

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

DATE : February 21, 2014

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

FROM : Pamela Bryant, Capital Finance Manager, Office of the Comptroller

SUBJECT : **Authorizing Resolutions for Corporate Purpose Bonds**

REQUEST

The Office of the Comptroller is requesting the approval of the attached initial authorizing resolutions and final bond resolution for the issuance of a not-to-exceed amount of \$42 million of bonds (the "Corporate Purpose Bonds") to finance various capital improvement projects. The majority of the projects are included in the 2014 Capital Improvements Budget. The balance of the projects has been previously approved by the County Board and County Executive, but has not yet received financing.

The attached resolutions authorize the issuance of the Corporate Purpose Bonds provide parameters for the issuance and delegate approval of the sale of the Corporate Purpose to the Comptroller. The resolutions also delegate the bid opening and approval of the winning bidder for the sale of the Corporate Purpose to the Comptroller. The Comptroller's approval is limited to results of the sale that fall within the parameters outlined in the resolutions. An informational report will be submitted to the Finance, Personnel, and Audit Committee to communicate the final results of the bond sales.

BACKGROUND

The 2014 Corporate Purpose Bond Issue will finance projects contained in the 2014 Adopted Capital Improvements Budget, 2013 Adopted Capital Improvements Budget, Courthouse Infrastructure Improvements Relating to Courthouse Fire project, and replacing reallocated 2010 bond proceeds for the Estabrook Dam Rehabilitation project.

2014 Capital Improvements Budget

The 2014 Capital Improvements Budget included \$37,466,557 of general obligation bond financing. Based on discussions with Department of Transportation, \$1,044,306 of the \$2,224,306 in general obligation bonds for capital project WH02015 – South North Cape Road (Hi-View Drive to South Carroll Circle) will not be needed until 2015. In addition, the \$107,074 in 2010 unspent bond proceeds from capital project WH03006 – Whitnall Park Bridge – Root River have been reallocated to finance capital project WH01017 – South 76th Street (West Puetz Road to Imperial Drive). The planning for the Whitnall Park Bridge - Root River project will be completed in 2014. Therefore, the construction will not occur until

2015. To assist the County with complying with Internal Revenue Service (IRS) rules regarding expending the bonds, the \$107,074 in 2010 bonds will be reallocated. For the same reason, the 2014 bonding amount for the South North Cape Road project has been reduced by \$1,044,306. It is anticipated that the financing for these projects will be included in a future bond issuance. The table below lists the various financing changes to the projects.

Project Number	Description	2014 Adopted Capital Bonding	Prior Year Bonds	2014 Bond Issue	2015 Bond Issue or Future Bond Issue
WH02015	South North Cape Road (Hi-View Drive to South Carroll Circle)	\$2,224,306	\$0	\$1,200,000	\$1,044,306
WH01017	South 76th Street (West Puetz Road to Imperial Drive)	\$733,000	\$107,074	\$625,926	\$0
WH03006	Whitnall Park Bridge over Root River	\$0	(\$107,074)	\$0	\$107,074
	2014 Adopted Capital				

2013 Capital Improvement Budget Projects

In June 2013, Resolution File No. 13-537 authorized the reallocation of unspent bonds from existing capital projects to projects included in the 2013 Capital Improvements Budget. The resolution also delayed all or portions of bond financing associated with projects that were included in the 2013 Adopted Capital Improvements Budget but would not be able to meet IRS expenditure targets. These projects included:

- WG014- Grounds South Reservoir Rehabilitation (\$1,219,200)
- WO517- War Memorial Renovation (\$571,341)
- WP264- Estabrook Dam Impoundment Sediment Remediation (Phase 2) (\$1,200,000)

In addition to the projects listed above, there were two projects that were included as part of the unspent bond reallocation, but did not receive all of the funding that was budgeted since the total amount of unspent bonds changed subsequent to the adoption of the resolution. These projects include:

- WT056- Replace HVAC System at Kinnickinnic Garage (\$315)
- WT066- Replace Bus Wash System at Fiebrantz Garage (\$30,797)

Courthouse Complex Infrastructure Improvements Relating to the Courthouse Fire

In September 2013, Resolution File No. 13-708 established capital project WO151 - Courthouse Infrastructure Improvements Relating to Courthouse Fire to provide a budget and financing mechanism for expenditures that the County believes are related to the Courthouse Fire but are not reimbursable by insurance. In addition, the County Board and County Executive approved a reimbursement resolution to express the County’s intent to reimburse itself with future bond proceeds to finance these expenditures. The not-to-exceed amount for the reimbursement resolution is \$2 million. To date, there have been no charges to the project.

The attached initial authorizing resolution includes \$2 million to finance bond-eligible expenditures that are related to the Courthouse Complex fire, but are not reimbursable by insurance. At this time it is not known how much of the \$2 million will be issued in 2014. By including the \$2 million in this initial authorizing resolution, the County retains the option to use 2014 bond proceeds to finance these expenditures without reallocating bond proceeds from existing projects. Although the amount has been included in this authorization, it is anticipated that the County will not have to issue bonds for these expenditures.

Estabrook Dam Rehabilitation project

The 2010 Adopted Capital Improvements Budget included an appropriation of \$2,100,000 to repair the Estabrook Dam by applying structural repairs to the dam and other nearby structures and the removal of debris to access the dam and structures for repairs. These costs were financed with 2010 general obligation bonds.

In 2013, the Office of the Comptroller received authorization from the County Board to reallocate unspent bonds, primarily from projects that had been delayed, to various capital projects that are continuing projects and/or contained in the Five Year Capital Improvements Plan. This would enable the County to comply with IRS rules regarding tax-exempt bonds.

The Estabrook Dam Rehabilitation project was one of the projects that had been delayed due to permitting requirements for the project and an Environmental Assessment (EA) required for the dam repairs and the impoundment river remediation work being conducted upstream from the dam by the Environmental Protection Agency (EPA). The river remediation work will need to be completed prior to re-commissioning the repaired dam or other options regarding the dam. The County Board and County Executive through the approval of Resolution File No. 13-537 authorized the reallocation of the bond proceeds and directed the DAS to administratively transfer a not-to-exceed amount of \$1,630,000 in expenditure authority and general obligation bond proceeds to reestablish capital project WP063022 – Estabrook Dam Rehabilitation Project. The actual amount of expenditure authority and 2010 bond proceeds reallocated in 2013 from the Estabrook Dam Rehabilitation project to various capital projects was \$1,589,789.

The Office of the Comptroller and DAS – Performance, Strategy and Budget met with staff from Parks Administration and DAS-Architecture, Environment and Engineering Services, who are responsible for project management, to discuss the status of the Estabrook Dam Rehabilitation and Estabrook Dam Impoundment Remediation projects. One of the objectives of the meeting was to determine if the project should be included in the 2014 bond financing.

According to the Departments, the Estabrook Dam Impoundment Remediation project is scheduled to be completed in 2014 in accordance with the EPA schedule. Also, an EA examining all options for the Estabrook Dam must be completed. A decision must be made regarding which dam repair option to pursue in order to meet the Wisconsin Department of Natural Resources mandated repair completion date of December 31, 2014. Two main options regarding the Estabrook Dam have been identified for evaluation in the EA: rehabilitate as stated in the 2010 capital project mentioned above, or demolish all or part of the dam and construct rock ramps in the river to control the flow and height of the river. The second option will require approval of a change in project scope by policymakers. The initial

authorizing resolution will include language that will allow for either scope to be pursued.

\$42 MILLION CORPORATE PURPOSE ISSUANCE

The Office of the Comptroller has prepared estimated debt service schedules for the issuance of a not-to-exceed amount of \$42 million in bonds/notes. The \$42 million bond amount is the sum of the 2014 Capital Improvements Projects, the 2013 (delayed/unfunded) Capital Improvements Projects and Project WO151 Courthouse Complex Improvements relating to the Courthouse Fire. The sum also includes funding for cost of issuance expenses. Below is a list of the various components:

Project Number	Description	2014 Bond Issue
	2014 Adopted Capital Improvement Bond Financing	\$37,466,557
WH02015	S. North Cape Rd. (Hi-View Dr. to S. Carroll Cir	(\$1,044,306)
WH03006	Whitnall Park Bridge over Root River	(\$107,074)
	2014 Capital Projects as Modified Above	\$36,315,177
WO517	War Memorial Improvements	\$571,341
WP063	Estabrook Dam Repair	\$1,589,710
WP264	Estabrook Dam Impoundment Remediation	\$200,000
WT056	Replace HVAC System at Kinnickinnic Garage	\$315
WT066	Replace Bus Wash System at Fiebrantz Garage	\$30,797
	Estimated Cost of Issuance (Federal Allowable Amount)	\$712,660
	Rounding	\$580,000
	Total	\$3,684,823
	Sub-Total	\$40,000,000
WO151	Courthouse Infrastructure Improvements Relating to Courthouse Fire	\$2,000,000
	Total Not-To-Exceed Amount	\$42,000,000

The estimated debt structure for the bonds consists of a level principal repayment of \$2,800,000 over a 15-year term, beginning in 2015. The total estimated debt services costs would be \$52,993,960, including \$10,993,960 in interest.

BOND SALE PARAMETERS

The parameters for the financing would consist of the following:

- Maximum coupon rate of 5 percent – A coupon rate is the interest rate for each maturity or principal amount.

- Maximum true interest cost (TIC) of 4.5 percent – The true interest cost is the actual interest rate paid on bonds, which is expressed as a percentage of the total debt in today's dollars and includes the costs of issuance and other fees.
- 10-year call provision – The 10-year call provision indicates that the County will be able to refund the new bonds prior to maturity. However, the parameters resolution provides that the call provision will be determined by the Comptroller at the time of sale.
- Minimum purchase price of 99 percent of the par amount of the bonds – The price of the bond reflects the maximum price an investor would want to pay for the bond based on the coupon rate and the market rate. This is known as the yield or rate of return on the bond. When the coupon rate on the bond is equal to the market rate the purchase price is equal to the principal amount of the bond (par). If the coupon rate is lower than the market rate, the bonds will be purchased at a discount. If the coupon is higher than the market rate, the bonds will be purchased at a premium. Whether or not the bond purchase price is a par, discount or premium is dependent upon market conditions on the day of the sale.

DEBT ISSUANCE CONDITIONS

Wisconsin State Statute 67.045 outlines the conditions for which a governing body may issue debt. To comply with the referenced State Statute, approval of the attached an initial authorizing resolution with respect to the Corporate Purpose Bonds will require a $\frac{3}{4}$ vote (14 votes) of the County Board of Supervisors. The parameter resolution for the Corporate Purpose Bonds will require approval by a majority of a quorum of the County Board.

DEBT ISSUANCE EXPENSES

The 2014 budget authorizes the Office of the Comptroller to increase the amount of the 2014 borrowing to pay debt issuance expenses. The attached resolution authorizes and directs the Comptroller to request credit ratings and to pay all professional services and other issuance expenses related to the issuance of the bonds from debt proceeds. An administrative appropriation transfer will be processed to increase expenditure authority to pay for the cost of issuance. Anticipated expenses include bond counsel, financial auditor and financial advisory fees, official statement printing and mailing costs, credit rating fees and expenses and other issuance costs such as publication costs and express mail.

PUBLIC HEARING REQUIREMENTS FOR PRIVATE ACTIVITY BONDS

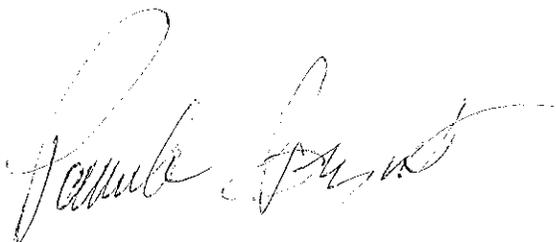
Some projects included in the 2014 bond issue are considered private activities within the meaning of the federal tax code. The issuance of tax-exempt bonds for these purposes requires that a public hearing be scheduled to allow citizens to comment on the issuance of the bonds. A public hearing will need to be scheduled to allow for public comment on the projects authorized for such entities as the Milwaukee Public Museum, Research Park, St Charles Youth and Family Services (CATC building), War Memorial and the Charles Allis Museum.

AUTHORIZING RESOLUTIONS

Attached are the authorizing resolutions for the 2014 Corporate Purpose Bonds which include initial resolutions, a resolution directing publication of notices to the electors and a resolution authorizing the sale of the Corporate Purpose Bonds. Each of the items in the resolution requires Finance, Personnel and Audit Committee and County Board approval.

RECOMMENDATION

The Comptroller's Office requests that the Finance, Personnel and Audit Committee approve and recommend approval by the full County Board of the attached resolutions. The resolutions authorize the issuance and sale of the Corporate Purpose and delegate, to the Comptroller, the authority to approve the final terms and conditions of the bond sale provided that those terms and conditions are within the parameters set forth in the attached resolutions. The sale will consist of the issuance of a not-to-exceed amount of \$42 million in bonds/notes to finance projects various capital improvement projects. An informational report will be submitted to the Finance, Personnel and Audit Committee to communicate the final results of the bond sale.



Pamela Bryant
Capital Finance Manager

Attachment

pc: Chris Abele, County Executive
Supervisor Willie Johnson, Co-Chairman, Finance and Audit Committee
Supervisor David Cullen, Co-Chairman, Finance and Audit Committee
Scott B. Manske, Comptroller
Don Tyler, Director, Department of Administrative Services
Amber Moreen, Chief of Staff
Kelly Bablitch, Chief of Staff, County Board
Josh Fudge, Fiscal and Budget Administrator
Stephen Cady, Research Director
Joseph Czarnecki, County Clerk
Daniel Diliberti, County Treasurer
Brian Lanser, Quarles and Brady
Lafayette Crump, Crump Law Firm
David Anderson, Public Financial Management
Justin Rodriguez, Fiscal and Management Analyst
Carol Mueller, Finance and Audit Committee Clerk

INITIAL RESOLUTIONS AUTHORIZING THE ISSUANCE OF
\$42,000,000 GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2014A

BE IT RESOLVED by the County Board of Supervisors of Milwaukee County, Wisconsin, that there shall be issued the general obligation bonds of said County in an aggregate principal amount not to exceed \$4,190,000 for the public purpose of providing for the construction, improvement and maintenance of highways and bridges. For the purpose of paying the various installments of principal of and interest on said bonds as they severally mature, prior to the issuance and delivery of said bonds, there shall be levied on all taxable property in said County a direct annual irrepealable tax sufficient for that purpose.

BE IT RESOLVED by the County Board of Supervisors of Milwaukee County, Wisconsin, that there shall be issued the general obligation bonds of said County in an aggregate principal amount not to exceed \$6,445,000 for the public purpose of providing for a memorial for soldiers, sailors and marines by financing renovations and improvements at the War Memorial Center. For the purpose of paying the various installments of principal of and interest on said bonds as they severally mature, prior to the issuance and delivery of said bonds, there shall be levied on all taxable property in said County a direct annual irrepealable tax sufficient for that purpose.

BE IT RESOLVED by the County Board of Supervisors of Milwaukee County, Wisconsin, that there shall be issued the general obligation bonds of said County in an aggregate principal amount not to exceed \$31,365,000 for the public purpose of providing financing for capital improvement projects, including without limitation the construction, improvement, renovation and equipping of parks, recreational and cultural facilities (including museum and zoological facilities); the construction, improvement and equipping of health and human service projects, including improvements to County buildings and County grounds; the construction, improvement and equipping of general government buildings, including without limitation the courthouse complex, correctional facilities, and other County buildings; and the acquisition of capital equipment. For the purpose of paying the various installments of principal of and interest on said bonds as they severally mature, prior to the issuance and delivery of said bonds there shall be levied on all taxable property in said County a direct annual irrepealable tax sufficient for that purpose.

BE IT RESOLVED by the County Board of Supervisors of Milwaukee County, Wisconsin, that the County Clerk is directed to send certified copies of this resolution to the County's co-bond counsel, Quarles & Brady LLP, 411 East Wisconsin Avenue, Milwaukee, Wisconsin 53202, Attention: Brian G. Lanser, and Crump Law Firm, LLC, 6114 North Capitol Drive, Suite 200, Milwaukee, Wisconsin 53216, Attention: LaFayette Crump, and to the Office of the Comptroller, 901 North 9th Street, Room 301, Milwaukee, Wisconsin 53223, Attention: Pamela Bryant.

RESOLUTION ESTABLISHING PARAMETERS FOR THE
SALE OF NOT TO EXCEED \$42,000,000 GENERAL OBLIGATION
CORPORATE PURPOSE BONDS, SERIES 2014A PROVIDING DETAILS,
PRESCRIBING THE FORM OF BOND, LEVYING TAXES,
AND RELATED MATTERS.

WHEREAS, Milwaukee County, Wisconsin (the "County") is authorized by the provisions of Chapter 67, Wisconsin Statutes, as supplemented and amended, to issue bonds for any public purpose; and

WHEREAS, by initial resolutions duly adopted on March 20, 2014, there have been authorized to be issued general obligation bonds of the County for the following public purposes and in the following amounts:

\$4,190,000 to finance the construction, improvement and maintenance of highways and bridges;

\$6,445,000 to provide a memorial for soldiers, sailors and marines by financing renovations and improvements at the War Memorial Center; and

\$31,365,000 to finance the acquisition, construction, improvement, extension and equipping of general capital projects in the County (as set forth in such initial resolution); and

WHEREAS, the initial resolutions with respect to the highway and bridge projects and the memorial for soldiers, sailors and marines will be published in the *Milwaukee Journal Sentinel* and *The Daily Reporter*, and said general obligation bonds will be issued only if no petitions with respect thereto are filed with the County within the statutory time frame; and

WHEREAS, the County Clerk of the County has caused a notice of public hearing with respect to the plan of finance of certain projects to be financed through the issuance of said general obligation bonds to be published in the *Milwaukee Journal Sentinel* and *The Daily Reporter*, each a newspaper of general circulation in Milwaukee County, Wisconsin, pursuant to Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), at least 14 days prior to March 13, 2014, the date the Committee on Finance, Personnel and Audit of the County Board of Supervisors of the County conducted said public hearing; and

WHEREAS, it is considered necessary and desirable by the County Board of Supervisors of the County that the County borrow an amount not to exceed \$42,000,000 for the purposes aforesaid and that the County issue its General Obligation Corporate Purpose Bonds, Series 2014A (the "Bonds") to evidence the indebtedness thereby incurred; and

WHEREAS, it is the finding of County Board of Supervisors that it is in the best interest of the County to direct its financial advisor, Public Financial Management, Inc. ("PFM"), to take

the steps necessary for the County to offer and sell the Bonds at public sale and to obtain bids for the purchase of the Bonds; and

WHEREAS, in order to facilitate the sale of the Bonds in a timely manner, the County Board of Supervisors hereby finds and determines that it is necessary, desirable and in the best interest of the County to delegate to the Comptroller of the County the authority to accept on behalf of the County the bid for the Bonds that results in the lowest true interest cost for the Bonds (the "Proposal") by executing the Approving Certificate, a form of which is attached hereto as Exhibit A and incorporated herein by this reference (the "Approving Certificate") so long as the Proposal meets the terms and conditions set forth in this Resolution;

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of Milwaukee County, Wisconsin, as follows:

Section 1. Authorization of the Bonds. The issuance of the Bonds in an aggregate principal amount not to exceed \$42,000,000 is hereby authorized subject to the terms and conditions set forth in this Resolution for the purpose of paying the cost of the public purpose projects of the County, as set out in the preamble to this Resolution.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation Corporate Purpose Bonds, Series 2014A." The Bonds shall be issued in the aggregate principal amount of up to \$42,000,000; shall be dated as of their date of issuance; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall mature on December 1 in the years (or such other date or dates as set forth in the Approving Certificate) set forth below. The aggregate principal amount of the Bonds shall not exceed \$42,000,000. Assuming that the Bonds are issued in the aggregate principal amount of \$42,000,000, the principal amount of each maturity shall be as set forth below.

<u>Maturity Date</u>	<u>Principal Amount</u>
12/01/2015	\$2,800,000
12/01/2016	2,800,000
12/01/2017	2,800,000
12/01/2018	2,800,000
12/01/2019	2,800,000
12/01/2020	2,800,000
12/01/2021	2,800,000
12/01/2022	2,800,000
12/01/2023	2,800,000
12/01/2024	2,800,000
12/01/2025	2,800,000
12/01/2026	2,800,000
12/01/2027	2,800,000
12/01/2028	2,800,000
12/01/2029	2,800,000

If the Bonds are issued in a principal amount of less than \$42,000,000, the maturity schedule shall be adjusted so that the Bonds mature in substantially equal amounts of principal each year, with the final principal amounts of each maturity being as set forth in the Approving Certificate.

Interest is payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2015 (or such other date or dates as set forth in the Approving Certificate). No Bond shall bear interest at a rate in excess of 5.0% per annum. The true interest cost on the Bonds (computed taking any underwriter's compensation into account) will not exceed 4.50%. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board.

The Bonds shall be subject to optional redemption as set forth in the Approving Certificate.

Section 3. Conditions on Issuance and Sale of the Bonds. The issuance of the Bonds and the sale of the Bonds are subject to satisfaction of the following conditions:

(a) expiration of the petition period provided for under Section 67.05(4), Wisconsin Statutes, without the filing of a sufficient petition for a referendum with respect to the initial resolution authorizing the issuance of the Bonds to finance the construction, improvement and maintenance of highways and bridges;

(b) expiration of the petition period provided for under Section 67.05(7)(a), Wisconsin Statutes, without the filing of a sufficient petition for referendum with respect to the initial resolution authorizing the issuance of the Bonds to finance a memorial for soldiers, sailors and marines; and

(c) approval by the Comptroller of the County of the definitive maturities, redemption provisions, interest rates and purchase price for the Bonds, which approval shall be evidenced by execution by the Comptroller of the County of the Approving Certificate.

The Bonds shall not be issued, sold or delivered until these conditions are satisfied. Upon satisfaction of these conditions, the Comptroller of the County is authorized to execute Proposal with the financial institution that submitted the Proposal (the "Purchaser") providing for the sale of the Bonds to the Purchaser.

Section 4. Sale of the Bonds. Subject to satisfaction of the conditions set forth in Section 3 of this Resolution, officers of the County are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the County, Bonds aggregating the principal amount of not to exceed FORTY-TWO MILLION DOLLARS (\$42,000,000). The purchase price to be paid to the County for the Bonds shall not be less than 99.0% of the principal amount of the Bonds.

Section 5. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit B and incorporated herein by this reference.

Section 6. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the County are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the County a direct annual irrepealable tax in the years 2014 through 2028 for the payments due in the years 2015 through 2029.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the County shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the County and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the County for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the County then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 7. Segregated Debt Service Fund Account.

(A) Creation and Deposits. Within the debt service fund previously established in the treasury of the County, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Corporate Purpose Bonds, Series 2014A" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. The County Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the County at the time of delivery of and payment for the Bonds; (ii) any premium which may be received by the County above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the County, be invested by

purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the County, unless the Governing Body directs otherwise.

Section 8. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund separate and distinct from all other funds of the County and disbursed solely for the purposes for which borrowed or for the payment of the principal of and the interest on the Bonds. In no event shall monies in the Borrowed Money Fund be used to fund operating expenses of the general fund of the County or of any special revenue fund of the County that is supported by property taxes. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purposes for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purposes shall be deposited in the Debt Service Fund Account.

Section 9. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the County, charged with the responsibility for issuing the Bonds, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 10A. Election to Treat Certain Bonds as Qualified 501(c)(3) Bonds; Public Approval. The County elects to treat the portion of the Bonds identified in the Approving Certificate as financing projects to be used by 501(c)(3) organizations (the "Qualified 501(c)(3) Bonds") as qualified 501(c)(3) bonds under Section 145 of the Code.

This resolution is intended to constitute public approval (within the meaning of Section 147(f) of the Code) by the County of the projects financed by the Qualified 501(c)(3) Bonds and the issuance of the Qualified 501(c)(3) Bonds.

Section 10B. Compliance with Federal Tax Laws. (a) The County represents and covenants that (i) the projects financed by the Bonds and the ownership, management and use of the projects will not cause the Bonds (other than the Qualified 501(c)(3) Bonds) to be "private activity bonds" within the meaning of Section 141 of the Code and (ii) it will not use or permit

the facilities financed by the Qualified 501(c)(3) Bonds to be used in a manner which would cause the Qualified 501(c)(3) Bonds not to be qualified 501(c)(3) bonds under Section 145 of the Code. The County further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The County further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond (other than the Qualified 501(c)(3) Bonds) within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The Comptroller of the County or other officer of the County charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the County certifying that the County can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The County also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the County will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 11. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the County by the manual or facsimile signatures of the Chairperson of the County Board and County Clerk and such other officers of the County who are required to execute the Bonds, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the County of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either the Chairperson of the County Board or County Clerk may be imprinted on the Bonds in lieu of the manual signature of the Chairperson of the County Board or County Clerk but, unless the County has contracted with a fiscal agent to authenticate the Bonds, at least one of such signatures appearing on each Bond shall be a manual signature. In the event that any of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers and all other officers of the County are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The County hereby authorizes the officers and agents of the County to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 12. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by the County Treasurer (the "Fiscal Agent").

Section 13. Persons Treated as Owners; Transfer of Bonds. The County shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the officers of the County shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The County shall cooperate in any such transfer, and the officers of the County are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the County at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the County agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the County and on file in the County Clerk's office.

Section 16. Official Statement. The Comptroller of the County shall cause an Official Statement concerning the Bonds to be prepared. The Comptroller of the County shall determine on behalf of the County when the Official Statement is in final form for purposes of Securities and Exchange Commission Rule 15c2-12(b)(1), and shall certify said Official Statement, such certification to constitute full authorization of the Official Statement under this Resolution.

Section 17. Continuing Disclosure Certificate. Officers of the County are hereby authorized, empowered and directed to execute and deliver the Continuing Disclosure Certificate with respect to the Bonds (the "Continuing Disclosure Certificate") in substantially the form as the individuals executing the Continuing Disclosure Certificate on behalf of the County shall approve, his or her execution to constitute conclusive evidence of his or her approval of the form of such Continuing Disclosure Certificate. When the Continuing Disclosure Certificate is executed and delivered on behalf of the County as herein provided, the Continuing Disclosure Certificate will be binding on the County and the officers, employees and agents of the County, and the officers, employees and agents of the County are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to

carry out and comply with the provisions of the Continuing Disclosure Certificate, as executed. Copies of the Continuing Disclosure Certificate shall be placed in the official records of the County, and shall be available for public inspection at the offices of the County. Notwithstanding any other provision of this Resolution to the contrary, the sole remedy for failure to comply with the Continuing Disclosure Certificate shall be the ability of any beneficial owner of any Bond to seek mandamus or specific performance by court order, to cause the County to comply with its obligations under the Continuing Disclosure Certificate.

Section 18. Payment of Issuance Expenses. Proceeds of the Bonds shall be applied at the direction of the Comptroller of the County to the payment of issuance expenses with respect to the Bonds. An administrative transfer will be processed to increase expenditure authority in the non-departmental Debt Issuance Expense budget in order to pay such expenses. Issuance expenses shall cover the fees for the following services provided in connection with the issuance of the Bonds as well as the out-of-pocket disbursements of the County: credit rating agencies, official statement printing and mailing, financial advisory services, feasibility consultant services, bond counsel services and financial auditor services.

Section 19. Record Book. The County Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the Comptroller of the County is authorized to take all actions necessary to obtain such municipal bond insurance. The Comptroller is authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the Comptroller including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the governing body or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Section 22. Publication of Notice. The Comptroller of the County is hereby directed to cause a notice to be published in accordance with Section 893.77, Wisconsin Statutes, as soon as practicable after an acceptance of the offer of the successful bidder has been executed and delivered.

BE IT FURTHER RESOLVED that the County Clerk of the County is hereby directed to send certified copies of this Resolution to Co-Bond Counsel for the County, Quarles & Brady LLP, 411 East Wisconsin Avenue, Milwaukee, Wisconsin 53202, Attention: Brian G. Lanser and Crump Law Firm LLC, 6114 West Capitol Drive, Suite 200, Milwaukee, Wisconsin 53216, Attention: Lafayette Crump, and to the Office of the Comptroller, 901 North 9th Street, Room 301, Milwaukee, Wisconsin 53223, Attention: Pamela Bryant.

EXHIBIT A

(Form of Approving Certificate)

CERTIFICATE OF COMPTROLLER OF MILWAUKEE COUNTY APPROVING THE
PRELIMINARY OFFICIAL STATEMENT AND DETAILS OF
GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2014A

I, Scott B. Manske, Comptroller of Milwaukee County (the "County") hereby certify that:

1. Resolution. On March 20, 2014, the County Board of Supervisors of the County adopted a resolution (the "Resolution") establishing parameters for the sale of not to exceed \$42,000,000 General Obligation Corporate Purpose Bonds, Series 2014A (the "Bonds") after a public sale and delegating to me the authority to approve the Preliminary Official Statement, to approve the purchase proposal for the Bonds, and to determine the details for the Bonds within the parameters established by the Resolution.

2. Preliminary Official Statement. The Preliminary Official Statement with respect to the Bonds is hereby approved and deemed "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934.

3. Acceptance of the Proposal; Terms of the Bonds. On the date hereof, the County has duly received bids for the Bonds and I have determined that the bid proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal") fully complies with the bid requirements set forth in the Notice of Sale and meets the parameters established by the Resolution and is deemed to be the most advantageous to the County. Public Financial Management, Inc. has recommended that the County accept the Proposal. The Proposal is hereby approved and accepted.

The Bonds shall be issued in the aggregate principal amount of \$_____, which is not more than the \$42,000,000 approved by the Resolution, and shall mature on December 1 of each of the years and in the amounts and shall bear interest at the rates per annum as set forth in the Pricing Summary and attached hereto as Exhibit B and incorporated herein by this reference. The Bonds mature in substantially equal amounts of principal each year as provided for in the Resolution.

None of the Bonds bear interest at a rate in excess of 5.0% per annum. The true interest cost on the Bonds (computed taking the underwriter's compensation into account) is _____%, which is not in excess of 4.50%, as required by the Resolution.

4. Purchase Price of the Bonds. The Bonds shall be sold to the Purchaser in accordance with the terms of the Proposal at a price of \$_____, plus accrued interest, if any, to the date of delivery of the Bonds which is not less than 99.0% of the principal amount of the Bonds as required by the Resolution.

