

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Budget Summary

Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Variance
Expenditures					
Personnel Costs	\$29,200,360	\$26,691,879	\$26,420,771	\$29,212,656	\$2,791,885
Operation Costs	\$27,909,686	\$32,807,010	\$38,516,208	\$39,736,276	\$1,220,070
Debt & Depreciation	\$1,097,271	\$1,129,840	\$1,260,237	\$1,158,649	(\$101,588)
Capital Outlay	\$2,170,419	\$1,797,564	\$2,610,610	\$3,602,373	\$991,763
Interdept. Charges	\$3,401,404	\$3,679,205	\$8,030,255	\$7,453,770	(\$576,485)
Total Expenditures	\$63,779,140	\$66,105,498	\$76,838,081	\$81,163,726	\$4,325,645
<i>Legacy Healthcare-Pension</i>	<i>\$6,397,154</i>	<i>\$5,531,925</i>	<i>\$6,217,688</i>	<i>\$7,150,047</i>	<i>\$932,359</i>
Revenues					
Direct Revenue	\$12,723,377	\$11,680,567	\$12,946,683	\$13,027,759	\$81,076
Intergov Revenue	\$1,495,778	\$1,218,639	\$559,580	\$559,580	\$0
Indirect Revenue	\$44,977,708	\$47,501,553	\$55,372,759	\$61,288,862	\$5,916,103
Total Revenues	\$59,196,863	\$60,400,759	\$68,879,022	\$74,876,201	\$5,997,179
Tax Levy	\$4,582,277	\$5,704,739	\$7,959,059	\$6,287,525	(\$1,671,534)
Personnel					
Full-Time Pos. (FTE)	278.7	268.2	221.5	225.9	4.4
Seas/Hourly/Pool Pos.	3.5	3.5	3.5	3.5	0
Overtime \$	\$114,252	\$640,086	\$98,504	\$262,308	\$163,804

Department Mission:

The Department of Administrative Services (“DAS”), provides high quality and responsive support services to Milwaukee County.

Department Description:

The Department of Administrative Services provides a wide variety of internal services to County Departments in achieving their Strategic Outcomes, as well as many services to the public. The Department includes the following divisions:

- **Office for Persons with Disabilities (OPD):** strives to assure that people with disabilities share equally in programs, services and facilities of the County. The Office provides high quality, responsive services that enhance self-sufficiency, personal safety, economic opportunity and quality of life for all people with disabilities.
- **Community Business Development Partners (CBDP):** works to increase overall economic viability for small and disadvantaged businesses (SBEs and DBEs) in Milwaukee County.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

- **Performance, Strategy & Budget:** coordinates countywide financial planning, manages development of the annual operating and capital budgets, supports performance management systems, and provides program evaluation and policy analysis services.
- **Risk Management:** provides a comprehensive risk management program that minimizes liabilities to the County and that ensure the health and safety of our employees, residents, and guests utilizing County services and facilities.
- **Central Business Office:** serves as the knowledge base and general support for accounting, budgeting, contract processing, human resources, emergency planning, and work rules and records management for the Department of Administrative Services and the Office of Emergency Management.
- **Procurement:** obtains goods and services for Milwaukee County departments, agencies, and institutions in a manner that enhances the quality of life in Milwaukee County and fully utilizes all segments of the business community.
- **Information Management Services Division (IMSD):** collaboratively develops and provides secure, cost effective technology solutions that meets the needs of Milwaukee County government and its citizens.
- **Economic Development / Real Estate Services:** provides high-quality, efficient, and responsive services to enhance economic opportunity and quality of life for all of the people in Milwaukee County.
- **Facilities Management (including Facilities Maintenance, Architecture, Engineering & Environmental Services (AE&ES), Sustainability, Utilities):** provides asset management and preservation of County-owned assets and property, and ensures that all County-owned buildings are clean, safe, user-friendly, and meet the needs of all tenants, employees and the general public as well as provide technical services to plan, design, construct, manage, operate and preserve Milwaukee County's natural resources and public facilities, in a sustainable and energy efficient manner.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 1: DAS Management

Service Provision: Mandated

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
This service does not have activity data				

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$0	\$8,310	\$507,063	\$704,334	\$197,271
Revenues	\$0	\$0	\$0	\$0	\$0
Tax Levy	\$0	\$8,310	\$507,063	\$704,334	\$197,271
FTE Positions	3	3	3	3	0

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Performance Measures have not yet been created for this program area				

Strategic Implementation:

This program area provides overall management and guidance for the nine divisions of the Department of Administrative Services (DAS). The tax levy change in this program area results from compensation adjustments for all divisions of DAS that will be distributed upon implementation.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 2: DAS Central Business Office

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Activity Data is not yet tracked for this service				

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$0	\$499	\$806,002	\$1,234,023	\$428,021
Revenues	\$0	\$0	\$0	\$0	\$0
Tax Levy	\$0	\$499	\$806,002	\$1,234,023	\$428,021
FTE Positions	0	0	9	13	4

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Timely Completion of Fiscal Reports	N/A	N/A	N/A	100%

Strategic Implementation:

This program area was created in 2015 by transferring staff from various DAS divisions to provide accounting, budgeting and contract related functions to all DAS divisions and the Office of Emergency Management (OEM). The increase in expenditures relates to the following position additions to increase County revenues, strengthen internal controls and improve the efficiency of contract management:

- Grants Writer/Coordinator coordinate countywide collaborative effort to identify grant opportunities, provide pre-award services and secure funding (new position)
- Contracts Coordinator coordinate A&E contracts (new position)
- Administrative Coordinator transfer from DAS-Economic Development
- Clerical Specialist IMSD transfer from DAS-IMSD
- Accountant 1 transfer from OEM

2016 Budget reflects transfer of one administrative position to DAS Facilities to better reflect needs of the division.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 3: Procurement

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
# of Active Price Agreements	Not Measured	392	300	TBD
# of Requisitions Processed to Purchase Orders per Month	Not Measured	167	160	TBD
# of Sealed Bids	Not Measured	46	80	TBD

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$926,788	\$845,633	\$918,156	\$1,529,598	\$611,442
Revenues	\$0	\$0	\$0	\$0	\$0
Tax Levy	\$926,788	\$845,633	\$918,156	\$1,529,598	\$611,442
FTE Positions	7	7	7 ¹	8	1

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
² Spend Under Management (%)	Not Measured	Not Measured	Not Measured	50%
³ Commodity Savings (\$)	Not Measured	Not Measured	Not Measured	Goal \$1.14 Million

Strategic Implementation:

The new centralized e-procurement system is piloting fall of 2015 and expected to be implemented countywide in January 2016. The new system is expected to save on countywide purchases of services and commodities, budgeted at approximately \$700,000 in 2016.

The increase in expenditures relates to the following:

- Addition of a Contracts Administrator that was funded during 2015.
- Approach taken to cross charge all centralized IT expenditures in 2016; there is no net increase to the County Budget as a result of this action.

¹ 2015 Adopted Budget includes 1.0 FTE newly created Contracts Administrator that was funded during the fiscal year.

² Spend Under Management (%) –Spend touched by procurement that is covered by a sourcing plan, sourced, contracted and controlled. Spend (goods and services) under contract, price agreement or formal competitive acquisition.

³ Commodity Savings (\$) – Savings and/or Cost Avoidance over prior agreement(s) and Competitive Bid or Contracted Pricing results dollar less than Market Pricing on commodities (new acquisitions).

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 4: Community Business Development Partners

Service Provision: Mandated

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
This Service Does Not Have Activity Data				

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$1,066,647	\$1,033,084	\$1,002,698	\$1,023,756	\$21,058
Revenues	\$181,392	\$11,307	\$0	\$0	\$0
Tax Levy	\$885,255	\$1,021,777	\$1,002,698	\$1,023,756	\$21,058
FTE Positions	8	8	7	6	-1

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget ⁴
Total Number DBE Firms Certified	51	56	50	145

Strategic Implementation:

In 2016, the Community Business Development Partners (CBDP) will implement the B2GNow online program system countywide to increase the number of small businesses successfully winning contracts. B2GNow has two main functions: online certification and contract monitoring to insure that Disadvantage Business Enterprise (DBE) goals are being met. In piloted departments, the online certification and contract compliance of B2GNow went live in 2014 and March 2015, respectively. To insure that DBE goals are met, CBDP will work with departments in the initial stages of RFP/BID development. This proactive approach will identify ways to positively impact the minority, women and small business community.

To offset increase in operating costs, one vacant position is abolished in 2016. In addition, two positions are unfunded and two new positions are created to better align with departmental needs.

⁴ A change in Milwaukee County ordinance Chapter 42 has been proposed to allow for the acceptance of companies (minority, women and small businesses) certified by other agencies. This is expected to result in a significant increase in certified firms for the Milwaukee County.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 5: Performance, Strategy & Budget

Service Provision: Mandated

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
# of Budgets Produced	2	1*	2
Organizational Budgets	82	82	82
Total Expenditure Budget	\$1,306,950,613	\$1,316,311,910	TBD

*The capital and operating budget narratives were combined into a single narrative in 2015.

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$1,352,964	\$1,307,737	\$1,301,124	\$1,365,585	\$64,461
Revenues	\$0	\$30,000	\$0	\$0	\$0
Tax Levy	\$1,352,964	\$1,277,737	\$1,301,124	\$1,365,585	\$64,461
FTE Positions	8	7	7	7	0

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Bond Agency Rating	Fitch IBCA: AA+ Moody's: Aa2 S&P: AA			
Satisfaction Survey	N/A	95%	95%	95%

Strategic Implementation:

The Division of Performance, Strategy and Budget will continue to support the County's Continuous Improvement program that is based on lean principles. The next phases of countywide performance budgeting will be implemented in 2016 in accordance with best practices as defined by organizations including the International City/County Management Association, Government Finance Officers Association and the National Advisory Council on State and Local Budgeting.

The 2016 Budget includes addition of \$20,000 for an internship program to support future staffing needs.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 6: Reimbursement

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
# of TRIP Accounts	39,575	39,250	39,250

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$144,787	\$91,441	\$129,975	\$121,006	(\$8,969)
Revenues	\$0	\$21	\$0	\$0	\$0
Tax Levy	\$144,787	\$91,420	\$129,975	\$121,006	(\$8,969)
FTE Positions	1.2	1.2	1	1	0

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Performance Measures have not yet been created for this program area				

Strategic Implementation:

One position continues to coordinate this function in 2016, which provides approximately \$450,000 in revenue for Milwaukee County annually and manages more than 39,000 outstanding debt accounts. This service will continue to be provided by Professional Placement Services in 2016 utilizing their contract with the State of Wisconsin.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 7: IMSD - Administration & Business Development

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
% of Total County Expenditures	1.26%	1.10%	1.12%	1.10%

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$2,508,075	\$2,224,666	\$2,578,348	\$2,751,419	\$173,071
Revenues	\$2,508,075	\$2,410,088	\$2,565,687	\$2,751,419	\$185,732
Tax Levy	\$0	(\$185,422)	\$12,661	\$0	(\$12,661)
FTE Positions	16.5	16	14.5	13.5	(1)

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
% of Projects Completed per Approved Schedule & Budget	85%	86%	87%	88%

Strategic Implementation:

This program area is responsible for IMSD’s business development, project management, and administrative support. This area works directly with County departments and outside agencies to build effective and productive relationships, analyzes County business needs, develops critical solutions and manages projects to successful completion in a value-driven portfolio framework.

