Recounts	0	0	0	1
Statistical Book	0	0	1	0
Elections Programmed	2	2	5	4
Braille Conversions	2	2	3	4
Fall				
Elections	2	2	0	2
Recall	0	0	0	0
Referenda	0	0	0	1
Special Elections	0	2	0	2
Candidate Financial Statement	3	3	0	4
Nomination Papers	1	5	0	10
Ballot Set-up and Proofing	2	3	0	4
Challenge	0	2	0	1
Recounts	0	2	0	1
Statistical Book	1	0	0	0
Elections Programmed	2	2	5	4
Braille Conversions	2	2	3	4

FEE SCHEDULE

<u>Service</u>	<u>Fee</u>
Copies	\$.20/sheet
Copies of Statutes	\$2.00/copy
Ballots and supplies for municipalities	Varies

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY TREASURER

**UNIT NO.** 3090

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.25 of the Wisconsin Statutes, this Department receives all monies which belong to or are deposited in trust with the County of Milwaukee; pays out all monies on directive of the County Board, or as otherwise provided by law or ordinances; transmits State taxes, fees and revenues from other charges to the State Treasurer; collects and enforces the collection of delinquent

property taxes; acts as custodian of the Employees' Retirement System; assists with certain administrative details in connection with the sale and redemption of 1992 and prior County bonds or notes; provides for the daily cash requirements of Milwaukee County; and invests County appropriations not needed immediately in low risk short-term investments.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 481,125	\$ 526,426	\$ 510,647	\$ (15,779)
Services	124,310	129,882	160,199	30,317
Commodities	19,573	16,700	81,700	65,000
Other Charges	28,745	180,535	180,535	0
Debt & Depreciation	0	0	0	0
Capital Outlay	5,311	0	0	0
County Service Charges	124,240	150,167	167,615	17,448
Abatements	(108,759)	(134,040)	(147,959)	(13,919)
<b>Total Expenditures</b>	<b>\$ 674,545</b>	<b>\$ 869,670</b>	<b>\$ 952,737</b>	<b>\$ 83,067</b>
<b>Total Revenues</b>	<b>\$ 2,663,810</b>	<b>\$ 1,817,700</b>	<b>\$ 1,930,200</b>	<b>\$ 112,500</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,989,265)</b>	<b>\$ (948,030)</b>	<b>\$ (977,463)</b>	<b>\$ (29,433)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 0	\$ 0	\$ 0	\$ 0
Courthouse Space Rental	63,444	84,132	81,320	(2,812)
Document Services	7,019	5,160	5,553	393
Tech Support & Infrastructure	16,516	14,992	16,370	1,378
Distribution Services	5,646	6,655	7,199	544
Telecommunications	2,970	3,080	3,166	86
Records Center	1,742	2,340	2,517	177
Radio	0	0	0	0
Personal Computer Charges	8,606	10,000	9,000	(1,000)
Applications Charges	0	4,161	22,834	18,673
<b>Total Charges</b>	<b>\$ 105,943</b>	<b>\$ 130,520</b>	<b>\$ 147,959</b>	<b>\$ 17,439</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,985,265)</b>	<b>\$ (948,030)</b>	<b>\$ (977,463)</b>	<b>\$ (29,433)</b>
<b>Total Property Tax Levy</b>	<b>\$ (1,879,322)</b>	<b>\$ (817,510)</b>	<b>\$ (829,504)</b>	<b>\$ (11,994)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY TREASURER

**UNIT NO.** 3090

**FUND:** General - 0001

**MISSION**

In its functions of cash receipt and disbursement, property tax services and investment program, the Milwaukee County Treasurer's Office will provide prompt, high quality services to sustain the overall operation of Milwaukee County government for the benefit of its citizens.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County residents and businesses owe less delinquent property taxes.	a. Amount of monthly and annual collections.	a. Increase in total dollar amount of delinquent tax collected.
2.	Property tax data is accessible to the public.	a. Number of municipal agreements to put tax data on the internet.	a. 1/3 of municipalities.
3.	County vendor and employee payment systems improved through use of new bank programs.	a. Number of employees using direct deposit and number of vendors using direct deposit or debit cards.	a. 5% increase in use of direct deposit and/or new debit cards by County employees and selected vendors.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 481,125	\$ 526,426	\$ 510,647	\$ (15,779)
Position Equivalent (Funded)*	10.0	10.0	9.3	(0.7)
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Cash Investment Manager (effective April 12, 2002)	Abolished	1/70.88%	Cash & Investment Mgmt	\$ (69,308)
			<b>TOTAL</b>	<b>\$ (69,308)</b>

**BUDGET HIGHLIGHTS**

- \$69,308 Abolish 1 Cash and Investment Manager

One position of Cash and Investment Manger is abolished effective April 12, 2002 for a savings of \$69,308. The County's investments and daily cash needs will be outsourced to private

companies that provide investment management services increasing money management fees by \$23,049.

- \$65,000 is appropriated for tax collection Software to provide more up to date and reliable

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY TREASURER**

**UNIT NO. 3090**  
**FUND: General - 0001**

information than the current Software System which is ten years old.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first

certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000</u> <u>Budget</u>	<u>2000</u> <u>Actual</u>	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>
Checks Issued	380,000	304,214	290,000	150,000
Receipts Issued: Property Taxes	5,000	6,795	5,000	5,000
Lost Checks and Forgeries Processed	900	245	750	300
Tax Delinquent Notices Processed	10,000	7,523	10,000	10,000
Unpaid Property Taxes Submitted to Treasurer (000's)	6,600	14,907	5,600	14,000
Number of Parcels with Bankruptcy Claims, Petitions for Foreclosure	50	197	450	300
Forms Furnished to Municipalities	400,000	46,777	40,000	40,000



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** COUNTY CLERK

**UNIT NO.** 3270

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.20 of the Wisconsin Statutes, Chapter 28 and Section 56.09 of the Milwaukee County Ordinances, the County Clerk records the proceedings of the County Board of Supervisors; distributes copies of the printed proceedings; maintains all of the legislative files; produces a continuous index of the ordinances and resolutions presented to the County Board at each meeting; updates existing ordinances and prepares copies of new ordinances for distribution; receives/processes court summons and complaints naming Milwaukee County; maintains the central file of County deeds, contracts, insurance policies, agreements, leases and easements; maintains SARA Title III records for Milwaukee County; administers oaths of office and maintains a file of such oaths as well as public official bonds; maintains a file of qualified public improvement contractors; receives and publicly opens all sealed bids for public improvement

projects; receives all bids for services and commodities; distributes copies of the Milwaukee County financial reports and statistical reports of property valuations; issues marriage, equestrian, hayride, horse and stable licenses; processes garnishment actions, tax levies and wage assignments of County employees; processes lien notices against contractors performing County public improvements; maintains the file of certificates of title for all County-owned vehicles; assists the County Treasurer in signing all County checks; acts as agent for the State in furnishing dog licenses to the municipalities in Milwaukee County; furnishes cat licenses to Milwaukee County municipalities and the Wisconsin Humane Society (as governed by Milwaukee County Ordinances, Chapter 26); and registers all lobbyists and reports quarterly to the County Board on the number of registrants.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 356,455	\$ 436,663	\$ 450,466	\$ 13,803
Services	42,963	70,900	69,450	(1,450)
Commodities	4,542	9,550	7,743	(1,807)
Other Charges	0	0	0	0
Capital Outlay	0	0	6,066	6,066
County Service Charges	140,296	128,328	128,549	221
Abatements	(138,098)	(125,849)	(126,247)	(398)
<b>Total Expenditures</b>	<b>\$ 406,158</b>	<b>\$ 519,592</b>	<b>\$ 536,027</b>	<b>\$ 16,435</b>
<b>Total Revenues</b>	<b>\$ 428,012</b>	<b>\$ 462,947</b>	<b>\$ 462,947</b>	<b>\$ 0</b>
<b>Direct Property Tax Levy</b>	<b>\$ (21,854)</b>	<b>\$ 56,645</b>	<b>\$ 73,080</b>	<b>\$ 16,435</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY CLERK**

**UNIT NO. 3270**

**FUND: General - 0001**

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 13,836	\$ 16,463	\$ 18,509	\$ 2,046
Courthouse Space Rental	65,196	86,459	83,568	(2,891)
Document Services	2,154	3,114	1,704	(1,410)
Tech Support & Infrastructure	47,307	7,140	8,690	1,550
Distribution Services	2,144	1,423	2,733	1,310
Telecommunications	2,087	2,707	2,225	(482)
Records Center	210	278	304	26
Radio	0	0	0	0
Personal Computer Charges	5,164	6,000	5,000	(1,000)
Applications Charges	0	2,265	3,514	1,249
<b>Total Charges</b>	<b>\$ 138,098</b>	<b>\$ 125,849</b>	<b>\$ 126,247</b>	<b>\$ 398</b>
<b>Direct Property Tax Levy</b>	<b>\$ (21,854)</b>	<b>\$ 56,645</b>	<b>\$ 73,080</b>	<b>\$ 16,435</b>
<b>Total Property Tax Levy</b>	<b>\$ 116,244</b>	<b>\$ 182,494</b>	<b>\$ 199,327</b>	<b>\$ 16,833</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

The County Clerk's responsibility is to serve the needs of corporate Milwaukee County as required by State Statutes and County Ordinances. Information and public service are provided to the citizens and employees of the corporation in a responsible and responsive fashion. "The customer always comes first."

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County citizens, employees, government officials and other interested parties have access to timely and accurate official records of the County, including County Board Proceedings, County Ordinances, and other administrative documents.	a. Percent of documents accessible within three days.	a. 90%.
2.	Milwaukee County residents obtain various licenses in an efficient and timely manner.	a. Customer satisfaction.	a. 98%.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY CLERK**

**UNIT NO. 3270**

**FUND: General - 0001**

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 356,455	\$ 436,663	\$ 450,466	\$ 13,803
Position Equivalent (Funded)*	9.0	9.0	8.7	(0.3)
% of Gross Wages Funded	100.0	100.0	96.4	(3.6)
Overtime (Dollars)**	\$ 8,833	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.3	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**BUDGET HIGHLIGHTS**

- A lump sum reduction of \$13,020 is created to establish a net salary budget that is 96.4% of gross wages.
- Conference Expenses increase \$1,500, from \$1,000 to \$2,500, to provide funds for the County Clerk to attend the 2002 NACO Conference being held in New Orleans.
- An appropriation of \$6,066 is budgeted for the purchase of a replacement copier.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: COUNTY CLERK**

**UNIT NO. 3270**

**FUND: General - 0001**

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000</u> <u>Budget</u>	<u>2000</u> <u>Actual</u>	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>
Marriage Licenses	6,400	5,807	6,400	6,400
Marriage License Waivers	200	242	200	200
Marriage Civil Ceremonies	1,043	1,049	1,043	1,043
Dog/Cat Licenses	36,000	29,201	36,000	36,000
County Board Files	1,000	1,150	1,000	1,000
County Board Citations	400	440	400	400
County Ordinances	30	35	30	30
County Board Proceedings Pages	2,600	2,432	2,600	2,600
County Board Digests, Actions Summarized/ Routed	480	585	480	480
Employee Garnishments	5,500	4,829	5,500	5,500
Employee Wage Assignments	27,500	29,489	27,500	27,500
Employee Tax Levies	1,200	1,116	1,200	1,200
Contractor Lien Notices/Vendor Tax Levies	60	59	60	60
Contractor Qualification Statements	350	411	350	350
Claims Processed	950	989	950	950
Summons and Complaints Processed	1,400	1,612	1,400	1,400
Construction Bid Notices	150	192	150	150
Procurement Bid Notices Processed	4,800	5,612	4,800	4,800
Legal Documents Assigned to Central Files	1,300	2,438	1,300	1,300
County Checks Signature Processed	595,000	599,411	595,000	595,000
Lobbyist Registration	25	17	25	25

**SERVICE**

Marriage Licenses  
 Other License/Permits  
 Dog/Cat License Admin.  
 Marriage Waiver Fees  
 Copy Fees  
 Notary Fees  
 Marriage Ceremonies

**FEE**

\$90.00  
 Varies  
 Varies by municipality  
 \$10.00  
 20¢ per page  
 50¢  
 \$75.00

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** REGISTER OF DEEDS

**UNIT NO.** 3400

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 59.43, 69.23 and other pertinent sections of the Wisconsin Statutes, the Register of Deeds records, indexes and microfilms real estate documents, corporation papers and military discharges; records informal probate instruments; files and indexes financing statements; maintains a motor vehicle lien index; files and

indexes birth, marriage and death certificates; sells copies of the above described documents; collects the real estate transfer tax; issues the County and senior citizen identification cards; and performs such other functions as provided by law.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,894,980	\$ 1,802,852	\$ 2,034,872	\$ 232,020
Services	151,402	192,280	207,780	15,500
Commodities	57,202	109,167	156,905	47,738
Other Charges	0	0	0	0
Capital Outlay	32,239	24,365	0	(24,365)
County Service Charges	425,187	538,288	557,940	19,652
Abatements	(427,782)	(542,649)	(548,453)	(5,804)
<b>Total Expenditures</b>	<b>\$ 2,133,228</b>	<b>\$ 2,124,303</b>	<b>\$ 2,409,044</b>	<b>\$ 284,741</b>
<b>Total Revenues</b>	<b>\$ 3,325,146</b>	<b>\$ 3,628,610</b>	<b>\$ 3,906,760</b>	<b>\$ 278,150</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,191,918)</b>	<b>\$ (1,504,307)</b>	<b>\$ (1,497,716)</b>	<b>\$ 6,591</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 38,868	\$ 35,895	\$ 45,012	\$ 9,117
Courthouse Space Rental	283,524	375,978	363,410	(12,568)
Document Services	1,351	1,702	1,069	(633)
Tech Support & Infrastructure	61,923	31,445	43,083	11,638
Distribution Services	10,734	14,742	13,687	(1,055)
Telecommunications	3,597	3,744	3,834	90
Records Center	14,097	19,357	20,370	1,013
Radio	0	0	0	0
Personal Computer Charges	2,582	34,000	34,000	0
Applications Charges	0	13,786	23,988	10,202
<b>Total Charges</b>	<b>\$ 416,676</b>	<b>\$ 530,649</b>	<b>\$ 548,453</b>	<b>\$ 17,804</b>
<b>Direct Property Tax Levy</b>	<b>\$ (1,191,918)</b>	<b>\$ (1,504,307)</b>	<b>\$ (1,497,716)</b>	<b>\$ 6,591</b>
<b>Total Property Tax Levy</b>	<b>\$ (775,242)</b>	<b>\$ (973,658)</b>	<b>\$ (949,263)</b>	<b>\$ 24,395</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** REGISTER OF DEEDS

**UNIT NO.** 3400

**FUND:** General - 0001

**MISSION**

The Milwaukee County Register of Deeds Office provides timely, secure, accurate, archival, accessible and cost-effective record systems and services that are delivered in a prompt and courteous manner.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Public has access to timely real estate indexes.	a. Number of visits to real estate index data web site. b. Number of days lapsed between receipt of real estate document and availability of index information for that document.	a. Establish baseline. b. Index data available within two days of receipt of document 90% of the time.
2.	Customers are satisfied with real estate services.	a. Grade on survey of primary real estate customers.	a. Average performance grades of good or better.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,894,980	\$ 1,802,852	\$ 2,034,872	\$ 232,020
Position Equivalent (Funded)*	44.7	45.5	46.5	1.0
% of Gross Wages Funded	98.0	99.0	100.0	1.0
Overtime (Dollars)**	\$ 86,662	\$ 0	\$ 0	\$ 0.0
Overtime (Equivalent to Positions)	2.9	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** REGISTER OF DEEDS

**UNIT NO.** 3400

**FUND:** General - 0001

<b>ORGANIZATIONAL COST SUMMARY</b>					
<b>DIVISION</b>		<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Administration	Expenditure	\$ 447,890	\$ 527,259	\$ 582,212	\$ 54,953
	Abatement	135,065	198,217	227,579	29,362
	Revenue	(10)	0	0	0
	Tax Levy	\$ 312,835	\$ 329,042	\$ 354,633	\$ 25,591
Cashier Services	Expenditure	\$ 410,498	\$ 375,439	\$ 404,298	\$ 28,859
	Abatement	23,622	31,120	30,199	(921)
	Revenue	(223)	0	0	0
	Tax Levy	\$ 387,099	\$ 344,319	\$ 374,099	\$ 29,780
Real Estate Services	Expenditure	\$ 942,904	\$ 1,014,223	\$ 1,121,033	\$ 106,810
	Abatement	181,390	195,998	189,210	(6,788)
	Revenue	2,814,655	3,135,510	3,322,289	186,779
	Tax Levy	\$ (2,053,141)	\$ (2,317,285)	\$ (2,390,466)	\$ (73,181)
Vital Statistics/ Identificaion	Expenditure	\$ 445,688	\$ 463,803	\$ 501,157	\$ 37,354
	Abatement	61,853	82,526	68,505	(14,021)
	Revenue	480,083	466,100	504,100	38,000
	Tax Levy	\$ (96,248)	\$ (84,823)	\$ (71,448)	\$ 13,375
Tax Listing Services	Expenditure	\$ 314,030	\$ 286,228	\$ 348,797	\$ 62,569
	Abatement	25,852	34,788	32,960	(1,828)
	Revenue	30,641	27,000	80,371	53,371
	Tax Levy	\$ 257,537	\$ 224,440	\$ 235,466	\$ 11,026

**DEPARTMENT DESCRIPTION**

The **Administration** Division directs the activities of the Department in its recording, filing and sale of official documents, deeds and certificates; prepares the departmental budget and maintains budgetary controls; presents departmental recommendations to the Judiciary Committee of the County Board; analyzes and reports on legislation affecting the Register of Deeds function in Milwaukee County; performs all departmental business functions such as reconciliation of all revenue and statistical reports, all personnel functions, preparation and processing of requisitions, work authorizations, expenditure/revenue transaction forms, receipt and dispersal of office supplies and inventory control; and maintains and controls escrow funds. This Division includes the Register of Deeds, Deputy Register of Deeds, Administrative Assistant 2 and one Account Clerk 2.

The **Cashier Services** Division receives all monies required by the Department, determines the recordability and records all documents according to State Statutes. This Division includes one Cashier 2, five Cashier 1, one Clerk 4 and one Clerk 3 positions.

The **Real Estate Services** Division's primary responsibility is to comply with State Statutes regarding the indexing and microfilming of all public real estate indices. The duties include microfilming and/or optical imaging all documents, maintaining the automated real estate tract index, maintaining indices for motor vehicle liens, financing statements and military discharges; and validating Department of Commerce weatherization stipulations and waivers. This Division includes two Administrative Assistant 1, one Microfilm Supervisor and 16 clerical support positions.

The **Vital Statistics/Identification Services** Division maintains files on birth, death and marriage records and change of name orders according to State statute. Records are updated and changed due to legitimization and adoption. Certified copies of these documents are sold to the general public. This Division also conducts genealogical research and issues County and senior citizen identification cards. This Division includes one Administrative Assistant 1, one Clerk Typist 4 and seven Clerk Typist 3 positions.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** REGISTER OF DEEDS

**UNIT NO.** 3400

**FUND:** General - 0001

The *Tax Listing Services* Division reviews tax descriptions, assigns new tax key numbers due to real estate boundary changes, maintains plat books and property records, assists in preparation of petitions for foreclosure action and provides copies of real estate document recordings to local assessors. This Division includes one Property Records Supervisor, one Drafting Technician 3, three Property Records Technicians and one Geographic Information Technician positions.

**BUDGET HIGHLIGHTS**

- Departmental revenues are projected to increase \$278,150, from \$3,628,610 to \$3,906,760, due to the continued strength in real estate sales and greater mortgage activity.
- \$6,000 is appropriated for the purchase of 15 years of death and marriage index data from the State Bureau of Vital Records. The installation of this information into the computer data base will allow for the discontinuation of manual index searches, thus greatly improving the efficiency of document sales.

- General Recording Fee Revenue increases \$178,279, from \$1,420,000 to \$1,598,279 based on lender's change to documents that are one page longer.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000</u> <u>Budget</u>	<u>2000</u> <u>Actual</u>	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>
Recording	170,000	151,693	170,000	170,000
Chattels/General Filings	8,000	8,149	8,000	8,000
Vital Statistics Placed on File	35,000	33,463	35,000	35,000
Certified Copies - Birth, Death, Marriage	90,000	96,173	90,000	95,000
ID Cards - County	9,500	7,775	9,500	9,000
ID Cards - Senior Citizen	700	653	700	700
Microfilm - Current Data	0*	304,800	260	260
Transfer Tax	16,000	17,850	16,000	17,000
Vital Statistics Corrections - No Fee	16,000	20,634	16,000	16,000
Vital Statistics Certifications - No Fee (VA)	400	290	400	400
Termination of Joint Tenancy	2,000	1,847	2,000	2,000
Genealogy Services	6,000	5,254	6,000	6,000
Real Estate Searches	1,300	1,310	1,300	1,300
Marriage Registrations	6,000	5,495	6,000	6,000
DILHR Validation	1,650	1,399	1,650	1,500

\* Sale of Microfilm-Current Data was not budgeted for in 2000 due to anticipated implementation of the optical imaging system (digital scanning of documents) with sales of optical media expected to completely replace the sale of microfilm (measured in feet of film in 2000 and prior years). This system did not become operational until late 2000, and microfilm sales continued, as reflected in the 2000 Actual column. For 2001 and 2002 microfilm sales continue to be budgeted, now measured in rolls of film.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** REGISTER OF DEEDS

**UNIT NO.** 3400

**FUND:** General - 0001

<b>RECORDINGS HISTORICAL</b>		
<u>Year</u>	<u>Total Recordings</u>	<u>Recordings per Day</u>
1995	126,766	507
1996	141,827	567
1997	159,948	640
1998	191,481	766
1999	193,783	775
2000	151,693	597

<b>NUMBER OF RECORDINGS PER DAY</b>			
<u>Month</u>	<u>1999</u>	<u>2000</u>	<u>2001</u>
January	898	677	582
February	969	563	572
March	1,153	500	677
April	796	517	613
May	687	704	800

<b>REGISTER OF DEEDS FEE SCHEDULE</b>		
<u>Description</u>	<u>Statutory Authority or Ordinance</u>	<u>Fee</u>
Real Estate Search	Ordinance 56.28	\$ 5.00
Certification Sheriff Sale	State Statute 59.43(2)	11.00*
UCC Documents	State Statute 59.43(2)	11.00***
Corporate Name	State Statute 59.43(2)	11.00*
Execution	State Statute 59.43(2)	11.00*
Guardianship	State Statute 59.43(2)	11.00*
Rents/Weatherization		10.00
LisPendens	State Statute 59.43(2)	11.00*
Notice of Tax Lien	State Statute 779.97	10.00
General Recording Fees	State Statute 59.43(2)	11.00*
Release of Tax Lien	State Statute 779.97	10.00
Vital Statistics Court Order	State Statute 59.43(2)	11.00*
Vacation & Plats	State Statute 59.43(2)	11.00*
Birth/Vital Statistics	State Statute 69.22	12.00**
Certification Filings/Recording Fees	State Statute 59.43(2)	1.00
Other Fees (Vital Check)	State Statute 69.22	5.00
Identification Cards	Resolution FN 99-107	9.00
Death/Marriages/Vital Statistics	State Statute 69.22	7.00
Copy Fees	State Statute 59.43(2)	2.00
Real Estate Transfer (Per \$100)	State Statute 77.22	0.30****
Tax Listing Fees (Per Document)	Ordinance 88.473	8.41
Other Service Fee (Vital Statistics)	State Statute 69.22	7.00
Subdivision Plats	State Statute 59.43(2)	25.00

\* Of the \$11.00 Fee, Milwaukee County realizes \$4.00 of revenue.

\*\* Of the \$12.00 Birth Record Fee, Milwaukee County realizes \$5.00 of revenue.

\*\*\* Of the \$11.00 Universal Commercial Code Fee, Milwaukee County realizes \$10.00 of revenue.

\*\*\*\* Of this fee, Milwaukee County retains 20% or \$0.06 per \$100.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: SHERIFF**

**UNIT NO. 4000**  
**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

The Sheriff of Milwaukee County is a State constitutional officer and, under Section 59.26 and 59.27 of the Wisconsin Statutes, is responsible for law enforcement, the safety and security of citizens and protection of property throughout the County.

Chapter 166, Wisconsin Statutes, provides the authority of counties in matters pertaining to emergency government services.

The Sheriff's Department acts as an arm of the criminal justice system, carrying out criminal investigations, effecting arrests and warrants, detaining prisoners, providing court security, serving process papers, transporting prisoners and patients and extraditing criminals.

Security is provided at General Mitchell International Airport, Miller Park, County Parks and for the County Executive. Protection is rendered to County officials and domestic and international visiting dignitaries.

Expressway patrol provides the capability of immediate 24-hour response to emergency situations involving protection, safety and law enforcement throughout Milwaukee County.

The Department provides specialized services to the community, County government and municipal police agencies by means of investigative expertise, victim/witness protection, crowd control, photography, fingerprint and document examination, drug investigations, training and emergency response.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 56,114,315	\$ 54,697,843	\$ 62,489,249	\$ 7,791,406
Services	5,207,624	3,479,817	3,910,701	430,884
Commodities	3,051,916	2,734,979	1,979,378	(755,601)
Other Charges	80,121	600,640	83,000	(517,640)
Capital Outlays	1,813,821	123,363	0	(123,363)
County Service Charges	13,610,761	15,305,791	17,711,447	2,405,656
Abatements	(17,315,298)	(19,029,030)	(24,984,904)	(5,955,874)
<b>Total Expenditures</b>	<b>\$ 62,563,260</b>	<b>\$ 57,913,403</b>	<b>\$ 61,188,871</b>	<b>\$ 3,275,468</b>
<b>Total Revenues</b>	<b>\$ 18,486,285</b>	<b>\$ 17,087,108</b>	<b>\$ 16,625,983</b>	<b>\$ (461,125)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 44,076,975</b>	<b>\$ 40,826,295</b>	<b>\$ 44,562,888</b>	<b>\$ 3,736,593</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 761,232	\$ 961,230	\$ 1,257,970	\$ 296,740
Courthouse Space Rental	4,746,936	6,297,469	6,090,149	(207,320)
Document Services	113,554	119,112	89,844	(29,268)
Tech Support & Infrastructure	2,264,052	1,089,340	1,754,215	664,875
Distribution Services	8,136	13,689	10,375	(3,314)
Emergency Mgmt Services	0	0	10,000	10,000
Telecommunications	111,806	142,588	119,184	(23,404)
Records Center	61,249	82,356	88,501	6,145
Radio	727,480	88,506	451,743	363,237
Personal Computer Charges	180,071	419,000	419,000	0
Applications Charges	0	1,078,350	2,139,018	1,060,668
<b>Total Charges</b>	<b>\$ 8,974,516</b>	<b>\$ 10,291,640</b>	<b>\$ 12,429,999</b>	<b>\$ 2,138,359</b>
<b>Direct Property Tax Levy</b>	<b>\$ 44,076,975</b>	<b>\$ 40,826,295</b>	<b>\$ 44,562,888</b>	<b>\$ 3,736,593</b>
<b>Total Property Tax Levy</b>	<b>\$ 53,051,491</b>	<b>\$ 51,117,935</b>	<b>\$ 56,992,887</b>	<b>\$ 5,874,952</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: SHERIFF**

**UNIT NO. 4000**

**FUND: General - 0001**

**MISSION**

The Milwaukee County Sheriff's Department will serve and protect the citizens of Milwaukee County by providing a safe and secure community through dedication to the highest level of law enforcement services.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Individuals arrested by law enforcement agencies are accepted into a safe and secure facility and held to facilitate trial by the State Circuit Court System.	a. Number of arrestees booked and held at the Criminal Justice Facility for law enforcement agencies. b. Number of inmates held by order of courts. c. Number of professional visitors.	a. Criminal Justice Facility has the capacity to book and hold 53,800 arrestees annually for law enforcement agencies. b. Daily average of 1,100 inmates are held in the Criminal Justice Facility for trial by State Circuit Court order. c. Annually 22,000 professional visitors confer with inmates.
2. The courtroom environment is safe and secure for all courtroom participants.	a. Percent of disruptive courtroom incidents to number of cases filed in all County courts. b. Percent of disruptive courtroom incidents to number of cases filed in County Family courts. c. Percent of disruptive courtroom incidents to number of cases filed in County Felony and Misdemeanor courts.	a. Percent of disruptive courtroom incidents to number of cases filed in all County courts will be kept below .04% (57 out of 150,066 cases). b. Percent of disruptive courtroom incidents to number of cases filed in County Family courts will be kept below .11% (15 out of 13,289 cases). c. Percent of disruptive courtroom incidents to number of cases filed in County Felony and Misdemeanor courts will be kept below .03 (21 out of 77,627 cases).
3. Motorists are safe as they travel on roadways patrolled by Deputy Sheriffs.	a. Number of accident reports completed by the Police Services Bureau within five working days. b. Number of Operating While Intoxicated citations issued. c. Number of truck stops made for overweight and level one mechanical inspections.	a. 90% of accident reports are completed by the Police Services Bureau within five working days. b. 800 Operating While Intoxicated citations will be issued. c. 400 overweight truck citations will be issued.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: SHERIFF

UNIT NO. 4000  
FUND: General - 0001

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
4. Inmates receive effective treatment for communicable diseases.	a. Number of inmates tested by Sheriff's Department health staff for chlamydia and gonorrhea. b. Number of inmates tested by the Health Department for syphilis and HIV. c. Number of inmates tested for tuberculosis. d. Percent of inmates positive for gonorrhea that will receive treatment. e. Percent of inmates positive for syphilis that will receive treatment. f. Percent of inmates positive for tuberculosis that will accept treatment.	a. Annually 2,200 inmates are tested by Sheriff's Department health staff for chlamydia and gonorrhea. b. Annually, 6,000 inmates are tested by the Health Department for syphilis and HIV. c. Annually, 14,000 inmates are tested for tuberculosis. d. 75% of inmates testing positive for gonorrhea yearly will receive treatment. e. 95% of inmates testing positive for syphilis yearly will receive treatment. f. 50% of inmates testing positive for tuberculosis infection yearly will accept preventative therapy.
5. Travelers through General Mitchell International Airport enjoy an environment of safety and security for their persons and possession.	a. Number of security patrols by deputies at Mitchell International. b. Response time to security incidents.	a. Deputy Sheriffs carry out 138,000 law enforcement patrols at Mitchell International. b. Average response time to security incidents is at or below the Federal Aviation Administration maximum response time of five minutes.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 56,114,315	\$ 54,697,843	\$ 62,489,249	\$ 7,791,406
Position Equivalent (Funded)*	1,051.2	1,060.7	1,117.9	57.2
% of Gross Wages Funded	95.9	95.4	96.3	0.9
Overtime (Dollars)**	\$ 4,576,151	\$ 3,776,344	\$ 3,283,080	\$ (493,264)
Overtime (Equivalent to Positions)	129.0	97.1	84.4	(12.7)

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: SHERIFF

UNIT NO. 4000  
 FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Account Clerk 1	Abolish	1/100%	Adm. Services	\$ (39,716)
Deputy Sheriff 1	Create	23/100%	Airport	1,409,510
Deputy Sheriff 1	Abolish	5/100%	Park Patrol	(271,550)
Deputy Sheriff 1	Abolish	1/100%	Courts	(66,920)
Clerk Typist 3	Abolish	1/100%	Central Records	(39,716)
Deputy Sheriff 1	Abolish	1/100%	Support/Adm.	(66,920)
Deputy Sheriff 1	Abolish	8/100%	County Grounds	(511,276)
Deputy Sheriff 1	Transfer*	3/100%	Airport	(200,760)
Deputy Sheriff 1	Transfer*	3/100%	K-9 Patrol	200,760
Deputy Sheriff Sergeant	Create	1/100%	Airport	73,640
Deputy Sheriff Sergeant	Transfer*	1/100%	Airport	73,640
Deputy Sheriff Sergeant	Transfer*	2/100%	County Grounds	(147,280)
Deputy Sheriff Sergeant	Transfer*	1/100%	Traffic Patrol	73,640
Deputy Sheriff 1	Transfer*	2/100%	Park Patrol	(109,292)
Deputy Sheriff 1	Transfer*	2/100%	Marine Patrol	109,292
Deputy Sheriff 1	Transfer*	1/100%	CJF	(66,920)
Deputy Sheriff 1	Transfer*	1/100%	Traffic Patrol	66,920
Deputy Sheriff 1	Transfer*	2/100%	Gen. Investigative Svs.	(133,840)
Deputy Sheriff 1	Transfer*	2/100%	HIDTA	133,840
			<b>TOTAL</b>	<b>\$ 487,052</b>

\* These are internal transfers between various Sheriff bureaus.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: SHERIFF

UNIT NO. 4000

FUND: General - 0001

ORGANIZATIONAL COST SUMMARY					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Administration	Expenditure	\$ 6,154,198	\$ 5,853,588	\$ 6,580,821	\$ 727,233
	Abatement	3,455,272	3,239,707	3,648,065	408,358
	Revenue	328,302	294,600	304,100	9,500
	Tax Levy	\$ 2,370,624	\$ 2,319,281	\$ 2,628,656	\$ 309,375
Emergency Management	Expenditure	\$ 1,090,368	\$ 894,282	\$ 959,325	\$ 65,043
	Abatement	158,536	214,340	234,528	20,188
	Revenue	557,890	399,151	296,500	(102,651)
	Tax Levy	\$ 373,942	\$ 280,791	\$ 428,297	\$ 147,506
Police Services	Expenditure	\$ 11,800,387	\$ 11,246,790	\$ 13,293,539	\$ 2,046,749
	Abatement	1,691,571	1,717,565	3,854,383	2,136,818
	Revenue	8,736,754	7,812,426	7,685,159	(127,267)
	Tax Levy	\$ 1,372,062	\$ 1,716,799	\$ 1,753,997	\$ 37,198
Communications and Highway Safety	Expenditure	\$ 2,590,922	\$ 2,013,230	\$ 2,644,615	\$ 631,385
	Abatement	748,952	124,267	509,056	384,789
	Revenue	89,445	163,480	205,413	41,933
	Tax Levy	\$ 1,752,525	\$ 1,725,483	\$ 1,930,146	\$ 204,663
Detention	Expenditure	\$ 39,238,687	\$ 38,859,323	\$ 43,636,829	\$ 4,777,506
	Abatement	4,482,686	6,543,206	7,624,324	1,081,118
	Revenue	4,253,513	4,703,483	4,329,354	(374,129)
	Tax Levy	\$ 30,502,488	\$ 27,612,634	\$ 31,683,151	\$ 4,070,517
Criminal Investigations	Expenditure	\$ 7,721,813	\$ 7,409,418	\$ 7,877,650	\$ 468,232
	Abatement	449,971	445,792	456,932	11,140
	Revenue	2,882,683	2,830,839	2,738,464	(92,375)
	Tax Levy	\$ 4,389,159	\$ 4,132,787	\$ 4,682,254	\$ 549,467
Courts and Auxiliary Services	Expenditure	\$ 10,546,242	\$ 10,665,802	\$ 11,180,996	\$ 515,194
	Abatement	6,328,310	6,744,153	8,657,616	1,913,463
	Revenue	901,757	883,129	1,066,993	183,864
	Tax Levy	\$ 3,316,175	\$ 3,038,520	\$ 1,456,387	\$ (1,582,133)

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: SHERIFF

UNIT NO. 4000  
FUND: General - 0001

## DEPARTMENT DESCRIPTION

The following is a departmental summary of functions.

The **Administrative Bureau** performs management and support functions for the Sheriff's Department and House of Correction as well as community relations activities. Included in these duties are personnel management, preparation of the annual budget and accounting and payroll functions. Also included in this bureau is the Office of Professional Standards which investigates all incidents involving Sheriff's Department personnel. Included are command, professional standards, support, cashier and accounting staff.

The **Emergency Management Bureau** was created in 1998 by merging the County Executive-Emergency Government Division into the Sheriff's Department. The Emergency Management Division administers a unified, County-wide emergency plan to mitigate all hazards, maintain communications and enhance public awareness campaigns to assure the community has knowledge of typical hazards and preventive measures which can be taken. The Division provides direction and guidance to all County and municipal agencies, as well as the private sector, in the development of individual emergency plans.

The **Police Services Bureau** includes Airport Security, Stadium Security, Parks Security, Trauma Center Security, Water Safety Patrol, the Helicopter Program and Expressway Patrol.

The **Communications and Highway Safety Bureau** was created in mid-1999. The division includes Communications, Highway Safety Liaison, and Community Relations.

The **Detention Services Bureau** includes the County Jail, Records and Identification, Medical Services for the Sheriff's Department and the House of Correction and Inmate Welfare. The jail is a secure detention facility with a design capacity of 990 beds for holding accused felons, misdemeanants and municipal violators until they are released on a pretrial basis or are adjudicated, and a small number of sentenced offenders awaiting transfers or hearings on new charges. The rated capacity of the County Jail has increased from 798 to 990 due to double bunking. The Sheriff and the Superintendent of the House of Correction have the

authority to transfer inmates between the County Jail and the House of Correction in order to maximize the use of available beds.

The **Criminal Investigations Bureau** has three components: General Investigations, Witness Protection and Drug Enforcement. General Investigations conducts investigations at the General Mitchell International Airport, County Grounds, House of Correction, Criminal Justice Facility, County Stadium, County Parks System, Zoo and the Department of Human Services. It serves criminal warrants, processes extradition papers, and processes all Milwaukee County sexual offender registrations. It performs background checks on all personnel seeking employment by the Department and performs background checks for other County agencies upon request. General Investigations is responsible for serving all writs, three party petitions and temporary restraining orders, providing County Executive security and responds to bomb threats upon request. The Witness Protection Unit provides protective services and security for threatened and intimidated victims/witnesses in Milwaukee County. The Drug Enforcement Unit (DEU) works to reduce the supply of illicit drugs in the area and uses property seized from drug dealers to purchase law enforcement equipment for the Sheriff's Department. The DEU participates in Drug Enforcement Administration (DEA) and FBI task force programs, operates a narcotic detection canine unit, participates in the Metropolitan Drug Enforcement Group and the High Intensity Drug Trafficking Area (HIDTA) Task Force to apprehend and prosecute drug dealers.

The **Courts & Auxiliary Services Bureau** includes Training, Civil Process Service, Central Records, Youth Services, Courthouse Complex Security and Bailiff Services.

## BUDGET HIGHLIGHTS

### DEPARTMENTAL

- Funding is provided throughout the 2002 Budget to continue various jail population control programs instituted in 2001 including the House of Correction's electronic surveillance program, expanded Intake Court hours, District Attorney processing of domestic violence offenders on Sundays, intensive supervision of pretrial defendants, monitoring of pretrial offenders, District Attorney and Clerk of Circuit Court

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: SHERIFF

UNIT NO. 4000

FUND: General - 0001

support staff for specialized courts (homicide, violent crimes, drugs, sexual assault, domestic violence and felony spin-off) to speed case processing.

- Abolish 1 Clerk Typist 1  
1 Clerk Typist 3  
1 Deputy Sheriff 1

These positions are abolished for a personal service savings of \$105,978 due to the transfer of citation payment processing from the Sheriff's Department to the Clerk of Courts in accordance with audit recommendations.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

## ADMINISTRATION

- Personal Services within the Administration Bureau have been reduced \$23,976 to establish a net salary budget that is 98.8% of gross wages.
- \$15,000 is provided for repair and maintenance of the Sheriff's trust accounting system which is now compatible with the House of Correction, reducing duplication when inmates are transferred between facilities.
- Medical Service Fees are increased \$30,000, from \$20,000 to \$50,000, due to experience.

## EMERGENCY MANAGEMENT

- Total Revenue is decreased \$102,651, from \$399,151 to \$296,500, primarily due to decreased reimbursement from State and Federal Emergency Management and Civil Defense grants.
- The 2002 Budget establishes an Emergency Management crosscharge of \$100,000 charged to other departments for direction and guidance in the development of emergency plans.

Emergency Management Crosscharges	
	Amount of Charge
County Board	\$ 6,667
County Executive	6,667
DOA-Fiscal Affairs	3,333
Information Management Division	3,333
Risk Management	10,000
DOA-Housing & Community Development	3,333
Sheriff	10,000
House of Correction	6,667
Medical Examiner	3,333
Airport	3,333
DPW-Facilities Management	20,000
County Health Related Programs	6,667
Department of Parks	16,667
<b>TOTAL</b>	<b>\$ 100,000</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: SHERIFF**

**UNIT NO. 4000**

**FUND: General - 0001**

<b>Emergency Management Activities</b>			
	2000	2001	2002
	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Severe Weather Alerts	45	40	45
Emergency Situations Responded to	320	365	350
Emergency Phone Calls	640	600	600
Information Phone Calls	4,000	3,500	3,500
Meetings/Seminars Held	135	60	60
EOC Staff Exercises and Briefings	35	10	10
Public Awareness Appearances	175	100	130
Disaster Drills	13	10	10
Reimbursements Processed for Response Agencies	77,015	25,000	25,000
State Training Grants Obtained	13,995	20,000	22,000
Brochures Distributed	200,000	50,000	250,000
Development of Emergency Operations Plan	55	52	52

**POLICE SERVICES**

Expressway Patrol consists of 65 Deputy Sheriff 1, six Deputy Sheriff Sergeants and two Deputy Sheriff Captains, who patrol the expressways 365 days per year. For this service, the Sheriff will receive \$1,778,691 in County Trunk Maintenance revenue and \$1,040,800 from the State for patrol costs in 2002. County Trunk Maintenance revenue increases \$51,807, due to an increase of 3% in State General Transportation Aids for 2002. The Sheriff also receives a portion of all State citations written on the expressway. Revenue from State Fines and Forfeitures remains at \$506,038. County Forfeitures increase \$121,399, from \$2,601,816 to \$2,723,215, to better reflect actual experience.

- Personal Services have been reduced \$90,000 to establish a net salary budget that is 98.9% of gross wages.
- State Department of Transportation mitigation funding remains at \$276,221. This grant reimburses Milwaukee County for deputies assigned to construction zones on the expressway. This grant will also provide for the

continuation of the Freeway Service Patrol Project that began in 1998 with the creation of four Deputy Sheriff 1 positions. The Freeway Service Patrols assist disabled motorists and help maintain traffic flow, especially during rush hours and in construction zones.

- Abolish 8 Deputy Sheriff 1  
Transfer 2 Deputy Sheriff Sergeants

For 2002, sector and parking patrol is discontinued on the Milwaukee County Grounds. This results in the abolishment of eight Deputy Sheriff 1s and the transfer of two Deputy Sheriff Sergeants. Five Deputy Sheriff 1s remain to provide the Trauma Center at Froedtert Hospital with "first and heightened response" per the agreement between Milwaukee County and Froedtert Hospital. This action results in the discontinuance of crosscharges to County tenants totaling \$232,568 and revenue of \$500,000 from charges to private geographic members and \$50,000 from parking. One Deputy Sheriff Sergeant is transferred to the Airport and one is transferred to Expressway Patrol. The Sergeant position transferred from County Grounds Patrol to Expressway Patrol, offset by revenue, is to provide additional shift supervision and to oversee the Commercial Vehicle Enforcement Program. Expressway Patrol personnel will be redeployed, on demand, as backup support for the Trauma Center.

- Abolish 5 Deputy Sheriff 1

Five positions of Deputy Sheriff 1, created in 1995 as part of the U.S. Department of Justice "COPS FAST" program, are abolished in 2002 at a savings of \$215,900. The deputies were assigned to reduce organized gangs, gang violence, and other criminal acts within the Milwaukee County Parks System. Six Deputy Sheriffs 1 who work during the school year on D.A.R.E. will assist in patrolling of parks in the summer months when school is not in session.

- Four positions of Deputy Sheriff 1 created in 1998 to implement a Sheriff's Water Safety Patrol and to perform all-terrain vehicle (ATV) and snowmobile enforcement and general patrol duties in the Milwaukee County Parks System during non-boating season are continued in 2002. The \$172,768 cost of these positions is

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: SHERIFF**

**UNIT NO. 4000**

**FUND: General - 0001**

partially offset by \$70,000 in State Department of Natural Resources reimbursement.

- Five positions of Deputy Sheriff 1 and one Deputy Sheriff Sergeant that were created in 2001 under a three year grant from the U.S. Department of Justice "COPS FAST" program are continued in 2002 at a personal service cost of \$241,596, offset by revenue of \$150,000. The deputies are assigned to provide increased patrols within the Milwaukee County Parks System. Overtime appropriations for Park Patrol are reduced \$141,421 due to the increase in straight-time patrol.
- The Sheriff continues to provide security for events held at Miller Park, including all Brewer home games. The 2002 Budget includes \$651,910 in overtime appropriations for this purpose, 100% offset with revenue from the Milwaukee Brewers and Midwest Sportservice.
- Five hourly Parking Checker positions created in 1998 are continued to provide enhanced parking enforcement at the County Grounds, parks and the Airport. The cost of these positions, \$92,412, is completely offset with citation revenue.
- Due to a major security initiative at General Mitchell International Airport, security at the Airport is significantly increased, in compliance with a new U.S. Federal Aviation Administration Directive for the immediate implementation of security measures. These measures include, but are not limited to :
  - Deploy and maintain an increased level of security/law enforcement patrols for surveillance, deterrence and response functions in both terminals and adjacent areas.
  - Develop and implement a schedule for increased security inspections in terminals.
  - Increase the number and frequency of random identification checks.
  - Have response available on request for explosive ordnance disposal and tactical teams as well as K-9 or electronic explosive detectors.
  - Discontinue all curbside check-in and remove any unauthorized vehicles parked

within 300 feet of a terminal building where passengers load and unload.

- Develop and implement a schedule for increased perimeter patrols.

Create 23 Deputy Sheriff 1  
 Transfer 1 Deputy Sheriff Sergeant  
 Create 1 Deputy Sheriff Sergeant

In 2001, the Sheriff Department provided security at General Mitchell International Airport with 23 Deputy Sheriff 1 positions, four Deputy Sheriff Sergeants, one Deputy Sheriff Captain and one Clerk Typist 3 position. To implement this new initiative, the number of Deputies are increased 23 to 46 and one Deputy Sheriff Sergeant is created for shift supervision and one Deputy Sheriff Sergeant is transferred from the County Grounds due to enhanced security needs at the Airport. In addition, \$250,000 is included for training of the new deputies. The operating cost of this program, less citation and grant revenue of \$364,000, is charged to the Airport in the amount of \$3,568,089.

- Expenditures of \$323,330 for operation of the Sheriff's Department helicopter are included and are completely offset by grant revenue and donations.

	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
Traffic Citations Issued	47,047	46,000	46,000
Auto Accidents Reported and Investigated	6,032	5,500	5,800

**COMMUNICATIONS AND HIGHWAY SAFETY**

- In 1999, the Sheriff's Department Mobile Data Transmission system (MDT) became operational. This system has been made available to other law enforcement agencies operating in Milwaukee County. The budget includes revenue in the amount of \$28,000, an increase of \$8,800, for access fees paid by participating agencies.
- Revenue from the State Department of Transportation for the services of one Bureau Director and one Deputy Sheriff Sergeant

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: SHERIFF**

**UNIT NO. 4000**

**FUND: General - 0001**

position increase \$17,020, from \$144,280 to \$161,300.

- The budget includes \$236,753 for various maintenance agreements. This includes \$134,772 for the computer aided dispatch system (CAD), \$9,595 for the communications voice logger, \$26,250 for the message switch and \$66,136 for the mobile radio system.

	2000 <u>Actual</u>	2001 <u>Budget</u>	2002 <u>Budget</u>
Radio Message Transmissions	2,675,500	1,000,000	3,000,000
911 Cellular Phone Calls	170,000	200,000	300,000
911 Enhanced Phone Calls	7,500	8,000	8,000
Courthouse Safety Building Alarms Fire/Panic/Intrusion	15,000	17,500	17,500

**DETENTION BUREAU**

The 2002 Budget for the House of Correction and Sheriff's Department includes an inmate population control "cap proposal" for the Milwaukee County detention population.

Milwaukee County was a defendant in litigation (Milton Christensen, et al vs. Michael J. Sullivan, et al) wherein plaintiffs allege that overcrowded conditions exist in the County Jail. In recognition of perpetual overcrowded conditions in the County Jail, the Wisconsin Supreme Court has ruled that the State cannot force the County to house State probation and parole violators when, in the opinion of the Milwaukee County Sheriff, overcrowded conditions exist in the County Jail.

The Sheriff and the Superintendent, House of Correction have advanced a safe and reasonable way of accommodating the incarceration needs of Milwaukee County by proposing a cap for the County Jail, which is tied to a system-wide cap which includes the County Jail and House of Correction. The capacity of the current system, which is defined as both the original design capacity and the expanded/modified capacity, is as follows: the County Jail has a design capacity of 744. It has an expanded rated capacity of 936. Its total bed

space is 990. The House of Correction has a design capacity of 1,858. It has a rated capacity of 2,010. Its total bed space is 2,340. The entire system has a design capacity of 2,602. It has a rated capacity of 2,946. It has total bed space of 3,330. The cap proposal addresses the system's population in levels or thresholds, meaning that when the system reaches certain population levels, these levels would trigger the following necessary and appropriate actions by the criminal justice system in order for the system to operate safely:

**LEVEL I: Criminal Justice Facility (CJF) = 1,000; System Wide (CJF and House of Correction combined) = 3,300**

HOC staff would: (1) Increase number of administrative modifications to electronic surveillance/home detention; (2) begin to identify people sentenced to community access with Operating While Intoxicated (OWI) convictions who have served less than fifty percent (50%) of their sentence; (3) add non-violent felons to the pool (it is estimated this action might open approximately 100 beds at the HOC); (4) refer persons who would otherwise qualify for electronic surveillance, but do not meet the telephone requirements to the in-house home detention program; and (5) request bail review and re-evaluations for everyone with bail of \$500 or less, with consideration of the numbers and categories of offenses involved.

**LEVEL II: CJF = 1,050; System Wide = 3,300**

(1) Review all unemployed sentenced misdemeanors with community access for administrative modification to electronic surveillance; (2) refer anyone identified who cannot meet the telephone requirements to the in-house detention program (approximately 250 people in this category); (3) seek bail review and re-evaluations for persons with bails up to \$750, with consideration of the numbers and categories of offenses involved; (4) give a future date to report and begin serving their sentence to all newly sentenced persons who are not in custody; (5) review persons serving municipal commitments and persons who have served a portion of their sentence for possible release; and (6) review and modify custody agreements as necessary.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: SHERIFF

UNIT NO. 4000

FUND: General - 0001

## LEVEL III: = CJF 1,075; System Wide = 3,400

(1) Review all persons with community access sentences for administrative modification of the sentence to electronic surveillance; (2) refer anyone identified who cannot meet the telephone requirements to the in-house detention program; (3) continue to give a future report date to anyone out-of-custody and newly-sentenced to a community access sentence; (4) seek bail review and re-evaluations for persons with bails up to \$1,000, with consideration of the numbers and categories of offenses involved; (5) release all municipal commitments; (6) seek early release and modification of sentences to time served for persons who have served seventy-five percent (75%) of their sentence with good time; (7) seek additional jail space, including utilization of 5 East as well as renting space in other jails; (8) review new admissions, and, where appropriate, cite and release persons from custody; and (9) identify vacant buildings for use as custody space.

## LEVEL IV: CJF = 1,075; System Wide = 3,400 (for 5 consecutive days)

(1) Review all straight time misdemeanor sentences for administrative modification to electronic surveillance; (2) refer anyone identified who cannot meet the telephone requirements to the in-house detention program; (3) identify persons serving community access sentences to have sentences interrupted, to return later to resume serving their sentence; (4) seek bail review and re-evaluations for persons with bails up to \$2,500, with consideration of the numbers and categories of offenses involved; and (5) include in requests for sentence modification all persons who have served up to fifty percent (50%) of their original sentence.

- Personal Services within the Detention Bureau have been reduced \$1,137,752 to establish a net salary budget that is 95.1% of gross wages. Any Deputy Sheriff displaced in another bureau by actions in this budget should be assigned to fill vacancies in the Criminal Justice Facility before filling other posts.
- Six positions of Deputy Sheriff 1 and one position of Deputy Sheriff Sergeant are assigned to the Data Processing Support Unit to support computer network services for the Sheriff and

House of Correction operations. The budget provides \$382,788 for the operation of this unit.

- The budget includes two Deputy Sheriff positions, increased overtime appropriations and vehicle operating expenses totaling \$131,032 which are crosscharged to the House of Correction. These expenditures are part of a grant received by the House of Correction for the operation of the Milwaukee County Community Justice Day Reporting Center.
- \$86,987 is provided in the budget to continue the position of Criminal Justice Programs Manager. This position is responsible for all inmate programming at the County Jail and House of Correction and serves as a key liaison to the Day Reporting Center project.
- \$101,004 is appropriated to continue the inmate educational program through the Wisconsin Technical College and MATC. Grant revenue is budgeted at \$68,677, resulting in a tax levy contribution of \$32,327 to the program.
- \$31,000 is provided to continue the Library services contract for inmates held in the Jail, an increase of \$6,000.
- In 1998, the Sheriff entered into an agreement with the State of Wisconsin to house up to 125 Violators of Parole or Probation (VOP's) at a rate of \$4,900 per day plus outside medical and prescription drug expenses. The 2001 Budget included \$2,024,306 in revenue in recognition of this agreement. It should be noted that this agreement is separate from the agreement entered into with the State to house 300 VOP's in the 400-bed Adult Correctional Center expansion at the House of Correction. The 2002 Budget does not continue this revenue due to the opening of the new State facility on 10<sup>th</sup> and State Streets.
- \$2,190,000 of Federal revenue is budgeted in 2002 to recognize the contract to house up to 100 U.S. Marshal's Service prisoners per day at the Jail. The agreement provides for a \$60 per day per inmate reimbursement plus outside medical and prescription drug expenses.
- Telephone Commission revenue remains at the 2001 Budget amount of \$1,358,000.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: SHERIFF**

**UNIT NO. 4000**

**FUND: General - 0001**

- Commissary revenue is reduced \$20,000, from \$120,000 to \$100,000.
- The base service fee charged for serving civil process papers, writs and for processing bails and commitments is increased from \$20 to \$30. This results in an increase of \$35,000 in budgeted Detention Bureau service fee charges and other revenue from \$190,000 to \$225,000.
- A lump sum of \$1,063,457 is included to provide funding for 20 medical unit positions requested by the Sheriff's Department and approved by the Finance and Audit Committee on September 20, 2001.
- Any inmate released from the CJF will receive generic prescriptions whenever possible and a maximum three-day supply.
- Inmate medical service co-payment revenue remains unchanged at \$40,000. Inmates are charged through their inmate trust account and charges are collected if funds are available. No inmate is denied necessary medical services due to an inability to pay. This practice has significantly reduced the number of frivolous requests for services from inmates.
- Medical Service Fees are reduced \$530,617, from \$1,023,550 to \$492,933, to better reflect experience and in anticipation that the additional medical staff created will reduce the need for outside service. Medical service fees are paid to off-site medical service providers for services that cannot be performed in the CJF.
- Prescription Drug appropriations are decreased \$675,000, from \$1,625,000 to \$950,000, in anticipation of savings from a new contract.
- An appropriation of \$1,135,000 is continued for contractual services for physician, dentist, pharmacist services, Medical Director, Program Monitor and Medical Records.

	2000 Actual	2001 Budget	2002 Budget
Bookings	50,916	60,000	60,000
Daily Average Population	1,081	1,100	1,100
Requests for Medical Services- Nurse Assessments	50,378	50,000	50,000
Prescriptions Filled	80,487	80,000	80,000

**CRIMINAL INVESTIGATIONS BUREAU**

- The base service fee charged for serving civil process papers, writs and for processing bails and commitments is increased from \$20 to \$30. This results in an increase of \$33,101 in budgeted Criminal Investigations service fee charges and other revenue, from \$331,013 to \$364,114.
- Witness Protection reimbursement revenue is reduced \$47,886, from \$428,309 to \$380,423, due to a decrease in the grant reimbursement rate from 68% to 64.5%. The 2002 Budget reduces program expenditures to maintain the 2001 tax levy support of \$110,855.
- The Metropolitan Drug Enforcement Group continues with the Sheriff's Department serving as the lead agency for the grant program. The Sheriff's Department reimburses the District Attorney's Office and participating police agencies for their costs associated with the program and receives reimbursement from the Wisconsin Department of Justice for claimed expenses. Program expenditures are reduced \$79,225, from \$1,395,224 to \$1,315,999, and reimbursement revenue is reduced \$167,566, from \$1,544,283 to \$1,376,717, based on experience.
- The Sheriff's Department's participation in the Milwaukee High Intensity Drug Trafficking Area (HIDTA) grant program continues. This unit consists of six Deputy Sheriff 1 positions, two Deputy Sergeants and two Deputy Sheriff Captains. The budget includes HIDTA program expenditures of \$781,910, offset by Federal grant revenues of \$546,710 and tax levy support of \$235,200. The Sheriff has pledged to manage existing personnel in such a manner

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: SHERIFF**

**UNIT NO. 4000**

**FUND: General - 0001**

that will offset the tax levy support needed to participate in the HIDTA project.