5. Redemption Provisions of the Bonds. The Bonds maturing on December 1, 20__ and thereafter are subject to redemption prior to maturity, at the option of the County, on December 1, 20__ or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the County and within each maturity, by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

6. Expiration of Petition Periods. The petition periods provided for under Sections 67.05(4) and 67.05(7)(a), Wisconsin Statutes, have expired without the filing of a sufficient petition for a referendum with respect to the initial resolutions authorizing the issuance of bonds to finance the construction, improvement and maintenance of highways and bridges and a memorial for soldiers, sailors and marines.

7. Purposes of the Bonds. The Bonds are to be issued in the following amounts for the following purposes: \$_____ to finance the construction, improvement and maintenance of highways and bridges; \$_____ to provide a memorial for soldiers, sailors and marines by financing renovations and improvements at the War Memorial Center; and \$_____ to finance the acquisition, construction, improvement, extension and equipping of general capital projects in the County.

8. Amount of Qualified 501(c)(3) Bonds. The County elects to treat \$_____ of the Bonds which will finance projects to be used by 501(c)(3) organizations as qualified 501(c)(3) bonds under Section 145 of the Internal Revenue Code of 1986, as amended.

9. Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same respectively falls due, the full faith, credit and taxing powers of the County have been irrevocably pledged and there has been levied on all of the taxable property in the County, pursuant to the Resolution, a direct, annual irrepealable tax in an amount and at the times sufficient for said purpose. Such tax shall be for the years and in the amounts set forth on the debt service schedule attached hereto as Exhibit C.

10. Approval. This Certificate constitutes my approval of the Proposal, and the definitive maturities, interest rates, purchase price and redemption provisions for the Bonds and the direct annual irrepealable tax levy to repay the Bonds, in satisfaction of the parameters set forth in the Resolution.

IN WITNESS WHEREOF, as of this ___ day of _____, 2014, I have executed this Certificate pursuant to the authority delegated to me in the Resolution.

Scott B. Manske, Comptroller
Milwaukee County

EXHIBIT A TO APPROVING CERTIFICATE

Proposal

To be provided by Public Financial Management, Inc. and incorporated into the Certificate.

(See Attached)

EXHIBIT B TO APPROVING CERTIFICATE

Pricing Summary

To be provided by Public Financial Management, Inc. and incorporated into the Certificate.

(See Attached)

EXHIBIT C TO APPROVING CERTIFICATE

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Public Financial Management, Inc. and incorporated into the Certificate.

(See Attached)

EXHIBIT B

(Form of Bond)

REGISTERED UNITED STATES OF AMERICA DOLLARS
STATE OF WISCONSIN
COUNTY OF MILWAUKEE
NO. R-_____ \$_____
GENERAL OBLIGATION CORPORATE PURPOSE BOND, SERIES 2014A

MATURITY DATE: ORIGINAL DATE OF ISSUE: INTEREST RATE: CUSIP:
_____ % _____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$_____)

FOR VALUE RECEIVED, Milwaukee County, Wisconsin (the "County"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest is payable semi-annually on June 1 and December 1 of each year commencing on June 1, 2015 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by the County Treasurer (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding the semi-annual interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the County are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$_____, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the County pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the purpose of financing the following projects undertaken for public purposes: \$_____ for the construction, improvement and maintenance of highways and bridges; \$_____ for general capital improvement projects; and \$_____ for a memorial for soldiers, sailors and marines, all as authorized by resolutions of the County Board duly adopted

by said governing body at a meeting held on March 20, 2014, as supplemented by a Approving Certificate executed by the Comptroller of the County on _____, 2014 (collectively, the "Resolution"). Said resolution is recorded in the official minutes of the County Board for said date.

The Bonds maturing on December 1, ____ and thereafter are subject to redemption prior to maturity, at the option of the County, on December 1, ____ or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the County and within each maturity, by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the County, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrepealable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond is transferable only upon the books of the County kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the County appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the County for any tax, fee or other governmental charge required to be paid with respect to such registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and County may treat and

consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of \$5,000 or any integral multiple thereof.

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, Milwaukee County, Wisconsin, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified Chairperson of the County Board and County Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

MILWAUKEE COUNTY, WISCONSIN

(SEAL)

By _____
County Clerk

By _____
Chairperson of the County Board

COUNTERSIGNED:

By: _____
County Executive

By: _____
Comptroller

Approved As To Form:

Corporation Counsel

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

RESOLUTION DIRECTING THE PUBLICATION OF NOTICES TO THE
ELECTORS REGARDING THE ADOPTION OF INITIAL RESOLUTIONS

WHEREAS, the County Board of Supervisors of Milwaukee County, Wisconsin (the “County”) has adopted initial resolutions authorizing the issuance of general obligation bonds of the County to provide for the construction, improvement and maintenance of highways and bridges and a memorial for soldiers, sailors and marines; and

WHEREAS, Section 67.05(4) of the Wisconsin Statutes, permits the electors of the County to submit a petition requesting the submission of an initial resolution authorizing the issuance of general obligation bonds to provide for the construction, improvement and maintenance of highways and bridges to the electors of the County for approval at a referendum election, and requires that notice be given to the electors of the County of the adoption of the initial resolution and their right to submit a petition; and

WHEREAS, Section 67.05(7)(a) of the Wisconsin Statutes, permits the electors of the County to submit a petition requesting the submission of an initial resolution authorizing the issuance of general obligation bonds to provide for a memorial for soldiers, sailors and marines to the electors of the County for approval at a referendum election, and requires that notice be given to the electors of the County of the adoption of the initial resolution and their right to submit a petition;

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of Milwaukee County, Wisconsin, that the County Clerk of the County is hereby directed to publish notice of the adoption of the initial resolutions described above in *The Daily Reporter* and in the *Milwaukee Journal Sentinel*, within fifteen (15) days of the adoption of the initial resolutions, such notices to be in substantially the forms attached to this resolution.

BE IT RESOLVED by the County Board of Supervisors of Milwaukee County, Wisconsin, that the County Clerk is directed to send certified copies of this resolution to the County’s co-bond counsel, Quarles & Brady LLP, 411 East Wisconsin Avenue, Milwaukee, Wisconsin 53202, Attention: Brian G. Lanser, and Crump Law Firm, LLC, 6114 North Capitol Drive, Suite 200, Milwaukee, Wisconsin 53216, Attention: LaFayette Crump, and to the Office of the Comptroller, 901 North 9th Street, Room 301, Milwaukee, Wisconsin 53223, Attention: Pamela Bryant.

Official Notice to Electors of Milwaukee County, Wisconsin
of Adoption of an Initial Resolution Authorizing General Obligation Bonds
for the Construction, Improvement and Maintenance of Highways and Bridges

An initial resolution was adopted at the adjourned regular meeting of the County Board of Supervisors of Milwaukee County, Wisconsin, on March 20, 2014, and promptly recorded, providing for the issuance of general obligation bonds of the County, as follows:

BE IT RESOLVED by the County Board of Supervisors of Milwaukee County, Wisconsin, that there shall be issued the general obligation bonds of said County in an aggregate principal amount not to exceed \$4,190,000 for the public purpose of providing for the construction, improvement and maintenance of highways and bridges. For the purpose of paying the various installments of principal of and interest on said bonds as they severally mature, prior to the issuance and delivery of said bonds, there shall be levied on all taxable property in said County a direct annual irrevocable tax sufficient for that purpose.

Section 67.05(4), Wisconsin Statutes provides that the initial resolution need not be submitted to the electors unless within 30 days after adoption of the initial resolution a petition is filed in the County Clerk's office requesting a referendum. This petition must be signed by electors numbering at least 10% of the votes cast in the County for governor at the last general election.

Dated: March 20, 2014

/s/ Joseph J. Czarnecki

County Clerk

By order of the County Board of
Supervisors

Official Notice to Electors of Milwaukee County, Wisconsin
of Adoption of an Initial Resolution Authorizing General Obligation Bonds
for a Memorial for Soldiers, Sailors and Marines

An initial resolution was adopted at the adjourned regular meeting of the County Board of Supervisors of Milwaukee County, Wisconsin, on March 20, 2014, and promptly recorded, providing for the issuance of general obligation bonds of the County, as follows:

BE IT RESOLVED by the County Board of Supervisors of Milwaukee County, Wisconsin, that there shall be issued the general obligation bonds of said County in an aggregate principal amount not to exceed \$6,445,000 for the public purpose of providing for a memorial for soldiers, sailors and marines by financing renovations and improvements of the War Memorial Center. For the purpose of paying the various installments of principal of and interest on said bonds as they severally mature, prior to the issuance and delivery of said bonds, there shall be levied on all taxable property in said County a direct annual irrepealable tax sufficient for that purpose.

Section 67.05(7)(a), Wisconsin Statutes provides that the initial resolution need not be submitted to the electors unless within 30 days after adoption of the initial resolution a petition is filed in the County Clerk's office requesting a referendum. This petition must be signed by electors numbering at least 10% of the votes cast in the County for governor at the last general election.

Dated: March 20, 2014

/s/ Joseph J. Czarnecki

County Clerk

By order of the County Board of
Supervisors

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 02/21/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Corporate Purpose Initial Authorizing Resolution

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 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	See Explanation	See Explanation
	Revenue		
	Net Cost		
Capital Improvement Budget	Expenditure	See Explanation	See Explanation
	Revenue		
	Net Cost		

DESCRIPTION OF FISCAL EFFECT

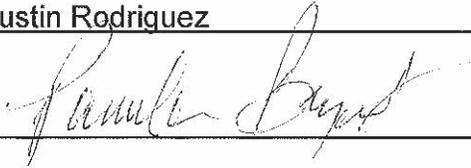
In the space below, you must provide the following information. Attach additional pages if necessary.

- 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 Office of the Comptroller is requesting approval of the attached initial authorizing resolutions and final bond resolution for the issuance of a not-to-exceed amount of \$42 million to finance various capital improvement projects. The attached bond resolutions authorize the issuance of the bonds and provides parameters for the issuance and delegates approval of the sale of the bonds to the Comptroller. The Comptroller's approval is limited to results of the sale that fall within parameters outlined in the resolution. The resolution also delegates the bid opening for the sale of the bonds and the approval of the winning bidder to the Comptroller's Office.
 - B. The estimated debt service costs for the Corporate Purpose Bonds is \$52,993,960, with \$10,993,960 in interest. The financing consists of level principal of \$2,800,000 for a 15-year term, starting in 2015. The parameters for the financing would consist of the following: maximum coupon rate of 5 percent, maximum true interest cost (TIC) of 4.5 percent, 10-year call provision (the 10-year call provision indicates that the County will be able to refund the new bonds prior to maturity. However, the parameters resolution provides that the call provision will be determined by the Comptroller at the time of sale.) and minimum purchase price of 99 percent of the par amount of the bonds
 - C. An administrative transfer will be submitted to the Department of Administrative Services to adjust the debt issue expense budget. The revenue is included in the bond issue amounts. The estimated cost of issuance of approximately \$713,000 reflects the 2 percent maximum allowable amount. The actual amount will be based on market rates on the day of the sale.
 - D. See items B and C.

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 Justin Rodriguez

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required



OFFICE OF THE COUNTY EXECUTIVE
Milwaukee County
CHRIS ABELE • COUNTY EXECUTIVE

Date: February 21, 2014
To: Marina Dimitrijevic, County Board Chairwoman
From: Chris Abele, County Executive
Subject: Appointment of Mr. Michael Spector to the Ethics Board

Pursuant to the provisions set forth in Sec. 9.07 and Sec. 9.08 of Milwaukee County Ordinances and subject to the confirmation of your Honorable Body, I am hereby appointing Mr. Michael Spector to the Milwaukee County Ethics Board. Mr. Spector's term will expire February 28, 2019.

A copy of Mr. Spector's biography is attached for your review.

Your consideration and confirmation of this appointment is appreciated.

A handwritten signature in black ink, appearing to read "Chris Abele".

Chris Abele
County Executive

Cc: Supervisor Willie Johnson Jr., Co-Chairman, Finance Personnel and Audit Committee
Supervisor David Cullen, Co-Chairman, Finance Personnel and Audit Committee
Kelly Bablitch, Chief of Staff
Janelle Jensen, Committee Clerk
Robert Tuszynski, Executive Director, Milwaukee County Ethics Board
Mr. Michael Spector

ATTORNEY PROFILE



Milwaukee Office
411 East Wisconsin Avenue
Suite 2400
Milwaukee, Wisconsin 53202

Contact
(414) 277-5879
Fax: (414) 978-8879
[REDACTED]

Home address:
East Kensington Blvd.
Shorewood, WI 53211

Michael J. Spector / Retired Partner

Professional Experience

Michael J. Spector is a retired partner with Quarles & Brady LLP.

Education and Honors

- Harvard Law School (LL.B., 1965)
Phi Beta Kappa.
- University of Wisconsin (B.S., 1962)

Bar Admissions

Wisconsin, 1965

Court Admissions

U.S. District Court, Eastern District of Wisconsin

Professional Recognition

Listed in *The Best Lawyers in America*[®].

Martindale-Hubbell AV[®] Peer Review Rated.

Professional and Civic Activities

Director, Wisconsin Association of School Attorneys, 1979-1983.

Director, National Council of School Attorneys, 1986-1990.

Member: Milwaukee and American Bar Associations; State Bar of

Wisconsin (Chairman, State Bar of Wisconsin Section on

Government and Administrative Law, 1981-1982 and Committee

on Economic Development 1984), Bar Association of the Seventh

Federal Circuit; (Member, 1969-1973 and President, 1970-1973)

School Board, Shorewood, Wisconsin. Trustee, 1982-1985 and

President, 1985-1991, Village of Shorewood. Chairman,

Intergovernmental Cooperation Council of Milwaukee County,

1988-1991. White House Fellow, 1973-1974. Special Assistant to

U.S. Deputy Attorney General, March, 1974-June, 1974. Associate

U.S. Deputy Attorney General, July 1974-December, 1974.

Greater Milwaukee Committee (Director). **Chairman of Quarles & Brady LLP (1987-2002);**

Chair, Governor's Task Force on K-12 Education (2004); Member (2005-2012) and President (2011-2012),

University of Wisconsin System Board of Regents; Director, Bradley Center Sports and Entertainment

Corporation (2011- present).

1 By Supervisor Weishan

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A RESOLUTION

Authorizing and directing the rehiring of former displaced County housekeepers to service the Courthouse Facility

WHEREAS, the 2010 Adopted Budget outsourced housekeeping functions for the Courthouse Complex, City Campus, Behavioral Health Division and DHHS-Children’s Detention Center; and

WHEREAS, approximately twenty (20) former County Facility Worker positions have not been hired by the new private vendor(s) or gained other employment opportunities; and

WHEREAS, due to numerous concerns about the procurement process, the County Board on November 7, 2013, voted to reject File No. 13-581 (vote 17-0) to award the housekeeping and janitorial contract to another private vendor; and

WHEREAS, the County has the ability to designate one building, such as the Courthouse, that could be serviced by the displaced County Facility Workers; now, therefore,

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby authorize and direct the Director, Department of Administrative Services, to designate that housekeeping services for the Courthouse Building be provided by displaced former County Facility Workers; and

BE IT FURTHER RESOLVED, to the extent that the former workers choose not to rejoin County employment, or leave through attrition, the housekeeping and janitorial services will be provided by new public employees.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: January 15, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A resolution authorizing and directing the rehiring of former displaced County housekeepers to service the Courthouse Facility

FISCAL EFFECT:

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

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$399,327	\$588,877
	Revenue	\$20,335	\$32,091
	Net Cost	\$378,992	\$556,786
Capital Improvement Budget	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

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.

Approval of this resolution authorizes and directs the Director, Department of Administrative Services, to designate that housekeeping services for the Courthouse Building will be provided by displaced former County Facility Workers. Currently these services are provided on a month-to-month contract with Mid-American Building Services at a monthly cost of \$35,407, or \$424,884 per year. Mid-American is also paid to clean the Criminal Justice Facility (\$8,337/month), Safety Building (\$14,171/month), Medical Examiner (\$2,439/month), City Campus (\$7,927/month), Vel Phillips Juvenile Justice Center (\$18,638/month), Children's Adolescent Treatment Center (\$6,414/month), Highway Facility (\$1,582/month), Fleet Services (\$1,583/month) and Facilities West (\$1,295/month).

The fiscal impact of this resolution assumes that the former County housekeepers would be hired at the 4th step (\$14.23/hr) in pay range 10Z, which is the current pay range for housekeepers at General Mitchell International Airport. This is a seven-step pay range from \$10.69/hour to \$16.63/hour, or \$22,245 to \$34,593 annually. The Housekeeper In-Charge position is assumed to be hired at the third step (\$17.18/hour) of pay range 12, which is the current pay range for In-Charge housekeepers at the Airport. This is a five-step pay range from \$15.99/hour to \$18.02/hour, or \$33,263 to \$37,481 annually. (Many former County housekeepers were at the top step of discontinued pay range 7-F when they were laid off in 2009. The hourly rate was \$14.65 at that time.)

The Facilities Maintenance Manager estimates that twenty housekeeping positions would be needed to approximate the cleaning standards included in the current contract with Mid-

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.

American. This includes one In-Charge position. In addition, approximately \$40,000 in cleaning supplies would be needed annually that are currently provided through the contract with Mid-American.

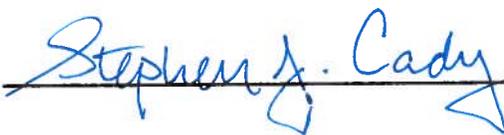
This fiscal note assume that the County employees would be hired at the beginning of pay period 10 (April 13, 2014) and that the monthly contract with Mid-American for cleaning the Courthouse would be terminated at the end of April 2014. Based on these assumptions, the additional cost to provide housekeeping services for the Courthouse building would be approximately \$378,992 more in 2014 if County employees were used and an additional \$556,786 for the full-year in 2015.

The assumptions for 2015 assume that the County employees would receive a step-increase after the 9th payroll period and that the Mid-American monthly cost would have remained the same at \$35,407 per month. Costs for County active healthcare are assumed at \$13,836 per year, and pension costs are calculated at 10.4 percent of salary, with employee pension contribution revenues calculated at 5.2 percent of salary.

Using these figures, the full-year cost in 2015 for a housekeeper is \$46,668, which includes \$30,563 in salary and \$16,105 in net fringe benefit costs. The Housekeeper In-Charge position would cost \$54,955, which includes \$36,437 in salary and \$18,518 in net fringe benefit costs. The partial year cost for 2014 for a housekeeper is \$30,886, which includes \$19,353 in salary and \$11,522 in net fringe benefit costs. The Housekeeper In-Charge position would cost \$35,406, which includes \$23,358 in salary and \$12,048 in net fringe benefit costs.

If approved, this fiscal note assumes that an appropriation transfer would be necessary at some point in 2014 to realign expenditures within Org. 5700 – DAS - Facilities Management accounts to transfer funds within contractual accounts to personal services. In addition, the increased cost to provide this service would most likely require a transfer from Org. Unit 1945 – Appropriation for Contingencies at some point in 2014.

Department/Prepared By Steve Cady, Director of Research Services, Office of the Comptroller

Authorized Signature  _____

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required

MILWAUKEE COUNTY BOARD OF SUPERVISORS

DATE: February 6, 2014

AMENDMENT NO. 1 to Item #4

Resolution File No. 14-108

Ordinance File No.

COMMITTEE: Finance, Personnel and Audit

OFFERED BY SUPERVISOR(S): Weishan

ADD AND/OR DELETE AS FOLLOWS:

Amend the WHEREAS clause beginning on or near line 21 as follows:

WHEREAS, the County has the ability to designate one building, such as the Courthouse, that could be serviced by the displaced County Facility Workers; ~~now,~~ therefore, and

Add two new WHEREAS clauses immediately after as follows:

WHEREAS, at its meeting on January 30, 2014, members of the Committee on Finance, Personnel and Audit were informed that it would require a total of 21 newly created county positions to service the Courthouse Facility and to meet the standards contained in the current private vendor cleaning contract; and

WHEREAS, staff from the Department of Human Resources testified that due to Civil Service rules, recall and layoff rights and the length of time that has elapsed since the facility workers were laid off, the former facility worker staff would need to compete with other applicants for these classified service positions; now, therefore,

Amend the BE IT RESOLVED clauses and add a position create chart as follows:

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby authorize and direct the Director, Department of Administrative Services, to designate that housekeeping services for the Courthouse Building be provided by ~~displaced former County Facility Workers~~ employees; and

BE IT FURTHER RESOLVED, ~~to the extent that the former workers choose not to rejoin County employment, or leave through attrition, the housekeeping and janitorial services will be provided by new public employees.~~ that the following position actions are approved for the Department of Administrative Services – Facilities Management

Division, to provide staff to provide housekeeping services for the Courthouse effective April 13, 2014:

Org Unit 5700 – DAS Facilities Management Division

	<u>Title</u>	<u>No. of Positions</u>	<u>Pay Range</u>
Create	Housekeeper*	19	10Z
	Housekeeper In-Charge*	1	12
	Housekeeper Supervisor*	1	16

*Subject to titling and classification review by the Department of Human Resources.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 02/05/2014 10:11:11 AM

DATE: February 5, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A resolution authorizing and directing the rehiring of former displaced County housekeepers to service the Courthouse Facility

FISCAL EFFECT:

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

	Expenditure or Revenue Category	Current Year	Subsequent Year
Operating Budget	Expenditure	\$440,655	\$665,932
	Revenue	\$22,745	\$35,007
	Net Cost	\$417,910	\$630,925
Capital Improvement Budget	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

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.

Approval of this resolution authorizes and directs the Director, Department of Administrative Services, to designate that housekeeping services for the Courthouse Building will be provided by County employees. Currently these services are provided on a month-to-month contract with Mid-American Building Services at a monthly cost of \$35,407, or \$424,884 per year. Mid-American is also paid to clean the Criminal Justice Facility (\$8,337/month), Safety Building (\$14,171/month), Medical Examiner (\$2,439/month), City Campus (\$7,927/month), Vel Phillips Juvenile Justice Center (\$18,638/month), Children's Adolescent Treatment Center (\$6,414/month), Highway Facility (\$1,582/month), Fleet Services (\$1,583/month) and Facilities West (\$1,295/month).

This resolution authorizes the creation of 21 positions, including 19 Housekeepers, one Housekeeper In-charge and one Housekeeper Supervisor. The fiscal impact of this resolution assumes that the 19 Housekeepers would be hired at the 4th step (\$14.23/hr) in pay range 10Z, which is the current pay range for housekeepers at General Mitchell International Airport. This is a seven-step pay range from \$10.69/hour to \$16.63/hour, or \$22,245 to \$34,593 annually. The Housekeeper In-Charge position is assumed to be hired at the third step (\$17.18/hour) of pay range 12, which is the current pay range for In-Charge housekeepers at the Airport. This is a five-step pay range from \$15.99/hour to \$18.02/hour, or \$33,263 to \$37,481 annually. The Housekeeper Supervisor position would be hired at the third step of pay range 16 (\$19.06/hour). (Many former County housekeepers were at the top step of discontinued pay range 7-F when they were laid off in 2009. The hourly rate was \$14.65 at that time.)

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.

The Facilities Maintenance Manager estimates that, in addition to these 21 positions needed to approximate the cleaning standards included in the current contract with Mid-American, \$40,000 in cleaning supplies would be needed annually that are currently provided through the contract with Mid-American.

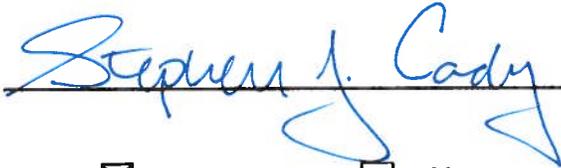
This fiscal note assume that the County employees would be hired at the beginning of pay period 10 (April 13, 2014) and that the monthly contract with Mid-American for cleaning the Courthouse would be terminated at the end of April 2014. Based on these assumptions, the additional cost to provide housekeeping services for the Courthouse building would be approximately \$417,910 more in 2014 if County employees were used and an additional \$630,924 for the full-year in 2015.

The assumptions for 2015 assume that the County employees would receive a step-increase after the 9th payroll period and that the Mid-American monthly cost would have remained the same at \$35,407 per month. Costs for County active healthcare are assumed at \$13,836 per year, and pension costs are calculated at 10.4 percent of salary, with employee pension contribution revenues calculated at 5.2 percent of salary.

If approved, this fiscal note assumes that an appropriation transfer would be necessary at some point in 2014 to realign expenditures within Org. 5700 – DAS - Facilities Management accounts to transfer funds within contractual accounts to personal services. In addition, the increased cost to provide this service would most likely require a transfer from Org. Unit 1945 – Appropriation for Contingencies at some point in 2014.

This revised fiscal note was written by the Research Services Division with the fiscal calculations provided by the Department of Administrative Services Office of Performance, Strategy and Budget (PSB) in anticipation of an amendment to add an additional position (Housekeeper Supervisor) and formally create the positions.

Department/Prepared By Steve Cady, Director of Research Services, Office of the Comptroller

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required



OFFICE OF CORPORATION COUNSEL

PAUL BARGREN
Corporation Counsel

MARK A. GRADY
COLLEEN A. FOLEY
Deputy Corporation Counsel

TIMOTHY R. KARASKIEWICZ
LEE R. JONES
MOLLY J. ZILLIG
ALAN M. POLAN
JENNIFER K. RHODES
DEWEY B. MARTIN
JAMES M. CARROLL
PAUL D. KUGLITSCH
Principal Assistant
Corporation Counsel

Date: March 5, 2014

To: Finance, Audit and Personnel Committee Members
Sup. Weishan

cc: Kelly Bablitch
Janelle Jensen
Rick Ceschin
DAS Director

From: Paul Bargren *PB*
Corporation Counsel

Re: Referral re File No. 14-108 (Creating housekeeping positions)

Dear Supervisors,

Under the resolution in File No. 14-108, now including a proposed amendment, the current vendor contract for cleaning services at the Courthouse would be terminated and 21 County employees (possibly displaced former County facilities workers) would be hired to perform the housekeeping services instead. The vendor under contract is Mid-American Building Services.

At the special Committee meeting of February 6, 2014, Supervisor Romo West made the following referral:

Supervisor Romo West requested a written report from Corporation Counsel relative to the Mid-American contract and whether there will be legal repercussions if the contract is terminated. She would further like to know if the specific positions proposed to be created can be designated for specific individuals.

I can respond as follows:

1. The Mid American contract is a “month-to-month” contract, meaning it can be terminated on 30 days’ notice at essentially any time, without further obligation. Terminated in that fashion, there would not be any legal repercussions expected.
2. The specific positions proposed to be created could not be designated for specific individuals. County housekeeping workers are civil service employees. Civil service rules

require that vacant positions be filled “based solely on merit and fitness.” Wis. Stat. § 63.05(2); *see also* (1)(a). Recall or reinstatement rights are sometimes available to laid off County workers. And, the appointing authority has the option to specify a reinstatement of a qualified employee. However, these employees were terminated under § 2.37 of the 2007-2008 AFCSME District Council 48 contract, which provides that laid off employees remain on the recall list only for three years and one day. This is consistent with general county rules. *See* County Civil Service Rule I, § 1, sub. 41 and 42 (three years and one day for Layoff/Recall List and Reinstatement List). Human Resources has testified that due to the length of time that has passed since the former Courthouse housekeeping workers were laid off, their recall rights have expired. Those former workers would need to compete with other applicants for these civil service positions. More broadly, the positions would be subject to normal public announcement and application processes, so that anyone otherwise qualified would be considered “based solely on merit and fitness.”

Please do not hesitate to contact me with any additional questions.

–Paul Bargren

1 By Supervisor Weishan

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3 **A RESOLUTION**

4 authorizing and requesting the Director of Audits to initiate an audit of the
5 operations of Boerner Botanical Gardens in Whitnall Park

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7
8 WHEREAS, in 1929-30 Milwaukee County purchased much of the land that
9 comprises today's Whitnall Park; and

10
11 WHEREAS, Alfred L. Boerner, who served as Milwaukee County's Landscape
12 Architect beginning in 1927 and General Manager of the Park System beginning in
13 1952, designed the botanical gardens in Whitnall Park; and

14
15 WHEREAS, after his death in 1955, the County renamed the botanical gardens
16 that he designed the Boerner Botanical gardens in recognition of his impact on the
17 gardens and the entire parks system; and

18
19 WHEREAS, the County currently partners with the Friends of Boerner Botanical
20 Gardens ("FBBG"), a private 501(c)(3) non-profit corporation that is separate and
21 independent of the County to operate and support the Boerner Botanical Gardens; and

22
23 WHEREAS, the current Memorandum of Understanding between FBBG and the
24 County is dated April 5, 2000, and is in need of updating to reflect changes that have
25 occurred since that time; and

26
27 WHEREAS, an audit of the operations of Boerner Botanical Gardens will yield
28 valuable, independent observations of the operations that can be used to develop a
29 new successor Agreement between the County and the Friends of Boerner Botanical
30 Gardens; now, therefore,

31
32 BE IT RESOLVED, that the Milwaukee County Board of Supervisors does
33 hereby authorize and request that the Director of Audits conduct an operational audit of
34 Boerner Botanical Gardens; and

35
36 BE IT FURTHER RESOLVED, that any recommendations that are made as part
37 of the audit should be considered for inclusion into a new agreement between the
38 County and the Friends of Boerner Botanical Gardens to ensure that this botanical
39 garden and arboretum remains one of the best in the country.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 20, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A resolution authorizing and requesting the Director of Audits to initiate an audit of the operations of Boerner Botanical Gardens in Whitnall Park

FISCAL EFFECT:

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

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	0	0
	Revenue	0	0
	Net Cost	0	0

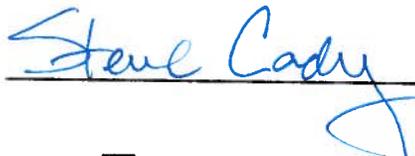
DESCRIPTION OF FISCAL EFFECT

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. Approval of this resolution will authorize and request that the Director of Audits conduct an operational audit of Boerner Botanical Gardens.
- B. It is anticipated that this audit will be conducted by current Audit staff within the appropriations provided in the 2014 Adopted Budget. No additional funding is expected to be required.
- C. None. Included within the 2014 Adopted Budget.
- D. None.

Department/Prepared By Steve Cady, Policy and Research Director, Office of the Comptroller

Authorized Signature

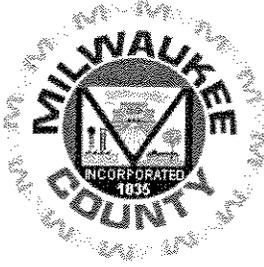


Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required

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.



Daniel J. Diliberti
Milwaukee County Treasurer

DATE: November 21, 2013

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

FROM: Daniel Diliberti, Milwaukee County Treasurer 

RE: A resolution recommending modifications to Milwaukee County's Investment Policy

I am forwarding this resolution to you for referral to the Finance Committee. This resolution contains many clarifications to the Investment Policy and incorporates many recommendations of finance officers of the GFOA (Government Finance Officers Association) in their Investment Policy model.