2016 Budget includes \$75,000 for security assessment and creates one new IT Project Manager to analyze contracts and produce service level agreements. In addition, one Clerical Specialist position is transferred to DAS Central Business Office (CBO); two positions, Project Analyst-HRIS and Project Analyst-HRIS Int, are abolished, and one Business Analyst position is created to better reflect needs of the division.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 8: IMSD - Application Development

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Application Related Service Tickets	965	1,929	2,108	2,283

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$2,134,965	\$2,076,985	\$2,088,504	\$1,420,678	(\$667,826)
Revenues	\$2,134,965	\$2,074,265	\$2,077,341	\$1,420,678	(\$656,663)
Tax Levy	\$0	\$2,719	\$11,163	\$0	(\$11,163)
FTE Positions	12	13	13	13	0

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
Email Availability	99.60%	99.60%	99.60%	99.65%

Strategic Implementation:

IMSD Application Service team provides software applications and services to solve business. Responsibilities include development, implementation, maintenance, management, and support for countywide software on a variety of platforms. Application Services is also responsible for analyzing and interacting with project teams to identify business needs and provide solutions.

In 2016, IMSD will be launching two new applications: CityWorks, an asset and work order management system, and ProPhoenix, a public safety dispatch and records management tool. The 2016 Budget includes three support positions for this expansion (1.0 FTE CityWorks and 2.0 FTEs ProPhoenix). To reflect needs of the division, one Technical Architect position is transferred to IMSD Technical Services area and one Business Analyst position is abolished. Outside consultant services funding is reduced by \$202,000.

The ProPhoenix suite comprises several mission-critical applications for the Office of Emergency Management, Sheriff's Office, House of Correction, Children's Court, and the District Attorney's Office. This currently includes computer-aided dispatch, arrests, incidents, evidence management, fleet management, case management, warrants, citations, and K-9 modules. IMSD is currently working to implement the ProPhoenix Correctional Management Solution (CMS) that will replace the legacy Criminal Justice Information System (CJIS) application to manage arrest bookings and inmate management. The CMS solution will interface with over a dozen systems including video visitation, inmate phones, commissary, inmate trust, as well as supply booking, inmate and housing information updates.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

IMSD currently supports over 1,600 users, and system activity counts are well over 45 million. This number will grow significantly with the implementation of the new ProPhoenix CMS solution, which includes the management of approximately 2,400 inmates between the House of Correction and the Sheriffs' Office. Support demands are expected to rise significantly.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 9: IMSD - Technical Services

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
Storage Capacity (terabytes)	216	250	160
Number of Switches Maintained	363	395	370
Number of Routers Maintained	45	44	49
Number of Wireless Access Points	287	290	297

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$4,558,917	\$3,887,801	\$4,132,930	\$5,512,940	\$1,380,010
Revenues	\$4,558,917	\$3,953,004	\$4,090,089	\$5,512,940	\$1,422,851
Tax Levy	\$0	(\$65,202)	\$42,841	\$0	(\$42,841)
FTE Positions	16	10	13	12	(1)

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
Web Services Availability	99.80%	99.80%	99.55%	99.9%

Strategic Implementation:

The IMSD Technical Services program area provides research, acquisition, installation, maintenance, and support services for countywide telecommunications/data network infrastructure, server and storage networks. This includes administering the County’s voice and data communications systems and responsibility for architecture, design, planning, configuration and provisioning of the County’s wide-area network and local area networks (WAN/LAN), remote access services, network security/firewall management, Wi-Fi and internet services, and voice, video and conferencing services. This program area also maintains and supports the County server and storage environments.

The increase in expenditures includes:

- \$810,000 for annual maintenance for the Microsoft Office Enterprise Agreement (EA) which provides a volume licensing program allowing the County to use cloud services and software licenses under one agreement
- \$300,000 offsite hosting of the data center
- \$190,000 for a reserve for future personal computer and laptop replacement needs

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Over the past few years, IMSD has gradually replaced the county's fleet of obsolete personal computers (PCs) and laptops through the Desktop Transformation Capital Project which is now completed. To plan for future replacement needs, the budget includes the establishment of a reserve to finance these costs based upon a five-year replacement schedule. The initial contribution to this reserve, which will be treated similar to the debt service reserve, is estimated to be \$190,000.

To better reflect needs of the division, three positions are abolished, one Technical Architect is transferred from IMSD Application Development service area, and a Technical Documentation Analyst is newly created to improve the security and effectiveness of IT equipment and systems.

