



Community Business Development Partners

MILWAUKEE COUNTY

Ruben L. Anthony, Jr., PhD • Interim Director, DBE Liaison Officer, ACDBE Liaison Officer

INTER-OFFICE COMMUNICATION

DATE: February 10, 2014

TO: Supervisor Marina Dimitrijevic, Chair, County Board Supervisors
Supervisor Patricia Jursik, Chair, Economic & Community Development Committee
Supervisor Michael Mayo, Sr., Chair, Transportation, Public Works & Transit Committee

FROM: Ruben L. Anthony Jr. Ph.D., Interim Director, Community Business Development Partners

SUBJECT: CBDP Micro Loan Program & Outreach - Status

Directive

The 2014 budget indicates that, CBDP will develop and execute a comprehensive business outreach program for small and disadvantaged enterprises that will include the promotion of the Microloan Fund, the Revolving Loan Fund, and a series of educational seminars. CBDP will provide reports regarding outreach activities, microloan and revolving loan fund utilization, business-to-government (B2G) implementation and utilization and any other efforts to promote the disadvantaged and small business programs to the Economic and Community Development Committee and the Transportation, Public Works, and Transit Committee on a monthly basis.

Loan Programs

Milwaukee County CBDP staff has met with two non-profit foundations and two financial institutions since October 21, 2013, to discuss ways to service the new CBDP Microloan Program. The first meeting with a non-profit in October of last year did not materialize. The company decided it was too expensive to service the CBDP Microloan Program.

On November 26, 2013, CBDP staff met with another non-profit organization. The organization was interested in underwriting the loan; however, they suggested CBDP find a financial institution to deposit and service the loan.

On December 3 & 16, 2013, CBDP staff met with a financial institution that showed great interest in the program. Unfortunately, they have since receded saying it would be too expensive to service the loan program. CBDP also met with a Community Bank in December 2013; they sent a letter of interest in January 2014. The non-profit organization that CBDP staff met with in November 2013 has set up another meeting on February 10, 2014, to tentatively discuss how they will underwrite the loan for CBDP.

Going forward, CBDP has decided that they will have to service the Microloan in-house. We will secure a financial institution for depositing the loan amount in the next two weeks.

Outreach and Education

CBDP will have an Educational Seminar on February 19, 2014 for all newly certified firms in the last quarter. These seminars will be held at CBDP offices every three months. The topics will include:

- **How to manage your DBE Certificate**
- **Contracting with Milwaukee County**

As a means of outreach, the Milwaukee County Community Business Development Partners publishes a newsletter periodically. The newsletter features current information about business development and a calendar of upcoming meetings and events.

A copy of the January 2014 newsletter is available on <http://county.milwaukee.gov/cbdp/cbdp-newsletter.htm>

B2G Now

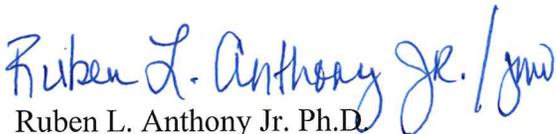
On November 18, 2013 CBDP began the preliminary planning for the implementation for the Business to Government Now (B2G Now) system. This system will create a DBE compliance, monitoring and management system.

Three components will be implemented: 1) Certification Management, 2) Online Applications and 3) Contract Compliance.

In January the B2G Now consultants began the implementation of the Certification Management module. The graphic user interface is nearly complete. It has been customized for Milwaukee County and a link has been created to the CBDP web-page (but has not been activated). Staff training has begun on the Certification management module. The certification module should go live on February 25, 2014.

The unified certification directory has been linked to the site, but other data items still need to be linked. On February 25, 2014, the online application implementation will begin. Following this, the implementation of the Contract Compliance module will begin.

Approved by



Ruben L. Anthony Jr. Ph.D.
Interim Director, CBDP

CC: Chris Abele, Milwaukee County Executive



Community Business Development Partners

MILWAUKEE COUNTY

RUBEN L ANTHONY, Jr, PhD • Interim Director, DBE Liaison Officer, ACDBE Liaison Officer

INTER-OFFICE COMMUNICATION

DATE: February 4, 2014

TO: Supervisor Marina Dimitrijevic, Chair, County Board of Supervisors
Supervisor Patricia Jursik, Chair, Economic & Community Development Committee
Supervisor Michael Mayo, Sr., Chair, Transportation, Public Works & Transit Committee

FROM: Ruben L. Anthony Jr. Ph.D., Interim Director, Community Business Development Partners

SUBJECT: **DBE WAIVER REPORT FOR DECEMBER OF 2013**

DIRECTIVE

At the request of the Committee on Economic and Community Development, the Community Business Development Partners Department (CBDP) provides a monthly update on the Disadvantaged Business Enterprise (DBE) utilization waivers requested by, and granted to, Milwaukee County departments/divisions.

BACKGROUND

CBDP is responsible for designing, implementing, monitoring and enforcing Milwaukee County's DBE Program in order to maintain compliance with Federal Regulations and Milwaukee County Ordinances. Implementation of the Program includes assignment of participation goals on, both, Federal and County funded contracts, as well as monitoring and enforcing compliance of these contracts. Participation goals may only be established on contracts where opportunities exist for ready, willing and able certified firms to perform commercially useful functions related to the satisfaction of those contracts.