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A RESOLUTION

From the Treasurer, recommending modifications to Milwaukee County’s Investment policy, by adoption of the following:

WHEREAS, a resolution was adopted in 1994 on the recommendation of the Department of Administration Controller’s Division to establish specific investment policies; and

WHEREAS, it is necessary and appropriate to regularly review Milwaukee County’s investment policies, and to recommend to the County Board such modifications to that policy that reflect appropriate investment strategies to meet the needs of changing economic conditions; and

WHEREAS, at its meeting on October 28, 2010, The Committee on Finance and Audit recommended adoption of the said request (vote 6-0, and at the November 4, 2010 meeting, the County Board, in File No. 10-354, adopted those recommendations for improving the county’s investment policies, and

WHEREAS, pursuant to county ordinances which call for a periodic review of the county’s investment policy, the Treasurer is hereby submitting to the County Board the following recommendations to improve those policies; now, therefore,

BE IT RESOLVED, that the following recommended investment policy changes are hereby adopted and that all respective designated investment advisors are directed to adhere to these policies in the investment of County funds.

47 COUNTY OF MILWAUKEE
48 STATEMENT OF INVESTMENT POLICIES

49 ~~I. SCOPE~~

50 ~~This investment policy applies to all financial assets held or controlled~~
51 ~~by Milwaukee County, other than pension fund assets, consistent with~~
52 ~~the intent of State of Wisconsin Statutes.~~

53
54 **I. INTRODUCTION**

55 The intent of the Investment Policy of Milwaukee County is to define
56 the parameters within which funds are to be managed. In methods,
57 procedures and practices, the policy formalizes the framework for
58 Milwaukee County's investment activities that must be exercised to
59 ensure effective and judicious fiscal and investment management of
60 County funds. The guidelines are intended to be broad enough to
61 allow the Treasurer to function properly within the parameters of
62 responsibility and authority, yet specific enough to adequately
63 safeguard the investment assets.

64
65 ~~II. OBJECTIVES~~

66 ~~The following investment objectives will be applied in the~~
67 ~~management of the County's funds:~~

68 ~~A. The primary objective of the County's investment activities is~~
69 ~~the preservation and protection of investment principal.~~

70 ~~B. By investing public funds, the County will strive to maximize~~
71 ~~the return on the portfolio, but will avoid assuming~~
72 ~~unreasonable investment risk. The investment portfolio shall~~
73 ~~be designed with the objective of obtaining a market rate of~~
74 ~~return throughout budgetary and economic cycles, taking~~
75 ~~into account the investment risk constraints and liquidity~~
76 ~~needs.~~

77 ~~C. The County's investment portfolio will remain sufficiently~~
78 ~~liquid to enable the County to meet reasonably anticipated~~
79 ~~day to day operating requirements.~~

80 ~~D. The County will employ mechanisms to control risk and~~
81 ~~diversify its investments with respect to specific security~~
82 ~~types or individual security issuers.~~

83 ~~E. The County supports investment in local financial institutions~~
84 ~~to the maximum extent possible, consistent with all other~~
85 ~~investment objectives.~~

86 ~~III. All investment decisions will adhere to current Wisconsin State~~
87 ~~Statutes.~~

88 ~~IV. Any investment managers, advisors or other third parties acting on~~
89 ~~behalf of Milwaukee County shall adhere to these investment~~
90 ~~policies. A copy of the investment policies shall be provided on a~~

91 regular basis to all current employees and agents of Milwaukee
92 County responsible for making or influencing investment decisions.
93 A copy of the investment policies shall also be included in all
94 future new or renewal contracts with similar third party vendors.
95

96 **II. GOVERNING AUTHORITY**

97
98 The investment program will be operated in conformance with federal,
99 state, and other legal requirements, including Wisconsin State Statutes
100 66.0603.
101

102 **III. SCOPE**

103
104 This investment policy applies to all financial assets held or controlled
105 by Milwaukee County, other than pension fund assets, consistent with
106 the intent of State of Wisconsin Statutes.
107
108

109 **IV. OBJECTIVES**

110 The following investment objectives will be applied in the
111 management of the County's funds:
112 A. The primary objective of the County's investment activities is
113 the preservation and protection of investment principal.
114 B. By investing public funds, the County will strive to maximize
115 the return on the portfolio, but will avoid assuming
116 unreasonable investment risk. The investment portfolio shall
117 be designed with the objective of obtaining a market rate of
118 return throughout budgetary and economic cycles, taking
119 into account the investment risk constraints and liquidity
120 needs.
121 C. The County's investment portfolio will remain sufficiently
122 liquid to enable the County to meet reasonably anticipated
123 day to day operating requirements.
124 D. The County will employ mechanisms to control risk and
125 diversify its investments with respect to specific security
126 types or individual security issuers.
127 E. The County supports investment in local financial institutions
128 to the maximum extent possible, consistent with all other
129 investment objectives.
130 F. All investment decisions will adhere to current Wisconsin
131 State Statutes.
132 G. Any investment managers, advisors or other third parties
133 acting on behalf of Milwaukee County shall adhere to these
134 investment policies. A copy of the investment policies shall

135 ~~be provided on a regular basis to all current employees and~~
136 ~~agents of Milwaukee County responsible for making or~~
137 ~~influencing investment decisions. A copy of the investment~~
138 ~~policies shall also be included in all future new or renewal~~
139 ~~contracts with similar third-party vendors.~~

140

141 The primary objectives, in priority of order, of investment activities
142 will be:

143

144 1. *Safety.* Safety of principal is the foremost objective of Milwaukee
145 County's investment program. Investments will be undertaken in a
146 manner that seeks to ensure the preservation of capital in the
147 overall portfolio. The goal will be to mitigate credit risk and
148 interest rate risk.

149

150 2. *Liquidity.* The investment portfolio will remain sufficiently liquid
151 to meet all operating requirements that may be reasonably
152 anticipated.

153

154 3. *Return.* The investment portfolio will be designed with the
155 objective of attaining a market rate of return throughout budgetary
156 and economic cycles, taking into account the investment risk
157 constraints of safety and liquidity needs.

158

159 4. *Local Interests.* The County will support investment in local
160 financial institutions to the maximum extent possible, consistent
161 with all other investment objectives.

162

163 **V DELEGATION OF AUTHORITY**

164

165 A copy of the investment policy will be provided on a regular basis to
166 all current employees and agents of Milwaukee County responsible for
167 making or influencing investment decisions. A copy of the investment
168 policy will also be included in all future new or renewal contracts with
169 similar third-parties.

170

171 1. Any investment managers, advisors or other third parties acting on
172 behalf of Milwaukee County will adhere to this investment policy.

173

174 2. The responsibility for conducting investment transactions rests
175 with the County Treasurer, and in the absence of the Treasurer,
176 the Deputy Treasurer is authorized to conduct investment
177 transactions.

178

179 3. In accordance with a formal competitive request for proposal
180 process, the county may contract with one (1) or more investment
181 managers or advisors with authority to make investment
182 commitments consistent with this policy.

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185 VI STANDARDS OF CARE

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A. PRUDENCE

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~~Investment of County funds shall be made with judgment and care under circumstances in which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable income to be derived, optimal diversification and the duration of the portfolio as a whole.~~

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B. ETHICS AND CONFLICTS OF INTEREST

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~~Officers, employees and contractors involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. Employees and officers shall refrain from undertaking personal investment transactions with the same individual(s) with whom business is conducted on behalf of Milwaukee County.~~

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206

1. PRUDENCE

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The standard of prudence to be used by investment officials will be the “prudent person” standard and will be applied in the context of managing an overall portfolio. Investment of County funds will be made with judgment and care under circumstances in which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable income to be derived, optimal diversification and the duration of the portfolio as a whole.

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County personnel acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal liability for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

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2. ETHICS AND CONFLICTS OF INTEREST

Officers, employees and contractors involved in the investment process will refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials will disclose any material interests in financial institutions with which they conduct business. Employees and officers will refrain from undertaking personal investment transactions with the same individual(s) with whom business is conducted on behalf of Milwaukee County.

~~IV. AUTHORIZED INSTRUMENTS~~

~~The County may purchase investment securities, at prevailing market rates, and appropriate amount thereof, in securities allowed by Wisconsin State Statutes and Milwaukee County Ordinances.~~

VII AUTHORIZED FINANCIAL INSTITUTIONS AND DEPOSITORIES

1. DEPOSITORIES

All banks and savings and loans in the county doing business under Wisconsin State or United States laws will be considered suitable depositories for Milwaukee County deposits.

All financial institutions acting as a depository for the county must enter into a depository agreement with the County as per Section VIII, paragraph A below. Selection of financial institutions and depositories will be at the sole discretion of the County.

2. MINORITY, EMERGING AND COMMUNITY FINANCIAL INSTITUTIONS

From Time to time, the Treasurer may choose to invest in instruments offered by minority, emerging and community financial institutions. All terms and relationships will be fully disclosed prior to purchase and will be reported to the appropriate entity on a consistent basis and should be consistent with state or local law.

~~V. INVESTMENT MATURITY AND LIQUIDITY~~

~~To the extent possible, the County will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow requirement, the County will not~~

267 ~~directly invest in securities maturing more than ten (10) years from~~
268 ~~the date of purchase. For adjustable rate securities, the time to~~
269 ~~coupon reset shall be used as the effective maturity.~~

270

271 **VIII AUTHORIZED INVESTMENTS**

272

273 Consistent with the GFOA Policy Statement on Local Laws Concerning
274 Investment Practices, the following investments will be permitted by
275 this policy and are those defined by Wisconsin State Statutes (66.0603)
276 and Milwaukee County ordinances where applicable. If additional
277 types of securities are approved for investment of public funds by State
278 Statute, they will not be eligible for investment by Milwaukee County
279 until this Policy has been amended and the amended version adopted
280 by the governing body.

281

282 *1. Time and other money market deposits of banks, trust companies,*
283 *savings and loans, credit unions.*

284

285 A. Deposits over the Federal Deposit Insurance Corporation insured
286 amount are to be fully collateralized with an acceptable form of
287 collateral, surety or other guarantee assuring the principal
288 repayment to Milwaukee County.

289

290 Collateral:

291

292 (1) All investment institutions acting as a depository for the
293 county must enter into a "depository agreement" requiring
294 the depository to pledge

294

295 Collateral to secure amounts over and above FDIC
296 guaranteed amounts. All securities serving as collateral will
297 be specifically pledged to the county (not as part of a
298 pooled fund) and placed in a custodial account at a Federal
299 Reserve Bank, the trust department of a commercial bank
300 or through another financial institution. The custodian may
301 not be owned or controlled by the depository institution or
302 its holding company unless it is a separately operated trust
303 institution. The custodian will send statements of pledged
304 collateral to the Treasurer's office on a monthly basis.

304

305 (2) Amounts in excess of Federal Deposit Insurance
306 Corporation guaranteed amounts must be fully
307 collateralized and held by a third party or fully insured by
308 an insurance company with an A rating or better by A.M.
309 Best. Acceptable collateral includes the following:

309

(a) Securities of the U.S. Treasury

310 (b) Agency or GSE securities are acceptable as long as they
311 are fully guaranteed.

312
313 B. CDARS – Certificates of Deposit Account Registry Service, a
314 placement service in which a member institution uses CDARS to
315 place funds into CDs issued by banks that are members of the
316 Network. This occurs in increments below the standard FDIC
317 insurance coverage maximum, allowing for coverage of
318 principal and interest.

319
320 C. ADM – American Deposit Management, CD placement service
321 and other depository placement services.

322
323 2. *U.S. Treasury obligations, government agency securities, and*
324 *government sponsored enterprises (GSEs).* Obligations of the United
325 States of America, its agencies and GSEs, provided that the principal
326 and interest is fully guaranteed by the issuer.

327
328 3. *Municipal Securities* – including general obligation bonds, essential
329 service bonds rated AA or higher, or securities of any county, city,
330 drainage district, vocational, technical and adult education district,
331 village, town or school district of the State of Wisconsin.

332
333 4. *State of Wisconsin Investment Board's Local Government*
334 *Investment Pool.*

335
336 5. *Repurchase Agreements (Repos).* Investment agreements pursuant to
337 which a federal or state credit union, federal or state savings and
338 loan association, state bank, savings and trust company, mutual
339 savings bank, or national bank in the State of Wisconsin agrees to
340 repay funds advanced to it by the issuer, plus interest. Repurchase
341 agreements are to be secured by investment securities fully
342 guaranteed by the U.S. government.¹

343
344 6. *Corporate securities.* Issued by private corporations, these securities
345 must be rated in the highest or second highest rating category
346 assigned by Standard and Poor's Corporation, Moody's Investors
347 Service or some other nationally recognized statistical rating
348 organization (NRSRO); or senior to or on parity with a security of
349 the same issuer which has such a rating.

350
351
352 ¹A repurchase agreement with an approved financial institution provides for sell
353 and simultaneous purchase of allowable collateral security (securities fully
354 guaranteed by the U.S. government). The difference in the sales and purchase

- 355 price is the interest rate on the repo agreement. A master repurchase agreement
356 must be in place with the approved financial institution.
- 357 7. *Commercial paper*, which may be tendered for purchase at the
358 option of the holder within not more than two hundred seventy
359 (270) days of the date acquired as permitted by Wisconsin Statutes
360 Section 66.0603(1m). These securities must be rated in the highest
361 or second highest rating category assigned by Standard and Poor's
362 Corporation, Moody's Investors Service or some other nationally
363 recognized statistical rating organization (NRSRO); or senior to or
364 on parity with a security of the same issuer which has such a rating.
365
- 366 8. *Money Market funds*. Open-ended Money Market funds restricted to
367 investments permitted in Wisconsin Statute Section 66.0603(1m),
368 limited to a maximum average maturity of sixty (60) days or less.
369

370 ~~VI. RISK AND DIVERSIFICATION~~

371 ~~Assets held shall be diversified to control the risk of loss resulting~~
372 ~~from over concentration of assets in a specific maturity, issuer,~~
373 ~~instrument and/or class of instrument(s), and dealers through whom~~
374 ~~securities are bought and sold. In order to quantify the~~
375 ~~diversification of County investments, the following percentage~~
376 ~~ranges of portfolio investment will apply to the investment~~
377 ~~categories currently allowed by Wisconsin Statute:~~

- 378 1. ~~Time and other Money market Deposits of banks, savings~~
379 ~~banks, trust companies, savings and loans, credit unions,~~
380 ~~regulated by the Securities and Exchange Commission.~~
381 ~~0—50%~~

382 ~~Direct investment in public depository institutions and~~
383 ~~securities will be further limited to a maximum investment,~~
384 ~~per institution at any one time, of \$500,000, unless an~~
385 ~~acceptable form of collateral, surety or other guarantee exists~~
386 ~~assuring the principal repayment to Milwaukee County.~~

- 387 2. ~~U.S. Treasury and other Federal agency/instrumentality~~
388 ~~securities.~~

389 ~~0—100%~~

- 390 3. ~~Municipal Securities.~~

391 ~~0—25%~~

- 392 4. ~~Local Government Pooled Investment Fund of the State~~
393 ~~Investment Board.~~

394 ~~0—50%~~

395 ~~5. Repurchased Agreements with public depository institutions~~
396 ~~(only) and where specific and appropriate collateral is~~
397 ~~provided.~~

398 ~~5—50%~~

399 ~~6. Corporate securities, including commercial paper.~~

400 ~~0—25%~~

401 ~~7. Securities of an open end management investment company~~
402 ~~or investment trust, investing in statutorily allowed securities.~~

403 ~~0—25%~~

404 ~~8. All other security types, when and if authorized in the future~~
405 ~~by amendment to Wisconsin Statute.~~

406 ~~0—25%~~

407 ~~Note: It is understood that on an occasional and short term basis,~~
408 ~~usually less than a month, it may be necessary to exceed the 50%~~
409 ~~maximum investment in the Local Government Pooled Investment~~
410 ~~Fund of the State Investment Board.~~

411

412 ~~VII. SAFEKEEPING AND CUSTODY~~

413

414 ~~All securities purchased shall be properly designated as an asset of~~
415 ~~Milwaukee County and held in safekeeping by a third party~~
416 ~~custodial bank or other third party custodial institution, chartered by~~
417 ~~the United States Government or the State of Wisconsin and no~~
418 ~~withdrawal of such securities, in whole or in part, shall be made~~
419 ~~from safekeeping except by the County Treasurer or a designee.~~

420

421 ~~IX. RESTRICTED INVESTMENTS~~

422

423 ~~The following restrictions will apply to any investments made by~~
424 ~~Milwaukee County:~~

425

426 ~~1. Leveraged investments. No investments will be made in reverse~~
427 ~~repurchase agreements. Nor will any investments be made with~~
428 ~~funds borrowed through the use of county investment assets as~~
429 ~~collateral.~~

430

431 ~~2. Securities dominated in foreign currencies. No investments will be~~
432 ~~made in the securities denominated in a currency other than the~~
433 ~~U.S. dollar.~~

434

435 All other investments not listed in section VIII Authorized Investments,
436 or in section IX Restricted Investments, are prohibited from
437 consideration of investment. At any time, the Milwaukee County
438 Treasurer may desire to be more conservative in its investments and
439 may limit or restrict certain of the investments listed above.

440

441 X INVESTMENT PARAMETERS

442

443 Credit risk is the risk that a security or a portfolio will lose some or all
444 of its value due to a real or perceived change in the ability of the issuer
445 to repay its debt. Milwaukee County will mitigate credit risk utilizing
446 the following strategies:

447

448 1. *Diversification.* It is the policy of Milwaukee County to diversify its
449 investment portfolio. To eliminate risk of loss resulting from the
450 over-concentration of assets in a specific maturity, issuer, or class of
451 securities, assets in all the County's funds will be diversified by
452 maturity, issuer, and class of security. Diversification strategies will
453 be determined and revised periodically by the Treasurer for all
454 funds.

455

456 2. *Liquidity.* Liquid funds will be held in the State Local Government
457 Investment Pool (LGIP), money market mutual funds, or other
458 collateralized deposits and repurchase agreements.

459

460 3. *Investment Rating Downgrade.* Milwaukee County may from time
461 to time be invested in a security whose rating is downgraded by a
462 Nationally Recognized Statistical Rating Organization (NRSRO). I
463 the event of a downgrade below the minimum credit rating
464 permitted by this investment policy, the investment advisor will
465 report the downgrade and immediately advise the Treasurer or
466 designee on the action to be taken.

467

468 4. *Market Risk.* Market risk is the risk that the portfolio value will
469 fluctuate due to changes in the general level of interest rates.
470 Milwaukee County recognizes that, over time, longer-term/core
471 portfolios have the potential to achieve higher returns. On the other
472 hand, longer-term/core portfolios have higher volatility of return.
473 The County will mitigate market risk by providing adequate liquidity
474 for short-term cash needs, and by making longer-term investments
475 only with funds that are not needed for current cash flow purposes.
476 The County further recognized that certain types of securities,
477 including variable rate securities, securities with the principal
478 paydowns prior to maturity, and securities with embedded options,

479 will affect the market profile of the portfolio differently in different
480 interest rate environments.

481
482 Milwaukee County, in order to control and mitigate its exposure to
483 market risk, to the extent possible, will attempt to match its
484 investments with anticipated cash flow requirements. Unless
485 matched to a specific cash flow requirement, the County will not
486 directly invest in securities maturing more than ten (10) years from
487 the date of purchase. For adjustable rate securities, the time to
488 coupon reset will be used as the effective maturity date.

489

490 **XI SAFEKEEPING AND CUSTODY**

491

492 1. *Third Party Safekeeping.* All securities purchased will be properly
493 designated as an asset of Milwaukee County and will be evidenced
494 by safekeeping receipts in Milwaukee County's name and held in
495 safekeeping by a third-party custodial bank or other third-party
496 custodial institution designated by Milwaukee County, and
497 chartered by the United States Government or the State of
498 Wisconsin. No withdrawal of such securities, in whole or in part,
499 will be made from safekeeping except by the County Treasurer or a
500 designee.

501

502 2. *Delivery vs. Payment.* All trades of marketable securities will be
503 executed (cleared and settled) on a delivery vs. payment (DVP) basis
504 to ensure that the securities are deposited in Milwaukee County's
505 safekeeping institution prior to the release of funds.

506

507 3. *Internal Controls.* The County Treasurer will establish and maintain
508 internal controls designed to ensure that the assets of the County are
509 protected from loss, theft or misuse. The internal controls shall
510 recognize that the cost of a control should not exceed the benefits
511 likely to be derived and the valuation of costs and benefits requires
512 estimates and judgments by management. The internal controls will
513 include the following:

514

- 515 ● Control of collusion
- 516 ● Separation of transaction authority from accounting and
517 recordkeeping
- 518 ● Avoidance of physical delivery of securities
- 519 ● Clear delegation of authority to subordinate staff members
- 520 ● Staff training

521

522 The County Comptroller and an auditor will independently review
523 the Treasurer's investments to assure compliance with state law and
524 these county policies and procedures.

525
526 **VIII. ~~REPORTING AND REVIEW~~**

- 527 A. ~~The Treasurer shall prepare an investment report at least~~
528 ~~quarterly for the Finance and Audit Committee of the~~
529 ~~Milwaukee County Board of Supervisors. The report will~~
530 ~~contain a management summary, prepared in such a manner~~
531 ~~that will allow the Committee to determine whether~~
532 ~~investment activities during the reporting period have~~
533 ~~conformed to the investment policy. The report shall also~~
534 ~~include a listing of individual securities and information on~~
535 ~~the percentage of the total portfolio, which each type of~~
536 ~~investment represents. The report shall also include actual~~
537 ~~year-to-date investment performance and the projected~~
538 ~~annual performance compared to the budgeted amount.~~
539 B. ~~This policy shall be reviewed on a bi-annual basis by the~~
540 ~~Treasurer. Recommended modifications to these investment~~
541 ~~policies shall be submitted to the Finance and Audit~~
542 ~~Committee of the Milwaukee County Board of Supervisors~~
543 ~~for consideration and approval. The Milwaukee County~~
544 ~~Board of Supervisors may make modifications to the~~
545 ~~investment policy at any time.~~

546
547 **XII REPORTING AND REVIEW**

548
549 The Treasurer will prepare an investment report at least quarterly for
550 the Finance, Personnel and Audit Committee of the Milwaukee County
551 Board of Supervisors.

- 552
553 1. The report will contain a management summary, prepared in such a
554 manner that will allow the Committee to determine whether
555 investment activities during the reporting period have conformed to
556 the investment policy.
557
558 2. The report will also include a listing of individual securities and
559 information on the percentage of the total portfolio, which each type
560 of investment represents. (An asset listing showing par value, cost
561 and accurate and complete market value of each security, type of
562 investment, issuer, and interest rate.)
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564 3. The report will also include actual year-to-date investment
565 performance and the projected annual performance.

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This policy will be reviewed on an annual basis by the Treasurer. Recommended modifications to these investment policies will be submitted to the Finance, Personnel and Audit Committee of the Milwaukee County Board of Supervisors for consideration and approval. The Milwaukee County Board of Supervisors may make modifications to the investment policy at any time.

Possible appendices (that can be attached to this policy):

- Listing of authorized personnel,
- Relevant investment statutes and ordinances,
- Listing of authorized financial institutions and investment advisors
- Investment Advisor Contracts

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A RESOLUTION

From the Treasurer, recommending modifications to Milwaukee County's Investment policy, by adoption of the following:

WHEREAS, a resolution was adopted in 1994 on the recommendation of the Department of Administration Controller's Division to establish specific investment policies; and

WHEREAS, it is necessary and appropriate to regularly review Milwaukee County's investment policies, and to recommend to the County Board such modifications to that policy that reflect appropriate investment strategies to meet the needs of changing economic conditions; and

WHEREAS, at its meeting on October 28, 2010, The Committee on Finance and Audit recommended adoption of the said request (vote 6-0, and at the November 4, 2010 meeting, the County Board, in File No. 10-354, adopted those recommendations for improving the county's investment policies, and

WHEREAS, pursuant to county ordinances which call for a periodic review of the county's investment policy, the Treasurer is hereby submitting to the County Board the following recommendations to improve those policies; now, therefore,

BE IT RESOLVED, that the following recommended investment policy changes are hereby adopted and that all respective designated investment advisors are directed to adhere to these policies in the investment of County funds.

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**COUNTY OF MILWAUKEE
STATEMENT OF INVESTMENT POLICIES**

I. SCOPE

I. INTRODUCTION

The intent of the Investment Policy of Milwaukee County is to define the parameters within which funds are to be managed. In methods, procedures and practices, the policy formalizes the framework for Milwaukee County's investment activities that must be exercised to ensure effective and judicious fiscal and investment management of County funds. The guidelines are intended to be broad enough to allow the Treasurer to function properly within the parameters of responsibility and authority, yet specific enough to adequately safeguard the investment assets.

Comment [DD1]: This is a new introduction section that explains the intent of the investment policies. It is modeled after the national GFOA (Government Finance Officers Association) model policies

II. GOVERNING AUTHORITY

The investment program will be operated in conformance with federal, state, and other legal requirements, including Wisconsin State Statutes 66.0603.

Comment [DD2]: This is a new section cites the Wisconsin State Statute under which the county operates its investment fund as specified in sections that follow.

III. SCOPE

This investment policy applies to all financial assets held or controlled by Milwaukee County, other than pension fund assets, consistent with the intent of State of Wisconsin Statutes.

II. OBJECTIVES

~~The following investment objectives will be applied in the management of the County's funds:~~

- ~~A. The primary objective of the County's investment activities is the preservation and protection of investment principal.~~
- ~~B. By investing public funds, the County will strive to maximize the return on the portfolio, but will avoid assuming unreasonable investment risk. The investment portfolio shall be designed with the objective of obtaining a market rate of return throughout budgetary and economic cycles, taking~~

Comment [DD3]: This section is moved to the new OBJECTIVES section below. Its wording is updated in conformance with GFOA standards.

- 90 into account the investment risk constraints and liquidity
91 needs.
- 92 C. — The County's investment portfolio will remain sufficiently
93 liquid to enable the County to meet reasonably anticipated
94 day to day operating requirements.
- 95 D. — The County will employ mechanisms to control risk and
96 diversify its investments with respect to specific security
97 types or individual security issuers.
- 98 E. — The County supports investment in local financial institutions
99 to the maximum extent possible, consistent with all other
100 investment objectives.
- 101 F. — All investment decisions will adhere to current Wisconsin
102 State Statutes.
- 103 G. — Any investment managers, advisors or other third parties
104 acting on behalf of Milwaukee County shall adhere to these
105 investment policies. A copy of the investment policies shall
106 be provided on a regular basis to all current employees and
107 agents of Milwaukee County responsible for making or
108 influencing investment decisions. A copy of the investment
109 policies shall also be included in all future new or renewal
110 contracts with similar third party vendors.

111 IV. OBJECTIVES

112 The primary objectives, in priority of order, of investment activities
113 will be:

- 114
- 115
- 116
- 117 1. Safety. Safety of principal is the foremost objective of Milwaukee
118 County's investment program. Investments will be undertaken in a
119 manner that seeks to ensure the preservation of capital in the
120 overall portfolio. The goal will be to mitigate credit risk and
121 interest rate risk.
- 122
- 123 2. Liquidity. The investment portfolio will remain sufficiently liquid
124 to meet all operating requirements that may be reasonably
125 anticipated.
- 126
- 127 3. Return. The investment portfolio will be designed with the
128 objective of attaining a market rate of return throughout budgetary
129 and economic cycles, taking into account the investment risk
130 constraints of safety and liquidity needs.
- 131

132 4. *Local Interests.* The County will support investment in local
133 financial institutions to the maximum extent possible, consistent
134 with all other investment objectives.

Comment [DD4]: This is the updated wording for the previous deleted section. It is taken from the GFOA model investment policy.

135 136 **V DELEGATION OF AUTHORITY**

137
138 A copy of the investment policy will be provided on a regular basis to
139 all current employees and agents of Milwaukee County responsible for
140 making or influencing investment decisions. A copy of the investment
141 policy will also be included in all future new or renewal contracts with
142 similar third-parties.

Safety, liquidity, yield are the objectives of public sector policies – local considerations are added for Milwaukee county – diversification removed as not a policy in itself but a means to an end (safety), legality as an objective is a given and covered in citing the statute that governs Milwaukee county investing

- 143
144 1. Any investment managers, advisors or other third parties acting on
145 behalf of Milwaukee County will adhere to this investment policy.
- 146
147 2. The responsibility for conducting investment transactions rests
148 with the County Treasurer, and in the absence of the Treasurer,
149 the Deputy Treasurer is authorized to conduct investment
150 transactions.
- 151
152 3. In accordance with a formal competitive request for proposal
153 process, the county shall contract with one (1) or more investment
154 managers or advisors with authority to make investment
155 commitments consistent with this policy.

Comment [DD5]: This codifies the long-standing current Treasurer's practice of keeping all parties involved in Milwaukee County's investments apprised of the policies under which the investment program operates.

Comment [DD6]: Wisconsin State Statutes 66.0603 (2) Delegation of Investment Authority and 66.0603 (4)

Comment [DD7]: This new language is a written acknowledgement of the current RFP process under which the County Board designates investment advisors, with whose advice the Treasurer operates its investment fund. It is authorized in Wisconsin SS 66.0603(3c)

156 157 **III STANDARDS OF CARE**

158 159 **VI STANDARDS OF CARE**

160 161 **A. PRUDENCE**

162 Investment of County funds shall be made with judgment and care
163 under circumstances in which persons of prudence, discretion and
164 intelligence exercise in the management of their own affairs, not for
165 speculation, but for investment, considering the probable income to
166 be derived, optimal diversification and the duration of the portfolio
167 as a whole.

Comment [DD8]: Renumbering this section

Comment [DD9]: This is moved to section VI (1) below

168 169 **B. ETHICS AND CONFLICTS OF INTEREST**

170 Officers, employees and contractors involved in the investment
171 process shall refrain from personal business activity that could
172 conflict with the proper execution and management of the
173 investment program, or that could impair their ability to make
174 impartial decisions. Employees and investment officials shall
175 disclose any material interests in financial institutions with which
176 they conduct business. Employees and officers shall refrain from

177 ~~undertaking personal investment transactions with the same~~
178 ~~individual(s) with whom business is conducted on behalf of~~
179 ~~Milwaukee County.~~

Comment [DD10]: These sections are modified [see Section VI (2) below] as recommended by the GFOA model investment policies

181 1. PRUDENCE

182
183 The standard of prudence to be used by investment officials will be the
184 "prudent person" standard and will be applied in the context of
185 managing an overall portfolio. Investment of County funds will be
186 made with judgment and care under circumstances in which persons
187 of prudence, discretion and intelligence exercise in the management of
188 their own affairs, not for speculation, but for investment, considering
189 the probable income to be derived, optimal diversification and the
190 duration of the portfolio as a whole.