The Enterprise Architecture team provides mission critical applications and systems such as Office 2013, Outlook, Outlook Web Applications, Sharepoint and Windows 7, among others. In 2015, this cost was previously included in the Desktop Transformation Project (capital budget WO621). However, with the completion of the project, the annual maintenance costs are now absorbed in the division's operating budget.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 10: IMSD - Personal Computer Support

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
Service Tickets Opened	35,754	40,000	40,000
PCs Maintained*	3,659	3,500	3,000

*The actual number of PCs maintained for 2015 is expected to be 3,205, a reduction of 454 compared to the 2014 actual number due to the State of Wisconsin and University of Wisconsin-Extension no longer requiring IMSD support. The anticipated number of PCs declines further in 2016 to 3,000 due to a more accurate number of deployed PCs obtained through the Desktop Transformation Project as well as the closure of long term care units at the Behavioral Health Division.

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$1,724,238	\$1,935,799	\$1,598,794	\$1,631,220	\$32,426
Revenues	\$1,724,238	\$1,929,719	\$1,585,459	\$1,631,220	\$45,761
Tax Levy	\$0	\$6,080	\$13,335	\$0	(\$13,335)
FTE Positions	9	6	6	6	0

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
% of helpdesk tickets resolved	99.5%	98.1%	99.5%	99.5%

Strategic Implementation:

The IMSD-Personal Computer Support program area is responsible for first- and second-level technical support, workstation refresh, software management (license management and electronic software distribution), and mobile device administration. The PC support team also administers the County technology standards as well as IT service management standards and processes, and requests for change management, problem management, etc.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 11: IMSD - Mainframe

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
Mainframe IDs maintained	1,962	1,958	1,831

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$3,171,608	\$3,243,398	\$3,207,642	\$3,015,855	(\$191,787)
Revenues	\$3,171,608	\$3,241,595	\$3,207,642	\$3,015,855	(\$191,787)
Tax Levy	\$0	\$1,803	\$0	\$0	\$0
FTE Positions	1	1	1	1	0

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
CJIS* Availability	100.00%	99.99%	100.00%	100.00% **
Advantage Availability	98.50%	98.31%	99.00%	99.00% ***

* Criminal Justice Information System

** 7:00 a.m. to 5:00 p.m.

*** 5:00 a.m. to 5:00 p.m.

Strategic Implementation:

The IMSD-Mainframe Service team oversees the Enterprise Mainframe Server and administers, maintains and supports the Criminal Justice Information System, Advantage Financial System, Juvenile Information Management System and a multitude of programmatic interfaces. Mainframe Services also includes the Operations Center which manages the tape backup and the recovery services for all County enterprise systems.

The 2016 Budget reflects expenditure reductions in outside consultant services and licensing charges from decommissioning the Criminal Justice Information System (CJIS) and implementing ProPhoenix jail management system.

Addition of two positions in support of ProPhoenix are reflected in IMSD Application Development service area.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 12: IMSD - Copier & Printer Management

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
# of Copiers and Printers Managed	N/A	N/A	TBD

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$0	\$0	\$531,002	\$767,630	\$236,628
Revenues	\$0	\$0	\$531,002	\$767,630	\$236,628
Tax Levy	\$0	\$0	\$0	\$0	\$0
FTE Positions	0	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Performance Measures Have Not Yet Been Created for this Program Area.				

Strategic Implementation:

This program area was newly created in 2015 to centralize the costs related to printer and copier purchasing, replacement and maintenance. The long-term goal of this centralization is to standardize the County’s equipment purchases and vendor agreements which is expected to lead to long-term cost reductions and is in line with information technology budget practices developed by the Government Finance Officers Association (GFOA).

The Managed Print Services vendor, Xerox, will conduct an assessment of the existing copiers and printers and will recommend devices best suited to meet departmental business needs.

2016 Budget increase reflects a transfer of copier/lease costs from individual departmental budgets that were not centralized in 2015. When the vendor assessment is completed and recommendations are issued, a more refined estimate will be calculated based on the terms of the executed contract.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 13: IMSD - Software Management

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
# of Applications Managed*	257	411	391

*The number of applications managed increased by 154 in 2015 compared to 2014 due to the discovery conducted as part of the Desktop Transformation Project (DTP) which deployed new PCs and laptops and associated software countywide. The anticipated number of applications decline by 20 in the 2016 Budget compared to 2015 as a result of IMSD's effort to eliminate similar applications being used in individual departments and to identify solutions that can be used by multiple departments.

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$0	\$0	\$6,852,887	\$6,923,015	\$70,128
Revenues	\$0	\$0	\$5,096,457	\$6,923,015	\$1,826,558
Tax Levy	\$0	\$0	\$1,756,430	\$0	(\$1,756,430)
FTE Positions	0	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Performance Measures have not yet been created for this Program Area				

Strategic Implementation:

This program area was newly created in 2015 to centralize the costs related to software and hardware purchases. Budgets for the following items are transferred from departments into this program area:

- 6022 – Computer Access Info Services*
- 6147 – Professional Services-Data Processing*
- 6149 – Professional Services-Non-Recurring Operations*
- 6517 – DP Software Lease/Licensing (software & application maintenance agreements & licenses)*
- 6637 – R/M Computer Equipment*
- 6807 – DP Education*
- 7915 – Computer Software*
- 7917 – DP Supplies*
- 8552 – Mach & Equip-New*
- 8557 – Computer Equip-New (Cap)*
- 8558 – Computer Equip-Repl (Cap)*

* = 2016 Budgets for all objects are charged back to departments in the amount included in the recommended budget. Not all objects were charged back to departments in 2015 Budget. There is no net increase to the County Budget as a result of this action.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

DAS-IMSD is working toward managing these purchases and contracts in the future with the goal of rationalizing, consolidating and/or eliminating applications and services in order to reduce costs and achieve efficiencies.