In 1999, the United States Department of Transportation (USDOT) implemented DBE Program rules with seven (7) key objectives directed at creating a level playing field on which certified firms could compete fairly for USDOT-assisted contracts. This legislation, 49 CFR Parts 23 and 26, requires all recipients of USDOT funds to establish and maintain a DBE program that, not only, complies with the intent and language of the legislation, but that has also been reviewed and approved by USDOT. As a result of public and private stakeholder input, Milwaukee County determined and approved, by action of the County Executive and the full County Board, to establish and maintain a program based upon the Federal DBE Program rules and standards for all of its contracts. This action designed to ensure the same level of commitment and consistency in approach to the facilitation of small business involvement when and where appropriate has been enacted in Chapter 42 of the Milwaukee County Code of General Ordinances.

Milwaukee County is required to provide and establish contract opportunities for certified firms on its projects based upon the number of ready, willing and able firms certified to perform within the scope(s) of each of these projects. Only firms certified through Wisconsin's Unified Certification Program (UCP), a consortium of over 24 municipalities and agencies throughout the State, count as ready, willing and able firms for this purpose. Four of the UCP members serve as certifying partners for the consortium, Milwaukee County, WisDOT, Dane County, and the City of Madison. Milwaukee County has the responsibility of verifying and maintaining the certification status of 354 of the 840 currently certified firms throughout the State, while processing all new applications for DBE certification.

WAIVER REQUESTS

When CBDP receives a waiver request from a department/division, staff thoroughly reviews it and available supporting documentation before rendering a determination. The Interim Director may require staff to gather more comprehensive information or to provide more detailed clarification regarding any identified issues prior to issuing a determination.

WAIVER REPORT SUMMARY

The figures below include Professional & Management Service and Capital Improvement/Maintenance contracts awarded during December of 2013. This report does not include contracts awarded by the Procurement Division of the Department of Administrative Services processes under Chapter 32. Please see the attachment for waivers requested as broken out by owner department, contractor/consultant awarded, scope of services rendered, total contract amounts, and reason for approval.

Total Contracted Dollars for Period	\$ 5,993,051.54
Total Contracted Dollars w/o DBE Participation	\$ 1,816,297.00
Percentage of Contracts w/o DBE Participation	30.3%
Total Contracted Dollars w/ Waiver Approval	\$ 1,816,297.00
Percentage of Contracts w/ Waiver Approval	30.3%
Total Contracted Dollars w/o Waiver Approval	\$ 0.00
Percentage of Contracts w/o Waiver Approval	0.0%

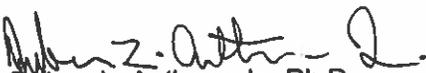
It is also important to note that the Milwaukee County Code of General Ordinances exempts various contracts from DBE participation consideration review for services such as those used for the purpose of securing credit rating services related to debt issuance and administration. These exemptions appear as Chapter 56.30(2)(a), and 56.30(10)(a).

Total Contracted Dollars for Period	\$ 5,993,051.54
Total Exempted Contract Dollars	\$ 0.00
Percentage of Exempted Contracts for Period	0.0%

RECOMMENDATION

CBDP prepared this informational report, and recommends that it be received and filed, as such.

Approved by:


 Ruben L. Anthony Jr., Ph.D.
 Interim Director, CBDP

CC: Chris Abele, Milwaukee County Executive

Milwaukee County Community Business Development Partners Department (CBDP) DBE Waiver Report December 2013

DEPARTMENT	CONSULTANT/CONTRACTOR	SCOPE OF SERVICES	CONTRACT AMOUNT	APPROVAL REASON
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Approved Waivers ¹

Combined Court Related	JusticePoint, Inc.	GPS electronic monitoring, pretrial supervision, monitoring	1,673,740.00	Specialized Service
Child Support Enforcement	United Migrant Opportunity Services, Inc.	Assist non-custodial parent to obtain employment	92,000.00	Specialized Service
Parks by DAS - FM	T. J. Enmenich	Lincoln Park Golf Course Irrigation	24,780.00	Specialized Consulting Service
Parks by DAS - FM	AECOM	Mill Pond Dam Inspection	9,975.00	Annual Consultant Utilization
Parks by DAS - FM	Endpoint Solutions	War Memorial Art Museum HVAC Improvements - Environmental	5,020.00	Annual Consultant Utilization
Fleet by DAS - FM	Jackson MacCudden	Fleet Maintenance Garage Modifications Asbestos Abatement Consulting Services	4,158.00	Annual Consultant Utilization
Parks by DAS - FM	Jackson MacCudden	Martin Luther King Center HVAC Upgrade Asbestos Abatement Consulting Services	2,618.00	Annual Consultant Utilization
Courthouse by DAS - FM	Jackson MacCudden	Courthouse Justice Center Build Out	2,008.00	Annual Consultant Utilization
MCTS by DAS - FM	Graef	MCTS - Bus Wash & Vacuum Replacements	2,000.00	Annual Consultant Utilization

Contracts Issued Without Review ²

None

Exempted Contracts ³

None

Total Contract \$ Amount for Period ⁴	\$5,993,061.54
Total Contract \$ Amount w/o DBE Participation for Period	1,816,297.00
Percentage w/o DBE Participation	30.3%
Total Approved Waiver \$ Amount	1,816,297.00
Percentage Waived	30.3%
Total Unapproved Waiver \$ Amount	0.00
Percentage w/o Waiver Approval	0.0%
Total Exempted \$ Amount	0.00
Percentage Exempted	0.0%

¹ Waivers approved by CBDP; within guidelines of Code of General Ordinances

² Contracts issued by Departments in violation of the Code of General Ordinances; CBDP is made aware of these projects when Accounts Payable forwards new contract information