Comment [DD11]: Filed Under: Financial Advice, Laws & Regulation Definition of 'Prudent-Person Rule:
A legal maxim restricting the discretion in a client's account to investments that a prudent person seeking reasonable income and preservation of capital might exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.
This rule is intended to protect investors using the services of an investment advisor.

191
192 County personnel acting in accordance with written procedures and
193 this investment policy and exercising due diligence shall be relieved of
194 personal liability for an individual security's credit risk or market price
195 changes, provided deviations from expectations are reported in a
196 timely fashion and appropriate action is taken to control adverse
197 developments.

Comment [DD12]: GFOA recommended investment policy language.

199 2. ETHICS AND CONFLICTS OF INTEREST

200
201 Officers, employees and contractors involved in the investment
202 process will refrain from personal business activity that could conflict
203 with the proper execution and management of the investment
204 program, or that could impair their ability to make impartial decisions.
205 Employees and investment officials will disclose any material interests
206 in financial institutions with which they conduct business. Employees
207 and officers will refrain from undertaking personal investment
208 transactions with the same individual(s) with whom business is
209 conducted on behalf of Milwaukee County.

211 ~~IV. AUTHORIZED INSTRUMENTS~~

212 ~~The County may purchase investment securities, at prevailing~~
213 ~~market rates, and appropriate amount thereof, in securities allowed~~
214 ~~by Wisconsin State Statutes and Milwaukee County Ordinances.~~

Comment [DD13]: This was taken out and replaced by more specific language below.

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VII AUTHORIZED FINANCIAL INSTITUTIONS AND DEPOSITORIES

1. DEPOSITORIES

All banks and savings and loans in the county doing business under Wisconsin State or United States laws will be considered suitable depositories for Milwaukee County deposits.

Comment [DD14]: Wisconsin State Statutes Section 34.09 lists GFOA explanation of why included and how they qualify Financial Institutions eligible as public depositories

All financial institutions acting as a depository for the county must enter into a depository agreement with the County as per Section VIII, paragraph A below. Selection of financial institutions and depositories will be at the sole discretion of the County.

Comment [DD15]: This practice was instituted by the current Treasurer and has implemented with all public depositories. It is herein included with the written policies of that office. Also recommended by GFOA.

2. MINORITY, EMERGING AND COMMUNITY FINANCIAL INSTITUTIONS

From Time to time, the Treasurer may choose to invest in instruments offered by minority, emerging and community financial institutions. All terms and relationships will be fully disclosed prior to purchase and will be reported to the appropriate entity on a consistent basis and should be consistent with state or local law.

~~V. INVESTMENT MATURITY AND LIQUIDITY~~

~~To the extent possible, the County will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow requirement, the County will not directly invest in securities maturing more than ten (10) years from the date of purchase. For adjustable rate securities, the time to coupon reset shall be used as the effective maturity.~~

Comment [DD16]: This was moved to Section X (4) below.

VIII AUTHORIZED INVESTMENTS

Consistent with the GFOA Policy Statement on Local Laws Concerning Investment Practices, the following investments will be permitted by this policy and are those defined by Wisconsin State Statutes (66.0603) and Milwaukee County ordinances where applicable. If additional types of securities are approved for investment of public funds by State Statute, they will not be eligible for investment by Milwaukee County until this Policy has been amended and the amended version adopted by the governing body.

Comment [DD17]: Language added in reference to GFOA Statement on recommended investment policies that are referenced in addition to existing State Statutes and Milwaukee County Ordinances.

1. Time and other money market deposits of banks, trust companies, savings and loans, credit unions.

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A. Deposits over the Federal Deposit Insurance Corporation insured amount are to be fully collateralized with an acceptable form of collateral, surety or other guarantee assuring the principal repayment to Milwaukee County.

Collateral:

(1) All investment institutions acting as a depository for the county must enter into a “depository agreement” requiring the depository to pledge collateral to secure amounts over and above FDIC guaranteed amounts. All securities serving as collateral will be specifically pledged to the county (not as part of a pooled fund) and placed in a custodial account at a Federal Reserve Bank, the trust department of a commercial bank or through another financial institution. The custodian may not be owned or controlled by the depository institution or its holding company unless it is a separately operated trust institution. The custodian will send statements of pledged collateral to the Treasurer’s office on a monthly basis.

(2) Amounts in excess of Federal Deposit Insurance Corporation guaranteed amounts must be fully collateralized and held by a third party or fully insured by an insurance company with an A rating or better by A.M. Best. Acceptable collateral includes the following:
(a) Securities of the U.S. Treasury
(b) Agency or GSE securities are acceptable as long as they are fully guaranteed.

B. CDARS – Certificates of Deposit Account Registry Service, a placement service in which a member institution uses CDARS to place funds into CDs issued by banks that are members of the Network. This occurs in increments below the standard FDIC insurance coverage maximum, allowing for coverage of principal and interest.

C. ADM – American Deposit Management, CD placement service and other depository placement services.

2. U.S. Treasury obligations, government agency securities, and government sponsored enterprises (GSEs). Obligations of the United States of America, its agencies and GSEs, provided that the principal and interest is guaranteed by the full faith and credit of the US government.

Comment [DD18]: This policy has been implemented by the County Treasurer and is, herein, included as part of the written procedures of that office

Comment [DD19]: State Statutes Section 66.0603 (1M) (1)

Comment [DD20]: ADM was included as part of allowable investment fund by Wisconsin SB308/AB510 as an additional public depository permitted under State Statutes ss34.05 and SS66.0603 which permits counties to designate an additional public depository program as created in County board Resolution 12-317

Comment [DD21]: State Statutes 66.0603

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3. Municipal Securities – including general obligation bonds, essential service bonds rated AA or higher, or securities of any county, city, drainage district, vocational, technical and adult education district, village, town or school district of the State of Wisconsin.
4. State of Wisconsin Investment Board’s Local Government Investment Pool.
5. Repurchase Agreements (Repos). Investment agreements pursuant to which a federal or state credit union, federal or state savings and loan association, state bank, savings and trust company, mutual savings bank, or national bank in the State of Wisconsin agrees to repay funds advanced to it by the issuer, plus interest. Repurchase agreements are to be secured by investment securities fully guaranteed by the U.S. government.¹

¹A repurchase agreement with an approved financial institution provides for sell and simultaneous purchase of allowable collateral security (securities fully guaranteed by the U.S. government). The difference in the sales and purchase price is the interest rate on the repo agreement. A master repurchase agreement must be in place with the approved financial institution.
6. Corporate securities. Issued by private corporations, these securities must be rated in the highest or second highest rating category assigned by Standard and Poor’s Corporation, Moody’s Investors Service or some other nationally recognized statistical rating organization (NRSRO); or senior to or on parity with a security of the same issuer which has such a rating.
7. Commercial paper, which may be tendered for purchase at the option of the holder within not more than two hundred seventy (270) days of the date acquired as permitted by Wisconsin Statutes Section 66.0603(1m). These securities must be rated in the highest or second highest rating category assigned by Standard and Poor’s Corporation, Moody’s Investors Service or some other nationally recognized statistical rating organization (NRSRO); or senior to or on parity with a security of the same issuer which has such a rating.
8. Money Market funds. Open-ended Money Market funds restricted to investments permitted in Wisconsin Statute Section 66.0603(1m), limited to a maximum average maturity of sixty (60) days or less.

Comment [DD22]: This wording added to specify the types of allowable securities permitted by this section.

Comment [DD23]: Authorized per Wisconsin State Statutes 66.0603 (1m) (5c)

Comment [DD24]: Explanation of repurchase agreement.

Comment [DD25]: This is added to the existing County policy wording and this wording is taken directly from Wisconsin State Statutes 66.0603 (1m) (4)

Comment [DD26]: Previously listed under corporate securities, with an added definition – per GFOA model policies.

Comment [DD27]: GFOA explanation of why Money Market funds are included and how they qualify. This language changed from previous policy as a consequence of SEC changes to MMFs resulting from crisis of 2007 – 2008 – now there is a shorter maximum maturity allowed which should enhance safety of MMFs.

354 **VI. RISK AND DIVERSIFICATION**

355 Assets held shall be diversified to control the risk of loss resulting
356 from over concentration of assets in a specific maturity, issuer,
357 instrument and/or class of instrument(s), and dealers through whom
358 securities are bought and sold. In order to quantify the
359 diversification of County investments, the following percentage
360 ranges of portfolio investment will apply to the investment
361 categories currently allowed by Wisconsin Statute:

362 1. Time and other Money market Deposits of banks, savings
363 banks, trust companies, savings and loans, credit unions,
364 regulated by the Securities and Exchange Commission.

365 0—50%

366 Direct investment in public depository institutions and
367 securities will be further limited to a maximum investment,
368 per institution at any one time, of \$500,000, unless an
369 acceptable form of collateral, surety or other guarantee exists
370 assuring the principal repayment to Milwaukee County.

371 2. U.S. Treasury and other Federal agency/instrumentality
372 securities.

373 0—100%

374 3. Municipal Securities.

375 0—25%

376 4. Local Government Pooled Investment Fund of the State
377 Investment Board.

378 0—50%

379 5. Repurchased Agreements with public depository institutions
380 (only) and where specific and appropriate collateral is
381 provided.

382 5—50%

383 6. Corporate securities, including commercial paper.

384 0—25%

385 7. Securities of an open end management investment company
386 or investment trust, investing in statutorily allowed securities.

387 0—25%

388 8. All other security types, when and if authorized in the future
389 by amendment to Wisconsin Statute.

390 0—25%

391 Note: It is understood that on an occasional and short term basis,
392 usually less than a month, it may be necessary to exceed the 50%
393 maximum investment in the Local Government Pooled Investment
394 Fund of the State Investment Board.

396 **VII. SAFEKEEPING AND CUSTODY**

397

Comment [DD28]: This section is moved to and modified in section VIII. above.

Comment [DD29]: This section's percentages were added by the Treasurer during the last recession as a precautionary measure. It proved to be unnecessary and awkward to administer - since each investment advisor had a particular investment strategy and expertise and the overall percentages had to be averaged across all advisors. Since all securities purchases have to be previewed by the Treasurer's office, ultimate authority for the balance of the portfolio and approval of new additions to the portfolio is still retained by the Treasurer. The portfolios are still subject to restrictions outlined in State Statutes and GFOA best practices as included in these policies and monitored by the Comptroller,

398 ~~All securities purchased shall be properly designated as an asset of~~
399 ~~Milwaukee County and held in safekeeping by a third party~~
400 ~~custodial bank or other third party custodial institution, chartered by~~
401 ~~the United States Government or the State of Wisconsin and no~~
402 ~~withdrawal of such securities, in whole or in part, shall be made~~
403 ~~from safekeeping except by the County Treasurer or a designee.~~

Comment [DD30]: This section is not deleted but moved to Section XI below.

405 **IX RESTRICTED INVESTMENTS**

406 The following restrictions will apply to any investments made by
407 Milwaukee County:

- 409 1. Leveraged investments. No investments will be made in reverse
410 repurchase agreements. Nor will any investments be made with
411 funds borrowed through the use of county investment assets as
412 collateral.
- 413
- 414
- 415 2. Securities dominated in foreign currencies. No investments will be
416 made in the securities denominated in a currency other than the
417 U.S. dollar.

418 All other investments not listed in section VIII Authorized
419 Investments, or in section IX Restricted Investments, are prohibited
420 from consideration of investment. At any time, the Milwaukee
421 County Treasurer may desire to be more conservative in its
422 investments and may limit or restrict certain of the investments listed
423 above.

Comment [DD31]: This section adds the qualification of certain prohibited practices which are currently prohibited procedures in the County Treasurer's Office, but are now contained, herein, as written policies

426 **X INVESTMENT PARAMETERS**

427 Credit risk is the risk that a security or a portfolio will lose some or all
428 of its value due to a real or perceived change in the ability of the issuer
429 to repay its debt. Milwaukee County will mitigate credit risk utilizing
430 the following strategies:

- 431
- 432
- 433 1. Diversification. It is the policy of Milwaukee County to diversify its
434 investment portfolio. To eliminate risk of loss resulting from the
435 over-concentration of assets in a specific maturity, issuer, or class of
436 securities, assets in all the County's funds will be diversified by
437 maturity, issuer, and class of security. Diversification strategies will
438 be determined and revised periodically by the Treasurer for all
439 funds.

440

- 441 2. Liquidity. Liquid funds will be held in the State Local Government
442 Investment Pool (LGIP), money market mutual funds, or other
443 collateralized deposits and repurchase agreements.
444
- 445 3. Investment Rating Downgrade. Milwaukee County may from time to
446 time be invested in a security whose rating is downgraded by a
447 Nationally Recognized Statistical Rating Organization (NRSRO). I
448 the event of a downgrade below the minimum credit rating
449 permitted by this investment policy, the investment advisor will
450 report the downgrade and immediately advise the Treasurer or
451 designee on the action to be taken.
452
- 453 4. Market Risk. Market risk is the risk that the portfolio value will
454 fluctuate due to changes in the general level of interest rates.
455 Milwaukee County recognizes that, over time, longer-term/core
456 portfolios have the potential to achieve higher returns. On the other
457 hand, longer-term/core portfolios have higher volatility of return.
458 The County will mitigate market risk by providing adequate liquidity
459 for short-term cash needs, and by making longer-term investments
460 only with funds that are not needed for current cash flow purposes.
461 The County further recognized that certain types of securities,
462 including variable rate securities, securities with the principal
463 paydowns prior to maturity, and securities with embedded options,
464 will affect the market profile of the portfolio differently in different
465 interest rate environments.
466
- 467 Milwaukee County, in order to control and mitigate its exposure to
468 market risk, to the extent possible, will attempt to match its
469 investments with anticipated cash flow requirements. Unless
470 matched to a specific cash flow requirement, the County will not
471 directly invest in securities maturing more than ten (10) years from
472 the date of purchase. For adjustable rate securities, the time to
473 coupon reset will be used as the effective maturity date.
474

475 XI SAFEKEEPING AND CUSTODY

- 476
- 477 1. Third Party Safekeeping. All securities purchased will be properly
478 designated as an asset of Milwaukee County and will be evidenced
479 by safekeeping receipts in Milwaukee County's name and held in
480 safekeeping by a third-party custodial bank or other third-party
481 custodial institution designated by Milwaukee County, and
482 chartered by the United States Government or the State of
483 Wisconsin. No withdrawal of such securities, in whole or in part,

Comment [DD32]: This is moved from Section V above. It is the existing practice of the Treasurer's Office. Some of this wording is already included in the existing investment policy but it is also amended with language taken from the GFOA recommended practices.

484 will be made from safekeeping except by the County Treasurer or a
485 designee.

486
487 2. Delivery vs. Payment. All trades of marketable securities will be
488 executed (cleared and settled) on a delivery vs. payment (DVP) basis
489 to ensure that the securities are deposited in Milwaukee County's
490 safekeeping institution prior to the release of funds.

491
492 3. Internal Controls. The County Treasurer will establish and maintain
493 internal controls designed to ensure that the assets of the County are
494 protected from loss, theft or misuse. The internal controls shall
495 recognize that the cost of a control should not exceed the benefits
496 likely to be derived and the valuation of costs and benefits requires
497 estimates and judgments by management. The internal controls will
498 include the following:

- 499
500 • Control of collusion
501 • Separation of transaction authority from accounting and
502 recordkeeping
503 • Avoidance of physical delivery of securities
504 • Clear delegation of authority to subordinate staff members
505 • Staff training

506
507 The County Comptroller and an auditor will independently review
508 the Treasurer's investments to assure compliance with state law and
509 these county policies and procedures.

511 XII REPORTING AND REVIEW

512
513 The Treasurer will prepare an investment report at least quarterly for
514 the Finance, Personnel and Audit Committee of the Milwaukee County
515 Board of Supervisors and the Milwaukee County Comptroller.

516
517 1. The report will contain a management summary, prepared in such a
518 manner that will allow the Committee to determine whether
519 investment activities during the reporting period have conformed to
520 the investment policy.

521
522 2. The report will also include a listing of individual securities and
523 information on the percentage of the total portfolio, which each type
524 of investment represents. (An asset listing showing par value, cost
525 and accurate and complete market value of each security, type of
526 investment, issuer, and interest rate.)
527

Comment [DD33]: This somewhat modified language, clarifies standard practice of the Treasurer's Office and is spelled out in the safekeeping agreement with the contracted custodian – as approved by the County Board.

Comment [DD34]: This wording, as recommended by GFOA, outlines the specific control practices exercised by Office of the Treasurer. These practices are reviewed annually in an outside audit that verifies compliance with GAAP (Generally Accepted [government] Accounting Principles). Treasurer's Office banking practices are also the subject of a periodic internal audit performed by the County Audit Division. In addition, in accordance with Wisconsin State Statute 59.255, the Milwaukee County Comptroller is charged with monitoring the Treasurer's accounts monthly and reports to the County Executive and the County Board as to their correctness and any violations by the Treasurer of the Treasurer's duty.

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3. The report will also include actual year-to-date investment performance and the projected annual performance.

This policy will be reviewed on an annual basis by the Treasurer. Recommended modifications to these investment policies will be submitted to the Finance, Personnel and Audit Committee of the Milwaukee County Board of Supervisors for consideration and approval. The Milwaukee County Board of Supervisors may make modifications to the investment policy at any time.

Comment [DD35]: This language is added to assure regular reports and review in accordance with GFOA guidelines and consistent with State Statute 59.255 as amended in 2013.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 11-21-13

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Investment Policy Changes

FISCAL EFFECT:

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

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		
	Revenue		
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost	0	0

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.

The recommended changes in Milwaukee County Investment Policies that are included in this resolution are designed to preserve the security of Milwaukee County operating funds and will incur no additional expenditures when implemented.

Department/Prepared By Daniel J. Diliberti, Milwaukee County Treasurer

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.

MILWAUKEE COUNTY
Interoffice Memorandum

DATE : February 25, 2014

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

FROM: Daniel J. Diliberti, Milwaukee County Treasurer 

RE: Intergovernmental Agreement with Wauwatosa regarding the liability and transfer of contaminated property

The attached resolution addresses an Intergovernmental Agreement with Wauwatosa. It provides for the transfer of property and holding harmless of Milwaukee County for any cleanup costs related to this contaminated property.

The agreement and extension agreement was approved by the Milwaukee County Corporation Counsel and approved by Wauwatosa.

Approval of this resolution would protect Milwaukee County's interests, allow for the transfer to this property to Wauwatosa for cleanup, resolve current delinquent tax shortfalls, end Milwaukee County's continuing delinquent property tax payments, and return this property to the tax rolls.

###

1 A RESOLUTION to approve the attached
2 Intergovernmental Agreement and
3 memorandum of understanding with the
4 City of Wauwatosa to provide for the transfer of
5 contaminated property and protect Milwaukee
6 County's interests, resolve current delinquent tax
7 shortfalls, end Milwaukee County's continuing
8 delinquent property tax payments, and return
9 this property to the tax rolls.
10

11
12 WHEREAS, The attached Intergovernmental agreement between Milwaukee County and the City of
13 Wauwatosa addresses the transfer of property located at 2578 Wauwatosa Avenue to the City of
14 Wauwatosa Community Development Authority and addresses the existing tax liens against that
15 property; and
16

17 WHEREAS, this long-vacated property is blighted, and environmentally impaired and the goal of the
18 agreement is eliminate its status as a blighted property and return it to the tax rolls; and
19

20 WHEREAS, Section 66.133 (13) of the Wisconsin Statutes authorizes the parties to enter into
21 cooperative agreements and related contracts to eliminate blighted properties through redevelopment
22 through the utilization of available public and private agencies and resources; and
23

24 WHEREAS, the agreement stipulates that the county agrees to convey the property to the Wauwatosa
25 Authority and the Authority agrees to accept the conveyance of the property; and
26

27 WHEREAS, the County has foreclosed on the property in accordance with the terms of this agreement
28 to enable it to transfer title under its authority; and
29

30 WHEREAS, the county agrees to convey the property by warranty deed free and clear of all liens,
31 except for two Wisconsin Department of Revenue warrants for \$1593.51; and
32

33 WHEREAS, it is agreed upon that all taxes from the years 1992-1997 and 2002-2011 are considered
34 uncollectable and the Authority accepts responsibility for the taxes for the year of the closing; and
35

36 WHEREAS, this agreement is based upon the assumption that the Authority will take complete
37 responsibility for any environmental remediation and forever discharges the County and its officers
38 from any claims in any way connected with the environmental condition of the property; and
39

40 WHEREAS, it is agreed upon that the Wauwatosa Authority will pursue sale of this property based
41 upon an appraisal of this property and each party s entitle to reimbursement from the net proceeds
42 after reimbursing the Authority for any of non-reimbursed remediation costs it incurred and then the
43 county for unpaid delinquent property taxes prior to and including 2011 and the equal division of any
44 remaining proceeds; now, therefore
45

46 BE It Resolved that the attached Intergovernmental Agreement and Memorandum of Understanding
47 between Milwaukee County and Wauwatosa are hereby affirmed and approved and the office of
48 Economic Development is hereby authorized to proceed , under the direction of Corporation Counsel,
49 with the conveyance of said property to the city of Wauwatosa Community Development Office,
50 through the transfer of the title by Warranty Deed.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 2-25-14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Intergovernmental Agreement, Wauwatosa – Collison property_____

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 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 checked="" 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	244,466	0
	Net Cost	0	0
Capital Improvement Budget	Expenditure		
	Revenue		
	Net Cost	0	0

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.

This resolution will not result in any new or additional expenditures, since the uncollectable delinquent taxes herein referred to have been carried on the books for many years, and with the contaminated condition of the property, there was no foreseeable way of collecting them.

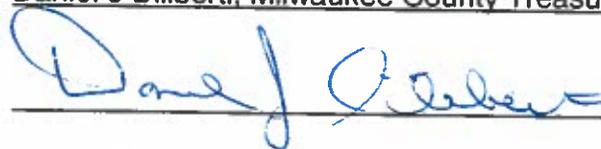
This resolution, along with its transfer to the City of Wauwatosa, will result in the discontinuation of the accumulation of any further delinquent taxes on this property.

This resolution will also result in the remediation of this property, and its return to the tax rolls with the added benefit of tax payments to the County by the new owner.

With the transfer of this property, the uncollectable delinquent taxes in the amounts of \$78,066.42 in principal, \$110,932.93 in interest, and \$55,466.44 in penalty will be written-off as a recognized loss of potential revenue, pending the sale of the property and the possible reimbursement of some of those uncollectable delinquent taxes from the sale of the property.

Department/Prepared By Daniel J Diliberti, Milwaukee County Treasurer

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.

**INTERGOVERNMENTAL COOPERATION AGREEMENT
REAL ESTATE ACQUISITION**

This Agreement made and entered into this 24 day of Aug. 2012, by and between COUNTY OF MILWAUKEE, Wisconsin ("County") and the COMMUNITY DEVELOPMENT AUTHORITY of the City of Wauwatosa ("Authority"), both municipal corporations:

WITNESSETH:

WHEREAS, the County has foreclosable tax liens pursuant to Section 75.521 of the Wis. Stats. against real property located at 2578 Wauwatosa Avenue in the City of Wauwatosa, Milwaukee County, Wisconsin, with tax identification numbers 331-0792-00 and 331-0793-00 ("Property"); and,

WHEREAS, the owner of record of the Property is Ronald L Collison, and,

WHEREAS, the Property is vacant, blighted and possibly environmentally impaired and the parties desire to cooperate for the purpose of eliminating its status as a blighted, environmentally impaired Property; and,

WHEREAS, Section 66.1333 (13) of the Wis. Stats. authorizes the parties to enter into cooperative agreements and related contacts to eliminate blighted properties through redevelopment and other activities through the utilization of all available public and private agencies and resources.

NOW THEREFORE, in consideration for the sum of one dollar (\$1.00) and other good and valuable consideration, the receipt which is acknowledged, and the mutual obligations of the parties in the premises, the County agrees to convey the Property to the Authority and the Authority agrees to accept conveyance of the Property from the County upon the following terms and conditions:

1. The County, subject to the environmental contingency described below, has begun the process to foreclose its tax liens against the Property pursuant to Section 75.521 of the Wis. Stats. and obtain title to the Property in fee simple absolute ("Tax lien foreclosure").
2. Conveyance of the Property to the Authority shall be closed at the office of the Corporation Counsel of the County, as soon as practicable on the day of the judgment of foreclosure, or at such other time and place as may be agreed in writing by the parties.
3. Conveyance of the Property shall be by warranty deed, free and clear of all liens and encumbrance, except as authorized under Section 75.521 (8) or (13)(b) of the Wis. Stats. and except for two delinquent warrants filed by the Wisconsin Department of Revenue and docketed in the office of the Clerk of the Circuit Court of Milwaukee County (No. 217057 on July 27, 1981 in the sum of \$ 1,152.76 and No. 232412 on April 8, 1983 in the sum of \$ 440.75)

4. Legal possession and occupancy of the Property shall be delivered to the Authority on the date of closing. (Defined term)
5. Time is of the essence with respect to the provisions of this Agreement.
6. It is agreed that all unpaid taxes and charges incurred by the County for the years 1992-1997, 2002-2011 (331-0792-00) and 1993, 1997, 2002-2011 (331-0793-00) are considered uncollectible ("Bad Debt"), and the Authority accepts financial responsibility for the taxes for the year of closing.
7. Environmental Contingency: The parties recognize that due to the past occupancy of the Property, there may exist conditions with respect to soils and groundwater on-site, including, but not limited to the presence of environmentally regulated pollutants, contaminants and hazardous or toxic materials that require investigation and, in some cases, remedial action and may result in claims, demands and liabilities to the owner of the Property by third parties, including, without limitation, governmental entities. Therefore, the parties have agreed that this Agreement is based upon the assumption that the Authority will take complete responsibility for any environmental remediation, subject to the following conditions:
 - a. Prior to the commencement of the tax lien foreclosure proceedings by the County, the Authority, its agents, employees and designees are hereby authorized by the County pursuant to Section 75.377 of the Wis. Stats. to enter upon the Property to conduct such environmental inspections, investigations and audits of the Property to determine the nature and extent of the environmental pollution as defined in Section 299.04 (4) of the Wis. Stats., to include removal of any underground storage tanks, if any. Such activities will be completed within one hundred twenty (120) days of the date of this Agreement and shall be conducted pursuant to and comply with all applicable statutes, rules and regulations.
 - b. If the City elects not to close or causes the agreement to be terminated due to the findings in paragraph a, above, the City agrees that it will provide such findings to the present owner of the property and the City of Wauwatosa Assessor, which is likely to have the effect of reducing the assessed value of the Property to \$100.00. Within thirty (30) days of the completion of the activities set forth in the Subsection a., above, the Authority shall have the right, in its sole and absolute discretion, elect to either close this transaction or cause this Agreement to be terminated by providing written notice to the County as to the Authority's intention. Failure to provide written notice to the County within the specified time herein shall also act to terminate this Agreement. If terminated as provided herein, this Agreement shall be null and void and neither party shall have any further obligations thereunder.
 - c. If the transaction contemplated herein closes, from and after the closing, the Authority waives, releases, acquits and forever discharges the County, its officers, employees and agents of and from and causes of action, legal or administrative proceedings, claims,

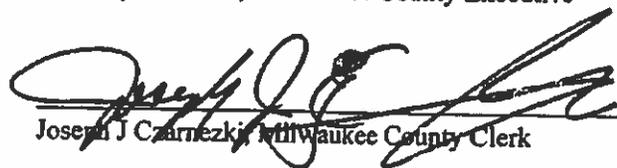
demands, actual damages, punitive damages, losses, costs, liabilities, interest attorney's fees and expenses of whatever kind and nature, in law or in equity, known or unknown, which the Authority ever had, now has, hereinafter can, shall or may have or acquire or possess or arising out for in any way connected with, or based upon the environmental condition of the Property.

- d. Should the County be unable to obtain title to the Property or otherwise carry out this Agreement by reason of a valid legal defect in title which the Authority is unwilling to waive, this Agreement shall be void.
8. The parties agree to act in good faith and with diligence to conclude the transaction contemplated herein and to that end shall, without cost of expense to the other party, prepare, execute and deliver to or cause to be prepared, executed and delivered to the other party, such other and further instruments of transfer and conveyance as may be reasonably requested, and take such other action as the party may reasonably require to carry out more effectively their respective obligations under this Agreement.
9. It is agreed that the Authority will pursue the sale and use of the Property for development by a taxable private party at a sale price determined by the Authority based upon a fair market value appraisal of the property. In determining fair market value, the appraiser shall give consideration to the highest and best use of the Property.
10. Each party will be entitled to reimbursement from the net proceeds of the sale of the Property on the following basis:
- a. Authority's Reimbursable Costs: Costs incurred for environmental investigation and clean-up of the Property, minus any reimbursement received under the brownfield/contaminated property remediation funding and grant money received therefore; Costs incurred for appraisal of the Property and other such costs associated with ownership of the property as shall be reasonably acceptable to the County.
 - b. County's Reimbursable Costs: All unpaid delinquent property taxes and charges against the Property for years prior to and including 2011.
- If the net proceeds of the sale of the Property are less than the total of those costs, the proceeds will be divided between the parties by first reimbursing the Authority for its costs, and providing the balance of said proceeds to the County to be applied against its costs, based upon the definitions of Reimbursable Costs of each party as described in the previous paragraph. If the proceeds of the sale are greater than the total of those Reimbursable Costs, the difference between the sale of the proceeds and the total of Reimbursable Costs will be divided equally between the parties.
11. This Agreement contains the entire agreement between the parties and any agreement hereafter made shall be ineffective to change, modify or discharge this Agreement, in whole or in part, unless such agreement hereafter made is in writing and signed by the parties hereto.

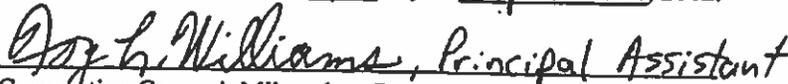
IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed and delivered as of the date first above written.

County of Milwaukee

BY: 
Christopher Abele, Milwaukee County Executive

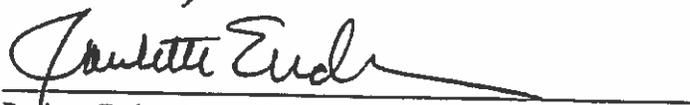
ATTEST: 
Joseph J. Czarnetzki, Milwaukee County Clerk

Approved as to form of this 7th day of September, 2012.