2016 Budget includes large projects approved by the Information Technology Steering Committee (ITSC), as well as small projects proposed by departments.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 14: Facility Management Director's Office

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity Data			
Item	2014 Actual	2015 Budget	2016 Budget
Facilities Maintenance Cost per Square Foot	\$10.98	\$11.98	\$12.29
Facility Footprint	2,213,000	2,213,000	2,213,000

Note: This is based on the total square footage of 2,213,000 that Facilities Management is responsible for maintaining, which includes the County Courthouse Complex.

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$298,010	\$115,535	\$0	\$0	\$0
Revenues	\$298,010	\$250,178	\$0	\$0	\$0
Tax Levy	\$0	(\$134,643)	\$0	\$0	\$0
FTE Positions	10	10	2	1	-1

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
Average Requirement Cost per Sq. Foot	N/A	N/A	N/A	\$144
Average Facility Condition Index (FCI)	N/A	N/A	N/A	.14

Strategic Implementation:

The Director's Office provides centralized budget and support functions as well as overall management and oversight of the Facilities Management division. Functions include development and management of the division's budget, revenue tracking, contract coordination, records retention, and centralized accounting. In addition, the Director's Office also manages the County-wide Consolidated Facilities Plan (CFP) in close coordination with all County departments.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Overall expenditures (\$471,777) net to \$0 as all costs in the program area are cross charged within the Department of Administrative Services – Facilities Management division and water utility. To reflect needs of the division, one Assistant Administrative position is transferred to the Facilities Management - Facilities Maintenance area.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 15: Facilities Management - Architecture & Engineering

Service Provision: Administration

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
# of Capital Projects Managed	117 on-going; 69 new*	165 on-going; 58 new*	120 c/o + 74 new	TBD

* NEW projects reflect those that are adopted through the annual capital improvement budget process and/or established through current year action.

How We Do It: Program Budget Summary					
Category	2014 Budget***	2014 Actual***	2015 Budget***	2016 Budget***	2016/2015 Var***
Expenditures	\$4,566,596	\$4,197,055	\$4,221,114	\$4,773,406	\$552,292
Revenues	\$4,923,637	\$4,246,336	\$5,101,576	\$5,179,493	\$77,917
Tax Levy	(\$357,041)	(\$49,281)	(\$880,462)	(\$406,087)	\$474,375
FTE Positions	34.5	34.5	34.5	36.5	2

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual *	2014 Actual *	2015 Budget *	2016 Budget *
At least 80% of Capital Projects Completed within 36 Month **	39 projects closed out	47 Projects Closed Out	16 Projects Closed out To Date	TBD

* Currently the data available provides the number of projects closed out rather than the % of projects closed out within 3 years of funding being approved. Since tracking of this performance measure began in 2013, this measure will not be available until the beginning of 2016.

** IRS regulations require the expenditure of bond proceeds within 18 - 24 months of issuance.

*** Budget Expenditures, Revenues, Tax Levy, and FTE positions are re-stated to include the transfer of the Facilities Assessment Section from the Facilities Management - Facilities Maintenance area to the Facilities Management - Architecture & Engineering area.

Strategic Implementation:

The Architecture & Engineering program area provides professional and technical services related to the maintenance, construction and rehabilitation of the public infrastructure and preservation of the natural resources of Milwaukee County. The *Architectural Services unit* provides planning, design and construction management services for projects including space planning, building maintenance, remodeling, additions and new construction for all County departments. *Airport engineering unit* provides planning, design and construction management services for all major maintenance and capital projects at General Mitchell International and Lawrence J Timmerman Airports. The *Civil Engineering and Site Development unit* provides planning, design and construction management services for implementation of civil engineering public works projects and land surveying services.

Overall expenditures rise \$552,292 due to a Personnel Services increase of \$538,773 and an Interdepartmental Charge increase of \$27,491. This is partially offset by a reduction in Operating Costs of \$13,972. Revenue increases \$77,917 for this program area and is primarily derived from charges to capital projects and technical services provided to other County departments.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Section Transfer

In order to better align division resources, the *Facilities Assessment* section is transferred from the Facilities Management - Facilities Maintenance area. The *Facilities Assessment* section provides building systems condition assessment inspection services for County-owned facilities and administers a software based asset management system that is a repository for all the building condition data and building system deficiencies (this database provides the basis for major maintenance and capital improvement project requests).

Position Actions

- One position of Coordinator Assessment and one position of Clerk Records Management is transferred from the Facilities Management - Facilities Maintenance area to the Facilities Management - Architecture & Engineering area.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 16: Facilities Management - Environmental Services

Service Provision: Administrative

Strategic Outcome: Quality of Life

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Number of Capital and Major Maintenance Projects Reviewed for Energy Efficiency and Sustainability	N/A	94	TBD	TBD

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$1,466,811	\$1,284,871	\$1,249,839	\$1,298,552	\$48,713
Revenues	\$609,863	\$741,971	\$505,930	\$583,132	\$77,202
Tax Levy	\$856,948	\$542,900	\$743,909	\$715,420	(\$28,489)
FTE Positions	6	6	6	6	0

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Review 98% of Capital and Major Maintenance Projects with the objective of Improving Energy Efficiency and Sustainability	N/A	94 of 96 Projects or 98% of projects reviewed	TBD ³	TBD ⁴

³ Applies to the estimates completed and made available for review by May 31, 2015.