³ These contracts are exempted from Disadvantaged Business Enterprise participation review within the guidelines of Code of General Ordinance Chapter 56.30(2)(a) such as those used for the purpose of securing credit rating services related to debt issuance and administration

⁴ Total does not include Procurement Division Figures

COUNTY OF MILWAUKEE
Inter-Office Communication

DATE: February 21, 2014

TO: Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by James Mathy, Housing Administrator

SUBJECT: **Report from the Director, Department of Health and Human Services (DHHS), requesting authorization to reallocate Community Development Block Grant (CDBG) funds to the Milwaukee County Parks Department in an amount of \$245,790 for the renovation of the Sheridan Park Pavilion**

Issue

The Director of the Department of Health and Human Services (DHHS) is requesting approval to reallocate \$245,790 of Community Development Block Grant (CDBG) funds to the Milwaukee County Parks Department for the purpose of renovating the Sheridan Park Pavilion.

Background

Sheridan Park is a large park located on the Lake Michigan shoreline in southeastern Milwaukee County. It is an important local community feature that provides opportunities for a wide range of recreational and social gathering activities for nearby residents, a significant number of which are low-to-moderate income. Park amenities include a playground, lagoon with winter ice skating, picnic areas, baseball and softball diamonds, tennis and basketball courts, swimming pool and bathhouse, and the Oak Leaf Trail.

The centrally located Sheridan Park Pavilion was constructed in 1959 to support park activities, but the deterioration of both the interior and exterior of the structure, the outdated interior design, and the aging HVAC systems limit its usefulness. The Parks Department is proposing a number of improvements to the pavilion that will make it energy efficient and functional for a wider variety of public uses, as well as accessible for persons with disabilities. The pavilion has not been substantially improved in over 50 years.

The Milwaukee County Parks Department had previously been a successful applicant for 2014 CDBG funds for this project through the Housing Division's competitive scoring process. Previously, the Sheridan Park Pavilion Project was only granted an award of \$66,210. The Housing Division is proposing to increase this award by \$245,790 to \$312,000 which reflects the original amount requested by the Parks Department. Milwaukee County is able to reallocate 2013 CDBG Funds due to previously funded activities being cancelled.

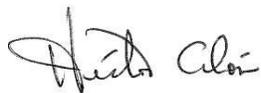
The use of CDBG funds for this project is eligible under HUD guidelines. Sheridan Park is located in Cudahy which is eligible as a low-to-moderate income area. Due to the nature of the project, it is categorized as a non-public service project under CDBG guidelines. A vast majority of Milwaukee County parks do not qualify for CDBG funds as most County parks are not located in qualified income areas or are located in the City of Milwaukee. Sheridan Park is a rare example of a qualified park.

Recommendation

It is recommended that the Milwaukee County Board of Supervisors authorize the Director, DHHS, or his designee, to approve the reallocation of Community Development Block Grant funds in the amount of \$245,790 to the Milwaukee County Parks Department for the purpose of renovating the Sheridan Park Pavilion.

Fiscal Impact

Sufficient funds have been identified in CDBG funds for reallocation for non-public service projects. A fiscal note form is attached.



Héctor Colón, Director
Department of Health and Human Services

cc: County Executive Chris Abele
Raisa Koltun, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Don Tyler, Director, DAS
Josh Fudge, Fiscal & Budget Administrator, DAS
Matthew Fortman, Fiscal & Budget Analyst, DAS
Steve Cady, Director of Research Services – Comptroller's Office
Janelle Jensen, County Clerk's Office
Alexis Gassenhuber, County Clerk's Office

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3 (ITEM) From the Director, Department of Health and Human Services, requesting
4 authorization to reallocate Community Development Block Grant (CDBG) funds to the
5 Milwaukee County Parks Department in the amount of \$245,790 for the renovation of
6 the Sheridan Park Pavilion, by recommending adoption of the following:

7 **A RESOLUTION**

8 WHEREAS, as part of the annual Community Development Block Grant (CDBG)
9 process, the County Board of Supervisors previously authorized the Director, DHHS, or
10 his designee, to allocate 2013 Community Development Block Grant funds to a variety
11 of projects; and

12
13 WHEREAS, due to the cancellation of CDBG activities previously funded in 2013,
14 Milwaukee County is able to reallocate these dollars in 2014; and

15
16 WHEREAS, the Milwaukee County Parks Department was a successful applicant
17 for 2014 CDBG funds for the Sheridan Park Pavilion Project through the DHHS Housing
18 Division's competitive scoring process, with this project having been awarded \$66,210;
19 and

20
21 WHEREAS, the DHHS Housing Division is proposing that the CDBG award be
22 increased by \$245,790 to \$312,000 to reflect the original request of the Parks
23 Department; and

24
25 WHEREAS, there is no tax levy impact associated with approval of this request
26 as this expenditure is funded through the reallocation of 2013 CDBG funds which
27 became available due to the cancellation of previously funded CDBG activities; now,
28 therefore,

29
30 BE IT RESOLVED, the County Board of Supervisors authorize the Director,
31 DHHS, or his designee, to reallocate Community Development Block Grant (CDBG)
32 funds to the Milwaukee County Parks Department in the amount of \$245,790 for the
33 renovation of the Sheridan Park Pavilion.
34

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 21, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: From the Director, Department of Health and Human Services (DHHS), requesting approval to reallocate Community Development Block Grant (CDBG) funds to the Milwaukee County Parks Department in the amount of \$245,790 for the renovation of the Sheridan Park Pavilion