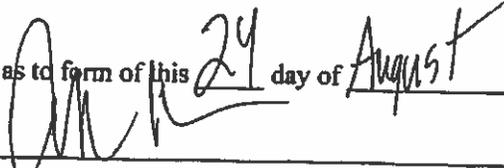

Joseph L. Williams, Principal Assistant
Corporation Counsel, Milwaukee County

**Community Development Authority
City of Wauwatosa**

BY: 
Jason Kohout, Chairman

ATTEST: 
Paulette Enders, Executive Director

Approved as to form of this 24 day of August, 2012.


Alan Kesney, City Attorney, City of Wauwatosa

**MEMORANDUM OF UNDERSTANDING
REAL ESTATE ACQUISITION**

This Memorandum of Understanding (this "MOU") is dated as of the 13 day of December, 2013, by and between MILWAUKEE COUNTY ("County") and the COMMUNITY DEVELOPMENT AUTHORITY of the City of Wauwatosa ("Authority"), both municipal corporations. Together these named entities constitute the "Parties" to this MOU.

WITNESSETH:

WHEREAS, the County and the Authority are Parties to that certain Intergovernmental Cooperation Agreement (the "Agreement") dated AUGUST 24, 2012 (*provided as attachment 'A'*), pursuant to which the Parties are to cooperate for the purpose of eliminating blighted and environmentally impaired real property located at 2578 Wauwatosa Avenue in the City of Wauwatosa, with tax identification numbers 331-0792-00 and 331-0793-00 ("Property"); and

WHEREAS, the Agreement permits the Authority to enter upon the Property to conduct environmental inspections and investigations, and audits of the Property to determine the nature and extent of the environmental pollution; and

WHEREAS, the Agreement also gives the authority the discretion to either accept legal possession and occupancy of the Property or cause the Agreement to be terminated by providing written notice to the County as to the Authority's intentions.

NOW THEREFORE, in consideration of the terms and provisions contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties hereto, it is agreed as follows:

PROVISIONS:

1. The County shall continue the process to foreclose its tax liens against the Property pursuant to Section 75.521 of the Wis. Stats., and obtain title to the Property in fee simple absolute.
2. The Authority acknowledges and agrees it wants legal possession and occupancy of the Property.
3. The Agreement is renewed and the County waives the thirty (30) day notice requirement contained in Paragraph 7.b. of the Agreement.
4. All other terms and provisions of the Agreement shall remain in full force and effect.
5. In the event of any conflict between the terms and provisions of this MOU and the terms and provisions of the Agreement, the terms and provisions of this MOU shall govern, control and prevail.

IN WITNESS WHEREOF, the Parties have executed this Memorandum of Agreement as of the date first set forth above.

County of Milwaukee

By: [Signature] Date: 12/20/17
Christopher Abele, Milwaukee County Executive

Attest: [Signature] Date: 12/17/2013
Joseph J. Czarnecki, Milwaukee County Clerk

Approved as to form and independent status:

By: [Signature] Date: 12/13/13
Corporation Counsel, Milwaukee County

Community Development Authority
City of Wauwatosa

By: [Signature] Date: 12/13/13
Name: Julie Tomma Kettko
Title: CDA Chairperson

Attest: [Signature] Date: 12/12/13
Name: Cathy Martens
Title: Municipal Clerk

Approved as to form and independent status:

By: [Signature] Date: 12/13/13
Alan Kesner, City Attorney, City of Wauwatosa

MILWAUKEE COUNTY
Interoffice Memorandum

Date: February 20, 2014
To: Willie Johnson, Jr., David Cullen, co-Chairs, Finance, Audit and Personnel Committee
From: Daniel Diliberti, Milwaukee County Treasurer
Subject: 2013 Annual Report on Earnings on Investments (Informational Item)

The attached 2013 Earnings on Investments year-end report is provided as an informational item to this committee. As noted in the report, 2013 ended with a deficit of \$793,646 in the Non-departmental Budget 1992 - Earnings on Investments Budget.

In accounting for this deficit, a number of factors needed to be considered as to the origin of this shortfall.

First, the \$1.7 million dollar revenue figure that was placed in the 2013 Budget was higher than the amount projected by our investment advisors. This office submitted a proposed budget that included projected 2013 General Fund Earnings of \$1,376,740 for the 2013 year. However, those earnings were increased to \$1,711,411 during the budget process.

The second factor is a little understood investment accounting term called "Total Return". Total return includes earnings plus the increase or decrease in the value of our investment portfolio – as noted in the "market Adjustment" line of this report. The Total Return is arrived at in our Investment Report by subtracting the "Market Adjustment" from the total "Earnings on Investments". This year, because of the behavior of the market, the Market Adjustment was higher than expected for the categories of investments in which we are allowed to place our investments. The Market Adjustment is noted on the Investment Report as "unrealized" because of the fact that this change in value was not actually realized because the securities were not sold. Accounting principles require that the market adjustment be included in the calculation of the bottom line of our investment report in order to reflect "Total Return".

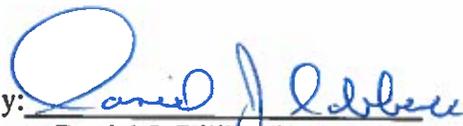
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Investment Reporting Form

Report for Year-to-Date	<u>12/31/13</u>
Average Net Daily Amount Invested	\$451,985,201
Average Rate of return (year-to-date)	<u>0.46%</u>
Actual Investment Earnings (All Funds)	\$2,099,043

Estimated Year to Date

Projected Earnings on Investments (All Funds)	\$2,099,043
*Projected Earnings on Trusts, Reserves, Capital Fund, Etc.	(\$118,000)
Market Adjustment (Unrealized)	<u>(\$1,063,278)</u>
General Revenue Fund Earnings	\$917,765
Budgeted General Fund Earnings	\$1,711,411
<u>Deficit/Surplus</u>	<u>\$793,646</u>

Prepared by: 
Daniel J. Diliberti
Milwaukee County Treasurer

*Information based on estimates of reported earnings provided by the Department of Administration



Daniel J. Diliberti
Milwaukee County Treasurer

DATE: February 21, 2014

TO: Marina Dimitrijevic, Chairwoman Milwaukee County Board of Supervisors

FROM: Daniel Diliberti, Milwaukee County Treasurer 

RE: 2013 Annual Report on Public Funds
(Informational Item reviewed by Finance and Audit Committee)

Milwaukee County Ordinance 56.31 requires departmental officers who deposit public funds with any depository other than the County Treasurer to report annually to the County Board of Supervisors the status of such accounts. These accounts are typically "petty cash" or Imprest fund accounts and are established for many different reasons. Some accounts, such as those held by the Department of Aging, are required by the federal government as a way to segregate the funds from other County money for accounting purposes.

On page two of the attachment, you will note there is an item near the bottom of the page called "Total Exposure." This concerns the total reported amounts deposited at that institution by various county departments. Each exposure is measured against whether these amounts are insured or collateralized.

During the 2013 calendar year, the amount covered by Federal Deposit Insurance totals \$250,000 and unlimited on Non-Interest Bearing (NIB) accounts which expired December 31, 2013. Given the current instability of the banking sector, the Office of the Treasurer has taken several steps to safeguard the deposits reported to this office. We have recommended that those departments that hold deposits in non-securitized accounts to: (1) transfer those deposits to US Bank - which was awarded our county banking contract; or (2) transfer those deposits to banks that have signed collateral agreements with the Treasurer's Office and keep the Treasurer informed as to any changes in the deposited amounts. This office has secured collateralization agreements with US Bank and Tri City National Bank.

One question that arises each year has to do with the NIB accounts. There are a variety of reported reasons for these accounts. For example, some NIB accounts are non-interest bearing checking accounts for authorized departmental disbursements. Another example is the House of Correction NIB account that holds the total amount of individual inmate holdings. If interest earnings would have to be broken out, calculated and applied to each small and variable inmate holding, additional HOC staff accounting costs would accrue with no balancing revenue.

Finally, the Community Reinvestment Act (CRA) ratings of all banks that hold County funds are listed at the bottom of the second page of the attachment. The CRA ratings are issued every five years. County funds are only deposited with those financial institutions that have a rating of "satisfactory" or above. Two of the reported Banks have an "outstanding" rating and four have a "satisfactory" rating.

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MILWAUKEE COUNTY										
BANK ACCOUNTS AND BALANCES										
NOT UNDER CONTROL OF THE COUNTY TREASURER										
Fiscal Year Ending Dec 31, 2013										
ORG	A/C No.	TYPE	BMO HARRIS	NORTH MILWAUKEE	TRI-CITY NATL	U.S. BANK	SEAWAY BANK	COLUMBIA SAVINGS	WELS FARGO	PURPOSE/FOOTNOTE
Airport	0023-11-9888	Checking (NIB)	128.00							Imprest Fund: O.15.17 (2) (s) (4)
	0000-00-2119	Checking (NIB)	2,235.35							Imprest Fund: O.15.17 (2) (s) (2)
	121-667-805	Checking 3.05%				743,335.64				HOPP & Noise Mitigation Programs: O.15.18 (5) (c)
Child Support Enforcement	112-795-661	Checking (NIB)				3,916.72				Expedite Legal Process: O.15.17 (2) (g) 190.1
	111-850-382	Checking (NIB)				54,400.29				Child Support Payments: Resolution 97.769
Clerk of Circuit Court Called Dave 2/17/14 x4695	001 810 1627	Checking (NIB)			320,000.00					Daily Operating Account WI Stat Sec 59.40 (3)
	18900234	Money Market 0.073%			1,535,163.87					WI Stat Sec 59.40 (3)
	153613	Checking			7,490.44					Drug Treatment Court related: County Board File 11-54
	935607	Money Market 0.11%			411.50					Fiduciary funds held on behalf of minor : by court order
Corporation Counsel	00-02-2276	Checking (NIB)	262.57							Witness & Mileage Fees, Imprest Fund: O.15.17 (2) (c)
County Clerk	005-02-2010	Checking (NIB)	1,552.31							Court Ordered Withholdings & WI DNR Sales/Disb: O.15.13
DOA-Housing	125637-83	Passbook 0.2%						614.73		HUD Rent Assist. Operating Reserve: Resolution 93-703
*DOA-Real Estate	121-641-592	Checking				185,244.50				Earnest Money Escrow: Resolution 93-1005
*This account has the State Tax ID number. Interest earned on this account is paid to the State of Wisconsin for the Homeless. Should not be on the public funds list										
DOA-Disadvantaged Business	6003168	Money Market 0.7%		305,091.64						Minority Business Loan Program: Per adopted Budget
Department on Aging	21-21-0387	Money Market	13,058.60							COP Risk Reserve Account (external ins.): File No 02-107
Department of Family Care	19-197-046	Money Market	7,841,808.12							Risk & Solvency Reserve (external ins.): File No 00-635
	00450-83698	Money Market	3,616,294.70							CMO Solvency Restricted Reserve: File No 09-107
House of Correction Called Mary 427-4176 2/17/14	000-110-7678	Checking (NIB)			752,499.92					Hold Inmate Funds in Trust: O.15.18 (3)(A)
	001-108-363	Checking (NIB)			143,626.95					Hold Work Release Inmate Funds in Trust: O.15.18 (3)(A)
Department of Human Services	112-800-395	Checking (NIB)				500.00				Petty Cash: O.15.17
	111-850-200	Checking (NIB)				3,500.00				Medical Transport & Emergency Funds: O.15.17
Parks	0001108945	Checking (NIB)	29,410.15							Petty Cash: O.15.17
Register of Deeds	121-740-582	Checking (NIB)				886.41				Petty Cash / Refund Disbursements: O.15.17 & O.15.19
** Foley and Lardner are the name and tax ID number on the account. This account will be closed during the next year.										

MILWAUKEE COUNTY BANK ACCOUNTS AND BALANCES NOT UNDER CONTROL OF THE COUNTY TREASURER									
ORG	A/C No.	TYPE	BMO HARRIS	NORTH MILWAUKEE	TRI-CITY NATL	U.S. BANK	SEAWAY BANK	COLUMBIA SAVINGS	PURPOSE/FOOTNOTE
Sheriff	1602185	Checking (NIB)			153,810.21				Federal Forfeiture Funds: Resolution 86.129 (1) Daily Operating Account: O.15.18 (1) Inmate Trust Account: O.15.18 (3) Excess Daily Operating Account: O.15.18 (1) Excess Daily Operating Account: O.15.18 (1)
	182380410668	Checking (NIB)				266,344.17			
	182380410650	Checking (NIB)				238,650.90			
	013-0000-930	Money Market					50,101.84		
	015-0000-979	Certificate of Deposit					100,000.13		
Veteran Service Office Milw Cnty	182380382198	Checking (NIB)				7,842.56			Fund for Hardship by Levy & Donation: Resolution 07-2007
District Attorney	42694971	Checking (NIB)	3,725.33						Petty Cash: O.15.17 (2) (r) Asset Forfeiture Fund: Resolution 01-213
	04-58-3722	Money Market	8,832.21						
Behavioral Health Division	001-01104-688	Checking (NIB)			29,153.04				MCMHD-Housing rent assistance when discharge: O.15.18 MCMHD-Patient Funds: O.15.18 Petty Cash: O.15.17 MCMHD-CSP Client Living Expenses: O.15.18 MCMHD-CSP Client Living Expenses: O.15.18 MCMHD-TCM Client Living Expenses: O.15.18
	001-01104-872	Checking (NIB)			70,059.29				
	112-803-334	Checking (NIB)				2,341.93			
	001-20-399	Checking (NIB)	166,303.97						
	112-710-242	Checking (NIB)				174,529.40			
	183-197-765	Checking (NIB)							
Milwaukee Transport Services	0034312630	Checking (NIB)	1,650.48						Pension Benefit Account A/P - Operating Account Employee Payroll Account
	0034312586	Checking (NIB)	5,687,420.37						
	0034312608	Checking (NIB)	12,286.60						
DPTW-Highway Maintenance	6109605	Checking (NIB)							Petty Cash: O.15.17 - Closed 05/31/12
DHR Employee Retirement System	40002353	Checking (NIB)						2,546,374.03	
	40002355	Checking (NIB)						2,780.74	
Total-Above Accounts			17,384,968.76	305,091.64	3,012,215.22	1,681,492.52	150,101.97	614.73	22,534,484.84
Treasurer Accounts									0.00
CD's Outstanding									0.00
Total Exposure			17,384,968.76	305,091.64	3,012,215.22	1,681,492.52	150,101.97	614.73	22,534,484.84
CRA Rating Date			Satisfactory 07/01/09	Outstanding 07/01/12	Satisfactory 02/13/06	Outstanding 12/31/08	Satisfactory 11/01/10	Satisfactory 05/01/09	

County of Milwaukee
Inter-Office Communication

Date: January 6, 2014

To: Willie Johnson, Jr., Co-Chair, Finance, Personnel, & Audit Committee
David Cullen, Co-Chair, Finance, Personnel, & Audit Committee

From: John Barrett, Clerk of Circuit Court / Register in Probate

Subject: Projected revenue deficit

As per Milwaukee County Ordinance 56.02, the Milwaukee County Combined Courts Related Operations is reporting projected line item revenue deficits for the following accounts for calendar year 2014:

Account Number	Account Description	Budget	Projected	Surplus (Deficit)
1410	Interest on investments	135,000	27,000	(108,000)

The reduction in interest is a direct result of a number of factors:

- A. In an effort to stimulate the economy, the Federal Reserve has attempted to keep interest rates at historic lows for the past few years.
- B. The Clerk of Circuit Court's office was holding \$2.6 million for investment under Case 12CV7392 from September 2012 through October 2013. Those funds have been paid out and thus reduced the amount available for investments.
- C. The requested budget for 2014 was for \$35,000 but the adopted budget was for \$135,000.

Should the Federal Reserve begin to decrease their efforts to keep interest rates low, it is anticipated that other prices will increase, thus having the effect of spreading this anticipated deficit throughout all expenditure accounts.

The decreasing revenue trend can be seen in the chart below.

Budget Year	Requested Budget	Adopted Budget	Actual Income	Surplus (Deficit)	Status
2010	300,000	300,000	272,092	(27,908)	Actual
2011	300,000	300,000	210,077	(89,923)	Actual
2012	200,000	200,000	163,065	(36,935)	Actual
2013	200,000	200,000	28,091	(171,909)	Projected
2014	35,000	135,000	27,000	(108,000)	Projected

Correction action plan

For 2014, our office will take the projected revenue deficits into account and attempt to lower expenditures during the year. Our intent is to work within vacancy and turnover for personnel as well as tightening juror related costs in order to lower expenditures. The expenditure reduction required is approximately 1% of our total departmental expenditures. We feel that we will be able to break-even in relation to the departmental budget for the entire year.

For the 2015 budget year, we will take the decreasing revenue trends for these revenues into account when creating our requested budget. Whenever applicable, we will attempt to hold the departmental budget request to a minimal increase as compared to the prior year.

Signed,

John Barrett
Clerk of Circuit Court / Register in Probate

/dpe

C: Chris Abele, County Executive
Marina Dimitrijevic, County Board Chair
Theodore Lipscomb, Sr., Chair, Judiciary, Safety, & General Services Committee
Scott Manske, Controller
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Fiscal & Budget Administrator, Department of Administrative Services
Veronica Rudychev, Fiscal Management Analyst, Department of Administrative Services
Jeffrey A. Kremers, Chief Judge
Bruce Harvey, District Court Administrator
James J. Smith, Chief Deputy, Milwaukee County Clerk of Circuit Court
David P. Ehlinger, CPA, Fiscal Operations Administrator – Courts

DATE: February 18, 2014

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

FROM: Mike Hafemann, Superintendent, Milwaukee County House of Correction (HOC)

SUBJECT: From the Superintendent, House of Correction, requesting authorization to enter into a contract with Wisconsin Community Services, Inc. (WCS) to provide electronic monitoring services

Issue

When the Superintendent arrived, in May of last year, he developed contracts for the Electronic Monitoring (EM) program. The contract term selected was from the end of May to December 31, 2013. It was envisioned that a new vendor(s) would be selected via the RFP process for 2014.

The RFP process has recently been completed. The Superintendent would like to award the Electronic Monitoring (EM) contract to WCS.

Discussion

The HOC worked very closely with Procurement to conduct the RFP. The RFP was to be awarded based several criteria with price being a primary factor. WCS was deemed to have a considerably lower price. Their presentation and expertise with the equipment and technology was also rated the highest. In addition, we have tested all of WCS's equipment and found it to be very reliable and to fully meet our needs.

Recommendation

It is recommended that the County Board of Supervisors authorize the Superintendent to enter into a contract with WCS. The term of the contract is two years with two, additional one-year extensions also available. The proposed start date of the contract is April 1, 2014.

Fiscal Effect

EM billing is based on a sliding daily fee scale for the number of inmates approved and out on electronic monitoring. Based on current monthly billings, the total balance due for both vendors totals about \$76,000 a month. It is estimated that with an RFP award to WCS, those costs will be reduced to approximately \$59,250 per month. This is a savings of about \$201,000 a year.

The costs for these services have already been identified in the 2014 budget. A fiscal note form is attached.

Respectfully Submitted,



Michael Hafemann, Superintendent
Milwaukee County House of Correction

cc: County Executive Chris Abele
Raisa Koltun, County Executive's Office
Kelly Bablitch, County Board
Don Tyler, Director, DAS
Josh Fudge, Fiscal & Budget Administrator, DAS
Steve Cady, Fiscal & Budget Analyst, County Board
Janelle Jensen, Committee Clerk-Finance, County Board Staff

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(ITEM) From the Superintendent, House of Correction, **requesting authorization to enter into a contract with Wisconsin Community Services, Inc. (WCS) to provide electronic monitoring services for the period of April 1, 2014 through March 31, 2016** by recommending adoption of the following:

A RESOLUTION

WHEREAS, the House of Correction is committed to administering a strong electronic monitoring program for its inmates; and

WHEREAS, the HOC conducted an RFP as requested by the Board, with considerable consultation from DAS-Procurement; and

WHEREAS, WCS was the low cost bidder; and

WHEREAS, the WCS equipment was thoroughly tested and found to be very reliable and to fully meets the House of Correction’s needs; and

WHEREAS, the term of the contract shall be from April 1, 2014 through March 31, 2016 with two, additional one-year extensions; and

WHEREAS, this new contract is expected to result in considerable savings for the county; and

WHEREAS, funds are sufficient and available within the House of Correction’s approved budget; now, therefore,

BE IT RESOLVED; that the Superintendent of the House of Correction is authorized to execute a two year with two, additional one-year extensions contract with WCS for the electronic monitoring services requested under RFP#4300-01; and

BE IT FURTHER RESOLVED, that the aforementioned contract will only be executed after review and approval by CBDP, Corporate Counsel, and Risk Management.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 02/18/2014

Original Fiscal Note X

Substitute Fiscal Note

SUBJECT: Authorization to enter into a contract with Wisconsin Community Services, Inc. (WCS) to provide electronic monitoring services

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 |
| <input type="checkbox"/> Absorbed Within Agency's Budget | <input type="checkbox"/> Decrease Capital Revenues |
| <input type="checkbox"/> Not Absorbed Within Agency's Budget | |
| <input checked="" 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	(\$108,750)	(\$159,000)
	Revenue	\$572,900	\$572,900
	Net Cost	(\$681,650)	(\$731,900)
Capital Improvement Budget	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

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. 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. We are requesting authorization to award RFP#4300-01 and to execute a contract with Wisconsin Community Services, Inc. (WCS) for Electronic Monitoring (EM) services. Sufficient monies were budgeted for the EM program, so no change to funding is being requested.
- B. Maintaining a robust EM program does appear to benefit the County. At this time, the per diem revenues collected are greater than expenses.

The \$870,000 budget to fund the electronic monitoring units appears to be sufficient to cover these costs. The RFP helps ensure costs stay under the budget allocation of \$870,000. Based on the rates included in the contract, the annualized cost will be approximately \$711,000, which is \$159,000 less than the budget of \$870,000. Program revenue is also on pace to be above budget by \$572,900 based on the number of employed inmates taking part in the program. These figures could change as the year progresses, depending on the number of inmates deemed eligible to participate, their employment rate, and their ability to make timely payments of their rental charges.

- C. The tax levy impact associated with this request in 2014 will be positive, as revenues are greater than expected (due to number of inmates in the program) and will exceed the associated operating expenses. The EM program is currently generating a \$24 per diem per inmate (as set under County Ordinance 20.01). The costs are

currently less than these revenues. On a monthly basis, the total cost for both vendors is currently about \$76,000. The impact of continuing the EM program at a lower cost due to the RFP is a reduction in costs to about \$59,250 per month. Therefore, the cost savings are estimated at about \$201,000 per year. However, our 2014 budget was set at \$870,000 for these costs, so the budget change is a reduction in costs of \$108,750 in 2014 and \$159,000 in 2015. The revenue average over the last few months has been about \$90,500/month which could equate to \$1,086,400 per year (depending on the number of inmates eligible and out on EM). The revenue target for the 2014 budget was \$513,500. Therefore, the overall net is additional revenue of \$572,900, as well as the reductions in costs.

*There can be additional costs associated with electronic monitoring which might be reflected elsewhere in the actual budget (e.g., additional Correction Officers to manage the program or participate in an Absconder unit). A recent audit that was completed by the County's Audit Department shows the cost benefits of maintaining a robust EM Program.

This program does not impact capital expenditures.

D. Revenues and expenses are both variable based on number of inmates eligible and out on EM. This proposal assumes that per diem rates set by Ordinance remain stable. It also assumes that we have approximately two hundred EM units in use.

Department/Prepared By

Jane Jackson

Authorized Signature

Michael Hoffmann

Did DAS-Fiscal Staff Review?

Yes

No

Did CBDP Review?

Yes

No

Not Required



**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

Office of the Comptroller

DATE : February 26, 2014
TO : Supervisor Marina Dimitrijevic, Chairwoman, County Board of Supervisors
FROM : Scott B. Manske, Comptroller
SUBJECT: 2013 Fiscal Projection for Milwaukee County – (January 2014) **(For Information Only)**

Policy Issue

County Ordinance 56.02(2) was modified to reflect changes adopted under 2011 Wisconsin Act 62 which created the Office of the Comptroller and requires a monthly update of the fiscal condition of the County to the County Board. To comply with this ordinance, the Comptroller is providing the County Board with a monthly update to the projection of 2013 year-end financial results fiscal report that was submitted to the County Board and County Executive during the January 2014 cycle of the County Board.

Updated 2013 Year-end Fiscal Projection – December 2013

Based on financial results through the 3rd quarter of 2013, updated information from certain departments, and analysis performed by the Office of the Comptroller on preliminary 2013 financial results, the County is projected to have a 2013 surplus of almost \$15.0 million. The projected surplus assumes a balance of \$1,741,152 in the contingency fund is applied to offset departmental and non-departmental deficits.

As of January 20, 2014, Milwaukee County's projected surplus was \$14.3 million. Milwaukee County's projected 2013 surplus as of the third quarter was \$6.2 million.

This is a *preliminary estimate* and should not be considered the final results for 2013. The 2013 year-end results will be impacted significantly as departments close accounts for the year, and as the Office of the Comptroller prepares for the year-end audit.

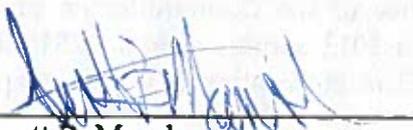
Updates to 2013 Fiscal Status since the January 2013 Report was Issued

The following changes were made to departmental year-end projections previously submitted to the County Board in January 2013:

Department	Description	Previous Projection	New Projection	Change
Treasurer	Additional revenue \$220,317	\$939,400	\$1,250,400	\$311,000
Sheriff	Decrease in revenue from expressway grants is offset by reduced expenditures in contractual services and internal service charges	(\$1,967,800)	(\$1,639,800)	\$328,000
DOT-Highway	Decrease in fringe benefit costs offsets prior revenue deficit	(\$461,800)	(\$24,400)	\$437,400
BHD	Decreased spending for salaries and overtime	(\$1,994,200)	(\$1,459,700)	\$534,500
DHHS	Decreased spending in purchase of service contracts	\$4,709,200	\$6,560,800	\$1,851,600
Contingency Fund		\$5,997,495	\$1,741,152	(\$4,256,343)

Committee Action

This is an informational report only. This report should be referred to and reviewed by the Finance, Personnel and Audit Committee.



Scott B. Manske
Comptroller

cc: Chris Abele, County Executive
Supervisor Willie Johnson, Jr., Co-Chairman, Finance, Audit & Personnel
Committee
Supervisor David Cullen, Co-Chairman, Finance, Audit & Personnel
Committee
Finance, Audit and Personnel Committee
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Director, Office of Performance, Strategy and Budget
Janelle Jensen, Committee Clerk, County Clerk
Department Heads



**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

Office of the Comptroller

DATE : February 26, 2014
TO : Supervisor Marina Dimitrijevic, Chairwoman, County Board of Supervisors
FROM : Scott B. Manske, Comptroller
SUBJECT: 2014 Fiscal Projection for Milwaukee County – (January 2014) **(For Information Only)**

Policy Issue

County Ordinance 56.02(2) was modified to reflect changes adopted under 2011 Wisconsin Act 62 which created the Office of the Comptroller and requires a monthly update of the fiscal condition of the County to the County Board. To comply with this ordinance, the Comptroller is providing the County Board with a report on the fiscal condition of the County for 2014.

2014 Year-end Fiscal Projection – January 2014

The Office of the Comptroller is continuing to review departmental fiscal reports for 2014 but due to there being only one month of fiscal activity it is too early to issue a projection on the year end position of the County. However, the purpose of this report is to alert the County Board to certain anticipated fiscal issues facing the County. These fiscal issues at the present time and detailed below have an overall positive variance for the County.

Projected Variances to the 2014 Adopted Budget

The following are projected variances from the 2014 Adopted Budget:

Department	Issue	Surplus/Deficit vs. Budget
Sheriff	Projected deficits in traffic citation revenue, US Marshall inmate housing revenue, county trunk maintenance revenue and salary, wages and social security of \$3,358,680 due to filled unfunded positions, overtime and security related staffing.	(\$4,588,190)
HOC	Overtime costs due to unfilled CO positions	(\$831,399)
Contingency Fund	Any unused balance falls to the bottom line at the end of the fiscal year. Current unallocated balance is \$4,203,086.	\$4,203,2086

Committee Action

This is an informational report only. This report should be referred to and reviewed by the Finance and Audit Committee.



Scott B. Manske
Comptroller

cc: **Chris Abele, County Executive**
Supervisor Willie Johnson, Jr., Co-Chairman, Finance, Audit & Personnel Committee
Supervisor David Cullen, Co-Chairman, Finance, Audit & Personnel Committee
Finance, Audit and Personnel Committee
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Director, Office of Performance, Strategy and Budget
Janelle Jensen, Committee Clerk, County Clerk
Department Heads



**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

Office of the Comptroller

DATE: February 25, 2014

TO: Supervisor Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Supervisor Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit Committee
Supervisor Willie Johnson, Jr., Co-Chairman, Finance, Audit & Personnel Committee
Supervisor David Cullen, Co-Chairman, Finance, Audit & Personnel Committee

FROM: Scott B. Manske, Comptroller on behalf of the Transit Workgroup

SUBJECT: Milwaukee County Transit System Outsource versus In-Source Report(for Information only)

REPORT OVERVIEW

The 2014 Adopted Budget for Milwaukee County included language directing the County Comptroller to form a Workgroup to identify and report on the advantages and challenges of in-sourcing versus outsourcing transit management and operations. The report of the Workgroup was to be submitted for review during the March 2014 committee cycle.

The Comptroller convened the group in early 2014 with the following groups represented:

1. County Comptroller
2. MCDOT
3. DAS-Office for Persons with Disabilities
4. Transit Services Advisory Committee
5. County Board designee
6. Corporation Counsel
7. SEWRPC

The Workgroup held multiple sessions and created a comprehensive list of relevant areas for inclusion in a discussion of the various models for operating the transit system in Milwaukee County. Substantial discussion occurred regarding blended models of in-sourcing and outsourcing although the report deals mainly with the current out-source model and full in-source model. Attached to this report is that document for your review. The document attempts to identify areas of analysis needed in addition to a discussion of impacts that switching models would have upon the operation of the system. The

document is an attempt to provide a starting point for the transition to in-house operations if that is the decision of the policymakers at a future date.

The Workgroup did not provide an endorsement of either model. It should be noted that there is limited experience available in other transit jurisdictions of a transition from an out-sourced system to an in-house system.

RECOMMENDATION

This is an informational report only. This report should be referred to and reviewed by the Transportation, Public Works and Transit Committee and the Finance, Personnel and Audit Committee.