⁴ Applies to the estimates completed and made available for review by May 31, 2016.

Strategic Implementation:

The *Environmental Services* program area provides technical guidance, management, and development of sustainability functions for the County's building and infrastructure assets, assists in coordinating county-wide sustainability efforts, and is responsible for the implementation of the County's Green Print Initiative. This program area provides technical and managerial services concerning environmental issues including sustainability to all County departments. Environmental issues addressed include the incorporation of green building concepts, environmental due-diligence for property acquisition and disposal, procurement of grant funding, stormwater management and hazardous substance control (asbestos, lead, PCBs, mercury, pesticides/herbicides, etc.). Environmental Services also assists departments county-wide to monitor underground storage tanks, landfills, air quality, recycling, solid waste, water quality and brownfields properties in regard to compliance with local, state and federal regulations.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

The *Office of Sustainability* works to integrate environmental sustainability into Milwaukee County operations, infrastructure, and services. The Office supports and leads efforts to conserve natural resources, lower the County's operating costs, and improve the quality of life for Milwaukee County citizens. During 2016, the Office will implement initiatives to further decrease the County's energy and fuel consumption, improve its solid waste diversion, and promote environmental awareness and stewardship.

Overall expenditures rise mainly from increased Interdepartmental Charges of \$50,459. The higher expenditure costs are offset by increased revenue of \$77,202 from increased charges to capital projects and environmental services provided to other County departments and non-County agencies.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 17: Facilities Management - Facilities Maintenance

Service Provision: Administrative

Strategic Outcome: High Quality, Response Services

What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
# of Emergency Work Orders	N/A	1,000	1,000
# of Preventative Maintenance Work Orders	N/A	750	750

How We Do It: Program Budget Summary					
Category	2014 Budget*	2014 Actual*	2015 Budget*	2016 Budget*	2016/2015 Var*
Expenditures	24,402,943	24,191,686	26,521,988	27,207,256	685,268
Revenues	24,632,773	26,849,242	25,864,221	28,494,860	\$2,630,639
Tax Levy	(\$229,830)	(\$2,657,555)	\$657,767	(\$1,287,604)	(\$1,945,371)
FTE Positions	133	133	84	87	3

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
% of Emergency Work Orders Responded	90%	100%	100%	100%
% of Work Orders Completed	90%	92%	90%	92%

* Budget Expenditures, Revenues, Tax Levy, and FTE positions are re-stated to include the transfer of the Facilities Assessment Section from the Facilities Management - Facilities Maintenance area to the Facilities Management - Architecture & Engineering area.

Strategic Implementation:

Facilities Maintenance provides property management, tenant services and maintenance, housekeeping, security and skilled trade services to various private entities and County departments, comprising of over 2.2 million square feet. Maintenance Operations includes daily custodial services for public areas and repair services, grounds care and snow removal, centralized electrical, mechanical and engineering services, security operations, and maintenance of the various utility distribution systems. Management Services provides property management and lease administration functions.

Overall expenditures increase \$685,268 mainly due to an increase of Personnel Service costs of \$1,071,639 and Operating costs of \$46,872. This is partially offset by reductions in Capital Outlay of just over \$46,000 and Interdepartmental Charges of \$387,214. Overall revenue increases from \$25.9 million to \$28.5 million primarily

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

from increased space rental charges (indirect revenue) to other County departments within the Courthouse and office space leased at the 633 Wisconsin Office Building.¹

Facilities Planning Activities

To more effectively plan for county-wide space needs and management of County assets, the 2016 Budget includes \$500,000 to support ongoing implementation of the Consolidated Facilities Plan (CFP) for county-owned facilities to improve operational efficiencies and reduce ongoing costs.

In December 2014, the County Board adopted a resolution (File No. 14-939) granted an option to purchase St. Anthony's by Heartland Housing, Inc. for supportive housing. If the option is not exercised in accordance with the resolution, the building will be demolished by Milwaukee County.

In January 2015, Milwaukee County vacated City Campus building at 27th & Wells. Per County Board resolution (File No. 14-937) local property developer Rick Wiegand was granted an option to purchase City Campus. If the option is not exercised in accordance with the resolution, the campus buildings will be demolished by Milwaukee County. After demolition, the property will be transferred to the Redevelopment Authority of the City of Milwaukee for disposition.

Housekeeping Services

Housekeeping costs are budgeted at \$1.92 million (2016) and include the County's living wage ordinance.

Section Transfer

The Facilities Assessment section is transferred to the Facilities Management - Architecture & Engineering area to better align resources.

Position Actions

- One position of Assistant Administrative is transferred to the Facilities Management - Facilities Maintenance area from the Facility Management – Director's Office area.
- One position of Executive Assistant CHP is transferred to the Facilities Management - Facilities Maintenance area from the Central Business area.
- One position of Community Planner Supervisor and two positions of Space Planner are created.
- One Painter position is abolished and one Maintenance Services Coordinator position is created.
- One Carpenter position is abolished.
- One Facility Worker 4 position is abolished.