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

A. The Director of the Department of Health and Human Services (DHHS) is requesting authorization to reallocate Community Development Block Grant (CDBG) funds to the Milwaukee County Parks Department in the amount of \$245,790 for the renovation of the Sheridan Park Pavilion

B. Due to the cancellation of CDBG activities previously funded in 2013, Milwaukee County is able to reallocate these dollars in 2014. The Milwaukee County Parks Department was a successful applicant for 2014 CDBG funds for the Sheridan Park Pavilion Project through the Housing Division's competitive scoring process, with this project being awarded \$66,210. The DHHS Housing Division is proposing that the Milwaukee County Parks Department receive their original funding request of \$312,000 or an increase of \$245,790.

C. Total expenditures involved with this request are \$245,790. There is no tax levy impact associated with approval of this request as this expenditure is funded through the reallocation of 2013 CDBG funds which became available due to the cancellation of previously funded CDBG activities.

D. No further assumptions are made.

Department/Prepared By Thomas F. Lewandowski, Fiscal & Management Analyst

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Did CDPB Staff Review?

Yes

No

Not Required

**MILWAUKEE COUNTY
INTER-OFFICE COMMUNICATION**

DATE: February 21, 2014

TO: Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by James Mathy, Administrator - Housing Division

SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to amend the HOME written agreement with Jewish Family Services Housing, Inc., and increase the award of HOME funds from \$675,000 to \$1,485,000 for the construction of 11 units of affordable housing at 4400 W. Bradley Road

ISSUE

The Department of Health and Human Services (DHHS) is requesting authorization to amend the HOME Written Agreement of HOME funds with Jewish Family Services Housing, Inc., from \$675,000 to \$1,485,000 to assist in the construction of 11 units of affordable housing at 4400 W. Bradley Road. These 11 units will be a part of a 54-unit development called Bradley Crossing Phase II.

BACKGROUND

The HOME program was born out of the National Affordable Housing Act of 1990 and was a spin-off of the Community Development Block Grant (CDBG) program to address housing needs only. Milwaukee County, as a designated Urban County, is part of a HOME Consortia with West Allis and Wauwatosa.

Financing of rental projects is an eligible HOME activity and the Village of Brown Deer is part of the HOME Consortium jurisdiction. Financing of the project, if approved, will include a mortgage and promissory note at 0% interest deferred for 20 years. Eligible costs for the project include construction costs of the HOME units, a proration of required common areas, proration of land acquisition costs and a maximum reserve of 18 months. Minimum HOME investment per unit is \$1,000 and the maximum is listed below.

NON ELEVATOR TYPE	Basic Limit Per No. of Bedrooms				
	0	1	2	3	4
	\$122,294	\$141,005	\$170,057	\$217,678	\$242,501

ELEVATOR TYPE	Basic Limit Per No. of Bedrooms				
	0	1	2	3	4
	\$128,698	\$147,530	\$179,398	\$232,080	\$254,753

The property will have to remain affordable for 20 years. During that period of affordability, the HOME Written Agreement, as approved by Corporation Counsel and Risk Management, will be enforced and there will be a covenant recorded against the property. Even if the loan is repaid early or there is a change in ownership, the period of affordability will remain for the full duration. During this period at least 20% of the units must be "Low HOME rent" units; the remaining may be at the high rent limit. Rents shall be calculated by using the Section 8 utility allowance or other approved schedule. Below are the tables for the 2014 limits and period of affordability.

Activity	Minimum period of affordability in years
Rehabilitation or acquisition of existing housing per unit amount of HOME funds: Under \$15,000	5
\$15,000 to \$40,000	10
Over \$40,000	15
New construction or acquisition of newly constructed housing	20

The Developer shall be responsible for conducting income qualification reviews of tenants based on the 24 CFR Part 5 definition of income. The County will be responsible for monitoring files and conducting annual inspections. County Housing staff as well as an independent party with experience in subsidy layering reviewed the project using the HUD recommended

template. The subsidy layering analysis shows the amount requested is reasonable and that the project is feasible.

DISCUSSION

The first phase of Bradley Crossing is a 60-unit, multi-generational supportive residential housing community owned and operated by Jewish Family Services (JFS) and professionally managed by Oakbrook Corporation. Residents of the facility will include clients of JFS and other organizations who serve clients with physical and intellectual disabilities (I/DD) from age 18 and older. The facility is following the national trend in housing for people with disabilities that is shifting away from large institutional settings and community-based group homes to individualized support delivered to clients living at home in “mixed” living environments. It is critical to note that these individuals will be heavily screened for their ability to live independently, as it is the primary goal of the facility to successfully integrate persons with physical and intellectual disabilities in fully independent residential environments.

The first phase of Bradley Crossing opened in the fall of 2012. This housing development has been fully occupied since its opening and has been successful. The demand for this type of housing is enormous and the need is not met with the first phase alone. This second phase would surround Bradley Crossing with a series of 10-unit stacked flats and row homes. These units will offer a different style of living environment with individual unit entries and private garages. Residents of this phase will be offered the same supportive services offered to residents in the first phase but in a more private community setting. The second phase will also take advantage of the amenities provided in the first phase, including access to JFS services and counseling center, the Village of Brown Deer Community Center and various common areas and resources provided to residents of Bradley Crossing.