Attachments:

Comparative Chart of current out-source model and insource areas of issues and discussion



Scott B. Manske
Milwaukee County Comptroller

cc: Supervisor Theo Lipscomb
Brian Dranzik, MCDOT Director
Steve Nigh, MCDOT
Bill Sell, Transportation Services Advisory Committee
Jeramey Jannene, Transportation Services Advisory Committee
Paul Bargren, Corporation Counsel
Lee Jones, Corporation Counsel
Kevin Muhs, SEWRPC

Category	Outsourced	In-Sourced
A. Personnel		
Salary Related	<ol style="list-style-type: none"> 1. All employees are employed by MTS. 2. Salaries ranges submitted annually to MC from MTS. 	<ol style="list-style-type: none"> 1. All employees would have to be evaluated and re-hired when employed by MC. A transition of this size and scope may require additional staffing to handle all aspects of re-hiring. <ul style="list-style-type: none"> ❖ Corporation Counsel and Human Resources would have to give opinion on job classification, salary range and civil service classification. 2. Will require ordinance changes to Chapter 17 on personnel regarding benefits not addressed in the Union contract. 3. All salary ranges determined by union agreement or by DHR with some approvals required by the County Board.
Unions	<ol style="list-style-type: none"> 1. The two (2) unions under MTS have existing contracts that were negotiated and are administered by MTS. Under this scenario, MTS submits ratified contracts as an informational report to the County Board. There are approximately 900 members of the ATU – drivers and mechanics and 30 members of office union. 2. There are approximately 70 non-represented FTEs. 3. Act 10 does not apply to the transit employee contracts per FTA rules, and since MTS is a private company. <ul style="list-style-type: none"> ❖ If vendor for County contract for transportation services moves away from MTS, concern is union may not agree to transfer 	<ol style="list-style-type: none"> 1. Existing labor contracts would be transferred to Milwaukee County if the unions agreed to the transfer. If not, the contracts would have to be renegotiated. As with Salaried personnel, a transition of this size and scope may require additional HR staffing to handle all aspects of re-hiring or transfers. 2. Contracts expire March 31, 2015 for both unions which is 3 months after projected transfer date of January 1, 2015 if it were to occur. Until new contracts are approved, status quo of current contracts prevails. 3. All future labor contracts negotiated by county administration and approved by County Board. 4. Act 10 does not apply to the transit employee contracts per FTA rules. <ul style="list-style-type: none"> ❖ If move away from current contract, concern is union may not agree to transfer. ❖ Issue of seniority would need to be resolved if employees are hired by the County with new start dates. ❖ FTA law requires under 13(c) that you must honor current negotiated contract or suffer penalty. Penalty is payment of wages for a period of six years.

Category	Outsourced	In-Sourced
Benefits	<ol style="list-style-type: none"> 1. MTS has a separate pension system that vested employees are members of. 2. As of 1/1/13 MTS pension 83.40% funded and is current on its actuarial obligations. 	<ol style="list-style-type: none"> 1. An analysis would need to be conducted to ensure that if the employees became MC employees that the pension could remain separate and if unable to remain separate, ensure that enhanced benefits or added pressure on the plan do not result from becoming MC employees. 2. As of 1/1/13 MC ERS 87.32% funded and is current on its actuarial obligations. 3. FTA law requires under 13(c) that you must honor current negotiated contract or suffer penalty. Penalty is payment of wages for a period of six years. 4. County would be required to run two benefit systems for pension. Additional County pension staff may be required. 5. For health benefits, both entities have United Health Care, however, the County must honor contract with union for 3 months assuming 1/1/15 in source date and 3/31/15 end of existing contracts.
Grievances	<ol style="list-style-type: none"> 1. Currently handled by MTS with existing staff resources and outside legal counsel. 	<ol style="list-style-type: none"> 1. Would become a responsibility of Labor Relations. <p>❖ Increased work load would most likely require additional staff resources including for Corporation Counsel.</p>
Work rules	<ol style="list-style-type: none"> 1. Existing work rules are covered under union agreement. 	<ol style="list-style-type: none"> 1. If covered by contract, must be followed by County.
B. Financials		
Federal Funding	<ol style="list-style-type: none"> 1. County is the contracting agency for all State and Federal funds. 2. Section 5307 funding of \$18.0 million annually for mainly capital investments 3. Section 5339 funds of \$2.0 million annually for bus and bus facilities. 	<ol style="list-style-type: none"> 1. No change since County is the contracting agency for all State and Federal funds.

Category	Outsourced	In-Sourced
State Funding	<ol style="list-style-type: none"> 1. No change since the County is the contracting agency for all State and Federal funds. 2. Section 85.20 Urban Mass Transit Operating Assistance Program with annual operating assistance of \$62.0 million for day-to-day operations. 3. Section 85.21 Specialized Transportation Assistance Program funding of \$2.0 million for specialized operating services with some caveats. 	<ol style="list-style-type: none"> 1. No change since the County is the contracting agency for all State and Federal funds.
Fare box Revenue	<ol style="list-style-type: none"> 1. Revenue estimated at \$42.0 million annually is collected by the MTS and deposited and used as cash flow in operations. 	<ol style="list-style-type: none"> 1. No changes would occur in internal process used by MTS to deposit fare box revenue. Banking contract may change for where funds are deposited. 2. Would have to transfer to Treasurer cash sweeping functions so they become part of total County cash system.
Tax Levy	<ol style="list-style-type: none"> 1. Annual Tax levy of \$18.5 million is provided by Milwaukee County. 	<ol style="list-style-type: none"> 1. Tax Levy need would continue under insourcing. 2. May require additional tax levy for administrative overhead from MC DOT. 3. Possibly require transition costs for a two year period to migrate the following functions: payroll, treasurer, procurement, HR, Risk, Legal services and IT.
Oversight	<ol style="list-style-type: none"> 1. Contract Administration is provided by the Milwaukee County Department of Transportation under the policy authority established by the County Board and County Executive. Annual operating and capital budgets established the monetary threshold to provide service. 2. MTS provides direct day-to-day oversight of the system. 	<ol style="list-style-type: none"> 1. Milwaukee County Department of Transportation – Director’s Office would likely oversee this as division within the department with greater involvement in the direct day-to-day operation of the system. This would not change policy or budgetary authority currently in place. 2. Direct oversight would result in greater time commitment for DOT, policy personnel may be needed for developing resolution and ordinances. 3. County Board and County Executive would take a greater role in the approval of policy for MCTS.

Category	Outsourced	In-Sourced
Procurement	<ol style="list-style-type: none"> 1. By contract, MTS performs all procurement activities necessary to operate transit services. 2. MTS is not required to come back to the County Board for approval of contracts once the funding is established through the annual budget process. 3. MTS must conform to FTA circular 4220.1F, MCO Chapters 32, 44, 56 in order to maintain federal funding. 4. MTS employs six (6) FTE to handle purchasing in addition to eight (8) FTE in the Stores. In addition, MTS utilizes outside legal counsel. 5. MC Procurement currently issues purchase orders for major FTA-funded capital equipment (e.g. buses, fare boxes) following MTS recommendation. 	<ol style="list-style-type: none"> 1. Will require an exemption to current Procurement policies to ensure expedient purchasing and/or compliance with FTA regulations. 2. Federal transit purchases have a distinct and significant regulation that must be followed. 3. An analysis would need to be performed to determine if the purchasing function could be merged with the existing procurement division or if maintaining a separate purchasing department for transit makes more sense. 4. This may require changes in ordinances to make certain transit operations are maintained and uninterrupted. 5. County must conform to FTA circular 4220.1F, MCO Chapters 32, 44, 56 in order to maintain federal funding. 6. MC Procurement currently issues purchase orders for major FTA-funded capital equipment (e.g. buses, fare boxes) following MTS recommendation.
Budget	<ol style="list-style-type: none"> 1. Annually submit an operating budget conforming overall to the County's adopted budget structure. 2. All expenses for transit operations (with the exception of county charges) are essentially consolidated into a single object of expenditure. 3. One (1) FTE of Budget Manager at MTS. 	<ol style="list-style-type: none"> 1. Full immersion in the County Budgeting process with line items included in the County's system. 2. The County must follow budget rules under State Statute 59.60. <ul style="list-style-type: none"> ❖ Decisions would need to be made regarding the ability to reallocate money without board approval when appropriate. For other Departments, reallocation of money is performed via fund transfers approved by the Board. ❖ State Statute requires fund transfers for all transfers between major budget groups.
Policy	<ol style="list-style-type: none"> 1. Policy (such as fares and routes) established by the County Board. 2. Intergovernmental and regional initiatives (if any) per County Board and administration. 	<ol style="list-style-type: none"> 1. No Change.

Category	Outsourced	In-Sourced
Systems	1. All systems are separate and independent from Milwaukee County.	1. MTS has a number of its own systems from IT to purchasing to payroll that are completely separate from and not linked to Milwaukee County systems. An inventory and analysis of these systems would need to be conducted to determine which could be absorbed by MC's systems and which would need to remain stand alone at Transit. 2. In a transition, Milwaukee County would have to pay the costs of operating systems for identical functions until transition is complete.
C. Administration		
Payroll	1. Four (4) FTE provide payroll services. The frequency of certain payroll functions is determined through collective bargaining. For example, certain employees are paid weekly while others are paid bi-weekly per union contracts.	1. County currently pays employees bi-weekly but payroll software has the ability to pay weekly if required. A staffing analysis would need to be conducted to determine number of payroll staff needed to transfer payroll to MC.
Human Resources	1. Eight (8) FTE provide Human Resource and Benefit services.	1. HR functions (inclusive of Labor Relations, Benefits, staffing and employee management) would need to be added to existing Milwaukee County HR functions.
Legal Services	1. Contracted out with two (2) different law firms	1. Handled by Corp Counsel? Add staff? Maintain contract?
Accounting	1. Eleven (11) FTE provide accounting and budget services. In addition, there are eight (8) FTE providing cashiering functions and five (5) FTE providing printing functions.	1. A staffing analysis would need to be conducted to determine number of staff needed to transfer accounting and budget functions to MC.
Information Technology	1. Eleven (11) FTE provide information technology services at MTS.	1. A staffing analysis would need to be conducted to determine number of IT staff needed to transfer IT functions to MC.
Risk Management/ Insurance Services	1. Six (6) FTE provide risk management services including worker's compensation services for MTS.	1. A staffing analysis would need to be conducted to determine number of risk staff needed to transfer payroll and risk functions to MC.
Contracts	1. Contracts are signed and executed by MTS.	1. All contracts would require review to determine assignability or to determine if they are in conflict with other contracts the county may have. 2. Due diligence review of all existing contracts required to determine whether contracts would be assignable to county (penalty?), terminated (penalty?) or renegotiated.
Government Relations	1. Conforms to Federal Public Law 101-121, Section 319 of FY 1190 Department of Interior Act.	2. Would have access to county lobbyists.

Category	Outsourced	In-Sourced
Marketing/Outreach	<ol style="list-style-type: none"> 1. Handled in-house with five (5) FTE and through advertising agency. 2. Volunteer riders groups provide assistance. County Board appointed: Transportation Services Advisory Committee (TSAC) and Citizens' Initiative: Milwaukee Transit Riders Union (MTRU) are the two main entities. Volunteer efforts could be continued and expanded. 	<ol style="list-style-type: none"> 1. Marketing function needed, whether in-house or through agency. 2. Volunteer efforts could be continued and expanded.
Paratransit	<ol style="list-style-type: none"> 1. Handled in-house with twelve (12) FTE and two (2) outside contracts with providers for vans and one (1) for taxis. 	<ol style="list-style-type: none"> 1. Maintain existing staff and evaluate the status of contracts.
Maintenance	Approximately 170 FTE providing both building and vehicle maintenance.	<ol style="list-style-type: none"> 1. Majority of staff would remain. An examination of any potential efficiency with Fleet and Facilities Maintenance departments would be warranted.
Scheduling/Planning	Ten (10) FTE provide this function.	<ol style="list-style-type: none"> 1. Maintain existing staff. 2. Planning could be on a longer term basis vs. the duration of a contract under the out-source model.
D. Outstanding/Open Questions		
Legal Issues		<ol style="list-style-type: none"> 1. Status of Paratransit contracts? 2. Could contracts be assigned? 3. Would new contracts be needed? 4. Would there be penalties?
Insurance	<p>MTS is self-insured and maintains some insurances, indemnity and bonding coverage. County pays for cost.</p> <p>UIC, WC, FMLA handled by MTS.</p>	<ol style="list-style-type: none"> 1. MC would need to examine what changes would be needed to current insurance to include transit coverage. May affect premiums. 2. Employees probably would become part of county's risk pools (effect?); administration needs would increase.
Employees		<ol style="list-style-type: none"> 1. If all employees become MC employees can current MC employees apply for jobs with transit? 2. If 2 pension systems are maintained, how will the lateral transfer of vested employees from one system to the other be handled?
Union		<ol style="list-style-type: none"> 1. What is the impact of Act 10 v. federal collective bargaining rights? Are there any areas that are not subject to collective bargaining similar to the public safety unions?
Other options		<p>Option one - Move only top two management positions in-house. Assume ownership of MTS but employees do not become MC employees.</p> <p>Option two - Contract out for top two management positions and all remaining employees become MC employees.</p>

Category	Outsourced	In-Sourced
Regional Transit Authority		1. Consideration should be given to which structure would be easiest to transition to a RTA should one be created in future years.

County of Milwaukee
INTEROFFICE MEMO

DATE: February 13, 2014

TO: Supervisor Willie Johnson, Jr., Co-Chair, Finance, Personnel and Audit Cte
Supervisor David Cullen, Co-Chair, Finance, Personnel and Audit Cte

FROM: Chris Lindberg, CIO, Information Management Services Division

SUBJECT: Informational Report: IMSD 5 Year Capital Plan

Issue

Milwaukee County Ordinance 36.04 requires all Departments to submit five-year capital improvement program (Program) requests to their respective standing committees.

Background

The purpose of the Capital Improvement Committee (CIC) is to develop a Program for the entire County and establish criteria on how each capital project will be evaluated. The ordinance also requires Departments to submit Programs to their respective standing committees, which will then forward their recommendations to the CIC.

Request

The Department of Administrative Services – Information Management Services Division (IMSD) has evaluated its anticipated Information technology maintenance and computing needs for the next five (5) years.

Much of the technical infrastructure within Milwaukee County is obsolete and at risk. This means that it is becoming increasingly expensive and difficult to keep some infrastructure operating. In some cases, replacement parts are no longer available and/or serviceable. These issues are now beginning to threaten public safety to Milwaukee County citizens, data and information security and employee productivity.

The attached (Exhibit A) includes the Department's outstanding capital needs, listed in priority order. These capital requests are intended to address the safety, security and productivity needs resulting from technology obsolescence. Requested capital projects assume current operations.

Chris Lindberg, CIO
Department of Administrative Services –
Information Management Services Division

Cc: Chris Abele, County Executive

Amber Moreen, Chief of Staff, County Executive's Office
Chairperson, Marina Dimitrijevic, County Board of Supervisors
Supervisor Jason Haas, Vice Chair, Finance, Personnel and Audit Cte
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Raisa Koltun, Director of Legislative Affairs, County Executive's Office
Don Tyler, Director, DAS
Josh Fudge, Budget Director, DAS
Steve Cady, Research Analyst, County Board
Janelle Jensen, Committee Clerk, Finance and Audit Committee
Dan Laurila, Fiscal Mgt Analyst, DAS
Laurie Panella, Deputy Chief Information Officer, IMSD
Nicholas Wojciechowski, Chief Technology Officer, IMSD
Rich Foscatto, IT Director of Applications, IMSD
Marlinda Sisk, Fiscal and Budget Manager, IMSD

Department Name Department of Administrative Services- Information Management Services Division
2015

Rank	Project Number	Project Name	Total Cost	Reimbursement Revenue	County Financing	Project Description
1	WO614	Build Out Ten Digital Sites	\$6,866,768	\$0	\$6,866,768	Multi phase project to replace the analog, public safety radio system to newer digital technology.
2	WO621	Windows Migration	\$1,191,909		\$1,191,909	Windows Migration (Desktop Transforamtion)
3	WO619	Disaster Recovery Site	\$900,000		\$900,000	Implement a solution to mitigate data center risk and for computing disaster recovery services.
4	WO217	Phone and Voicemail System Replacement	\$1,500,000		\$1,500,000	Implementing Voice Over Internet Protocol (VOIP) VOIP environment.
5	WO607	Wireless Communications	\$1,000,000		\$1,000,000	Implement a standardized communication infrastructure.
6	WO602	Mainframe Apps Migration	\$750,000		\$750,000	Multi year initiative to migrate from obsolete Mainframe platform.
7	WO218	Technical Infrastructure Replacement	\$500,000		\$500,000	Replace network and server equipment that has reached the end of its useful life.
8	WO215	Storage Expansion	\$350,000		\$350,000	Purchase of the hardware necessary for storage expansion in order to meet demand for data storage.
Total			\$13,058,677	\$0	\$13,058,677	

Department Name Department of Administrative Services- Information Management Services Division
2016

Rank	Project Number	Project Name	Total Cost	Reimbursement Revenue	County Financing	Project Description
1	WO614	Build Out Ten Digital Sites	\$500,000	\$0	\$500,000	Multi phase project to replace the analog, public safety radio system to newer digital technology.
2	WO217	Phone and Voicemail System Replacement	\$1,500,000		\$1,500,000	Implementing Voice Over Internet Protocol (VOIP) VOIP environment.
3	WO607	Wireless Communications	\$1,000,000		\$1,000,000	Implement a standardized communication infrastructure.
4	WO602	Mainframe Apps Migration	\$4,500,000		\$4,500,000	Multi year initiative to migrate from obsolete Mainframe platform.
5	WO218	Technical Infrastructure Replacement	\$500,000		\$500,000	Replace network and server equipment that has reached the end of its useful life.
6	WO215	Storage Expansion	\$300,000		\$300,000	Purchase of the hardware necessary for storage expansion in order to meet demand for data storage.
Total			\$8,300,000	\$0	\$8,300,000	

Department Name Department of Administrative Services- Information Management Services Division
2017

Rank	Project Number	Project Name	Total Cost	Reimbursement Revenue	County Financing	Project Description
1	WO216	Thin Client	\$500,000		\$500,000	Migrating the desktop computing environment to a cloud based service.
2	WO218	Technical Infrastructure Replacement	\$500,000		\$500,000	Replace network and server equipment that has reached the end of its useful life.
3	WO215	Storage Expansion	\$300,000		\$300,000	Purchase of the hardware necessary for storage expansion in order to meet demand for data storage.
4	WO607	Wireless Communications	\$1,000,000		\$1,000,000	Implement a standardized communication infrastructure.
<hr/>						
Total			\$2,300,000	\$0	\$2,300,000	

Department Name Department of Administrative Services- Information Management Services Division
2018

Rank	Project Number	Project Name	Total Cost	Reimbursement Revenue	County Financing	Project Description
1	WO216	Thin Client	\$1,500,000		\$1,500,000	Migrating the desktop computing environment to a cloud based service.
2	WO218	Technical Infrastructure Replacement	\$500,000		\$500,000	Replace network and server equipment that has reached the end of its useful life.
3	WO215	Storage Expansion	\$300,000		\$300,000	Purchase of the hardware necessary for storage expansion in order to meet demand for data storage.
4	WO607	Wireless Communications	\$1,000,000		\$1,000,000	Implement a standardized communication infrastructure.
Total			\$3,300,000	\$0	\$3,300,000	

Department Name Department of Administrative Services- Information Management Services Division
2019

Rank	Project Number	Project Name	Total Cost	Reimbursement Revenue	County Financing	Project Description/Annual Operating Impact
1	WO218	Technical Infrastructure Replacement	\$300,000		\$300,000	Replace network and server equipment that has reached the end of its useful life.
2	WO215	Storage Expansion	\$100,000		\$100,000	Purchase of the hardware necessary for storage expansion in order to meet demand for data storage.
3	WO607	Wireless Communications	\$1,000,000		\$1,000,000	Implement a standardized communication infrastructure.
Total			\$1,400,000	\$0	\$1,400,000	

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 Geri L. Lyday, Administrator, Disabilities Services Division

SUBJECT: **Report from the Director, Department of Health and Human Services, requesting authorization to retroactively increase 2013 Disabilities Services Division purchase of service contracts and extend and increase 2014 purchase of service contracts for Birth-To-Three agencies**

Issue

The Director, Department of Health and Human Services (DHHS), is requesting authorization for DHHS to retroactively increase 2013 purchase of service (POS) contracts and increase and extend 2014 purchase of service contracts for the Birth-To-Three provider agencies within the Disabilities Services Division (DSD). These allocation recommendations are based on the recent submittal of 2013 year-end financial and agency performance measurement data completed as part of a new Birth-To-Three data reporting methodology.

Introduction

This report is requesting the following actions be taken:

1. The first is to reallocate 2013 funding from the Next Door Foundation, a former Birth-To-Three provider. This agency discontinued providing Birth-To-Three services during 2013 (please see detail below). In addition, the division is seeking to allocate \$150,000 in new funding from 2013 to help cover agency costs and units of service above the original 2013 allocations.
2. The second request pertains to the allocation of remaining 2014 funding and extension of existing 2014 six-month contracts to 12 months and to allocate the budgeted \$150,000 in new funding to the base contracts. We also have allocated four months of funding to cover the increase in CAPTA (Child Abuse Prevention and Treatment Act) Screens from Next Door Foundation to Curative Care network.

Background and Rationale

The Birth-To-Three program is an entitlement in Milwaukee County and provides critical early intervention services to children age zero to three years who demonstrate developmental

delays. Provided services are critical to the identification of early intervention strategies that can assist children to reach their maximum potential and actively participate in their communities. Services delivered by this program are provided by contracted community-based agencies that have expertise in working in this area and have been the providers of Birth-To-Three services in this community for some time.

Birth-To-Three services continue to be invaluable to families who have a child with a developmental delay. Provider agencies are key partners in the process through the delivery of effective early intervention services in partnership with families and Milwaukee County. During CY 2013, one of the long-standing agencies in the provider network, Next Door Foundation, notified DSD that they would not be continuing to provide services. DSD is issuing a request for proposals (RFP) to identify a new provider.

In December 2013, the County Board authorized DSD to enter into 2014 contracts with the Birth-To-Three agencies starting January 1 through June 30, 2014. At the time, the division did not recommend full year funding pending review of year-end financial information in order to achieve a performance-based contracting allocation methodology. Over the last year, DSD has implemented performance-based contracting focused on Federal indicators, review of unit rates, volume of services provided and other measurements including provision of services in the natural environment. DSD worked collaboratively with contract agencies and performed a modification to the collection of program and fiscal data during 2013. In order to allocate new funding available in a manner consistent with agency performance, it was determined that DSD would begin this new data reporting methodology during 2013.

In addition, in 2013 DSD budgeted \$150,000 in additional funding for Birth-To-Three services to address the ongoing budget imbalance caused by steadily increasing agency costs, increased number of referrals and number of children served and limited or no State and Federal funding increases. However, allocation of this funding was tied to the implementation of a new reporting requirement that compares financial performance data across agencies. To accurately allocate the new funding, it was critical to have year-end reporting data from all agencies.

New Data Reporting Methodology

As noted above, new reporting requirements were implemented in 2013 to allow for more detailed service information that could be utilized to compare agency performance and service volume equally across various agencies. DSD worked with DHHS Contract Administration and the Birth-To-Three agencies to institute the new requirements as well as provide technical assistance on the new requirements.

In order to accurately allocate the \$150,000 in new funding as well as reallocate existing funding, it was important for the agencies to provide more complete financial and performance based 2013 year-end data. It was also clear that the extra costs and service units provided by

both Curative Care Network and Milwaukee Center for Independence which provided services for cases previously served by Next Door Foundation were not able to be verified until the year-end agency data was available.

DSD now has complete 2013 year end data from all agencies and has allocated funding based on the new allocation methodology. To illustrate several of the key components included in the analysis, the allocations were based on, but not limited to, the following considerations:

- Units Provided
- Costs Reported
- Unit Cost (Actual)
- Number of Children Served
- Federal Indicator Performance
- Family Outcome Survey Performance
- Natural Environment Compliance
- Other Special Considerations or Exceptional Agency Program Innovation

Recommendations for the 2013 retroactive contract increase will allocate additional funding budgeted in 2013 as well as compensate those agencies that provided assistance with the transition of cases previously served by the Next Door Foundation (please see Attachment 1 for more detailed information). The following 2013 contract increases are being recommended:

Agency	2013 Contract	2013 Recommended Increase	New 2013 Contract Amount
Center for Communication, Hearing & Deafness	\$81,588	\$22,500	\$104,088
Curative	\$1,229,846	\$43,281	\$1,273,127
Easter Seals	\$545,402	\$15,000	\$560,402
Lutheran Social Services	\$246,532	\$0	\$246,532
Milwaukee Center for Independence	\$388,970	\$47,900	\$436,870
Penfield	\$1,175,598	\$22,500	\$1,198,098
St. Francis	\$459,170	\$22,500	\$481,670
Vision Forward	\$82,720	\$22,500	\$105,220
Total	\$4,209,826	\$196,181	\$4,406,007

The recommendations below reflect the allocations of the remaining funding available in 2014 and an extension of the existing contracts from July 1 to December 31, 2014. This funding includes \$2,104,913 in base funding for the last six months of the year, the additional \$150,000 and four months of funding (\$7,500) to cover the services formerly provided by Next Door Foundation for a total of \$2,262,413. These services are temporarily being provided by the

Curative Care network pending the outcome of the RFP. These services relate to administering Child Abuse Prevention and Treatment Act (CAPTA) screens.

The 2014 allocation methodology listed below includes several of the factors mentioned above as part of the 2013 allocation as well as consideration of the historical performance of the agencies to provide units of service above their contract limits (please see Attachment 1 for more detailed information).

Agency	2014 Contract	2014 Recommended Increase	New 2014 Contract Amount
Center for Communication, Hearing & Deafness	\$40,794	\$50,794	\$91,588
Curative	\$614,923	\$652,423	\$1,267,346
Easter Seals	\$272,701	\$282,701	\$555,402
Lutheran Social Services	\$123,266	\$123,266	\$246,532
Milwaukee Center for Independence	\$194,485	\$224,485	\$418,970
Penfield	\$587,799	\$617,799	\$1,205,598
St. Francis	\$229,585	\$259,585	\$489,170
Vision Forward	\$41,360	\$51,360	\$92,720
Total	\$2,104,913	\$2,262,413	\$4,367,326

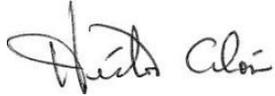
It should be noted that agencies will need to continue to maintain compliance with Federal indicators to keep pace with the high number of new referrals and continue to perform well on quality Birth-To-Three measures including the annual parental survey and family outcomes. Collectively, all of this information folds into our ability to award allocations based on performance.

Recommendation

It is recommended that the County Board of Supervisors authorize the Director, DHHS, or his designee, to retroactively increase 2013 purchase of service contracts and to increase and extend 2014 purchase of service contracts with Birth-To-Three provider agencies per the narrative above and in the amounts specified in the above table and detailed on the attached resolution.

Fiscal Effect

Funding for these POS contract increases is included in DSD's 2013 and 2014 Adopted Budgets. There is no additional tax levy impact associated with this request. A fiscal note form is attached.



Héctor Colón, Director
Department of Health and Human Services

Attachments

cc: County Executive Chris Abele
Raisa Koltun, County Executive's Office
Kelly Bablitch, County Board
Don Tyler, Director, DAS
Josh Fudge, Interim Fiscal & Budget Administrator, DAS
CJ Pahl, Assistant Fiscal & Budget Administrator, DAS
Matthew Fortman, Fiscal & Management Analyst, DAS
Steve Cady, Director of Research – Comptroller's Office
Janelle Jensen, County Clerk's Office
Jodi Mapp, County Clerk's Office

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(ITEM) From the Director, Department of Health and Human Services, requesting authorization to retroactively increase 2013 Disabilities Services Division purchase of service contracts and extend and increase 2014 purchase of service contracts for Birth-To-Three agencies by adoption of the following:

A RESOLUTION

WHEREAS, the Disabilities Services Division (DSD) of the Department of Health and Human Services (DHHS) administers Birth-To-Three Program/Early Intervention services in Milwaukee County to infants and toddlers with developmental delays or disabilities; and

WHEREAS, a lack of adequate funds and increased demand for Birth-To-Three services as well as new State and Federal requirements have created considerable challenges to the Birth-To-Three program; and

WHEREAS, in 2013, DSD implemented a new performance-based measurement methodology for Birth-To-Three provider agencies that included several key performance factors; and

WHEREAS, in December 2013, the County Board authorized six-month contracts to eight community agencies for 2014 pending the receipt of year-end 2013 financial performance data from the agencies; and

WHEREAS, the contract extensions/increases being recommended by DHHS represent a major first step toward performance-based contracting and an effort to maximize available funding; now, therefore,

BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby authorizes the Director, DHHS, or his designee, to execute amendments to 2013 purchase of service contracts to be retroactively increased for the following Birth-to-Three providers in the following amounts:

Agency	2013 Contract	2013 Recommended Increase	New 2013 Contract Amount
Center for Communication, Hearing & Deafness	\$81,588	\$22,500	\$104,088
Curative	\$1,229,846	\$43,281	\$1,273,127
Easter Seals	\$545,402	\$15,000	\$560,402

Lutheran Social Services	\$246,532	\$0	\$246,532
Milwaukee Center for Independence	\$388,970	\$47,900	\$436,870
Penfield	\$1,175,598	\$22,500	\$1,198,098
St. Francis	\$459,170	\$22,500	\$481,670
Vision Forward	\$82,720	\$22,500	\$105,220
Total	\$4,209,826	\$196,181	\$4,406,007

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BE IT FURTHER RESOLVED, that the Milwaukee County Board of Supervisors hereby authorizes the Director, DHHS, or his designee, to extend Birth-To-Three contracts from July 1, 2014 through December 31, 2014 and increase those contracts in by following amounts:

Agency	2014 Contract	2014 Recommended Increase	New 2014 Contract Amount
Center for Communication, Hearing & Deafness	\$40,794	\$50,794	\$91,588
Curative	\$614,923	\$652,423	\$1,267,346
Easter Seals	\$272,701	\$282,701	\$555,402
Lutheran Social Services	\$123,266	\$123,266	\$246,532
Milwaukee Center for Independence	\$194,485	\$224,485	\$418,970
Penfield	\$587,799	\$617,799	\$1,205,598
St. Francis	\$229,585	\$259,585	\$489,170
Vision Forward	\$41,360	\$51,360	\$92,720
Total	\$2,104,913	\$2,262,413	\$4,367,326

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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 retroactively increase 2013 Disabilities Services Division purchase of service contracts and extend and increase 2014 purchase of service contracts for Birth-To-Three agencies

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.