¹ Due to the 2015 move of County departments from City Campus to the 633 Wisconsin Office building (633), the full cost of the 633 lease was centrally budgeted and absorbed within the Facilities Management - Facilities Maintenance area. The 2016 budget maintains the full lease cost within the Facilities Management - Facilities Maintenance area. However, to more accurately account for County departments' use of space, departments located within 633 are charged a space rental fee to cover the lease costs. This is a similar methodology that was used to cross charge departments space rental fees when located at the City Campus facility.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 18: Facilities Management - Water Utility

Service Provision: Discretionary

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity Data			
Item	2014 Actual	2015 Budget	2016 Budget
Activity *			
Cubic Feet of Water Service	38,739,446	42,267,551	39,000,000
Cubic Feet of Sewer Service	27,099,421	28,528,237	26,896,552
Cubic Feet of Stormwater Service	38,739,446	42,267,551	39,000,000

* Consumption

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$4,648,570	\$4,020,675	\$4,662,432	\$4,761,361	\$98,929
Revenues	\$4,648,506	\$3,645,634	\$4,662,432	\$4,761,361	\$98,929
Tax Levy	\$64	\$375,041	\$0	\$0	\$0
FTE Positions	0	0	0	0	0

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
Operation Cost per 1,000/CF of Water Service	\$46.50	\$55.80	\$56.70	\$71.19
Operation Cost per 1,000/CF of Sewer Service	\$21.00	\$28.53	\$27.87	\$15.36
Operation Cost per 1,000/CF of Stormwater Service	\$3.20	\$1.66	\$2.62	\$4.66

Strategic Implementation:

The Water Utility provide water, sewer, storm and fire services to County and non-County entities located on the County grounds. The expenses of the Water Utility are fully funded by revenue from users, which are assessed based on each entity’s share of total consumption. Consumption is metered for water usage, and sewer, storm and fire prevention costs are functions of that water consumption.

The 2016 Budget includes a net expenditure increase of \$98,929. This includes decreases in Interdepartmental Charges by \$402,692, Debt & Depreciation by \$291,588, and Operating Costs by \$5,091. Expenditure decreases are partially offset by an increase in Capital Outlay of \$798,300.¹ All Expenditures are offset by fees paid by users of the water system. Major capital outlay items include projects required to comply with Wisconsin Administrative Code NR811 and repair work for the north and south reservoirs. Project work related to Administrative Code NR811

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

is necessary for the transition from a private to publicly operated utility. Publicly operated water distribution systems are required to follow additional state regulations.

The Fire protection charge will continue to be budgeted in the Water Utility and charged out to all County Grounds users of the water system.² Payment from some non-County users of the water system has been challenging. The County will continue to pursue payment for these charges.³

¹ Utilities include water, sewer, electricity, and storm water charges. These specific utility services are supplied and charged to Milwaukee County's Water Utility system as follows: The City of Wauwatosa charges for sewer and storm water services; the City of Milwaukee provides water services; WE Energies provides electrical services.

² As part of the 2012 Adopted Budget, fire protection charges were transferred from the DAS-Facilities Management Division to the Water Utility in order to more accurately allocate this charge to all user-tenants located on the County Grounds. Fire protection charges for 2016 are estimated at \$1.35 million. Approximately \$1.27 million of this cost is charged to non-County water system users with the balance (\$77,628) charged to County users.

³ Prior to the transfer of the fire protection charge to the water utility in 2012, DAS-Facilities Management, DAS-Fiscal Affairs and Corporation Counsel staff reviewed the existing fire protection agreement(s) as well as any applicable state statutes, county ordinance, and/or existing agreements between the non-County water system users and the County.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 19: Risk Management

Service Provision: Administrative

Strategic Outcome: High Quality, Responsive Services

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Reduce Workers' Compensation Claim frequency measures by 15 percent annually from the five-year historical averages (612 yearly average from 2009-2014)	776	598	510	434

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$7,393,506	\$12,360,191	\$11,372,412	\$11,191,548	(\$180,864)
Revenues	\$7,393,506	\$8,890,964	\$11,372,412	\$11,191,548	(\$180,864)
Tax Levy	\$0	\$3,469,226	\$0	\$0	\$0
FTE Positions	5	5	5	5.4	0.4

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Performance Measures have not yet been created for this Program Area				

Strategic Implementation:

In 2016, Milwaukee County is migrating from the self-administration of medical leaves under the Family Medical Leave Act (FMLA) to a third party administrator. This initiative will address the significant leave administration issues identified by the United States Department of Labor in 2014. The leave management contract will be administered by the Department of Human Resources (HR); the cost is included in the HR budget. Two positions are abolished due to the elimination of this function.

In 2016, Risk Management is moving towards a centralized safety management model to provide consistency in safety programs, policies and claim investigation. Two safety positions are transferred from the Airport and MCDOT Director's Office to Risk Management; but, will continue to be dedicated to these agencies.

The County's property insurer, the Local Government Property Insurance Fund, is under significant financial strain and could potentially be eliminated by the State in the future. Because of its current financial situation, the Fund is raising premium rates as high as 85% over the 2015 rates. The County will be exploring the commercial property insurance market with the assistance of a liability insurance broker. All other insurance premiums are expected to

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

remain flat, and other operating costs remain largely unchanged. One new position, Claims Manager, is created in 2016 at 0.4 FTE assuming a post mid-year start.

Risk cross charge allocation methodology has been revised to align with claims data and other key factors in 2016. There is no net increase to the County Budget as a result of this action.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 20: Economic Development / Real Estate Services

Service Provision: Discretionary

Strategic Outcome: Economic Opportunity

What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
Jobs Created *	TBD	756	800

*Jobs created consists of (estimated) new construction costs (related to the sale of County-owned properties) divided by an average of 24 direct and indirect jobs per \$1,000,000 in estimated construction costs.