The building is designed using high-quality materials including brick, stone and cement board siding, similar in character to the first phase of Bradley Crossing. Phase II will include six buildings: five, 10-unit “stacked flats” with private garages and one building containing four townhome-style units facing Bradley Road. The use of appropriate massing and key architectural elements will serve to create visually interesting buildings that fit into the context of the Bradley Road neighborhood.

The layout of the buildings, parking and pedestrian facilities reinforces the Traditional Neighborhood Development (TND) design intended for the Bradley Village neighborhood. The layout promotes pedestrian activity and an authentic neighborhood feel. Residents will be able to walk to local restaurants, cafes and convenience store. The site is also conveniently located on multiple bus lines.

Jewish Family Services has provided comprehensive social services to families in the Milwaukee area since the organization was founded in 1867. Its mission is to provide supportive services

that help strengthen families, children and individuals throughout their life cycle within the context of their needs. Bradley Crossing will promote independence and integration for individuals requiring support services; half the units will target people with developmental, intellectual or physical disabilities (note that Milwaukee County is providing project based housing assistance for 30 of the 60 units). The other half will be marketed to individuals and families whose income qualifies under Section 42 and who desire to live in a well located, high-quality apartment community in the Village of Brown Deer.

Staff is recommending this funding increase due to unforeseen costs documented by the developer. The developer has found extreme soil conditions which have an impact on excavation, site, footing and foundation costs for the buildings. The cost to address the soil accounts for more than half of the additional HOME funds request. Given that the project is an affordable development for tenants with special needs, elevators were added to each building. In addition to the elevator cabs and mechanical controls, there are additional costs for masonry, electrical, foundations etc. Initially, these two-story structures were envisioned to have ground floor entry with a staircase for 2nd floor access.

The Village of Brown Deer, as part of the site plan approval and entitlement process, also required that one of the larger buildings be split into two separate buildings. This adds an additional building end (carpentry, brick, footings, foundation, drywall, etc.) and site improvements between the buildings. Developers have recently experienced higher construction pricing in the marketplace across the board. As the economy has improved, increased construction activity has resulted in subcontractor backlogs and less aggressive pricing. Since the beginning of the year, many materials have increased in price as well.

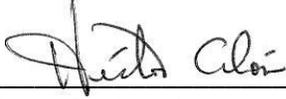
RECOMMENDATION

It is recommended that the County Board of Supervisors authorize the Director, DHHS, or his designee, to amend the HOME Written Agreement of HOME funds with Jewish Family Services Housing, Inc., from \$675,000 to \$1,485,000 to assist in the construction of 11 units of affordable housing at 4400 W. Bradley Road.

FISCAL EFFECT

This projected is completely funded with HOME revenue. A fiscal note form is attached.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Héctor Colón", written over a horizontal line.

Héctor Colón, Director
Department of Health and Human Services

cc: County Executive Chris Abele
Raisa Koltun, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Don Tyler, Director, DAS
Josh Fudge, Fiscal & Budget Administrator, DAS
Matthew Fortman, Fiscal & Budget Analyst, DAS
Steve Cady, Research Director, Comptroller's Office
Alexis Gassenhuber, County Clerk's Office

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4 (Item*) Report from the Director, Department of Health and Human Services, requesting
5 authorization to amend the HOME written agreement with Jewish Family Services
6 Housing, Inc., and increase the award of HOME funds from \$675,000 to \$1,485,000 for
7 the construction of 11 units of affordable housing at 4400 W. Bradley Road
8

9 WHEREAS, Milwaukee County with the Cities of Wauwatosa and West Allis
10 participates as a Consortium in the Federal HOME Investments Partnerships Program; and
11

12 WHEREAS, the Village of Brown Deer will support a Section 42 Affordable
13 Housing Tax Credit 54-unit housing project to be owned and developed by Jewish Family
14 Services Housing, Inc., (or their designated corporate entity) and managed by Oakbrook
15 Corporation, and located at 4400 West Bradley Road in the Village of Brown Deer, and
16

17 WHEREAS, Jewish Family Services Housing, Inc., has requested an increase in the
18 award of HOME funds in the amount of \$810,000, from \$675,000 to \$1,485,000 to assist
19 in providing 11 units of affordable housing in this project to low-income households; and
20

21 WHEREAS, the developer shall obtain and close on permanent financing by June
22 1, 2014; and
23

24 WHEREAS, the County has a deadline of September 30, 2014 to commit a
25 minimum of \$671,000 in HOME funds; and
26

27 WHEREAS, there is no tax levy impact associated with approval of this request in
28 2014, as funds sufficient to cover the expenditures associated with this initiative are
29 available from the HOME surplus balance, which is comprised of funding going back a
30 number of years; now, therefore
31

32 BE IT RESOLVED, that the Director of the Department of Health and Human
33 Services, or his designee, is authorized and directed to amend the development agreement
34 consistent with HOME requirements and increase the award of HOME funds by
35 \$810,000, from \$675,000 to \$1,485,000, as a secured 0 percent, deferred payment loan,
36 payable in full in 20 years, to Jewish Family Services Housing, Inc., (or their designated
37 corporate entity), to assist in the construction of 11 units of affordable housing at 4400
38 West Bradley Road in the Village of Brown Deer, contingent upon receipt of complete
39 project financing and execution of a development agreement consistent with HOME
40 requirements by April 1, 2014.
41

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 2/21/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to amend the HOME written agreement with Jewish Family Services Housing, Inc., and increase the award of HOME funds from \$675,000 to \$1,485,000 for the construction of 11 units of affordable housing at 4400 W. Bradley Road