- Personal Services for the Criminal Investigations Bureau are reduced \$222,000 to establish a net salary budget that is 94.8% of gross wages.

	2000 Actual	2001 Budget	2002 Budget
Background Checks	270	560	365
Criminal Complaints Issued	154	225	380
Writs of Restitution	3,145	3,400	3,400
Temporary Restraining Orders Received	838	600	600
Witness Protection Cases	134	140	140

**COURTS/AUXILIARY BUREAU**

- The 2002 bailiff staffing plan provides for 115 sworn positions, including 111 Deputy Sheriff 1, three Sergeants, one Captain and one Clerk Typist 3 and overtime dollars which provide full-time and vacation relief coverage for 94 posts. The crosscharge of \$7,970,655 from the Sheriff's Department is an increase of \$1,896,361 from the 2001 Budget, which includes \$1,589,401 for fringe benefit costs. Included in the 2002 staffing plan is a reduction of one position of Deputy Sheriff 1 and a decrease in overtime for a total reduction of \$70,508.

<b>BAILIFF POSTS</b>	
Felony Judges	24
Misdemeanor Judges	23
Inmate Bullpens	5
Preliminary Hearings	3
Criminal Intake	2
Traffic Intake	2
Out-of-Custody Court	1
Civil Branches and Commissioners	6
Family Branches and Commissioners	8
Children's Court Judges and Commissioners	15
Children's Court Center Detention Control	4
Domestic Violence Oversight Grant Initiative	1
<b>Total Posts</b>	<b>94</b>

- The Courthouse Complex Security program, consisting of two Deputy Sheriffs who patrol the Courthouse, continues with a budget allocation of \$114,575, offset by a crosscharge to the Department of Public Works.
- The Drug Abuse Resistance Education (D.A.R.E.) program consists of six Deputy Sheriff 1 positions. Total cost of this unit is \$424,365. Tax levy support is budgeted to be \$196,265. Total revenues are \$228,100, including a \$100,000 grant from the Boys and Girls Club to support the Truancy Abatement and Burglary Suppression (TABS) Program. The six Deputy Sheriffs who work during the school year on D.A.R.E. will assist in patrolling of parks in the summer months when school is not in session.
- Personal Services for the Courts and Auxiliary Bureau have been reduced \$257,988 to establish a net salary budget that is 96.5% of gross wages.
- The base service fee charged for serving civil process papers, writs and for processing bails and commitments is increased from \$20 to \$30. This results in an increase of \$82,500 in budgeted Criminal Investigations service fee charges and other revenue, from \$165,000 to \$247,500.

	2000 Actual	2001 Budget	2002 Budget
Recruits Trained County	64	85	70
Individuals Receiving In-service Training	1,165	1,190	1,190
Jailers Trained	268	175	300

**COUNTY EXECUTIVE'S 2002 BUDGET**

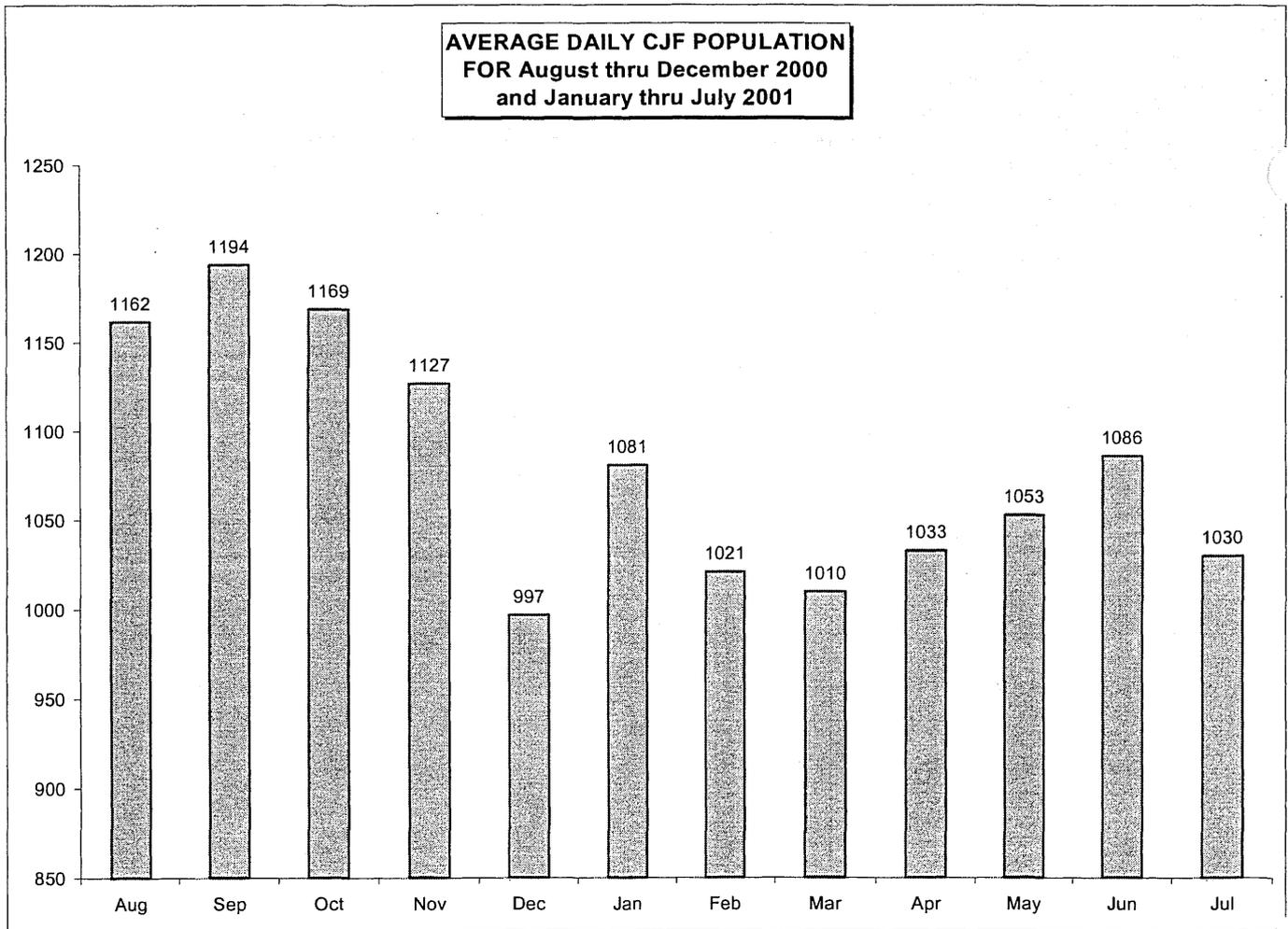
**DEPT: SHERIFF**

**UNIT NO. 4000**

**FUND: General - 0001**

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$ 20,000	Pre-Employment Physicals	Concentra
\$ 25,000	Medical Monitor – Christensen Lawsuit	Dr. Roland M. Shansky
\$ 31,000	Library Services Contract	Benedict Center
\$100,000	Pass Through Funding for Boys & Girls Club - DARE	Boys & Girls Club
\$134,004	Inmate Literacy Project	MATC
\$525,000	Records Program Management	Pyramid Services
\$ 42,000	Dental Services	Dental Power
\$120,000	Dental Services	Mobile Dental Centers
\$ 50,000	X-ray Services	Symphony Mobilex
\$150,000	Lab Testing Fees	Medical Science Labs

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** HOUSE OF CORRECTION

**UNIT NO.** 4300

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The functions of the House of Correction (HOC) are defined in Chapters 302, 303, 304 and 973 of the Wisconsin Statutes. This institution receives and maintains custody of all sentenced prisoners in Milwaukee County committed by authorized courts for periods not exceeding one year and from other jurisdictions as authorized by County ordinance; provides programs of work release, rehabilitation, education, work, recreation and training; provides medical, dental and other necessary services in conjunction with the Detention Bureau of the

Sheriff's Department; processes and considers applications for parole; and releases prisoners upon expiration of sentence, parole, or upon orders of the courts or other recognized authorities. Section 302.315 of the Wisconsin Statutes permits this institution to receive and maintain custody of unsentenced prisoners from the Milwaukee County Sheriff. The department also operates a program of home detention using electronic surveillance equipment and other systems of control.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 29,210,211	\$ 28,106,179	\$ 30,745,820	\$ 2,639,641
Services	2,352,822	1,449,617	1,934,167	484,550
Commodities	5,227,488	4,413,492	5,048,460	634,968
Other Charges	286,505	1,212,730	871,117	(341,613)
Capital Outlay	36,412	60,500	0	(60,500)
County Service Charges	2,514,845	3,312,450	3,550,911	238,461
Abatements	(2,415,961)	(3,195,459)	(3,307,353)	(111,894)
<b>Total Expenditures</b>	<b>\$ 37,212,322</b>	<b>\$ 35,359,509</b>	<b>\$ 38,843,122</b>	<b>\$ 3,483,613</b>
<b>Total Revenues</b>	<b>\$ 9,576,102</b>	<b>\$ 9,668,733</b>	<b>\$ 10,156,601</b>	<b>\$ 487,868</b>
<b>Direct Property Tax Levy</b>	<b>\$ 27,636,220</b>	<b>\$ 25,690,776</b>	<b>\$ 28,686,521</b>	<b>\$ 2,995,745</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 425,556	\$ 644,156	\$ 892,130	\$ 247,974
Courthouse Space Rental	684,312	907,458	881,101	(26,357)
Document Services	3,731	3,013	2,951	(62)
Tech Support & Infrastructure	293,239	432,144	520,492	88,348
Distribution Services	11,993	10,667	15,293	4,626
Emergency Mgmt Services	0	0	6,667	6,667
Telecommunications	66,250	83,757	70,909	(12,848)
Records Center	2,467	5,635	3,565	(2,070)
Radio	97,963	89,720	113,088	23,368
Personal Computer Charges	32,702	101,000	101,000	0
Applications Charges	0	509,709	399,007	(110,702)
<b>Total Charges</b>	<b>\$ 1,618,213</b>	<b>\$ 2,787,259</b>	<b>\$ 3,006,203</b>	<b>\$ 218,944</b>
<b>Direct Property Tax Levy</b>	<b>\$ 27,636,220</b>	<b>\$ 25,690,776</b>	<b>\$ 28,686,521</b>	<b>\$ 2,995,745</b>
<b>Total Property Tax Levy</b>	<b>\$ 29,254,433</b>	<b>\$ 28,478,035</b>	<b>\$ 31,692,724</b>	<b>\$ 3,214,689</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** HOUSE OF CORRECTION

**UNIT NO.** 4300  
**FUND:** General - 0001

**MISSION**

The Milwaukee County House of Correction is dedicated to providing a safe and secure environment for staff, community and inmates. To this end, all under its employ will display professional conduct, which exemplifies honesty, integrity and personal responsibility. We will meet daily challenges, assuring that all persons are treated fairly with dignity and respect, while afforded the opportunity and encouragement to reach their full potential.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	House of Correction staff and inmates are safe.	a. Number of cellblock segregation days. b. Number of less serious violations resulting in step dorm placement. c. Average number of inmate days for young offenders. d. Number of community access placements.	a. Reduce by 20 those due to two specific violations. b. Less than 10% of general population. c. 25% reduction. d. Average 195 per day.
2.	Inmates have the opportunity for growth to improve their lives both during and after their stay with the House of Correction.	a. Number of inmates completing job training. b. Number of inmates completing one testing component of the GED.	a. 465 participants 300 replacements per year. b. 400 per year.
3.	Employees are well-trained to be effective on their jobs.	a. Number of employees who fail probation. b. Number of support staff reports of institutional activity violations (HC92) completed satisfactorily.	a. Reduce by 50%. b. Increase by 50%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 29,210,211	\$ 28,106,179	\$ 30,745,820	\$ 2,639,641
Position Equivalent (Funded)*	638.9	636.0	633.8	(2.2)
% of Gross Wages Funded	93.0	91.5	90.1	(1.4)
Overtime (Dollars)**	\$ 2,711,058	\$ 1,724,728	\$ 1,761,332	\$ 36,604
Overtime (Equivalent to Positions)	90.4	51.5	52.6	1.1

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Administrative Assistant (NR)	Create	1/100%	Food Service	\$ 40,338
Food Production Cook	Create	4/400%	Food Service	162,664
Baker 1	Create	1/100%	Food Service	38,239
Correctional Officer 1	Create	2/200%	Community Correct Cen	96,388
			TOTAL	\$ 337,629

ORGANIZATIONAL COST SUMMARY					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Administration	Expenditure	\$ 5,109,375	\$ 5,540,645	\$ 6,163,979	\$ 623,334
	Abatement	720,546	1,434,140	1,294,149	(139,991)
	Revenue	335,908	350,794	353,294	2,500
	Tax Levy	\$ 4,052,921	\$ 3,755,711	\$ 4,516,536	\$ 760,825
Food Service	Expenditure	\$ 5,599,398	\$ 5,446,533	\$ 6,502,736	\$ 1,056,203
	Abatement	12,204	12,376	26,566	14,190
	Revenue	1,699	1,100	1,422,000	1,420,900
	Tax Levy	\$ 5,585,495	\$ 5,433,057	\$ 5,054,170	\$ (378,887)
Inmate Industries	Expenditure	\$ 1,725,261	\$ 1,746,741	\$ 1,563,000	\$ (183,741)
	Abatement	785,792	400,508	284,034	(116,474)
	Revenue	78,215	52,208	75,280	23,072
	Tax Levy	\$ 861,254	\$ 1,294,025	\$ 1,203,686	\$ (90,339)
Adult Correctional Center	Expenditure	\$ 22,947,255	\$ 20,810,669	\$ 22,831,019	\$ 2,020,350
	Abatement	195,793	408,271	763,219	354,948
	Revenue	5,592,400	5,249,187	4,215,168	(1,034,019)
	Tax Levy	\$ 17,159,062	\$ 15,153,211	\$ 17,852,632	\$ 2,699,421
Community Correctional Center	Expenditure	\$ 4,246,994	\$ 5,010,308	\$ 5,089,741	\$ 79,433
	Abatement	701,626	940,164	939,385	(779)
	Revenue	3,567,880	4,015,372	4,090,859	75,487
	Tax Levy	\$ (22,512)	\$ 54,772	\$ 59,497	\$ 4,725

DEPARTMENT DESCRIPTION

The **Administration Division** consists of the Central Administration, Inmate Canteen, Commodity Warehouse, Maintenance and Power Plant Sections.

The **Food Service Division** consists of the Adult Correctional Center Kitchen and Bakery, the Franklin Lotter Building Kitchen, the Community Correctional Center Kitchen and the Criminal Justice Facility Kitchen. It prepares meals for the inmates at the House of Correction, the County Jail, the State VOP Facility on 10<sup>th</sup> and State and for special events held on County property.

The **Inmate Industries Division** employs approximately 200 inmates and consists of a graphics print shop, laundry, recycling center and tree nursery program. It provides basic training in vocational jobs and meaningful work experience in business/industrial operations, offsetting expenses with revenues produced by providing useful products and services to public and private agencies.

The expanded **Adult Correctional Center**, has a design capacity of 1,650 inmates: 400 beds in the main facility, 250 beds in the Franklin Lotter Building and 1,000 beds in the new addition. The 24-bed infirmary and the 58-bed disciplinary/protective

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

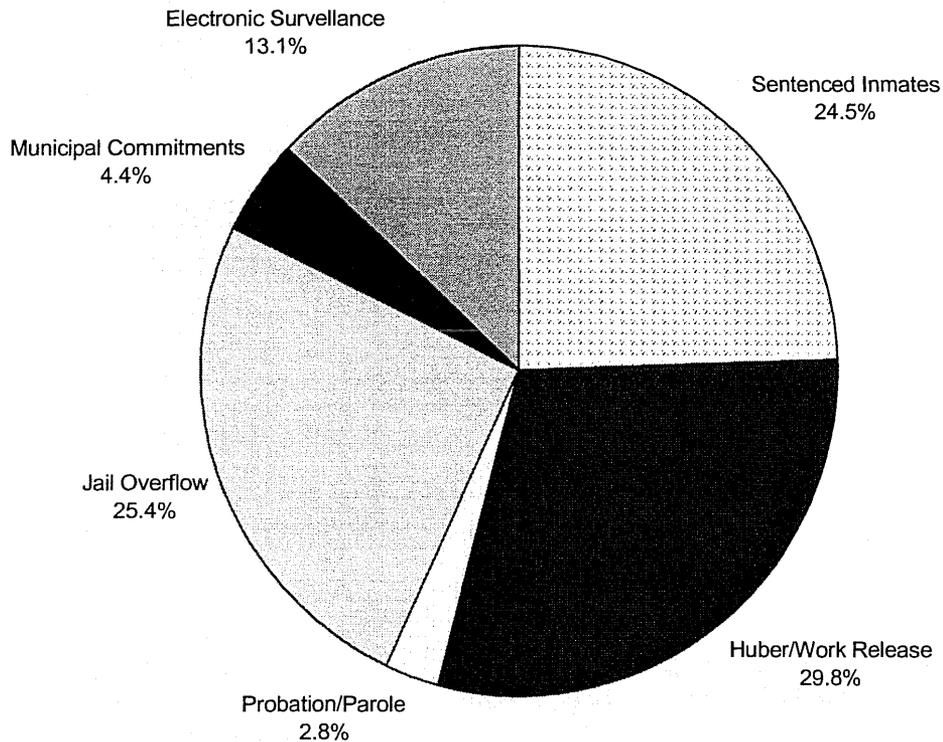
FUND: General - 0001

custody unit are not counted in the facility capacity. The housing capacity has been increased by placing additional beds in each of the dormitories. The 2002 budget is based on housing 2,040 inmates at the Adult Correctional Center.

The **Community Correctional Center**, located at 1004 N. 10<sup>th</sup> Street, has a design capacity of 200 inmates. The housing capacity has been increased

to 360 by adding a fifth floor for inmate housing and placing additional beds on each of the other four floors. The majority of inmates at this facility have community access, under court order, to work, attend school, provide child care or to receive medical attention. The staff at this facility also manage a program of home detention for up to 350 inmates.

HOUSE OF CORRECTION - TOTAL POPULATION  
2002 BUDGET



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

The 2002 budget for the House of Correction and Sheriff's Department includes an inmate population control "cap proposal" for the Milwaukee County detention population.

Milwaukee County was a defendant in litigation (Milton Christensen, et al vs. Michael J. Sullivan, et al) wherein plaintiffs alleged that overcrowded conditions exist in the County Jail. In recognition of perpetual overcrowded conditions in the County Jail, the Wisconsin Supreme Court has ruled that the State cannot force the County to house State Probation and Parole violators when, in the opinion of the Milwaukee County Sheriff, overcrowded conditions exist in the County Jail.

The Sheriff and the House of Correction Superintendent have advanced a safe and reasonable way of accommodating the incarceration needs of Milwaukee County by proposing a cap for the County Jail, which is tied to a system wide cap which includes the County Jail and House of Correction. The capacity of the current system which is defined as both the original design capacity and the expanded/modified capacity is as follows: the County Jail has a design capacity of 744. It has an expanded. rated capacity of 936. Its total bed space is 990. The House of Correction has a design capacity of 1,858. It has a rated capacity of 2,010. Its total bed space is 2,340. The entire system has a design capacity of 2,602. It has a rated capacity of 2,946. It has total bed space of 3,330. The cap proposal addresses the system's population in levels or thresholds, meaning that when the system reaches certain population levels, these levels would trigger the following necessary and appropriate actions by the criminal justice system in order for the system to operate safely:

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not meet the telephone requirements, to the In-House home detention program; and (5) request bail review and re-evaluations for everyone with bail of \$500 or less, with consideration of the numbers and categories of offenses involved.

**LEVEL II: CJF = 1,050; System Wide = 3,300**

(1) Review all unemployed sentenced misdemeanors with community access for administrative modification to electronic surveillance; (2) refer anyone identified who cannot meet the telephone requirements to the In-House detention program (approximately 250 people in this category); (3) include in bail review and re-evaluations persons with bails up to \$750, with consideration of the numbers and categories of offenses involved; (4) provide all newly sentenced persons who are not in custody a future date to report and begin serving their sentence; (5) review persons serving municipal commitments and persons who have served a portion of their sentence for possible release; and (6) review and modify custody agreements as necessary.

**LEVEL III: CJF = 1,075; System Wide = 3,400**

(1) Review all persons with community access sentences for administrative modification of the sentence to electronic surveillance; (2) refer anyone identified who cannot meet the telephone requirements to the In-House detention program; (3) continue to give a future report date for anyone out-of-custody and newly-sentenced to a community access sentence; (4) include in bail review and re-evaluations persons with bails up to \$1,000, with consideration of the numbers and categories of offenses involved; (5) release all municipal commitments; (6) seek early release and modification of sentences to time served for persons who have served seventy-five percent (75%) of their sentence with good time; (7) seek additional jail space, including utilization of 5 East as well as renting space in other jails; (8) review of new admissions and, where appropriate, persons would be cited and released from custody; and (9) identify vacant buildings for use as custody space.

**LEVEL IV: CJF = 1,075; System Wide = 3,400 (for 5 consecutive days)**

(1) Review all straight time misdemeanor sentences for administrative modification to electronic

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

surveillance; (2) refer anyone identified who cannot meet the telephone requirements to the In-House detention program; (3) identify persons serving community access sentences to have sentences interrupted, to return later to resume serving their sentence; (4) include in bail review and re-evaluations persons with bails up to \$2,500, with consideration of the numbers and categories of offenses involved; and (5) include in requests for sentence modification all persons who have served up to fifty percent (50%) of their original sentence.

## BUDGET HIGHLIGHTS

- In 1998, Resolution File No. 98-195 was adopted approving an agreement with the State of Wisconsin to hold up to 300 State Violators of Probation or Parole (VOP's) at the House of Correction for three years commencing around April 1999. In exchange, the State agreed to pay the County a total of \$19,381,500 over the 36 month period to fully offset the new capital cost of building a 400-bed expansion to the Adult Correctional Center and the operating costs associated with housing 300 State inmates. The total debt service costs of the new 400-bed expansion to the Adult Correctional Center Facility is \$10,392,140. The State payments are as follows: \$529,250 per month for the first twelve months, \$538,375 for the next twelve months and \$547,500 for the final twelve months of the agreement. For 2002, the House of Correction is anticipated to receive \$1,642,500, a decrease of \$1,353,984, from the State to offset operating costs.
- Appropriations totaling \$642,222, a decrease of \$341,843, from \$984,065 in 2001, are provided for the purpose of continuing the Community Justice Center for Day Reporting. The Day Reporting Center serves as an alternative to incarceration by providing programming services at a community-based location operated by a private vendor with management oversight provided by House of Correction administrators. Judges or Court Commissioners determine eligibility for inclusion in the Day Reporting Program. The total appropriation includes a crosscharge from the Sheriff's Department of \$131,032 for the cost of two deputies and a fleet vehicle to provide sworn oversight to the participants. A Federal grant in the amount of \$580,000 is included for 2002 to provide

additional programming services to more participants. The tax levy contribution for this program decreases \$181,843, from \$244,065 to \$62,222, for 2002.

- Other inmate services include \$50,000 for AODA treatment services, \$214,225 for job development/assessment programs, \$55,369 for MATC to operate the Learning Center and \$27,000 for a library contract with the Benedict Center. \$33,333 is provided for an Office of Justice Assistance Literacy Program, partially offset by grant revenue of \$25,000.

- Create 1 Administrative Assistant 1 NR  
4 Food Production Cook-HOC  
1 Baker 4

The House of Correction has agreed to provide food service for the new State Probation and Parole facility located on 10<sup>th</sup> and State Street. The 2002 budget provides expenditure increases of \$954,490, including \$241,241 for personnel costs, and for household supplies and food and provisions related to the preparation of 768,000 meals for the State. The State will pay \$1.85 per meal resulting in revenue of \$1,420,800.

- A total of \$3,447,220, an increase of \$654,020, is provided for food purchases. The House of Correction provides food service to all inmates in the Milwaukee County detention system. Costs associated with meals for prisoners held in the CJF are not crosscharged to the Sheriff's Department beginning in 2000. Similarly, the Sheriff does not crosscharge the House of Correction for inmate medical care costs that are centralized within the Sheriff's budget.

- Create 2 Correctional Officers

Milwaukee County's House of Correction (HOC) is the recipient of a \$1,000,000 Federal grant from the Private Industry Council of Welfare to Work for 2002 and 2003. The HOC is subcontracting with the Department of Child Support Enforcement and the Department of Human Services. Milwaukee County has developed a plan to create a comprehensive program of intervention that creates access to employment services for Due In To Report (DITR), persons in community release status as

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: HOUSE OF CORRECTION

UNIT NO. 4300

FUND: General - 0001

well as those at the HOC for their first 30 days and upon 30 days from their release to the community. Ninety percent of inmates at the HOC have current Child Support cases. Two Correctional Officers are created at a cost of \$96,388, entirely offset with revenue, to assist project personnel in the identification of potential candidates from the HOC inmate population, ensure that inmates are engaged in positive, productive program activities and verify compliance in the program.

- Savings of \$170,981 are achieved through the discontinuance of the Farm/Fish Hatchery program. One position of Correction Officer 2 HOC Programs and three Correctional Officer 1 Agriculture will be held vacant to achieve these savings.
- Due to the opening of the new VOP State Facility on 10<sup>th</sup> and State Street, 300 VOP inmates will be moved from the HOC to the State facility. In recognition of the reduced population, the HOC anticipates closing the Lotter Building for April, May and June. Savings of \$465,000, \$350,000 from Personnel and \$115,000, from other operating expenses, result from this action.
- Any inmate released from the HOC shall receive generic prescriptions whenever possible and a maximum 3-day prescription supply.
- Funding for natural gas increases \$377,750, from \$295,250 to \$673,000, due to increases in costs.
- An appropriation of \$52,500 continues in 2002 to lease two refrigerated food service delivery trucks to deliver inmate food to downtown facilities. The appropriation also includes funding to lease one truck to accommodate laundry service needs.
- The House of Correction will continue to provide laundry services to the Mental Health Complex, the Children's Court Center, Fleet Services and the Airport in 2002. The total crosscharge for these services decreases \$29,420, from \$313,370 in 2001 to \$283,950 in 2002.
- \$29,000 is budgeted for the recertification of 15 K-9 dog handlers. In addition, \$24,640 is provided for K-9 medical expenses provided by Brentwood Animal Hospital.
- Huber Board revenue decreases \$531,987, from \$2,028,487 to \$1,496,500. This amount is based on 200 inmates paying \$20.50 per day, an increase of \$1.00 per day over the 2001 rate.
- Municipal Board revenues decrease \$141,948, from \$625,026 to \$483,078. The municipal per diem rate is calculated by dividing the previous year's actual expenditures by the number of inmate days. For 2002, the per diem rate increases \$.48, from \$13.57 to \$14.05 per day.
- Telephone commission revenue decreases \$50,000, from \$1,392,000 in 2001 to \$1,342,000 in 2002, due to an anticipated decrease in population due to the opening of the State VOP Facility on 10<sup>th</sup> and State streets.
- Commissary revenue decreases \$12,500, from \$340,794 to \$328,294, due to an anticipated decrease in population due to the opening of the State VOP facility on 10<sup>th</sup> and State streets.
- Revenue of \$142,640 is continued in anticipation of reimbursement of inmate incarceration expenses, based on an agreement with a collection agency to collect these costs. The House of Correction will provide management oversight of the contract with the collection agency. Total reimbursement of \$237,733 is projected, with Milwaukee County remitting 40%, or \$95,093, to the collection agency.
- Electronic surveillance revenue from inmates increases \$645,137, from \$1,171,612 to \$1,816,749, based on 275 inmates paying \$18.00 per day, an increase of \$1.25 per day over the 2001 rate. An appropriation of \$159,250 remains in 2002 to pay Ameritech for the cost of the Voice Print System.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** HOUSE OF CORRECTION

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**FUND:** General - 0001

certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county

officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$24,640	K-9 Medical	Brentwood Animal Hospital

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Average Daily Population:				
Milwaukee County Jail Overflow	600	295	600	675
Huber/Work Release	850	853	850	790
Probation and Parole	300	599	300	75
Municipal Commitments	150	127	150	120
Sentenced Inmates	<u>500</u>	<u>423</u>	<u>500</u>	<u>650</u>
Total Population Daily Average	2,400	2,297	2,400	2,310
Electronic Surveillance	250	261	250	350

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DISTRICT ATTORNEY

**UNIT NO.** 4500

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Wisconsin Statutes Section 978.05, the District Attorney of Milwaukee County has the following duties:

A. In the Circuit Courts of Milwaukee County having jurisdiction for ADULT MATTERS – Prosecutes all criminal actions; prosecutes all State forfeiture actions, County traffic actions, and actions concerning violations of County ordinances which are in conformity with State criminal laws; participates in John Doe or other investigative proceedings; issues subpoenas and other processes to compel the attendance of witnesses; upon the request and under the supervision and direction of the Attorney General, briefs and argues all criminal cases brought by appeal or writ of error to the Court of

Appeals or Supreme Court; handles all appeals or proceedings if the case is decided by a single Court of Appeals judge; institutes, commences, or appears in certain civil actions or special proceedings as set forth in Wisconsin Statutes Section 978.05(6).

B. In the Circuit Courts of Milwaukee County having jurisdiction for JUVENILE MATTERS – Represents the public's interest at the Children's Court Center for matters including children alleged to be delinquent, to have violated civil laws or ordinances, to be in need of protection or services, or who are developmentally disabled, mentally ill, alcoholic or drug dependent; and initiates and defends appeals.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 9,344,820	\$ 9,677,931	\$ 10,429,836	\$ 751,905
Services	2,214,192	2,550,567	2,917,353	366,786
Commodities	126,230	123,048	122,917	(131)
Capital Outlay	50,791	51,050	8,066	(42,984)
County Service Charges	2,674,565	2,962,784	2,988,794	26,010
Abatements	(3,114,437)	(3,403,940)	(3,471,594)	(67,654)
<b>Total Expenditures</b>	<b>\$ 11,296,161</b>	<b>\$ 11,961,440</b>	<b>\$ 12,995,372</b>	<b>\$ 1,033,932</b>
<b>Total Revenues</b>	<b>\$ 6,096,583</b>	<b>\$ 6,487,615</b>	<b>\$ 7,272,987</b>	<b>\$ 785,372</b>
<b>Direct Property Tax Levy</b>	<b>\$ 5,199,578</b>	<b>\$ 5,473,825</b>	<b>\$ 5,722,385</b>	<b>\$ 248,560</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 171,108	\$ 193,321	\$ 258,771	\$ 65,450
Courthouse Space Rental	875,868	1,161,489	1,122,660	(38,829)
Document Services	82,197	61,543	65,034	3,491
Tech Support & Infrastructure	902,815	320,283	566,361	246,078
Distribution Services	10,175	14,757	12,975	(1,782)
Telecommunications	74,823	76,909	79,760	2,851
Records Center	45,605	49,692	65,897	16,205
Radio	12,161	12,813	4,256	(8,557)
Personal Computer Charges	79,174	113,000	158,000	45,000
Applications Charges	0	519,742	230,115	(289,627)
<b>Total Charges</b>	<b>\$ 2,253,926</b>	<b>\$ 2,523,549</b>	<b>\$ 2,563,829</b>	<b>\$ 40,280</b>
<b>Direct Property Tax Levy</b>	<b>\$ 5,199,578</b>	<b>\$ 5,473,825</b>	<b>\$ 5,722,385</b>	<b>\$ 248,560</b>
<b>Total Property Tax Levy</b>	<b>\$ 7,453,504</b>	<b>\$ 7,997,374</b>	<b>\$ 8,286,214</b>	<b>\$ 288,840</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DISTRICT ATTORNEY

**UNIT NO.** 4500

**FUND:** General - 0001

**MISSION**

The mission of the Milwaukee County District Attorney's Office is to promote public peace and safety by just and vigorous prosecution; to seek and do impartial justice by ensuring that the guilty are punished and the innocent go free; to protect the health and welfare of children who are victims of child abuse and neglect; and to safeguard the rule of law and promote citizens' participation in law enforcement by treating all persons who come in contact with the criminal justice system with fairness, dignity and respect.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Milwaukee County is a safer place through timely prosecution and conviction of violent crimes.	a. Average time from initial appearance to disposition in homicide cases. (Pre-project 315 days.) b. Average time from initial appearance to disposition in sexual assault cases. (Pre-project 221 days.) c. Conviction rate in homicide cases. d. Conviction rate in sexual assault cases. e. Percent of victims of sexual assault who cooperate with prosecution.	a. 90 days. b. 90 days. c. 90%. d. 80%. e. 80%.
2.	At-risk children in Milwaukee County are provided with permanent and safe home environments in a timely manner.	a. Average time from referral from the Bureau of Milwaukee Child Welfare to filing the petition for TPR. (Pre-project 107.56 days.) b. Number of days from the filing of a Termination of Parental Rights petition until the signing of Termination of Parental Rights order. (Pre-project 171.51 days.) c. Percentage of successful Termination of Parental Rights petitions. (Pre-project 89%.) d. Total number of orders terminating parental rights. (Pre-project average for 3 years 81.3.) e. Number of adoptions. (Pre-project average for 3 years 93.)	a. 60 days or less. b. 120 days or less. c. 95%. d. Over 200. e. Over 200.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DISTRICT ATTORNEY

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<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 9,344,820	\$ 9,677,931	\$ 10,429,836	\$ 751,905
Position Equivalent (Funded)*	153.9	163.7	165.1	1.4
% of Gross Wages Funded	96.1	96.2	95.9	(0.3)
Overtime (Dollars)**	\$ 180,541	\$ 172,853	\$ 177,916	\$ 5,063
Overtime (Equivalent to Positions)	4.0	3.8	3.9	0.1

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Paralegal-Exempt	Abolish	1/50%	Misdemeanor	\$ (22,910)
Administrative Intern	Abolish	4/11%	Misdemeanor	(12,256)
Clerk Typist IV	Create	1/100%	Juvenile	37,203
			<b>TOTAL</b>	<b>\$ 2,037</b>

**DEPARTMENT DESCRIPTION**

**District Attorney Functions.** Plans and organizes for the prosecution of all criminal, juvenile, and applicable ordinance violations in Milwaukee County. Recruits and staffs all professional positions and makes major assignments of personnel and cases. Coordinates and supervises all department activities and approves and maintains control over all departmental policies, procedures and activities. Directs the Organized Crime and White Collar Crime Unit and supervises the Firearms Unit.

<b>Program Statistics</b>	
District Attorney	1
Chief Deputy District Attorney	1
County Staff	12
Assistant District Attorneys	10

**Chief Deputy District Attorney Functions.** Supervises all division functions; oversees the implementation of all departmental policies and procedures. Supervises liaison with other County officials and departments; city, State and Federal officials; and law enforcement agencies and community groups. Oversees the office legal intern program and coordinates legal training and

education for office prosecutors. Serves as office liaison to the Legislature, and initiates and reviews proposals for criminal and juvenile law legislation.

**Misdemeanor Division.** This division staffs all misdemeanor courts, presents evidence, argues motions, plans and conducts jury and court trials for all misdemeanor and applicable ordinance violations in Milwaukee County. Conducts pretrial hearings and insures application of uniform negotiation policies in misdemeanor cases. Oversees the Domestic Violence Unit. Initiates and defends appeals before one judge in the Court of Appeals; acts as liaison with the Attorney General on appeals before three judge panels in the Court of Appeals and the Supreme Court. Supervises the extradition of defendants from other states on Milwaukee County felony charges and handles all proceedings in Milwaukee County Circuit Court relating to the extradition of defendants or witnesses.

<b>Program Statistics</b>	
Cases in 2000	19,124
Deputy District Attorneys	1
County Staff	43
Assistant District Attorneys	31

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**Administrative Division.** Administers the Department's State and County budgets and fiscal systems; develops and coordinates grants and revenues; controls the expenditure of funds. Supervises internal management, including facilities, inventory, purchasing, systems and procedures, record management and statistics. Organizes staff, directs and coordinates all clerical functions; supervises the Affirmative Action program, conducts long-range planning, maintains liaison with the administrative and fiscal personnel of the State, Milwaukee County, law enforcement agencies and other governmental organizations, directs the Family and Public Welfare Unit and the Victim/Witness Services Unit.

Program Statistics	
Deputy District Attorneys	1
County Staff	57.5
Assistant District Attorneys	3

**Felony Division.** Staffs all criminal courts, presents evidence, argues motions, plans and conducts jury and court trials for all felony violations in Milwaukee County. Conducts pretrial hearings and insures the application of uniform negotiation policies on felony cases. Contains the Homicide, Drug, Sensitive Crimes, Sensitive Crimes Victim Witness Services and Felony Team Units. Works to insure the highest quality of prosecution and speedy disposition of felony cases and approves consolidation of cases with other counties and disposes of cases where persons wanted in Milwaukee County are detained in penal institutions outside of Milwaukee County.

Program Statistics	
Cases in 2000	5,830
Deputy District Attorneys	1
County Staff	42.5
Assistant District Attorneys	48.5

**Juvenile Division.** Reviews all referrals for possible delinquency prosecution and orders additional investigations if required. Provides legal advice to Children's Court staff. Drafts and files petitions to declare juveniles delinquent or in need of protection and services (CHIPS) under Chapters 48 and 938, Wisconsin Statutes. Prepares and argues waivers of jurisdiction from Children's Court to Adult Court. Prosecutes all delinquency and CHIPS actions in the Children's Court of Milwaukee County. Reviews and prosecutes all matters involving termination of parental rights in the Children's Court of Milwaukee

County. Conducts a continuing education and information program for law enforcement personnel, citizen groups and citizens on latest developments and practices in juvenile law. Directs the Victim/Witness Services Unit of the Children's Court Center, including the witness notification and subpoena functions.

Program Statistics	
Cases in 2000	5,723
Deputy District Attorneys	1
County Staff	35
Assistant District Attorneys	25.5

**State Prosecutors and the County Payroll and Benefit System.** The District Attorney's budget reflects the 23 Assistant District Attorneys who elected to remain in the Milwaukee County Employee Retirement System and retained County fringe benefits when District Attorneys became State employees on January 1, 1990. In addition, there are 16 Assistant District Attorneys on the State payroll who retained County fringe benefits. The budget reflects County payments to prosecutors on the County payroll and State reimbursement for these payments and the actual County cost of fringe benefits provided to the 39 prosecutors with County fringe benefits.

State reimbursement for the cost of prosecutors on the County payroll is budgeted \$80,000 less than the cost due to an agreement with the State to provide funding for approximately 36 current Milwaukee County Assistant District Attorneys for the years that these assistants worked as non-vested Milwaukee County prosecutors in the Milwaukee County Employee Retirement System before District Attorneys became State employees on January 1, 1990. The estimated unfunded prior service liability of \$1,063,600 would be amortized over ten years, with the County sharing in retiring the liability by contributing \$400,000 over five years through the deduction of \$80,000 annually in State fiscal years 1999-00 through 2003-04 from the amounts which otherwise would be remitted to the County to reimburse it for the costs of the salaries and fringe benefits of State prosecutors on the County payroll.

**CHARGES FROM THE STATE**

Charges from the State for prosecutors increase \$366,723, from \$2,194,262 to \$2,560,985, for the salaries and fringe benefits of 31.5 full-time

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equivalent Assistant District Attorneys whose positions are offset with Federal and State grant revenue. The District Attorney receives the revenue for these positions and passes the revenue to the

State. Of the \$4,512,832 received by the District Attorney for State and Federal grants, \$2,560,985 is passed to the State for prosecutor costs.

<b>Charges from the State</b>	<b>Number of ADAs</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
MMDEG Grant	5	\$ 404,907	\$ 413,154	\$ 8,247
Prosecution of Drug Crimes Grant	3.0	271,300	284,650	13,350
Child Support Prosecutor	1.0	100,939	103,473	2,534
State TPR Grant	2	173,204	146,214	(26,990)
Federal Block Grant	2.0	85,568	223,238	137,670
State Violence Against Women Act Grant	1	72,784	71,707	(1,077)
Federal Violence Against Women Act Grant	6	370,450	416,613	46,163
High Intensity Drug Trafficking Area Grant	6	425,910	458,210	32,300
Permanency Project	1.5	40,570	148,028	107,458
Community Prosecution Grant	2	135,754	158,470	22,716
Children's Justice Initiative	1	54,694	57,715	3,021
Juvenile Accountability Incentive Block Grant	1	58,182	79,513	21,331
<b>TOTAL</b>	<b>31.5</b>	<b>\$ 2,194,262</b>	<b>\$ 2,560,985</b>	<b>\$ 366,723</b>

**STATE GRANTS**

Revenue from State grants for 2002 is comprised of nine programs that are detailed in the following table.

<b>State Revenue Programs</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Variance</b>
Victim/Witness	\$ 1,084,717	\$ 1,055,028	\$ (29,689)
Victim of Crimes Act (VOCA)	266,790	282,750	15,960
Special Prosecution Courts' Clerks	172,150	174,700	2,550
Termination of Parental Rights	300,600	300,600	0
State Violence Against Women Act	186,673	238,393	51,720
Milwaukee Permanency Project	40,570	148,028	107,458
JAIBG	58,182	79,513	21,331
Children's Justice Initiative	93,227	117,715	24,488
Operation Ceasefire	64,400	77,150	12,750
<b>TOTAL</b>	<b>\$ 2,267,309</b>	<b>\$ 2,473,877</b>	<b>\$ 206,568</b>

The Victim/Witness program, which provides services to victims and witnesses of crimes pursuant to Chapter 950 of the Wisconsin Statutes, will consist of 34.5 full-time equivalent positions in 2002: three Victim/Witness Coordinators, 25 Victim/Witness Advocates, 1.5 Sexual Assault Victim Advocates, and five clerical personnel. Wisconsin Statutes Section 950.06 provides that the State can reimburse counties for up to 90 percent of costs of their victim/witness programs. Historically, the reimbursement rate has ranged from 65 to 90 percent. For 2002, a reimbursement rate of 63.5 percent is included.

Victim Of Crime Act (VOCA) will provide funding for eight positions in 2002: five Victim/Witness Advocates assigned to the Crisis Response Unit and three Assistant Sensitive Crimes Victim Advocates in the Sensitive Crimes Victim Services Unit. The Wisconsin Department of Justice, Office of Crimes Victims Services, provides up to 80 percent reimbursement for these positions and operating expenses through VOCA.

The Special Prosecution Courts' Clerks statutory grant provides funding for the salaries and fringe benefits of 4.5 clerical personnel – who work on

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homicide, sexual assault and felony drug cases. Grant revenue is collected by the Clerk of Circuit Court from a \$2 fee levied on civil case filings pursuant to Wisconsin Statutes Section 814.635(1m). Collections are averaging more than \$14,000 per month, enough to cover the annual costs of the 4.5 positions.

The Termination of Parental Rights grant will provide continued funding for the Assistant District Attorneys, two Paralegals and one Clerk Typist 4 under a State contract with the Department of Health and Family Services, Division of Children and Family Services.

The State VAWA formula grant for domestic violence and sexual assault prosecutions will provide funding for one Assistant District Attorney, one Victim/Witness Advocate, one Paralegal, one Assistant Sensitive Crimes Victim Advocate and two hourly Process Servers.

**FEDERAL GRANTS**

Revenue from Federal grants for 2002 is comprised of six programs that are detailed in the following table.

<b>Federal Revenue Programs</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Variance</b>
Prosecution of Drug Crimes Grants	\$ 271,300	\$ 284,650	\$ 13,350
VAWA Grant	248,892	274,874	25,982
Law Enforcement Block Grant	77,011	200,914	123,903
HIDTA	675,748	828,217	152,469
Community Prosecution Grant	147,112	158,470	11,358
VAWA Judicial Oversight Grant	263,312	291,830	28,518
<b>TOTAL</b>	<b>\$ 1,683,375</b>	<b>\$ 2,038,955</b>	<b>\$ 355,580</b>

The Prosecution of Drug Crimes grant provides 100 percent funding with Federal anti-drug abuse funds for three Assistant District Attorneys assigned to the Metropolitan Drug Enforcement Group.

The Violence Against Women Act grant provides 100 percent funding for two Assistant District Attorneys and three Victim/Witness Advocates for prosecution of domestic violence cases. This grant includes payments to Sojourner Truth House and Asha to provide counseling services to victims of domestic violence on weekends in the District Attorney's charging unit in Room 110 of the Criminal Justice Facility and funding an account for travel to approved conferences.

The Milwaukee Permanency Project grant provides funding for one and a half Assistant District Attorneys assigned to Termination of Parental Rights prosecutions in the Juvenile Division at the Children's Court Center.

The Juvenile Accountability Incentive Block grant provides funding for one Assistant District Attorney who prosecutes gun cases at the Children's Court Center.

The Children's Justice Initiative provides funding for one Assistant District Attorney and one Paralegal to prosecute criminal child abuse and related CHIPS cases.

Operation Ceasefire provides funding under Wisconsin Statutes, Section 978.139(1) (d) for two Clerk Typist 4 in the District Attorney's Firearms Unit.

The Local Law Enforcement Block Grant provides 90 percent funding for the salary and fringe benefits of one Assistant District Attorney assigned to expediting the handling of felony cases and one Assistant District Attorney dedicated to gang crimes prosecution.

The High Intensity Drug Trafficking (HIDTA) grant provides 100 percent funding from the Office of National Drug Control Policy (ONDCP) for six Assistant District Attorneys – three assigned to the District Attorney's Drug Unit and three working on Federal task forces in the Federal Building, a Clerk Typist 4 who serves as the secretary for the prosecutors assigned to Federal task forces, two Clerk Typist 3 who work for the Drug Unit and the

**COUNTY EXECUTIVE'S 2002 BUDGET**

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Sheriff Department's Street Drug Task Force, an Accountant 3, an Administrative Assistant 2 and a HIDTA Coordinator who work for HIDTA's executive director at the Milwaukee office located at 839 North Jefferson Street, and a Community Relations Specialist for Operation Ceasefire based in the Federal Building.

The Community Prosecution grant will provide funding for two Assistant District Attorneys who work out of offices at the Milwaukee Fifth District police station and at the Harambee Ombudsman project.

The VAWA Judicial Oversight grant, which is administered by the Clerk of Circuit Court, will provide funding for four Assistant District Attorneys. Two of the assistants will staff a new commissioner's court, and the other two assistants will vertically prosecute selected felony domestic violence cases.

**BUDGET HIGHLIGHTS**

- \$6,066 is provided to replace one copier.
- Create 1 Clerk Typist 4

To help with the increased caseload at the Children's Court Center, one Clerk Typist 4 is created at a cost of \$37,203 to prepare legal papers primarily on CHIPS and Termination of Parental Rights cases. The Clerk Typist 4 position is fully offset with funds from the

Federal government under Title IV-E of the Social Security Act.

- Abolish 4 Administrative Interns  
Abolish 0.5 Paralegal-Exempt

Due to fiscal constraints, four positions of Administrative Intern and one half time position of Paralegal are abolished for a savings of \$35,166.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**ACTIVITY AND STATISTICAL SUMMARY**

Description	2000 Budget	2000 Actual	2001 Budget	2002 Budget
<u>Major Offenses Reported to Police</u>				
Violent Crimes	7,500	6,568	6,250	6,000
Property Crimes	<u>56,000</u>	<u>50,343</u>	<u>50,000</u>	<u>50,000</u>
Total Major Offenses	63,500	56,911	56,250	56,000
<u>Milwaukee County Arrests</u>				
Juvenile Arrests	32,500	27,325	27,500	27,000
Adult Arrests	<u>102,000</u>	<u>73,201</u>	<u>75,000</u>	<u>75,000</u>
Total Arrests	134,500	100,526	102,500	102,000

**MILWAUKEE COUNTY DISTRICT ATTORNEY'S OFFICE CASELOAD STATISTICS**

	1998	1999	2000
Felony	6,122	6,089	5,830
Misdemeanor	12,893	12,416	11,107
Criminal Traffic	7,444	7,857	8,017



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MEDICAL EXAMINER**

**UNIT NO. 4900**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 59.34, 59.36, 59.38, 69.18, 157.02, and Chapter 979, Wisconsin Statutes, this department investigates all deaths in which there are unexplained, unusual or suspicious circumstances, all homicides, all suicides, all deaths following criminal abortion, poisoning, and accident (whether the injury is or is not the primary cause of death), and all deaths in which there is no physician in attendance, or the attending physician refuses to sign the death certificate; investigates all deaths when the body is to be cremated; reports all deaths immediately to the District Attorney pursuant to

Section 979.04(2) Statutes; performs autopsies, histologic studies and toxicological analyses, and testifies in court in regard to all investigative findings; issues death certificates, cremation permits and disinterment permits; takes possession of, stores and disposes of bodies when investigation is required or bodies are unclaimed; locates relatives of deceased persons; safeguards and legally disposes of money and property of deceased persons; and renders scientific aid to various law enforcement agencies in the examination of evidence.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 2,317,477	\$ 2,331,234	\$ 2,470,934	\$ 139,700
Services	536,723	500,557	543,145	42,588
Commodities	186,335	209,831	205,313	(4,518)
Other Charges	0	0	0	0
Debt & Depreciation	0	0	0	0
Capital Outlay	0	0	0	0
County Service Charges	410,228	528,325	520,877	(7,448)
Abatements	(365,186)	(468,649)	(465,512)	3,137
<b>Total Expenditures</b>	<b>\$ 3,085,577</b>	<b>\$ 3,101,298</b>	<b>\$ 3,274,757</b>	<b>\$ 173,459</b>
<b>Direct Revenues</b>	<b>\$ 783,696</b>	<b>\$ 871,749</b>	<b>\$ 953,340</b>	<b>\$ 81,591</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,301,881</b>	<b>\$ 2,229,549</b>	<b>\$ 2,321,417</b>	<b>\$ 91,868</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 53,160	\$ 50,150	\$ 51,771	\$ 1,621
Courthouse Space Rental	254,880	337,957	322,680	(15,277)
Document Services	4,704	8,107	3,722	(4,385)
Tech Support & Infrastructure	31,720	23,577	31,242	7,665
Distribution Services	537	1,601	685	(916)
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	9,968	10,007	10,626	619
Records Center	0	0	0	0
Radio	3,378	3,559	3,040	(519)
Personal Computer Charges	6,024	23,000	23,000	0
Applications Charges	0	10,691	15,316	4,625
<b>Total Charges</b>	<b>\$ 364,371</b>	<b>\$ 468,649</b>	<b>\$ 465,415</b>	<b>\$ (3,234)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 2,301,881</b>	<b>\$ 2,229,549</b>	<b>\$ 2,321,417</b>	<b>\$ 91,868</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,666,252</b>	<b>\$ 2,698,198</b>	<b>\$ 2,786,832</b>	<b>\$ 88,634</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MEDICAL EXAMINER

**UNIT NO.** 4900

**FUND:** General - 0001

**MISSION**

The mission of the Milwaukee County Medical Examiner's Office is to promote and maintain the highest professional standards in the field of death investigation; to provide timely, accurate and legally defensible determination of the cause and manner of death; to enhance public health and safety through reducing the incidence of preventable deaths; to foster public awareness and support the advancement of professional medical and legal educations; and to protect the interest of deceased individuals, their loved ones, and the communities we serve.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Interested parties in the community are able to proceed with the legal affairs of the deceased in the case of sudden/unexpected deaths and cremations.	a. Autopsy timeliness. Referring customers. Criminal justice system. Families of deceased. Community physicians. b. Timeliness of death certificate and cremation permit completion.	a. Autopsies turnaround time: 95% completed within national guidelines (30-60 days). b. Funeral director survey will demonstrate 90% satisfaction with certificates/permits. c. Department of Health & Family Services (state agency) reports improved compliance with accuracy and completion performance.
2.	Public health and safety is enhanced through an effective death investigation process.	a. Reduced incidence of preventable deaths. b. Public health community is aware of emerging epidemiological trends in cause of death.	a. Regularly scheduled releases of information to media, municipal public health departments. b. Monthly multidisciplinary Child Death Review meetings. c. Serve on local public health agency committees such as Heat Task Force, Emergency Management disaster preparedness exercises, etc.
3.	The office, toxicology laboratory and autopsy areas are safe and functional for employees, visitors and affiliated agency personnel, reflecting the professional image and public service nature of the office.	a. The work areas and public lobby areas within the building demonstrate compliance with ADA and OSHA standards for a safe workplace accessible to employees and members of the public with varying levels of mobility and abilities.	a. Reduction of workplace injuries by 20% per OSHA log report.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MEDICAL EXAMINER

**UNIT NO.** 4900

**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,317,477	\$ 2,331,234	\$ 2,470,934	\$ 139,700
Position Equivalent (Funded)*	30.9	33.2	31.1	(2.1)
% of Gross Wages Funded	95.5	95.5	92.0	(3.5)
Overtime (Dollars)**	\$ 135,292	\$ 66,420	\$ 66,420	\$ 0
Overtime (Equivalent to Positions)	2.6	1.2	1.3	0.1

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Postions
None				
			TOTAL	\$ 0

**BUDGET HIGHLIGHTS**

- The Department's net salary reduction is increased \$71,297, from \$91,704 to \$163,001, resulting in the need to hold vacant for six months one position of Assistant Medical Examiner.
- Expenses increase in the following service areas due to vendor price increases and/or anticipated increase in autopsy workload:
  - Histology \$ 6,000
  - Medical transcription \$ 8,000
  - Medical transportation \$ 2,500
  - Radiology \$10,000
  - Reference laboratory \$ 2,000
- A decrease in photography expenses of \$18,822, from \$35,224 to \$16,402, was made possible by the implementation of a digital photography system. Acquisition of the system was completed in 2001 using a combination of Local Law Enforcement Block Grant and County tax levy financing.
- Revenues increase \$81,591, reflecting a combination of the proposed 2002 contractual arrangement with Fond du Lac County (\$3,744) and increases in various user fees such as disinterment permits (\$5), duplicate microscopic slides (\$4), duplicate slides and photographs (\$.50), referral autopsies (\$50), seminar registration (\$10) and tissue room rental (\$250). The fee schedule change is partially offset by the recognition that significant portions of the death certificate and cremation permit fees are uncollectible in cases of County burial of indigents.
- Presentation of a second forensic seminar targeting physicians and other medical personnel increases expenditures and revenues \$10,000.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MEDICAL EXAMINER

**UNIT NO.** 4900

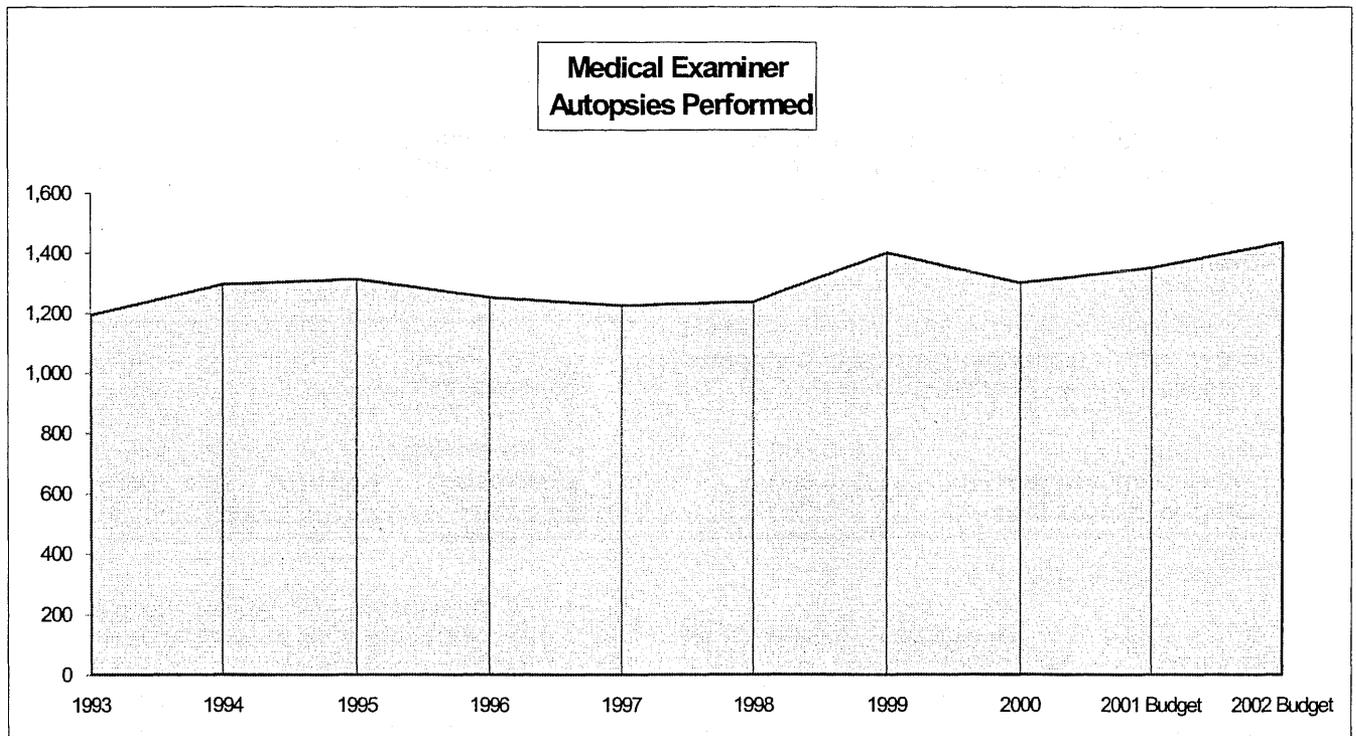
**FUND:** General - 0001

incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who

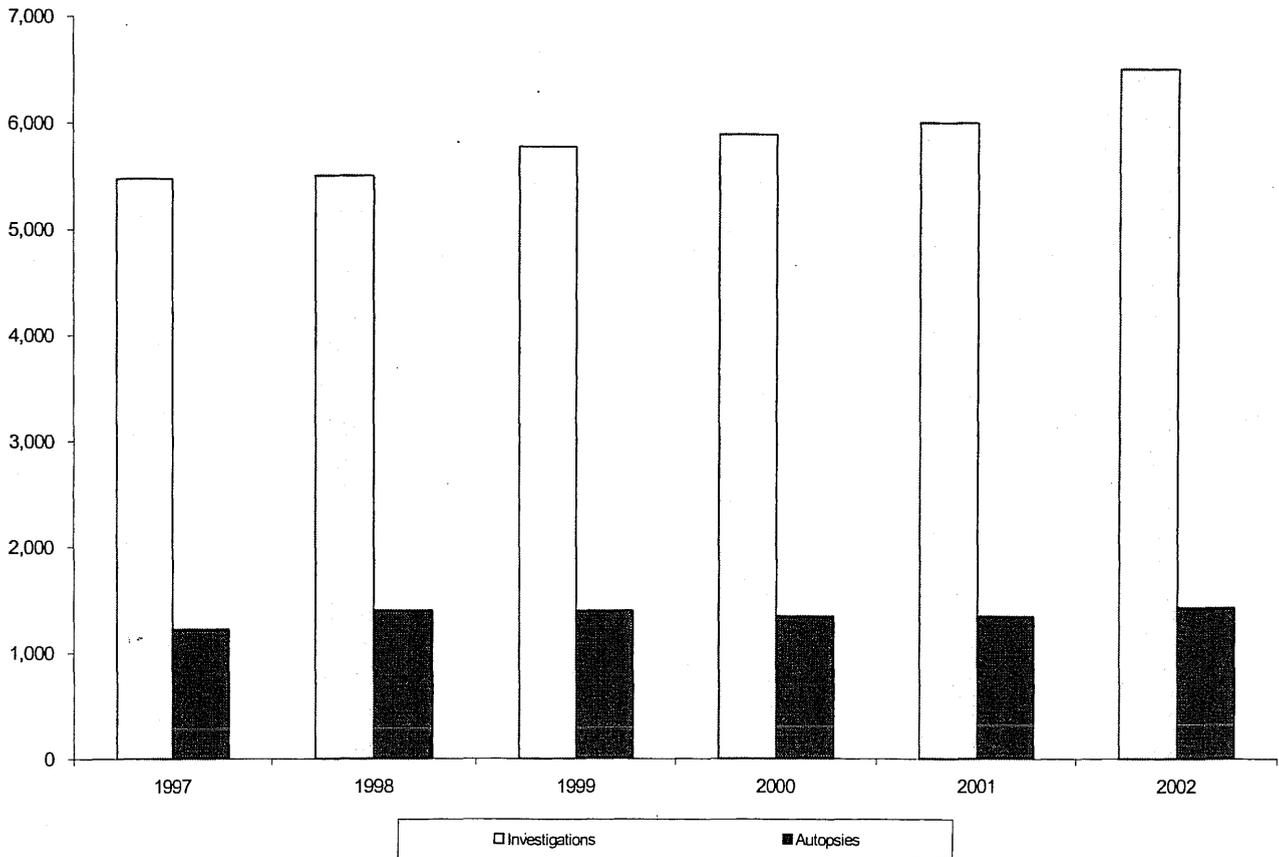
knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$45,000	Toxicology Laboratory Scientific Direction	MCW - Dept. of Pathology: Dr. Steven Wong
\$38,000	Forensic Pathology Fellowship Program	MCW - Dept. of Pathology

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.