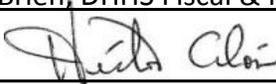
A. The Director of the Department of Health and Human Services (DHHS) is requesting authorization to retroactively increase 2013 Disabilities Services Division purchase of service contracts and extend and increase 2014 purchase of service contracts for Birth-To-Three agencies.

B. Approval of this request will result in total expenditures of \$2,458,594. This reflects \$2,262,413 for contract extensions effective July 1 to December 31, 2014 and a retroactive increase of \$196,181 in 2013 contracts.

C. There is no tax levy impact associated with approval of this request as funds sufficient to cover associated expenditures are budgeted in the purchase of service contract line as part of DSD's adjusted 2014 Budget.

D. No assumptions are made.

Department/Prepared By Clare O'Brien, DHHS Fiscal & Management Analyst

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

Did CDPB Staff Review? Yes No Not Required

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.

Department of Health and Human Services
Disabilities Services Division
Birth to Three Contract Allocation Summary

Attachment 1

2013 Recommended Increase					2014 Recommended Increase				
Agency	2013 Existing Amount	Additional Allocation for Services to Former Next Door Cases	2013 Additional Allocation of \$150,000	Amended Total 2013 Allocation	2014 Existing Amount (Six Month Contracts)	2014 Annual Contract Recommended Allocations	Additional Allocation for Services to Former Next Door Cases ¹	2014 Additional Allocation of \$150,000	2014 Annualized Final Allocation
Center for Communication, Hearing & Deafness	\$81,588	\$0	\$22,500	\$104,088	\$40,794	\$81,588		\$10,000	\$91,588
Curative	\$1,229,846	\$20,781	\$22,500	\$1,273,127	\$614,923	\$1,229,846	\$7,500	\$30,000	\$1,267,346
Easter Seals	\$545,402	\$0	\$15,000	\$560,402	\$272,701	\$545,402		\$10,000	\$555,402
Lutheran Social Services	\$246,532	\$0		\$246,532	\$123,266	\$246,532			\$246,532
Milwaukee Center for Independence	\$388,970	\$25,400	\$22,500	\$436,870	\$194,485	\$388,970		\$30,000	\$418,970
Penfield	\$1,175,598	\$0	\$22,500	\$1,198,098	\$587,799	\$1,175,598		\$30,000	\$1,205,598
St. Francis	\$459,170	\$0	\$22,500	\$481,670	\$229,585	\$459,170		\$30,000	\$489,170
Vision Forward	\$82,720	\$0	\$22,500	\$105,220	\$41,360	\$82,720		\$10,000	\$92,720
Total	\$4,209,826	\$46,181	\$150,000	\$4,406,007	\$2,104,913	\$4,209,826	\$7,500	\$150,000	\$4,367,326

Footnotes:

¹ Total funding of \$7,500 represents four months of former Next Door Foundation annual allocation for CAPTA screens to permit time for new agency selection in 2014.

COUNTY OF MILWAUKEE
Behavioral Health Division Administration
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 Susan Gadacz, Administrator, Community Access to Recovery Services Division

SUBJECT: **Report from the Director, Department of Health and Human Services, requesting authorization to retroactively increase the 2014 purchase of service contracts with Project Access, Inc., and Wisconsin Community Services for the Community Support Programs (CSPs) in the Community Access to Recovery Services Division**

Issue

The Director, Department of Health and Human Services (DHHS), is requesting authorization for the Community Access to Recovery Services Division (CARSD) to increase its existing 2014 purchase of service contracts with Project Access, Inc., and Wisconsin Community Services for the Community Support Programs (CSPs).

Discussion

The Community Support Program serves individuals with a severe and persistent mental illness or co-occurring substance use disorder. This program was originally operated by the Community Services Branch (CSB) within the Behavioral Health Division (BHD). As part of the 2014 Adopted Budget, CSB was combined with the Wraparound Milwaukee Program to form a new division, the Community Access to Recovery Services Division or CARSD within DHHS.

Last December, the County Board approved the 2014 contracts (File No. 13-906) with Project Access and Wisconsin Community Services to provide CSP services. Subsequent to the execution of these contracts, however, it was discovered that the value of each contract was short by \$44,178. Although sufficient funds had been budgeted for these contracts, the total value of the contracts was not calculated correctly to reflect a full year of cost for client expansion services. In the last quarter of 2013, the 2013 contracts for both Project Access and Wisconsin Community Services were increased to include an additional caseload of 10 clients. The full calendar year impact of this additional caseload, however, was not carried forward and contained in the 2014 contracts approved by the County Board in December.

Approval of the additional \$44,178 for each contract would provide full funding for CSP services and an additional 10 clients (one full caseload) to both Project Access, Inc., and Wisconsin Community Services for all of 2014.

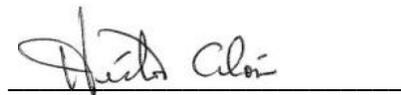
Fiscal Effect

Total funds of \$88,356 for this program will be allocated from the overall purchases of service funds contained in the 2014 Budget. A fiscal note form is attached.

Recommendation

It is recommended that the County Board of Supervisors authorize the Director, DHHS, or his designee, to retroactively increase the existing 2014 purchase of service contract with Project Access, Inc., by \$44,178 to reflect a total contract of \$671,239 and to retroactively increase the purchase of service contract with Wisconsin Community Services by \$44,178 to reflect a total contract of \$745,768. Both contracts are for the time period of January 1, 2014 – December 31, 2014.

Respectfully Submitted,



Héctor Colón, Director
Department of Health and Human Services

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

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(ITEM *) Report from the Director, Department of Health and Human Services, requesting authorization to retroactively increase the 2014 purchase of service contracts with Project Access, Inc., and Wisconsin Community Services for the Community Support Programs (CSPs) in the Community Access to Recovery Services Division, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to amend two 2014 purchase of service contracts with existing Community Support Program (CSP) providers for the new Community Access to Recovery Services Division (CARSD) within DHHS; and

WHEREAS, the Community Support Program serves individuals with a severe and persistent mental illness or co-occurring substance use disorder; and

WHEREAS, last December, the County Board approved 2014 contracts (File No. 13-906) with Project Access and Wisconsin Community Services to provide CSP services; and

WHEREAS, each of these contracts is short by \$44,178 which reflects a full year of cost for client expansion services and a full caseload of ten clients; and

WHEREAS, approval of the amendments ensures continuity of care and prevents further decompensation in the individuals being referred; now, therefore,

BE IT RESOLVED, that the Director of the Department of Health and Human Services, or his designee, is authorized to enter into 2014 retroactive amendments to existing purchase of service contracts with the following provider agencies for the time period of January 1 through December 31, 2014, in the amounts specified below:

Agency	Service Area	Increase	Existing Contract (all service areas)	Amended Contract
Project Access	Community Support Program	\$44,178	\$627,061	\$671,239
Wisconsin Community Services	Community Support Program	\$44,178	\$701,590	\$745,768
	Total	\$88,356	\$1,328,651	\$1,417,007

34

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 02/21/14

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Report from the Director, Department of Health and Human Services, requesting authorization to retroactively increase the 2014 purchase of service contracts with Project Access, Inc., and Wisconsin Community Services for the Community Support Programs (CSPs) in the Community Access to Recovery Services Division

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. Approval of the request would permit BHD to retroactively amend existing purchase of service contracts for the Community Support Program (CSP) with Project Access and Wisconsin Community Services (WCS). The term of the amendments would be January 1 to December 31, 2014.
 - B. The amendments being recommended would increase each contract by \$44,178 for a combined total of \$88,356. If approved, the Project Access contract would increase to \$671,239 and the WCS contract would increase to \$745,768.
 - C. There is no tax levy impact associated with approval of this request as the total increase of \$88,356 is included in the 2014 Budget in the purchase of service 8000 – Other Charges accounting series for the Community Access to Recovery Services Division.
 - D. No assumptions are made.

Department/Prepared By Clare O'Brien, Fiscal & Management Analyst

Authorized Signature _____



Did DAS-Fiscal Staff Review? Yes No

Did CDPB Staff Review? Yes No Not Required

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.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: December 31, 2013

TO: Supervisor Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors
Kerry Mitchell, Director, Department of Human Resources

FROM: Héctor Colón, Director, Department of Health & Human Services
Prepared by: Susan Gadacz, Director, Community Services Branch - Behavioral Health Division

SUBJECT: From the Director, Department of Health and Human Services, Requesting Authorization to Create One Position for a Program Evaluator within the Community Services Branch at the Behavioral Health Division

Issue

The Director, Department of Health and Human Services (DHHS) is requesting authorization to create one position for a Program Evaluator in the Community Services Branch (CSB) to meet the reporting requirements for the increased number of individuals served, client outcome and satisfaction of services reports that are produced, and requests for data being made of CSB services.

Background

The Community Services Branch (CSB) is composed of community-based services for persons with a serious mental illness, a substance use disorder, or both. The majority of services in the mental health program area are provided through purchase of service contracts with community agencies. The mental health program area is comprised of several major programs for the medical and non-medical care of consumers in the community. These programs include Community Support Programs, Day Treatment, Community Based Residential Facilities, Targeted Case Management, Outpatient Treatment, and Prevention and Early Intervention services. Services are designed to provide for a single mental health delivery system that reduces an individual's time institutionalized by promoting consumer independence and recovery. A primary focus for the upcoming year will be strengthening the continuum of care with the addition of certain psychosocial rehabilitation benefits that have strong emphasis on recovery. Adult Community Services provides all services in the least restrictive and most therapeutically appropriate, cost-effective setting.

Alcohol and Other Drug Abuse (AODA) Services include funds for the third year of the Access to Recovery – 3 (ATR) grant. Along with TANF, AODA Block Grant and other Federal, State & local funds, CSB maintains a voucher network for the AODA system, which is called Wiser Choice. Wiser Choice provides access to a range of services, including clinical treatment, recovery

support coordination and recovery support services. Specifically, AODA funds are directed toward four purposes: (1) Fund priority treatment and support services for individuals without insurance or for whom coverage is terminated for short periods of time; (2) Fund those priority treatment and support services that demonstrate success in improving outcomes and/or support recovery; (3) Fund primary prevention – universal, selective, and indicated prevention strategies for persons not identified as needing treatment; and, (4) Collect performance and outcome data to determine the ongoing effectiveness of behavioral health promotion, treatment, and recovery support services.

On an annual basis CSB serves over 10,400 individuals and on any given day and 7,000 individuals are receiving community based services. The county is required to report episodic service information on all clients served in either the mental health or substance use disorder delivery system. In addition, prevention services are required to be reported based on strategy used, evidence based program delivered, and number of individuals served. CSB receives seven (7) federal grants and two (2) state grants that have different reporting requirements. The frequency of client level reporting occurs on a quarterly, semi-annual, and annual basis with voluminous reports being generated. It is the responsibility of the program evaluator to provide direct research support to Wiser Choice and mental health provider network program areas. This type of support includes research and evaluation conceptualization, design, implementation of data collection methods, data analysis, interpretation, and reporting of results. The evaluator must also conduct statistical analyses, design databases, supervise the management of the data to maintain integrity, manage tracking of data collection, and produce graphical and narrative reports for submission to the program funders. CSB has the annual requirement of completion of a perception of care survey called the MHSIP or Mental Health Statistical Improvement Project and due to the number of individuals being surveyed the analysis can take six-months or longer.

A greater emphasis on data-driven decision making has begun the redesign of the behavioral health system. It is moving the system from an emphasis on sustaining care to a recovery oriented system of care. This has been the main crux of the Mental Health Redesign and Implementation Task Force and has allowed for the development of more recovery focused services such as the implementation of the Community Recovery Services (CRS) Medicaid psychosocial in 2013 and the addition of Comprehensive Community Services (CCS) in 2014. Both of these Medicaid benefits have specific reporting requirements that must be met as a condition of revenue reimbursement. Lastly, over the past three years there has been a 62% increase in referrals for mental health services with 125 referrals received in 2010 and 203 received in 2013. In, 2013 six (6) outside requests for data were made of CSB with four requests from the Milwaukee Journal Sentinel and two from the Public Policy Forum. Often times these are time sensitive data requests that require immediate attention.

Recommendation

To address the increased volume of clients being served, meet the program reporting requirements, monitor and report on the implementation of the CRS program, the addition of

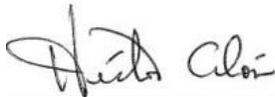
the CCS program, and to fulfill the number of data requests received by CSB, it is recommended that the County Board of Supervisors allow the Director, Department of Health and Human Services, or his designee, to create the following position action beginning on March 1, 2014:

Position Description	Pay Range	FTE	Salary
<i>CREATION</i>			
Program Evaluator	29	1.0	\$55,867.34

Fiscal Impact

The creation of the position as detailed above results in no tax levy impact. The cost of the positions is off-set by Federal grants received by the Community Services Branch and existing budget authority. Therefore no additional tax levy is needed.

Respectfully Submitted:



Héctor Colón, Director
Department of Health & Human Services

cc: County Executive Chris Abele
Raisa Koltun, Legislative Affairs Director, County Executive's Office
Kelly Bablich, Chief of Staff, County Board
Don Tyler, Director, DAS
Josh Fudge, Fiscal & Budget Administrator, DAS
Ara Garcia, DHHS Human Resources Manager
Matt Fortman, Fiscal & Management Analyst
Steve Cady, Director of Research Services – Comptroller's Office
Janelle Jensen, Committee Clerk – County Clerk's Office
Jodi Mapp, Committee Clerk – County Clerk's Office

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : 02/20/2014

To : Committee on Finance, Personnel & Audit

FROM : Kerry Mitchell, Director of Human Resources 

SUBJECT : **Position Creation Under Consideration by the Committee**

A review of the duties to be assigned to the new position requested by the department resulted in the following recommendation:

Org. Unit	Title Code	No. of Positions	Recommended Title	Pay Range	Min/Max of Pay Range
6300	TBD	1	Human Services Program Analyst	31	\$62,222.29 - \$76,472.86

-COUNTY OF MILWAUKEE-
INTEROFFICE COMMUNICATION

DATE : February 11, 2014

TO : Supervisor Marina Dimitrijevic, Chairwoman, Board of Supervisors

FROM : Josh Fudge, Director, DAS-PSB

SUBJECT : Request to create 1.0 FTE Human Services Program Analyst (Pay Range 31; Title Code TBD)

REQUEST

The Department of Health and Human Services (DHHS) is requesting to create 1.0 FTE Human Services Program Analyst within the Community Service Branch (CSB) of DHHS.

BACKGROUND/ANALYSIS

Milwaukee County CSB provides mental health and substance abuse disorder treatment to over 10,400 individuals through various State and Federal grants. Many of these grants involve elaborate reporting requirements for the programming being provided. Additionally, the majority of services within the mental health program area are provided through of purchase of service contracts. This requires evaluation and monitoring to determine efficacy and maintain compliance with State and Federal regulations.

The Human Services Program Analyst is responsible for data collection, statistical analysis, and reporting of dated related to CSB grants and programming. This includes evaluation, design, and implementation of data collection methods. The position will be responsible for interpretation of data, clinical research studies, and the creation of graphical and narrative reports for submission to the grant provider.

RECOMMENDATION

The Department of Administrative Services, Fiscal Affairs recommends that the request to create 1.0 FTE Human Services Program Analyst be approved.

FISCAL NOTE

Assuming the position is filled at the third (intermediate) step in pay range 31 with 18 pay periods remaining in 2014, the current year fiscal impact is a cost of \$67,839 (including salary, social security, and benefits costs). These costs entirely are offset by Federal grant revenue; there is no tax levy impact.

Prepared by:
Matt Fortman
278-4155



Josh Fudge
Director, Office of Performance, Strategy & Budget
Department of Administrative Services

cc: Chris Abele, County Executive
Supervisor Willie Johnson Jr., Co-Chair, Finance, Personnel & Audit Committee
Supervisor David Cullen, Co-Chair, Finance, Personnel & Audit Committee
Amber Moreen, Chief of Staff, Office of the County Executive
Kelly Bablitch, Chief of Staff, County Board
Hector Colon, Director, Department of Health and Human Services

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A RESOLUTION

WHEREAS, the Director, Department of Health and Human Services is requesting the creation of one position of Human Services Program Analyst.

WHEREAS, the Community Services Branch serves over 10,400 individuals each year and receive seven federal and two state grants.

WHEREAS, this position is necessary for conduct statistical analyses of Community Services Branch programming and respond to reporting requirements related to grants.

WHEREAS, The Department of Administrative Services, Fiscal Affairs recommends that the request to create 1.0 Human Services Program Analyst be approved.

BE IT RESOLVED, that the following position action is approved for the Department of Health and Human Services:

Org Unit 8000 – Department of Health and Human Services

	<u>Title</u>	<u>No. of Positions</u>	<u>Pay Range</u>
Create	Human Services Program Analyst	1	31

BE IT FURTHER RESOLVED, that the Human Services Program Analyst position will be abolished when grant funding is no longer available for the position.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 2/11/2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: The Department of Health and Human Services - create 1.0 FTE Human Services Program Analyst.

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 |
| <input checked="" 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 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	\$67,839	\$97,989
	Revenue	\$67,839	\$97,989
	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 Department of Health and Human Services - create 1.0 FTE Human Services Program Analyst related to meet reporting requirements for the increased number of individuals served and other data requests made for CSB.

B. Assuming the position is filled at the third (intermediate) step in the pay range with 18 pay periods remaining in 2014, the current year fiscal impact is a cost of \$67,839 (including salary, social security, and benefits costs). These costs are offset by grant revenue. This position has no levy impact.

C. There are no budgetary impacts associated with the position action. The cost of the position is offset by grant revenue.

D. The 2014 cost mentioned above was calculated assuming the position will begin at the third step of the pay grade with 18 pay period remaining in the year.

Department/Prepared By Matt Fortman, Fiscal & Management Analyst, DAS-Fiscal

Authorized Signature



Did DAS-Fiscal Staff Review?

Yes

No

Did CBDP Review?²

Yes

No

Not Required

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.

**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.

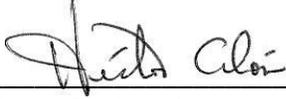
RECOMMENDATION

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:



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:

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|--|--|
| <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 |
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(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 |
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| <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.

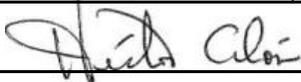
A. The Director of the Department of Health and Human Services (DHHS) is requesting authorization to amend the HOME written agreement with Jewish Family Services Housing, Inc., and increase the award of HOME funds by \$810,000, from \$675,000 to \$1,485,000, to assist in the construction of 11 units 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

1
2
3
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 |
| <input checked="" 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 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.

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- 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.

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 12, 2014

TO: County Executive Chris Abele
Milwaukee County Board Chairwoman Marina Dimitrijevic
Willie Johnson Jr., Co-Chair, Committee on Finance, Personnel, & Audit
David Cullen, Co-Chair, Committee on Finance, Personnel, & Audit

FROM: Don Tyler, Director, Department of Administrative Services
Ruben Anthony, Director, Interim Director, Community Business Development Partners

**SUBJECT: NOTIFICATION OF A REVENUE DEFICIT FOR 2013 & 2014
(FOR INFORMATION ONLY)**

ISSUE

Milwaukee County Ordinance 56.02 requires department administrators to submit a report to the County Executive, Committee on Finance, Personnel, & Audit, and the Department of Administrative Services when potential revenue deficits of \$75,000 or more are identified.

BACKGROUND

2013

The 2013 Adopted Budget for Community Business Development Partners (CBDP) included operating (crosscharge) revenue of approximately \$158,000 for DBE work performed in relation to capital projects. The budgeted revenue assumed that four CBDP staff would be charging capital projects beginning April 1.¹ This included staff time that was pro-rated for sick and vacation time and included three positions (two Contract Specialists and one Contract Compliance Manager) working primarily on capital projects and one position (Information and Outreach Coordinator) working about 10% of the time on capital projects.

Additionally, the County's Bond Counsel provided a review of the capital projects to be charged to avoid any potential (U.S Treasury and Wisconsin State Statute) compliance issues. As a result of this review, Bond Counsel determined that projects financed with General Obligation (GO) bonds or General Airport Revenue bonds (GARBs) could only be worked on by CBDP staff after a contract had been signed/executed. The vast majority of the County's capital projects are, at least in part, financed with bond proceeds. When the

¹ **2013 Adopted Budget Language for CBDP:** Staffing costs of \$158,236 are charged to the Capital Improvement program for 2013. CBDP will develop a methodology for tracking of staffing charged to capital to be implemented no later than April 1, 2013. The methodology will be reviewed and approved by the Comptroller's Office prior to implementation. Final staff charges will be based upon actual work performed.

NOTE: Charging methodology developed by CBDP (with assistance from DAS-PSB) was reviewed and approved by the Comptroller Office prior to the related June, 2013 fund transfer.

2013 Budget was developed the (U.S Treasury and Wisconsin State Statute) rules of charging CDBP staff time to bond financed capital projects were not known. These constraints narrowed the amount of staff time available to be charged out to bond financed capital projects by CDBP.

Although CDBP's 2013 budget assumed that four staff would be working on DBE-related issues for capital projects, only about 1 – 2 staff actually worked on these projects. Additionally, the CDBP staff compliance responsibilities were greater than the scope of the projects that were identified for cross charging and work on these additional projects were not eligible to be crosscharged.

Finally, a fund transfer was required in order to establish budget authority in the capital budget to enable CDBP to crosscharge (eligible) capital projects. The fund transfer occurred in the June 2013 committee cycle. As a result, CDBP staff began working on the related capital projects in June instead of April.

CORRECTIVE ACTION PLAN

2013

CDBP staff began charging (eligible) capital projects in June. Initial consolidation of CDBP crosscharges occurred in November/December with final revenue estimates determined in January (2014). As a result, the revenue deficit was not fully realized until January. As a result, options for offsetting the impact do not exist since the full extent of the deficit wasn't known until year-end. The revenue deficit will ultimately be absorbed by the anticipated 2013 overall County surplus.²

BACKGROUND

2014

The 2014 Adopted Budget for CDBP includes operating (crosscharge) revenue of approximately \$181,000 for DBE work performed in relation to capital projects. Similar to 2013, it is likely that the 2014 budgeted revenue of \$181,000 will not be achieved.³ As noted previously, actual revenue amounts for 2013 were not fully known until January 2014. The 2014 County Executive Recommended Budget was developed over the summer and submitted to the County Board in late September. As result, the 2014 crosscharge revenue of \$181,000 was not adjusted down since the actual 2013 revenue shortfall was not known until after the 2014 Budget was adopted.

² During the January 2014 standing committee cycle, the Comptroller's "Monthly Update of the 2013 Fiscal Projection of Milwaukee County" report indicated an estimated County surplus of \$14.3 million. *Milwaukee County Board File #14-114.*

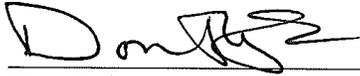
³ **2014 Adopted Budget Language for CDBP:** Continuing the initiative started in 2013, four positions will charge time to capital projects in 2014.

CORRECTIVE ACTION PLAN

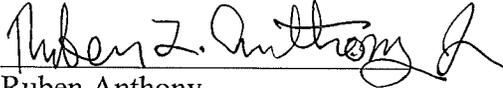
2014

CBDP will attempt to mitigate the anticipated 2014 revenue deficit by the following:

- a. As a number of eligible projects have already been identified (via the 2013 review process), CBDP staff can work on the projects immediately in 2014 (as opposed to 2013 where staff started working and charging capital projects in June).
- b. The 2014 adopted budget assumed four staff to be working on eligible capital projects. CBDP will augment these four positions by assigning two additional staff to work on eligible capital projects.
- c. CBDP will monitor the crosscharge revenue on a monthly basis in order to determine YTD revenue and project year-end revenue.



Don Tyler
Director, Department of Administrative Services



Ruben Anthony
Director, Interim Director, Community Business Development Partners

cc: Amber Moreen, Chief of Staff, County Executive's Office
Scott Manske, Comptroller
Josh Fudge, Fiscal & Budget Administrator, Department of Administrative Services
Kelly Bablitch, Chief of Staff, County Board

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: February 10, 2014

TO: Supervisor Marina Dimitrijevic, Chairperson, County Board of Supervisors
Supervisor Michael Mayo, Sr., Chairperson, Transportation, Public Works Committee

FROM: Greg High, Director, AE&ES Section, Facilities Management Division, Department of Administrative Services

SUBJECT: DAS –FM STAFFING PLAN/CONSULTANT USE FOR 2014 CAPITAL IMPROVEMENTS

POLICY

Milwaukee County Professional Services Ordinance 56.30 (4)(a)(1) requires that the Department of Administrative Services, Facilities Management Division (DAS-FM) shall provide in February each year to the Committee on Finance and Audit, and the Committee on Transportation, Public Works and Transit an updated report on public works capital projects requiring the use of any professional services contract.

BACKGROUND

The Department of Administrative Services, Facilities Management Division has reviewed the approved 2014 adopted capital projects and has established the attached updated staffing and consultant use plan proposals for each. There are no significant changes to this staffing plan from that proposed in the adopted capital budget.

We have also indicated on the attached spreadsheets our recommendations to the Director of DAS for signature authority delegation to other County Departments for certain capital projects that will not be managed by DAS-FM. In 2014, several Owner Departments will manage specific projects directly and therefore have signature authority for any expenditure as indicated on the attached spreadsheet. County Board approval of the indicated signature authority recommendation will provide the appropriate signature authority for each project.

RECOMMENDATION

The Director of DAS recommends approval of the DAS-FM staff and consultant use plan for approved 2014 adopted capital projects.

Prepared by: Gregory G. High

Approved by:

Gregory G. High, P.E., Director
AE&ES Section, DAS-FM Division

GGH:

Attachments (3): 2014 Capital Project Staffing Plan
 Chapter 56, Section 56.20
 Chapter 56, Section 56.30 (4)(a)(1)

cc: Chris Abele, Milwaukee County Executive
 Amber Moreen, Chief of Staff, County Executive's Office
 Michael Mayo Sr., Chair, Transportation, Public Works and Transit Committee
 Willie Johnson, Jr., Co-Chair, Finance, Personnel, and Audit Committee
 David Cullen, Co-Chair, Finance, Personnel, and Audit Committee
 Kelly Bablitch, Chief of Staff, County Board of Supervisors
 Scott Manske, Comptroller
 Pam Bryant, Capital Finance Manager, Office of the Comptroller
 Josh Fudge, Fiscal and Budget Administrator, DAS
 Vince Masterson, Strategic Asset Coordinator, DAS
 Brian Dranzik, Director, MCDOT
 Clark Wantoch, Director, Highway Operations, MCDOT
 James Martin, Interim Fiscal Administrator, MCDOT
 Barry Bateman, Director, Airport Division, MCDOT
 Gary Waszak, Interim Director, Facilities Management Division, DAS
 Chris Lindbergh, CIO, IMSD Division
 Laurie Panella, Deputy CIO, IMSD Division

Milwaukee County, Wisconsin, Code of Ordinances >> - MILWAUKEE COUNTY CODE OF GENERAL ORDINANCES VOLUME I >>

Chapter 56 - ADMINISTRATIVE CODE FOR MILWAUKEE COUNTY >>

56.20. Centralized administration of public works contracts and construction.

(1)

Policy. Uniformity of bid documents, contracts and procedures for construction of public works projects and centralization in one (1) office of related activities is essential to efficient management of public construction programs.

(2)

Definitions. As used in this ordinance:

(a)

"Public work project" means all projects for construction, repair, remodeling or major maintenance or capital improvements subject to s. 59.08, Wis. Stats., and authorized by the county board or departments of county government, including boards and commissions.

(b)

"Administration" means preparation of preliminary and final plans, specifications, project and professional service cost estimates, and bid documents; analysis of bids, preparation of schedules for plans, bidding and construction completion, making recommendations for award of contract, contract drafting, inspection of construction during work progress and reporting scheduled progress to responsible department on a monthly basis; drafting and recommending contract change orders and certificates of payment, and maintaining project records; establishment of a program for maintaining structural integrity of all capital improvements and routine major maintenance; recommending professional architectural, engineering and specialized trade consultants, drafting contracts and issuance of certificates of payment for such professional service, and review of all plans and specifications prepared by such professional consultants.

(3)

Central office. Administration of all public work projects shall be the function of, and centralized in, the appropriate department of transportation or the department of administrative services.

(4)

Service charge. The cost of all services performed by the appropriate department of transportation or the department of administrative services shall be charged, where applicable, against the project account, the department for which the services are rendered, or the revolving fund established in conformity with section 56.12 of the Code

56.30. - Professional services.

(4)

Professional services procedures. It shall be the responsibility of the administrator to conform with the following provisions when entering into a professional services contract and expending budgeted funds:

(a)

Professional services—Capital improvements. The following conditions shall apply to all capital projects.

(1)

During its annual budget process, departments shall provide a list to the county board of which capital projects contained in the recommended budget are intended to require the assistance of a professional services consultant. Departments are authorized to enter into contractual services or professional services agreements as may be required for specific capital improvement projects which have been approved by the county board through the budget process. Expenditures shall only be for those projects and professional services specifically identified in the budget write-up reviewed by the committee on finance, personnel and audit during the budget review process and approved by the county board, or for those projects approved by action of the county board. The budget write-up shall contain specific information as to the scope of the project, professional services required and estimated cost of the professional services work to be performed. The appropriate department of transportation or the department of administrative services shall provide in February of each year to the committee on finance, personnel and audit and the committee on transportation, public works and transit an updated report on public works capital projects requiring the use of a professional services contract. Any professional services work costing more than twenty thousand dollars (\$20,000.00) which is not identified in the February report shall require county board approval.