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input type="checkbox"/> Decrease Operating Expenditures | <input type="checkbox"/> Use of contingent funds |
| <input type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	0	0
	Revenue	0	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated.¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
- C. Discuss the budgetary impacts associated with the proposed action in the current year. A statement that sufficient funds are budgeted should be justified with information regarding the amount of budgeted appropriations in the relevant account and whether that amount is sufficient to offset the cost of the requested action. If relevant, discussion of budgetary impacts in subsequent years also shall be discussed. Subsequent year fiscal impacts shall be noted for the entire period in which the requested or proposed action would be implemented when it is reasonable to do so (i.e. a five-year lease agreement shall specify the costs/savings for each of the five years in question). Otherwise, impacts associated with the existing and subsequent budget years should be cited.
- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

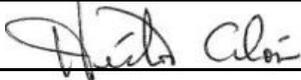
A. The Director of the Department of Health and Human Services (DHHS) is requesting authorization to amend the HOME written agreement with Jewish Family Services Housing, Inc., and increase the award of HOME funds by \$810,000, from \$675,000 to \$1,485,000, to assist in the construction of 11 units of affordable housing at 4400 West Bradley Road in the Village of Brown Deer as part of a 54 unit development known as Bradley Crossing Phase II.

B. Approval of this request will result in an increase in the expenditure of HOME funds totaling \$810,000. The HOME funds are provided to Jewish Family Services Housing Inc. (or their designated corporate entity) as a secured 0 percent, deferred payment loan, payable in full in 20 years.

C. There is no tax levy impact associated with approval of this request in 2014. Funds sufficient to cover the expenditures associated with this initiative are available from the HOME surplus balance.

D. No assumptions are made.

Department/Prepared By Thomas F. Lewandowski, Fiscal & Management Analyst

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

Did CDPB Staff Review?

Yes

No

Not Required

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE: February 17, 2014

TO: Supervisor Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Teig Whaley-Smith, Economic Development Director, Department of Administrative Services

SUBJECT: **Request for authorization to accept a \$17,500 Community Development Investment Grant from the Wisconsin Economic Development Corporation (WEDC) to assist the rebranding effort of the Park East Corridor**

POLICY

Milwaukee County Board approval is required for grant application acceptance.

BACKGROUND

DAS-Economic Development has undertaken a marketing effort for the Park East Corridor, in conjunction with the City of Milwaukee and the Commercial Association of Realtors of Wisconsin (CARW).

As part of this effort the County has retained 2-Story Creative, LTD, a Disadvantaged Business Enterprise, for assistance with the rebranding of the Park East, including a new webpage and print materials. 2-Story has experience with redevelopment marketing, having rebranded Milwaukee's Menomonee Valley in the mid-2000's and has already taken the information from the County, the City and CARW and begun to transform it, such that the efforts are on track to be unveiled by the end of the first quarter of 2014.

While some funds were available to hire a marketing expert, paying for additional services to ensure comprehensive rebranding efforts are undertaken necessitates a grant from WEDC. The WEDC Community Development Investment Grant requires a 75% match. The match funds will be coming from both the County and the City, as the agreement with CARW (for which the City is funding 50%) and the basic services provided in 2-Story's contract will constitute the match. The WEDC grant funding will be used create compelling marketing collateral pieces to complement the website, create cohesive event invitations for the kick-off event being planned by CARW and to cover the printing costs associated with making those items available to prospective RFP respondents.

RECOMMENDATION

The Director of the Department of Administrative Services (DAS) recommends acceptance of the \$17,500 grant from the Wisconsin Economic Development Corporation (WEDC) to provide additional marketing services in conjunction with the Park East Marketing Plan.

FISCAL NOTE

Because existing contracts will be used to fulfill the 75% match obligation of \$52,500, the necessary funds have already been encumbered by the Department of Administrative Services – Economic Development Division.

Teig Whaley-Smith
Economic Development Director

cc: Chris Abele, County Executive
Economic and Community Development Committee Members
Don Tyler, Director, Department of Administrative Services
Julie Esch, Director of Operations, Department of Administrative Services
Amber Moreen, Chief of Staff, Office of the County Executive
Raisa Koltun, Director of Legislative Affairs, Office of the County Executive

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4 (ITEM) A resolution requesting authorization to accept a \$17,500 Community
5 Development Investment Grant from the Wisconsin Economic Development
6 Corporation (WEDC) to assist in the rebranding effort of the Park East Corridor:
7

8 **A RESOLUTION**
9

10 WHEREAS, DAS-Economic Development has undertaken a marketing effort for
11 the Park East Corridor, in conjunction with the City of Milwaukee and the Commercial
12 Association of Realtors of Wisconsin (CARW); and,
13

14 WHEREAS, to ensure a wider market is reached, the contract with CARW
15 contemplated a Park East website, brochures and mailings, on-site signage, web-based
16 advertising and a kick-off event to showcase the efforts. The partners see each of
17 these items as being essential to successfully engage a wider audience for the Park
18 East outside of the Milwaukee area; and
19

20 WHEREAS, the partners had been relying on the generosity of CARW members,
21 acting as volunteers, to develop the materials for the website and the printed materials.
22 While well-intentioned, the materials drafted tended to be plainly informative and did
23 nothing to rebrand the area and capitalize on the momentum that currently exists in the
24 corridor; and
25