**Medical Examiner Death Investigations Compared to Autopsies**



<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	2000	2000	2001	2002
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Autopsies	1,025	1,090	1,135	1,125
Referral Autopsies (revenue attached)	275	298	295	310
Death Certificates	1,850	1,906	1,860	1,750
Cremation Permits	2,450	2,730	2,550	2,850
Deaths Investigated	5,887	6,321	6,529	6,500
Comprehensive Toxicology Screens	1,115	1,259	1,200	1,175

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: MEDICAL EXAMINER

UNIT NO. 4900

FUND: General - 0001

<b>MEDICAL EXAMINER FEES</b>			
	<u>2001 Fee</u>	<u>2002 Fee</u>	<u>Change</u>
Cremation permits	\$ 125.00	\$ 125.00	\$ 0.00
Death certificates	\$ 50.00	\$ 50.00	\$ 0.00
Disinterment permits	\$ 45.00	\$ 50.00	\$ 5.00
Certified copies, per page charges:			
Autopsy protocol	\$ 0.50	\$ 0.50	\$ 0.00
Toxicology report	\$ 0.50	\$ 0.50	\$ 0.00
Death report	\$ 0.50	\$ 0.50	\$ 0.00
Duplicate photos	\$ 3.00	\$ 3.50	\$ 0.50
Duplicate 35 mm slide	\$ 3.00	\$ 3.50	\$ 0.50
Duplicate microscopic slide	\$ 6.00	\$ 10.00	\$ 4.00
Body storage - per day, after 1 day	\$ 30.00	\$ 30.00	\$ 0.00
Autopsies for other counties under exclusive contract	\$ 1,200.00	\$ 1,250.00	\$ 50.00
Autopsies for other counties, more than 10 cases/year	\$ 1,400.00	\$ 1,450.00	\$ 50.00
Autopsies for other counties, more than 60 cases/year	\$ 1,300.00	\$ 1,350.00	\$ 50.00
Autopsies for other counties, less than 10 cases/year	\$ 1,650.00	\$ 1,700.00	\$ 50.00
Testimony fees per hour	\$ 300.00	\$ 300.00	\$ 0.00
Annual Conference registration fee	\$ 175.00	\$ 185.00	\$ 10.00
Tissue room rental	\$ 750.00	\$ 1,000.00	\$ 250.00

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION

**UNIT NO.** 5040

**FUND:** Enterprise - 0076

**OPERATING AUTHORITY & PURPOSE**

Milwaukee County operates and maintains General Mitchell International and Lawrence J. Timmerman Field Airports by authority granted under Chapters 59 and 114 of the Wisconsin Statutes. General Mitchell International Airport provides commercial, military and general aviation services. Timmerman Airport is primarily for general aviation. Under the

terms of the negotiated agreement between Milwaukee County and the signatory airlines, all operating expenses and debt service costs are recovered through rates and charges assessed to users (terminal and land rentals, concession fees and landing fees).

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 12,456,692	\$ 10,387,983	\$ 11,669,591	\$ 1,281,608
Services	8,940,671	8,810,990	10,226,000	1,415,010
Commodities	1,405,729	1,573,775	1,663,024	89,249
Other Charges	6,928,732	7,242,942	6,579,932	(663,010)
Capital Outlay	343,859	1,057,000	744,000	(313,000)
County Service Charges	6,781,043	7,017,251	9,086,532	2,069,281
Abatements	0	(499,354)	(617,218)	(117,864)
<b>Total Expenditures</b>	<b>\$ 36,856,726</b>	<b>\$ 35,590,587</b>	<b>\$ 39,351,861</b>	<b>\$ 3,761,274</b>
State & Federal Revenue	72,257	0	0	0
Other Direct Revenue	39,370,332	36,324,099	40,095,611	3,771,512
<b>Total Direct Revenue</b>	<b>\$ 39,442,589</b>	<b>\$ 36,324,099</b>	<b>\$ 40,095,611</b>	<b>\$ 3,771,512</b>
Indirect Revenue	291,269	272,490	280,204	7,714
<b>Total Revenue</b>	<b>\$ 39,733,858</b>	<b>\$ 36,596,589</b>	<b>\$ 40,375,815</b>	<b>\$ 3,779,226</b>
<b>Direct Property Tax Levy</b>	<b>\$ (2,877,132)</b>	<b>\$ (1,006,002)</b>	<b>\$ (1,023,954)</b>	<b>\$ (17,952)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 226,236	\$ 265,517	\$ 352,210	\$ 86,693
Document Services	12,097	18,447	9,568	(8,879)
Tech Support & Infrastructure	112,352	55,001	77,681	22,680
Distribution Services	918	6,124	1,171	(4,953)
Emergency Mgmt Services	0	0	3,333	3,333
Telecommunications	11,229	6,788	11,970	5,182
Records Center	0	0	0	0
Radio	8,392	7,200	7,296	96
DPW Administrative Services	77,503	93,126	110,810	17,684
Personal Computer Charges	0	0	0	0
Applications Charges	0	47,151	43,179	(3,972)
<b>Total Charges</b>	<b>\$ 448,727</b>	<b>\$ 499,354</b>	<b>\$ 617,218</b>	<b>\$ 117,864</b>
<b>Direct Property Tax Levy</b>	<b>\$ (2,877,132)</b>	<b>\$ (1,006,002)</b>	<b>\$ (1,023,954)</b>	<b>\$ (17,952)</b>
Final Close Entry	1,681,946	0	0	0
<b>Total Property Tax Levy</b>	<b>\$ (746,459)</b>	<b>\$ (506,648)</b>	<b>\$ (406,736)</b>	<b>\$ 99,912</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION

**UNIT NO.** 5040

**FUND:** Enterprise - 0076

**MISSION**

The Airport Division's mission is to plan, provide, operate, maintain and enhance efficient, cost-effective air transportation facilities that meet the present and future socio-economic needs of the region, airlines and tenants, while maintaining sensitivity to the residents in the environs of the Airports.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Air carriers serving GMIA are assessed fair and reasonable costs.	a. Landing fees. b. Terminal rental rates.	a. Limit landing fee increase to the general rate of inflation. b. Retain terminal rental rates competitive with other airports.
2.	Operating environment meets or exceeds the needs of air carriers and the traveling public.	a. Negative comments on station manager surveys. b. Statistic on percentage of time the airfield is open to air traffic.	a. Reduce negative comments by 25%. b. Reduce airfield closures to 1% of the year.
3.	Quality service is provided to all users and customers at a reasonable price.	a. Total operating costs. b. Airline cost per enplaned passenger. c. Total operating cost per enplaned passenger.	a. Restrict overall increases to the level of inflation. b. Maintain a flat cost per enplaned passenger. c. Restrict increase to the level of inflation.
4.	Increased use of General Mitchell International Airport by all customers.	a. Total passengers served. b. Landed weight. c. Non-airline revenues.	a. Increase by 2% over prior year. b. Increase by 1% over prior year. c. Increase by 3% over prior year.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 12,456,692	\$ 10,387,983	\$ 11,669,591	\$ 1,281,608
Position Equivalent (Funded)*	208.9	218.1	223.5	5.4
% of Gross Wages Funded	100.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 540,265	\$ 331,992	\$ 344,700	\$ 12,708
Overtime (Equivalent to Positions)	16.9	9.5	9.7	0.2

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION

**UNIT NO.** 5040

**FUND:** Enterprise - 0076

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Adm Assistant 1 General (NR)	Create	1/100%	Administration	\$ 39,404
Airport Maintenance Worker	Create	4/100%	Maintenance	157,704
Airport Maintenance Worker	Abolish	8/42%	Maintenance	(132,464)
Airport Maintenance Assistant Superintendent	Create	1/100%	Maintenance	61,858
Ground Transportation Coord	Create	1/100%	Operations	57,626
			<b>TOTAL</b>	<b>\$ 184,128</b>

ORGANIZATIONAL COST SUMMARY					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
General Mitchell International Airport	Expenditure	\$ 36,372,360	\$ 35,574,870	\$ 39,481,027	\$ 3,906,157
	Abatement	0	499,354	617,003	117,649
	Revenue	39,470,662	36,338,389	40,010,615	3,672,226
	Tax Levy	\$ (3,098,302)	\$ (1,262,873)	\$ (1,146,591)	\$ 116,282
Timmerman Field Airport	Expenditure	\$ 484,366	\$ 515,071	\$ 488,052	\$ (27,019)
	Abatement	0	0	215	215
	Revenue	263,196	258,200	365,200	107,000
	Tax Levy	\$ 221,170	\$ 256,871	\$ 122,637	\$ (134,234)

**DEPARTMENT DESCRIPTION**

The Airport Division has essentially one program: Air Transportation. This program includes all activities necessary for the efficient, day-to-day operation of General Mitchell International Airport (GMIA) and Lawrence J. Timmerman Field (LJT). In support of this program, operations are further divided into the following areas of responsibility:

**Administration** is responsible for marketing and public relations, accounting, payroll, budget, procurement, airside and landside business operations, including noise monitoring and abatement activities, and parking operations.

**Safety and Environmental** is a new area in the 2002 operating budget to capture the costs and activities related to workplace safety, compliance with governmental safety requirements, glycol recovery programs, and wastewater treatment programs.

**Maintenance** is responsible for keeping the physical plants of the Airports in good condition, including custodial care of the entire GMIA terminal, running

the heating/cooling systems and maintaining the electrical power supply to the terminal and airfields. Snow plowing and grass cutting are also handled by the maintenance staff.

**Operations** is responsible for safety and security functions within the airfield perimeters, working closely with other agencies and taking actions necessary to keep the Airports in compliance with FAA standards and regulations. In addition, this area oversees all GMIA ground transportation activities including taxi, shuttle, limousine and bus operators. Operations also includes the GMIA fire department, which provides emergency response to aircraft incidents and medical emergencies involving the public, tenants and Airport staff.

**BUDGET HIGHLIGHTS**

- A major security initiative is included in the 2002 budget for General Mitchell International Airport. Immediately following the September 11, 2001 multiple terrorist attacks in the United States, the U. S. Federal Aviation Administration issued a

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION

UNIT NO. 5040

FUND: Enterprise - 0076

directive for the immediate implementation of security measures. These measures include, but are not limited to:

- Deploy and maintain an increased level of security/law enforcement patrols for surveillance, deterrence and response functions in both terminals and adjacent areas.
- Develop and implement a schedule for increased security inspections in terminals.
- Increase the number and frequency of random identification checks.
- Have response available on request for explosive ordnance disposal and tactical teams as well as K-9 or electronic explosive detectors.
- Discontinue all curbside check-in and remove any unauthorized vehicles parked within 300 feet of a terminal building where passengers load and unload.
- Develop and implement a schedule for increased perimeter patrols.

To implement this initiative, 23 additional Deputy Sheriff positions, one Deputy Sheriff Sergeant and specialized training are provided within the Sheriff's Department (Org. 4000) and crosscharged to the Airport at a cost of \$1,750,000.

\$ 57,626 Create 1 Ground Transportation Coordinator

In addition, one position of Ground Transportation Coordinator is created to enhance Airport security by providing increased management of commercial and public ground transportation operations at a cost of \$57,626. Heightened Airport security directives are not expected to be temporary as they have been in the past. Absolutely no vehicles may be left unattended nor allowed to use any curbside for any longer than necessary to load or unload. This will require more intensive management of commercial and public ground transportation operations. Presently, one staff member manages ground transportation on a weekday 9:00 a.m. – 6:00 p.m. schedule. This newly created position will allow seven day per week management and for longer hours. Also, \$380,000 is provided for towing services.

The total cost of this initiative is \$2,187,626, offset 100% with Airport revenue, resulting in a zero County-wide tax levy impact.

- Sheriff crosscharges increase an additional \$622,340 to provide for the inclusion of fringe benefits (\$392,908), transfer of three Deputy Sheriffs to the K-9 Unit from the Airport Unit (\$24,663), the reduction of citation revenue (\$146,559), and a Deputy Sheriff Sergeant to provide additional shift supervision (\$58,210).
- Personal Services increase \$1,281,608, from \$10,387,983 to \$11,669,591, which includes step and general increases, the cost of benefits and new positions which are created at a net cost of \$184,128 (including the Ground Transportation Coordinator position).

\$39,404 Administrative Assistant 1 (NR)

This position will assist the Properties department in the preparation, review, modification, and maintenance of tenant contracts. These tasks are currently performed by the manager and specialists who will be largely freed from the clerical duties and will be more able to develop new contracts and monitor compliance with existing tenants. Other clerical staff in Administration are unavailable to perform these clerical functions, due to their current workload.

\$157,704 Create 4 Airport Maintenance Worker

\$(132,464) Abolish 8 Part-time Airport Maintenance Worker

\$ 25,240

Creation of these full-time positions will enable year-round weekend shifts, lessen the impact of short staffing during the summer months (which is the only time the use of vacation and compensatory time off is allowed); and the maintenance area's response to improve the increased workload of the airfield. The net effect of creating four year-round positions, offset by the abolishment of eight part-time positions results in a \$25,240 net increase in Personal Services.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION

UNIT NO. 5040

FUND: Enterprise - 0076

\$ 61,858 Create 1 Maintenance Assistant Superintendent, Airport

This position will facilitate an internal restructuring of the Airport Maintenance area into Airside and Landside Facility sections. The growth of procedures and requirements for purchasing, personnel and labor relations has become so burdensome that management has insufficient time to manage the maintenance operation. The proposed split should result in a better delivery of service to the airlines, tenants, and customers.

- \$250,000 is included as a crosscharge from the Department of Public Works-Administration Division for the cost of an internal process audit of General Mitchell International Airport (GMIA) organization and management. The intent is to determine the appropriateness and effectiveness of the administrative and technical elements supporting the operation of GMIA. The audit is to include, but not be limited to, the following review and evaluation: Organizational Structure, Staffing Levels, Staffing Structure Hierarchy, Future Management Requirements, Internal and External Communications, Management/Labor Relations and All Program Policies and Procedures. This process audit is not intended to review the financial or capital infrastructure needs of GMIA.
- \$1,098,900 of additional appropriations is included in Contract Services. The growth of activities of administration of the parking structure and computerized revenue system, results in a \$530,000 increase. This includes operating remote and temporary lots during construction of the new parking structure and general cost increases. Second, anticipated increases in utility costs account for \$300,400. Third, repair and maintenance to the physical plant accounts for \$268,500 of the increase, related primarily to HVAC equipment.
- Commodities increase \$89,249, from \$1,573,775 to \$1,663,024, in response to anticipated price increases.
- Debt and depreciation decline \$663,010, from \$6,716,127 to \$6,053,117, primarily due to many significant asset additions in the past several years being funded in whole or part by PFC

and/or grant monies. Depreciation is not expensed for this type of asset. There is no depreciation projected in 2002 for any part of the new parking structure, as it is scheduled to come on line in 2003.

- Capital Outlay decreases \$313,000, from \$1,057,000 to \$744,000. This category typically includes larger projects which are expensed or funded by Passenger Facility Charge revenue. Major maintenance - expensed projects totaling \$744,000 include:

\$152,000 for replacement of gate operators in the Northeast hangar area, South Maintenance shop, and the perimeter road entrance at Howell and Layton Avenues.

\$35,000 to replace the remaining groove locks on the D concourse and North ticketing HVAC supply pipe. This is a replacement of approximately 152 joints ranging in size from 2 to 6 inches.

\$23,000 to connect the International Arrival Building (IAB) to the new HVAC building using Metasys control. This will allow for better and more consistent environmental control in the IAB.

\$25,000 to replace analog clocks in the terminal with digital, battery backup capable, clocks.

\$90,000 to enhance radio transmissions for the Sheriff into "dead spots" in the non-public areas of the Airport.

\$125,000 for membrane repair in the current parking structure. This is a continuation of a multi-year, floor by floor project. The second level is designated for 2002.

\$100,000 to replace deteriorated and spalling pavement at LJT Airport. This item will be funded by Passenger Facility Charge Revenue.

\$125,000 for the resurfacing of the western 1/4 of remote parking Lot A.

\$69,000 to replace deteriorating windows on the firehouse and to address an inefficient and crowded control center in the operations area.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION

**UNIT NO.** 5040

**FUND:** Enterprise - 0076

Capital items of both new and replacement equipment total \$295,200. Equipment within the data processing category is \$43,000 and includes the replacement of six PC workstations (\$12,000) and a printer (\$1,000), three additional PC workstations (\$8,000), replacement of the Airport's LAN server (\$12,000), and additional wiring and hubs (\$10,000). New equipment in the maintenance area includes a lift in the HVAC building (\$40,000), a scooter to ease access to the remote HVAC building (\$8,500), an exhaust venting system in the firehouse (\$72,000), a lighting detection system in Operations (\$15,000), a firehouse rooftop platform (\$2,900), a mobile trunking radio for the firehouse (\$3,000) and a copier (\$5,400). This new equipment totals \$146,800. Replacement equipment totals \$105,400 and includes two mowers (\$17,000), three taxiway regulators (\$24,000), and various emergency pieces of equipment in the Firehouse (\$39,400), and equipment to outfit usable work space in the old post office area (\$25,000).

- Passenger Facility Charge (PFC) Revenue is budgeted at \$1,030,500 to absorb the annual interest and principal payment on PFC backed bonds. Funds are budgeted here to offset the cost of the LJT concrete replacement in the amount of \$100,000.

- The Airport budget has a total tax levy surplus of \$406,737 in conformance with the terms of the 25-year agreement with the airlines with regard to operations.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$ 40,000	High Voltage Testing	High Voltage Testing Corporation
\$ 90,000	Monitor Stormwater Discharge	United States Geologic Survey
\$ 35,000	Analysis of Stormwater Samples	Wisconsin State Lab of Hygiene
\$ 20,000	Wildlife Assessment, Testing of Repellants and Upgrading Score Devices	United States Department of Agriculture

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – AIRPORT DIVISION

**UNIT NO.** 5040

**FUND:** Enterprise - 0076

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>1999 Actual</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Estimate</u>
Passengers:				
Enplaned	2,906,189	3,030,962	2,958,000	3,100,000
Deplaned	<u>2,919,481</u>	<u>3,036,666</u>	<u>2,958,000</u>	<u>3,100,000</u>
Total	5,825,670	6,067,628	5,916,000	6,200,000
Revenue Landing Weight (1,000 lbs)	5,817,274	6,064,822	5,933,000	6,125,000
Air Freight (1,000 lbs)	218,102	196,861	220,000	199,000
Aircraft Operations (Takeoffs and Landings)				
Commercial	171,091	177,937	172,000	180,000
Military	5,183	4,223	5,100	5,100
General	45,592	39,695	48,000	42,000
Timmerman	<u>79,815</u>	<u>76,437</u>	<u>80,000</u>	<u>78,000</u>
Total	301,681	298,292	305,100	305,100



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – TRANSPORTATION DIVISION

**UNIT NO.** 5070

**FUND:** Internal Service - 0028

**OPERATING AUTHORITY & PURPOSE**

The Transportation Division consists of two service areas: the Transportation Engineering Section and the Transportation Planning Section.

The Transportation Engineering Section implements projects defined under County policy in accordance with the guidelines provided by grantor agencies and/or as prescribed by law. The projects are funded through State and/or Federal grants, with local funds provided by the County, cities or villages and private developers.

The Transportation Planning Section represents Milwaukee County interests in pertinent safety and multimodal transportation planning, prepares related transportation plans, and aggressively seeks out, applies for and professionally manages State and Federal grant funds which reduce tax levy support for County transportation projects while maintaining and applying its technical capacity for competent project management. The Transportation Planning Section provides technical and professional expertise for multimodal and transit planning and coordination, grant preparation and development, as well as transit system development and oversight.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,396,766	\$ 1,995,263	\$ 2,191,460	\$ 196,197
Services	21,888	63,000	66,200	3,200
Commodities	17,764	37,300	36,000	(1,300)
Other Charges	14,704	26,816	25,310	(1,506)
Capital Outlay	32,203	125,000	125,000	0
County Service Charges	927,945	704,569	886,295	181,726
Abatements	(534,873)	(560,925)	(786,230)	(225,305)
<b>Total Expenditures</b>	<b>\$ 1,876,397</b>	<b>\$ 2,391,023</b>	<b>\$ 2,544,035</b>	<b>\$ 153,012</b>
State & Federal Revenue	44,347	138,840	138,643	(197)
Other Direct Revenue	2,391	13,500	64,500	51,000
<b>Total Direct Revenue</b>	<b>\$ 46,738</b>	<b>\$ 152,340</b>	<b>\$ 203,143</b>	<b>\$ 50,803</b>
<b>Indirect Revenue</b>	<b>2,177,667</b>	<b>2,787,649</b>	<b>2,852,851</b>	<b>65,202</b>
<b>Direct Property Tax Levy</b>	<b>\$ (348,008)</b>	<b>\$ (548,966)</b>	<b>\$ (511,959)</b>	<b>\$ 37,007</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 40,872	\$ 18,666	\$ 70,513	\$ 51,847
Courthouse Space Rental	84,024	179,793	173,782	(6,011)
Document Services	1,320	424	1,045	621
Tech Support & Infrastructure	5,662	1,425	32,698	31,273
Distribution Services	441	1,344	563	(781)
Telecommunications	3,863	4,163	4,117	(46)
Records Center	2,515	2,121	3,633	1,512
Radio	0	0	0	0
Personal Computer Charges	0	0	23,000	23,000
Applications Charges	0	1,521	15,662	14,141
<b>Total Charges</b>	<b>\$ 138,697</b>	<b>\$ 209,457</b>	<b>\$ 325,013</b>	<b>\$ 115,556</b>
<b>Direct Property Tax Levy</b>	<b>\$ (348,008)</b>	<b>\$ (548,966)</b>	<b>\$ (511,959)</b>	<b>\$ 37,007</b>
<b>Total Property Tax Levy</b>	<b>\$ (209,311)</b>	<b>\$ (339,509)</b>	<b>\$ (186,946)</b>	<b>\$ 152,563</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – TRANSPORTATION DIVISION

**UNIT NO.** 5070

**FUND:** Internal Service - 0028

**MISSION**

The mission of the Transportation Division is to cost-effectively plan, design and implement projects necessary to maintain and enhance the safety and efficiency of the County's highways, bridges, traffic control facilities and transit systems.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Federal and State transit funding is maximized to enhance service and reduce reliance on property tax.	a. State and Federal grant dollars received.	a. Optimize receipt of grants consistent with available tax levy matches.
2.	Capital Project change orders are reduced.	a. Percentage change of base cost.	a. Less than 5% change of base projects' cost.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,396,766	\$ 1,995,263	\$ 2,191,460	\$ 196,197
Position Equivalent (Funded)*	17.1	26.5	26.5	0.0
% of Gross Wages Funded	96.4	100.0	96.9	(3.1)
Overtime (Dollars)**	\$ 5,183	\$ 43,575	\$ 43,572	\$ (3)
Overtime (Equivalent to Positions)	0.1	0.8	0.8	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Transportation Planner-DPW	Create	1/100%	N/A	\$ 67,458
			<b>TOTAL</b>	<b>\$ 67,458</b>

**DEPARTMENT DESCRIPTION**

Prior to 1999, the Transportation Division was included as part of the Professional Services Division of the Department of Public Works. In 1999, the Division became an independent departmental organizational unit. The Transportation Division consists of the Transportation Planning Section and Transportation Engineering Section.

**Transportation Planning Section**

The Transportation Planning Section provides multimodal transportation planning, development, grant administration and project and asset management and performs the required duties as owner's representative in the County's Mass Transit development and coordination. The duties include providing transit management oversight as required by the Federal and State governments, providing transit grant application and administration, as well as transit planning and transit facility development.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – TRANSPORTATION DIVISION

UNIT NO. 5070

FUND: Internal Service - 0028

Transportation Engineering Section is divided into the following functional areas:

Highway Engineering provides planning and design activities for Highway Capital Improvement projects, County Highway Action Program projects and coordination of the Local Road Improvement Program projects as required by State law and County policy.

Construction Management is responsible for field inspection, construction engineering, construction management, and contract administration of Highway and Transportation projects. Projects include, but are not limited to, intersection improvements and road and bridge rehabilitation or reconstruction.

Bridge Engineering provides planning, design and implementation of new bridges and for the rehabilitation of existing County-owned bridges. This group, as mandated by State law, conducts biannual bridge inspections of all County-owned bridges and administers the Local Bridge Program for all municipalities' local bridges in Milwaukee County.

Traffic Engineering provides planning, design and implementation of projects needed to maintain and improve the safety, operational efficiency and functional integrity of the County's Highway network, including projects in the Congestion Mitigation and Air Quality Program and Hazard Elimination Program.

## BUDGET HIGHLIGHTS

- Personal Services increases \$196,197, from \$1,995,263 to \$2,191,460, which includes step, wage and benefit increases, offset with \$1,122 due to the following positions actions:

\$ 67,458 Create 1 Transportation Planner-DPW  
(68,580) Lump Sum Adjustment  
\$ (1,122)

One position of Transportation Planner-DPW is created to assist the Transportation Planning Section in the development of multimodal transportation planning, grant functions, programming and financing of programs and projects, as well as to coordinate data compilation of infrastructure assets. In addition \$4,000 is provided for office furniture for this

position, offset with \$3,200 of Federal Transportation Administration revenue.

- Excavation Trench and Curb Permit revenue of \$50,000 is transferred from DPW-Highway Maintenance to DPW-Transportation. Beginning in 2002, DPW-Transportation will be responsible for all aspects of permit processing, including compilation of reports, final inspection of all work done, and requesting of permit deposit refunds. A crosscharge of \$10,000 is budgeted to reflect charges from DPW-Highway Maintenance for culvert installation and occasional permit review.
- \$20,000 is provided for a consultant to assist in the development of the Transportation Division's portion of the Milwaukee County Web site, which will be coordinated and directed by the Department of Administration-Information Management Services Division.
- Major Maintenance projects include \$125,000 for freeway detours, offset 100% by \$125,000 in State Grants and Reimbursement revenue.
- In 2002, Transportation Division indirect revenue is established at \$2,852,851, reflecting a 102% recovery ratio of eligible costs, based on prior years experience. In 2001, Transportation Division revenue was budgeted at \$2,787,649, reflecting a 111.5% recovery ratio.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."



# COUNTY EXECUTIVE'S 2002 BUDGET

**DEPT:** DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING  
AND ENVIRONMENTAL SERVICES

**UNIT NO.** 5080

**FUND:** Internal Service - 0028

## OPERATING AUTHORITY & PURPOSE

The Architectural, Engineering and Environmental Services Division provides a core competency of professional and technical services for Milwaukee County. The Division is comprised of six sections: Architectural, Airport Engineering, Construction Management, Site Development Engineering,

Environmental Services and Support Services. Through the Division employees' efforts and extended staff provided by consultants, these sections research, design, administer and implement a diverse combination of programs and projects.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 4,343,998	\$ 4,322,438	\$ 5,249,914	\$ 927,476
Services	192,560	620,100	922,650	302,550
Commodities	102,242	115,170	116,854	1,684
Other Charges	59,347	339,171	102,461	(236,710)
Capital Outlay	373,787	345,000	515,000	170,000
County Service Charges	1,685,607	2,194,096	2,179,762	(14,334)
Abatements	(1,678,254)	(1,783,447)	(1,747,128)	36,319
<b>Total Expenditures</b>	<b>\$ 5,079,287</b>	<b>\$ 6,152,528</b>	<b>\$ 7,339,513</b>	<b>\$ 1,186,985</b>
State & Federal Revenue	201,404	75,000	75,000	0
Other Direct Revenue	64,557	13,170	49,500	36,330
<b>Total Direct Revenue</b>	<b>\$ 265,961</b>	<b>\$ 88,170</b>	<b>\$ 124,500</b>	<b>\$ 36,330</b>
<b>Indirect Revenue</b>	<b>\$ 4,545,006</b>	<b>\$ 5,889,899</b>	<b>\$ 6,753,646</b>	<b>\$ 863,747</b>
<b>Direct Property Tax Levy</b>	<b>\$ 268,320</b>	<b>\$ 174,459</b>	<b>\$ 461,367</b>	<b>\$ 286,908</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 122,592	\$ 321,946	\$ 355,756	\$ 33,810
Courthouse Space Rental	150,780	396,207	382,962	(13,245)
Document Services	10,192	19,956	8,063	(11,893)
Tech Support & Infrastructure	124,395	42,761	84,068	41,307
Distribution Services	854	3,391	1,090	(2,301)
Telecommunications	23,877	19,669	25,453	5,784
Records Center	12,997	14,172	18,780	4,608
Radio	0	0	0	0
Personal Computer Charges	0	41,000	6,000	(35,000)
Applications Charges	0	4,993	6,891	1,898
<b>Total Charges</b>	<b>\$ 445,687</b>	<b>\$ 864,095</b>	<b>\$ 889,063</b>	<b>\$ 24,968</b>
<b>Direct Property Tax Levy</b>	<b>\$ 268,320</b>	<b>\$ 174,459</b>	<b>\$ 461,367</b>	<b>\$ 286,908</b>
<b>Total Property Tax Levy</b>	<b>\$ 714,007</b>	<b>\$ 1,038,554</b>	<b>\$ 1,350,430</b>	<b>\$ 311,876</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING  
AND ENVIRONMENTAL SERVICES

**UNIT NO.** 5080

**FUND:** Internal Service - 0028

**MISSION**

The mission of the Architectural, Engineering and Environmental Services Division is to provide essential services to plan, design, construct, manage, operate and preserve Milwaukee County's natural resources and public facilities in a cost-effective manner, while maintaining and enhancing the economic, social and cultural vitality of all citizens of the County in accordance with the policies of Milwaukee County government.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Environmental: Reduce hazardous waste on County property.	a. Percent of renovation plans reviewed by Environmental Section. b. Frequency of greensweep.	a. Review 70% of capital and major maintenance projects with the objective of reducing hazardous waste in County operations. b. Greensweep every two years, 90% of citizens directed correctly.
2.	Construction: Complete construction contract administration expending minimum construction management fee.	a. Number of construction contract specification violations uncovered during warranty period.	a. Reduce specification violations by 20%.
3.	Architectural: Projects awarded within budget.	a. Number of projects awarded within the originally established budget limits.	a. 80% of projects awarded within the originally established budget limits.
4.	Airport and Site Engineering: Meet schedule for providing planning and design services.	a. Number of project construction contracts awarded that meet the owner department schedule. b. Grade on project evaluation form completed by owner.	a. 80% of project construction contracts awarded meet the owner department schedule. b. Average grade of "B" or better.
5.	Support Services: Cost-effective planning, estimating and design.	a. Number of requests for information and/or analysis of property data from division staff fulfilled.	a. Fulfill 80% of requests.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 4,343,998	\$ 4,322,438	\$ 5,249,914	\$ 927,476
Position Equivalent (Funded)*	57.0	63.8	70.4	6.6
% of Gross Wages Funded	96.0	100.0	100.0	0.0
Overtime (Dollars)**	\$ 105,830	\$ 56,520	\$ 127,500	\$ 70,980
Overtime (Equivalent to Positions)	2.1	1.1	2.5	1.4

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING  
AND ENVIRONMENTAL SERVICES

UNIT NO. 5080

FUND: Internal Service - 0028

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Managing Architect-Airport	Create	1/100%	Arch & Eng-Airport	\$ 75,220
Managing Engineer (Electrical)-Airport	Create	1/100%	Arch & Eng-Airport	75,220
Project Specific - Managing Architect	Create	1/100%	Arch & Eng	75,220
Project Specific-Managing Engineer (Design)	Create	1/100%	Arch & Eng	75,220
Clerk Typist 4	Create	1/100%	Arch & Eng	37,203
Clerk Typist 2 (Unfunded)	Abolished	1/0%	Arch & Eng	0
			TOTAL	\$ 338,083

ORGANIZATIONAL COST SUMMARY					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Architectural and Engineering	Expenditure	\$ 5,551,353	\$ 6,204,084	\$ 7,270,939	\$ 1,066,855
	Abatement	1,156,128	1,068,177	1,099,457	31,280
	Revenue	4,321,824	5,154,738	5,935,183	780,445
	Tax Levy	\$ 73,401	\$ (18,831)	\$ 236,299	\$ 255,130
Environmental Services	Expenditure	\$ 1,206,188	\$ 1,731,891	\$ 1,815,702	\$ 83,811
	Abatement	522,126	715,270	647,671	(67,599)
	Revenue	489,143	823,331	942,963	119,632
	Tax Levy	\$ 194,919	\$ 193,290	\$ 225,068	\$ 31,778

## DEPARTMENT DESCRIPTION

The Division is comprised of the following six sections:

1. The **Architectural Section** provides technical services in building maintenance, remodeling, additions and new construction for various County departments currently occupying over 650 structures. Specific tasks performed include project program and budget development, cost estimating, formation of the design team, including consultants, design development, development of bid documents, procurement and evaluation of competitive bids, contract award, project management, verification of installation quality and final acceptance of completed construction.
2. The **Airport Engineering Section** provides program and cost estimates for capital improvement, major maintenance and

passenger facilities charge projects for General Mitchell International and Lawrence J. Timmerman Airports; prepares designs and provides construction management services for all airfield site projects; and coordinates planning and administration of projects with State and Federal agencies. This section also reviews and coordinates Airport construction projects which are sponsored by the airlines and other Airport tenants.

3. The **Construction Management Section** provides construction of facilities and systems in compliance with construction documents on the prescribed schedule and for the contracted amount for a cost-effective fee. This service is provided through the use of a matrix management scheme tailored to suit the specific environment of each project. This plan, devised within the Construction Management Section,

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING AND ENVIRONMENTAL SERVICES

UNIT NO. 5080

FUND: Internal Service - 0028

provides effective deployment of staff assets, construction team partnering with the owner-client departments and maximum control over the construction process and the attendant contracts.

buildings; condition assessment of facilities and development of a five-year major maintenance and capital improvement plan.

BUDGET HIGHLIGHTS

4. The **Civil Engineering and Site Development Section** provides civil engineering and land surveying technical services on public works projects for various County departments. Typical projects include parking lots, roadways, grading, earthwork, water resources and underground utilities. Specific services include project management utilizing the DPW cost and scheduling system, in-house design staff and professional services consultants, design, drawings, technical specifications, bidding documents, administration of the competitive bidding process, engineering feasibility studies, needs assessment and programming for existing and proposed facilities, certified survey maps, site surveys and construction staging.

- Personal Services increase \$927,476, from \$4,322,438 to \$5,249,914, which includes fringe benefits, and wage and step increases, and the following position actions at a total cost of \$338,083:

\$ 75,220 Create 1 Managing Engineer (Electrical)-Airport
75,220 Create 1 Managing Architect-Airport
75,220 Create 1 Project Specific Managing Engineer (Design)
75,220 Create 1 Project Specific Managing Architect
\$300,880

5. The **Environmental Services Section** provides technical and managerial services concerning environmental issues of all County departments. Environmental issues include stormwater management, hazardous substance control (asbestos, lead, PCBs, mercury, etc.), underground storage tanks, landfills, air quality, recycling, solid wastes, water quality, brownfields, pesticides/herbicides and environmental due diligence for property acquisition/disposal. It also serves as the Land Conservation Department regarding agricultural issues.

Countywide capital improvement projects are managed by the Architecture, Engineering and Environmental Services Division. The Managing Engineer and Managing Architect positions are created to allow the Division to keep up with the growth in the major capital projects as outlined in the five-year capital improvement plan. Additional expertise is required to hire and manage consultants on large jobs and perform design activities on smaller jobs. The two permanent positions are specifically created for the Airport property which has experienced unprecedented growth. In addition to the 1,000 car parking lot addition, tug tunnel canopy, fire alarm system upgrade and runway lighting control system, \$53 million of airport projects are anticipated for the years 2002-2005.

6. The **Support Services Section** provides County facilities records management, County facilities assessment, administration of the DPW cost and scheduling system used for project management and administration of a Geographic Information System (GIS) which overlays the Milwaukee County Automated Mapping and Land Information System (MCAMLIS). Services include development and maintenance of an inventory of County property assets, including land, utilities, roads, bridges, buildings and facilities; management of asset historical record data; development of Architectural Record Drawings and System/Equipment Inventory of County

\$ 37,203 Create 1 Clerk Typist 4
0 Abolish 1 Clerk Typist 2 (Unfunded)
\$ 37,203

One position of Clerk Typist 4 is created to supplement staff working on capital improvement projects. Correspondence and technical support documents are currently being delayed and/or outsourced. This position would relieve the workload requirements currently experienced. One unfunded position of Clerk Typist 2, which had been held for possible future funded projects, is abolished.

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING  
AND ENVIRONMENTAL SERVICES

UNIT NO. 5080

FUND: Internal Service - 0028

- Major Maintenance-Land Improvements for Environmental Services is funded at \$465,000 for the Underground Storage Tanks Remediation Program (\$150,000); the Countywide Stormwater Management Program (\$75,000); the Compost Program (\$10,000); investigation of new environmental problems that arise during the year (\$20,000) and to maintain the Franklin and Doyne Landfill sites (\$210,000).
- State revenue increases \$36,330, from \$13,170 to \$49,500, for a State Department of Natural Resources/Department of Agriculture, Trade and Consumer Protection-Land Conservation Program grant. This grant is used to offset the cost of salaries in the Environmental Section of this Division.
- Funding is continued at \$97,400 for acquisition and maintenance of geographical data provided by the Southeastern Wisconsin Regional Planning Commission (SEWRPC) through the Milwaukee County Automated Land Information System (MCAMLIS). This data provides topographical and cadastral base mapping upon which "layers" showing location of utility lines, sewers and other infrastructure can be created.
- The Geographical Information System (GIS) needs assessment study for various DPW divisions was completed in early 2001. The study identified GIS applications required to access and utilize a centralized GIS property asset information system. The study made recommendations based on cost-benefit analysis. As a follow-up to this study, \$25,000 is included for implementing those recommendations. An amount of \$50,000 is also included for continued data acquisition from the cities of West Allis and Milwaukee. This is data that is updated from the original SEWRPC (MCAMLIS) database created several years ago. This data then becomes Milwaukee County's base map which serves as a basis for future analysis and planning activities. In addition, \$30,000 is included for GIS support services, software updates and maintenance.
- A building inventory and assessment initiative program has been in existence for five years. The program has two parts: part one is the digitization of building plans; part two is the inventory and assessment of each building and its equipment shown on the digitized plan or added to the plan, if discovered during investigation. Deficiencies and remaining life of building systems are logged, costs are estimated and projects prioritized for budget purposes. Prior year budgets contained funding for many but not all County buildings. For 2002, the project is entering into its sixth year and \$300,000 is provided for completion of the Mental Health Complex, Fleet Management facility, DPW facility maintenance buildings, War Memorial, Villa Terrace, Charles Allis Museum, Milwaukee Public Museum and Performing Arts Center. Once this initial inventory and assessment is completed, it will be necessary to review, update and recommend building assessments and improvements on an ongoing basis. The goal is to revisit each building every five years.
- In 2002, \$110,000 is provided for environmental assessments of requested capital projects. These assessments will be done to enable anticipation of abatement costs involved in future capital projects. 2002 is the first year these types of assessments will be done as part of planning for capital projects.
- In 2002, Professional Services revenue is budgeted at \$6,753,646, reflecting a 98% recovery ratio. The 2001 budget also provided for a 98% recovery ratio.
- In conjunction with the building and assessment program, an inventory database is being funded at \$41,000. Those facility managers whose buildings have been assessed to date (Transit, Aging, DPW) and those who would benefit from this data (DoA, Real Estate) will have this inventory database available to them in their workplace via the Internet for assessment review and budgeting activities.
- \$20,000 is included in 2002 for outside consultant services in WEB development for expanding and monitoring the Architectural, Engineering and Environmental Services portion of the Milwaukee County Web site which will be coordinated and directed by the Department of

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS - ARCHITECTURAL, ENGINEERING  
AND ENVIRONMENTAL SERVICES

**UNIT NO.** 5080

**FUND:** Internal Service - 0028

Administration – Information Management Services Division.

- \$50,000 is included in the Environmental Section for the Non-Point Source Pollution Program (\$40,000) and watershed studies (\$10,000).
- Chapter 43 of the Milwaukee County Ordinances, **Prequalification Bidders on Public Works Contracts**, is revised to meet the intent of recommendations from the 1998 County audit of the Time and Material contracts and bring it into agreement with recent changes in the Wisconsin State Statutes. The Chapter 43 revisions allow the County to require prime contractors working under annual Time and Material contracts to perform a minimum of 25% of the Contract Work with their own employees, thereby reducing the maximum allowable Sub-Contract Work to 75%. The revised Ordinance includes language permitting the Director of DPW the option of *not* awarding a Prime Contract to a "low bidder" that has failed to satisfactorily complete prior County Public Works Contracts. Minor revisions are also made to County Ordinance Chapter 44, **Public Works**

**Contracts**, due to references to previous Chapter 43 language.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$97,400	Acquisition and Maintenance of Geographical Data	Southeastern Wisconsin Regional Planning Commission

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – HIGHWAY MAINTENANCE

UNIT NO. 5100

FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

The Department of Public Works-Highway Maintenance Division maintains all County trunk highways, State trunk highways and expressways.

It is responsible for maintaining vacant freeway lands and the North Shore right-of-way.

BUDGET SUMMARY				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 6,391,705	\$ 6,592,269	\$ 7,340,334	\$ 748,065
Services	276,104	339,030	504,779	165,749
Commodities	504,083	779,300	948,346	169,046
Other Charges	0	0	0	0
Capital Outlay	323,734	152,725	175,525	22,800
County Service Charges	6,111,058	5,047,862	5,849,405	801,543
Abatements	(1,980,365)	(572,945)	(664,822)	(91,877)
<b>Total Expenditures</b>	<b>\$ 11,626,319</b>	<b>\$ 12,338,241</b>	<b>\$ 14,153,567</b>	<b>\$ 1,815,326</b>
State & Federal Revenue	12,128,626	12,239,198	13,791,455	1,552,257
Other Direct Revenue	106,899	73,400	27,450	(45,950)
<b>Total Direct Revenue</b>	<b>\$ 12,235,525</b>	<b>\$ 12,312,598</b>	<b>\$ 13,818,905</b>	<b>\$ 1,506,307</b>
<b>Direct Property Tax Levy</b>	<b>\$ (609,206)</b>	<b>\$ 25,643</b>	<b>\$ 334,662</b>	<b>\$ 309,019</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*				
Account Summary	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 106,152	\$ 147,250	\$ 215,114	\$ 67,864
Courthouse Space Rental	0	0	0	0
Document Services	1,751	897	1,386	489
Tech Support & Infrastructure	34,769	17,145	28,049	10,904
Distribution Services	16	2	20	18
Telecommunications	8,213	6,563	8,755	2,192
Records Center	0	0	0	0
Radio	101,340	106,779	96,672	(10,107)
Personal Computer Charges	5,296	16,000	22,000	6,000
Applications Charges	0	16,841	16,509	(332)
<b>Total Charges</b>	<b>\$ 257,537</b>	<b>\$ 311,477</b>	<b>\$ 388,505</b>	<b>\$ 77,028</b>
<b>Direct Property Tax Levy</b>	<b>\$ (609,206)</b>	<b>\$ 25,643</b>	<b>\$ 334,662</b>	<b>\$ 309,019</b>
<b>Total Property Tax Levy</b>	<b>\$ (351,669)</b>	<b>\$ 337,120</b>	<b>\$ 723,167</b>	<b>\$ 386,047</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – HIGHWAY MAINTENANCE

**UNIT NO.** 5100

**FUND:** General - 0001

**MISSION**

The Department of Public Works-Highway Maintenance Division maintains County trunk highways in a manner that will provide citizens of the County with a safe, usable roadway system at a level of service acceptable to a majority of its citizens and at the lowest possible cost.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Citizens of Milwaukee County have a safe, user friendly and aesthetically pleasing roadway system.	a. Feedback from the motoring public. b. Amount of repaired areas adjacent to highways.	a. Reduce the number of citizen complaints by 5%. b. 200 square yards of newly repaired areas adjacent to highways.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 6,391,705	\$ 6,592,269	\$ 7,340,334	\$ 748,065
Position Equivalent (Funded)*	122.8	126.1	128.0	1.9
% of Gross Wages Funded	88.9	88.9	90.0	1.1
Overtime (Dollars)**	\$ 446,212	\$ 343,296	\$ 337,644	\$ (5,652)
Overtime (Equivalent to Positions)	8.6	8.5	8.4	(0.1)

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Electrical Mechanic	Abolish	1/50%	Electrical Mtc.	\$ (35,706)
Electrical Mechanic	Create	1/100%	Electrical Mtc.	71,440
			<b>TOTAL</b>	<b>\$ 35,734</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
State Highway Maintenance	Expenditure	\$ 9,661,070	\$ 9,650,928	\$ 11,098,897	\$ 1,447,969
	Abatement	0	0	0	0
	Revenue	10,019,070	10,104,700	11,625,436	1,520,736
	Tax Levy	\$ (358,000)	\$ (453,772)	\$ (526,539)	\$ (72,767)
County Highway Maintenance	Expenditure	\$ 2,059,269	\$ 2,806,486	\$ 3,192,953	\$ 386,467
	Abatement	94,020	119,173	138,283	19,110
	Revenue	2,216,455	2,207,898	2,193,469	(14,429)
	Tax Levy	\$ (251,206)	\$ 479,415	\$ 861,201	\$ 381,786

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – HIGHWAY MAINTENANCE

UNIT NO. 5100

FUND: General - 0001

## DEPARTMENT DESCRIPTION

The **State Highway Maintenance Section** provides general and winter maintenance on the expressways and State trunk highways within Milwaukee County. The State reimbursement for this program is based on actual labor, including incidental labor costs, machinery allowances as specified in the current State Highway Maintenance Manual's actual cost provision, and material purchases authorized by the State Department of Transportation. State Highway Maintenance program costs are 100% offset by State reimbursement revenue.

The **County Highway Maintenance Section** provides general and winter maintenance on the Milwaukee County Highway system. This includes pavement repair and resurfacing, shoulder maintenance, vegetation control, safety appurtenances, road drainage, litter pickup, bridge maintenance, ice and snow control, traffic signal maintenance and highway signing and pavement marking.

## BUDGET HIGHLIGHTS

### STATE HIGHWAY MAINTENANCE

- Personal Services increases \$748,065, from \$6,592,269 to \$7,340,334, due to wage and step increases, benefit increases, and the following position actions:

\$ (35,706) Abolish 0.5 Electrical Mechanic  
71,440 Create 1.0 Electrical Mechanic  
\$ 35,734

One half-time position of Electrical Mechanic is abolished and one full-time position of Electrical Mechanic is created.

The full-time position is created to facilitate the installation, maintenance, testing and repair to Milwaukee County traffic signals and freeway lighting. Due to the technical education, and expertise of electrical mechanics, only full-time electricians are available.

In addition, Personal Services increases \$60,000 for Highway Division staff to mow median strips. This function will no longer be performed by the Parks Department. This is offset by a \$60,000 Parks crosscharge reduction.

- The State reimburses the Highway Division for 100% of eligible costs associated with the State Trunk Highways (STH) and the freeway system. For 2002, it is estimated that \$11,098,897 of the Department's cost for personal services, contractual services and commodities will be dedicated to the freeway system and the STH. In addition, \$526,539 is budgeted for reimbursement revenue from the State to cover 79.2% of the Central Services Allocation and other overhead costs which are related to these services provided for the State, but which are budgeted in other departments. Costs, although abated out, will be recouped from the State of Wisconsin. These amounts reflect a \$ 72,767 increase from 2001 due to an increase in the amount of crosscharges and services.

- In 2002, the Wisconsin Department of Transportation (WISDOT) will pay Milwaukee County \$200,000 for pavement repairs at the following locations: STH 59 (Greenfield Ave.), from 111<sup>th</sup> Street to 124<sup>th</sup> Street, and STH 100 (Lovers Lane Road) at Drexel Avenue.

- Fleet Management services increase \$668,492, from \$3,566,036 to \$4,234,528. Fleet costs have risen primarily due to higher fuel prices.

- Professional Services crosscharges increase \$68,000, from \$170,000 to \$238,000, due to additional crosscharges from DPW-Transportation Services for signal engineering, sign engineering, pavement marking engineering, traffic operations and safety studies.

- Commodities include an additional \$100,000 for the purchase of road salt. Salt costs are anticipated to increase 20% over the amount paid in 2000.