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$1,215,175	\$1,501,655	\$1,281,893	\$2,139,035	\$857,142
Revenues	\$1,156,500	\$1,199,060	\$1,206,274	\$1,613,400	\$407,126
Tax Levy	\$58,675	\$302,596	\$75,619	\$525,635	\$450,016
FTE Positions	5	5	6	5	-1

Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Generate At Least \$1,000,000 In New Tax Base	\$20,000,000	TBD	\$19,000,000	\$30,000,000

*Note all the above numbers are the culmination of two departments (Economic Development and Real Estate Services) being combined.

Strategic Implementation:

The Economic Development / Real Estate Services program area provides management and oversight of the DAS-Economic Development division; development and administration of business and job retention/development activities focused within Milwaukee County; and continuing the County’s connection with regional economic development planning efforts.

In 2016 the Economic Development / Real Estate Services division will also be tasked with the disposition of an unusually high volume of tax-deeded foreclosed properties increasing expenses for appraisal fees, advertising and related activities. The Administrative Coordinator position is transferred to the DAS Business Office. The division will introduce a sealed bid disposition process that will also add expense. Some of the expenses will be offset by improvements in the effectiveness of transactions, an increase in the volume of transactions, and the amount of revenue from sales.

Included in this division’s budget are the following memberships and funding for economic development agencies that support its work and mission: East Wisconsin RR Co. (\$25,000), Visit Milwaukee (\$25,000), Foreclosure Mitigation Non-Profit Organizations (\$5,000), Milwaukee Workforce Alliance (\$10,000), Aerotropolis Milwaukee (\$5,000), Milwaukee 7 (\$10,000), IEDC (\$2,000), WEDA (\$2,000), and CEOs for Cities (\$1,500). These memberships are critical to the function of the Economic Development Division and the constituencies it serves.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 21: MCAMLIS

Service Provision: Mandated

Strategic Outcome: Economic Opportunity

What We Do: Activity				
Item	2013 Actual	2014 Actual	2015 Budget	2016 Budget
MCLIO Web Site Visits	5,700,000	3,100,000	TBD ¹	TBD

¹ Change in technology and application records for activity will be determined

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$1,074,373	\$709,547	\$842,000	\$842,000	\$0
Revenues	\$1,074,373	\$747,307	\$842,000	\$842,000	\$0
Tax Levy	\$0	(\$37,760)	\$0	\$0	\$0
FTE Positions	3	3	3	3	0

How Well We Do It: Performance Measures				
Performance Measure	2013 Actual	2014 Actual	2015 Budget	2016 Budget
Performance measures have not yet been created for this program area.				

Strategic Implementation:

The Milwaukee County Automated Mapping and Land Information System (MCAMLIS) program area is the County's Land Information Office. Pursuant to Section 59.72 of the Wisconsin Statutes and County Board Resolution File 90-707(a), MCAMLIS may design, develop and implement a land information system integrating property and ownership records with U.S. Public Land Survey information; prepare boundary-referenced parcel property maps suitable for producing accurate land title or survey boundary line information; and prepare maps suitable for local planning.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

Strategic Program Area 22: Office for Persons with Disabilities

Service Provision: Discretionary

Strategic Outcome: Quality of Life



What We Do: Activity			
Item	2014 Actual	2015 Budget	2016 Budget
Wil-O-Way Rentals	132	150	150
Sign Language Interpreter Work Orders	71	100	100

How We Do It: Program Budget Summary					
Category	2014 Budget	2014 Actual	2015 Budget	2016 Budget	2016/2015 Var
Expenditures	\$1,124,167	\$1,068,930	\$1,031,278	\$949,509	(\$81,769)
Revenues	\$180,500	\$180,068	\$170,500	\$187,650	\$17,150
Tax Levy	\$943,667	\$888,862	\$860,778	\$761,859	(\$98,919)
FTE Positions	4	4	3	2	-1

How Well We Do It: Performance Measures				
Performance Measure	2014 Budget	2014 Actual	2015 Budget	2016 Budget
Self-Sufficiency Ratio for Wil-O-Way Facilities	35%	36.4%	35%	35%

Strategic Implementation:

Service levels remain unchanged in 2016 from 2015, along with Wil-O-Way rental rates and day camp fees. A new recreation contract will be implemented in 2016 that will increase participation without increasing the costs.

In 2016, one position is abolished due to transfer of the transit companion program to Milwaukee County Transit System (MCTS). MCTS will coordinate with the Office for Persons with Disabilities and other County agencies to continue to provide free rides on the fixed route system for eligible persons with disabilities through the New Freedom Initiative, with the goal of continuing to expand mobility and reducing the need for paratransit service.

DAS - DEPARTMENT OF ADMINISTRATION (1151) BUDGET

DEPT: DAS - Department of Administration

UNIT NO. 1151
FUND: General - 0001

DAS-OPD Expendable Trust Fund (Org. 0601)

Since 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 procedures, the Commission initiates fiscal actions that require concurrence of the County Board of Supervisors and the County Executive. Through its actions, the Commission also fosters activities that support contributions to the corpus of the trust. Expenditures include support for disability-related community events. Revenues are derived from grants donations and/or advertising.

Expenditure	Revenue	Tax Levy
\$25,000	\$25,000	\$0