26 WHEREAS, the partners agreed that a marketing expert needed to be engaged
27 to assist with content development to ensure all the mediums by which information on
28 the Park East is being filtered to potential proposers is effective; and
29

30 WHEREAS, the County has hired 2-Story Creative, LTD, a Disadvantaged
31 Business Enterprise, for that purpose; and
32

33 WHEREAS, 2-Story has experience with redevelopment marketing, having
34 rebranded Milwaukee's Menomonee Valley in the mid-2000's and has already taken the
35 information from the County, the City and CARW and begun to transform it, such that
36 the efforts are on track to be unveiled by the end of the first quarter of 2014; and,
37

38 WHEREAS, to ensure comprehensive rebranding efforts are undertaken,
39 Milwaukee County Economic Development applied for a Community Development
40 Investment Grant from the Wisconsin Economic Development Corporation (WEDC);
41 and,
42

43 WHEREAS, the WEDC grant funding will be used create compelling marketing
44 collateral pieces to complement the website, create cohesive event invitations for the
45 kick-off event being planned by CARW and to cover the printing costs associated with
46 making those items available to prospective RFP respondents; and

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WHEREAS, the County's current contract with 2-Story, and the County/City agreement with CARW shall constitute the required 75% match of \$52,500; now, therefore,

BE IT RESOLVED that the Director for Economic Development Division is hereby authorized to accept grant funds in the amount of \$17,500 from the Wisconsin Economic Development Corporation; and,

BE IT FURTHER RESOLVED, that upon award of the WEDC grant funding in the amount of \$17,500, the DAS is authorized and directed to process a 2014 administrative appropriation transfer to reflect receipt of \$17,500 in grant revenue from the WEDC to offset costs incurred related to the rebranding efforts of the Park East Corridor

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 17, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request for authorization to accept a \$17,500 Community Development Investment Grant from the Wisconsin Economic Development Corporation (WEDC) to assist the rebranding effort of the Park East Corridor

FISCAL EFFECT:

- | | |
|---|--|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input type="checkbox"/> Existing Staff Time Required | <input type="checkbox"/> Decrease Capital Expenditures |
| <input checked="" type="checkbox"/> Increase Operating Expenditures
(If checked, check one of two boxes below) | <input type="checkbox"/> Increase Capital Revenues |
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| <input checked="" type="checkbox"/> Increase Operating Revenues | |
| <input type="checkbox"/> Decrease Operating Revenues | |

Indicate below the dollar change from budget for any submission that is projected to result in increased/decreased expenditures or revenues in the current year.

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	17,500	
	Revenue	17,500	
	Net Cost	0	
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

In the space below, you must provide the following information. Attach additional pages if necessary.

- A. Briefly describe the nature of the action that is being requested or proposed, and the new or changed conditions that would occur if the request or proposal were adopted.
- B. State the direct costs, savings or anticipated revenues associated with the requested or proposed action in the current budget year and how those were calculated. ¹ If annualized or subsequent year fiscal impacts are substantially different from current year impacts, then those shall be stated as well. In addition, cite any one-time costs associated with the action, the source of any new or additional revenues (e.g. State, Federal, user fee or private donation), the use of contingent funds, and/or the use of budgeted appropriations due to surpluses or change in purpose required to fund the requested action.
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- D. Describe any assumptions or interpretations that were utilized to provide the information on this form.

The Director of the Department of Administrative Services-Economic Development Division (DAS-ED) is requesting authorization to accept grant funding in the amount of \$17,500 from the Wisconsin Economic Development Corporation (WEDC) for costs related to the rebranding effort of the Park East Corridor.

Total costs related to the rebranding work are estimated at \$71,875. This includes executed contracts for services between the Commercial Association of Realtors of Wisconsin (CARW) and Milwaukee County (County)/City of Milwaukee (City) in the amount of \$30,000. The total costs for the CARW contract are split 50/50 between the County and City. Additionally, DAS-ED has an executed contract with 2-Story Creative, LTD to provide services related to the rebranding work in the amount of \$41,875.

If approved, the WEDC grant will pay for 25% (or \$17,500) of the total rebranding costs and the County would be responsible for 75% of the costs (or \$39,375). The County is leveraging the City's payment to CARW (\$15,000) in order that the 75% local match requirement can be met. DAS-ED confirms (and verified with WEDC staff) that such leveraging is accepted and in compliance with the WEDC grant.

<u>Vendor</u>	<u>Rebranding Costs</u>	<u>Funding Agency</u>			<u>TOTAL Funding</u>
		<u>Milwaukee County</u>	<u>City of Milwaukee</u>	<u>WEDC GRANT</u>	
CARW	\$30,000	\$15,000	\$15,000	-	
2-Story	\$41,875	\$24,375	\$0	\$17,500	
TOTAL	\$71,875	\$39,375	\$15,000	\$17,500	\$71,875

¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

² Community Business Development Partners' review is required on all professional service and public work construction contracts.

Department/Prepared By Teig Whaley-Smith, Economic Development Director

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

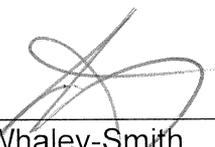
DATE: February 21, 2014

TO: Supervisor Patricia Jursik, Chair, Economic & Community Development Committee

FROM: Teig Whaley-Smith, Economic Development Director, Department of Administrative Services

SUBJECT: Status of Excess Property Sales (File 14-8) (Informational Only)

The Real Estate Services Section of the Economic Development Division reports, on a monthly basis, the status of excess property sales. Attached is the report for period beginning January 7, 2014 and ending February 18, 2014.