### COUNTY HIGHWAY MAINTENANCE

- General Transportation Aids increase \$31,521, from \$2,132,998 to \$2,164,519, reflecting a 3% increase over the payment of \$2,101,474 for calendar year 2000. The actual State General Transportation Aids from WISDOT to Milwaukee County for 2002 will not be known until December 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – HIGHWAY MAINTENANCE

**UNIT NO.** 5100

**FUND:** General - 0001

- \$50,000 of County Trunk Highway revenue has been transferred from DPW-Highway Maintenance to DPW-Transportation for the responsibility of permit processing, compilation of reports, inspection and collection of County Trunk Highway permit revenue. A crosscharge of \$10,000 to DPW-Transportation will be instituted to cover DPW-Highway installation and permit review costs.
- Major Maintenance-Land Improvements increases \$25,000, from \$125,000 to \$150,000, for County Trunk Highway resurfacing. Rawson Avenue, east and west bound 6<sup>th</sup> Street to 10<sup>th</sup> Streets, and College Avenue, west bound 13<sup>th</sup> to 16<sup>th</sup> Streets, will be resurfaced. Highway Maintenance, in conjunction with the Transportation Division, will use the Pavement Condition Index (PCI) to determine the eligibility of additional roadways in need of resurfacing.
- Funding of \$21,525 is provided in the Capital Outlay budget for the following equipment: one battery powered arrowboard to replace an existing arrowboard (\$7,000), one retrofit kit (\$3,175), two battery pack systems to be installed on existing arrowboards (\$6,350), and maintenance equipment for the salt conveyors (\$5,000).
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>HIGHWAY MAINTENANCE PROGRAM</b>				
Lane Miles (Maintenance)				
County Trunk Highways	342.96	342.96	342.96	342.96
State Trunk Highways	519.85	519.85	519.85	438.00
Expressways	<u>678.62</u>	<u>678.62</u>	<u>678.62</u>	<u>674.00</u>
Total	1,541.43	1,541.43	1,541.43	1,454.96
Acres (Grass Mowing)				
County Trunk Highways	665.41	665.41	665.41	665.41
State Trunk Highways	781.51	781.51	781.51	781.51
Expressways	<u>1,875.87</u>	<u>1,875.87</u>	<u>1,875.87</u>	<u>1,875.87</u>
Total	3,322.79	3,322.79	3,322.79	3,322.79

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – FLEET MANAGEMENT DIVISION

UNIT NO. 5300

FUND: Internal Service - 0030

## OPERATING AUTHORITY & PURPOSE

In 2002, the Department of Public Works – Fleet Maintenance Division's name is changed to the Department of Public Works – Fleet Management Division, to better reflect all of the services provided by this Division. The Division provides a broad array of services to the County and its customers, including developing vehicle replacement programs; developing and designing vehicle specifications; managing the County's Fuel System; assigning vehicles and equipment to users based on needs and requirements; managing and developing vehicle and equipment disposal through periodic auctions;

managing and maintaining all automotive equipment owned by the County; and authorizing and acquiring all vehicles and equipment in the Fleet Equipment Acquisition Capital Budget. The Department of Public Works-Fleet Maintenance Division controls, manages and maintains all automotive equipment owned by the County. It also centrally maintains materials and parts for the DPW Facilities Management Division, Department of Parks and the DPW Highway Division.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 2,691,800	\$ 3,059,137	\$ 3,295,730	\$ 236,593
Services	917,692	735,166	717,904	(17,262)
Commodities	2,156,487	2,457,670	2,697,370	239,700
Other Charges	2,278,374	3,126,346	3,002,608	(123,738)
Capital Outlay	(52,511)	35,000	0	(35,000)
County Service Charges	1,658,844	1,811,109	1,992,805	181,696
Abatements	(317,185)	(455,634)	(573,261)	(117,627)
<b>Total Expenditures</b>	\$ 9,333,501	\$ 10,768,794	\$ 11,133,156	\$ 364,362
State & Federal Revenue	29,447	34,000	34,000	0
Other Direct Revenue	(357,204)	47,000	52,600	5,600
<b>Total Direct Revenue</b>	\$ (327,757)	\$ 81,000	\$ 86,600	\$ 5,600
<b>Indirect Revenue</b>	9,520,780	10,975,134	11,484,186	509,052
<b>Direct Property Tax Levy</b>	\$ 140,478	\$ (287,340)	\$ (437,630)	\$ (150,290)

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 216,936	\$ 214,413	\$ 305,294	\$ 90,881
Courthouse Space Rental	0	0	0	0
Document Services	2,267	1,081	1,794	713
Tech Support & Infrastructure	94,956	27,143	50,318	23,175
Distribution Services	19	17	25	8
Telecommunications	3,007	3,661	3,205	(456)
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	0	24,000	39,000	15,000
Applications Charges	0	17,025	37,994	20,969
<b>Total Charges</b>	\$ 317,185	\$ 287,340	\$ 437,630	\$ 150,290
<b>Direct Property Tax Levy</b>	\$ 140,478	\$ (287,340)	\$ (437,630)	\$ (150,290)
<b>Total Property Tax Levy</b>	\$ 457,663	\$ 0	\$ 0	\$ 0

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – FLEET MANAGEMENT DIVISION

**UNIT NO.** 5300

**FUND:** Internal Service - 0030

**MISSION**

Fleet Management will strive to provide prompt competitive, quality services to its customers and to effectively manage all County vehicles and equipment through a diversified workforce of skilled, experienced and professional employees.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Ensure Fleet Management customers have safe and reliable vehicles and equipment, delivered and repaired in a timely manner.	a. Number of selected employees attending and completing technical and management training. b. Number of work orders related to accident repairs and abusive use. c. Number of equipment and vehicles repaired as a result of breakdowns. d. Number of scheduled maintenance repairs (PM's) completed within 30 days of notice.	a. 100% attendance and completion of training by all selected clerical (2), technical (6) and managerial, (3) staff. b. Better identify, properly code, and increase the number of work orders associated with accident and abuse damage by 15% over previous year. c. Decrease by 10%. d. Increase by 15%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,691,800	\$ 3,059,137	\$ 3,295,730	\$ 236,593
Position Equivalent (Funded)*	64.7	65.9	64.1	(1.8)
% of Gross Wages Funded	96.0	96.0	92.2	(3.8)
Overtime (Dollars)**	\$ 323,687	\$ 207,876	\$ 237,504	\$ 29,628
Overtime (Equivalent to Positions)	12.9	5.8	6.8	1.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – FLEET MANAGEMENT DIVISION

UNIT NO. 5300

FUND: Internal Service - 0030

### BUDGET HIGHLIGHTS

- In 2002, new and replacement Fleet equipment is budgeted in the Capital Improvements Budget (Project WO858). The Parks, Sheriff's Department and DPW's Highway Maintenance, Facilities Management and Airport Divisions will primarily utilize the replacement equipment. All departments receiving replacement equipment will be required to turn in their used equipment so that the Fleet Management Division total equipment stock does not exceed approved totals unless the department has obtained County Board approval to retain the old vehicles as required. Any costs associated with the retention of the old vehicles will be charged directly to the using department.
- Personal Services increase \$236,593, from \$3,059,137 to \$3,295,730, primarily due to increases in salaries, wages, overtime and fringe benefits.
- For 2002, funding for motor vehicle parts, fuel and supplies increases \$247,800, from \$2,153,970 to \$2,401,770. As shown in the Fuel Pricing and Purchases chart, \$1,497,050 of this funding is earmarked for fuel purchases, an increase of \$236,480 over 2001. Costs for fuel are based on an average winter.
- 2002 budget projections of fuel and mileage statistics are based on the average of 47 inches of snowfall in the Milwaukee area. The snowfall during the last winter season was 58.5 inches of snow.
- The flexibility to expand, modify and reallocate major maintenance projects and equipment purchases while remaining within the total appropriation is continued in 2002.
- Depreciation for Fleet equipment decreases \$102,728, from \$2,651,475 to \$2,548,747, resulting from new equipment purchases for 2002 being made in the last quarter of the year.
- Bond interest increases \$35,508, from \$774,908 to \$810,416, resulting from the use of bond funding for vehicle acquisitions.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – FLEET MANAGEMENT DIVISION

**UNIT NO.** 5300

**FUND:** Internal Service - 0030

<b>FUEL PRICING AND PURCHASES</b>						
Fuel Purchases make up a major portion of the Fleet Maintenance Budget for Commodities						
		<b>1998</b>	<b>1999</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>
		<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Lead Free -</b>	Gallons	531,069	582,916	534,774	585,000	550,000
	Average Price	\$0.84	\$0.94	\$1.33	\$1.30	\$1.65
	Purchase	\$446,098	\$547,941	\$711,646	\$760,500	\$907,500
<b>Diesel #2 -</b>	Gallons	266,676	302,451	341,586	305,000	325,000
	Average Price	\$0.74	\$0.80	\$1.21	\$1.26	\$1.40
	Purchase	\$197,340	\$241,961	\$411,662	\$384,300	\$455,000
<b>Diesel #1 -</b>	Gallons	62,916	85,366	65,153	90,000	90,000
	Average Price	\$0.82	\$0.86	\$1.29	\$1.26	\$1.45
	Purchase	\$51,591	\$73,415	\$83,899	\$113,400	\$130,500
<b>Natural Gas -</b>	Gallons	2,994	442	2,683	3,000	3,000
	Average Price	\$0.73	\$0.73	\$0.82	\$0.79	\$1.35
	Purchase	\$2,186	\$323	\$2,201	\$2,370	\$4,050
<b>Total Gallons Used Per Year</b>		<b>863,655</b>	<b>971,175</b>	<b>944,196</b>	<b>983,000</b>	<b>968,000</b>
<b>Total Fuel Purchased Per Year</b>		<b>\$697,215</b>	<b>\$863,639</b>	<b>\$1,209,408</b>	<b>\$1,260,570</b>	<b>\$1,497,050</b>

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<b>2000</b>	<b>2000</b>	<b>2001</b>	<b>2002</b>
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
Highway Patrol (Miles)	2,106,000	2,384,146	2,350,000	2,400,000
Other Cars (Miles)	1,135,000	1,045,576	1,145,000	1,050,000
Trucks (Miles)	3,325,000	3,099,625	3,325,000	3,150,000
Motorcycles (Miles)	16,800	24,590	17,500	25,000
Fire Trucks (Miles)	5,900	6,672	5,900	5,900
Other Equipment (Miles)	<u>62,700</u>	<u>187,875</u>	<u>150,000</u>	<u>190,000</u>
<b>Total (Miles)</b>	<b>6,651,400</b>	<b>6,748,484</b>	<b>6,993,400</b>	<b>6,820,900</b>
Repair Orders Written	12,000	9,869	12,000	11,000
Accident Repair Orders	<u>200</u>	<u>119</u>	<u>220</u>	<u>137</u>
<b>Total Repairs</b>	<b>12,200</b>	<b>9,988</b>	<b>12,220</b>	<b>11,137</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

**UNIT NO.** 5600

**FUND:** Enterprise - 0083

**OPERATING AUTHORITY & PURPOSE**

The Transit Service Division provides public transit services through the Milwaukee County Transit System (MCTS). Direct management and operation of the transit system, including Paratransit services, is provided by Milwaukee Transport Services, Inc., a private non-profit corporation under contract to the County. The corporation uses Transit facilities and equipment owned and provided by Milwaukee County.

Paratransit operations include the provision of demand responsive transportation and orientation to transportation services. These services provide a complement to the fixed-route services of MCTS and are available to those who are Americans with Disabilities Act (ADA) Paratransit eligible.

The Transportation Planning Section of the Department of Public Works-Transportation Division provides County oversight, conducts various transit

related studies, and prepares and administers Federal and State transit grants. The DPW-Transportation Division also facilitates the acquisition of capital equipment, and provides design and construction services for capital facilities.

**GENERAL SUMMARY**

This is a programmatic presentation of the Transit Services budget. Each unit presentation includes a fiscal summary, a program description and budgetary highlights. The Transit operations description indicates the number of authorized positions assigned to the unit and a departmental summary of changes. The Transit Policy and Capital Acquisition program has no authorized positions but is crosscharged for services provided by the Department of Public Works-Transportation Division.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services	\$ 10,280	\$ 0	\$ 0	\$ 0
Services	427,932	389,560	397,000	7,440
Commodities	578,987	400,600	420,000	19,400
Transit Operations	106,748,470	112,871,276	115,580,342	2,709,066
Other Charges	15,834,378	18,595,725	19,253,250	657,525
Capital Outlay	757,147	980,100	891,000	(89,100)
County Service Charges	2,656,801	2,916,269	2,875,219	(41,050)
Abatements	(813,557)	(939,981)	(779,421)	160,560
<b>Total Expenditures</b>	<b>\$ 126,200,438</b>	<b>\$ 135,213,549</b>	<b>\$ 138,637,390</b>	<b>\$ 3,423,841</b>
State & Federal Revenue	66,329,963	74,050,860	73,169,984	(880,876)
Other Direct Revenue	294,524	162,500	585,100	422,600
Transit Revenue	39,345,045	42,170,175	44,476,126	2,305,951
Indirect Revenue	0	0	0	0
<b>Total Revenues</b>	<b>\$ 105,969,532</b>	<b>\$ 116,383,535</b>	<b>\$ 118,231,210</b>	<b>\$ 1,847,675</b>
<b>Direct Property Tax Levy</b>	<b>\$ 20,230,906</b>	<b>\$ 18,830,014</b>	<b>\$ 20,406,180</b>	<b>\$ 1,576,166</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM**

**UNIT NO. 5600**

**FUND: Enterprise - 0083**

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 120,888	\$ 331,247	\$ 257,569	\$ (73,678)
Courthouse Space Rental	0	0	0	0
Document Services	0	4,633	0	(4,633)
Tech Support & Infrastructure	226,543	0	0	0
Distribution Services	443	0	565	565
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	464,818	489,760	377,567	(112,193)
Personal Computer Charges	0	16,000	29,000	13,000
Applications Charges	0	0	0	0
<b>Total Charges</b>	<b>\$ 812,692</b>	<b>\$ 841,640</b>	<b>\$ 664,701</b>	<b>\$ (176,939)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 20,230,906</b>	<b>\$ 18,830,014</b>	<b>\$ 20,406,180</b>	<b>\$ 1,576,166</b>
<b>Total Property Tax Levy</b>	<b>\$ 21,043,598</b>	<b>\$ 19,671,654</b>	<b>\$ 21,070,881</b>	<b>\$ 1,399,227</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

The Milwaukee County Transit/Paratransit System exists to provide reliable, convenient and safe public transportation services that efficiently and effectively meet the varied travel needs of the community and contribute to its quality of life.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	MCTS ridership will be maximized within the context of available resources.	a. Revenue ridership. b. Revenue rides/capita.	a. 52,349,722 rides. b. 56 rides per capita.
2.	MCTS will provide reliable scheduled transit services.	a. Percent of trips on time. b. Percent of trips delayed more than 10 minutes due to mechanical failure.	a. 92%. b. 0.2%.
3.	MCTS will provide transit services that meet the travel demands of the population.	a. Percent of Milwaukee County residences within a quarter mile of service. b. Percent of Milwaukee County jobs within quarter mile of service. c. Total scheduled vehicle hours.	a. 90%. b. 92%. c. 1,597,531 hours.
4.	Passengers will enjoy a high level of safety on MCTS buses.	a. Miles between preventable vehicular accidents.	a. 100,000.
5.	MCTS will provide quality service at a reasonable price.	a. Cost per vehicle hour.	a. \$71 per hour.
6.	Targeted marketing investments will increase customer awareness and use of MCTS services.	a. Number of households reached annually via electronic, print media and direct mail.	a. 100 million per year.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

**UNIT NO.** 5600

**FUND:** Enterprise - 0083

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
7.	MCTS will meet customer needs.	a. Percent of passengers surveyed who indicate that their needs are being met by MCTS.	a. 85%.
8.	MCTS will meet needs of Paratransit customers.	a. Percent of trips that will arrive no later than 30 minutes after negotiated pick-up time. b. Maximum percent of reservations denied by either service provider in any month.	a. 90%. b. 3.5%.

ORGANIZATIONAL COST SUMMARY					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Transit Operations	Expenditure	\$ 120,130,603	\$ 128,723,001	\$ 131,989,597	\$ 3,266,596
	Revenue	39,345,045	42,170,175	44,776,126	2,605,951
	Tax Levy	\$ 80,785,558	\$ 86,552,826	\$ 87,213,471	\$ 660,645
Transit Policy and Capital Acquisition	Expenditure	\$ 6,069,835	\$ 6,490,548	\$ 6,647,793	\$ 157,245
	Revenue	66,624,487	74,213,360	73,455,084	(758,276)
	Tax Levy	\$ (60,554,652)	\$ (67,722,812)	\$ (66,807,291)	\$ 915,521

**DEPARTMENT DESCRIPTION**

The *Transit Operations Program* includes all activities necessary for the efficient, day-to-day management and operation of the Milwaukee County Transit System, including the Paratransit Program, by Milwaukee Transport Services, Inc., a private nonprofit corporation under contract with Milwaukee County. The corporation employs a work force totaling approximately 1,450 employees who are assigned to four major functional divisions: Administration, Finance, Operations and Marketing.

The *Transit Policy and Capital Acquisition* program is staffed by five positions in the DPW Transportation Division and is responsible for all studies related to transit planning, the replacement and acquisition of transit capital assets, and providing design and construction services for capital facilities. In addition, this division develops and submits grant applications and administers all approved State and Federal grants.

**BUDGET HIGHLIGHTS**

**Transit Operations**

- The adult cash bus fare remains at \$1.50. Adult weekly passes and tickets (10) increase \$1.00, from \$11.00 to \$12.00; students with permit fares increase 10 cents, from \$1.00 to \$1.10; and student weekly passes and tickets increase \$1.00, from \$9.00 to \$10.00. In addition, U-Passes increase \$2.00, from \$33.00 to \$35.00, and Commuter Value Passes increase \$6.00, from \$111.00 to \$117.00.
- Transit passenger revenue is projected to increase \$1,289,451, from \$38,336,425 to \$39,625,876 (3.4%), as a result of the increase in pass and ticket fares, partially offset by service reductions.
- Bus service hours decrease 3 percent (49,118), due in part to route modifications, elimination of duplicated services, and integrating several Congestion Mitigation Air Quality (CMAQ) and Job Access Reverse Commute (JARC) services into regularly scheduled bus service on Routes 15, 27, 28, 39, 44, 45, 49, 52, 58, 64, 65, 68 and 80. Additional adjustments include elimination

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600

FUND: Enterprise - 0083

of service on Route 2 and midday service on Route 13.

- Transit operating expenses increase \$2,624,051, from \$110,723,205 to \$113,347,256, due in part to the increased cost of natural gas and increases in employee benefit expenses, primarily medical insurance.
- The cost of diesel fuel decreases \$867,992, from \$4,552,643 to \$3,684,651, due to decreases in the miles of service operated and the cost of fuel from \$0.95 to \$0.82 per gallon.

### Paratransit Operations

- The passenger fare remains at the current rate of \$3.00 per one-way trip.
- Total trips are estimated at 1,104,350, an increase of 48,485 over 1,055,865 trips budgeted for 2001.
- The Paratransit expenditure budget of \$18,675,817 includes transportation costs of \$17,390,250, net crosscharges of \$52,481, as well as \$1,233,086 to fund MCTS operating costs. The transportation costs include passenger costs of \$2,450,250 and an appropriation of \$14,940,000 to fund the cost of transportation provided by private vendors. The passenger portion of the transportation cost is entirely offset by passenger fare revenue of \$2,450,250.
- Purchases of Services increase \$472,025, from \$14,467,975 to \$14,940,000, to fund the cost of transportation provided by vendors, based on actual experience and projected ridership increases, offset by increased productivity. Transportation expenses will continue to be paid

on a per trip basis for taxi service, while van service will be paid hourly.

- Overall productivity for the van service is projected to be 1.9 rides per hour in 2002 compared to 1.85 in 2001.
- The average cost per ride for the program is projected to decrease from \$17.11 in 2001 to \$16.91 in 2002.

### Transit Policy and Capital Acquisition

- State operating assistance increases \$1,740,564, from \$53,957,270 to \$55,697,834, reflecting a 4% increase based on the State budget over the 2000 actual amount of \$53,555,600.
- State Specialized Transportation assistance increases \$26,700, from \$890,000 to \$916,700, reflecting a 3% increase based on the State budget.
- Federal formula funds used for operations (capitalized maintenance) remains at the 2001 level of \$11,800,000.
- Other State and Federal funding to support Congestion Mitigation Air Quality (CMAQ) and Job Access Programs decreases \$2,706,780, from \$4,927,030 to \$2,220,250, due to the completion of the service expansion and Wisconsin Employment Transportation Assistance Program (WETAP) grant projects.
- Depreciation costs increase \$119,000, from \$1,744,000 to \$1,863,000, due to the expected delivery of 60 New Flyer series buses in 2002.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM**

**UNIT NO. 5600**

**FUND: Enterprise - 0083**

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000</u>	<u>2000</u>	<u>2001</u>	<u>2002</u>
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Budget</u>
Buses Assigned	534	535	535	544
Buses Operated	452	461	452	440
Bus Miles	20,951,052	22,196,312	21,499,012	20,958,566
Bus Hours	1,629,110	1,650,523	1,646,649	1,597,531
Revenue Passengers	54,540,000	52,855,750	53,146,000	52,349,722
Cost Per Mile	\$ 4.96	\$ 4.71	\$ 5.15	\$ 5.41
Cost Per Revenue Passenger	\$ 1.91	\$ 1.98	\$ 2.08	\$ 2.17
Revenue Per Revenue Passenger	\$ 0.67	\$ 0.67	\$ 0.72	\$ 0.76
Farebox Recovery Ratio	36.48%	33.61%	34.62%	37.08%
Transit Plus Enrollment	20,000	15,000	17,000	17,000
Transit Plus Ridership	975,200	984,361	1,055,865	1,104,350
Transit Plus Cost/Ride	\$ 16.31	\$ 15.78	\$ 17.11	\$ 16.91

<b>BUS FARES</b>					
	Jan 1- June 30	July 1 - Dec 31	1996 to 2002		
	1995	1995	2000	2001	2002
Adult Cash	\$ 1.25	\$ 1.25	\$ 1.35	\$ 1.50	\$ 1.50
Adult Weekly Pass	\$ 9.25	\$ 10.00	\$ 10.50	\$ 11.00	\$ 12.00
Adult Ticket (10)	\$ 9.25	\$ 10.00	\$ 10.50	\$ 11.00	\$ 12.00
Children Ages 6 to 11 (Half Fare)	\$ 0.60	\$ 0.60	\$ 0.65	\$ 0.75	\$ 0.75
Children's Ticket (10) (Half Fare)	\$ 6.00	\$ 6.00	\$ 6.50	\$ 7.50	\$ 7.50
Senior Citizens and Handicapped (Half Fare)	\$ 0.60	\$ 0.60	\$ 0.65	\$ 0.75	\$ 0.75
Senior/Handicapped Ticket (10) (Half Fare)	\$ 6.00	\$ 6.00	\$ 6.50	\$ 7.50	\$ 7.50
Students with Permit	\$ 0.90	\$ 0.90	\$ 1.00	\$ 1.00	\$ 1.10
Students Weekly/Ticket (10)	\$ 8.50	\$ 8.50	\$ 9.00	\$ 9.00	\$ 10.00
U-Pass	\$ 29.00	\$ 29.00	\$ 31.00	\$ 33.00	\$ 35.00
Commuter Value Pass*	N/A	N/A	\$ 105.00	\$ 111.00	\$ 117.00
Freeway Flyers	Applicable Fare Plus \$.25	Applicable Fare Plus \$.25	Applicable Fare Plus \$.25	Applicable Fare Plus \$.30	Applicable Fare Plus \$.30
Flyers Ticket (10)	\$ 11.75	\$ 12.50	\$ 13.00	\$ 14.00	\$ 15.00

\* The Commuter Value Pass program began in 1997.

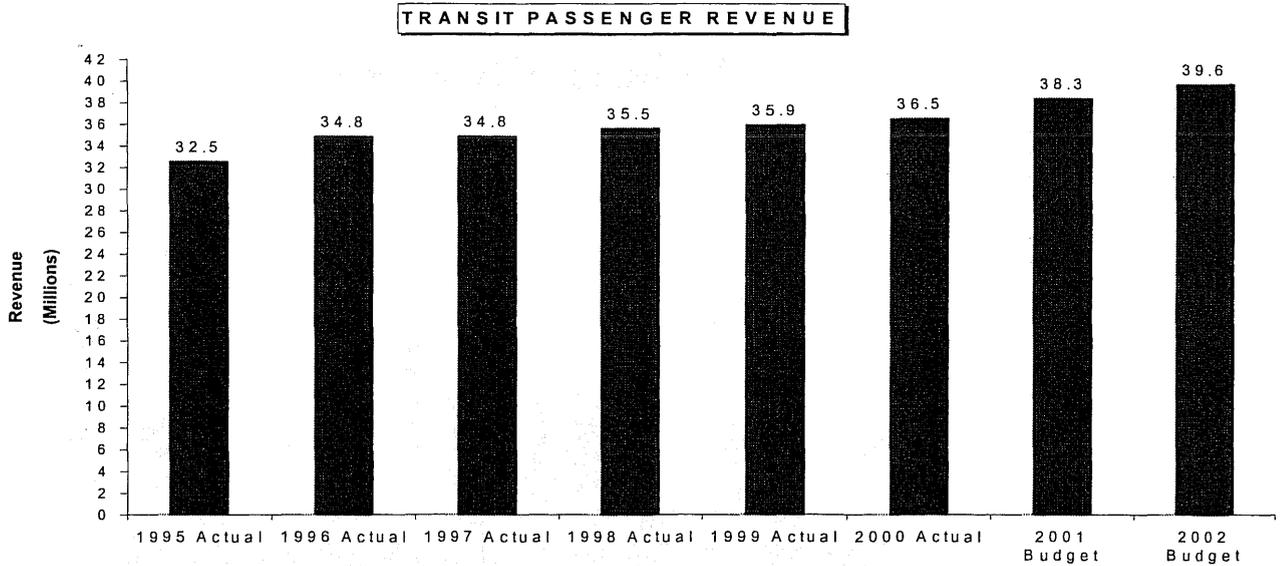
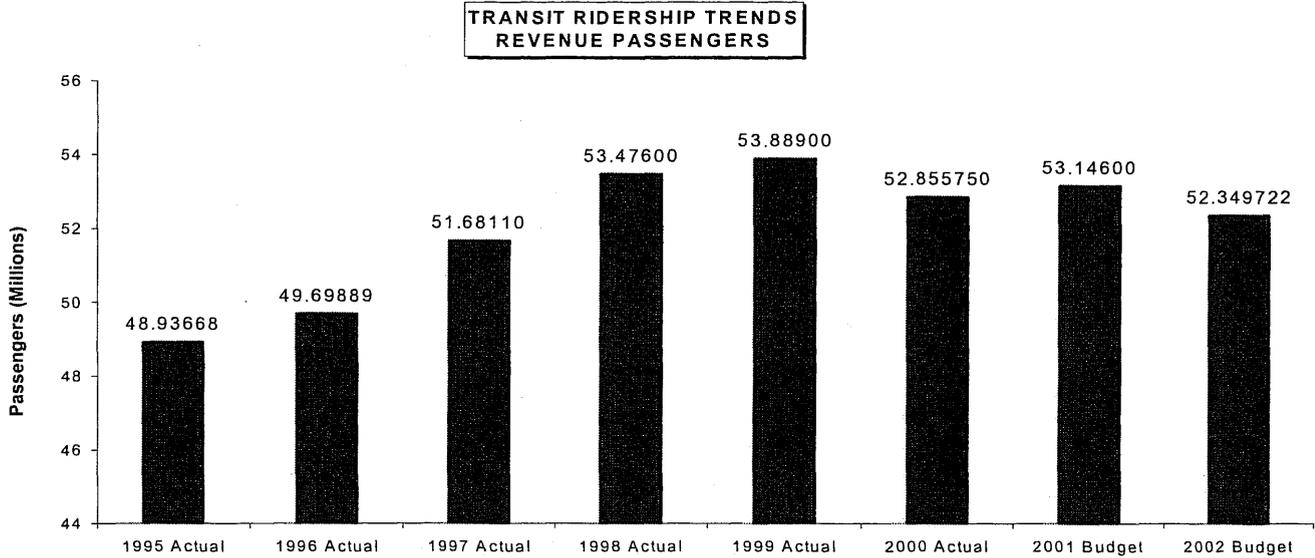
**COUNTY EXECUTIVE'S 2002 BUDGET****DEPT:** MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM**UNIT NO.** 5600**FUND:** Enterprise - 0083**PARATRANSIT ENROLLMENT/TRIPS**

<u>Year/Type</u>	<u>Enrollment</u>	<u>Taxi Trips</u>	<u>Van Trips</u>	<u>Agency Trips</u>	<u>All Trips</u>
1990 Actual	7,819	48,391	330,676		379,067
1991 Actual	8,420	58,473	329,744		388,217
1992 Actual	8,678	71,975	334,320		406,295
1993 Actual	10,066	81,591	341,899		423,490
1994 Actual	12,250	91,794	388,591		480,385
1995 Actual	15,178	113,497	416,656		530,153
1996 Actual	16,864	125,613	408,218		533,831
1997 Actual	17,634	135,660	589,970		725,630
1998 Actual	15,229	150,832	412,958	216,000	779,790
1999 Actual	16,355	154,717	492,595	241,590	888,902
2000 Actual	15,000	192,170	525,843	266,348	984,361
2001 Budget	17,000	188,100	588,600	279,165	1,055,865
2002 Budget	17,000	228,900	587,850	287,600	1,104,350

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600  
FUND: Enterprise - 0083

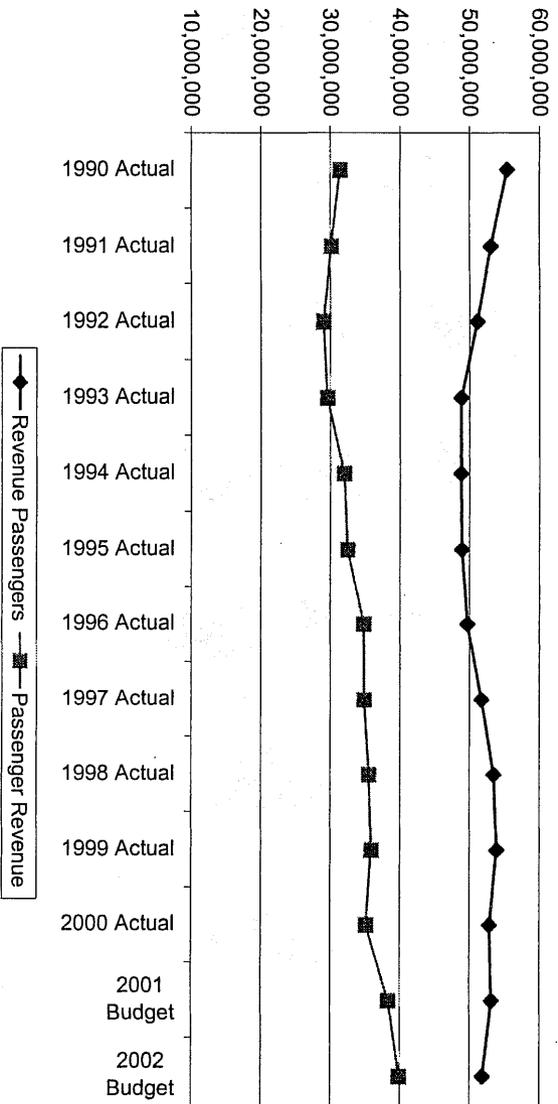


COUNTY EXECUTIVE'S 2002 BUDGET

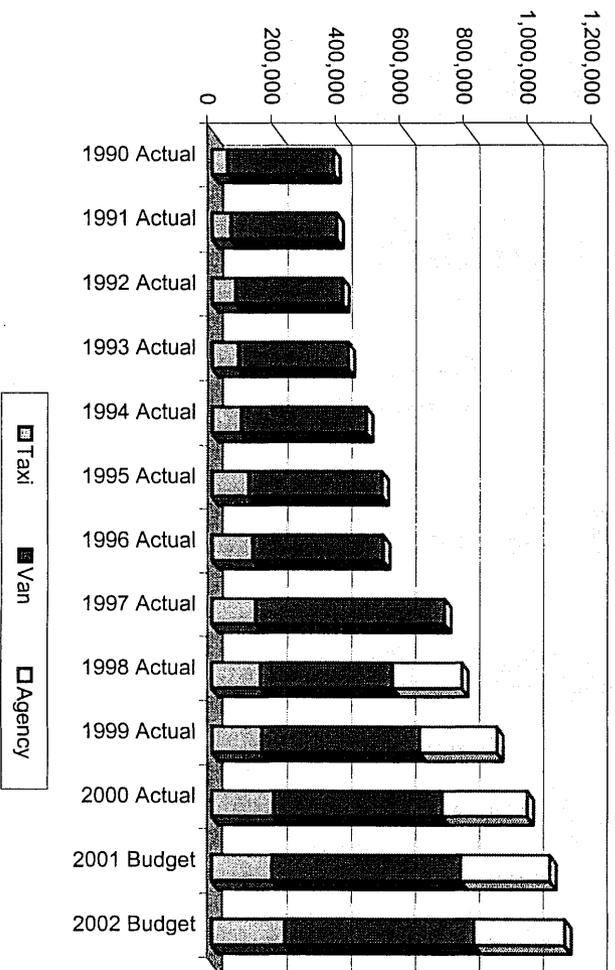
DEPT: MILWAUKEE COUNTY TRANSIT/PARATRANSIT SYSTEM

UNIT NO. 5600  
FUND: Enterprise - 0083

**REVENUE PASSENGERS  
vs PASSENGER REVENUE**



**ANNUAL PARATRANSIT TRIPS**



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT

**UNIT NO.** 5700

**FUND:** Internal Service - 0031

**OPERATING AUTHORITY & PURPOSE**

The Facilities Management Division provides quality and cost effective property management, tenant services and maintenance and skilled trades services to the various private entities and County departments occupying space within the Courthouse, County Grounds Buildings, the

Children's Court Center and the buildings at 12<sup>th</sup> and Vliet Streets and 27<sup>th</sup> and Wells Streets (City Campus). The Division also provides maintenance and skilled trade services to other County Departments.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 12,925,273	\$ 13,293,464	\$ 13,907,825	\$ 614,361
Services	6,430,833	6,772,134	6,546,030	(226,104)
Commodities	999,114	1,224,438	1,153,106	(71,332)
Other Charges	3,293,882	3,875,395	3,883,795	8,400
Capital Outlay	841,955	1,551,798	1,201,214	(350,584)
County Service Charges	14,008,647	16,160,306	16,983,344	823,038
Abatements	(10,890,231)	(13,702,559)	(14,584,703)	(882,144)
<b>Total Expenditures</b>	<b>\$ 27,609,473</b>	<b>\$ 29,174,976</b>	<b>\$ 29,090,611</b>	<b>\$ (84,365)</b>
Other Direct Revenue	3,489,449	3,873,266	3,525,730	(347,536)
Indirect Revenue	7,597,146	7,351,319	6,993,499	(357,820)
<b>Direct Property Tax Levy</b>	<b>\$ 16,522,878</b>	<b>\$ 17,950,391</b>	<b>\$ 18,571,382</b>	<b>\$ 620,991</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 401,352	\$ 404,302	\$ 395,619	\$ (8,683)
Document Services	10,535	12,527	8,335	(4,192)
Tech Support & Infrastructure	58,808	34,293	42,963	8,670
Distribution Services	51	1,545	65	(1,480)
Emergency Mgmt Services	0	0	20,000	20,000
Telecommunications	30,748	30,366	32,777	2,411
Records Center	92	10,224	133	(10,091)
Radio	118,231	124,576	150,784	26,208
Personal Computer Charges	129,949	33,000	31,000	(2,000)
Applications Charges	0	11,281	29,184	17,903
<b>Total Charges</b>	<b>\$ 749,766</b>	<b>\$ 662,114</b>	<b>\$ 710,860</b>	<b>\$ 48,746</b>
<b>Direct Property Tax Levy</b>	<b>\$ 16,522,878</b>	<b>\$ 17,950,391</b>	<b>\$ 18,571,382</b>	<b>\$ 620,991</b>
<b>Total Property Tax Levy</b>	<b>\$ 17,272,644</b>	<b>\$ 18,612,505</b>	<b>\$ 19,282,242</b>	<b>\$ 669,737</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT

**UNIT NO.** 5700

**FUND:** Internal Service - 0031

**MISSION**

The mission of DPW Facilities Management is to provide a state-of-the-art, clean, safe, user-friendly environment, sensitive to the needs of all tenants, employees and the public through quality management.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Safe, clean and accessible environment for tenants and the public.	a. Reduction in tenant and public complaints. b. Timely completion of work orders and projects.	a. Decrease the number of complaints by 5%. b. Increase on-time completion of work orders and projects by 5%.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 12,925,273	\$ 13,293,464	\$ 13,907,825	\$ 614,361
Position Equivalent (Funded)*	281.4	289.5	277.1	(12.4)
% of Gross Wages Funded	94.8	94.8	91.8	(3.0)
Overtime (Dollars)**	\$ 416,191	\$ 219,024	\$ 219,024	\$ 0
Overtime (Equivalent to Positions)	13.4	6.0	6.2	0.2

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Training and Development Specialist	Abolish	1/100%	Facilities	\$ (60,066)
Security Coordinator Facilities Mgmt	Abolish	1/100%	Facilities	(56,536)
Security Supervisor	Abolish	2/100%	Facilities	(81,276)
Intern Painter Apprentice	Abolish	1/100%	Facilities	(33,660)
Intern Carpenter Apprentice	Abolish	1/100%	Facilities	(35,458)
			<b>TOTAL</b>	<b>\$ (266,996)</b>

**DEPARTMENT DESCRIPTION**

The Facilities Management Division provides services and performs functions in two principal areas: maintenance operations and property management.

The **Maintenance Operations Section** is responsible for buildings, grounds and mechanical systems for all facilities under the stewardship of the Facilities Management Division. Functions include daily custodial and repair services, security, grounds care and snow removal, provision of centralized electrical, mechanical and engineering services, as

well as maintenance of the utilities distribution systems.

This Division is structured to operate in a manner similar to private contractors as it relates to bidding and competing for time and material construction projects. The budget reflects those costs directly related to daily operations. Building costs and other indirect costs such as crosscharges and depreciation are included in the Building/Facilities Org. Unit to more accurately reflect the "true" cost of maintenance services.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

The **Management Services Section** is responsible for property management and lease administration functions for all land and buildings under the stewardship of the Facilities Management Division. Functions include management of land and building leases for all Courthouse, Annex, Jail, Safety Building, HOC Community Correctional Center (CCC), 12<sup>th</sup> and Vliet, City Campus, Children's Court Center and other Grounds facilities tenants. This Section also acts as a liaison between the County and major tenants such as the Regional Medical Center, Research Park and WEPCO and manages the County operated electrical utility, as well as the cost distribution for water and sanitary and storm sewers. This Section reflects only those costs directly related to property management and tenant services.

The unit is structured to operate in a manner similar to a property management firm inasmuch as it acts as custodian and landlord. The budget reflects those costs directly related to property management and tenant services for all Courthouse and County grounds buildings and facilities, as well as for utilities.

In 1999, Facilities Management assumed the facility and maintenance functions at the Children's Court Center and the building at 12<sup>th</sup> and Vliet Streets, along with its satellite buildings. In 2000, Facilities Management assumed the facility and maintenance of the building at 27<sup>th</sup> and Wells Streets. Facilities Management also assumed the landlord functions at these facilities.

## BUDGET HIGHLIGHTS

- \$100,000 is included for staff and operating costs to facilitate the implementation of perimeter security improvements related to the Courthouse Security Upgrade Capital Improvement Project. The creation of specific security positions will depend on the specific security and staffing plan that is developed.
- Landlord responsibilities and rent from the South Building, West Annex and the Methadone Building on the County Grounds are eliminated in the Facilities Division, due to the pending transfer of these properties to an outside entity. Cost reductions totaling \$540,761, offset with revenue reductions of \$928,568, result in a net tax levy increase in the Facilities Division of

\$387,807. The Department of Human Services – Mental Health Division will have increased rental income of \$297,644 to reflect revenue from the DoA County Health Related Programs Division for space in the former Child and Adolescent Treatment Center facility.

- Personal Services increase \$614,361, from \$13,293,464 to \$13,907,825, primarily due to increases in steps, wages, benefits, compensated absences and the security initiative, offset with the following personnel actions:
- \$ (60,066) Abolish 1 Training and Development Specialist

One position of Training and Development Specialist is abolished due to training being provided by other sources.

- \$ (56,536) Abolish 1 Security Coordinator Facilities Management  
25,596 Special Premium  
\$ (30,940)

One position of Security Coordinator is abolished and the in-charge duties of this position are redistributed to Facility Worker Security positions. Personal Services increase \$25,596 for a Special Premium in the amount of \$1.00 per hour for nine full-time equivalent Facility Worker Security positions performing in-charge duties of the abolished Security Coordinator during their shifts. This provides for on-site supervision at each facility.

- \$ (81,276) Abolish 2 Security Supervisor

Two vacant positions of Security Supervisor are abolished. The Security Supervisor duties are currently provided by other positions that receive a Special Premium while providing the supervision.

- \$ (33,660) Abolish 1 Intern Painter Apprentice

Due to fiscal constraints, one Intern Painter Apprentice position is abolished. This minimizes Facilities ability to promote and train existing personnel to move into skilled trade positions.

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT

UNIT NO. 5700

FUND: Internal Service - 0031

- \$ (35,458) Abolish 1 Intern Carpenter Apprentice

Due to fiscal constraints, one Intern Carpenter Apprentice position is abolished. This will minimize Facilities ability to promote and train existing personnel to move into skilled trade positions.

- All County departments shall give Facilities Management first opportunity to submit a bid for the provision of custodial, trades and/or building security services prior to contracting out for such services.
- Construction management services provided to other County departments and private agencies continues at \$450,000, based on experience.
- Major Maintenance decreases \$350,584, from \$1,551,798 to \$1,201,214, resulting in projects being scaled back or delayed.
- Capital Outlay increases \$15,167, from \$134,833 to \$150,000, for four replacement security x-ray machines (\$120,000); one 72" lawn mower (\$14,500), three carpet extractors (\$8,000), one panel saw (\$5,000) and one paint sprayer (\$2,500).
- Parking Rental revenue increases \$36,070, from \$513,644 to \$549,714, reflecting revenue from the Courthouse and County Grounds (\$301,484); the parking lot at 6<sup>th</sup> and State Streets (\$225,000) and parking crosscharge revenue (\$23,230).
- Building and Office Space Rental revenue from outside sources decreases \$45,599, from \$595,299 to \$549,700, primarily due to reallocation of outside revenue from the State to crosscharge revenue from Department of Human Services (\$33,946), and elimination of the West Annex building and the corresponding rent from Wisconsin Correctional service (\$10,566). The 2002 revenue of \$549,700 is comprised of the following revenue sources: Courthouse tenants (\$62,584); outside agencies at Children's Court Center (\$23,407); the Wisconsin Athletic Club on County Grounds (\$14,000); the restaurant and retail store in City Campus (\$36,720) and Gammex, Research

Park and the Medical Technology Management Institute on County Grounds (\$412,989).

- Cost Sharing Revenue decreases \$43,289, from \$380,774 to \$337,485, reflecting the allocation of County Grounds Southeast Quadrant costs, based on actual experience.
- The cost of fire protection on County Grounds increases \$34,894, from \$898,221 to \$933,115, based on the contract with the City of Wauwatosa. The cost of fire protection is allocated to Facilities (\$711,045), other County entities (\$211,277) and non-County entities (\$10,793).
- Fleet Maintenance Services increase \$103,628, from \$518,327 to \$621,955, primarily due to the increased number of pieces of equipment assigned to Facilities and increased fuel rates.
- The appropriation for utilities decreases \$351,981, from \$5,924,269 to \$5,572,288, based on actual experience and reductions due to the elimination of buildings on the County Grounds.
- Utility Revenue from County Grounds decreases \$257,757, from \$2,513,222 to \$2,255,465. The decrease reflects a reduction in electric consumption due to private entities switching to direct WEPCO service, instead of relying on the County 4160 volt line.
- Contribution to Reserve decreases \$26,494, from \$147,959 to \$121,465, reflecting a 5% fee on electric, water and sewer charges to County and non-County users of County Grounds utilities to establish a reserve for future capital outlays.
- Repairs and Maintenance of Buildings and Structures increases \$53,621, from \$442,700 to \$496,321, based on actual experience.
- Sheriff services decrease \$76,575, from \$202,291 to \$125,716, due to discontinuation of sector and parking patrol on the County Grounds.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12),

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS – FACILITIES MANAGEMENT

**UNIT NO.** 5700

**FUND:** Internal Service - 0031

Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation

when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>ACTIVITY AND STATISTICAL SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Work Orders Logged on System*	20,000	21,500	21,500
Time and Materials Orders - Facilities Related	103	95	90
Time and Materials Orders - Non-Facilities Related	88	295	280
Roadways-Maintenance-Snowplow and Salt (miles)	49	49	49
Parking Lots-Maintenance-Snowplow (5,048 spaces)	65	65	65
Sidewalks-Maintenance and Snowplow (miles)	39	39	39
Turf Mowed (acres)	600	600	600
Equipment Transfers (hours)*	10,000	10,000	10,000
Special Jobs Performed*	310	310	310
Annual permits for free parking at Interchange Lot	1,218	1,100	1,100
Annual permits for paid parking in Annex, Safety Building Lots and Medical Examiner area	326	326	326
Keys and Security Cards (in force)*	4,500	6,000	6,000
*Items which are estimated			



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS - ADMINISTRATION

**UNIT NO.** 5800

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Public Works (DPW)-Administration Division is an independent Division operating as a General Fund Agency.

The Administration Division is charged with the general management of the Department of Public Works.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 1,554,963	\$ 1,084,804	\$ 1,239,040	\$ 154,236
Services	12,286	30,770	301,171	270,401
Commodities	8,678	14,500	14,550	50
Other Charges	57,076	2,000	2,000	0
Capital Outlay	0	0	6,066	6,066
County Service Charges	776,709	472,742	236,146	(236,596)
Abatements	(1,280,781)	(954,121)	(1,086,298)	(132,177)
<b>Total Expenditures</b>	<b>\$ 1,128,931</b>	<b>\$ 650,695</b>	<b>\$ 712,675</b>	<b>\$ 61,980</b>
State & Federal Revenue	219,345	0	0	0
Other Direct Revenue	188	600	34,300	33,700
<b>Total Direct Revenue</b>	<b>\$ 219,533</b>	<b>\$ 600</b>	<b>\$ 34,300</b>	<b>\$ 33,700</b>
<b>Indirect Revenue</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 97,168</b>	<b>\$ 97,168</b>
<b>Direct Property Tax Levy</b>	<b>\$ 909,398</b>	<b>\$ 650,095</b>	<b>\$ 581,207</b>	<b>\$ (68,888)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 25,956	\$ 10,918	\$ 26,400	\$ 15,482
Courthouse Space Rental	61,164	158,175	152,887	(5,288)
Document Services	2,986	3,788	2,363	(1,425)
Tech Support & Infrastructure	81,502	109,402	15,968	(93,434)
Distribution Services	322	2,094	411	(1,683)
Telecommunications	0	0	0	0
Records Center	1,322	330	1,910	1,580
Radio	0	0	0	0
Personal Computer Charges	0	101,000	15,000	(86,000)
Applications Charges	0	77,953	13,393	(64,560)
<b>Total Charges</b>	<b>\$ 173,252</b>	<b>\$ 463,660</b>	<b>\$ 228,332</b>	<b>\$ (235,328)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 909,398</b>	<b>\$ 650,095</b>	<b>\$ 581,207</b>	<b>\$ (68,888)</b>
<b>Total Property Tax Levy</b>	<b>\$ 1,082,650</b>	<b>\$ 1,113,755</b>	<b>\$ 809,539</b>	<b>\$ (304,216)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS - ADMINISTRATION

**UNIT NO.** 5800

**FUND:** General - 0001

**MISSION**

The mission of DPW's Administration Division is to provide essential supportive services to DPW Divisions through oversight, coordination and technical assistance.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Effective coordination and oversight of DPW Division's fiscal affairs.	a. Compliance with all DPW and DoA fiscal and accounting deadlines and policies. b. Accuracy of Divisional budgets and financial reports. c. Submission of timely management reports.	a. Produce accurate Divisional budgets and financial reports in a timely manner.
2.	Provide DPW Divisions with timely, effective and valuable human resource services that comply with all applicable rules, regulations and labor contract provisions.	a. The length of time it takes to process b. Number of employees participating in training. c. Number of disciplinary hearings involving DPW employees. d. Number of grievances filed by DPW employees. e. Number of complaints filed by DPW employees with Equal Employment Opportunity Commission and Equal Rights Division. f. Number of formal complaints from DPW Divisions regarding quality and responsiveness of service.	a. Reduce the number of days it takes DPW Human Resources to internally process transactions. b. Reduce the number of transactions delayed due to non-compliance. c. Reduce the number of disciplinary hearings, grievances and complaints by 5%.
3.	More effective contract administration through centralization of all contracts and leases where DPW is signatory or required to provide supportive services.	a. Number of contracts inventoried and monitored. b. Number of contract violations identified by DPW. c. Number of instances where no fiscal resources are available to cover required DPW supportive Services expense.	a. Identify and inventory all contracts and leases where DPW is a signatory to or obligated to provide supportive services.
4.	Create and maintain a safe working environment for all Department of Public Works' employees.	a. Number of safety related complaints and workplace injuries. b. Number of citations issued by federal/state regulatory agencies against the DPW.	a. Develop action plans for resolving outstanding employee safety compliance issues.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PUBLIC WORKS - ADMINISTRATION

**UNIT NO.** 5800

**FUND:** General - 0001

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 1,554,963	\$ 1,084,804	\$ 1,239,040	\$ 154,236
Position Equivalent (Funded)*	16.7	14.2	15.1	0.9
% of Gross Wages Funded	100.0	97.6	100.0	2.4
Overtime (Dollars)**	\$ 1,339	\$ 2,508	\$ 2,508	\$ 0
Overtime (Equivalent to Positions)	0.02	0.04	0.04	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			<b>TOTAL</b>	<b>\$ 0</b>

**DEPARTMENT DESCRIPTION**

The DPW-Administration Division is responsible for the management of the Department of Public Works administrative functions, including establishment and implementation of Department policy and procedure, personnel administration, accounting and budgeting and general public information services.

directed by the Department of Administration-Information Management Services Division.

**BUDGET HIGHLIGHTS**

**DEPARTMENTAL**

- Personal Services increase \$154,236, from \$1,084,804 to \$1,239,040, primarily due to step, wage and benefit increases. \$23,448 is included to restore funding equivalent to one Clerk Typist 2 position, which was earmarked by the Division to meet the 97.6% funding of Personal Services for 2001.
- \$5,771 is included in the professional service account to perform Hazards Assessment of DPW work areas to identify potential safety risks.
- \$5,000 is included in professional service-data processing to accommodate the redesign of the Division's web site which will be coordinated and

- \$6,066 is included in Machinery and Equipment for replacement of a copy machine. The current machine is in constant repair, which interrupts daily routines.
- \$97,168 is budgeted for charges to the Home Owners Protection Plan (HOPP) for administration of the "Single Parcel Plan." The DPW-Administration Division will be involved in this program only through mid-year 2002 to assist in the start up of the new "Single Parcel Plan."
- \$34,000 is budgeted for towing revenue, offset by \$5,000 for printing and stationary to print the tickets. This function was budgeted in the Facilities Management Division in prior years.
- \$250,000 is included for an internal process audit of General Mitchell International Airport (GMIA) organization and management, the cost of which is crosscharged to the Department of Public Works-Airport Division. The intent is to determine the appropriateness and

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PUBLIC WORKS - ADMINISTRATION

UNIT NO. 5800

FUND: General - 0001

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effectiveness of the administrative and technical elements supporting the operation of GMIA. The audit is to include, but not be limited to, the following review and evaluation: Organizational Structure; Staffing Levels; Staffing Structure Hierarchy; Future Management Requirements; Internal and External Communications; Management/Labor Relations and All Program Policies and Procedures. This process audit is not intended to review the financial or capital infrastructure needs of GMIA.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred

against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** D.H.S. MENTAL HEALTH DIVISION

**UNIT NO.** 6300

**FUND:** Enterprise - 0077

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Sections 46.03(1), 46.21, 51.08, 51.35, 51.42 and 51.437 of the Wisconsin Statutes, the Milwaukee County Department of Human Services-Mental Health Division provides care and treatment to developmentally, emotionally and mentally ill adults, children and adolescents through contracts with community agencies, outpatient care, day treatment services and inpatient care. Services include intensive short-term treatment, as well as extended care of persons with serious mental illness. Acute hospital admissions are initiated by voluntary application or through legal detention methods such as court commitment. The Adult Inpatient Services Branch and the Child and Adolescent Branch require Title-XIX certification and Joint Commission on Accreditation of Healthcare Organizations (JCAHO) accreditation to capture

Title-XIX and other third-party reimbursement. The extended care portions of this agency require Federal certification as a Skilled Nursing Facility and Facility for the Developmentally Disabled, allowing for State reimbursement. Day treatment is offered to patients who have progressed to the state where inpatient hospitalization is no longer indicated, but who require more intensive treatment than is available in an outpatient facility. The Community Services Branch provides services through contract or at community clinics. Programs are managed by the Mental Health Division Administrator under the jurisdiction of the Director of the Department of Human Services, the Combined Community Services Board, the County Executive and the Milwaukee County Board of Supervisors.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 58,122,452	\$ 53,388,060	\$ 56,765,106	\$ 3,377,046
Services	8,026,279	8,259,414	8,965,113	705,699
Commodities	5,669,973	5,899,811	6,029,401	129,590
Other Charges	45,768,956	43,890,529	58,550,460	14,659,931
Debt & Depreciation	1,667,480	1,664,631	1,029,897	(634,734)
Capital Outlay	140,808	211,187	220,658	9,471
County Service Charges	7,217,317	7,788,478	7,700,582	(87,896)
Abatements	(2,078,861)	(2,684,253)	(2,890,294)	(206,041)
<b>Total Expenditures</b>	<b>\$ 124,534,404</b>	<b>\$ 118,417,857</b>	<b>\$ 136,370,923</b>	<b>\$ 17,953,066</b>
State & Federal Revenue	43,416,822	44,324,228	56,794,946	12,470,718
Other Direct Revenue	54,264,019	52,909,933	54,599,729	1,689,796
<b>Total Revenues</b>	<b>\$ 97,680,841</b>	<b>\$ 97,234,161</b>	<b>\$ 111,394,675</b>	<b>\$ 14,160,514</b>
<b>Direct Property Tax Levy</b>	<b>\$ 26,853,563</b>	<b>\$ 21,183,696</b>	<b>\$ 24,976,248</b>	<b>\$ 3,792,552</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: D.H.S. MENTAL HEALTH DIVISION**

**UNIT NO. 6300**

**FUND: Enterprise - 0077**

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 1,124,328	\$ 1,336,886	\$ 1,692,456	\$ 355,570
Courthouse Space Rental	95,796	63,521	61,397	(2,124)
Document Services	20,202	24,409	15,980	(8,429)
Tech Support & Infrastructure	455,869	360,622	147,731	(212,891)
Distribution Services	3,294	18,279	4,201	(14,078)
Telecommunications	238,037	232,498	253,745	21,247
Record Center	23,183	35,250	33,499	(1,751)
Radio	7,431	7,830	12,768	4,938
Personal Computer Charges	44,750	281,000	281,000	0
Applications Charges	0	220,071	259,659	39,588
<b>Total Charges</b>	<b>\$ 2,012,890</b>	<b>\$ 2,580,366</b>	<b>\$ 2,762,436</b>	<b>\$ 182,070</b>
<b>Direct Property Tax Levy</b>	<b>\$ 26,853,563</b>	<b>\$ 21,183,696</b>	<b>\$ 24,976,248</b>	<b>\$ 3,792,552</b>
<b>Total Property Tax Levy</b>	<b>\$ 28,866,453</b>	<b>\$ 23,764,062</b>	<b>\$ 27,738,684</b>	<b>\$ 3,974,622</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**MISSION**

The Milwaukee County Mental Health Division mission is for the empowerment and recovery of all with mental health needs in our community.

**VISION**

The Milwaukee County Mental Health Division will be a premier system of mental health services in the State of Wisconsin. It will ensure that individuals and families who have mental health needs strive to function at optimal levels of physical and mental health and that they are full and equal members of the community. As such, the Division shall provide individuals who have mental health needs the support and means to pursue success in the ways they choose to live, learn, love, work and play because:

- Our vision is for a mental health system that recognizes the partnership with consumers, providers and the community and the accountability to stakeholders for the effective development and efficient use of resources.
- Our vision is for a recovery oriented mental health system that focuses on the rebuilding of full productive lives for children, adults and their families, and supports a full spectrum of services including primary prevention and early intervention.
- Our vision is for a mental health system that attracts, retains and supports employees/other service providers who are competent and provide excellent quality, culturally and linguistically relevant mental health treatment and support services.
- Our vision is for a mental health system that acknowledges the abundance and limitations of our human and financial resources and commits to responsible stewardship of its resources.
- Our vision is for consumers and families to be equal stakeholders in service system governance, planning and delivery.
- Our vision is for a mental health system where every consumer has access to strengths-based,

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** D.H.S. MENTAL HEALTH DIVISION

**UNIT NO.** 6300

**FUND:** Enterprise - 0077

- individualized and integrated services that promote health and recovery.
- Our vision is for a mental health system where cultural, ethnic and socioeconomic diversity is valued by providers and consumers.
- Our vision is for a mental health system where strategies to eradicate stigma, including education of consumers, family members, providers and the Milwaukee County community, are implemented and effective.
- Our vision is for mental health services and supports to be community based and not institution based; when residential treatment or hospitalization is accessed, those services will be used as resources and not as placements.
- Our vision is for a mental health system that can measure its success in the care of children and adults by establishing and producing clear, quantifiable outcomes.

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1. Consumers feel empowered as decision makers in their recovery processes.	<ul style="list-style-type: none"> <li>a. Percent of consumers who acknowledge that they have received adequate explanations of their medication, including its advantages and disadvantages (side effects).</li> <li>b. Percent of hospital inpatients who understand the goals of their treatment and the treatment process.</li> <li>c. Percent of consumers who feel that they are:                             <ul style="list-style-type: none"> <li>• able to get necessary services;</li> <li>• feel comfortable asking questions about their treatment and medications;</li> <li>• feel free to complain; and</li> <li>• feel that they, rather than staff, decide their treatment goals.</li> </ul> </li> <li>d. Rate that hospital patients are restrained or secluded in order to prevent harm to themselves, other patients or staff.</li> <li>e. Percent of consumers who decide what actions should be taken to avoid hospitalization or other emergency services when they experience a mental health crisis, as documented by a crisis plan.</li> </ul>	<ul style="list-style-type: none"> <li>a. 90%.</li> <li>b. 75%.</li> <li>c. 60%.</li> <li>d. .15 seclusion rate; .65 restraint rate.</li> <li>e. 70%.</li> </ul>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: D.H.S. MENTAL HEALTH DIVISION**

**UNIT NO. 6300**

**FUND: Enterprise - 0077**

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
2.	Consumers spend time in meaningful and productive activities, including employment of all types.	a. Percent employed (full and part time). b. Percent in planned and other meaningful activity (excluding employment). c. Percent in no planned activity or employment.	a. 10%. b. 70%. c. 20%.
3.	Consumers effectively manage the symptoms of their mental illnesses.	a. Percent of consumers with mild psychiatric symptoms. b. Percent of consumers with moderate psychiatric symptoms. c. Percent of consumers with moderately severe psychiatric symptoms. d. Percent of consumers with severe psychiatric symptoms. e. Percent of consumers with extremely severe psychiatric symptoms. f. Percent of consumers who report that they are better able to deal with daily problems and with crisis; are better able to control their lives; and have less troublesome symptoms.	a. 15%. b. 35%. c. 25%. d. 15%. e. 10%. f. 60%.
4.	Consumers function effectively in roles of everyday living (working/productivity; independent living/self care; immediate and extended social network relationships).	a. Percent of consumers whose functioning in work, independent living skills, and in social relationships is severely or markedly limited. b. Percent of consumers whose functioning in work, independent living skills, and in social relationships is limited or marginal. c. Percent of consumers whose functioning in work, independent living skills, and in social relationships is moderate. d. Percent of consumers whose functioning in work, independent living skills, and in social relationships is adequate.	a. 20%. b. 60%. c. 10%. d. 10%.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** D.H.S. MENTAL HEALTH DIVISION

**UNIT NO.** 6300

**FUND:** Enterprise - 0077

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
5. Children with serious emotional needs will function better at home and in the community.	a. Percent of youth with improved role performance (at home, school and in the community); improved behavior toward others; improved moods; decreased substance use and less distorted thinking. b. Percent of individuals living in a less restrictive environment (e.g. living independently or with parents compared to living in a hospital, rehab center or correctional facility). c. Percent of youth with less than two criminal offenses and juvenile justice contacts.	a. 85% will have a score of 78 or less on the Child and Adolescent functional Assessment Screen. b. 50%. c. 85%.
6. Fewer people abuse alcohol or other drugs.	a. Number of youth who participate in AODA education and drug free activities. b. Number of persons completing AODA treatment. c. Number of persons returning for treatment after previously completing treatment. d. Percentage of persons repeating admission to detoxification treatment. e. Number of persons re-arrested for operating a Vehicle while intoxicated.	a. 21,000 b. 35% complete treatment. c. 15% repeat treatment. d. 7% repeating admission. e. 5% re-arrested.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 58,122,452	\$ 53,388,060	\$ 56,765,106	\$ 3,377,046
Position Equivalent (Funded)*	1,090.5	1,053.1	993.9	(59.2)
% of Gross Wages Funded	87.0	83.0	83.0	0.0
Overtime (Dollars)**	\$ 3,172,858	\$ N/A	\$ N/A	\$ N/A
Overtime (Equivalent to Positions)	86.9	N/A	N/A	N/A

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: D.H.S. MENTAL HEALTH DIVISION**

**UNIT NO. 6300**

**FUND: Enterprise - 0077**

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Psychiatric Social Worker	Abolish	2/100%	Wraparound	\$ (129,328)
Administrative Assistant NR	Abolish	1/100%	Fiscal	(40,338)
Administrative Assistant 2	Abolish	1/100%	General Admin	(26,050)
Custodial Work Asst Sup	Abolish	1/100%	General Admin	(35,365)
Associate Administrator	Abolish	1/100%	Mgmt / Support	(119,881)
Account Clerk 2	Abolish	1/100%	Mgmt / Support	(37,203)
Nursing Administrator 78230	Abolish	1/100%	Acute Inpatient	(97,778)
Clerk Typist 2	Abolish	1/100%	Community Svcs	(29,663)
Economic Support Specialist	Abolish	3/100%	Community Svcs	(122,780)
Administrative Coordinator	Abolish	1/100%	Community Svcs	(61,858)
Vocational Rehab Counselor	Abolish	1/100%	Community Svcs	(43,080)
			<b>TOTAL</b>	<b>\$ (743,324)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Management/ Support Services	Expenditure	\$ 27,365,008	\$ 27,730,918	\$ 31,589,356	\$ 3,858,438
	Cost Allocation	(24,700,433)	(24,672,918)	(27,077,943)	(2,405,025)
	Revenue	2,664,575	3,058,000	4,511,413	1,453,413
	Tax Levy	\$ 0	\$ 0	\$ 0	\$ 0
Rehabilitation Centers/Nursing Facility Services	Expenditure	\$ 14,603,026	\$ 14,368,151	\$ 12,641,449	\$ (1,726,702)
	Cost Allocation	7,640,087	7,612,504	9,444,723	1,832,219
	Revenue	11,668,286	11,483,787	12,919,129	1,435,342
	Tax Levy	\$ 10,574,827	\$ 10,496,868	\$ 9,167,043	\$ (1,329,825)
Acute Adult Inpatient Services	Expenditure	\$ 14,216,039	\$ 15,747,471	\$ 14,147,752	\$ (1,599,719)
	Cost Allocation	6,706,297	9,209,827	9,846,558	636,731
	Revenue	20,597,893	15,126,649	15,275,758	149,109
	Tax Levy	\$ 324,443	\$ 9,830,649	\$ 8,718,552	\$ (1,112,097)
Adult Community Services	Expenditure	\$ 27,664,306	\$ 25,067,670	\$ 25,755,866	\$ 688,196
	Cost Allocation	3,211,832	3,410,318	3,649,787	239,469
	Revenue	22,222,515	28,211,977	25,732,091	(2,479,886)
	Tax Levy	\$ 8,653,623	\$ 266,011	\$ 3,673,562	\$ 3,407,551
Child and Adolescent Services	Expenditure	\$ 36,216,494	\$ 30,434,557	\$ 31,771,257	\$ 1,336,700
	Cost Allocation	4,829,721	2,254,168	1,106,315	(1,147,853)
	Revenue	33,585,702	32,482,043	32,164,003	(318,040)
	Tax Levy	\$ 7,460,513	\$ 206,682	\$ 713,569	\$ 506,887
Adult Crisis Services	Expenditure	\$ 4,469,531	\$ 5,069,090	\$ 6,666,809	\$ 1,597,719
	Cost Allocation	2,312,496	2,186,101	3,030,560	844,459
	Revenue	6,941,870	6,871,705	8,586,003	1,714,298
	Tax Levy	\$ (159,843)	\$ 383,486	\$ 1,111,366	\$ 727,880
AODA Services	Expenditure	\$ 0	\$ 0	\$ 13,798,434	\$ 13,798,434
	Cost Allocation	0	0	0	0
	Revenue	0	0	12,206,278	12,206,278
	Tax Levy	\$ 0	\$ 0	\$ 1,592,156	\$ 1,592,156

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: D.H.S. MENTAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

## GENERAL SUMMARY

The Department of Human Services – Mental Health Division budget is presented in a programmatic format based on six major programs or service areas:

- Management/Support Services
- Inpatient Services/Rehabilitation
  - Nursing Facility Services
  - Acute Adult Services
- Adult Community Services
- Child & Adolescent Community Services
- Adult Crisis Services
- AODA Services

Under this format, program costs consist of both direct expenditures and allocated costs which are attributable to the operation of the program. All costs not directly offset by revenue in the Management/Support Sections are distributed to the other four program areas. The allocated or indirect costs are distributed to the program areas using a step-down methodology that operates under Medicare Cost Reporting principles. Those principles involve the use of statistical parameters that represent measures to allocate costs based on resources consumed by a program. For example, the number of patients served, space, number of staff, etc., are parameters.

Revenues for each program consist of both charges directly associated with the provision of services to patients and other operating revenues that are not directly related to patient services.

## BUDGET OVERVIEW

The following initiatives are included in MHD's 2002 Budget.

- Redesigning the model for provision of medical services results in the removal of funding for approximately 12 FTE positions (4 Psychiatrists and 8 Psychologists). This initiative reduces salary expenditures by \$1,310,956 (including \$276,235 in Fringe Benefits).
- Reduction in the Adult Purchase of Service budget of \$300,000. To the greatest extent possible, every attempt will be made to avoid impact on essential client services.

- A total of 14 positions are abolished for a savings of \$743,324.
- The 2002 budget transfers operation of the County's Alcohol and Other Drug Abuse (AODA) programs from the Department of Human Services Adult Services Division to the newly created AODA Services Branch of the Mental Health Division.
- In order to more efficiently operate the programs of Targeted Case Management and Community Support, while at the same time reducing overall costs, 6.0 FTE positions are abolished and funding for an additional 6.0 FTE is eliminated, resulting in an expenditure reduction of \$605,518. Combined with other non-personnel cost savings and revenue enhancements, a tax levy reduction of \$714,278 is realized, without reduction in service to consumers.
- To assist MHD in its ability to recruit and retain qualified Psychologists and Psychiatrists, \$500,000 in additional tax levy support is included for salary increases. Due to the extremely tight labor market for Psychologists and Psychiatrists working in the public sector, and with Milwaukee County's salary structure for these professionals being \$20,000-\$25,000 below market, MHD has had difficulty in recruiting qualified applicants to fill these positions.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: D.H.S. MENTAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

knowingly violates this subsection may be removed for cause."

## INPATIENT SERVICES/ NURSING FACILITY SERVICES

### Program Description

The Nursing Home Facilities are licensed Rehabilitation Centers that provide long-term, non-acute care to patients who are chronically mentally ill, developmentally disabled, or both.

The Rehabilitation Center-Central is a 72-bed, Title XIX certified, skilled-care licensed nursing home. The facility consists of three units, which serve geriatric, as well as young, physically aggressive persons with serious mental illness. The primary source of admission to the program is the Mental Health Division Acute Adult Hospital. The facility is one of the few long-term care settings in Southeastern Wisconsin which provides locked-unit settings for extremely aggressive persons with serious mental illness. The facility operates as an Institute for the Mentally Diseased (IMD).

The Rehabilitation Center-Hilltop is a 113-bed Title XIX certified facility licensed as a Facility for the Developmentally Disabled (FDD). The facility provides programs and an environment specially designed for residents with a primary diagnosis of developmental disability and secondary psychiatric diagnoses. The majority of the facility's residents are referred from the DHS-Mental Health Division Acute Adult Hospital.

### BUDGET HIGHLIGHTS

- The Intergovernmental Transfer Program (ITP) funding is included in the Rehabilitation Center-Central and Hilltop budgets. The State's 2001-2003 biennium budget includes a \$40,000,000 increase in the IGT funds in each year, resulting in a minimum \$1.0 million increase in Milwaukee County's ITP award for 2002.

## INPATIENT SERVICES ACUTE ADULT / CHILD SERVICES

### Program Description

Hospital inpatient services consists of six 24-bed units. Four units include specialized programs in

Geropsychiatry and Acute Adult. Two units include specialized programs for Children & Adolescents.

The Geropsychiatry Unit, staffed with multi-disciplinary specialists, provides a comprehensive system of diagnosis and treatment to Milwaukee's elderly who have mental disorders. Linking a range of personal, family, community and institutional resources that integrate medical, mental health and social services, this multi-faceted team of geropsychiatrists, geropsychiatric nurses and social workers coordinates community and institutional resources to maintain the individual in the community wherever possible.

The Acute Adult units provide inpatient care to individuals over age 18 who require secure short-term or occasionally extended hospitalization. Psychiatry, psychology, nursing, social service and rehabilitation therapy provide assessment and treatment designed to return the patient to his or her own community as rapidly as possible.

The Child and Adolescent units provide inpatient care to individuals age 18 and under who require secure short term or occasionally extended hospitalization. While utilization of inpatient services has declined with the emphasis on community-based care through the Wraparound Program, there is still a significant need for short-term assessment and treatment provided by the inpatient services. Child and Adolescent units continue to provide all emergency detention services for Milwaukee county as well as inpatient screening for Children's Court.

### BUDGET HIGHLIGHTS

- MHD has redesigned the model for provision of medical services resulting in the removal of funding of approximately 12 FTE positions (4 Psychiatrists and 8 Psychologists). This initiative reduces salary expenditures by \$1,310,956 including fringe benefits.
- The projected census for both the adult and children's units are the same for 2002 (24 children in CATC and 101 for adult). A \$650,076 increase in revenue is projected due to an increase in the average Diagnostic Related Groups (DRG) rates for the Child and Adolescent units.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: D.H.S. MENTAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

- MHD is committed to providing consumers who receive their medication from the County with the most appropriate medication. Brand name medications are used in those situations where the lower cost trial proves ineffective and/or when consumers experience burdensome negative side effects that could be avoided through use of the latest generation of medication. Notwithstanding the above, generic drugs will be used where available.

Also, the Mental Health Complex will evaluate the amount of discharge medications prescribed based on the likelihood of compliance and the ability to access outpatient services. The dispensation of prescriptions to discharged patients will be limited to a three day supply unless a longer period of time can be shown to be cost effective or it is determined to be medically necessary.

## ADULT COMMUNITY SERVICES

The Adult Community Services Branch is composed of three programs for the medical and non-medical care of consumers in the community. These program areas are: Risk Reduction Services, Wellness Rehabilitation Services and Pre-Crisis Services. The Services provided in these program areas include both those directly provided by Milwaukee County and those purchased from community agencies. Services are designed to provide for a single mental health delivery system that reduces institutional admission, utilization and capacity through enhanced community service options. The Community Services Branch is dedicated to providing all services in the least restrictive and most therapeutically appropriate cost-effective setting.

Risk Reduction Services include activities targeted to promoting mental health and preventing problems within the community at-large, rather than providing treatment or services to individuals already experiencing a defined disability or illness. These programs are primarily related to wellness education and public mental health education, information and referral.

The Wellness/Rehabilitation Services Section provides a wide array of community services which are intended to meet the treatment needs of individuals with mental illness who are living in a community setting. Some of the services and

programs include the Service Access to the Independent Living Unit, which is a centralized intake assessment program for persons who need long-term community support. Some of the long-term community programs include Community Residential, Targeted Case Management and State-certified Community Support Programs. In addition, other services include medical and non-medical day treatment, sheltered work and community employment, outpatient treatment and representative payeeship programs. Other supportive services include subsidized permanent housing for homeless mentally ill, Safe Haven housing for homeless persons and benefit advocacy services. The Mental Health Division also provides psycho-social rehabilitation services through drop-in centers and club house programs.

Pre-Crisis Services provides intensive interventions to address mental illness issues before they become more serious, requiring more costly care and treatment. Services include crisis intervention, assessment, consultation, referral, temporary housing and assistance in meeting basic needs. These services are provided to the community and, more specifically, to homeless persons with mental illness and to mentally ill persons involved in the criminal justice system. The Forensic Psychiatry Center, as part of Pre-Crisis Services, offers court consultation, evaluation of psychiatric status in individuals charged with criminal acts, evaluation of civil commitment proceedings and consultation concerning jurisprudence and public policy information.

Funding for programs within the Adult Community Services Branch consists primarily of State Community Aids, Mental Health Block Grants and Community Option Program funds.

## BUDGET HIGHLIGHTS

- As part of a State initiative to integrate Forensic services into a comprehensive program model, the MHD will eliminate the Forensic unit effective December 31, 2001. Associated with this action, salary expenditures for 4.35 FTE positions and other costs are reduced by \$484,121 and revenues are reduced by an equivalent amount.
- In order to more efficiently operate the programs of Targeted Case Management and Community

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: D.H.S. MENTAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

Support, while at the same time reducing overall costs, the 2002 budget abolishes 6.0 FTE positions and reduces funding of an additional 6.0 FTE resulting in an expenditure reduction of \$605,518. When combined with other non-personnel cost savings and revenue enhancements, a tax levy reduction of \$714,278 is realized, without any reduction in service to consumers.

## ADULT CRISIS SERVICES

The Adult Crisis Services Branch is composed of two programs which assist individuals in need of immediate intervention to assess problems and develop mechanisms for resolution. The two programs are the Crisis Response/Stabilization Services and Psychiatric Crisis Services. Crisis Response and Stabilization Services are provided as short-term intervention designed to divert the need for more intensive care and treatment. The Psychiatric Crisis Services (PCS) program is a direct service resource for anyone in Milwaukee County who may be experiencing a psychiatric crisis. Services are also available to persons involved with an emotionally upset individual. PCS offers walk-in services and a walk-in clinic. These services are provided by a multi-disciplinary team of mental health professionals.

## ALCOHOL AND OTHER DRUG ABUSE (AODA) SERVICES

Operation of the County's Alcohol and Other Drug Abuse (AODA) programs is transferred from the Department of Human Services Adult Services Division (DHS-ASD) to the newly created AODA Services Branch of the Mental Health Division. This includes the transfer to MHD of seven existing positions from DHS-ASD.

This action serves to consolidate the treatment of persons with the commonly found co-occurring disorders of mental illness and substance abuse, and recognizes that treatment is most effective when both issues are addressed simultaneously and in a coordinated manner, rather than in isolation from each other.

The Mental Health Division will continue to utilize the existing AODA treatment coalition. The coalition was initially developed by DHS in full partnership with community providers and advocates in response to the State's decision to provide

additional targeted funding for AODA treatment in Milwaukee County through the Temporary Assistance to Needy Families (TANF) program.

As a result of this action, expenditures and revenue in the Mental Health Division increase \$12,793,434 and \$11,206,278 respectively, for a net tax levy increase of \$1,587,156. This amount includes \$1,000,000 in expenditures for the AODA Voucher Treatment system funded with \$1,000,000 in Potawatomi Revenue. Also included is \$5,000 for the Safe Ride of Milwaukee County program, whose other sponsors include the Tavern League of Wisconsin and Business Against Drunk Driving.

These increases are offset by expenditure and revenue decreases in the DHS Adult Services Division of \$12,859,195 and \$11,206,278, respectively, and a tax levy decrease in DHS-ASD of \$1,652,917. A County-wide net tax levy savings of \$65,761 is realized.

## CHILD AND ADOLESCENT COMMUNITY SERVICES

### Program Description

The Child and Adolescent Community Services functions as a purchaser and manager of the system of care for children through the Wraparound Milwaukee and Safety Services Programs.

The Wraparound Milwaukee Program is a unique type of public health maintenance originally designed to provide an array of community-based services to children with severe emotional and behavioral problems who are at immediate risk of residential treatment placement or psychiatric hospitalization. Wraparound Milwaukee blends funds from the Milwaukee Bureau of Child Welfare, Probation, and Medicaid Crisis and Case Management billings to operate this public managed care system. Projected year 2002 enrollment will be 550 children.

Services in the Wraparound Milwaukee Program include:

The Mobile Urgent Treatment Team operated out of the Child and Adolescent Treatment Center (CATC). It provides crisis intervention services to children at risk of removal from their home and screens potential inpatient admissions.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: D.H.S. MENTAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

The Care Coordination Component, consisting of eight lead agencies comprising of about 80 case managers who coordinate and manage the care provided to enrolled children and their families.

In 2002 Wraparound Milwaukee will continue to operate the Safety Service Program for the Wisconsin Bureau of Milwaukee Child Welfare in Sites 2 and 5. Safety services are both provided directly by the County and purchased from community agencies. These services are intended to keep families intact and children safe, and to build the in-home supports and community linkages to help strengthen families so they will not be referred back into the protective service system.

## BUDGET HIGHLIGHTS

- Revenue for the Wraparound Program is projected to be \$28,217,296 which includes funding from the Bureau of Milwaukee Child Welfare for Children In Need of Protection and Services (CHIPS) youth, from Children's Court for delinquent youths at risk of residential treatment placement and monthly capitation payments from Medicaid.
- Based on a projected enrollment of 234 families, State funding for Safety Services is budgeted at \$3,352,752 in 2002.
- Elimination of the CATC Outpatient program results in an expenditure reduction of \$272,082 and budgeted revenue of \$58,236, resulting in a tax levy reduction of \$213,846. There are currently 68 children enrolled. Children currently enrolled will receive services from other community providers.

## MANAGEMENT/SUPPORT SERVICES

### Program Description

The Management/Support/Evaluation Section includes costs associated with the overall operation of the Mental Health Division. These include General & Administrative, Fiscal, Patient Accounts & Admissions, Management Information Systems, Personnel, Maintenance, Security, Medical Records, Library, Pharmacy, Quality Assurance and Utilization Review, Dietary, Housekeeping, Linen, Stores, Clinical Administration, Medical Officer of the Day, and Professional Education. Expenditures are allocated to the Rehabilitation Centers/Nursing Facility, Adult Inpatient, Adult Community, Adult Crisis, and Child and Adolescent programs, according to Medicare and Medicaid cost allocation methodologies reflective of services consumed by the programs.

## BUDGET HIGHLIGHTS

- The 2002 Budget includes lease revenues of \$1,573,413. This consists of \$1,275,769 in revenue from St Charles, the Milwaukee Academy and the Wauwatosa Public School District. An additional \$297,644 is received from the Milwaukee County Department of Administration Division of County Health Related Programs (CHRP) which is being relocated from other facilities on the County Grounds. All available space in the facility is now fully rented, with the budget reflecting the actual lease agreements. This revenue was previously budgeted in Child and Adolescent Services Branch.
- Due to fiscal constraints, personal services is reduced \$170,018, equal to 3 FTE's in the Management/Support Services Branch.
- The 2002 budget reflects an increase in security fees of \$125,000 and utility costs of \$365,000 to reflect actual usage and current rates.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** D.H.S. MENTAL HEALTH DIVISION

**UNIT NO.** 6300

**FUND:** Enterprise - 0077

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<u>AODA Abuse Bureau</u>				
Community Treatment	2,450	1,276	1,144	1,276
Inpatient Care (Detox)	900	2,390	2,390	2,390
Community Residential	350	438	428	428
Community Living Support Services	<u>1,800</u>	<u>100</u>	<u>100</u>	<u>100</u>
<b>TOTAL</b>	<b>5,500</b>	<b>4,204</b>	<b>4,062</b>	<b>4,194</b>

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$ 178,500	Computer Consulting	Stratagem
\$1,774,994	Computer Consulting	Anderson Consulting
\$ 619,000	Utilization Review, Residency Program Pediatrician/Nurse Practitioner (CATC)	Medical College of Wisconsin
\$ 165,000	X-Ray, Dental Services	Symphony
\$ 310,000	Physicians	Lakeshore Medical
\$ 280,000	Lab Services	Quest
\$ 50,000	Medical Services	Froedtert Memorial Lutheran Hospital
\$ 44,500	Interpreters	Language Source
\$ 170,000	Transcription Services	Omni Medical
\$ 40,000	Consumer Work Experience	Mental Health Association

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: D.H.S. MENTAL HEALTH DIVISION

UNIT NO. 6300

FUND: Enterprise - 0077

EXPENDABLE TRUST ACCOUNTS

The following, for informational purposes, are expendable trust accounts which may be utilized only for purposes which are legally mandated or where a formal trust relationship exists. The expenditures from these organizational units are limited to the purpose specifically designated by the donor. These trusts are not included as part of the MHD operating budget.

<u>Org. Unit</u>	<u>Description of Expendable Trust</u>	<u>Projected Balances as of 12/31/01</u>
0701	MHD – Research Fund Referred to as the Frieda Brunn Mental Health Research Fund, this fund was created in 1970 for the purpose of supporting mental health research. Expenditure recommendations from this fund are made by the Research Committee at MHD.	\$290,000
	<u>Expenditure</u> \$25,000	<u>Revenue</u> \$25,000
0702	MHD – Patient Activities and Special Events This fund is comprised of various trusts which stipulate the expenditures should be made to provide patient activities and special events.	\$134,000
	<u>Expenditure</u> \$10,100	<u>Revenue</u> \$10,100



# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF ADMINISTRATION –  
COUNTY HEALTH RELATED PROGRAMS

UNIT NO. 7200  
FUND: General - 0001

## OPERATING AUTHORITY & PURPOSE

Pursuant to the provisions of Section 59.51(2) of the Wisconsin Statutes, the County Board shall represent the County and have management of the business and concerns in all cases where no other provision is made.

The Emergency Medical Services (Paramedics) Program operates under Chapter 97 of the Milwaukee County Ordinances pertaining to comprehensive emergency medical care services.

The General Assistance Medical Program (GAMP) is the County's health care financing/delivery system for medically indigent persons residing within Milwaukee County. GAMP operates under the guidelines established by Chapter 49 of the Wisconsin Statutes and Section 32.90 of the Milwaukee County Ordinances. Other County health-related programs are reviewed and approved by the County Executive and County Board of Supervisors.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services*	\$ 2,899,200	\$ 3,276,047	\$ 3,642,511	\$ 366,464
Services	13,811,090	11,263,152	11,855,684	592,532
Commodities	591,969	551,424	598,334	46,910
Other Charges	42,185,836	39,315,878	44,541,580	5,225,702
Debt & Depreciation	42	200	200	0
Capital Outlay	269,974	6,500	6,700	200
County Service Charges	661,911	703,541	927,259	223,718
Abatements	(438,651)	(558,102)	(703,374)	(145,272)
<b>Total Expenditures</b>	<b>\$ 59,981,371</b>	<b>\$ 54,558,640</b>	<b>\$ 60,868,894</b>	<b>\$ 6,310,254</b>
State & Federal Revenue	29,038,876	23,217,593	27,602,419	4,384,826
Indirect Revenue	41,989	0	0	0
Other Direct Revenue	7,370,814	5,871,990	6,641,290	769,300
<b>Total Revenues</b>	<b>\$ 36,451,679</b>	<b>\$ 29,089,583</b>	<b>\$ 34,243,709</b>	<b>\$ 5,154,126</b>
<b>Direct Property Tax Levy</b>	<b>\$ 23,529,692</b>	<b>\$ 25,469,057</b>	<b>\$ 26,625,185</b>	<b>\$ 1,156,128</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Central Service Allocation	\$ 180,240	\$ 202,259	\$ 302,567	\$ 100,308
Courthouse Space Rental	0	0	0	0
Document Services	25,890	20,133	20,482	349
Tech Support & Infrastructure	123,742	57,867	74,042	16,175
Distribution Services	3,058	3,737	3,899	162
Emergency Mgmt Services	0	0	6,667	6,667
Telecommunications	21,179	25,687	22,578	(3,109)
Records Center	9,319	10,107	13,465	3,358
Radio	40,792	3,500	60,800	57,300
Personal Computer Charges	25,818	55,000	56,000	1,000
Applications Charges	0	70,772	38,803	(31,969)
<b>Total Charges</b>	<b>\$ 430,038</b>	<b>\$ 449,062</b>	<b>\$ 599,303</b>	<b>\$ 150,241</b>
<b>Direct Property Tax Levy</b>	<b>\$ 23,529,692</b>	<b>\$ 25,469,057</b>	<b>\$ 26,625,185</b>	<b>\$ 1,156,128</b>
<b>Total Property Tax Levy</b>	<b>\$ 23,959,730</b>	<b>\$ 25,918,119</b>	<b>\$ 27,224,488</b>	<b>\$ 1,306,369</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: DEPARTMENT OF ADMINISTRATION –  
COUNTY HEALTH RELATED PROGRAMS**

**UNIT NO. 7200  
FUND: General - 0001**

**MISSION**

The Division of County Health Related Programs, through the programs and staff for which it is responsible, provides leadership, coordination, education and operational programs related to the provision of health services for the benefit of Milwaukee County citizens, employees and visitors, especially those most in need in our community.

The Division develops, implements and evaluates programs, opportunities and partnerships related to improving or providing for the health of Milwaukee County citizens and employees. The Division creates and maintains innovative, high-quality community-based services which serve target populations in a cost-effective/efficient, customer-focused manner through a variety of partnerships and by utilizing a systematic approach for service integration and delivery.

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
1. Critical safety net medical services are available to residents of Milwaukee County.	a. Low or no income County residents have access to high quality health services through the General Assistance Medical Program (GAMP). b. Level of client satisfaction with care and response survey questions. c. Number of clinics and hospitals providing services. d. Number of days to process applications to the program. e. Percent of claims paid within 30 days. f. Number of days to resolve disputed claims. g. Applicants will represent most Milwaukee County Zip codes. h. Providers will have a better understanding of GAMP policies and procedures. i. 90% of the 25 top procedure codes for each clinic will appear on the top 100 procedure codes report for all of GAMP. j. Medical care for GAMP enrollees is being assisted by the use of the GAMP Nurse Call-line resulting in a decrease in inappropriate emergency department usage. k. Number of days to process appeals of Medical Director. l. Create data management system that communicates with necessary components to allow for data retrieval in a timely manner. m. Transition to meet state mandated National Registry examination and continuing education requirements for paramedics and new graduates of the paramedic education program.	a. Provider sites will meet or exceed an 80% rating level as established by the National Council of Quality Assurance for medical care and contained in the Comply software program for medical audits. Any site not meeting that criteria will submit corrective action plans. b. 75% of clients reporting will answer "yes". The GAMP staff will address any concerns within 30 days. c. Maintain current levels. d. All applications to the program will be processed within 15 days of receipt. e. 90% of claims will be paid within 30 days of submission. f. Disputed claims will be resolved within 60 days of submission. g. Applicants will represent 95 to 100% of Milwaukee County Zip codes. h. Provide updates quarterly for providers through the GAMP operations meeting. Provide in-service training to providers as needed. i. 100% of the 25 top procedure codes for each clinic will appear on the top 100 procedure codes report for all of GAMP. j. 10% per quarter increase in usage of GAMP Nurse Call line with goal for call line referrals to emergency department being 33% or less. k. Appeals to Medical Director will be processed within three (3) days. l. Develop programming that provides the ability for the Oracle database to retrieve necessary data from the MUSE database; send key personnel to Cardiff Teleforms courses; all data entry within sixty (60) days of record's receipt. m. Investigate approval process from the National Registry regarding the implementation of the National Registry of Emergency-Medical Technicians-Paramedics (NREMT-P) examination.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
COUNTY HEALTH RELATED PROGRAMS

**UNIT NO.** 7200  
**FUND:** General - 0001

OUTCOMES MEASURES		
Outcomes	Indicators	Targets
2. Departments and employees have access to occupational health services that focus on health and wellness, safety and education.	a. Departmental health and/or medical requirements for regulatory agencies are met.	a. Pre-placement physicals are scheduled within 3 days for request by department; and Respirator medical clearance and fit testing is completed before the use of a respirator; and ninety percent (90%) of health care workers at the Mental Health Division receive annual TB test.
	b. Number of departments requesting technical assistance or information regarding occupational health, communicable disease, infection control and workplace exposures.	b. Increase by two.
	c. Number of employees trained and certified in CPR and First Aid.	c. 85% of employees taking CPR and/or First Aid indicate that they have confidence that they can perform the skills correctly.
	d. Number of employees training in Blood Borne Pathogens (BBP).	d. 85% of employees indicate that they are aware of what Pre-placement Physical Exams (PPE) are available to them and know where it is located.
3. Citizens benefit from Division's participation in coordinated, community-wide healthier community activities.	a. Number of community-wide activities that include staff representation and participation.	a. Community-wide coalition is developed to focus resources and attention on health and health access issues.
		b. Three on-going community groups; ten ad-hoc group meetings.

PERSONNEL SUMMARY				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 2,899,200	\$ 3,276,047	\$ 3,642,511	\$ 366,464
Position Equivalent (Funded)*	62.9	62.9	63.2	0.3
% of Gross Wages Funded	100.0	96.2	98.7	2.5
Overtime (Dollars)**	\$ 29,420	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.8	N/A	N/A	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
EMS Instructor	Abolish	1/100%	Paramedics	\$ (52,520)
Health Care Plan Specialist 2	Abolish	1/100%	GAMP	(32,028)
Clerk Typist 2 (NR)	Create	1/100%	GAMP	23,440
			<b>TOTAL</b>	<b>\$ (61,108)</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
COUNTY HEALTH RELATED PROGRAMS

**UNIT NO.** 7200  
**FUND:** General - 0001

**PROGRAM DESCRIPTION**

The Department of Administration-Division of County Health Related Programs (CHRP) is comprised of various programs which pertain to health related services for County residents or visitors. Some of these services were previously performed under the auspices of John L. Doyne Hospital. For 2002, the Division is comprised of four areas of services:

Administration, the Emergency Medical Services Program (Paramedics), the General Assistance Medical Program (GAMP) and Healthier Community Programs including the International Health Training Center, AIDS Harm Reduction Program and Milwaukee County Sports Authority.

**ORGANIZATIONAL COST SUMMARY**

DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Administration	Expenditure	\$ 842,471	\$ 974,281	\$ 766,821	\$ (207,460)
	Abatement	(88,570)	(306,789)	(138,509)	168,280
	Revenue	99,457	0	0	0
	Tax Levy	\$ 654,444	\$ 667,492	\$ 628,312	\$ (39,180)
Emergency Medical Services (Paramedics)	Expenditure	\$ 12,976,421	\$ 11,726,132	\$ 12,780,595	\$ 1,054,463
	Abatement	(81,658)	(106,330)	(273,045)	(166,715)
	Revenue	5,548,998	5,871,990	5,841,290	(30,700)
	Tax Levy	\$ 7,345,765	\$ 5,747,812	\$ 6,666,260	\$ 918,448
General Assistance-Medical Program	Expenditure	\$ 44,882,825	\$ 42,036,329	\$ 47,544,229	\$ 5,507,900
	Abatement	(267,797)	(144,983)	(291,197)	(146,214)
	Revenue	29,553,224	23,217,593	28,102,419	4,884,826
	Tax Levy	\$ 15,061,804	\$ 18,673,753	\$ 19,150,613	\$ 476,860
Healthier Community Programs	Expenditure	\$ 1,718,305	\$ 380,000	\$ 480,000	\$ 100,000
	Abatement	(626)	0	0	0
	Revenue	1,250,000	0	300,000	300,000
	Tax Levy	\$ 467,679	\$ 380,000	\$ 180,000	\$ (200,000)

**ADMINISTRATION**

	2001 Budget	2002 Budget	2001/2002 Change
Expenditures	\$ 974,281	\$ 766,821	\$ (207,460)
Abatements	(306,789)	(138,509)	168,280
Revenue	0	0	0
Tax Levy	\$ 667,492	\$ 628,312	\$ (39,180)

**DESCRIPTION**

The Division of County Health Related Programs includes an administration section which contains costs associated with the overall management of the Division and the provision of coordinated employee health services. Administration costs include

charges from other County departments and general operating expenses not allocated directly to other sections of the Division.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
COUNTY HEALTH RELATED PROGRAMS

**UNIT NO.** 7200  
**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- The Administration budget includes \$80,000 in the Professional Service Fees-Recurring Operations account for the Medical College of Wisconsin (MCW) contract for the provision of Employee Health Services. This service reflects the costs associated with pre-employment exams, tuberculosis tests and other employment related medical services which Milwaukee County may require for County employees. Costs are charged to various County departments during 2002 as County employees are referred for service. The cost of the actual

medical services is abated out and other County departments will reflect a charge for medical service fees whenever those services are provided.

- Due to fiscal constraints, the 2002 budget discontinues the Healthy Employee Program for a tax levy reduction of \$90,000. This reduction is offset with minor increases in personnel services (\$20,205), capital equipment (\$6,000) and increases in crosscharges such as building rental fees from the Department of Public Works (\$24,685).

<b>EMERGENCY MEDICAL SERVICES (PARAMEDICS)</b>			
	2001 Budget	2002 Budget	2001/2002 Change
<b>Expenditures</b>			
Community Support	\$ 8,911,451	\$ 9,322,378	\$ 410,927
Education/Training	663,894	703,248	39,354
Communications Center and Administration	2,044,457	2,481,924	437,467
<b>Total Expenditures</b>	<b>\$ 11,619,802</b>	<b>\$ 12,507,550</b>	<b>\$ 887,748</b>
<b>Revenues</b>			
Paramedic Cost Recovery	\$ 5,700,000	\$ 5,600,000	\$ (100,000)
Other	171,990	241,290	69,300
<b>Total Revenue</b>	<b>\$ 5,871,990</b>	<b>\$ 5,841,290</b>	<b>\$ (30,700)</b>
Tax Levy	\$ 5,747,812	\$ 6,666,260	\$ 918,448

**DESCRIPTION**

The Emergency Medical Services (EMS) Program (Paramedics) is a Milwaukee County managed and sponsored program designed to benefit the entire community. There are five major components to the area-wide service: the Community Support component which provides reimbursement via grants to municipalities that provide the paramedic transport units serving Milwaukee County; the Education/Training Center for initial and refresher paramedic training; a Quality Assurance program which reviews and monitors service delivery; the Communication Center staffed with emergency medical communicators to handle local and regional emergency calls; and the Community Training Center (CTC) which provides and coordinates public training service for Cardio-Pulmonary Resuscitation (CPR), Advanced Life Support (ALS) and Pediatric Advanced Life Support (PALS) courses. Professional medical staff support for the program is

provided through a separate professional services contract with the Medical College of Wisconsin (MCW).

The Emergency Medical Services program is a broad-based community partnership program with various municipalities and private providers. These services are funded by property tax levy and are partially offset with revenues from the Paramedic Cost Recovery Program and revenues generated by the program from the delivery of training as well as paramedic services at the Bradley Center or other activities.

**BUDGET HIGHLIGHTS**

- Community Support expenditures increase \$410,927, to \$9,322,378, based on experience and projected salary increases for municipal

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
COUNTY HEALTH RELATED PROGRAMS

**UNIT NO.** 7200  
**FUND:** General - 0001

service providers. These costs reflect contracts with participating municipalities for the delivery of paramedic services in the County.

- The 2002 budget includes an appropriation of \$243,260 for the continuation of the contract with the Medical College of Wisconsin for the provision of on-line medical control and direction of the EMS Program, Emergency Government and the Airport Fire Service. These services include the staffing of the communication base on a 24-hour, seven-day-a-week basis with a Medical Director, physicians and residents as well as clerical and administrative support. These services are critical for providing the medical control and medical supervision of municipalities operating paramedic programs as required by State Statute.
- An appropriation of \$550,000 is included for the anticipated costs associated with the billing services performed by Claims Processing and Receivables (CPR) whose rate of reimbursement for 2002 will be 8.75 percent of net collections plus an administrative fee. The contract with CPR was approved by County Board Resolution File No. 01-305. CPR also provides billing and collection services under the umbrella contracts with the municipalities.
- Paramedic cost recovery revenues decrease \$100,000, from \$5,700,000 to \$5,600,000, due to a reduction in payment levels by Medicare associated with the elimination of reimbursement for non-transported patients after a service is performed or for individuals declared deceased at the scene. A rate increase of three percent to the base bill has been included, which is equal to \$15 for a paramedic transport and reflects an increased charge from \$494 to \$509 per transport, plus any billable, expendable supplies or equipment. The EMS Program will continue to adjust the costs for expendable supplies and equipment based on purchase price and regional average charges.

- \$(52,520) Abolish One Emergency Medical Services Instructor

One vacant Emergency Medical Services Instructor position is abolished for a savings of \$52,520.

- The Emergency Medical Services Program will continue the training fee structure approved in 2001. The following is the 2002 fee schedule:

<b>AHA Courses Offered by the Community Training Center</b>	
<b>Service</b>	<b>Fees</b>
Basic Life Support/(CPR)/Person	\$ 25
Advanced Cardiac Life Support Per Person	\$200
Pediatric Advanced Life Support Per Person	\$250
Advanced Life Support Instructor Per Person	\$150
Pediatric Advanced Life Support Instructor/Person	\$150
Basic Life Support (CPR) Instructor/Person	\$100
Automatic Electronic Defibrillator Per Person	\$ 25

<b>Paramedic Courses Offered by the Community Training Center</b>	
<b>Service</b>	<b>Fees</b>
<b>County Resident/Program</b>	
Classroom Instruction/Person	\$1,000
Supervised Hospital Experience with EMT-P Staff/Hour	\$ 15
with RN Staff/Hour	\$ 29
Supervised Field Experience with EMT-P Staff/Hour	\$ 20
with RN Staff/Hour	\$ 38
<b>Non-County Resident/Program</b>	
Full Training Course/Person	\$7,800
Classroom Instruction/Person	\$1,200
Supervised Hospital Experience with EMT-P Staff/Hour	\$ 20
with RN Staff/Hour	\$ 38
Supervised Field Experience with EMT-P Staff/Hour	\$ 20
with RN Staff/Hour	\$ 38
Paramedic Refresher Course Per Person/Day	\$ 60
Professional Ride Along Per Person/Day	\$ 60

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
COUNTY HEALTH RELATED PROGRAMS

**UNIT NO.** 7200  
**FUND:** General - 0001

<b>GENERAL ASSISTANCE - MEDICAL PROGRAM</b>			
	2001 Budget	2002 Budget	2001/2002 Change
<u>Expenditures</u>			
Administration	\$ 2,955,468	\$ 3,191,452	\$ 235,984
Medical Expenses	38,935,878	44,061,580	5,125,702
<b>Total Expenditures</b>	<b>\$ 41,891,346</b>	<b>\$ 47,253,032</b>	<b>\$ 5,361,686</b>
<u>Revenues</u>			
State Reimbursement	\$ 22,217,593	\$ 27,602,419	\$ 5,384,826
Refunds and Recoveries	1,000,000	500,000	(500,000)
<b>Total Revenues</b>	<b>\$ 23,217,593</b>	<b>\$ 28,102,419</b>	<b>\$ 4,884,826</b>
Tax Levy	\$ 18,673,753	\$ 19,150,613	\$ 476,860

**DESCRIPTION**

The General Assistance Medical Program (GAMP) is the health care financing system for medically indigent persons currently residing within Milwaukee County. During 1995, the State of Wisconsin developed a medical relief block grant for Milwaukee County, with State reimbursement limited to \$16.6 million. In 1999, the State of Wisconsin established an Intergovernmental Transfer Program (ITP) which captured additional Federal funds and reduced County tax levy support for GAMP. This program is expanded in 2002 for the purpose of increasing funds for medical providers. Under the expanded ITP program, the County issues a payment to the State of Wisconsin, Bureau of Healthcare Financing for \$4.66 million which is used as a match for Federal supplemental payments and disproportionate share payments for hospital services.

County as refunds from area hospitals and medical providers as established in the GAMP contracts. Under the State and County ITP agreement, and in accordance with County Board Resolution File No. 01-249, the ITP payments have two purposes: 1) to return the \$4,660,000 payment to the County and 2) to increase the amount of funds available to the medical providers by \$3,001,928. As a result of this change, GAMP medical expenditures for 2002 increase \$5,125,702, from \$38,935,878 to \$44,061,580. The net increase includes a slight reduction of \$36,226 due to a revision in the ITP payment from the State.

**BUDGET HIGHLIGHTS**

- The income qualification criteria for GAMP eligibility approved in 2000 are continued in 2002. The income limit remains at \$882 for a single person household and income limits for multiple person households are similarly held in place.
- The 2001-2003 State Budget authorizes the expansion of the Intergovernmental Transfer Program (ITP) for GAMP from the current level of \$2.5 million to \$4,660,000, an increase of \$2,160,000 over 2001. This ITP payment will be matched with Federal funds of approximately \$3,001,928. The payment and matching funds totaling \$5,161,928 will be returned to the
- Contractual services appropriations include continuation of the contract with Wisconsin Physician Services, Inc. (WPS), for claims processing and other administrative fiscal services provided by WPS as approved by County Board Resolution File No. 01-305.
- An appropriation of \$20,000 is included for the continuation of the Latino Health Organization contract for the provision of English-Spanish translation services.
- An appropriation of \$100,000 is included for the continuation of the Demand Management program. This consultation services contract provides direct physician consultation to the program in cases in which outside medical opinions regarding procedures and treatment are necessary and when denials for specialty services are appealed.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
COUNTY HEALTH RELATED PROGRAMS

**UNIT NO.** 7200  
**FUND:** General - 0001

- \$(32,028) Abolish 1 Health Care Plan Specialist

Effective January 1, 2002, GAMP will implement the following eligibility policy: initial applicants to the program will be eligible for a period not to exceed six months and renewals to the program will be eligible for a period not to exceed 12 months. This program change is expected to reduce the amount of staff time needed to review and approve applications to the program. The abolishment of one Health Care Plan Specialist position has a tax levy savings of \$32,028.

quality of the medical care provided. In addition, the UM/QA staff review and refer Title 19 eligible individuals to the Client Coordinator and other staff involved in Title 19 determinations. They also coordinate and resolve payment issues surrounding specialty care or hospitalizations. As such, the workload volume for processing documentation for hospital admissions, referrals and coordination of payments has resulted in an increased need for clerical support both to the Director of Clinical Services and to the staff of Registered Nurses. One Clerk Typist 2 (NR) is created to address this increased work volume.

- \$ 23,440 Create 1 Clerk Typist 2 (NR)

GAMP Utilization Management and Quality Assurance (UM/QA) staff coordinate all hospital admissions, emergency room services and requests for specialty referrals and perform chart reviews at all contract clinics to assess the

- Title 19 recoupments decrease \$500,000, from \$1,000,000 to \$500,000, based on experience.

<b>OTHER COUNTY HEALTH RELATED SERVICES</b>			
	2001 Budget	2002 Budget	2001/2002 Change
Expenditures	\$ 380,000	\$ 480,000	\$ 100,000
Revenues	0	300,000	300,000
Tax Levy	\$ 380,000	\$ 180,000	\$ (200,000)

**DESCRIPTION**

This section funds programs which aim to improve the general health and well-being of County residents, increase educational awareness of healthier lifestyles. This section also provides support for other services through direct financial aid.

property tax levy and \$100,000 in Potawatomi revenue. This is the same level of support for this program as in 2001.

**BUDGET HIGHLIGHTS**

- \$230,000 is included for the AIDS Resource Center Harm Reduction Program, an educational/outreach effort to reduce HIV infection and increase Hepatitis C prevention and drug treatment for Milwaukee County drug users at highest risk of HIV and Hepatitis C infection. These funds help the Harm Reduction Program reach 75 percent of injection drug users (IDUs) in Milwaukee County. The appropriation is financed by \$130,000 in

- \$200,000 is allocated for the Milwaukee County Sports Authority which is financed with Potawatomi revenue. The Sports Authority, composed of seven members, reviews and recommends to the County Board funding for grant proposals from community organizations seeking to provide sports activities targeted toward at-risk youths, with an emphasis on ages 6 to 15, and females who may not have the opportunity to participate in, and benefit from, organized, aerobic sports (e.g., basketball, swimming, volleyball, etc.). This appropriation for the Sports Authority is unchanged from 2001.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF ADMINISTRATION –  
COUNTY HEALTH RELATED PROGRAMS

**UNIT NO.** 7200  
**FUND:** General - 0001

- A \$50,000 appropriation to support the privatized Milwaukee International Health Training Center (MIHTC) is continued in 2002. The Division will work diligently with MIHTC during the year to establish supplemental and new fiscal and program support.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No

payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$ 20,000	GAMP Spanish Interpreter	Latino Health Organization
\$ 80,000	Employee Health Services	Medical College of Wisconsin
\$ 100,000	GAMP Medical Direction	Medical College of Wisconsin
\$ 137,000	Database Scanning System – GAMP Enrollment System	Keane, Inc.
\$ 235,000	Systems Support – GAMP Enrollment System	Keane, Inc.
\$ 243,260	Paramedic Program Medical Direction	Medical College of Wisconsin
\$ 550,000	Billing Services for Paramedic Medical Direction	Claims Processing and Receivables (CPR)
\$1,155,000	GAMP Claims Processing	Wisconsin Physicians Services, Inc.
\$8,901,945	Paramedic Service Contracts	Participating municipalities

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT ON AGING

**UNIT NO.** 7900

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Under the Older Americans Act, the Milwaukee County Department on Aging is a Federal/State designated Area Agency on Aging for Milwaukee County. The Department on Aging's responsibilities are outlined in Chapter 53 of the General Ordinances of Milwaukee County and include planning, developing, providing, purchasing and coordinating services for the County's older adult population. The Department reports directly to the County Executive and provides staff support to the Milwaukee County Commission on Aging.

This Department provides a single entry point for older adults and their caregivers who are in need of elderly service information and assistance throughout Milwaukee County. Services provided by the Department on Aging are designed to provide an appropriate mix of community-based care and direct services to prevent the inappropriate and costly institutionalization of older adults. The Department is the designated Resource Center and Care Management Organization for older people in Milwaukee County under the State of Wisconsin's Family Care initiative.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 8,846,806	\$ 10,069,889	\$ 11,487,646	\$ 1,417,757
Services	2,138,662	1,256,511	2,795,451	1,538,940
Commodities	1,583,387	2,134,318	2,107,496	(26,822)
Other Charges	41,037,184	60,053,636	63,725,048	3,671,412
Capital Outlay	59,504	169,877	0	(169,877)
County Service Charges	3,008,596	3,294,944	4,106,040	811,096
Abatements	(1,913,919)	(2,823,524)	(3,584,640)	(761,116)
<b>Total Expenditures</b>	<b>\$ 54,760,220</b>	<b>\$ 74,155,651</b>	<b>\$ 80,637,041</b>	<b>\$ 6,481,390</b>
State & Federal Revenue	6,950,415	30,226,685	61,969,359	31,742,674
Other Direct Revenue	46,306,461	42,390,171	16,450,205	(25,939,966)
<b>Total Direct Revenue</b>	<b>\$ 53,256,876</b>	<b>\$ 72,616,856</b>	<b>\$ 78,419,564</b>	<b>\$ 5,802,708</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,503,344</b>	<b>\$ 1,538,795</b>	<b>\$ 2,217,477</b>	<b>\$ 678,682</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 209,760	\$ 264,622	\$ 448,220	\$ 183,598
Courthouse Space Rental	0	0	0	0
Document Services	68,366	74,614	54,089	(20,525)
Tech Support & Infrastructure	219,291	315,487	237,244	(78,243)
Distribution Services	9,448	9,252	12,048	2,796
Telecommunications	59,390	62,594	63,311	717
Records Center	7,096	8,473	10,253	1,780
Radio	0	0	0	0
Personal Computer Charges	2,582	100,000	100,000	0
Applications Charges	0	299,762	186,804	(112,958)
<b>Total Charges</b>	<b>\$ 575,933</b>	<b>\$ 1,134,804</b>	<b>\$ 1,111,969</b>	<b>\$ (22,835)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 1,503,344</b>	<b>\$ 1,538,795</b>	<b>\$ 2,217,477</b>	<b>\$ 678,682</b>
<b>Total Property Tax Levy</b>	<b>\$ 2,079,277</b>	<b>\$ 2,673,599</b>	<b>\$ 3,329,446</b>	<b>\$ 655,847</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT ON AGING

**UNIT NO.** 7900

**FUND:** General - 0001

**MISSION**

The mission of the Milwaukee County Department on Aging is to affirm the dignity and value of older adults of this county by supporting their choices for living in or giving to our community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Older adults have an increased opportunity for health care, nutrition and socialization.	a. Annual attendance at the Senior Centers. b. Number of visits per client.	a. 5% annual increase in attendance. b. 10% increase in number of average visits per client.
2.	Older adults and the community have an increased awareness of assistance provided by Elder Abuse.	a. Number of Elder Abuse reported incidents reported annually. b. Disposition of Elder Abuse referrals.	a. 10% annual increase in Elder Abuse incidents reported. b. 5% increase in number of clients that accept service.
3.	Older adults and the community have improved access to information regarding aging services.	a. Number of annual calls into Information and Assistance. b. Percent of individuals who were provided helpful information. c. Number of hits on the web site.	a. 5% annual increase in calls into Information and Assistance. b. 70% satisfaction rate on callers surveyed. c. Establish baseline data.
4.	Older adults have faster access to long term care funding.	a. Percent of funding utilized for client services.	a. Client funds expended are 7% or less variance from budgeted funds.
5.	Older adults have an increased opportunity to return to their home or the community.	a. Number of residential relocations.	a. 10% increase in placements from residential settings into the community.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 8,846,806	\$ 10,069,889	\$ 11,487,646	\$ 1,417,757
Position Equivalent (Funded)*	178.8	206.9	198.7	(8.2)
% of Gross Wages Funded	76.0	82.0	95.0	13.0
Overtime (Dollars)**	\$ 207,630	\$ N/A	\$ N/A	\$ N/A
Overtime (Equivalent to Positions)	5.9	N/A	N/A	N/A

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: DEPARTMENT ON AGING**

**UNIT NO. 7900**

**FUND: General - 0001**

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Administrative Assistant 1-General	Abolish	1/100%	Administration	\$ (39,416)
Assistant Network Services Technician	Abolish	1/100%	Administration	(41,896)
Clerk 2 (Data Entry)	Abolish	2/100%	Care Management	(59,324)
Economic Support Supervisor (FC)	Abolish	1/100%	Care Management	(45,576)
Human Service Worker (Aging)	Abolish	20/100%	Care Management	(777,080)
Human Service Worker (Aging)	Abolish	7/100%	Resource Center	(271,978)
Registered Nurse 2 (Aging)	Abolish	9/100%	Care Management	(537,570)
			<b>TOTAL</b>	<b>\$ (1,772,840)</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Administration	Expenditure	\$ 1,550,534	\$ 2,165,236	\$ 2,876,839	\$ 711,603
	Abatement	(1,267,415)	(1,923,113)	(2,876,839)	(953,726)
	Revenue	29,236	0		0
	Tax Levy	\$ 253,883	\$ 242,123	\$ 0	\$ (242,123)
Elderly Services	Expenditure	\$ 3,464,694	\$ 3,669,906	\$ 3,431,471	\$ (238,435)
	Revenue	3,168,305	3,034,127	2,803,939	(230,188)
	Tax Levy	\$ 296,389	\$ 635,779	\$ 627,532	\$ (8,247)
Elderly Nutrition	Expenditure	\$ 4,340,306	\$ 4,571,898	\$ 4,354,156	\$ (217,742)
	Revenue	4,476,827	4,538,628	4,268,160	(270,468)
	Tax Levy	\$ (136,521)	\$ 33,270	\$ 85,996	\$ 52,726
Information and Assistance	Expenditure	\$ 380,032	\$ 0	\$ 0	\$ 0
	Revenue	293,664	0	0	0
	Tax Levy	\$ 86,368	\$ 0	\$ 0	\$ 0
Senior Centers	Expenditure	\$ 398,311	\$ 416,885	\$ 1,059,657	\$ 642,772
	Revenue	7,000	0	0	0
	Tax Levy	\$ 391,311	\$ 416,885	\$ 1,059,657	\$ 642,772
Long Term Support	Expenditure	\$ 34,773,131	\$ 18,272,146	\$ 3,895,022	\$ (14,377,124)
	Revenue	37,432,208	17,814,440	4,081,818	(13,732,622)
	Tax Levy	\$ (2,659,077)	\$ 457,706	\$ (186,796)	\$ (644,502)
Resources: Comm Alt	Expenditure	\$ 4,132,342	\$ 4,947,431	\$ 6,585,921	\$ 1,638,490
Resources: Int	Revenue	875,099	4,984,724	5,752,709	767,985
	Tax Levy	\$ 3,257,243	\$ (37,293)	\$ 833,212	\$ 870,505
Care Management	Expenditure	\$ 6,988,285	\$ 42,035,262	\$ 61,310,814	\$ 19,275,552
Coordinated Services	Revenue	6,974,537	42,244,937	61,512,938	19,268,001
	Tax Levy	\$ 13,748	\$ (209,675)	\$ (202,124)	\$ 7,551

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT ON AGING

**UNIT NO.** 7900

**FUND:** General - 0001

**DEPARTMENT DESCRIPTION**

The Milwaukee County Department on Aging was created in the 1991 budget to serve as Milwaukee County's designated Area Agency on Aging under the Older Americans Act and as the County's designated unit to administer aging programs. The Department plans for and services the fastest growing segment of the community and is responsible for developing and administering services to meet the needs of this segment of the population. It is the one dedicated, specialized agency within Milwaukee County government to represent and serve the needs of the elderly.

The Department integrates 26 Federal and State revenue streams including the Older Americans Act, the Senior Community Services Program, the Alzheimer's Family and Caregiver Support Program (AFCSP), Base Community Aids (BCA), Community Options Program (COP), Medical Assistance and the Medicaid Waiver Program. The Department on Aging serves as a co-lead with the Department of Human Services Adult Services Division in

administering the Community Options Program, Community Options-Waiver Program, Community Integration Program-II (CIP-II), and Community Integration Program-1B (CIP-1B). Revenue allocated for administration and case management for these programs is included in the budget.

The Department is the designated Aging Resource Center and Care Management Organization (CMO) for older people in Milwaukee County under the State of Wisconsin's Family Care Pilot initiative. During 2002, the Department on Aging will complete the transition of clients and services from the State's existing Long Term Support Programs including the Community Options Program (COP); Community Options Program Waiver (COP-Waiver); and Community Integration Programs (CIP), to the newly created Family Care benefit, which consolidates the existing Long Term Support programs with selected services currently provided through the State's Medical Assistance Program into a single, integrated Long Term Care benefit program.