Teig Whaley-Smith
Economic Development Director, Department of Administrative Services

Attachment

cc: Chris Abele, County Executive
Marina Dimitrijevic, County Board Chairwoman
Economic and Community Development Committee Members
Don Tyler, Director, Department of Administrative Services
Amber Moreen, Chief of Staff, Office of the County Executive
Raisa Koltun, Director of Legislative Affairs, County Executive's Office
Julie Esch, Director of Operations, DAS
David Cialdini, Economic Development Real Estate Agent

REAL ESTATE SERVICES SECTION

REVENUE STATUS REPORT
Period ending February 18, 2014

CLOSED PROPERTIES

Property	Committee Date	Closed	Gross Sale Proceeds
3802 E Cudahy Ave, Cudahy		January 16, 2014	\$ 9,000.00
		TOTAL	\$ 9,000.00
		2014 Budget	\$ 400,000.00

PENDING PROPERTY CLOSINGS

Property	Committee Date	Pending Closing	Gross Sale Proceeds
6215 W National Ave, West Allis	October 26, 2013	2014	\$ 31,800.00
		TOTAL	\$ 31,800.00

GENERAL PROPERTY STATUS

Property	Date Made Available	Status	Asking Price
5414-22 South Packard Avenue, Cudahy	June 12, 2006	Available for sale	\$ 35,000.00
3618 East Grange, Cudahy	August 11, 2009	Available for sale	\$ 4,900.00
3749 East Squire, Cudahy	June 21, 2001	Available for sale	\$ 16,900.00
8450 West Beatrice Ct., Milwaukee	August 8, 2008	Available for sale	\$ 375,000.00 ¹
9074 S 5 th Ave, Oak Creek	February 12, 2010	Available for sale	\$ 28,900.00

1. Net proceeds to Federal Transit Administration or Future Transit Capital Project

SUMMARY DETAIL OF PENDING PROPERTY CLOSINGS

PROPERTY	BUYER	CLOSING	COMMENTS
6215 W National Ave	City of West Allis	2014	Sale is contingent upon a successful MOU eliminating Storm Water Management Fees against Milwaukee County owned properties.

SUMMARY DETAIL OF UWM, INNOVATION PARK, LLC SALE

PROPERTY	BUYER	CLOSING	COMMENTS
NE Quadrant County Grounds	UWM, Innovation Park, LLC	February 15, 2011	<p>Initial \$5 million paid February 15, 2011.</p> <p>Second \$5 million payment was received on February 5, 2014</p> <p>County Board extended each of the purchase price installment payment dates after closing by twenty-four (24) months as follows:</p> <ul style="list-style-type: none"> • \$887,500 payable on February 15, 2015 • \$887,500 payable on February 15, 2016 • \$887,500 payable on February 15, 2017 • \$887,500 payable on February 15, 2018

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: February 20, 2014

TO: Supervisor Patricia Jursik, Chair, Economic & Community Development Committee

FROM: Teig Whaley-Smith, Economic Development Director, Department of Administrative Services

SUBJECT: Downtown Transit Center Update (File 14-9)

REQUEST

There is no request at this time; this report is for informational purposes only.

BACKGROUND

At the April 15, 2013 ECD Committee meeting a request was made that Economic Development staff ("ED Staff") prepare a monthly written report on the Status of Negotiations with Barrett Visionary Development ("BVD"), using resolution 12-633 as a guidepost ("Resolution"). The text of the resolution is repeated below in italics, with the respective update below.

- 1. Develop a plan to incorporate the components of the Park East Redevelopment Compact (PERC) into the development agreement in order to provide additional sustainable community benefits that includes disadvantaged business opportunities and verified best faith efforts to employ Milwaukee County racial minorities and women in the project.*

In the last month, ED Staff has met frequently with BVD to move negotiations forward. BVD was successful in meeting similar workforce goals in its previous projects and intends to do the same on this project.

- 2. Identify or develop an element of public attraction within the proposed development and ensure the project does not compete with public use facilities near the site.*

Current plans include public access across Lincoln Memorial Drive, public access throughout the elevated first floor, public parking and other public attractions that do not compete with public use facilities near the site.

- 3. Advise the Committee on Economic and Community Development on the appraised value of the site with the understanding that the County Board expects to receive fair market value for the property.*

ED staff has received an appraisal. The appraisal, together with demolition, environmental remediation, other cost estimates, and public benefits negotiated will be used to establish a purchase price.

4. *Work with the Parks Director and the Wisconsin Department of Natural Resources to determine if any portion of the development site is in conflict with the lakebed public trust doctrine.*

The State of Wisconsin has specified that the development site and other applicable sites west of the 1913 line are "not part of the lake bed of Lake Michigan" (Wis. Stats. Sec. 30.2038).

5. *Prepare written reports for each monthly meeting of the Committee on Economic and Community Development on the status of the negotiations with Barrett Visionary Development with the understanding that the committee may, at its discretion, direct that a Request for Proposal (RFP) process be initiated if negotiations do not progress.*

This report is designed to meet this requirement.

RECOMMENDATION

There is no recommendation at this time; this report is for informational purposes only.



Teig Whaley-Smith

Economic Development Director, Department of Administrative Services

cc: Chris Abele, County Executive
Marina Dimitrijevic, County Board Chairwoman
Economic and Community Development Committee Members
Don Tyler, Director, Department of Administrative Services
Amber Moreen, Chief of Staff, Office of the County Executive
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