<b>COMMUNITY AIDS FOR THE DEPARTMENT ON AGING</b>			
	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
<b>I. Programs Requiring Match</b>			
Base Allocation	\$ 4,036,632	\$ 4,229,475	\$ 192,843
<b>II. Other Programs</b>			
Community Options Program-MA Waiver	\$ 6,212,034	\$ 1,051,200	\$ (5,160,834)
Community Options Program	2,903,851	415,266	(2,488,585)
COP-Hospital Link	1,918,210	0	(1,918,210)
Alzheimer Caregiver	496,869	589,822	92,953
Community Integration Program II	709,259	65,700	(643,559)
Community Integration Program IB	<u>3,743,747</u>	<u>229,951</u>	<u>(3,513,796)</u>
Sub-Total	\$ 15,983,970	\$ 2,351,939	\$ (13,632,031)
Grand Total	\$ 20,020,602	\$ 6,581,414	\$ (13,439,188)

**Administration** consists of the Director's Office and the Fiscal/Support Services Division.

The major functions of **Fiscal/Support Services** include personnel administration, budget development and administration, monitoring expenditures and revenues, collections and making projections for and monitoring compliance with all funding sources.

This unit engages in outcome-based strategic planning, the development of departmental fiscal policy and development and implementation of general operating procedures. Data applications development and minor DP support services are also provided by this division.

**Area Agency Services** provide a comprehensive network of support services through community-based agencies that assist older adults to remain independent in their homes as long as possible.

## COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

These programs are funded through Older Americans Act and State revenue earmarked for elderly services. The unit is responsible for planning, research and program development. In addition, unit staff solicit, monitor, evaluate and administer contracts for a variety of services in the community. Staff assist with contract development and coordinate the request for proposals process with other County departments.

The Area Agency Services unit provides staff support to the Milwaukee County Commission on Aging, its five standing committees and its Advisory Council. Unit staff assist the Commission in conducting public hearings and needs assessments as required under Federal statute, provide technical assistance and serve as a resource for businesses, universities and voluntary organizations interested in meeting the needs of older adults in the community.

The **Senior Meal Program** is funded under Titles III-C-1 and III-C-2 of the Older Americans Act and other State and Federal funds received from the State of Wisconsin Bureau on Aging and the Bureau of Long Term Support. The program receives reimbursement for eligible elderly meals from the United States Department of Agriculture (USDA).

The purpose of the program is twofold:

1. To provide older persons, particularly those with low incomes, low-cost, nutritionally sound meals in strategically located congregate sites. Two of the 34 meal sites offer weekend meals to program participants. The program also seeks to reduce the social isolation of participants by providing supportive services including recreation, education and information about other programs and services available to older adults.
2. To provide home-delivered meals five to seven days a week to eligible frail, homebound, older adults. The program assists older adults in remaining independent and living within their own homes and provides limited gap-filling services in addition to meals.

The **Long Term Support** unit is responsible for conducting assessments, determining eligibility, developing case plans and providing ongoing, case-managed long term support services to medically frail older adults not yet enrolled in the Family Care benefit. These services are currently funded under

the Community Options Program (COP), COP-Waiver, Community Integration Program (CIP) CIP-II, CIPIB, Institutes for Mental Disease (IMD), Community Support Program (CSP), Base Community Aids (BCA) and Alzheimer's Family and Caregiver Support Program (AFCSP).

The **Resource Center** unit acts as the entry point for the Department's Family Care benefits and is responsible for arranging short-term assistance for older adults with immediate or pressing needs.

As a major component of the State of Wisconsin Family Care initiative, this unit has four primary functions: (1) to provide Milwaukee County's older adults, their caregivers and the general public one central number to call for information about programs and services 24 hours a day; (2) to provide pre-admission counseling to elders seeking residential placements; (3) to determine eligibility for the Family Care benefit as well as all other long term care benefits and entitlements; and (4) to provide community education to older adults, their families and caregivers on a broad range of subjects, including wellness and prevention of functional decline. The Resource Center's other major responsibilities include investigating allegations of elder abuse and providing protective services, guardianships and protective placement services to vulnerable older adults.

The **Care Management Organization** unit, named Supportive Options for Seniors, was created in response to the Family Care initiative. The unit provides coordinated, managed care benefits to older adults in need of long term care and found eligible for the Family Care benefit. Using interdisciplinary teams of nurses, human service workers, other professionals and volunteers, the unit oversees the provision of 25 service benefits. These include all of the services currently available under COP, COP-Waiver, and CIP programs as well as services currently available through Medical Assistance on a fee for service basis, including durable medical equipment, home health care, personal care, skilled nursing services, and skilled nursing home care. In return for coordinating and managing these services, the Department receives a capitated rate payment per member per month in place of the fixed annual allocations of Long Term Support funding currently received under the State and County contract.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT ON AGING

UNIT NO. 7900

FUND: General - 0001

## BUDGET HIGHLIGHTS

### DEPARTMENTAL

- The Department on Aging's 2002 budget reflects full implementation of the State of Wisconsin's Family Care Pilot initiative effective April 1, 2002. Under Family Care, the Care Management Organization (CMO) coordinates all long term care services, including home and community based services and institutional services for eligible elders who desire publicly funded long term care services in the CMO. The 2002 budget reflects a significant shift from the current multiple funding streams, including Community Options Program and waivers, to the capitated rate payment system. Changes in Departmental staffing, client services and overall funding reflect the final transition and full implementation of the Family Care initiative. The Department's 2002 budget thus continues to carry forward initiatives originally authorized by the County Board in 1997 (Resolution File No. 96-630) and 1998 (Resolution File No. 98-893).
- To more accurately reflect the level of staffing necessary under full implementation of Family Care, the Department abolishes 41 positions including: 27 Human Service Worker; 9 Registered Nurse 2; 2 Clerk 2 (Data Entry); 1 Economic Support Supervisor (FC); 1 Assistant Network Services Technician; and 1 Administrative Assistant 1 General. The positions of Human Service Worker and Registered Nurse 2 were included in the 2001 Adopted Budget Personal Services Lump Sum reduction, and thus have no fiscal effect in 2002. The remaining funded position abolishments reflect a decrease of \$186,212, including the cost of fringe benefits.
- Departmental revenues reflect an increase of \$5,802,708. This increase primarily reflects anticipated revenue of \$19,268,001 in Care Management Coordinated Services (Care Management Organization) and \$767,985 in combined revenue from Resources: Community Alternatives and Resources: Intervention Services due to continuation of the Family Care project with the State. Expenditure and revenue offsets are primarily due to reductions in Long Term Support division revenue of \$13,732,622 reflecting the continued transition of grant funded services to care managed services under the capitated rate system.
- Long Term Support revenue is reduced a total of \$2,941,291 in Community Options Program, \$6,626,338 in Community Options Program-Waiver, \$328,589 in Community Integration Program (CIP) IA, \$3,513,796 in CIP IB and \$643,559 in CIP II. These reductions are partially offset by an increase of \$192,843 in Base Community Aids (BCA).
- Contractual services increase \$100,000, from \$1,278,000 to \$1,378,800, for the services of the Family Care Third Party Administrator (TPA).
- Building and Space Rental charges increase \$161,583 to include utilization of the 5<sup>th</sup> floor of Schlitz Park to accommodate the additional staff added during 2001 for the Family Care initiative.
- Other charges increase \$3,671,412, from \$60,053,636 to \$63,725,048. This increase includes an increase of \$15,533,980 in the Care Management Organization, \$1,078,688 in the Resource Center and \$429,647 in the Area Agency Division, partly offset by a reduction of \$13,370,903 in the Long Term Support Division.
- Expenditures and revenues increase \$391,486 for the National Family Caregiver Support Program, established in 2000 through amendments to the Older Americans Act creating Title III-E, and initially implemented in Milwaukee County in 2001. This program provides support and assistance to caregivers as they provide help to their older family members and to minor children under their care. In 2002, the Department will provide training and technical assistance to develop and support a Caregiver Support Network.
- Expenditures and revenues increase \$272,781 for the Alzheimer's Demonstration Grant. In 2002, as a collaborative community-wide effort, the Department will develop a model Dementia Service Network aimed at increasing referrals for diagnosis, treatment, education, respite and other support services for culturally distinct or economically disadvantaged persons with dementia and their families.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: DEPARTMENT ON AGING**

**UNIT NO. 7900**

**FUND: General - 0001**

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**AREA AGENCY SERVICES**

- One vacant position of Research and Program Coordinator (Aging) is abolished and one position of Program Coordinator (Aging) is created, resulting in an increase of \$2,655. The Program Coordinator (Aging) position will work with seniors to identify their specific housing needs including the level of care required, transportation needs, any physical accommodations that may be necessary (such as installation of grab bars in the bathtub) and similar issues not routinely addressed by local housing authorities or other community agencies that serve the general population. This position will work with landlords and other housing providers to educate them on the special housing needs facing many seniors, and will serve as an advocate for seniors dealing with housing issues.
- Homemaking services of \$178,871 and financial management services of \$522,304 are transferred to the Resource Center and paid for under the department's voucher system.

**SENIOR MEAL PROGRAM**

- The Senior Meal Program continues to streamline and consolidate service by coordinating various programs and services. Collaboration will continue with municipally

operated senior centers and other social/recreation centers to promote efficiency, enhanced utilization, quality service and fiscal responsibility in a time of static and declining financial resources.

- Revenue decreases a net \$270,468, primarily due to a \$321,003 reduction in program income. This reduction is comprised of a decrease of \$148,000 related to elimination of the carryover of program income (as recommended by the Milwaukee County Board Department of Audit) and a \$173,003 income reduction based on experience. This reduction is partially offset by an increase of \$50,535 in State and Federal revenue.

	2001	2002	2001/2002
	Budget	Budget	Change
Number of Meal Sites Open	33	34	1
Number of Meals Served at Meal Sites	488,097	492,831	4,734
Home-Delivered Meals	256,166	265,000	8,834
Total Meals Served	744,263	757,831	13,568

- The number of senior meal sites increases from 33 to 34 due to the addition of a site in the Brown Deer area of the County.

**SENIOR CENTERS**

- The Kelly, Rose and Wilson Senior Centers previously operated by the Department of Parks, Recreation and Culture are transferred to the Department on Aging, increasing expenditures \$655,849. This action represents a tax levy increase within the Department on Aging offset by an identical decrease within the Department of Parks, Recreation and Culture, resulting in a County-wide tax levy impact of zero. This transfer consolidates senior center services in Milwaukee County under the management of the Department on Aging and moves the Department closer to the goal of being the single point of access and planning for the elderly population of Milwaukee County. Transfer of these senior centers to the Department on Aging will ensure a continuum of quality services across the County and provide a stronger link to

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT ON AGING

**UNIT NO.** 7900

**FUND:** General - 0001

the broad system of community based services available to elders throughout the community.

- Major maintenance expenditures decrease \$13,077 for Washington Park and McGovern Park Senior Center building improvements.

**LONG TERM SUPPORT DIVISION SERVICES**

- Long Term Support revenues decrease \$13,732,622, reflecting the transfer of resources to Family Care. These revenue decreases include reductions of \$328,589 in CIP IA, \$3,513,796 in CIP IB, \$5,506,740 in COP-Waiver, \$643,559 in CIP II, \$2,436,968 in COP, \$509,122 in BCA and \$1,159,582 in other Federal grants. These revenue reductions are partly offset by a revenue increase of \$365,734 in other State grants and reimbursements.
- Long Term Support administrative and client service expenditure and revenue reductions are offset with increases in the Resource Center and CMO and reflect full implementation of Family Care effective April 1, 2002. (Transfer of the remaining 500 Long Term Support fee-for-service clients to Family Care will be completed by March 31, 2002.)

**RESOURCES: COMMUNITY ALTERNATIVES/INTERVENTION SERVICES (RESOURCE CENTER)**

	2001 <u>Budget</u>	2002 <u>Budget</u>
Pre-admission Consultations	1,200	1,200
Functional Screens	2,200	2,200
Information Calls	50,000	60,000

- The Resources: Community Alternatives and Resources: Intervention Services division, known as the Resource Center, is the primary source of quality information and assistance services on benefits and long term care programs, public and private, for persons over age 60. The Resource Center is the access

point for public benefit programs, including Family Care.

- Expenditures increase \$2,352,469, primarily due to increases in personal services of \$1,762,121 resulting from the transfer of staff from the Long Term Support Division to Family Care, client services of \$1,078,688 and commodities of \$42,351.

**CARE MANAGEMENT COORDINATED SERVICES (CARE MANAGEMENT ORGANIZATION)**

	2001 <u>Budget</u>	2002 <u>Budget</u>
CMO Enrollments	1,760	1,200
CMO Clients Served	2,600	3,500

- The Care Management Coordinated Services division (also referred to as Care Management Organization or CMO) administers client service benefits for eligible elders by creating comprehensive plans of care, contracting with a wide range of service provider vendors and monitoring the quality of services provided through an interdisciplinary team approach.
- Expenditures increase \$19,275,552, including \$15,533,980 in client services, \$1,225,662 in personal services, \$1,498,107 in contractual services, \$4,168 in commodities, and \$1,500,451 in net crosscharges.

Care managed client services reflect an expenditure increase of \$15,533,980 resulting from full implementation of Family Care and the transfer of clients currently served under the Long Term Support fee-for-service system.

Contractual services increase \$1,498,107 and include an increase of \$1,278,800, from \$100,000 to \$1,378,800, for the services of the Family Care Third Party Administrator which manages the client/provider payment system and third party payer collections for the CMO.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN SERVICES

**UNIT NO.** 8000

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Human Services (DHS) operates under Chapters 46 (Social Services), 48 (Children's Code), 49 (Public Assistance), 51 (Mental Health), 55 (Protective Services) and 938 (Juvenile Delinquency) of the Wisconsin State Statutes.

DHS provides a wide range of life-sustaining, life-saving and life-enhancing services to children and

adults through age 60. Programs focus on providing services for delinquent children, dysfunctional families, developmentally disabled persons, physically disabled persons, mentally ill persons, homeless persons, alcohol and drug abusers, and those in need of financial assistance. Many of the services provided are mandated by State Statute.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change**</b>
Personal Services*	\$ 54,495,920	\$ 55,393,500	\$ 46,530,837	\$ (8,862,663)
Services	9,218,527	8,834,369	7,712,458	(1,121,911)
Commodities	502,607	709,922	609,054	(100,868)
Other Charges	110,555,133	95,093,204	87,711,508	(7,381,696)
Capital Outlay	157,482	170,400	56,700	(113,700)
County Service Charges	22,487,629	20,605,518	16,663,378	(3,942,140)
Abatements	(19,563,367)	(17,337,869)	(13,278,267)	4,059,602
<b>Sub Total Expenditures</b>	<b>\$ 177,853,931</b>	<b>\$ 163,469,044</b>	<b>\$ 146,005,668</b>	<b>\$ (17,463,376)</b>
State Corrections Charges	30,719,200	32,487,020	33,797,276	1,310,256
<b>Total Expenditures</b>	<b>\$ 208,573,131</b>	<b>\$ 195,956,064</b>	<b>\$ 179,802,944</b>	<b>\$ (16,153,120)</b>
State & Federal Revenue	136,128,734	124,495,315	111,738,724	(12,756,591)
Other Direct Revenue	17,224,674	19,761,071	12,576,088	(7,184,983)
<b>Total Direct Revenue</b>	<b>\$ 153,353,408</b>	<b>\$ 144,256,386</b>	<b>\$ 124,314,812</b>	<b>\$ (19,941,574)</b>
Community Aids to Corrections	0	0	1,874,167	1,874,167
Youth Aids to Corrections	30,719,200	32,487,020	31,923,109	(563,911)
<b>Total Revenues</b>	<b>\$ 184,072,608</b>	<b>\$ 176,743,406</b>	<b>\$ 158,112,088</b>	<b>\$ (18,631,318)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 24,500,523</b>	<b>\$ 19,212,658</b>	<b>\$ 21,690,856</b>	<b>\$ 2,478,198</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 1,450,512	\$ 1,931,456	\$ 2,281,079	\$ 349,623
Document Services	108,515	163,374	78,600	(84,774)
Tech Support & Infrastructure	1,721,995	1,525,522	1,373,389	(152,133)
Distribution Services	14,708	58,091	18,631	(39,460)
Telecommunications	281,385	401,811	297,900	(103,911)
Records Center	48,216	57,244	69,670	12,426
Radio	28,374	29,898	55,936	26,038
Personal Computer Charges	12,909	15,000	15,000	0
Applications Charges	0	1,403,526	1,109,902	(293,624)
<b>Total Charges</b>	<b>\$ 3,666,614</b>	<b>\$ 5,585,922</b>	<b>\$ 5,300,107</b>	<b>\$ (285,815)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 24,500,523</b>	<b>\$ 19,212,658</b>	<b>\$ 21,690,856</b>	<b>\$ 2,478,198</b>
<b>Total Property Tax Levy</b>	<b>\$ 28,167,137</b>	<b>\$ 24,798,580</b>	<b>\$ 26,990,963</b>	<b>\$ 2,192,383</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN SERVICES

**UNIT NO.** 8000

**FUND:** General - 0001

**MISSION**

The mission of the Milwaukee County Department of Human Services is to secure human services for individuals and families who need assistance in living a healthy, independent life in our community.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Individuals eligible for Food Stamps are better able to meet their basic nutritional needs.	a. Ratio of Food Stamp recipients to those individuals that are living in poverty. b. Percentage of individuals using food pantries that have not applied for Food Stamps.	a. Increase ratio of Food Stamp recipients by 6%, from 69% to 75% of individuals in poverty. b. Reduce the percentage of pantry users not applying for Food Stamps to 29%.
2.	Community safety is enhanced through a reduction in juvenile crime.	a. Number of youth who comply with court orders/programs during predisposition. b. Number of youth who complete the First Time Juvenile Offender Program (FTJOP). c. Number of youth who do not re-offend.	a. 65% comply with orders/programs. b. 75% complete the FTJOP. c. 60% do not re-offend.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 54,495,920	\$ 55,393,500	\$ 46,530,837	\$ (8,862,663)
Position Equivalent (Funded)*	1,228.3	1,207.9	943.0	(264.9)
% of Gross Wages Funded	94.0	93.0	92.0	(1.0)
Overtime (Dollars)**	\$ 2,148,511	\$ N/A	\$ N/A	\$ N/A
Overtime (Equivalent to Positions)	68.0	N/A	N/A	N/A

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF HUMAN SERVICES

UNIT NO. 8000

FUND: General - 0001

PERSONNEL CHANGES				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Accounting Manager - DSS	Transfer	1/100%	Management Services	\$ (81,726)
Budget Analyst 3	Abolish	1/100%	Management Services	(70,676)
Account Clerk 2	Abolish	2/100%	Management Services	(83,796)
Clerical Assistant 2	Abolish	.5/100%	Management Services	(22,130)
Accountant 1	Abolish	1/100%	Management Services	(40,664)
Account Clerk 1	Abolish	1/100%	Management Services	(35,372)
Payroll Clerk	Abolish	1/100%	Management Services	(37,190)
Telephone Clerk	Abolish	2/100%	Management Services	(65,830)
Social Worker	Abolish	1/100%	Management Services	(64,662)
Clerk 1	Abolish	1/100%	Management Services	(32,560)
Clerk Typist 1	Abolish	1/100%	Management Services	(27,080)
Div Admin-Child Welfare	Abolish	1/100%	Child Welfare	(123,853)
Dept Admin-Child Welfare	Abolish	1/100%	Child Welfare	(107,106)
Plan Analyst-Youth Services	Abolish	1/100%	Child Welfare	(64,662)
Integrated Service Coord+B1	Abolish	1/100%	Child Welfare	(85,884)
Management Asst (DHS)	Abolish	1/100%	Child Welfare	(50,050)
Prog Manager (Child Welfare)	Abolish	5/100%	Child Welfare	(478,804)
Secretarial Assistant (NR)	Abolish	1/100%	Child Welfare	(44,222)
Staff Develop Assistant (CW)	Abolish	4/100%	Child Welfare	(247,432)
Clerk Typist 2	Abolish	15/100%	Child Welfare	(493,066)
Human Services Intern	Abolish	19/100%	Child Welfare	(938,972)
Clerk Stenographer 2	Abolish	5/100%	Child Welfare	(185,950)
Clerk Typist 2 B/L (Span)	Abolish	1/100%	Child Welfare	(29,662)
Administrative Assistant (NR)	Abolish	4/100%	Child Welfare	(134,886)
Clerk Typist 3	Abolish	5/100%	Child Welfare	(195,052)
Clerk 4 B/L (Span)	Abolish	1/100%	Child Welfare	(41,898)
Telephone Clerk	Abolish	1/100%	Child Welfare	(34,536)
Clerk Stenographer 3	Abolish	1/100%	Child Welfare	(37,190)
Administrative Coordinator (CW)	Abolish	1/100%	Child Welfare	(72,000)
Man Info Sys Coord (CW)	Abolish	1/100%	Child Welfare	(54,210)
Social Worker	Abolish	6/100%	Child Welfare	(452,634)
Adm Coord Ed Intern Pro	Abolish	1/100%	Child Welfare	(73,816)
Child Probation Officer	Abolish	1/100%	Child Welfare	(64,662)
Human Services Supervisor	Abolish	29/100%	Child Welfare	(1,973,028)
Administrative Coord (OHC)	Abolish	1/100%	Child Welfare	(73,816)
Human Services Supr - B/L (Sp)	Abolish	6/100%	Child Welfare	(421,940)
HSW B/L Span	Abolish	12/100%	Child Welfare	(348,474)
HSW B/L Hmong	Abolish	1/100%	Child Welfare	(43,080)
HSW	Abolish	211/100%	Child Welfare	(10,078,142)
Administrative Assistant (Trusts)	Abolish	1/100%	Child Welfare	(48,044)
Account Clerk 1	Abolish	1/100%	Child Welfare	(37,190)
Information System Director-DSS	Transfer	1/100%	Management Services	(107,110)
Employee Syst Res Analyst	Create	2.6/100%	Financial Assistance	93,712
Human Service Worker	Create	4/100%	Adult Services	236,920
Clerk Typist 2	Transfer	1/100%	Adult Services	(29,663)
Unit Supervisor LTS	Transfer	1/100%	Adult Services	(59,740)
Human Service Worker	Transfer	1/100%	Adult Services	(38,855)
Prog Coord - AODA	Transfer	1/100%	Adult Services	(80,844)
Quality Assurance Spec (AODA)	Transfer	1/100%	Adult Services	(40,218)
Asst Prog Coord (AODA)	Transfer	1/100%	Adult Services	(70,676)
Case Management Supervisor	Transfer	1/100%	Adult Services	(54,210)
Clerk Typist 3	Abolish	1/100%	Delinquency	(35,365)
Clerk Typist 2	Abolish	1/100%	Adult Services	(29,663)
			TOTAL	\$ (17,811,659)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN SERVICES

**UNIT NO.** 8000

**FUND:** General - 0001

<b>ORGANIZATIONAL COST SUMMARY</b>					
<b>DIVISION</b>		<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Director's Office	Expenditure	\$ 956,826	\$ 978,217	\$ 740,933	\$ (237,284)
	Abatement	(799,119)	(1,715,073)	(785,181)	929,892
	Revenue	19	0	0	0
	Tax Levy	\$ 157,688	\$ (736,856)	\$ (44,248)	\$ 692,608
Financial Assistance Division	Expenditure	\$ 39,622,830	\$ 36,998,873	\$ 41,326,867	\$ 4,327,994
	Abatement	(653,679)	(1,615,852)	(2,167,373)	(551,521)
	Revenue	38,674,238	35,092,850	38,171,889	3,079,039
	Tax Levy	\$ 294,913	\$ 290,171	\$ 987,605	\$ 697,434
Child Welfare	Expenditure	\$ 33,517,891	\$ 22,347,752	\$ 0	\$ (22,347,752)
	Abatement	(822,588)	(1,488,586)	0	1,488,586
	Revenue	30,043,030	21,144,854	0	(21,144,854)
	Tax Levy	\$ 2,652,273	\$ (285,688)	\$ 0	\$ 285,688
Delinquency & Court Services Division	Expenditure	\$ 31,413,141	\$ 35,494,931	\$ 35,869,292	\$ 374,361
	Abatement	(106,144)	(557,331)	(459,582)	97,749
	Revenue	11,347,489	18,291,642	13,733,127	(4,558,515)
	Tax Levy	\$ 19,959,508	\$ 16,645,958	\$ 21,676,583	\$ 5,030,625
Adult Services	Expenditure	\$ 77,794,672	\$ 75,882,632	\$ 73,007,802	\$ (2,874,830)
	Abatement	(1,796,188)	(1,976,464)	(1,386,538)	589,926
	Revenue	72,311,503	68,865,720	71,476,264	2,610,544
	Tax Levy	\$ 3,686,981	\$ 5,040,448	\$ 145,000	\$ (4,895,448)
Management Division	Expenditure	\$ 14,111,938	\$ 9,104,508	\$ 8,339,041	\$ (765,467)
	Abatement	(15,385,649)	(9,984,563)	(8,479,593)	1,504,970
	Revenue	977,129	861,320	933,532	72,212
	Tax Levy	\$ (2,250,840)	\$ (1,741,375)	\$ (1,074,084)	\$ 667,291

**DEPARTMENT DESCRIPTION**

The Department of Human Services includes the following five divisions: Financial Assistance Division, Delinquency and Court Services Division, Adult Services Division, Management Services Division, and Mental Health Division. All five divisions report to the office of the Director of the Department of Human Services.

Since the DHS Mental Health Division financially operates as an enterprise fund, it appears as a separate organizational unit in the County budget (Org. 6300).

The **Director's Office** provides guidance, support and administrative direction to all DHS divisions. The DHS Director reports directly to the County Executive as a cabinet officer.

The **Financial Assistance Division**, pursuant to State Statutes, is charged with the responsibility of

assisting eligible people to obtain Food Stamps, Medical Assistance (Title XIX) and Child Day Care benefits and serves as the "front door" to the Wisconsin Works, or W-2, program (which replaced the former Aid to Families with Dependent Children, or AFDC program). In addition, the Financial Assistance Division is responsible for administering the State's BadgerCare health program and specialized financial assistance programs such as Fraud Detection and Benefit Repayment, Low Income Home Energy Assistance, Healthy Start and Interim Disability Assistance.

The **Child Welfare Division** is abolished in 2002 due to the State's decision to terminate contracting with Milwaukee County for child welfare services. The Division was created in 1998 when, under State Statutes, the State Department of Health and Family Services became responsible for administering all child welfare services in Milwaukee County.

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The *Delinquency and Court Services Division* administers a 120-bed Juvenile Detention Center, juvenile court intake, custody intake and probation services, support staff for the operation of the Children's Court, predispositional secure/non-secure out-of-home placement resources, the First Time Offender program and post-dispositional placement resources for adjudicated delinquents. The Division is also charged by the State for the cost of juveniles sentenced to a State Juvenile Correctional facility. Purchased programs which serve alleged and adjudicated delinquent youth are administered in this division. Staff at the Juvenile Detention Center maintain a 24-hour-per-day, secure correctional facility which primarily houses juveniles being held pending trial who are a threat to the community. Custody Intake staff screen Children's Court intake referrals from police for the Juvenile Detention Center. Court Intake staff prepare case reports and histories for the Children's Court judges, and Probation staff supervise youth adjudicated for delinquent behavior in the community.

The *Adult Services Division* provides human services to adults between the ages of 18 and 60. Services are targeted at populations with special needs including persons with physical and developmental disabilities (including children from birth to three). A wide variety of services are provided including case management for long term support, residential services, work and day services, community living support services, community treatment, community support, adult day care, fiscal agent services and service access and prevention. Many of these services enable persons to live in the community and avoid institutional placements.

The *Management Services Division* provides contract administration and quality assurance, accounting, budgeting, business office/collections, human resources, building operations and procurement services to the Director's Office, Delinquency/Court Services, Financial Assistance and Adult Services Divisions. The division also includes the costs for County-wide services such as Risk Management, Audit, Payroll and other functions.

## BUDGET HIGHLIGHTS

### DEPARTMENTAL

- The State of Wisconsin Department of Administration continues the practice of

intercepting \$20,101,300 from State Shared Revenue, and intercepts \$38,792,200 of Community Aids revenue to fund operation of the State Bureau of Milwaukee Child Welfare.

- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

### FINANCIAL ASSISTANCE DIVISION

- The 2002 Budget reflects the fifth full year of Wisconsin Works, or W-2, implementation in Milwaukee County. The costs associated with W-2 are funded by revenues from the State of Wisconsin. These revenues come to Milwaukee County directly from the State of Wisconsin or indirectly through the six Wisconsin Works agencies. Milwaukee County tax levy will not be used to support Milwaukee County's W-2 activities in 2002.
- A new W-2 Employment Systems Access Coordination (ESAC) program is established in partnership with the State of Wisconsin's Department of Workforce Development (DWD). ESAC will provide County residents with a "front door" by which to access all of the various services provided by the local W-2 agencies, as well as the Income Maintenance entitlements (such as Food Stamps and Medical Assistance) already administered by Milwaukee County. In contrast to the early months of W-2, where consumers were generally informed of available services only when the client made a specific request, ESAC seeks to ensure that every

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participant is able to make fully informed decisions concerning which W-2, Job Center and/or County administered services are appropriate for their individual situation. ESAC staff will assist clients in coordinating the services of the varied State, County, and private agencies (including, but not limited to, W-2 employment and training services, Child Welfare, Mental Health and Alcohol and Other Drug Abuse treatment).

Through this coordinated effort at removing real and perceived barriers to accessing needed services, greater numbers of Milwaukee County residents will be able to successfully make the transition from welfare to work.

The ESAC program includes total funding of \$1,972,488 for 28 positions and associated costs. These positions include: 21 positions of Employment Systems Resource Analyst; three positions of Employment Systems Resource Analyst – Bilingual (Spanish); three positions of Case Management Supervisor; and one position of Section Manager (ESAC). In addition, the Division will utilize 12 existing positions of Economic Support Specialist to provide direct assistance in determining eligibility for County administered programs and three existing positions of Clerk Typist 2 to provide necessary clerical support. The program is 100% funded through a contract with the State, and thus requires no County tax levy support.

- Create 2.6 Positions of Employment Systems Resource Analyst \$93,712

Milwaukee County's House of Correction (HOC) is the recipient of a two-year \$1,000,000 Federal Welfare to Work grant from the Private Industry Council for 2002 and 2003. The HOC is sub-contracting with the Milwaukee County Department of Child Support Enforcement and DHS. Milwaukee County has developed a plan to create a comprehensive program of intervention that creates access to employment services for Due In To Report (DITR) persons in community release status, as well as those at the HOC for their first 30 days and upon 30 days from their release to the community. The program is 100% Federally funded and thus requires no County tax levy support. The new positions will perform application and eligibility

determination for Food Stamps, Medical Assistance, Day Care and Employment Systems Access.

- The Child Day Care Certification and Enforcement Unit, at a total cost of \$672,770, is 100% funded with Day Care Administration revenue and includes nine positions.
- Child Day Care Administration expenditures total \$3,158,656 for the following services: Technical Assistance to providers for certification, \$236,900; Mentor/Teacher to aid providers in maintaining their certification in good standing, \$93,454; Childcare Certification Intake for new childcare provider applicants, \$110,210; Bi-County Childcare (with Waukesha County), \$25,000; Rate Setting/Staffing of Early Childhood Council and Childcare Advisory Committee, \$300,000; Community Information (211) Phone Line, \$80,000; Childcare Training and Professional Development to educate providers in the business of Child Care (record keeping, invoicing, payments, etc.), \$257,500; Early Childhood Development to provide the knowledge base to be used to help establish mutual expectations for how parents, providers and schools can work together to address critical building blocks for learning, \$743,592; W-2 Child Day Care Coordination, \$312,000; and Special Needs Childcare to increase the capacity of Milwaukee County Child Care providers to serve families and children with special needs, \$1,000,000. (Children with special needs have a wide variety and range of acute and long term, chronic physical, developmental, behavioral, emotional or other long term conditions; this initiative will allow children with special needs to receive care in an inclusive child care environment.)
- The Community Information (211) Phone Line is budgeted in the Financial Assistance Division at \$480,000. (This is in addition to \$195,000 budgeted in the DHS Mental Health Division AODA Branch for a total all Phone Line budget of \$675,000). Funding includes Federal Income Maintenance revenue of \$160,000, Energy Assistance revenue of \$40,000, and \$200,000 of tax levy and \$80,000 of Day Care Administration revenue.

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- Interim Disability Assistance Program (IDAP) grants are funded at \$329,440 based on experience. It is anticipated that the average monthly caseload will be 134 cases with an average monthly grant of \$205. Recoveries from persons who subsequently receive SSI are budgeted at \$163,710 for a net tax levy cost of \$165,730. This is an increase of \$65,192 over the 2001 Adopted Budget.
- Indigent burials are budgeted at \$459,782, the same as the 2001 Adopted Budget.
- The Community Relations-Social Development Commission appropriation is included in the Department of Human Services budget. The \$121,157 budgeted for SDC is used to cover a portion of the administrative costs associated with the following programs: Education and Training to help individuals define their educational and employment goals, \$13,420; the Senior Aides Program which provides training for older adults through experience in community service work, \$40,490; the Shelter Services Program which helps homeless individuals and families move to self-sufficiency and permanent housing, \$20,952; the Victim Assistance Program which provides advocacy and counseling to crime victims, \$13,305; and match funding for the State Head Start Program, \$32,990.

### CHILD WELFARE DIVISION

- In May 2001, the State Department of Health and Family Services announced its intent to terminate its contract with Milwaukee County to administer Case Management, Out of Home Care and Adoptions. At that time, the Child Welfare Division (CWD) had 340 authorized positions. The 2002 Budget abolishes 339 positions. One position of Accountant 4 is transferred to the Management Services Division Purchased Services Section to improve Department-wide quality assurance activities. There is a tax levy increase of \$285,688 associated with the elimination of the Division. This is due to the elimination of State revenue which was budgeted in DHS to cover other County expenses for Child Welfare in 2001.

### DELINQUENCY & COURT SERVICES DIVISION

- DHS receives Youth Aids to fund State Juvenile Correctional Charges and community based services. Total Youth Aids revenue for 2002 is \$31,970,735 which is a decrease of \$3,461,328 from the 2001 Adopted Budget. This revenue amount equals the 2001 actual State contract of \$31,545,675 plus an increase of \$425,060 due to a 1.25% increase in Youth Aids funding provided in the 2001-03 State Budget. It is projected that State Correctional Charges will budgetarily exceed the total amount of Youth Aids revenue in 2002, for the first time, requiring the allocation of Community Aids to pay for Juvenile Corrections.
- Using Community Aids to fund the Youth Aids shortfall results in increased tax levy support in the amount of \$4,771,584 to continue other community aids funded programs.
- State Department of Corrections (DOC) charges for juveniles placed into State custody by the Children's Court Judges are projected to cost \$33,797,276, an increase of \$1,310,256 over the amount budgeted in 2001. Based on the TREND projection for State Juvenile Correctional Institutional placements for the last 48 months of actual experience, the institutional costs are projected to increase by \$1,842,039, from \$22,381,824 to \$24,223,863, based on an average daily census of 389 placements, a decrease of 9 from 398 budgeted in 2001, but an increase of \$18.98 (12.3%) in the daily rate, from \$154.08 to \$173.06. Child Caring Institution (CCI) placements are decreased from 107 average daily placements budgeted in 2001 to a daily average of 86 in 2002. The 2001-03 State Budget allows CCI's to set their own rates. DOC-CCI placement costs are projected to decrease by \$525,770 from \$7,407,756 to \$6,881,986. DOC-CCI rates increase from \$190.70 per day to \$226.00, an increase of \$35.30 (18.5%) per day. It is projected that a State grant will enable DHS to reduce CCI placements by an average of 11 per month. State charges for Aftercare programs are projected to decrease \$6,013, from \$1,483,269 to \$1,477,256, and the Corrective Sanction Program will remain the same at \$1,214,171.

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- Under the Wisconsin Works (W-2) welfare reform program, State Statutes require that W-2 Community Reinvestment Act funds be spent for programs and services in the community. The State 2001-03 Budget and the five W-2 agencies have committed to provide Milwaukee County with \$5,400,000 for Community Reinvestment, which must be spent by the end of 2002. These funds can only be spent on persons who are eligible for the federal Temporary Assistance to Needy Families (TANF) program, e.g. to provide services to needy families (below 200% of poverty) so that children may be cared for in their own homes. The budget allocates \$4,508,500 to the Delinquency and Court Services Division to support services to delinquent youth supervised in the community in the Wraparound, Day Treatment, Serious Chronic Offender, Level 2, Day Center, Juvenile Accountability Incentive Block Grant (JAIBG) Firearm Programs and the Probation Services Network. The remaining \$891,500 is allocated in the Adult Services Division.

- State/County Contract Reconciliation Accrual Revenue is reduced from \$1.7 million in 2001 to \$350,000 in 2002, based on experience.

- The 2002 budget unfunds eight Juvenile Correctional Officer positions for a savings of \$325,306 to reduce the number of staffed beds in the Detention Center from 120 to 109, based on the actual average detention census of 93. Overtime is increased \$150,088 to permit full staffing during periods of peak occupancy, for a net savings of \$175,218.

- Abolish 1 Position of Clerk Typist 3 (\$35,365)

With the use of personal computers, Delinquency and Court Services staff do more court and probation documents on-line, rather than using in-house clerical staff to transcribe dictated information. Due to decreased transcription workload, this position is abolished.

### ADULT SERVICES DIVISION

- Community Reinvestment Act funds of \$891,500 are allocated to the DHS Adult Services Division to support the cost of services to children age birth to three with developmental delays.

- Create 4 Positions of Human Service Worker \$236,920

Four positions of Human Service Worker are created to capture additional State revenue by moving clients off the Physically Disabled (PD) Waiting List into Community Options Program-Waiver (COP-W) funded services.

For 2002 the Adult Services Division (ASD) is allocated \$6.2 million in COP-W revenue. It will have 393 persons receiving COP-W funded services at a projected cost of \$3.9 million, leaving \$2.3 million in revenue available to provide services to additional clients. (If this available revenue is not expended on service to clients, it must be returned to the State.)

At the same time, ASD has 1,318 persons on the PD Waiting List for services. While clients are waiting for services and funding is available, ASD is unable to add new clients without additional staff. Human Service Workers in this area presently carry an on-going caseload of roughly 45 cases per worker, and cannot carry more under the State's caseload requirements. ASD projects that it can move 175 clients into service at a cost of approximately \$2 million, with the remaining revenue supporting the cost of staff to administer the cases.

- Additional Federal revenue of \$3,081,880 is included from converting 510 cases of Developmentally Disabled (DD) clients presently served under Community Aids funded contracts to Long Term Support funding from the Community Integration Program (CIP) 1B, thus reducing the level of tax levy necessary to support Division programs without any reduction in service to clients. ASD anticipates converting those 510 cases by March 31, 2002.

Under this initiative, payments for client services increase a net \$194,338 (from \$4,266,437 to \$4,460,775), Personal Services increase \$872,170 to fund 11 previously unfunded existing positions of Human Service Worker needed to perform the conversions, and miscellaneous expenditures (supplies, training, auto allowance, etc) increase \$24,540. The net result of successful implementation of this initiative is a 2002 tax levy reduction of \$1,990,832.

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- Additional State revenue can also be obtained by billing Medical Assistance (Title 19) for the costs of providing personal care services (bathing, dressing, grooming, etc.) to persons with disabilities who are living in residential care settings (i.e. group homes). The Division anticipates receiving \$1,160,919 in additional State revenue by billing Title 19 for the personal care costs of 54 persons in 2002.

Under this initiative, payments for client services increase \$283,027. Personal Services increase \$214,529 to fund 3 previously unfunded existing positions (2 positions of Registered Nurse and 1 position of Account Clerk 2) needed to assemble the high levels of documentation required to withstand State Title 19 audits. The net result of successful implementation of this initiative is a tax levy reduction of \$663,363.

- Abolish 1 Position of Clerk Typist 2

The County's Alcohol and Other Drug Abuse (AODA) programs are transferred from the Adult Services Division to the newly created AODA Services Branch of the Department of Human Services - Mental Health Division (MHD) (Org. 6300). This includes the transfer of seven existing positions from ASD to MHD.

This action serves to consolidate the treatment of persons with the commonly found co-occurring disorders of mental illness and substance abuse, and recognizes that treatment is most effective when both issues are addressed simultaneously and in a coordinated manner, rather than in isolation from each other.

The Mental Health Division will continue to utilize the existing AODA treatment coalition. The coalition was initially developed by DHS in full partnership with community providers and advocates in response to the State's decision to provide additional targeted funding for AODA treatment in Milwaukee County through the Temporary Assistance to Needy Families (TANF) program.

Adult Services expenditures and revenues decrease by \$12,859,195 and \$11,206,278 for a tax levy decrease in ASD of \$1,652,917.

Mental Health Division expenditures and revenues increase \$12,793,434 and \$11,206,278, respectively, for a net tax levy increase of \$1,587,156. This amount includes \$1,000,000 in expenditures for the AODA Voucher Treatment system funded with \$1,000,000 in Potawatomi revenue. Also included is \$5,000 for the Safe Ride of Milwaukee County program, whose other sponsors include the Tavern League of Wisconsin and Business Against Drunk Driving.

This program transfer results in County-wide net tax levy savings of \$65,761. The savings includes the abolishment of 1 Clerk Typist 2 in ASD Administration.

- \$50,000 is allocated for the Birth to Three Early Intervention Program (Parent/Child Program at the Center for the Deaf and Hard of Hearing). This appropriation is intended to provide additional funding for services to deaf and hard of hearing children (between the ages of birth and three) and their families, including family education in the home setting, communication playgroups, speech/language therapy and other services.

## MANAGEMENT SERVICES DIVISION

- Transfer 1 Position of Information Systems Director-DSS

The position of Information Systems Director - DSS is transferred to the Department of Administration Information Management Services Division (Org. 1160) in accordance with the effort to centralize Information Technology services throughout the County. There is no County-wide tax levy impact as a result of this action.

- Due to the elimination of the Child Welfare Division, DHS has reduced Management Services overhead costs \$621,426 by abolishing 11.5 positions, transferring 1 position to the Financial Assistance Division and 1 position to MHD for a total reduction of 13.5 positions. The transfer of the Accounting Manager to MHD consolidates the supervision of DHS and MHD accounting staff while the transfer of one position to the Financial Assistance Division to

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provide enhanced quality assurance is 100% offset with State revenue.

## POTAWATOMI REVENUE

- The non-departmental budget, Potawatomi Revenue (Org. 1937), allocates \$1,710,232 in revenue for initiatives within the Department of Human Services.

### \$434,234 – Emergency Shelters

\$434,234 is allocated for Emergency Shelter services. A total of \$334,234 is allocated for various emergency homeless shelters and emergency domestic abuse shelters. Collectively, these various shelters will provide emergency shelter and outreach services, including approximately 30 beds available each night for 365 days per year. In addition, \$100,000 in increased funding is allocated to support overflow shelter services and additional emergency shelter services within Milwaukee County.

### \$45,000 – Housing Coordinator Program

\$45,000 is allocated for a Housing Coordinator Program. Under this program, Housing Coordinator services are provided to the Department of Human Services - Adult Services Division staff and clients as well as persons in the community wanting information regarding the provision of affordable and accessible housing. Housing screening services are provided to persons referred from the Adult Services Division.

### \$24,615 – Southeast Asian Access and Outreach Program

\$24,615 is allocated for the Southeast Asian Access and Outreach Program, which provides service access and outreach to persons of Southeast Asian origin residing in Milwaukee County. Bilingual assistance is provided to establish linkages with Southeast Asian physicians to identify and educate persons of Southeast Asian origin with disabilities regarding available human services.

### \$15,000 – Domestic Violence Counseling

\$15,000 is provided for Domestic Violence Counseling services for males who have been involved in domestic violence situations. The appropriation will provide services to approximately 22 individuals.

### \$276,520 – Developmental Disabilities: Respite Services

\$276,520 is allocated for Respite Services for the families of adults, adult children and children with developmental disabilities. Respite services provide an alternative caregiver role for older or working parents of adults and children with developmental disabilities in need of periodic respite relief.

### \$156,043 – Developmental Disabilities: Advocacy Services

\$156,043 is allocated for Advocacy Services on behalf of persons with developmental disabilities. Advocacy services will be provided to approximately 4,025 individuals.

### \$242,318 – Developmental Disabilities: Recreation Services

\$242,318 is allocated for Recreation Services that provide leisure time activities for adults, adult children, and children with developmental disabilities. Activities are held after school or work, on weekends or at summer camp programs. These activities also function as a form of respite for primary care givers. These services will be provided to approximately 234 clients.

### \$516,502 – First Time Juvenile Offender Program

\$516,502 is allocated for the First Time Juvenile Offender Program. Total expenditures for the program are \$1,994,481, funded with \$1,477,979 in State revenue and \$516,502 in County support. Potawatomi revenues allocated to this program will provide the County support. The First Time Offender Program provides services to non-violent first time offenders who, in lieu of prosecution, are pre-screened by the District Attorney's office or referred by a judge. Juveniles in the program are carefully monitored

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with special attention to school attendance and performance. Services available to address individual needs include academic support, mentoring, substance abuse treatment and youth and family counseling. These services

are available through a network of neighborhood-based agencies that are certified to perform the services and routinely monitored for consistency and effectiveness.

<b>COMMUNITY AIDS FOR THE DEPARTMENT OF HUMAN SERVICES</b>			
	<u>2001</u> <u>Budget</u>	<u>2002</u> <u>Budget</u>	<u>2001/2002</u> <u>Change</u>
<b>I. <u>Programs Requiring Match</u></b>			
<b><u>Base Community Aids</u></b>			
Adult Services Division	\$ 15,166,721	\$ 12,502,347	\$ (2,664,374)
Delinquency Services Division	7,485,595	5,786,194	(1,699,401)
<b>SUB-TOTAL DHS</b>	<b>\$ 22,652,316</b>	<b>\$ 18,288,541</b>	<b>\$ (4,363,775)</b>
Mental Health Division	21,812,715	24,339,628	2,526,913
State Juvenile Corrections	0	1,874,167	1,874,167
<b>GRAND TOTAL</b>	<b>\$ 44,465,031</b>	<b>\$ 44,502,336</b>	<b>\$ 37,305</b>
<b>II. <u>Other Programs</u></b>			
Community Options Program	\$ 6,730,691	\$ 6,965,324	\$ 234,633
COP - Waiver	5,337,815	6,251,234	913,419
Community Integration Program IA	10,950,920	12,296,964	1,346,044
Community Integration Program IB	15,696,908	19,866,548	4,169,640
Community Integration Program II	1,310,243	3,389,209	2,078,966
Brain Injury Waiver	1,970,022	2,199,969	229,947
Foster Care Continuation	149,592	149,592	0
Birth to Three Year Old	2,532,430	2,532,430	0
AODA Block Grant	2,431,021	0	(2,431,021)
AODA Day Care	68,800	0	(68,800)
Intravenous Drug Abuse	610,000	0	(610,000)
AODA Primary Prevention	220,036	0	(220,036)
AODA TANF	2,430,761	0	(2,430,761)
DD Family Support	745,328	745,328	0
Community Intervention	1,477,979	1,477,979	0
Prior Year Reconciliation	1,700,000	350,000	(1,350,000)
Juvenile Court AODA	408,276	453,554	45,278
Mental Health Block Grant	50,000	50,000	0
<b><u>Youth Aids</u></b>			
State Juvenile Corrections	32,487,020	31,923,109	(563,911)
Community Programs	2,893,349	0	(2,893,349)
Youth Aids - AODA	51,694	47,626	(4,068)
<b>SUB TOTAL YOUTH AIDS</b>	<b>\$ 35,432,063</b>	<b>\$ 31,970,735</b>	<b>\$ (3,461,328)</b>
<b>TOTAL OTHER PROGRAMS</b>	<b>\$ 90,252,885</b>	<b>\$ 88,698,866</b>	<b>\$ (1,554,019)</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN SERVICES

**UNIT NO.** 8000

**FUND:** General - 0001

<b>FINANCIAL ASSISTANCE REVENUE IN THE DEPARTMENT OF HUMAN SERVICES</b>			
<u>Program</u>	<u>2001 Budget</u>	<u>2002 Budget</u>	<u>2001/2002 Change</u>
Income Maintenance Administration	\$ 8,689,981	\$ 18,514,318	\$ 9,824,337
Day Care Administration	4,928,929	6,155,227	1,226,298
W2 Agencies	11,368,124	1,290,485	(10,077,639)
W2 Front Door	0	1,972,488	1,972,488
Welfare to Work	0	166,667	166,667
Energy Assistance Administration	1,632,061	1,745,165	113,104
Outstation Service	440,350	0	(440,350)
Program Integrity	305,148	335,148	30,000
<b>TOTAL</b>	<b>\$ 27,364,593</b>	<b>\$ 30,179,498</b>	<b>\$ 2,814,905</b>

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$ 39,035	Provide Hmong translation for Energy Assistance Program	Hmong American Friendship Organization
\$ 39,035	Provide Spanish translation for Food Stamp, Medical Assistance and Child Day Care application and eligibility	Latino Health Organization
\$ 39,035	Provide Hmong & Laotian translation for Food Stamp, Medical Assistance and Child Day Care application and eligibility	Western Bilingual Services
\$ 89,300	Technical assistance to certified family day care providers	Data Base Inc.
\$ 70,000	Provide substitute child care workers to agencies to replace staff attending training programs	Gray's Child Development Center
\$ 63,774	Maintain career ladder data base of all licensed child care workers	The Registry
\$ 81,473	Medical screening and services to youth in the Detention Center	Medical College of Wisconsin
\$121,540	Psychiatric screening and follow-up for youth in the Detention Center	Alternatives in Psychological Consultation
\$ 65,000	Complete outcomes evaluation for purchased services for delinquent youth and re-design treatment programs.	Planning Council for Health and Human Services

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF HUMAN SERVICES

**UNIT NO.** 8000  
**FUND:** General - 0001

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>FINANCIAL ASSISTANCE DIVISION</b>				
<u>Average Monthly Cases Served</u>				
Food Stamps	38,103	38,588	38,103	38,600
Medicaid	51,934	52,486	51,934	52,500
Child Day Care Families Per Month	8,895	8,404	8,895	8,500
Interim Disability Assistance Program	95	95	95	134
Maximum Monthly Grant	\$ 205	\$ 205	\$ 205	\$ 205
<b>DELINQUENCY AND COURT SERVICES DIVISION</b>				
Staffed Capacity of Juvenile Detention	120	120	120	109
Average Monthly Probation/Court Intake Cases	3,406	3,584	3,224	3,729
Average Monthly Delinquency Referrals	420	499	577	474
Average Monthly Children in CCI/Wraparound	282	311	330	257
Average Monthly Foster Care Cases	49	8	19	10
Average Monthly Slots in Community Diversion				
Pre-dispositional	564	572	492	478
Post-dispositional	278	227	288	282
Temporary Shelter	73	64	64	64
<b>CHILD WELFARE DIVISION</b>				
Average Annual Adoptions Completed	303	288	360	0
<u>State Division of Corrections</u>				
Average Monthly Cases:				
DOC-Corrections	368	391	398	389
DOC-Child Care Institution	116	91	107	86
<b>ADULT SERVICES DIVISION</b>				
<u>DD Service Bureau - Adults</u>				
Community Residential	83	85	80	85
Community Living Support Services	940	1,049	1,199	1,199
Work and Day Services (Adult)	1,174	1,956	1,250	1,250
Long Term Support	<u>813</u>	<u>841</u>	<u>886</u>	<u>886</u>
TOTAL	3,010	3,931	3,415	3,420
<u>DD Service Bureau - Children</u>				
Work and Day Program	2,100	2,400	2,200	2,200
Family Support	<u>350</u>	<u>317</u>	<u>350</u>	<u>350</u>
TOTAL	2,450	2,717	2,550	2,550
<u>Physical Disabilities</u>				
Long Term Support Services	794	784	923	923
<u>Access and Brief Services</u>				
Access and Brief Services	8,500	12,900	12,500	12,500
Referrals Served	<u>2,500</u>	<u>1,859</u>	<u>2,500</u>	<u>2,500</u>
TOTAL	11,000	14,759	15,000	15,000



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

The Department of Parks administers and operates the Milwaukee County Park System. Major facilities include two indoor swimming pools, nine outdoor pools, 39 wading pools and three family aquatic centers, 16 golf courses (including the home of the Greater Milwaukee Open Golf Tournament), 130 tennis courts, three recreation centers, 23 major pavilions, 200 athletic fields, boat launching sites,

the McKinley Marina, the Mitchell Park Horticultural Conservatory, Wehr Nature Center and Boerner Botanical Gardens. The Park System spans almost 15,000 acres and encompasses 139 parks and parkways, five beaches, extensive roadways and bike trails and 170 picnic areas.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 28,845,257	\$ 28,969,107	\$ 29,732,308	\$ 763,201
Services	4,772,367	4,924,818	5,431,748	506,930
Commodities	3,749,191	3,823,420	3,893,744	70,324
Other Charges	15,630	19,650	19,650	0
Capital Outlay	789,595	949,000	621,108	(327,892)
County Service Charges	12,416,370	12,021,712	12,179,991	158,279
Abatements	(9,575,938)	(8,714,290)	(8,625,787)	88,503
<b>Total Expenditures</b>	<b>\$ 41,012,472</b>	<b>\$ 41,993,417</b>	<b>\$ 43,252,762</b>	<b>\$ 1,259,345</b>
State & Federal Revenue	226,990	144,740	144,740	0
Other Direct Revenue	16,121,932	18,281,151	18,565,756	284,605
<b>Direct Property Tax Levy</b>	<b>\$ 24,663,550</b>	<b>\$ 23,567,526</b>	<b>\$ 24,542,266</b>	<b>\$ 974,740</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 1,233,828	\$ 1,192,427	\$ 1,417,684	\$ 225,257
Courthouse Space Rental	0	0	0	0
Document Services	82,879	74,075	65,570	(8,505)
Tech Support & Infrastructure	184,885	181,432	94,263	(87,169)
Distribution Services	6,360	10,199	8,114	(2,085)
Emergency Mgmt Services	0	0	16,667	16,667
Telecommunications	80,226	65,793	85,520	19,727
Records Center	1,520	64	2,196	2,132
Radio	2,914	2,500	3,040	540
Personal Computer Charges	139,415	162,000	40,000	(122,000)
Applications Charges	0	100,807	84,930	(15,877)
<b>Total Charges</b>	<b>\$ 1,732,027</b>	<b>\$ 1,789,297</b>	<b>\$ 1,817,984</b>	<b>\$ 28,687</b>
<b>Direct Property Tax Levy</b>	<b>\$ 24,663,550</b>	<b>\$ 23,567,526</b>	<b>\$ 24,542,266</b>	<b>\$ 974,740</b>
<b>Total Property Tax Levy</b>	<b>\$ 26,395,577</b>	<b>\$ 25,356,823</b>	<b>\$ 26,360,250</b>	<b>\$ 1,003,427</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

**MISSION**

Within budget and policy guidelines established by the Milwaukee County Board of Supervisors, the Department services the needs of Milwaukee County citizens in the following ways:

- Preserves and protects the natural environment paying special attention to critical and sensitive natural resources.
- Provides open space for the enjoyment and recreation needs of the public while responding to ever changing urban development patterns and recreational demands.
- Provides a variety of safe, active and passive recreation opportunities, offered at reasonable costs, which are responsive to the needs of the public.

<b>OUTCOMES MEASURES*</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Citizens and visitors to Milwaukee County will have a variety of recreational activities to choose from and enjoy.	a. Number of participants at golf courses, aquatic facilities, marinas and community centers. b. Number of participants of the Nature in the Parks Program, Wehr Nature Center, Boerner Gardens and Mitchell Conservatory. c. Number of miles of bike trail maintained, number of free concerts and miles of roads maintained. d. Number of public contacts and web site hits.	a. Attain the goal of three and five year averages. b. Attain the goal of three year averages. c. Maintain the current system of trails and roads and continue to provide passive recreational opportunities. d. Acquaint an ever-increasing number of people with the services and programs offered by the Parks Department.
2.	Park patrons will be able to use and enjoy parks and facilities that are aesthetically pleasing, clean and well maintained.	a. Number of "critical" rated projects needing immediate remedial action for parkway drives and parking lots. b. Consumer satisfaction surveys.	a. Reduce initial DPW list by 20%. b. Continue to respond with a proactive approach to customer issues.
3.	Persons utilizing the Park System will enjoy a safe and secure environment.	a. Number of Park Watch groups, meetings and members. b. Number of vandalism and theft reports. c. Number of Park Watch meetings where law enforcement personnel attend. d. Contacts with law enforcement personnel to address specific public safety issues.	a. Maintain current levels. Start new groups where there is interest or excessive problems. b. Implement preventive programs in problem areas. c. 100% attendance. d. Weekly phone contacts during peak season.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

<b>OUTCOMES MEASURES*</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
4.	The natural beauty of the Park System's native flora and fauna will be fully represented in a thriving and balanced ecosystem. Recreational activities will be provided that are compatible with healthy and natural settings.	a. Number of acres restored or reclaimed from invasive plant species. b. Number of volunteer hours spent in preventive or maintenance efforts. c. Number of children and adults attending environmental programs and classes.	a. Stop the spread of foreign species within the Park System. b. Increase the number of allowable projects to be worked on by volunteers. c. Increase attendance by 5%.

\* Outcomes Measures are the same as included in the 2001 Adopted Budget as a result of budgetary constraints in developing the 2002 budget. Outcomes measures will be reviewed and reassessed during 2002.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 28,845,257	\$ 28,696,107	\$ 29,732,308	\$ 1,036,201
Position Equivalent (Funded)*	876.3	872.6	794.2	(78.4)
% of Gross Wages Funded	85.8	85.8	80.2	(5.6)
Overtime (Dollars)**	\$ 445,899	\$ 196,872	\$ 196,872	\$ 0
Overtime (Equivalent to Positions)	17.3	7.2	7.2	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

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**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

<b>PERSONNEL CHANGES</b>				
<b>Job Title/Classification</b>	<b>Action</b>	<b>Number of Positions/FTE Percent</b>	<b>Division</b>	<b>Cost of Positions</b>
Special Events Coordinator	Create	1/100%	Operations	\$ 44,222
Painter (Buildings)	Abolish	6/100%	Facilities	(383,688)
Head Lifeguard (Seas)	Abolish	.78/100%	Recreation	(20,964)
Assistant Head Lifeguard (Seas)	Abolish	.78/100%	Recreation	(16,446)
Lifeguard (Seas)	Abolish	4.51/100%	Recreation	(82,548)
Head Lifeguard	Abolish	1/100%	Recreation	(37,186)
Head Lifeguard (Seas)	Abolish	.39/100%	Recreation	(10,614)
Assistant Head Lifeguard (Seas)	Abolish	.99/100%	Recreation	(17,656)
Lifeguard (Seas)	Abolish	4.49/100%	Recreation	(50,997)
Park Maintenance Worker	Abolish	1.2/100%	Operations	(43,864)
Park Worker (Seas)	Abolish	7/100%	Operations	(112,295)
Clerical Assistant 2 (NR)	Abolish	1/100%	Concessions	(39,404)
Office Assistant 3	Abolish	1/100%	Operations	(43,080)
Secretarial Assistant (NR)	Abolish	1/100%	Marketing	(36,962)
Park Maintenance Worker 2	Create	1/100%	Operations	46,676
Park Worker 3	Create	1/100%	Operations	19,362
Park Worker 1	Create	.5/100%	Operations	6,328
Registered Nurse 1 (Pool)	Abolish	.31/100%	Recreation	(16,976)
Recreation Leader 1	Abolish	.78/100%	Recreation	(11,814)
Recreation Leader 2 (Spec Rec)	Abolish	4.37/100%	Recreation	(29,535)
Music Education Instructor	Abolish	1/100%	Recreation	(23,130)
Recreation Fitness Instructor (Seas)	Abolish	1/100%	Recreation	(23,130)
Program Supervisor (Spec Rec)	Abolish	2/100%	Recreation	(93,750)
Arts & Crafts Instructor (Seas)	Abolish	1/100%	Recreation	(26,188)
Community Center Manager	Abolish	2/100%	Recreation	(120,000)
Community Center Supervisor	Abolish	2/100%	Recreation	(93,720)
Park Maintenance Worker Assistant	Abolish	2/100%	Recreation	(74,028)
Arts & Crafts Instructor	Abolish	2/100%	Recreation	(73,892)
Senior Citizen Program Instructor	Abolish	4/100%	Recreation	(144,308)
Senior Citizen Program Instructor (Seas)	Abolish	2.04/100%	Recreation	(46,242)
Woodworking Instructor (Seas)	Abolish	.43/100%	Recreation	(7,766)
			<b>TOTAL</b>	<b>\$ (1,563,595)</b>

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

<b>ORGANIZATIONAL COST SUMMARY</b>					
<b>DIVISION</b>		<b>2000</b>	<b>2001</b>	<b>2002</b>	<b>2001/2002</b>
		<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>
Finance/Administration	Expenditure	\$ 3,190,729	\$ 3,570,304	\$ 3,760,953	\$ 190,649
	Abatement	1,581,598	1,618,131	1,602,748	(15,383)
	Revenue	52,066	300	300	0
	Tax Levy	\$ 1,557,065	\$ 1,951,873	\$ 2,157,905	\$ 206,032
Operations	Expenditure	\$ 29,237,807	\$ 27,065,699	\$ 29,334,360	\$ 2,268,661
	Abatement	511,960	460,096	428,725	(31,371)
	Revenue	11,881,027	13,198,278	13,967,949	769,671
	Tax Levy	\$ 16,844,820	\$ 13,407,325	\$ 14,937,686	\$ 1,530,361
Programs	Expenditure	\$ 8,444,651	\$ 9,721,110	\$ 8,179,954	\$ (1,541,156)
	Abatement	190,551	199,253	136,481	(62,772)
	Revenue	4,081,496	4,892,737	4,351,572	(541,165)
	Tax Levy	\$ 4,172,604	\$ 4,629,120	\$ 3,691,901	\$ (937,219)
Marketing	Expenditure	\$ 623,217	\$ 696,423	\$ 715,804	\$ 19,381
	Abatement	13,273	16,744	14,958	(1,786)
	Revenue	234,630	287,700	344,975	57,275
	Tax Levy	\$ 375,314	\$ 391,979	\$ 355,871	\$ (36,108)
Facilities	Expenditure	\$ 9,092,006	\$ 9,654,171	\$ 9,887,478	\$ 233,307
	Abatement	7,278,556	6,420,066	6,442,875	22,809
	Revenue	99,703	46,876	45,700	(1,176)
	Tax Levy	\$ 1,713,747	\$ 3,187,229	\$ 3,398,903	\$ 211,674

**GENERAL DESCRIPTION**

The Parks Department budget is presented in an organizational format that focuses on its five major divisions: Finance/Administration, Operations, Programs, Marketing and Facilities.

public services, recreation and special recreation operations.

**PROGRAM DESCRIPTIONS**

The **Finance/Administration Division** manages the Department's budgeting, purchasing, accounting, data processing, training and human resources functions. For purposes of budget presentation, the Director's office is incorporated within this Division.

The **Marketing Division** is responsible for outside vendor contract administration, special events, promotions, publicizing Park facilities and activities, Park development and merchandising.

The **Operations Division** manages the daily operation of the three Park regions and the horticulture operation. The horticulture operation includes the Mitchell Conservatory, Boerner Botanical Gardens, Wehr Nature Center, the Greenhouse and other horticultural and botanical functions.

The **Facilities Division** is responsible for the physical maintenance of the park system, capital planning and landscape services function. The Park Maintenance Section provides skilled trades services, a central stores operation and utility shop services to the other Park regions and divisions. The Landscape Services Section provides forestry, landscaping and miscellaneous Park construction services. The Park Planning Section provides landscape architectural services, design, planning and technical support services.

**BUDGET HIGHLIGHTS**

The **Programs Division** is responsible for the programmatic development, implementation and management of the aquatics, golf, concessions,

- Due to fiscal constraints, the Parks Department Personal Services lump-sum reduction totals \$4,650,948 to establish a net salary budget that

COUNTY EXECUTIVE'S 2002 BUDGET

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is 80.2% of gross wages. This equates to a 19.8% reduction in gross wages compared to a 14.2% reduction in gross wages for 2001.

- The allocation for the purchase of major equipment is reduced by \$300,000, from \$500,000 to \$200,000. This reduction is partially offset by an increase of \$100,000 for the lease/purchase of major equipment to provide additional and new equipment and spread the cost over a three-year period.
- Crosscharges from Central Automotive Maintenance Division for equipment and vehicle rental are increased \$223,936, from \$2,792,730 to \$3,016,666.
- \$ 44,222 Create 1 Special Events Coordinator  
(44,222) Increase Building Rental Revenue  
\$ 0 Tax Levy Effect

Included in the business plan for the Boerner Botanical Gardens Education and Visitors Center is a provision for a Special Events Coordinator. The Center is scheduled to open in 2003. The Special Events Coordinator is needed in 2002 to begin marketing and promotion of the new facility and to coordinate the numerous building activities with available rental space. The position cost is totally offset with room reservation rental revenue.

- \$ (61,500) Personnel Savings  
61,500 Cross Charge Reduction  
\$ 0 Tax Levy Effect

The Parks Department will no longer mow boulevards for the Highway Department in 2002. This results in a savings of staff time and a reduction in charges to the Highway Department for this service.

- \$(383,688) Abolish 6 Painter (Buildings)  
56,000 Increase Time & Material Painting Allocation  
\$(327,688) Tax Levy Effect

Due to fiscal constraints, six Painter positions in Park Maintenance are abolished. The painting Time and Materials allocation is increased \$56,000, from \$94,000 to \$150,000, and the

Painter Supervisor position is retained to direct and oversee the Parks painting projects, including scheduling jobs, setting specifications, quality control, and other coordination with the park units and Time and Material contractors.

- \$ (20,964) Abolish .78 FTE Head Lifeguard (Seasonal)  
(16,446) Abolish .78 FTE Assistant Head Lifeguard (Seasonal)  
(82,548) Abolish 4.51 FTE Lifeguard (Seasonal)  
17,330 Reduce revenue from Whitefish Bay for staffing of Klode Beach  
\$(102,628) Tax Levy Effect

Due to fiscal constraints, the Parks Department will no longer provide lifeguard staffing at the six Milwaukee County supervised beaches: Bradford, Doctors, Grant, Klode, McKinley and South Shore. Persons using these areas will swim at their own risk at all times. A survey of other areas shows that use of lifeguards on large stretches of open water does not occur. In addition, lifeguards are now only provided during daytime hours. Any swimming that occurs after 5 p.m. is currently done without lifeguards.

- \$ (37,186) Abolish 1 Head Lifeguard  
(10,614) Abolish .39 FTE Head Lifeguard (Seasonal)  
(17,656) Abolish .99 FTE Assistant Head Lifeguard (Seasonal)  
(50,997) Abolish 4.49 FTE Lifeguard (Seasonal)  
(43,864) Abolish 1.2 FTE Park Maintenance Worker  
(112,295) Abolish 7 FTE Park Worker (Seasonal)  
(128,194) Operating Costs  
45,700 Revenue Reduction  
\$(355,106) Tax Levy Effect

The recently completed Milwaukee County pool study was presented to the County Board. The study recommended the closing of one indoor and several outdoor pools. Due to fiscal constraints, four pools will be closed in 2002 rather than phasing them out over a period of time. The pools that will be closed are Moody, Grobschmidt, Madison and Dineen.

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- An appropriation of \$25,000 is included to hire a consultant to develop alternative recreation opportunities for residents of the area served by Moody Pool, which is to be closed in 2002.
- \$(137,736) Personnel Savings  
 (40,100) Operating Costs  
68,900 Revenue Loss  
 \$(108,936) Tax Levy Effect

Due to fiscal constraints, Noyes and Pulaski indoor pools will be closed during the months of June, July and August. Annual preventive maintenance will be performed during this time, when other pools are open for swimming.

- \$ (39,404) Abolish 1 Clerical Assistant 2 (NR)  
 (43,080) Abolish 1 Office Assistant 3  
(36,962) Abolish 1 Secretarial Assistant (NR)  
 \$(119,446) Tax Levy Effect

Due to fiscal constraints, three vacant clerical positions are abolished, resulting in a tax levy savings of \$119,446.

- \$ 46,676 Create 1 Park Maintenance Worker 2  
 19,362 Create 1 FTE Park Worker 3  
 6,328 Create 0.5 FTE Park Worker 1  
 55,000 Equipment and Operating Costs  
(9,050) Picnic, Practice Permit and Building Rental Revenue  
 \$118,316 Tax Levy Effect

The above positions, operating costs and revenues are budgeted for Gordon Park as a result of the Gordon Park Redevelopment Capital Improvement Project which will be completed in 2002. Park improvements include a multi-purpose pavilion (two meeting rooms, kitchen, an indoor-outdoor stage and two office areas), parking lot, splash pad, playground, soccer field, two picnic areas and a picnic shelter.

- \$ (16,976) Abolish .31 FTE Registered Nurse 1 (Pool)  
 (11,814) Abolish .78 FTE Recreation Leader 1  
 (29,535) Abolish 4.37 FTE Recreation Leader 2 (Special Recreation)  
 (23,130) Abolish 1 FTE Music Education Instructor

- (23,130) Abolish 1 FTE Recreation Fitness Instructor (Seasonal)
- (93,750) Abolish 2 Program Supervisor (Special Recreation)
- (26,188) Abolish 1 FTE Arts & Crafts Instructor (Seasonal)
- (2,724) Reduce Shift Differential
- 63,180 Reduce Revenue
- \$(164,067) Tax Levy Effect

Responsibility for disability related recreational programming is transferred to the Office for Persons with Disabilities. This responsibility had previously been assumed by the Special Recreation Program of the Parks Department. Services were delivered at Wil-O-Way programs located at Grant and Underwood Parks. Program design and implementation are more efficiently and effectively handled by the Office for Persons with Disabilities whose experience and expertise will provide reliable and comprehensive disability related information and assistance to assure that Milwaukee County programs, services and activities are accessible to people with disabilities. Although programming will end on January 1, 2002, the Office for Persons with Disabilities will meet with members of the recreation and disability community to review and develop recommendations for integrated and mainstream programming that meets the intent of the Americans with Disabilities Act. This type of intergovernmental and community collaboration is consistent with the Strategic Planning of Milwaukee County and the Parks Department and results in the provision of high quality, responsive services that enhance the quality of life for all people.

- \$(120,000) Abolish 2 Community Center Manager  
 (93,720) Abolish 2 Community Center Supervisor  
 (74,028) Abolish 2 Park Maintenance Worker Assistant  
 (73,892) Abolish 2 Arts and Crafts Instructor  
 (144,308) Abolish 4 Senior Citizen Program Instructor  
 (46,242) Abolish 2.04 FTE Senior Citizen Program Instructor (Seasonal)  
 (7,766) Abolish .43 FTE Woodworking Instructor (Seasonal)

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(297,202) Reduce Operating Costs  
89,338 Reduce Revenue  
 \$(767,820) Tax Levy Effect

The operations and funding of the Rose, Kelly and Wilson Senior Centers are transferred to the Department on Aging to provide more efficient and effective planning, developing, purchasing and coordinating of services for the older adult population that utilizes these Centers. The Department on Aging's experience and expertise in meeting the needs of older adults has been demonstrated with enhanced programming and increased attendance at the Washington Senior Center, which was transferred from the Parks Department in 1995. The Department on Aging will also provide a single entry point for older adults and their caregivers who are in need of elderly service information and assistance. This type of intergovernmental collaboration is consistent with the Strategic Planning of Milwaukee County and the Parks Department and results in the provision of high quality, responsive services that enhance the quality of life for all people.

- Because of major reductions in core park operations, funding for system enhancements will be diverted to purchase basic needs. As a result, the Amenity Matching Fund which is used to finance park enhancements is eliminated in 2002, reducing expenditures \$100,000 and revenues \$50,000. In addition, the Capital Improvement Project Account for the Parks Enhancement Fund is eliminated and revenue from the sale of any parkland will now be used to purchase major equipment in the operating budget to improve employee efficiency. This change results in an operating budget revenue increase of \$200,000.

- A summary of the primary fee increases included in the 2002 budget are:

\$211,500	McKinley Marina Slip Rentals
190,300	Golf Permit Fees
76,500	Mitchell Conservatory Admissions

- The budget for golf permit sales is decreased from 609,000 permits to 601,000 permits. This calculation is based on a five-year average.
- O'Donnell Park parking revenue is increased \$200,000, from \$1,700,000 to \$1,900,000.
- Numerous park fees are increased in the 2002 budget as follows:
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

<u>Category</u>	<u>2001 Fee</u>	<u>2002 Fee</u>	<u>Change</u>
<b>ATHLETIC FIELD RESERVATIONS</b>			
Adult-Day (Hour - All Day)	\$ 7.00	\$ 7.50	\$ .50
Adult-Night Lighted (Hour)	25.00	30.00	5.00
Youth-Day (Hour - After 5 P.M)	3.00	3.50	.50
Youth-Night Lighted (Hour)	25.00	30.00	5.00
<b>CONSERVATORY ADMISSION (DAY)</b>			
Adult (18 and Older)	4.00	4.50	.50
Junior (Ages 6-17)	2.50	3.00	.50
Senior	2.50	3.00	.50
Disabled	2.50	3.00	.50
Adult Student With Educator	4.25	4.50	.25
Junior With Educator	3.00	3.50	.50
Admission Packet	3.00	3.50	.50
<b>CONSERVATORY GROUPS (DAY)</b>			
Adult Rate	3.50	4.00	.50
Junior Rate	2.25	2.75	.50
<b>CONSERVATORY ROOM</b>			
6 Hour Rental Friday and Saturday	465.00	600.00	135.00
6 Hour Rental Sunday Through Thursday	415.00	500.00	85.00
<b>CONSTRUCTION PERMITS/EASEMENTS</b>			
Easement Process (Site/Year)	4,000.00	4,500.00	500.00
Right to Entry (Site/Year)	3,000.00	3,500.00	500.00
Utility Permit (Site/Year)	750.00	800.00	50.00
Utility Permit Additional Lineal Foot (Site/Year)	7.50	8.00	.50
<b>GOLF PERMIT FEES</b>			
<i>Premium Course (Brown Deer)</i>			
18-Hole Weekdays			
Discount	29.00	29.75	.75
Standard	69.00	71.00	2.00
18-Hole Tuesday/Thursday			
Junior/Senior/Disabled	20.25	20.75	.50
9-Hole Weekdays			
Discount	17.50	18.00	.50
Standard	39.25	40.50	1.25
9-Hole Tuesday/Thursday			
Junior/Senior/Disabled	12.25	12.50	.25
18-Hole Weekends and Holidays			
Discount	33.75	34.75	1.00
Standard	75.00	77.25	2.25
9-Hole Weekends and Holidays			
Discount	21.75	22.50	.75
Standard	43.25	44.50	1.25
<i>Gold Courses (Dretzka, Oakwood, Whitnall)</i>			
18-Hole Weekdays			
Discount	18.50	19.00	.50
Standard	25.00	25.75	.75
Junior/Senior/Disabled	13.00	13.50	.50
9-Hole Weekdays			
Discount	12.25	12.50	.25
Standard	15.50	16.00	.50
Junior/Senior/Disabled	8.75	9.00	.25

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: DEPARTMENT OF PARKS**

**UNIT NO. 9000**

**FUND: General - 0001**

<u>Category</u>	<u>2001 Fee</u>	<u>2002 Fee</u>	<u>Change</u>
18-Hole Weekends and Holidays			
Discount	\$ 21.00	\$ 21.75	\$ .75
Standard	29.00	29.75	.75
Junior/Senior/Disabled	21.00	21.75	.75
9-Hole Weekends and Holidays			
Discount	14.50	15.00	.50
Standard	19.00	19.50	.50
Junior/Senior/Disabled	14.50	15.00	.50
<i>Silver Courses</i> [Currie, Greenfield, Grant Lincoln (9)]			
18-Hole Weekdays			
Discount	16.00	16.50	.50
Standard	22.00	22.50	.50
Junior/Senior/Disabled	11.25	11.50	.25
9-Hole Weekdays			
Discount	11.00	11.25	.25
Standard	14.00	14.50	.50
Junior/Senior/Disabled	7.75	8.00	.25
18-Hole Weekends and Holidays			
Discount	18.00	18.50	.50
Standard	24.00	24.75	.75
Junior/Senior/Disabled	18.00	18.50	.50
9-Hole Weekends and Holidays			
Discount	13.25	13.75	.50
Standard	16.00	16.50	.50
Junior/Senior/Disabled	13.25	13.75	.50
<i>Bronze Courses</i> (Hansen, Warnimont)			
18-Hole Anytime			
Discount	8.50	8.75	.25
Standard	10.50	10.75	.25
Junior/Senior/Disabled	6.00	6.25	.25
9-Hole Anytime			
Discount	6.50	6.75	.25
Standard	8.25	8.50	.25
Junior/Senior/Disabled	4.00	4.25	.25
Golf Rentals (Round)			
Club and Bag	5.00	6.00	1.00
Individual Clubs	1.25	1.50	.25
Bag Only	1.25	1.50	.25
Caddy Cart	1.75	2.00	.25
MCKINLEY MARINA SLIP FEES			
South Marina			
Resident			
25 feet	1,075.00	1,095.00	20.00
30 "	1,365.00	1,390.00	25.00
35 "	1,820.00	1,855.00	35.00
40 "	2,085.00	2,125.00	40.00
45 "	2,355.00	2,400.00	45.00
60 "	3,995.00	4,075.00	80.00
Transient Day/Min Up To 25 feet	23.10	25.00	1.90
Transient Day/Each Foot Over 25 feet	1.50	2.00	.50

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

<u>Category</u>	<u>2001 Fee</u>	<u>2002 Fee</u>	<u>Change</u>
Non-Resident			
25 feet	\$1,140.00	\$1,165.00	\$ 25.00
30 "	1,440.00	1,470.00	30.00
35 "	1,935.00	1,975.00	40.00
40 "	2,220.00	2,265.00	45.00
45 "	2,475.00	2,525.00	50.00
60 "	4,220.00	4,305.00	85.00
MCKINLEY MARINA SLIP FEES			
Center Marina			
Resident			
25 feet	1,075.00	1,200.00	125.00
30 "	1,365.00	1,525.00	160.00
35 "	1,820.00	2,030.00	210.00
40 "	2,085.00	2,330.00	245.00
45 "	2,355.00	2,625.00	270.00
55 "	0	4,010.00	4,010.00
60 "	3,995.00	4,455.00	460.00
Non-Resident			
25 feet	1,140.00	1,270.00	130.00
30 "	1,440.00	1,605.00	165.00
35 "	1,935.00	2,160.00	225.00
40 "	2,220.00	2,475.00	255.00
45 "	2,475.00	2,765.00	290.00
55 "	0	4,245.00	4,245.00
60 "	4,220.00	4,705.00	485.00
North Marina (A-D Docks)			
Resident			
27 feet	1,235.00	1,295.00	60.00
30 "	1,450.00	1,525.00	75.00
32 "	1,555.00	1,635.00	80.00
35 "	1,935.00	2,030.00	95.00
37 "	2,045.00	2,145.00	100.00
38 "	2,100.00	2,205.00	105.00
40 "	2,220.00	2,330.00	110.00
45 "	2,500.00	2,625.00	125.00
50 "	3,395.00	3,565.00	170.00
Non-Resident			
27 feet	1,305.00	1,370.00	65.00
30 "	1,530.00	1,605.00	75.00
32 "	1,645.00	1,725.00	80.00
35 "	2,055.00	2,160.00	105.00
37 "	2,170.00	2,280.00	110.00
38 "	2,230.00	2,340.00	110.00
40 "	2,355.00	2,475.00	120.00
45 "	2,635.00	2,765.00	130.00
50 "	3,605.00	3,785.00	180.00
Dry Sail Daily	10.00	15.00	5.00
Dinghy Store/Launch Season	225.00	250.00	25.00
Trailer Storage Summer	150.00	175.00	25.00
Locker Rental Season	40.00	45.00	5.00
Boat Storage Winter Trailered-in	275.00	300.00	25.00
Boat Storage Winter Trucked-in	400.00	450.00	50.00

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

<u>Category</u>	<u>2001 Fee</u>	<u>2002 Fee</u>	<u>Change</u>
<b>SOUTH SHORE MARINA</b>			
Dinghy Store/Launch Season	\$ 225.00	\$ 250.00	\$ 25.00
<b>OVERNIGHT LODGE RENTAL</b>			
6 Hour Rental	140.00	150.00	10.00
Additional Hour	30.00	35.00	5.00
Overnight	70.00	75.00	5.00
Overnight – Non-resident	140.00	150.00	10.00
<b>PHOTOGRAPHY (Advertising and Commercial Use)</b>			
Permit (Hour)	30.00	35.00	5.00
Domes/Boerner/Lake Ft/Wil Rec (8 Hours)	500.00	550.00	50.00
Domes/Boerner/Lake Ft/Wil Rec (Additional Hours)	65.00	70.00	5.00
Other Parks & Park Facilities (8 Hours)	250.00	300.00	50.00
Other Parks & Park Facilities (Additional Hours)	50.00	55.00	5.00
<b>PICNIC PERMITS (Person/Day)</b>			
1- 50	45.00	50.00	5.00
51-100	90.00	100.00	10.00
101-150	135.00	150.00	15.00
151-200	180.00	200.00	20.00
201-250	225.00	250.00	25.00
251-300	270.00	300.00	30.00
301-350	315.00	350.00	35.00
351-400	360.00	400.00	40.00
401-450	405.00	450.00	45.00
451-500	450.00	500.00	50.00
500 or More	495.00	600.00	105.00
Charge Per Additional 50 Persons	45.00	50.00	5.00
Additional Fee for Shelter Building (W/O Electricity)	50.00	60.00	10.00
Additional Fee for Shelter Building (With Electricity)	60.00	75.00	15.00
<b>BANDSHELL RENTALS (6 Hours)</b>			
Stage	350.00	375.00	25.00
Backstage and Dressing Rooms	350.00	375.00	25.00
<b>BUILDING/ROOM RENTAL (6 Hours)</b>			
Tier 1 100 People	125.00	150.00	25.00
Tier 2 100-175 People	160.00	185.00	25.00
Tier 3 200+ People	300.00	350.00	50.00
Additional Hour	30.00	35.00	5.00
<b>BROWNDEER CLUBHOUSE RENTAL</b>			
Weekday 6 Hours Groups of 70 or Less	160.00	185.00	25.00
Weekday Additional Hour	30.00	35.00	5.00
Weekend 6 Hours	275.00	325.00	50.00
Weekend Additional Hour	50.00	60.00	10.00
<b>COMMUNITY CENTER</b>			
1-75 People (6 Hours)	95.00	100.00	5.00
76-150 People (6 Hours)	105.00	110.00	5.00
151+ People (6 Hours)	115.00	120.00	5.00
1-75 People (2 Hours)	42.00	47.00	5.00
76-150 People (2 Hours)	48.00	53.00	5.00
151+ People	53.00	58.00	5.00
<b>VARIOUS BUILDINGS (6 Hours)</b>			
Auditorium/King	345.00	365.00	20.00
Auditorium/King Additional Hour	63.00	70.00	7.00
Carver Community Room 1-50 People	60.00	65.00	5.00
Conference Room King/Kosciuszko	125.00	130.00	5.00

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: DEPARTMENT OF PARKS**

**UNIT NO. 9000**

**FUND: General - 0001**

<u>Category</u>	<u>2001 Fee</u>	<u>2002 Fee</u>	<u>Change</u>
Gymnasium Weekdays (Hour)	\$ 47.00	\$ 55.00	\$ 8.00
Gymnasium Weekends (Hour)	52.00	60.00	8.00
Wehr Gardner Room	135.00	150.00	15.00
Wehr Gardner Room Additional Hour	30.00	35.00	5.00
<b>PARK EQUIPMENT RENTAL (24 Hours)</b>			
Banquet Table	8.50	10.00	1.50
Barricade	3.00	4.00	1.00
Card Table	3.00	4.00	1.00
Chair (Metal Folding)	2.50	3.00	.50
Rubbish Basket	4.00	5.00	1.00
Park Bench (4 Feet)	4.00	5.00	1.00
Picnic Table	7.00	10.00	3.00
Platforms (4' x 12')	21.00	30.00	9.00
Snow Fence (50 Feet)	5.50	6.00	.50
<b>COMMUNITY CENTER MEMBERSHIP (Year)</b>			
Resident	16.00	17.00	1.00
Non-Resident	60.00	65.00	5.00
Junior Resident (Ages 13-17)	15.00	16.00	1.00
Child Resident (Ages 12 and Under)	6.50	7.00	.50
<b>COMMUNITY CENTER DAILY PASS (Day)</b>			
Resident	1.25	1.50	.25
Non-resident	3.50	4.00	.50
<b>SKATING INDOOR RENTALS</b>			
Primary Ice (Hour)	165.00	175.00	10.00
Secondary Ice (Hour)	130.00	140.00	10.00
Session Adult (Ages 18-59)	4.50	5.00	.50
Session Junior/Senior (Ages 17 & Under/60+)	3.00	3.50	.50
Sessions Adult Book of 10	40.00	45.00	5.00
Sessions Junior/Senior Book of 10	25.00	30.00	5.00
Session Group Adult	4.00	4.50	.50
Session Group Junior/Senior	2.50	3.00	.50
Special Session Dance	4.00	4.50	.50
Special Session Family	3.00	3.50	.50
Session Skate	1.50	2.00	.50
Session Skate Group/Person/Session	1.00	1.50	.50
Locker Season	15.00	20.00	5.00
Locker Day	.50	.75	.25
<b>SPECIAL EVENT PERMITS</b>			
Event	200.00	250.00	50.00
Event Additional Day (25%)	50.00	62.50	12.50
Lakefront Event	425.00	500.00	75.00
Lakefront Event Additional Day (25%)	106.25	125.00	18.75
Lincoln Memorial Drive over 5000 (Day)	1,000.00	1,250.00	250.00
Lincoln Memorial Drive Additional Day (25%)	250.00	312.50	62.50
Lincoln Memorial Drive Under 5000 (Day)	650.00	750.00	100.00
Lincoln Memorial Drive Additional Day (25%)	162.50	187.50	25.00
Per Participant Fee (Event)	.50	.50	.00
<b>SWIM INDOOR</b>			
Adult (Aged 18 & Older) Session	2.00	2.25	.25
Junior (Ages 3-17) Session	.75	1.00	.25
Adult Pass (12 Sessions)	18.00	20.00	2.00
Junior Pass (12 Sessions)	7.00	9.00	2.00
Exercise Equip (Pulaski) Weight Room (Session)	2.00	2.50	.50

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

<u>Category</u>	<u>2001 Fee</u>	<u>2002 Fee</u>	<u>Change</u>
Pool Rental (Hour)	\$ 90.00	\$ 100.00	\$ 10.00
Annual Pass Adult (Open Swim Only)	125.00	135.00	10.00
Annual Pass Child (Open Swim Only)	60.00	65.00	5.00
Annual Pass Comprehensive	200.00	250.00	50.00
Annual Pass Comprehensive (Senior)	150.00	175.00	25.00
Annual Pass Comprehensive (Non resident)	300.00	350.00	50.00
Lap Swim Adult Session	2.50	2.75	.25
Lessons 8 (10 Sessions)	20.00	25.00	5.00
Water Exercise (Session)	2.50	2.75	.25
<b>SWIM OUTDOOR</b>			
Adult Session	1.50	1.75	.25
Junior Session	.50	.75	.25
Pool Rental (Hour)	60.00	75.00	15.00
Waterslide Admission (4 Hours)	2.50	3.00	.50
Waterslide Pool Rental (Hour)	90.00	100.00	10.00
Lap Swim Adult (Wilson) Session	2.50	2.75	.25
Locker (Day)	.25	.50	.25
Clothes Check (Day)	.25	.50	.25
Swim Meet Rent Competitive Pool (Meet)	200.00	250.00	50.00
Swim Meet Rent Diving Well (Meet)	50.00	75.00	25.00
Swim Meet Admission Adult (Session)	.50	.75	.25
Swim Meet Admission Junior (Session)	.50	.75	.25
<b>SWIM OUTDOOR GREENFIELD CENTER</b>			
Adult Resident (Session)	5.00	5.50	.50
Child/Senior Resident & Non-Resident (Session)	3.50	4.00	.50
Individual Resident (Season Pass)	50.00	60.00	10.00
Family up to 4 Resident (Season Pass)	125.00	150.00	25.00
Family Additional Child Resident (Season Pass)	25.00	35.00	10.00
Adult 12 or Over Non-resident (Session)	7.50	8.50	1.00
Individual Non-resident (Season Pass)	75.00	90.00	15.00
Family up to 4 Non-resident (Season Pass)	200.00	250.00	50.00
Family Non-resident Additional Child (Season Pass)	50.00	75.00	25.00
Shelter Rental (Per Hour During Public Hours)	195.00	200.00	5.00
Shelter Rental (Plus Admission/Person)	2.50	2.75	.25
Pool Rental (Per Hour After Public Hours)	300.00	350.00	50.00
Tube Rental (Session)	3.00	3.50	.50
<b>SWIM OUTDOOR KOSCIUSZKO POOL (Session)</b>			
Adult 12 or Over	3.00	3.25	.25
Child	.50	.75	.25
Senior	1.50	1.75	.25
Tube Rental	1.00	1.25	.25
<b>SWIM OUTDOOR CARVER POOL (Session)</b>			
Adult 12 or Over	1.00	1.25	.25
Child Senior	.50	.75	.25
<b>TEAM SPORTS BASEBALL (Season)</b>			
County Open (County League)	860.00	905.00	45.00
Langsdorf (County League)	1,760.00	1,850.00	90.00
Minor 15 Game (County League)	1,045.00	1,100.00	55.00
Minor 20 Game (County League)	1,360.00	1,430.00	70.00
Sr. Little League 15 Game (City Affiliated League)	625.00	655.00	30.00
Sr. Little League 20 Game (City Affiliated League)	800.00	840.00	40.00
County Summer High School (County League)	940.00	990.00	50.00

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

<u>Category</u>	<u>2001 Fee</u>	<u>2002 Fee</u>	<u>Change</u>
<b>TEAM SPORTS SOFTBALL (Season/County League)</b>			
Franchise 6 Team Slow Pitch	\$ 139.00	\$ 145.00	\$ 6.00
Franchise 8 Team Slow Pitch	200.00	210.00	10.00
Franchise 9 Team Slow Pitch	225.00	235.00	10.00
Franchise 10 Team Slow Pitch	257.00	270.00	13.00
Franchise 12 & 14 Team Slow Pitch	266.00	280.00	14.00
Wilson Major With Scorer & Board	410.00	430.00	20.00
Wilson Major With Board Only	330.00	345.00	15.00
<b>TEAM SPORTS (Season/City Affiliated League)</b>			
Franchise 6 Team Fast Pitch	456.00	480.00	24.00
Franchise 8 Team Fast Pitch	456.00	480.00	24.00
<b>TEAM SPORTS FOOTBALL (Season County League)</b>			
Adult League Touch	290.00	305.00	15.00
<b>TEAM SPORTS LEAGUE PERMITS (Team/Season)</b>			
All Sport Adult	75.00	80.00	5.00
All Sport Adult With Lights	85.00	90.00	5.00
All Sport Adult (Preferred Field)	110.00	115.00	5.00
All Sport Adult With Lights (Preferred Field)	120.00	125.00	5.00
All Sport Youth	40.00	45.00	5.00
All Sport Youth With Lights	50.00	55.00	5.00
All Sport Youth (Preferred Field)	55.00	60.00	5.00
All Sport Youth With Lights (Preferred Field)	65.00	70.00	5.00
<b>TEAM SPORTS HOME EXIBITION GAMES</b>			
Adult/Youth Team/Per Game	25.00	30.00	5.00
Adult/Youth With Lights Team/Per Game	40.00	45.00	5.00
Adult/Youth Per Game (Preferred Field)	40.00	45.00	5.00
Adult/Youth With Lights Per Game (Preferred Field)	50.00	55.00	5.00
<b>TEAM SPORTS CLINICS</b>			
Adult & Youth (Field)	100.00	105.00	5.00
<b>TEAM SPORTS TOURNAMENTS</b>			
Standard Facility (Field/Date)	110.00	115.00	5.00
Standard Facility Lighted (Field/Date)	120.00	125.00	5.00
<b>TEAM SPORTS TOURNAMENTS WILSON REC</b>			
Weekday – Evening (Date)	90.00	95.00	5.00
Weekend/Holiday (Date)	150.00	160.00	10.00
League/County Team (Date)	90.00	95.00	5.00
League Non-county Team (Date)	180.00	190.00	10.00
Adult/Youth Game	45.00	50.00	5.00
Adult/Youth Game With Scoreboard & PA System	.00	55.00	55.00
Adult/Youth Game With Lights	55.00	60.00	5.00
Adult/Youth Game With Lights Scoreboard & PA	.00	65.00	65.00
<b>TENNIS RESERVATIONS</b>			
Hour	3.50	4.00	.50
Youth Groups Hour	1.50	1.75	.25
<b>WEDDING CEREMONY</b>			
Per Event	125.00	150.00	25.00
<b>WEHR NATURE CENTER</b>			
Adult Hike	3.00	3.50	.50
Youth Resident Hike	1.50	2.00	.50
Youth Non-resident Hike	2.50	3.00	.50

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** DEPARTMENT OF PARKS

**UNIT NO.** 9000

**FUND:** General - 0001

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$200,000	Nature in the Parks	U.W. Extension
\$110,000	Tee Time Reservation System	Fairway Systems, Inc.
\$ 96,000	Professional Golf Association Contract	Professional Golf Association

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are on-going and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

<b>ACTIVITY AND STATISTICAL SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Botanical Gardens			
Attendance	253,200	220,000	200,000
Boerner in Bloom	<u>31,900</u>	<u>32,000</u>	<u>32,000</u>
Total	285,100	252,000	232,000
Conservatory			
Attendance	194,302	220,900	194,000
Rentals	95	106	109
Picnic Permits	3,022	3,000	3,000
Swimming Attendance			
Indoor	90,977	86,400	48,100
Outdoor	277,128	370,400	271,200
Waterslide	<u>14,310</u>	<u>19,200</u>	<u>18,400</u>
Total	382,415	476,000	337,700
Golf Permits	540,169	609,000	601,000
Skating Attendance			
Indoor (Paid)	23,823	26,000	23,400
Special Event Permits	345	320	345
Restaurant/Concessions			
Merchandise Cost	\$ 599,922	\$ 807,160	\$ 761,560
Resale Revenue	\$ 1,623,306	\$ 1,998,175	\$ 1,908,175
% Merchandise Cost/Revenue	37.0%	40.4%	40.4%

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: DEPARTMENT OF PARKS

UNIT NO. 9000

FUND: General - 0001

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SPONSORSHIPS OF PARK OPERATIONS

	<u>2000</u>	<u>2001</u>
Caring Communities		
Boerner Garden Concerts	\$5,000	\$5,000
Park People		
O'Donnell Park Concerts	\$4,500	\$5,000
North Shore Bank		
Jackson Park Concerts	\$2,000	\$2,000
Ameritech		
Ameritech Summer Splash	\$6,500	\$3,250
Potawatomi Nation		
Four Free Days at Pelican Cove	\$5,000	\$5,000
St. Francis Sports Medicine		
Free Days at Pulaski Indoor Pool	\$1,000	\$1,000
Wisconsin Energy Corp		
Wilson Park Concerts	\$ 0	\$2,000
Milwaukee Riverwalk District		
Red Arrow Concerts	\$ 0	\$2,000



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: ZOOLOGICAL DEPARTMENT**

**UNIT NO. 9500**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

The Zoological Department is charged with the general management of the Zoo facility. Included are business operations, management of the animal collection, maintenance of buildings and grounds, visitor services, education, planning/oversight of construction related to the capital master plan, and marketing of the Zoo.

The Zoo originally opened in the 1890s as an animal and bird display in Washington Park. It was acquired by the County in 1937 and operated under the Park Commission until 1981 when it became an independent department. The Zoo moved to its present 200-acre site in 1960. The Zoo's animal collection and exhibits are acquired with the assistance of private funding. There are presently 16 animal groupings at the Zoo, including the Reptile and Aquarium group, Australian group, Asiatic group, and the Heritage Farm.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 8,575,733	\$ 8,573,108	\$ 9,215,437	\$ 642,329
Services	3,659,729	4,469,872	4,952,178	482,306
Commodities	2,460,317	2,834,978	3,072,737	237,759
Other Charges	9,833	0	0	0
Debt & Depreciation	0	0	0	0
Capital Outlay	379,175	479,500	549,560	70,060
County Service Charges	1,131,850	1,328,477	1,445,638	117,161
Abatements	(597,934)	(694,661)	(767,884)	(73,223)
<b>Total Expenditures</b>	<b>\$ 15,618,703</b>	<b>\$ 16,991,274</b>	<b>\$ 18,467,666</b>	<b>\$ 1,476,392</b>
<b>Total Direct Revenue</b>	<b>\$ 12,278,341</b>	<b>\$ 13,513,310</b>	<b>\$ 14,769,910</b>	<b>\$ 1,256,600</b>
<b>Direct Property Tax Levy</b>	<b>\$ 3,340,362</b>	<b>\$ 3,477,964</b>	<b>\$ 3,697,756</b>	<b>\$ 219,792</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 404,328	\$ 407,580	\$ 546,134	\$ 138,554
Courthouse Space Rental	0	0	0	0
Document Services	31,027	49,056	24,548	(24,508)
Tech Support & Infrastructure	98,394	73,590	21,832	(51,758)
Distribution Services	0	3,967	0	(3,967)
Telecommunications	40,416	54,318	43,083	(11,235)
Records Center	25	33	36	3
Radio	2,914	2,500	3,040	540
Personal Computer Charges	9,466	62,000	62,000	0
Applications Charges	0	41,617	47,211	5,594
<b>Total Charges</b>	<b>\$ 586,570</b>	<b>\$ 694,661</b>	<b>\$ 747,884</b>	<b>\$ 53,223</b>
Principal and Interest	1,734,753	1,926,122	1,756,483	(169,639)
<b>Direct Property Tax Levy</b>	<b>\$ 2,080,608</b>	<b>\$ 2,224,051</b>	<b>\$ 3,697,756</b>	<b>\$ 1,473,705</b>
<b>Total Property Tax Levy</b>	<b>\$ 4,401,931</b>	<b>\$ 4,844,834</b>	<b>\$ 6,202,123</b>	<b>\$ 1,357,289</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** ZOOLOGICAL DEPARTMENT

**UNIT NO.** 9500

**FUND:** General - 0001

**MISSION**

The Milwaukee County Zoo will inspire public understanding, support and participation in global conservation of animal species and their environment by creating a unifying bond between visitors and the living earth and provide an environment for personal renewal and enjoyment for guests by:

- Contributing to world-wide animal management, conservation and research efforts;
- Fostering sound physical, psychological and social development for the animal groups in our care;
- Sharing our knowledge with the intent to reinforce the human-animal-earth bond;
- Improving the quality of our professional development, administration and operating environment;
- Striving for the financial self-sufficiency of the organization;
- Continuing the public-private partnership with the Zoological Society of Milwaukee County.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Public develops respect and support for nature.	a. Public respect and support. b. Visitor educational participation. c. County tax levy support. d. Zoological Society education. e. Compliance with 5 year plan. f. Staff professional development.	a. 50% of visitors favor increased support based on renewed respect. b. Over 1,000,000 participants. c. \$3,697,756 in operating budget. d. Over 200,000 participants. e. 95% compliance. f. 10% of full-time staff and 100% of seasonal staff trained annually.
2.	Public enjoyment of this recreational experience is enhanced.	a. Public opinion/reputation. b. Return visits. c. Stable or growing attendance. d. County tax levy support. e. Zoological Society support. f. Compliance with 5 year plan. g. Staff professional development. h. Public opinion of Zoo food service. i. Public opinion of Zoo restrooms. j. Public opinion of Zoo appearance.	a. 80% of visitors agree. b. \$14,769,910 revenue earned. c. 1,350,000 visitors or more. d. \$3,697,756 in operating budget. e. \$1,252,310 in operating budget. f. 95% compliance. g. 10% of full-time staff and 100% of seasonal staff trained annually. h. 80% of visitors surveyed are pleased. i. 80% of visitors surveyed are pleased. j. 80% of visitors surveyed are pleased.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: ZOOLOGICAL DEPARTMENT**

**UNIT NO. 9500**

**FUND: General - 0001**

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
3. The Milwaukee County Zoo makes significant contributions to the improvement of animal care and the global conservation of animal species and their natural habitat.	a. Conservation programs (number of conservation programs for animals in the wild). b. SSP percentage (number of Species Survival Plan species in the Zoo divided by the number of SSP species memberships times 100). c. Conservation collaborations (number of collaborative conservation programs with other conservation institutions and government agencies). d. Conservation planning levels (number of regional, national and international conservation workshops, seminars and conferences participated).	a. Conduct 9 or more conservation programs per year. b. More than 95% SSP percentage. c. More than 5 conservation collaborations annually. d. More than 25 conservation planning events annually.
4. The Milwaukee County Zoo makes significant contributions to the body of scientific knowledge applied towards animal care and the global conservation of animal species.	a. Research programs (number of research programs within the Zoo). b. Scientific management activity level (number of scientific management positions by Zoo staff in national and international collaborative conservation management programs). c. Scientific presentations (sum of the number of scientific publications, lectures, and other formal presentations).	a. Conduct four or more research programs annually. b. More than 12 scientific management positions. c. More than 15 scientific presentations annually.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 8,575,733	\$ 8,573,108	\$ 9,215,437	\$ 642,329
Position Equivalent (Funded)*	261.6	261.6	266.0	4.4
% of Gross Wages Funded	37.0	97.3	97.3	0.0
Overtime (Dollars)**	\$ 349,354	\$ 350,004	\$ 369,996	\$ 19,992
Overtime (Equivalent to Positions)	13.6	12.9	13.6	0.7

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: ZOOLOGICAL DEPARTMENT**

**UNIT NO. 9500**

**FUND: General - 0001**

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
Veterinary Technician	Create	1/50%	Animal Mgmt & Health	\$ 20,948
Zoo Worker 2	Create	2.97/200%	Operations	48,232
			<b>TOTAL</b>	<b>\$ 69,180</b>

<b>ORGANIZATIONAL COST SUMMARY</b>					
DIVISION		2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Animal Management and Health	Expenditure	\$ 4,057,640	\$ 4,272,643	\$ 4,580,711	\$ 308,068
	Abatement	448	0	20,000	20,000
	Revenue	46,277	50,000	50,000	0
	Tax Levy	\$ 4,010,915	\$ 4,222,643	\$ 4,510,711	\$ 288,068
Maintenance and Facilities	Expenditure	\$ 3,070,849	\$ 3,382,903	\$ 3,523,021	\$ 140,118
	Abatement	183	0	0	0
	Revenue	558	0	0	0
	Tax Levy	\$ 3,070,108	\$ 3,382,903	\$ 3,523,021	\$ 140,118
Administration and Finance	Expenditure	\$ 3,222,155	\$ 3,970,212	\$ 4,573,954	\$ 603,742
	Abatement	559,556	694,661	747,884	53,223
	Revenue	657,971	943,310	1,302,410	359,100
	Tax Levy	\$ 2,004,628	\$ 2,332,241	\$ 2,523,660	\$ 191,419
Operations	Expenditure	\$ 3,537,467	\$ 3,580,449	\$ 3,895,099	\$ 314,650
	Abatement	439	0	0	0
	Revenue	8,657,994	9,340,000	10,047,000	707,000
	Tax Levy	\$ (5,120,966)	\$ (5,759,551)	\$ (6,151,901)	\$ (392,350)
Public Affairs and Services	Expenditure	\$ 2,328,526	\$ 2,479,728	\$ 2,662,765	\$ 183,037
	Abatement	37,308	0	0	0
	Revenue	2,915,541	3,180,000	3,370,500	190,500
	Tax Levy	\$ (624,323)	\$ (700,272)	\$ (707,735)	\$ (7,463)

**DEPARTMENT DESCRIPTION**

The Zoo's organizational structure is designed to maximize efficiency of operations, facilities, animal management and human resources. The Zoo includes five divisions: Animal Management and Health, Administration and Finance, Maintenance and Facilities, Operations, and Public Affairs and Services. These divisions provide a work force organized to address the seasonal nature of operations, increase attendance and revenue-earning opportunities and provide optimum animal care.

The **Animal Management and Health Division** is responsible for the care and management of the extensive animal collection, which means maintaining fish, amphibians, reptiles, birds,

mammals and invertebrates in good health to allow their conservation, propagation, and display. This includes providing a well-balanced, nutritious diet, a preventive medicine program, and routine physical exam programs for such animals as the great apes and the large cats. Specialized medical health services such as surgery, immunology, parasite control, and drug and physical therapy are also performed. The animal facilities are designed and maintained to provide the proper environment for the animals and to provide an educational and entertaining experience to the visitor.

The **Maintenance and Facilities Division** provides for the maintenance, improvement and overall grooming of the grounds, which are critical to visitor

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: ZOOLOGICAL DEPARTMENT**

**UNIT NO. 9500**

**FUND: General - 0001**

satisfaction and return trade. Included in this area are mechanical and preventive maintenance programs for equipment, ventilating, air-conditioning and heating systems, and minor electrical and plumbing repairs. Also included are housekeeping and general cleaning of the entire Zoo.

The **Administration and Finance Division** support functions include cash management, financial and capital project planning and control, accounts payable and receivable, personnel and payroll, reception, switchboard, radio dispatch, other general office services and all clerical support. This division provides the Zoo with planning direction, goals for all divisions, and daily financial and administrative management oversight control.

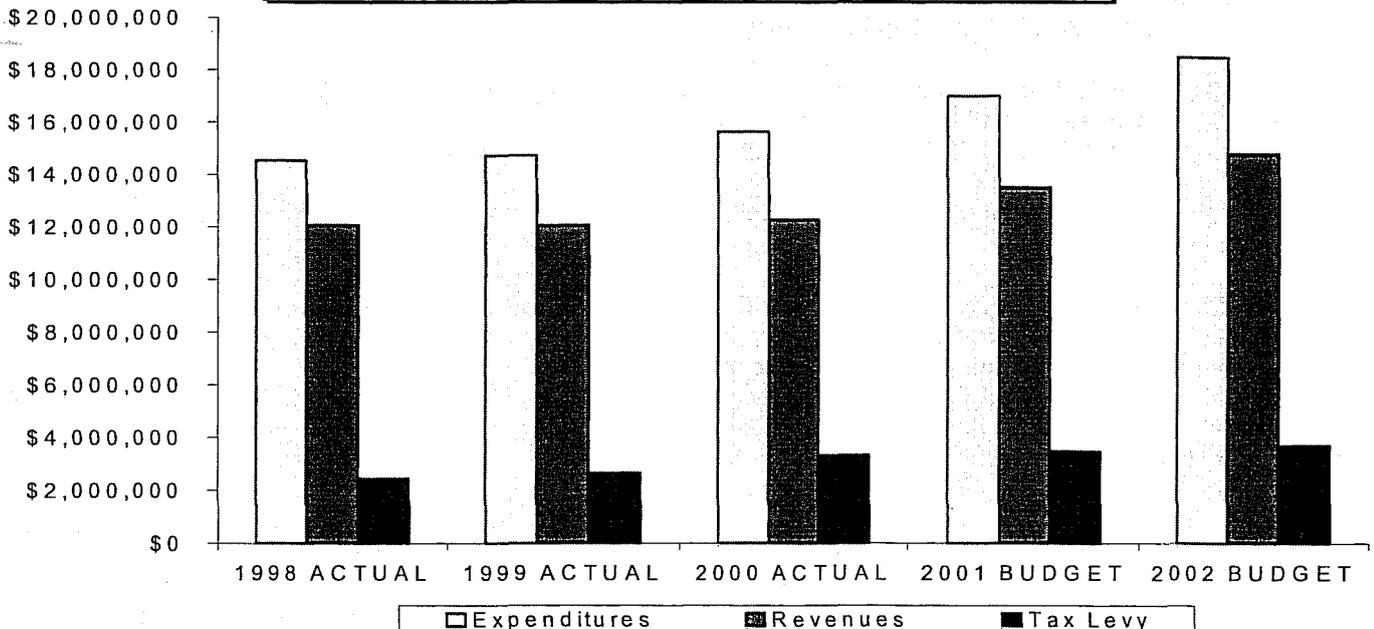
Activities of the **Operations Division** include business and concessions functions related to the Zoo's major revenue sources such as admissions, parking lot, a restaurant and patio complex, four major food concession facilities and various food stands, gift, novelty and souvenir stores, a miniature train ride, a Zoomobile ride and a carousel ride.

The **Public Affairs and Services Division** is responsible for public relations, promotional activities, special events and programs, group sales, and entertainment program development to increase public use, enjoyment and awareness of the Zoo facility.

This division consolidates efforts and activities of marketing, special programs such as the sea lion and raptor shows and group sales rentals into a single division for improved coordination of promotional efforts. Through news releases, interviews and other promotional activities, the Zoo attempts to attract residents of major Wisconsin and northern Illinois markets. The Zoo engages in cross-promotions with other cultural and tourist attractions to increase attendance and encourage return visitation.

Included among annual special events activities held at the Zoo are "Milwaukee a la Carte," Sunset Zoofaris, Halloween Spooktacular, Heritage Farm Weekend, Egg Days, Holiday Night Lights and the Samson Stomp.

**ZOO EXPENDITURES, REVENUES AND TAX LEVY  
FIVE YEAR PERFORMANCE**



The 2002 budget includes fringe benefits. Years 1998-2001 have been adjusted for comparisons.

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

UNIT NO. 9500

FUND: General - 0001

## BUDGET HIGHLIGHTS

- On July 22, 1999, the County Board of Supervisors adopted Resolution File No. 99-451 approving a Five-Year Fiscal Plan for the Zoo. This plan maintains the Zoo's existing identity and contains numerous initiatives designed to enhance the Zoo's ability to improve its physical plant and its marketing, as well as an ambitious capital improvement plan that would add several exciting new attractions to the Zoo which will enable the Zoo to maintain its status as one of the top ten zoos in the country in terms of attendance and quality. The cost for the nine-year, \$29.6 million capital improvement campaign will be split equally between the County and the Zoological Society.

The Five-Year Fiscal Plan Committee will remain in existence and meet on a regular basis to review Five-Year Plan implementation and the overall fiscal condition of the Milwaukee County Zoo and to explore new revenue opportunities that could have a beneficial long-term impact on Zoo finances.

- In the Capital Budget, County Zoo infrastructure improvements are continued at \$1,511,120, and an additional \$3,636,120 is budgeted for the third year of the nine-year capital campaign.
- The Zoological Society's financial support to the Zoo's operating budget increases \$311,000, from \$941,310 to \$1,252,310, which includes \$280,000 in parking fees anticipated from the Society's new memberships in their Zoo Pass Plus program.
- Zoo attendance remains at the 2001 Adopted Budget level of 1,350,000 projected visitors as prescribed in the Five-Year Plan. However, the mix of free and paid admissions is adjusted to reflect an increase of 14,474 in free admissions, or 1% from 38% to 39%. This change reduces revenue \$76,000.
- The Five-Year Plan highlights the following key funding areas: seasonal workforce, advertising, a la carte entertainment, major maintenance, time and materials and new minor and major equipment. The Plan for 2002 calls for three percent increases in these areas. The 2002 Budget includes \$530,500 for advertising,

\$159,000 for a la carte entertainment, \$318,000 for major maintenance, \$427,000 for time and materials and \$469,497 for new minor and major equipment which is an increase of \$97,975 from the Plan. This variance is offset by additional revenue.

- Personal Services have been reduced \$209,064 to establish a net salary budget that is 97.3% of gross wages. For 2001, the net salary budget for the Zoo was 97.28% of gross wages.
- Create 1 Veterinary Technician

One position of Veterinary Technician is created effective July 1, 2002 for a Personal Service cost of \$20,948. For 2002, the cost of the position will be charged 100% to the capital budget due to staff time spent on planning and design of the new animal hospital included in the Five-Year Plan. The creation of the position will allow the veterinarians to perform less technician duties thereby reducing the high level of accumulated compensatory time. The current ratio of one Veterinary Technician to Veterinarian is in contrast to a two-to-one ratio found in more efficient animal hospitals nationwide.

- Create Zoo Worker 2 (6,200 hours/2.97 FTE)

The additional hours of Zoo Worker 2 have a Personal Service cost of \$48,232. The Five-Year Plan includes expansion of the Karibu gift shop, replacement of the Lakeview concession stand and \$50,000 for additional seasonal hours to achieve an anticipated \$428,000 in operating revenue for these two capital projects.

- New vehicle leases for 2002 include \$12,000 for a pickup truck to transport food and beverage products in support of Group Sales events.
- The animal food budget increases \$25,000, from \$350,000 to \$375,000.
- Complementing the Zoo and Zoological Society objective to enhance year-round attendance, a special spring exhibit, "Cats! Wild to Mild" is scheduled in 2002 which replaces the 2001

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: ZOOLOGICAL DEPARTMENT**

**UNIT NO. 9500**  
**FUND: General - 0001**

exhibit, "Antarctica." Admission to this exhibit is free.

- A Dinosaur summer exhibit is planned in 2002 to achieve an attendance level of 1,350,000 visitors. This replaces the Ameritech's Reptiles: Real and Robotic exhibit. Admission for this exhibit is \$2.00.
- The following table identifies exhibit expenditures, revenues, contributions from the Zoological Society and net profit. Net profit is shown as a positive number and reduces the Zoo's tax levy.

Exhibits			
	2001	2002	2001/2002 Change
<b>Spring</b>			
Expenditures	\$ 143,700	\$ 162,700	\$ 19,000
Revenues	0	0	0
Society Contribution	143,700	162,700	19,000
Net Profit	\$ 0	\$ 0	\$ 0
<b>Summer</b>			
Expenditures	\$ 444,610	\$ 520,224	\$ 75,614
Revenues	350,000	639,000	289,000
Society Contribution	404,610	317,300	(87,310)
Net Profit	\$ 310,000	\$ 436,076	\$ 126,076

- Expenditures for utilities, including electricity, natural gas, sewer and water, increase \$222,600, from \$1,250,600 to \$1,473,200, primarily reflecting a \$225,000 increase in the price of natural gas, based on experience.
- Revenue from the sale of novelties has a net profit increase of \$225,000 including \$85,000 related to expansion of the Karibu gift shop which is part of the capital budget Five-Year Plan. The remaining profitability of \$140,000 is based on experience.
- The net profit from concession, catering and beverage sales is \$442,000 including \$129,500 related to replacement of the Lakeview concession stand which is part of the capital budget Five-Year Plan. The remaining profitability of \$312,500 is based on experience.
- The following table identifies expenditures, revenues and net profit for novelties and concessions. This presentation shows profitability as a positive number.

Novelties and Concessions			
	2001	2002	2001/2002 Change
<b>Novelties</b>			
Expenditures	\$ 741,000	\$ 868,000	\$ 127,000
Revenues	1,900,000	2,252,000	352,000
Net Profit	\$ 1,159,000	\$ 1,384,000	\$ 225,000
<b>Concessions</b>			
Expenditures	\$ 1,082,000	\$ 1,036,000	\$ (46,000)
Revenues	3,250,000	3,646,000	396,000
Net Profit	\$ 2,168,000	\$ 2,610,000	\$ 442,000

- The flexibility to reallocate major maintenance projects and equipment purchases, while remaining within the total appropriation, is continued.
- Discounted admission fees of \$4.50 for adults and \$2.00 for juniors and school groups will continue to be available to Milwaukee County residents on Wednesdays.
- The Zoo Director's authorization to discount or waive admission fees to Zoo activities to promote and acquaint the public with the many programs and activities offered by the Zoo and to stimulate demand for Zoo activities is continued for 2002.
- Authority is continued for the Zoo Director to provide one free admission day per month during the months of January through April and November and December, 2002. The specific free days selected are at the Zoo Director's discretion.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12), Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** ZOOLOGICAL DEPARTMENT

**UNIT NO.** 9500

**FUND:** General - 0001

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knowingly violates this subsection may be removed for cause."

**ZOOLOGICAL SOCIETY SUPPORT**

The relationship between Milwaukee County and the Zoological Society began in 1910 when the Washington Park Zoological Society, now the Zoological Society of Milwaukee County, was organized to help raise funds for animal acquisition. The Society has functioned for many years for the purpose of aiding the County in the operation, maintenance and development of the Zoo and its animal collection. Its mission is to promote conservation, education, exhibition of animals, research and recreation through fundraising and volunteerism.

In February, 1989, the relationship was formalized with a model agreement known as the Memorandum of Understanding, thus forging a strong public/private partnership for the continuing support of the Milwaukee County Zoo. The Memorandum of Understanding was renewed in 1992 and again in 1997. The agreement provides office space for the Society on the Zoo grounds, including utilities,

custodial and maintenance services and staff parking. To assure continued support for the Zoo, the County provides free admission for Society members throughout the term of the Memorandum of Understanding.

The agreement has led to the successful completion of approximately \$26 million in capital projects, a \$626,000 cooperative educational program serving over 230,000 students per year, a \$241,200 graphics replacement program and over \$500,000 in sponsorship revenue.

The Society's direct revenue support to the Zoo's operating budget for 2002 increases \$311,000, from \$941,310, to \$1,252,310, which is an increase of \$314,000 from the Five-Year Plan.

The cost of the new capital improvement campaign contained in the Five-Year Plan is \$29.6 million which will be split equally between Milwaukee County and the Zoological Society.

The following table breaks down Society support to the Zoo.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: ZOOLOGICAL DEPARTMENT**

**UNIT NO. 9500**

**FUND: General - 0001**

<b>ZOOLOGICAL SOCIETY SUPPORT OF MILWAUKEE COUNTY ZOO</b>				
	<u>1999/2000 Society Actual</u>	<u>Proposed 2000/2001 Society Budget</u>	<u>Proposed 2001/2002 Society Budget</u>	<u>Change Society Budget</u>
Operating Budget				
Sponsorships	\$ 198,275	\$ 203,000	\$ 204,000	\$ 1,000
Exhibits (Special Exhibits Bldg.)	219,296	548,310	480,000	(68,310)
Society Tickets (includes parking)	188,370	190,000	500,000	310,000
Additional Support	89,507	0	68,310	68,310
<b>SUBTOTAL</b>	<b>\$ 695,448</b>	<b>\$ 941,310</b>	<b>\$ 1,252,310</b>	<b>\$ 311,000 *</b>
Train Trust Fund/Direct Revenue				
Zoomobile Sponsorship	\$ 20,000	\$ 20,000	\$ 21,000	\$ 1,000
Membership Sales Commission	\$ 18,555	\$ 20,000	\$ 24,000	\$ 4,000
Direct In-Kind Support				
Winter Wonderland	\$ 20,000	\$ 20,000	\$ 20,000	\$ 0
Veterinary Internships	5,532	6,000	6,000	0
Service Agreements	160,359	197,526	217,278	19,752
Koala Browse	28,265	35,600	35,600	0
Conservation/Research Projects	45,390	60,000	60,000	0
New Replacement Graphics	22,577	42,000	47,000	5,000
Special Equipment	388,813	0	0	0
Marketing Campaign	50,000	50,000	50,000	0
Special Exhibits Signage	94,487	0	0	0
<b>SUBTOTAL</b>	<b>\$ 815,423</b>	<b>\$ 411,126</b>	<b>\$ 435,878</b>	<b>\$ 24,752</b>
Capital Support				
Renovation/Exhibits (Temple Monkey/Macaques)	\$ 324,427	\$ 250,000	\$ 0	\$ (250,000)
Renovation/Exhibits (Wolf Woods)		0	0	0
Exhibit Design (Monkey Island)		20,000	0	(20,000)
Capital Campaign Study		50,000	50,000	0
<b>SUBTOTAL</b>	<b>\$ 324,427</b>	<b>\$ 320,000</b>	<b>\$ 50,000</b>	<b>\$ (270,000)</b>
Capital Campaign Support	33,000	100,000	1,050,000	950,000
<b>SUBTOTAL</b>	<b>\$ 1,906,853</b>	<b>\$ 1,812,436</b>	<b>\$ 2,833,188</b>	<b>\$ 1,020,752</b>
Zoological Society Indirect In-Kind**	\$ 2,577,595	\$ 2,884,554	\$ 3,247,086	\$ 362,532
<b>GRAND TOTAL</b>	<b>\$ 4,484,448</b>	<b>\$ 4,696,990</b>	<b>\$ 6,080,274</b>	<b>\$ 1,383,284</b>

\* The Society fiscal year is from October 1 through September 30.

\*\* Zoological Society Indirect In-Kind increases at 5% of total Zoo support budget beginning in 2000.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: ZOOLOGICAL DEPARTMENT**

**UNIT NO. 9500**

**FUND: General - 0001**

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$ 49,000	Camel Ride	Jo Don Farms
\$ 71,138	Bird Show	World Bird Sanctuary
\$148,260	Oceans of Fund	Oceans of Fun Inc.
\$159,000	Entertainment	Bob Zigman Marketing

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

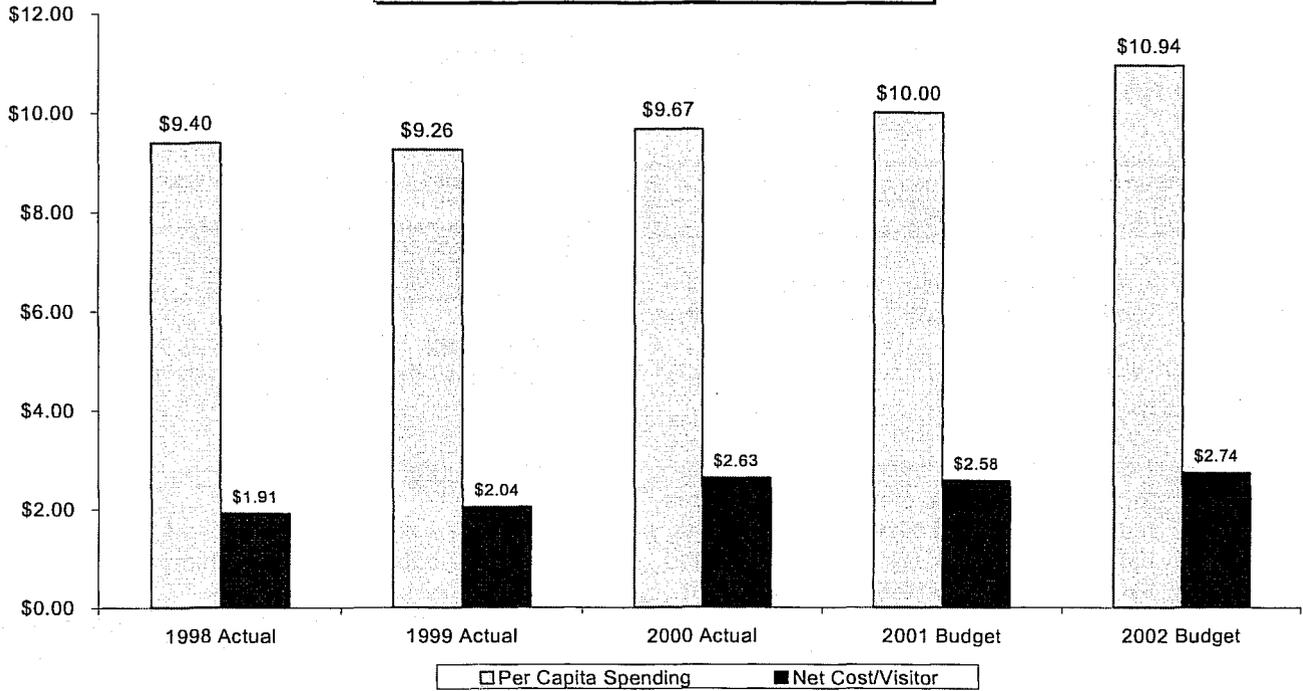
<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<u>2000 Budget</u>	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<u>Attendance</u>				
Paid Adult	571,530	488,498	536,375	519,640
Paid Junior	319,470	282,629	298,385	300,646
Free	<u>459,000</u>	<u>497,969</u>	<u>515,240</u>	<u>529,714</u>
Total Attendance	1,350,000	1,269,096	1,350,000	1,350,000
<u>Parking</u>				
Auto	239,000	183,688	197,667	193,500
Buses Paid	1,550	1,481	1,583	1,583
<u>Activities - Revenues</u>				
Parking Sales	\$ 1,419,000	\$ 1,119,893	\$ 1,205,000	\$ 1,191,000
Admission Sales	\$ 4,461,000	\$ 3,953,793	\$ 4,696,000	\$ 4,909,000
Food Concession Sales	\$ 2,560,000	\$ 2,506,882	\$ 2,600,000	\$ 2,950,000
Gift Sales	\$ 1,701,000	\$ 1,875,943	\$ 1,900,000	\$ 2,252,000
Sea Lion Show Sales	\$ 128,000	\$ 128,661	\$ 131,000	\$ 137,000
Carousel	\$ 138,000	\$ 123,294	\$ 132,000	\$ 131,000
Train Ride Sales	\$ 525,000	\$ 491,966	\$ 525,000	\$ 525,000
Zoomobile Ride Sales	\$ 95,000	\$ 9,433	\$ 130,000	\$ 130,000

COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: ZOOLOGICAL DEPARTMENT

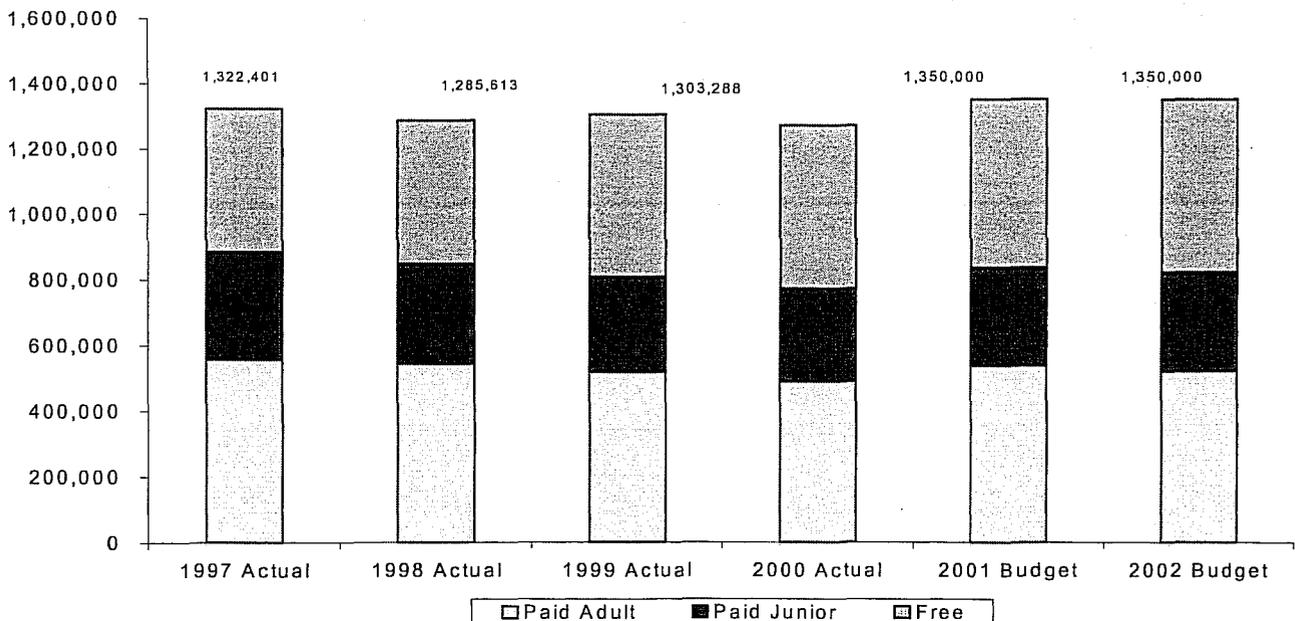
UNIT NO. 9500  
 FUND: General - 0001

ZOO VISITOR SPENDING AND COST PATTERNS  
 FIVE YEAR PERFORMANCE



\* The 2002 budget includes fringe benefits. Years 1998-2001 have been adjusted for comparisons.

ZOO ATTENDANCE PATTERNS  
 FIVE YEAR PERFORMANCE



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: ZOOLOGICAL DEPARTMENT**

**UNIT NO. 9500**

**FUND: General - 0001**

**RAILROAD EXPENDABLE TRUST ACCOUNT  
(Org. 0305)**

The Railroad Fund exists for the purpose of recording the receipt of all revenue derived from the operation of the Zoo's miniature passenger railroad.

Expenditure	Revenue	Tax Levy
\$890,263	\$890,263	\$ 0

Total 2002 expenditures and revenues for the Railroad Fund are \$890,263 and include the following:

Expenditures

- \$386,000 Reflects personal service charges from the Zoological Department for services provided by four Locomotive Engineers, eight Trackless Train Operators and various seasonal and other support staff.
- \$257,000 Appropriation for the operation and repair of locomotives, track, ties, coaches and Zoomobiles, as well as train or coach purchases and train station improvements.
- \$ 28,000 Appropriation for animal purchases.
- \$219,263 Other commodities and supplies, expenses for conservation programs and grants, library operators and staff training, travel and conference expenses.

Revenue

- \$890,263 Reflects revenue of \$869,263 from operation of the train and Zoomobile. A sum of \$21,000 is included for sponsorship revenue from the Zoological Society.

**SPECIMEN EXPENDABLE TRUST ACCOUNT  
(Org. 0306)**

The Specimen Fund exists for the purpose of recording receipts from the sale of animals. Disbursements are to be made for the purchase of animals and related expenditures such as freight and express charges on the shipment of animals.

Expenditure	Revenue	Tax Levy
\$ 46,000	\$ 46,000	\$ 0

Total 2002 expenditures and revenues for the Specimen Fund are \$46,000 and include the following:

Expenditures

- \$ 31,000 Freight charges and travel expenses related to animal shipments.
- \$ 15,000 Appropriation for animal replacement and miscellaneous commodity purchases.

Revenue

- \$ 46,000 Revenue from animal sales and miscellaneous investment earnings.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE PUBLIC MUSEUM

**UNIT NO.** 9700

**FUND:** General - 0001

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Wisconsin Statute 59.56(2), Milwaukee County may acquire, own, operate and maintain a public museum in the County and appropriate money for such purposes. As a museum of human and natural history, it provides a dynamic and stimulating environment for learning. The Museum

interprets the world's cultural and natural heritage through collections, research, education and exhibits. It holds its collections as a public trust and is dedicated to their preservation for the enrichment of present and future generations.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
Property Tax Levy Contribution to Milwaukee Public Museum	\$ 4,300,000	\$ 4,300,000	\$ 4,138,750

**OPERATING HISTORY**

Milwaukee County acquired the Milwaukee Public Museum (MPM) from the City of Milwaukee in 1976. During its more than 100 years as a public institution, the Museum has grown to be one of the leading natural history museums in the nation, providing a valuable educational opportunity to visitors. However, due to changes in State-mandated services funded through the property tax (i.e., social services, criminal justice system, etc.) and increasing demand from taxpayers for property tax relief, tax levy support for non-mandated programs such as the Museum has been, and will continue to be, difficult to provide.

Museum during the initial five-year period of the Agreement.

The Lease and Management Agreement was re-negotiated in 1997 to continue the County's annual \$4.3 million payment to the Milwaukee Public Museum for five years, unless the County or MPM request that base support levels be modified after March 31, 1999.

As a result of the re-negotiation, the Museum Endowment Funds were transferred to the MPM in August of 1997.

To continue its growth as an educational facility and maintain its reputation as one of the nation's leading natural history museums, it was necessary to provide alternative funding for the Milwaukee Public Museum. Based on the recommendations of the Blue Ribbon Task Force created in 1990 to study such alternatives, County Board Resolution File No. 91-775, adopted November 12, 1991, created a not-for-profit Museum Corporation with a Board of Directors providing management of the facility, effective March 31, 1992. County Board Resolution File No. 91-775 also established a review process to be performed by the Department of Administration, Department of Audit and County Board staff monitoring the progress of the transition of the Museum's operations to a non-profit corporation over a five-year period. A fixed base level funding amount of \$4.3 million was established for the

In 1999, the County extended the current term of the MPM Lease Agreement for an additional thirty-three months, through December 31, 2004 (File No. 99-28(a)(a)), to facilitate the Museum Corporation's ability to sell long-term revenue bonds and to facilitate a capital campaign to raise charitable donations in support of the Museum Corporation's Butterfly Garden capital improvement project. The provision for baseline funding remains in place until March 31, 2002, after which time the County and the Museum Corporation are required to renegotiate a new base level funding agreement.

For 2002, \$4,138,750 is budgeted to support the MPM. This amount reflects a reduction from the previous year, in anticipation of a 5% reduced level of funding after March 31, 2002.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE PUBLIC MUSEUM

**UNIT NO.** 9700

**FUND:** General - 0001

**CAPITAL BUDGET HISTORY**

In 1994, Milwaukee County issued \$8.9 million in bonds for the addition of a large screen theater (IMAX) to the Museum Complex. In 1996, MPM and Discovery World Museum jointly opened the theater and shared operating expenses and revenues. In 1999, the County and MPM refunded the remaining outstanding debt for the IMAX Theater of

approximately \$8.0 million. In March of 2000, Milwaukee County, acting as a conduit for MPM, issued \$4.2 million in revenue bonds for MPM to purchase Discovery World's interest in, and assume full operation of the IMAX Theater. The purchase was completed in April, 2000.

**MISSION**

The Milwaukee Public Museum is an educational and research institution which focuses on the natural sciences, anthropology and history.

The Museum uniquely and directly addresses the themes of biological and cultural diversity and their relationships, so important to our society and the world today.

The Museum preserves and cares for its collections in the public trust. Through its research and collections, the Museum seeks knowledge and understanding of global change and diversity from geological, biological, cultural and historical perspectives. Through its renowned exhibits, its programs and its publications, the Museum interprets these themes to diverse audiences.

The Museum's mission is best accomplished through the coordinated use of its public exhibits, research capabilities, collections and educational programs.

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
1.	Visitors receive an educational experience in the areas of human and natural history.	a. Attendance by school groups. b. Number of cultural celebrations that attract diverse audiences.	a. 33% of Museum visits are by school groups. b. Present five cultural celebrations.
2.	Collections are preserved, protected, studied and acquired.	a. Work of collections managers and conservators.	a. 40% of curatorial and conservation staff time devoted to collections.
3.	Research enriches the local and scientific community.	a. Exhibit content. b. Publications. c. Collaborations with individuals and institutions.	a. 400 hours spent on developing content for three exhibits. b. Publish 20 peer-reviewed articles and books. c. Scholarly collaboration with 15 individuals and/or institutions.
4.	The Museum's buildings and facilities are adequately developed, maintained and secured.	a. Amount of time allocated to preventive maintenance.	a. 50% of maintenance engineer's time allocated to preventive maintenance.
5.	The Museum is managed in accordance with nationally accepted standards.	a. Adherence to standards set by American Association of Museums (AAM).	a. Re-accreditation by AAM.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE PUBLIC MUSEUM

**UNIT NO.** 9700

**FUND:** General - 0001

<b>OUTCOMES MEASURES</b>		
<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
6. The Museum successfully obtains financial resources and support that enable it to carry out its mission.	a. Grants. b. Private fund raising. c. Amount of public financial support. d. Amount of earned income (excluding admissions). e. Amount of membership increase. f. Planned giving. g. Sound investment practices for endowment and reserve funds.	a. 10 grants applied for. b. Contributed revenue provides 25-30% of budgeted revenue. c. \$4.3 million tax levy support continued from Milwaukee County. d. Earned income provides 30-35% of budgeted revenue. e. 1,000 additional members. f. Solicit at least 50 people for planned gifts. g. 60% equities, 40% income securities, reserve funds yield 2% above London Inter-Bank Officer Rates.

**BUDGET HIGHLIGHTS**

- Milwaukee County's contribution to the MPM is reduced \$161,250, from \$4,300,000 to \$4,138,750. This amount reflects a reduction from the previous year, in anticipation of a five percent reduced level of funding after March 31, 2002.



**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE**

**UNIT NO. 9910**

**FUND: General - 0001**

**OPERATING AUTHORITY & PURPOSE**

Pursuant to Section 59.56(3) of the Wisconsin Statutes, the Milwaukee County UW Extension Department provides a Cooperative Extension Service by joint agreement between Milwaukee County and the University of Wisconsin. The Department identifies and responds to family and community needs for practical education, research and knowledge. It provides Milwaukee County access to the research and resources of the University of Wisconsin System. Its educational

programs promote community collaborations focused on youth and family development, community and economic development and the environment. The Department strives to empower individuals, families, and communities by encouraging development of critical skills in leadership, strategic planning, problem-solving and decision making.

<b>BUDGET SUMMARY</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Personal Services*	\$ 44,996	\$ 45,960	\$ 50,707	\$ 4,747
Services	350,467	349,019	312,903	(36,116)
Commodities	26,695	18,929	14,700	(4,229)
Other Charges	0	0	0	0
County Service Charges	10,771	25,600	25,278	(322)
Abatements	(10,288)	(25,164)	(24,881)	283
<b>Total Expenditures</b>	<b>\$ 422,641</b>	<b>\$ 414,344</b>	<b>\$ 378,707</b>	<b>\$ (35,637)</b>
<b>Total Revenues</b>	<b>\$ 72,757</b>	<b>\$ 152,009</b>	<b>\$ 137,052</b>	<b>\$ (14,957)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 349,884</b>	<b>\$ 262,335</b>	<b>\$ 241,655</b>	<b>\$ (20,680)</b>

\* The 2002 budget includes fringe benefits. The 2000 and 2001 budgets have been adjusted for comparison.

<b>ADDITIONAL COSTS NOT INCLUDED IN TAX LEVY*</b>				
<b>Account Summary</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Central Service Allocation	\$ 7,080	\$ 6,895	\$ 5,611	\$ (1,284)
Courthouse Space Rental	0	0	0	0
Document Services	1,046	0	828	828
Tech Support & Infrastructure	441	8,570	7,962	(608)
Distribution Services	0	244	0	(244)
Telecommunications	0	0	0	0
Records Center	0	0	0	0
Radio	0	0	0	0
Personal Computer Charges	1,721	7,000	7,000	0
Applications Charges	0	2,455	3,480	1,025
<b>Total Charges</b>	<b>\$ 10,288</b>	<b>\$ 25,164</b>	<b>\$ 24,881</b>	<b>\$ (283)</b>
<b>Direct Property Tax Levy</b>	<b>\$ 349,884</b>	<b>\$ 262,335</b>	<b>\$ 241,655</b>	<b>\$ (20,680)</b>
<b>Total Property Tax Levy</b>	<b>\$ 360,172</b>	<b>\$ 287,499</b>	<b>\$ 266,536</b>	<b>\$ (20,963)</b>

\* These costs are included in other departmental and non-departmental budgets. They are reflected here to show the "total" amount of tax levy support for this Department.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE**

**UNIT NO. 9910**

**FUND: General - 0001**

**MISSION**

The mission of the University of Wisconsin-Extension, in collaboration with community organizations, puts knowledge to work in response to emerging issues through innovative, highly focused educational programs. Extension education makes the "Wisconsin Idea" a reality by applying university research, knowledge and resources to the needs of Wisconsin people wherever they live and work.

The mission of Milwaukee County University of Wisconsin-Extension is to "build strong families and neighborhoods."

OUTCOMES MEASURES			
	Outcomes	Indicators	Targets
1.	Leadership and organizational skills and environmental stewardship of community boards and neighborhood associations are improved through technical advice and assistance to business associations.	a. Number of community organizations assisted with assessment, goal setting or strategic planning efforts; this includes needs assessment, community planning and goal setting. b. Number of local businesses within the community that participate in educational activities. c. Number of people who increase their awareness of appropriate environmental actions.	a. 12.  b. 11.  c. 1,434.
2.	Promote environmentally safe procedures for home gardeners, the horticulture industry and government departments using horticulture practices.	a. Percent of Milwaukee County residents who will receive environmentally responsible gardening advice from UW Extension through the mass media and plant diagnostic services. b. Number of horticultural professionals reached through short courses, field days and newsletters. c. Number of families renting garden plots to grow fresh produce.	a. 90%.  b. 1,300.  c. 400.
3.	Community support for positive youth development.	a. Number and description of community collaborations and community coalitions related to youth at risk programming, including youth futures and other peer education programs. b. Number of adults and youth actively involved in 4-H programs. c. Number of youth reached through the environmental science programs.	a. 11 community collaborations (2,400 youth and 840 adults.)  b. 500.  c. 26,000.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE**

**UNIT NO. 9910**

**FUND: General - 0001**

<b>OUTCOMES MEASURES</b>			
	<b>Outcomes</b>	<b>Indicators</b>	<b>Targets</b>
4.	Improved health of families through better understanding of nutrition and diet.	a. Number of program participants who increased their adoption of recommended food handling practices. b. Number of children from limited resource families that increased fruit and vegetable consumption after their parents and child care givers received instruction. c. Number of participants in the Family Nutrition Program.	a. 35%.  b. 65% of 368 youth from 14 groups.  c. 24,579.
5.	Increased capacity of low-income families to manage their financial resources.	a. Number of participants who enroll and complete the Financial Services Certificate Program. b. Percent of participants who open a checking or savings account through the "Get Checking Program".	a. 600.  b. 30%.
6.	Strengthen families through parent education and increase parental/caregiver involvement in their child's developmental health.	a. Number of first time parents assisted. b. Number of trainers reaching limited resource audiences with young children, e.g., agency personnel, child care and other service providers. c. Number of families reached through the School Readiness Program. d. Number of newsletters sent to families in the "First Time Parent Initiative".	a. 5,500.  b. 45.  c. 320.  d. 66,000.

<b>PERSONNEL SUMMARY</b>				
	2000 Actual	2001 Budget	2002 Budget	2001/2002 Change
Personal Services (Dollars)	\$ 44,996	\$ 45,960	\$ 50,707	\$ 4,747
Position Equivalent (Funded)**	1.3	1.3	1.3	0
% of Gross Wages Funded	1.0	1.0	1.0	0.0
Overtime (Dollars)***	\$ 0	\$ 0	\$ 0	\$ 0
Overtime (Equivalent to Positions)	0.0	0.0	0.0	0.0

\* For 2000, the Position Equivalent is the budgeted amount.

\*\* Delineated for information. (Also included in personal services.)

<b>PERSONNEL CHANGES</b>				
Job Title/Classification	Action	Number of Positions/FTE Percent	Division	Cost of Positions
None				
			TOTAL	\$ 0

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE

**UNIT NO.** 9910

**FUND:** General - 0001

**DEPARTMENT DESCRIPTION**

The University Extension Service consists of Administration, Family Living, Urban Agriculture, Youth and Community Natural Resource and Economic Development sections.

**Administrative** operations include program support and evaluation, professional development, personnel management, accounting and financial planning.

These resources are provided for Milwaukee County and the State of Wisconsin through contracts with the University of Wisconsin-Extension. The Director of the University Extension serves as the representative of the University of Wisconsin-Extension and works with Extension faculty to ensure strong and effective educational programs.

**Family Living** provides training in the areas of housing, food science and nutrition, leadership development and consumer resource management. This section reaches 35,000 people through food

and nutrition programs, and conducts the Master Food Preserver and Money Manager programs.

**Urban Agriculture** offers instruction on home and community food production, and the safe use of pesticides, the Master Gardener Program and counseling. It also provides technical advice to commercial horticulture businesses and Milwaukee County Parks staff on parks and golf courses and pesticide certification programs.

**Youth** promotes the natural sciences to youth between the ages of five and 19, teaches life skills and decision-making, develops programs for "latchkey" children and networks with other youth serving agencies and school teachers.

**Community Natural Resources and Economic Development** stresses economic revitalization, land use planning, waste management, small business development and local government education.

**FOUR MAJOR PROGRAM AREAS**

**Family Living**

- Family Financial Management
- Wisconsin Nutrition Education Program
- Parent Education
- Child Abuse Prevention
- School Readiness
- School Success Skills
- Family Impact Seminars
- Milwaukee Family Project

**Youth**

- Youth Development
- 4-H Clubs
- Youth Futures
- Youth Environmental Education:
  - Zoo Education, Wehr Nature Center/
  - Nature in the Parks
- Youth Entrepreneurship

**Community Natural Resources and Economic Development**

- Community Leadership Development
- Economic Development Education
- Neighborhood Development
- Professional Development for Non-Profit Organizations
- Water Resource Education within Milwaukee Watersheds
- Pollution Prevention for Businesses and Government Agencies
- Recycling and Waste Reduction Education

**Urban Agriculture**

Urban Horticulture

- Home Horticulture Education
- Master Gardeners
- Community Gardens Program
- Educational Outreach

Commercial Horticulture

- Educational Workshops
- Pesticide Application Training
- Environmental Stewardship

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE**

**UNIT NO. 9910**

**FUND: General - 0001**

Milwaukee County University of Wisconsin-Extension programs are funded through County, State, Federal and private sources. U.W. Extension is able to leverage large amounts of additional dollars for use with Milwaukee County residents. The following is an 18-month snap shot (January 2000-June 2001) of the additional dollars that U.W. Extension has secured and used to support Milwaukee County programs:

GRANTS	AMOUNT
County Block Grant	\$ 3,000
Milwaukee Metro Fair Housing	30,000
University Cross Divisional	24,000
Jacobus Family Foundation	15,000
City Block Grant	3,000
Department of Agriculture, Trade & Consumer Protection-Clean Sweep	22,000
Child Abuse Prevention	3,000
U.W. Extension District Grant	5,575
Milwaukee Public Schools	3,000
Urban Garden Grant	115,337
E-Funds	36,000
Natural Resource Education	131,244
Food & Nutrition Education for Low Income Families	284,097
University Support for Milwaukee Co. U.W. Extension	636,064
DHFS - Milwaukee Family Project	45,000
Prevention of Child Abuse and Neglect	19,274
<b>TOTAL</b>	<b>\$ 1,375,591</b>

GRANTS FOR 2002		
Program Area	Projected Clientele	Grants for 2001-02 <small>(Grants usually are for a 12 month period)</small>
Family Living	18,250 youth 6,750 adults	Federal Nutrition Grant \$286,971
		DHFS \$ 40,000
		Community Advocates \$ 45,000
		Jacobus Family Found. \$ 8,831
		Child Abuse Prevention \$ 22,500
		E-Funds \$ 36,000
		Post Purchase (HOME) \$ 15,000
		MAXIMUS Grant \$ 13,000(++)
Community & Economic Development	250 agencies worked with 400 youth	Department of Natural Resources \$131,244
		Clean Sweep \$ 20,000
4-H Youth Development	35,250 youth 320 volunteers	Kauffman Foundation \$ 20,000
		Cross Divisional \$ 10,000
Horticulture	3,500 horticulture calls 1,475 gardens rented 850 conference participants 150 master gardeners trained 900 volunteers	County Block Grant \$ 30,000
		Federal Urban Garden \$116,900
		Milwaukee Public Schools \$ 3,000
		District Resource Grant \$ 3,000
Administration	1,500 people served	
Bulletin Sales	6,000 fact sheets	

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE

**UNIT NO.** 9910

**FUND:** General - 0001

**BUDGET HIGHLIGHTS**

- The contract with the State of Wisconsin for professional staff is budgeted at \$200,000 which is a decrease of \$4,290 from the 2001 budget.
- Revenues decrease \$14,957 to \$137,052 to properly reflect experience.
- The Milwaukee County University Extension Service leases office space at the State Fair Youth Center which expires July 31, 2002. It is anticipated that lease negotiations will result in lower lease payments, or that the Extension will move to an alternative County-owned site. To reflect this, building and space rental is reduced \$19,604, from \$113,604 to \$94,000.
- All departments are required to operate within their expenditure appropriations and their overall budgets. Pursuant to Section 59.60(12),

Wisconsin Statutes, "No payment may be authorized or made and no obligation incurred against the county unless the county has sufficient appropriations for payment. No payment may be made or obligation incurred against an appropriation unless the director first certifies that a sufficient unencumbered balance is or will be available in the appropriation to make the payment or to meet the obligation when it becomes due and payable. An obligation incurred and an authorization of payment in violation of this subsection is void. A county officer who knowingly violates this subsection is jointly and severally liable to the county for the full amount paid. A county employee who knowingly violates this subsection may be removed for cause."

<b>PROFESSIONAL SERVICE CONTRACTS \$20,000+</b>		
<b>Contract Amount</b>	<b>Description</b>	<b>Provider</b>
\$200,000	Professional Staff	State of Wisconsin-University Extension

Professional service contracts exceeding \$20,000 are included in this budget for County Board approval in lieu of separate review and approval during the budget year. These contracts are recurring and/or are with an identified vendor. Approval in the budget is sought to reduce paperwork and make the review process more efficient.

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE**

**UNIT NO. 9910**

**FUND: General - 0001**

<b>COUNTY REVENUES</b>				
<b>REVENUE SOURCES</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>	<b>2001/2002 Change</b>
Garden Rental	\$ 17,440	\$ 23,000	\$ 23,000	\$ 0
Commercial Horticulture	20,778	12,000	12,000	0
Home Horticulture	11,543	11,500	10,000	(1,500)
Urban Horticulture	0	3,000	3,000	0
Family Development	13,069	9,000	7,000	(2,000)
Home Ownership Counseling	609	12,500	12,500	0
Financial Mgmt/Get Checking	1,636	5,000	5,000	0
Milwaukee Family Project	0	3,200	4,000	800
Nutrition Education Program	0	33,800	21,000	(12,800)
Youth Development Programs	0	10,000	10,000	0
4-H Program	499	1,010	2,052	1,042
Community Development	15	2,500	3,500	1,000
Water Resource Programs	0	1,500	3,000	1,500
Sales/Services, Bulletins, etc.	2,748	10,000	10,000	0
Administrative and Other Programs	4,420	14,000	11,000	(3,000)
<b>Total Revenue</b>	<b>\$ 72,757</b>	<b>\$ 152,010</b>	<b>\$ 137,052</b>	<b>\$ (14,958)</b>

<b>ACTIVITY AND STATISTICAL SUMMARY</b>				
	<b>2000 Budget</b>	<b>2000 Actual</b>	<b>2001 Budget</b>	<b>2002 Budget</b>
Classes, Conferences, Workshops, Events	2,375	2,350	3,000	2,000
4-H and Youth Participation	70,000	70,000	70,000	63,000
Program Volunteers	1,800	2,167	2,200	1,700
Organizations Served	2,000	1,875	2,000	1,500
Telephone Information Requests:				
Horticulture	17,000	17,500	17,500	15,000
Family Living	150	300	200	175
Environmental	4,000	4,100	4,500	3,800
InfoSource Calls	30,000	35,000	25,000	27,000
Information Bulletins Distributed	30,000	30,000	27,000	26,000
Gardens Rented	1,800	1,800	2,000	1,900
Food Stamp Recipients Reached with Education	80,580	65,000	70,000	70,000
Business Receiving Technical Assistance	250	250	300	225
Non-Profits Assistance	300	225	325	150

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** MILWAUKEE COUNTY UNIVERSITY EXTENSION SERVICE

**UNIT NO.** 9910

**FUND:** General - 0001

<b>FEE SCHEDULE</b>		
<u>Service</u>	<u>Cost</u>	<u>Cost of Service</u>
Garden Rental	\$15/25	Fees Cover Costs
Plant Problem Analysis	\$10/specimen (only charged if specimen is sent to Madison)	Fees Cover Madison Staff Time
Soil Analysis	\$12	Fees Cover Costs
Workshops/classes	Depends on Conference Costs	Fees Cover Costs
Satellite Programs	\$100/half day for room fees	Technical Charge
Audio-Visual Equipment Rental	Varies	
Education Bulletins	Retail price set in Madison plus handling and postage fee	
Grant Administration	10% of grant amount	Covers Administration Costs of Grants Within Department

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT:** GENERAL COUNTY DEBT SERVICE

**UNIT NO.** 9960

**FUND:** Debt Service - 0016

**OPERATING AUTHORITY & PURPOSE**

Pursuant to the provisions of Section 67.05(10) of the Wisconsin Statutes, the County Board shall levy, by a recorded resolution, a direct annual irrevocable

tax sufficient to pay the interest on bond obligations as they fall due, and to pay the bond principal at maturity.

<b>BUDGET SUMMARY</b>			
	<u>2000 Actual*</u>	<u>2001 Budget</u>	<u>2002 Budget</u>
<b>Expenditures</b>			
Debt Service Principal (8021)	\$ 49,160,000	\$ 51,945,000	\$ 43,400,000
Debt Service Interest (8022)	25,675,899	25,986,211	23,016,017
Total Principal and Interest	\$ 74,835,899	\$ 77,931,211	\$ 66,416,017
Interest Allocation (9880)	(6,842,554)	(7,006,216)	(6,416,490)
<b>Total Expenditures</b>	\$ 67,993,345	\$ 70,924,995	\$ 59,999,527
<b>Contributions</b>			
Reserve for County Bonds (4703)	5,015,897	5,567,101	2,052,397
<b>Total Contributions</b>	\$ 5,015,897	\$ 5,567,101	\$ 2,052,397
<b>Revenues</b>			
Jail Assessment Surcharge (1315)	\$ 1,768,728	\$ 1,700,000	\$ 1,825,000
Investment Earnings on Sinking Fund Bonds (1850)	0	0	0
Other State Grants and Reimbursements (2299)	3,436,641	3,546,141	0
Sale of Capital Asset (4905)	4,975,837	2,723,665	1,825,830
Surplus Bond and Note Proceeds (4907)	0	0	0
Revenue from Bonding Agent (4910)	0	0	0
Undistributed Revenue (4995)	0	0	0
Revenue from Project Rents (4999)	1,279,908	1,264,388	172,600
<b>Total Revenues</b>	\$ 11,461,114	\$ 9,234,194	\$ 3,823,430
<b>Direct Property Tax Levy**</b>	\$ 51,516,334	\$ 56,123,700	\$ 54,123,700

\* 2000 actual excludes balance sheet entries to record principal retired for proprietary fund departments. This adjustment is intended to allow 2000 information to be reported on a basis comparable to the subsequent year budget summaries.

\*\* County sales and use tax revenues are dedicated primarily to the payment of general obligation debt service costs. For budgetary purposes, the County's pledge to levy ad valorem taxes for the payment of debt service payments treats sales tax revenues and property tax revenues as fungible (interchangeable).

**COUNTY EXECUTIVE'S 2002 BUDGET**

**DEPT: GENERAL COUNTY DEBT SERVICE**

**UNIT NO. 9960**

**FUND: Debt Service - 0016**

**Summary of Bonds and Notes Outstanding**

Type of Issue	True Interest Rate	Date of Bonds	Final Maturity Date	Bonds or Notes Outstanding 12/31/01	2002 Budget Requirements	
					Principal	Interest
R	5.64	09/01/92	09/01/10	\$ 4,655,000	\$ 4,155,000	\$ 1,976,186
C	5.36	04/01/93	12/01/12	3,000,000	3,000,000	150,000
R	5.04	10/15/93	12/01/11	57,393,626	4,590,000	2,097,435
N	4.20	10/15/93	12/01/02	1,985,000	1,985,000	87,340
C	5.49	05/15/94	12/01/09	9,390,000	3,130,000	497,670
C	5.28	05/15/95	12/01/10	15,100,000	3,775,000	773,876
A	5.65	06/15/95	12/01/14	4,225,000	325,000	234,650
C	5.44	06/15/96	12/01/11	12,625,000	2,525,000	646,400
A	5.80	06/15/96	12/01/15	5,250,000	375,000	297,281
AR	5.41	07/01/96	10/01/08	12,670,000	2,090,000	678,150
C	5.34	05/01/97	10/01/12	32,725,000	2,975,000	1,718,063
AR	4.72	09/01/97	10/01/09	8,610,000	1,455,000	405,858
B	4.91	09/01/97	10/01/13	2,050,000	130,000	97,263
C	4.77	05/01/98	10/01/13	31,775,000	3,175,000	1,520,875
R	4.23	03/01/99	10/01/99	32,155,000	305,000	1,320,763
C	4.48	05/01/99	10/01/14	46,055,000	2,755,000	2,247,000
A	4.60	05/01/99	10/01/14	5,915,000	455,000	261,170
R	4.67	05/27/99	10/01/13	1,885,000	125,000	84,319
C	5.46	03/01/00	09/01/15	45,450,000	3,150,000	2,494,913
C	4.40	04/01/01	10/01/16	41,325,000	2,325,000	3,046,969
TB	6.06	06/01/01	12/01/11	2,515,000	255,000	145,285
AR	3.90	10/01/01	12/01/11	1,450,000	145,000	63,691
R	4.08	06/01/02	09/01/11	62,325,000	0	0
R	3.87	10/01/01	12/01/11	49,925,000	200,000	2,170,860
Projected Outstanding Balance as of December 31, 2001 and Associated Debt Service				\$ 490,453,626	\$ 43,400,000	\$ 23,016,017

2002 Total Budgeted Debt Service

\$ 66,416,017

Type of Issue Explanation

- A -Airport Bonds
- B -Building Bonds
- C -Corporate Purpose Bonds
- D -Detention Facility Bonds
- N -General Obligation Note
- R -Refunding Bonds
- AR -Airport Refunding Bonds
- TB -Taxable Bonds

\$18,875,000 in General Obligation Bonds, Series 1995A, and \$12,625,000 in General Obligation Bonds, Series 1996A, for a total refunded amount of \$109,680,000. Bonds issued to refund the previously mentioned outstanding debt total \$114,325,000, for an overall increase in outstanding debt of \$4,645,000. Combined net present value savings from issuance of this debt is anticipated to be \$4.2 million.

**REFUNDING SAVINGS**

Milwaukee County will be refunding outstanding debt of \$1,450,000 in General Obligation Airport Bonds, Series 1992A, \$61,065,000 in General Obligation Refunding Bonds, Series 1992A, \$15,665,000 in General Obligation Corporate Bonds, Series 1994A,

**DEBT SERVICE CONTRIBUTIONS**

**Reserve for County Bonds (4703)**

A contribution of \$2,052,397 from the Reserve for County Bonds is anticipated for 2002. The 2001 General Obligation Corporate Purpose Bonds sold

# COUNTY EXECUTIVE'S 2002 BUDGET

DEPT: GENERAL COUNTY DEBT SERVICE

UNIT NO. 9960

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at a premium, which has resulted in \$1,878,057 in surplus bond proceeds. In accordance with Section 67.11, Wisconsin Statutes, these proceeds will be applied toward the interest payment for the 2001 Corporate Purpose Bonds. In addition, \$174,340 from capital project WP016 – Milwaukee Soccer Complex in accordance with Resolution File No. 01-172 will be applied towards the interest payment on the 2001 Bonds.

The 2002 total budget amount of \$2,052,397 represents a decrease of \$3,514,704 from the \$5,567,101 budgeted for 2001. The 2001 budgeted amount of \$5,567,101 was derived from a premium of \$567,101 from the sale of the 2000 Corporate Purpose Bonds budgeted to be applied toward interest on the 2000 bonds. In addition, \$5.0 million in revenue from the debt service reserve was budgeted in 2001 to pay debt service.

## DEBT SERVICE REVENUES

There is \$9,603,392 in revenues available to pay debt service. Some of the revenues (\$5,875,827) will be used to offset debt service costs for 2002, a portion of which (\$380,050) will be allocated to the Airport at year end 2002 for its share of the refunded principal on the 1992 Refunding Bonds. The balance (\$3,727,565) will be deposited in the debt service reserve. This amount will be reduced by \$380,050 to reflect the Airport's share, for a net transfer of \$3,347,515.

The following revenues will be deposited in the debt service reserve: Doyme Hospital Sale Revenue (\$1,302,000), Power Plant Sale Revenue (\$1,008,828), Milwaukee Rampage Lease Revenue (\$173,403), Milwaukee Kicker's Soccer Club Revenue (\$430,000), Marcus Center Renovation Revenue (\$586,071) and Intergovernmental Cooperation Council Revenue (\$227,263). There is approximately \$3.1 million currently in the debt service reserve. Including the previously mentioned revenues, the debt service reserve balance will total approximately \$6.4 million.

### Jail Assessment Surcharge (1315)

Jail Assessment Surcharge Revenue of \$1,825,000 is projected to be used to pay 2002 debt service costs for the construction of the Criminal Justice Facility as allowed by Wisconsin Statutes Section 302.46(2).

### Other State Grants and Reimbursements (2299)

#### Detention Facility

In accordance with an agreement with the State of Wisconsin and Milwaukee County, the State will make monthly payments for the operation, maintenance and debt retirement of the detention facility bonds. The State payment anticipated for 2002 totals \$1,642,500. The total amount is budgeted in the House of Correction operating budget to cover the projected operations costs for housing State prisoners. Prior to 2002, there have been revenues budgeted to pay debt service costs. Due to the structure of the State payment schedule, there have been shortfalls totaling \$704,130 in prior years. The first year in which additional revenues were budgeted to pay back the prior years shortfall was 2001. In 2001, \$60,466 in State revenue was budgeted in excess of the \$3,485,675 final debt service payment on the bonds. The balance of the prior year shortfall amount is \$643,664. This amount is a part of the \$1,642,500 budgeted amount for the House of Correction. There are no State revenues budgeted to pay debt service in 2002.

### Sale of Capital Asset (4905)

#### Doyme Hospital Sale Revenues

Based on the sale agreement between Milwaukee County and Froedtert Memorial Lutheran Hospital, the County will receive annual payments over 20 years beginning in 1997 and ending in 2016 based on the net operating cash flow generated by Froedtert Memorial Lutheran Hospital. Based on five percent of net operating Cash Flow, the estimated revenue for 2002 is \$1,302,000. Due to the saving from the refunding, these revenues will be allocated to the debt service reserve.

#### Power Plant Sale Revenue

In 1995, the County negotiated the sale of its co-generation power plant, located at the Milwaukee Regional Medical Center, to the Wisconsin Electric Power Company. Phase I of the sale related to power plant electrical generation and distribution and was finalized on December 29, 1995. Phase II of the sale, relating to all remaining portions of the power plant, including steam and chilled water generation, occurred on December 2, 1996. Sales revenues totaling \$58 million are anticipated to be

## COUNTY EXECUTIVE'S 2002 BUDGET

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realized over several years. Phase I sales revenues totaled \$7 million. Phase II revenues include \$20 million at closing plus an added \$31 million over 16 years.

Revenue anticipated for 2002 totals \$2,834,658. Budgeted revenues to be applied towards debt service costs total \$1,825,830. The balance of \$1,008,828 will be deposited in the debt service reserve.

### Revenue from Project Rents (4999)

#### **Milwaukee Rampage Soccer Team Revenue**

In accordance with Resolution File No. 01-172, the County agreed to lease the Milwaukee County Sports Complex to the Milwaukee Rampage Soccer Team. Beginning in 2001, the Rampage will pay an annual base rent amount of \$215,000 to the County for a ten-year term and five-year extension. The annual base rent shall be increased by two percent each year beginning in the sixth year of the lease agreement and continuing for the remainder of the initial 10-year term and the first five-year extension. The base rent and additional rents will be applied towards the debt service costs for the complex.

The amount to be paid in 2001 was reduced from \$215,000 to \$115,000 because the Rampage agreed to develop, at its own expense, two new outdoor soccer fields at the Sports Complex. Initially, the County budgeted \$178,760 as a part of the 2001 Capital Improvements Budget to develop these two soccer fields. The soccer fields were financed with 2001 general obligation bonds. Since the project is now being undertaken by the Rampage and not the County, the bonds will be applied towards debt service.

The Rampage payment for 2002 is projected to total \$173,403 based on payments collected between May and December 2002. Each lease term is from May to April, therefore, the projected amount for 2002 is slightly less than the lease payment amount of \$215,000. The \$173,403 payment will be deposited in the debt service reserve.

#### **Milwaukee Regional Medical Center**

In 2000, \$517,000 was approved for the rehabilitation of the Wisconsin Avenue Lagoon at the County Grounds. Financing for the project consisted of \$204,000 in revenue from the Wisconsin

Department of Natural Resources (WDNR), \$26,990 in revenues from the sale of the power plant, \$223,410 in general obligation bonds and \$187,000 in revenue from the Milwaukee Regional Medical Center (MRMC).

In accordance with Section 98.01, Milwaukee County Ordinances, MRMC will provide 60 percent of the \$313,000 County costs. MRMC will pay its share over a three-year period, which began with a \$62,600 payment in 2000. Payment amounts to be received in 2001 (\$62,600) and 2002 (\$62,600) will be deposited in the debt service reserve and will be used to pay debt service on the 2000 general obligation bonds issued for the capital project. The final payment will be received in 2002.

In 2001, an appropriation transfer was approved to finance \$300,000 in increased costs for the project. Financing will be provided from \$200,000 in revenue from the WDNR and \$100,000 in over-realized revenues from the WDNR. Environmental Services had budgeted revenues from the WDNR at a lower percentage than was received, which resulted in over-realized revenues. MRMC will provide 60 percent (\$60,000) of the \$100,000 County commitment that will be applied towards the 2002 debt service payment for the 2000 general obligation bonds.

The total amount budgeted for 2002 is \$122,600 and will be applied towards debt services costs.

#### **Milwaukee Kickers Soccer Club**

The County issued a total of \$3,750,000 in 1994 and 1995 General Obligation Bonds for the Milwaukee Kickers Soccer Club (MKsc) for the purpose of purchasing land and developing an indoor/outdoor sports complex to be located at the Uihlein Soccer Park at 7101 West Good Hope Road in Milwaukee. The MKsc has agreed to repay the County for debt service on these bonds.

On July 23, 1998, the County Board of Supervisors approved Resolution File No. 98-427, which authorized an amendment of the lease agreement between the MKsc and Milwaukee County to restructure the lease payment schedule. The new payment plan reflects the donation to MKsc of the Uihlein Soccer Park land and associated costs by establishing a level payment schedule of \$430,000 and extending the schedule from 2010 to 2011, beginning in 1998.

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In addition, the payment dates were changed from June and December to August and February, beginning in 1999. Based on these modifications to the lease payment schedule, the reimbursement for debt service payments in 2002 totals \$430,000. These revenues will be deposited in the debt service reserve.

## Marcus Center Renovation

The County issued a total of \$5,802,000 in General Obligation Bonds during 1994 and 1995 for the purpose of renovating the interior of the Marcus Center for the Performing Arts. The Marcus Center is undertaking a private fund-raising effort to repay the County for bonds issued for this \$12.7 million project. Based on information provided by the Marcus Center, current pledges are sufficient to repay bonds issued by Milwaukee County for this project. Reimbursement for project debt service in 2002 totals \$586,071. These revenues will be deposited in the debt service reserve.

## Intergovernmental Cooperation Council

The County issued \$2,500,000 General Obligation Building Bonds, Series 1997A on July 17, 1997 on behalf of the Intergovernmental Cooperation Council (ICC) for the development of an animal control shelter. The County and ICC have developed a final agreement as required for the release of the bond proceeds to the ICC. The ICC will repay the County for actual debt service costs on this issue. Reimbursement for debt service costs for 2002 totals \$227,263. These revenues will be deposited in the debt service reserve.

## Children's Hospital

The County will be selling the South, Methadone and West Buildings, that were formerly a part of the Mental Health Complex, located at 9455 Watertown

Plank Road, to Children's Hospital and leasing the land. An annual lease payment amount of \$50,000 will be used to offset debt service costs on the outstanding debt for the facilities.

## DEBT SERVICE LEVY LIMITS

Effective August 12, 1993, Section 59.605, Wisconsin Statutes, imposed a property tax rate limit for Wisconsin counties. Separate limits were imposed for operating levy rates and debt service levy rates. Initially, the baseline for the rate limit was the 1992 actual tax rate adopted for 1993 budget purposes. The County cannot exceed these operating levy rate and debt levy rate limits unless one or more conditions apply, as described below. The statute establishes specific penalties for failure to meet the limit requirements. Among the penalties for exceeding the limits are reductions in State shared revenues and transportation aids.

The County adopted a debt levy rate of approximately \$1.42 per \$1,000 of equalized value as part of the 1993 Budget. The conditions under which the debt service rate may be increased include: (1) a referendum is held that approves the debt issuance; (2) the County Board of Supervisors adopts a resolution that sets forth its reasonable expectation that the issuance of the debt will not cause the County to increase the debt levy rate; (3) the issuance of the debt was authorized by an initial resolution adopted prior to the effective date of 1993 Wisconsin Act 16 (August 12, 1993); (4) the debt is issued for certain specified purposes, including financing regional projects under Section 67.5(7)(f); (5) the debt is issued to fund or refund outstanding municipal obligations; (6) the County Board of Supervisors adopts an initial resolution authorizing the issuance of the debt by a vote of at least three-fourths of the members-elect of the County Board.

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INTEREST ALLOCATION (9880)

<u>Org. No.</u>	<u>Capitalized and Operating Interest Expense for Proprietary Fund Departments</u>	<u>2002 Amount</u>
1163	Information Management Services Division	\$ 101,896
1175	Information Management Services Division	248,956
1176	Information Management Services Division	377,777
5041	Airport	2,122,088
5300	DPW-Fleet Maintenance	818,182
5605	Transit System	1,180,418
5725	DPW-Facilities Management	929,401
5736	DPW-City Campus	264,255
6901	DHS-Mental Health Division	277,267
	<b>Subtotal</b>	<u>\$ 6,320,240</u>
1200-1885	Capitalized Interest for Proprietary Fund Departments	96,250
	<b>Total</b>	<u>\$ 6,416,490</u>