DAS Facilities Management Division AE&ES Staffing Plan
 2014 Adopted Capital Improvements
 Milwaukee County

Proj	Sub-Proj	Project Description	2014 Adopted	SIGNATURE AUTHORITY		Construction Contract Award	Construction Start	Construction Finish	COUNTY PROJECT MANAGER	DESIGN		CONSTRUCTION MANAGEMENT			
				OWNER	DAS-FM					COUNTY	CNTY & CONSUL	COUNTY	CNTY & CONSUL	CONSUL	RFP
TRANSPORTATION															
Highway and Bridges/Structures															
WH001	WH00115	S. 76th St. Intersects of Edgerton & Layton Ave.	\$697,600	MCDOT		2015	2015	2015	Weddle-Henning	X				X	X
WH001	WH00117	Intersection of CTH Y and S. 60th St.	\$98,700	MCDOT		2015	2015	2015	Weddle-Henning	X				X	X
WH001	WH00118	CTH G & CTH S Intersection(2216-00-02)	\$129,650	MCDOT		2016	2016	2016	Weddle-Henning	X				X	X
WH001	WH00119	CTH U and CTH BB Intersection (2160-01-02)	\$106,181	MCDOT		2016	2016	2016	Weddle-Henning	X				X	X
WH001	WH00120	CTH Y Intersection w/ Pennsylvania and Whitnall	\$113,809	MCDOT		2016	2016	2016	Weddle-Henning	X				X	X
WH002	WH00203	Traffic Signal Optimization	\$316,216	MCDOT		N/A	N/A	N/A	Weddle-Henning	X				N/A	N/A
WH010	WH01002	Mill Rd. 43rd St. to Sydney Pl.	\$389,875	MCDOT		2016	2016	2016	Weddle-Henning	X				X	X
WH010	WH01017	South 76th St. (W. Puetz Rd. to W. Imperial Dr.)	\$4,397,333	MCDOT		2014	2014	2015	Weddle-Henning	X				X	X
WH010	WH01019	Old Loomis Rd-Warwick to Rawson & 76th to Hollow	\$173,200	MCDOT		2016	2016	2016/2017	Weddle-Henning	X				X	X
WH010	WH01021	W. St. Martins Rd S. N Cape Rd to S Lvr Lane Rd	\$346,300	MCDOT		2016	2016	2016/2017	Weddle-Henning	X				X	X
WH020	WH02012	S. 68th St. (W. Ryan Rd. to House of Corrections	\$962,600	MCDOT		2014	2014	2014	Weddle-Henning		X		X	X	X
WH020	WH02015	S. North Cape Rd. (Hi-View Dr. to S. Carroll Cir	\$2,807,400	MCDOT		2014/2015	2014/2015	2014/2015	Weddle-Henning		X		X	X	X
WH080	WH08023	Whitnall Park Bridge #564	\$101,400	MCDOT		2016	2016	2016	Weddle-Henning		X		X	X	X
WH080	WH08024	Whitnall Park Bridge #565	\$101,400	MCDOT		2016	2016	2016	Weddle-Henning		X		X	X	X
WH087	WH08701	Ryan Rd Culvert East of S 112th	\$298,300	MCDOT		2014	2014	2014	Weddle-Henning		X		X	X	X
WH236	WH23601	Green Infrastructure- Layton,Rawson, 107th St.	\$469,500	MCDOT		2014	2014	2014	Weddle-Henning		X		X	X	
WH	Highway and Bridges/Structures		\$11,509,464												
MCDOT Transportation Services Only-1/22/2014															
The projects highlighted in purple above are in the Design Phase of the project The unhighlighted projects are in the Construction Phase.															
Transit															
WT	Total Transit		\$0												
Airports															
WA064	WA06401	GMIA Phase II Residential Sound Insulation Prog	\$14,110,000	MCDOT											
WA122	WA12201	GMIA Airfield Pavement Rehabilitation	\$1,120,000		X	Apr-14	May-14	Nov-14	Kipp	X				X	
WA123	WA12301	GMIA Airfield Safety Improvements	\$400,000		X	Apr-14	May-14	Nov-14	Kipp	X				X	
WA125	WA12501	GMIA Security and Wildlife Deterrent Perimeter	\$291,000		X	Jun-14	July-14	December-14	Raab	X				X	
WA163	WA16301	GMIA Perimeter Road Bridge over Howell Ave	\$750,000		X		May-13	November-14	Stave			Mead & Hunt	X		X
WA167	WA16701	GMIA Terminal Escalator Replacement	\$1,300,000		X	Jan-14	May-14	October-15	Raab	X				X	
WA172	WA17201	GMIA Terminal Sanitary Sewer Utility Upgrade	\$300,000		X	Jul-14	August-14	October-14	Gulgowski			X	X		X
WA180	WA18001	GMIA 7L-25R Resurfacing	\$2,100,000		X	Apr-14	May-14	Nov-14	Kipp	X				X	
WA181	WA18101	LJT Runway 4L-22R Pavement Resurface	\$1,285,000		X	Apr-14	May-14	Nov-14	Kipp	X				X	
WA	Total Airport		\$21,656,000												
Environmental															
WV009	WV00901	County-wide Sanitary Sewers Repairs	\$75,000		X	May-14	Jun-14	Oct-14	Stave	X				X	
WV024	WV02401	College Ave Storm Water Pond Upgrade	\$96,538		X	Jul-14	Aug-14	Nov-14	Keith	X				X	
WV	Total Environmental		\$171,538												
Total Transportation and Public Works			\$33,337,002												
PARKS, RECREATION AND CULTURE															

DAS Facilities Management Division AE&ES Staffing Plan

2014 Adopted Capital Improvements

Milwaukee County

Proj	Sub- Proj	Project Description	2014 Adopted	SIGNATURE AUTHORITY		Construction Contract Award	Construction Start	Construction Finish	COUNTY PROJECT MANAGER	COUNTY STAFF	DESIGN		CONSTRUCTION MANAGEMENT		
				OWNER	DAS-FM						CNTY & CONSUL	CONSUL	CNTY & CONSUL	RFP	STAFF
Milwaukee Public Museum															
WM010	WM01001	MPM Elevator & Escalator Modernization	\$123,624		X	Aug-14	Sep-14	Dec-14	Tran			Annual			X
WM015	WM01501	Museum Exterior Window Replacement	\$658,390		X	Jun-14	Jul-14	Dec-14	Banach			HGA	X		X
WM016	WM01601	Museum Fascade Repair	\$895,963		X	Jun-14	Jul-14	Dec-14	Banach			HGA	X		X
WM		Total Milwaukee Public Museum	\$1,677,977												
Department of Parks, Recreation & Culture															
WP129	WP12904	Countywide Athletic Fields and Courts (Rose Park)	\$242,600		X	Aug-14	Sep-14	Oct-14	Stave		X	Annual			X
WP203	WP20301	Kosciuszko Community Center HVAC	\$200,000		X	Jul-14	Aug-14	Dec-14	Banach			X	X		X
WP279	WP27905	Lindsay Park Walkways	\$164,100		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27906	King Park Walkways	\$356,900		X	Apr-14	Sep-14	Nov-14	Stave	X					X
WP279	WP27907	Jackson Park Walkways	\$157,700		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27911	Lincoln Park Walkways	\$70,400		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27916	Madison Park Walkways	\$153,400		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27921	Baran Park Walkways	\$58,600		X	Apr-14	May-14	Sep-14	Stave	X					X
WP279	WP27925	Smith Park Walkways	\$287,600		X	Apr-14	May-14	Sep-14	Stave	X					X
WP280	WP28001	Menomonee River Parkway Reconstruction	\$3,195,600		X	May-14	Jun-14	Oct-14	Gulgowski		X	GAI	X		X
WP294	WP29401	New Playground at Lincoln Park	\$0												
WP296	WP29601	Smith Park Electrical Svcs Replacement	\$99,100		X	Jun-14	Jul-14	Nov-14	Tran			Annual			X
WP297	WP29701	Oak Leaf Trail Program - Sheridan Park	\$396,000		X	Aug-14	Sep-14	Jun-15	Stave	X					X
WP297	WP29702	Oak Leaf Trail Program - Grant Park	\$104,000		X	Aug-14	Sep-14	Jun-15	Stave	X					X
WP298	WP29801	South Shore Boat Launch	\$84,000		X	NA	NA	NA	Hayes			X	X		
WP302	WP30201	Countywide Playground Resurfacing (Rose Park)	\$121,500		X	Jun-14	Jul-14	Aug-14	Stave	X					X
WP396	WP39601	Carver Park Play Area Replacement	\$264,200		X	Aug-14	Sep-14	Jun-15	Stave	X					X
WP397	WP39701	Kern Park Play Area Replacement	\$264,200		X	Aug-14	Sep-14	Jun-15	Stave	X					X
WP399	WP39903	Pulaski Park Amenities Improvement	\$804,000		X	Jul-14	Aug-14	Mar-15	Banach			X	X		X
WP399	WP39904	Noyes Park Amenities Improvement	\$1,158,000		X	Jul-14	Aug-14	Mar-15	Banach			X	X		X
WP460	WP46001	Lindsay Park Play Area	\$0												
WP461	WP46101	McGovern Park Basketball Courts	\$248,000		X	Jul-14	Aug-14	Nov-14	Stave		X	Annual			X
WP462	WP46201	Dineen Park Tennis Courts Replacement	\$453,600		X	Jul-14	Aug-14	Nov-14	Stave		X	Annual			X
WP463	WP46301	Tiefenthaler Park Play Area Resurfacing	\$110,000		X	Jun-14	Jul-14	Aug-14	Stave	X					X
WP		Total Department of Parks, Recreation & Culture	\$8,993,500												
McKinley Marina															
WP		Total McKinley Marina	\$0												
Zoo															
WZ057	WZ05701	Aviary Roof Replacement	\$1,774,200		X	Jul-14	Sep-14	Apr-15	Hung		X		X		X
WZ112	WZ11201	Pachyderm Building Tunnel Reinforcement	\$577,100		X	Jul-14	Sep-14	Oct-14	Hung		X	Annual			X
WZ120	WZ12001	Hippopotamus Exhibit Renovations	\$4,800,000		X	2014	2014	2016	Hung			Kahler-Slater			Mortensen
WZ		Total Zoo	\$7,151,300												
Total Parks Recreation and Culture			\$17,822,777												

DAS Facilities Management Division AE&ES Staffing Plan

2014 Adopted Capital Improvements

Milwaukee County

			SIGNATURE AUTHORITY				COUNTY PROJECT		DESIGN			CONSTRUCTION MANAGEMENT			
Proj	Sub- Proj	Project Description	2014 Adopted	OWNER	DAS-FM	Construction Contract Award	Construction Start	Construction Finish	MANAGER	COUNTY STAFF	CNTY & CONSUL	RFP	COUNTY STAFF	CNTY & CONSUL	RFP
HEALTH AND HUMAN SERVICES															
DHS-Behavioral Health Division															
WE	Total DHS-Behavioral Health Division		\$0												
DPW County Grounds															
WG017	WG01701	Vel Phillips Fire Protection Monitoring System	\$197,340		X	Sep-14	Oct-14	Feb-15	Tran			X	X	X	
WG018	WG01801	Research Park Fire Protection Monitoring System	\$197,340		X	Sep-14	Oct-14	Feb-15	Tran			X	X	X	
WG019	WG01901	CATC Fire Protection Monitoring System	\$203,740		X	Sep-14	Oct-14	Feb-15	Tran			X	X	X	
WG	Total DPW County Grounds		\$598,420												
Department of Human Services															
WS034	WS03401	Washington Park Sr Ctr - Roof Replacement	\$244,562		X	May-14	Jun-14	Oct-14	Travanty	X				X	
WS042	WS04201	Kelly Senior Center Exterior Doors	\$31,950		X	May-14	Jun-14	Oct-14	Banach	X				X	
WS042	WS04203	Rose Senior Center Exterior Doors	\$48,744		X	May-14	Jun-14	Oct-14	Banach	X				X	
WS044	WS04401	Washington Senior Center Restroom Renovation	\$123,400		X	Jul-14	Aug-14	Dec-14	Banach		X	Annual		X	
WS	Total Department of Human Services		\$448,656												
Total Health and Human Services			\$1,047,076												

DAS Facilities Management Division AE&ES Staffing Plan
 2014 Adopted Capital Improvements
 Milwaukee County

Proj	Sub-Proj	Project Description	2014 Adopted	SIGNATURE AUTHORITY		Construction Contract Award	Construction Start	Construction Finish	COUNTY PROJECT MANAGER	COUNTY STAFF	DESIGN		CONSTRUCTION MANAGEMENT		
				OWNER	DAS-FM						CNTY & CONSUL	CONSUL	RFP	COUNTY STAFF	CNTY & CONSUL
GENERAL GOVERNMENT															
Courthouse Complex															
WC027	WC02701	Courthouse Light Court Window Replacement	\$672,000		X	Jul-14	Aug-14	Dec-14	Travanty			X	X	X	
WC088	WC08801	Courthouse Security X-Ray Inspect System	\$207,000		X	Equipment Purchase	Jan-14	Mar-14	Waszak	N/A				N/A	
WC095	WC09501	Courthouse/City Campus Masonry	\$380,000		X	Jun-14	Jul-14	Sep-14	Bastin		X	Annual		X	
WC102	WC10201	Courthouse Cooling Tower	\$500,000		X	Aug-14	Oct-14	Dec-14	Banach			X	X	X	
WC	Total Courthouse Complex		\$1,759,000												
House of Correction															
WJ021	WJ02101	House of Corrections (ACC North) HVAC System and Window Replacements	\$1,992,240		X	May-14	Jun-14	Oct-14	Banach			IBC		X	
WJ063	WJ06301	CCFS Roof Repairs	\$500,000		X	Jul-14	Aug-14	Dec-14	Banach	X				X	
WJ	Total House of Correction		\$2,492,240												
Other County Agencies															
WO086	WO08601	Milwaukee River Parkway Reconstruction	\$264,200		X	Aug-14	Sep-14	Nov-14	Gulgowski		X	Annual		X	
WO112	WO11201	Fleet General Equipment	\$3,275,600	MCDOT					Goeden						
WO112	WO11202	Fleet Airport Equipment	\$500,000	MCDOT					Goeden						
WO112	WO11205	Fleet Parks Equipment	\$2,130,400	MCDOT					Goeden						
WO141	WO14101	Zoo Interchange	\$0												
WO205	WO20502	Fiscal Automation Program	\$255,000	IMSD					Panella						
WO226	WO22601	Charles Allis Boiler Replacement	\$210,000		X	Jan-14	Jan-14	Mar-14	Banach		X	Annual		X	
WO234	WO23401	Liquid Chromatograph Tandem Mass Spectrometer	\$453,100	ME					Panella						
WO445	WO44501	911 Answering System	\$579,220	IMSD					Panella						
WO517	WO51701	War Memorial Renovations	\$1,309,550		X	Jul-14	Sep-14	Nov-14	Bastin		X	Annual		X	
WO517	WO51702	War Memorial Exterior Stairs	\$300,150		X	Apr-14	May-14	Jun-14	Bastin		X	Annual		X	
WO517	WO51703	War Memorial Concrete and Structural Improvement	\$198,155		X	Apr-14	May-14	Jun-14	Bastin		X	Annual		X	
WO517	WO51704	War Memorial HVAC Improvements	\$3,497,350		X	Dec-14	Jan-15	Dec-15	Banach			Miller	X	X	
WO517	WO51705	War Memorial Elevator Improvements	\$367,500		X	Dec-14	Jan-15	Dec-15	Tran			X	X		X
WO614	WO61401	Build Out Ten Sites to Digital	\$7,126,100	IMSD					Panella						
WO619	WO61901	Disaster Recovery Site	\$250,000	IMSD					Panella						
WO621	WO62101	Windows Migration	\$2,859,800	IMSD					Panella						
WO	Total Other County Agencies		\$23,576,125												
	Total General Government		\$27,827,365												
	Total Capital Improvements		\$80,034,220												

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(ITEM) From Director of Administrative Services recommending approval of the Department of Administrative Services, Facilities Management Division (DAS-FM) staff and consultant use plan for the 2014 adopted capital projects, by recommending adoption of the following:

A RESOLUTION

WHEREAS, Milwaukee County General Ordinances Chapter 56.30(4) (a) (1) requires that the Department of Administrative Services provides a final list of staff and consultant assignments for capital projects in February each year to the Committees on Finance, Personnel and Audit and Transportation, Public Works and Transit; and

WHEREAS, the Department of Administrative Services, Facilities Management Division has reviewed the 2014 Adopted Capital Improvements Budget and established a staffing and consultant use plan for the projects; and

WHEREAS, the staffing and consultant use plan for the projects indicates the recommendations to the Director of DAS for signature authority delegation to other County Departments for certain capital projects that will not be managed by DAS-FM; and

WHEREAS, in 2014, several Owner Departments will manage specific projects directly and therefore have signature authority for any expenditure as indicated on the attached spreadsheet; and

WHEREAS, County Board approval of the indicated signature authority recommendation will provide the appropriate signature authority for each project; and

WHEREAS, the Committee on Transportation, Public Works and Transit at its meeting on March 5, 2014, recommended approval of the staffing plan by a vote of _____; and

WHEREAS, the Finance, Personnel and Audit Committee at its meeting on March 13, 2014, recommended approval of the staffing plan by a vote of _____; now, therefore

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby approve the staffing and consultant use plan for the 2014 adopted capital projects as recommended by the Department of Administrative Services - Facilities Management Division.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 10, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: STAFFING PLAN/CONSULTANT USE FOR 2014 CAPITAL IMPROVEMENTS PROJECTS

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		
	Revenue		
	Net Cost		
Capital Improvement Budget	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

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. Milwaukee County Professional Services Ordinance 56.30 (4)(a)(1) requires that the Department of Administrative Services shall provide in February each year to the Committee on Finance and Audit, and the Committee on Transportation, Public Works and Transit, an updated report on public works capital projects requiring the use of any professional services contract. The Director of DAS recommends approval of the DAS-FM staff and consultant use plan for 2014 adopted capital projects. Adoption of this resolution will not require an expenditure of funds in excess of the adopted 2014 Adopted Capital Budget amounts.
- B. Adoption of this resolution will have no direct fiscal impact to the 2014 County Adopted Budget. The 2014 Capital Budget project appropriations are fixed and cannot be exceeded without County Board approval. Resolution deals with details on how planning, design and construction funding is spent, particularly as to whether the work is performed by in-house staff or consultants and if consultants are used, what process will be used to hire them.
- C. None
- D. None

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 Gregory G. High

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

-COUNTY OF MILWAUKEE-
INTEROFFICE COMMUNICATION

DATE : February 19, 2014

TO : Supervisor Marina Dimitrijevic, Chairwoman, Board of Supervisors

FROM : Josh Fudge, Fiscal & Budget Administrator, DAS-Fiscal

SUBJECT : Clarification of Budget Policies Adopted in 2014

REQUEST

During discussion of the fund transfer packet at the January 30 meeting of the County Board Committee on Finance, Personnel and Audit, there was some confusion over the intent and interpretation of financial policies adopted by the County as part of the 2014 budget. The attached resolution seeks to refine that policy to avoid future confusion.

BACKGROUND/ANALYSIS

At the January 30 meeting of the Committee on Finance, Personnel, and Audit, the Comptroller indicated that payments to vendors working on the Courthouse fire project could be disrupted due to a financial policy adopted as part of the 2014 budget. That policy reads in part,

*“Similar to the policy related to land sales, large one-time revenues such as settlements, awards, donations, etc. shall be utilized for one-time projects or acquisitions and **shall not** be used to offset ongoing operating costs. Such revenues shall be budgeted only upon receipt. If no appropriate one-time projects are identified and approved by DAS-PSB, the funds shall supplement the Appropriation for Contingencies.”*

The Office of the Comptroller interpreted this policy to apply to insurance proceeds that are being remitted to the County as reimbursement for eligible costs related to the Courthouse fire recovery project (capital project WO150012), because the proceeds are one-time revenues. Because the proceeds are on a reimbursement-basis, they could not be received before associated expenditures are authorized because they are not received until the expenditures are made.

The Office of the Corporation Counsel has indicated that, for this reason, the above financial policy is not applicable to reimbursable insurance proceeds. However, in order to avoid future confusion surrounding reimbursable proceeds or other occurrences, the attached resolution amends the financial policy to read as follows:

“It shall be the general policy of Milwaukee County that unanticipated one-time revenues shall be applied to one-time expenses, such as a capital project, operating capital project or repayment of outstanding debt. If no suitable one-time use is identified, the funds shall be deposited into the Appropriation for Contingencies”

RECOMMENDATION

In order to avoid future confusion over the use of one-time revenues, it is respectfully requested that the language in the 2014 Adopted Budget be amended as indicated.

FISCAL NOTE

There is no fiscal impact to this change.



Josh Fudge
Director, Office of Performance, Strategy & Budget
Department of Administrative Services

cc: Chris Abele, County Executive
Supervisor Willie Johnson Jr., Co-Chair, Finance, Personnel & Audit Committee
Supervisor David Cullen, Co-Chair, Finance, Personnel & Audit Committee
Scott Manske, Milwaukee County Comptroller
Amber Moreen, Chief of Staff, Office of the County Executive
Kelly Bablitch, Chief of Staff, County Board

(ITEM) From the Director, Department of Administrative Services recommending adoption of a resolution to amend the Financial Management Policies included in the 2014 Adopted Budget, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the 2014 Adopted Budget includes Financial Management Policies designed to encourage sound and prudent financial management, and

WHEREAS, the section related to the treatment of one-time revenues could be interpreted in manner that could negatively disrupt operations in some cases, now therefore

BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby amends the "Other One-Time Revenues" section of the Financial Management Policies included in the 2014 Adopted Budget to read as follows: :

~~Similar to the policy related to land sales, large one-time revenues such as settlements, awards, donations, etc. shall be utilized for one-time projects or acquisitions and **shall not** be used to offset ongoing operating costs. Such revenues shall be budgeted only upon receipt. If no appropriate one-time projects are identified and approved by DAS PSB, the funds shall supplement the Appropriation for Contingencies.~~

It shall be the general policy of Milwaukee County that unanticipated one-time revenues shall be applied to one-time expenses, such as a capital project, operating capital project or repayment of outstanding debt. If no suitable one-time use is identified, the funds shall be deposited into the Appropriation for Contingencies. One-time revenues designated for a specific purpose, such as insurance proceeds designated to cover costs of a specific loss, shall be used for that purpose.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 2/19/2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Amend the "Other One-Time Revenues" section of the 2014 Adopted Budget Narrative.

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.

This resolution would amend language in the 2014 Adopted Budget that is related to the use of one-time revenues, not including land sales. This change would only impact the treatment of applicable one-time revenues received by the County, and has no direct fiscal impact.

Department/Prepared By Josh Fudge, Director, Office of Performance, Strategy and Budget, Department of Administrative Services

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No
Did CBDP Review?² Yes No Not Required

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.

-COUNTY OF MILWAUKEE-
INTEROFFICE COMMUNICATION

DATE : February 14, 2014
TO : Supervisor Marina Dimitrijevic, Chairwoman, Board of Supervisors
FROM : Josh Fudge, Fiscal & Budget Administrator, DAS-Fiscal
SUBJECT : Ordinance Change Related to Increases – 2014 Adopted Budget

REQUEST

The 2014 Adopted Budget includes a one-year freeze of step increases. The attached item updates section 17.10 of the General County Ordinances to conform to this budget item.

BACKGROUND/ANALYSIS

The 2014 Adopted Budget includes a one-year freeze of step increases. Section 17.10 of the General County Ordinances governs step increases. As a result of the policy adopted in the budget, the ordinances must be amended to include this budget item.

The attached amendment would accomplish this by codifying in Section 17.10 the one-year freeze of step increases.

RECOMMENDATION

In order to ensure the County Ordinances conform to the 2014 Adopted Budget, it is requested that this amendment to the Ordinances be adopted.

FISCAL NOTE

There is no fiscal impact to this change. The step increase freeze has been included in the 2014 Adopted Budget.



Josh Fudge
Director, Office of Performance, Strategy & Budget
Department of Administrative Services

cc: Chris Abele, County Executive
Supervisor Willie Johnson Jr., Co-Chair, Finance, Personnel & Audit Committee
Supervisor David Cullen, Co-Chair, Finance, Personnel & Audit Committee
Scott Manske, Milwaukee County Comptroller
Amber Moreen, Chief of Staff, Office of the County Executive
Kelly Bablitch, Chief of Staff, County Board

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(ITEM) From the Director, Department of Administrative Services recommending adoption of a resolution/ordinance to amend section one of Chapter 17 of the Milwaukee County Code of General Ordinances as it pertains to wage and healthcare benefits to make them consistent with the provisions of the 2014 Adopted Budget, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the wage modifications included in the 2014 Adopted Budget include a freeze on step increases for employees other than public safety positions, which has the same effect as suspending step increases for all represented staff with the exception of the Milwaukee County Firefighters Association and Deputy Sheriffs' Association, now therefore

BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby amends Sections 17.10 and 17.14 of the Milwaukee County Code of General Ordinances by adopting the following:

AN ORDINANCE

The County Board of Supervisors of the County of Milwaukee does ordain as follows:

SECTION 1. Section 17.10 of the General Ordinances of Milwaukee County is amended as follows:

17.10. - Advancement within a pay range.

(9) From January 1, 2014 through December 31, 2014, notwithstanding any other provisions of this Code, incumbents of a position not represented by a public safety worker collective bargaining unit who would have received an advance in the pay range upon the meritorious completion of two thousand eighty (2,080) hours, shall be advanced to the next highest rate of pay in the pay range provided for the classification only upon meritorious completion of an additional two thousand eighty (2,080) straight-time hours for full-time positions, and a prorated fraction thereof for employes whose scheduled workweek is less than forty (40) hours or who began employment after January 1, 2014. The intent of this section is to temporarily suspend incremental salary advancements for employes not represented by a public safety worker collective bargaining unit for 2014, consistent with the terms of the 2014 adopted budget.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 2/12/2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Amend Section 17.10 of the Milwaukee County General Ordinances to include the freeze on step increases included in the 2014 Adopted Budget.

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.

This amendment to Section 17.10 of the Milwaukee County General Ordinances would codify the freeze on step increases that was included in the 2014 Adopted Budget. As this action is already included in the budget, there is no fiscal impact.

Department/Prepared By Josh Fudge, Director, Office of Performance, Strategy and Budget,
Department of Administrative Services

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No
Did CBDP Review?² Yes No Not Required

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.

DRAFT

2-21-2014 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
 A DEPARTMENTAL - RECEIPT OF REVENUE File No. 14-177
 (Journal, December 20, 2012)

Action Required

Finance, Personnel and Audit Committee
 County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2013 appropriations of the respective listed departments:

1)	<u>From</u>	<u>To</u>
<u>2937 – Pretrial Services</u>		
6148 – Professional Services Recurring		\$ 25,924
 <u>2939 – Pretrial Services</u>		
6148 – Professional Services Recurring		\$165,000
 <u>2935 – Pretrial Services</u>		
6148 – Professional Services Recurring	\$ 45,617	
 <u>2934 – Pretrial Services</u>		
6148 – Professional Services Recurring	\$127,158	
 <u>2933 – Pretrial Services</u>		
2699 – Other Federal Grants	\$ 18,149	

Request

A transfer in the amount of \$190,924 is being requested by the Department of Pretrial Services to change and increase the overall 2013 allocation of vendor payments within Professional Services (6148) account as detailed above.

This fund transfer seeks to increase total expenditure in account 6148 in the Department of Pretrial Services by \$18,149. This increase in expenditure will be offset by federal grant revenue which has already been received, but was not originally budgeted for in 2013. An existing federal grant was budgeted at \$100,000 for 2013, but actual revenue came in at \$118,149 for this grant. This grant was previously authorized by the Board.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 21, 2014.

DRAFT

2-21-2014 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
B INTER-DEPARTMENTAL

File No. 14-177
(Journal, December 20, 2012)

Action Required
Finance Committee
County Board (Majority Vote)

WHEREAS, department requests for transfers between separate departmental accounts have been received by the Department of Administration, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administration, is hereby authorized to make the following transfers in the 2013 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>4002 – Office of the Sheriff</u>		
	9851 – Abatement - Administrative Services - 1		\$816,294
	<u>4311 – House of Correction</u>		
	9751 – Administrative Services - 1	\$16,652	
	<u>4312 – House of Correction</u>		
	9751 – Administrative Services - 1	\$19,309	
	<u>4314 – House of Correction</u>		
	9751 – Administrative Services - 1	\$1,049	
	<u>4315 – House of Correction</u>		
	9751 – Administrative Services - 1	\$25,630	
	<u>4316 – House of Correction</u>		
	9751 – Administrative Services - 1	\$16,144	
	<u>4332 – House of Correction</u>		

DRAFT

9751 – Administrative Services - 1 \$64,985

4353 – House of Correction

9751 – Administrative Services - 1 \$5,026

4354 – House of Correction

9751 – Administrative Services - 1 \$8,064

4371 – House of Correction

9751 – Administrative Services - 1 \$15,723

4372 – House of Correction

9751 – Administrative Services - 1 \$488,802

4391 – House of Correction

9751 – Administrative Services - 1 \$126,153

4392 – House of Correction

9751 – Administrative Services - 1 \$28,757

Request

A transfer in the amount of \$816,294 is being requested by the Milwaukee County Sheriff's Office (MCSO) and House of Correction (HOC) to reduce expenditure authority at the HOC and reduce the abatement at the MCSO related to Risk Management cross charges.

A previous fund transfer moved the Risk Management charges from the MCSO to the HOC to accommodate the split of the two entities since the total amount of charges were budgeted in the MCSO budget during 2013. This fund transfer seeks to reduce the abatement at the MCSO and to reduce the allocations at the HOC to ensure that each department is being charged the proper amount for Risk Management in 2013.

DRAFT

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 21, 2014.

2)		<u>To</u>	<u>From</u>
	<u>4372 – House of Correction</u>		
	9757 – Administrative Services - 7		\$337,316
	 <u>4002 – Office of the Sheriff</u>		
	9757 – Administrative Services - 7	\$3,694	
	 <u>4016 – Office of the Sheriff</u>		
	9757 – Administrative Services - 7	\$24,802	
	 <u>4017 – Office of the Sheriff</u>		
	9757 – Administrative Services - 7	\$5,277	
	 <u>4018 – Office of the Sheriff</u>		
	9757 – Administrative Services - 7	\$2,111	
	 <u>4019 – Office of the Sheriff</u>		
	9757 – Administrative Services - 7	\$50,760	
	 <u>4021 – Office of the Sheriff</u>		
	9757 – Administrative Services - 7	\$30,606	
	 <u>4029 – Office of the Sheriff</u>		
	9757 – Administrative Services - 7	\$528	
	 <u>4037 – Office of the Sheriff</u>		
	9757 – Administrative Services - 7	\$528	
	 <u>4038 – Office of the Sheriff</u>		
	9757 – Administrative Services - 7	\$149,877	

DRAFT

4052 – Office of the Sheriff

9757 – Administrative Services - 7 \$9,499

4066 – Office of the Sheriff

9757 – Administrative Services - 7 \$1,055

4077 – Office of the Sheriff

9757 – Administrative Services - 7 \$3,170

4081 – Office of the Sheriff

9757 – Administrative Services - 7 \$48,021

4084 – Office of the Sheriff

9757 – Administrative Services - 7 \$1,583

4086 – Office of the Sheriff

9757 – Administrative Services - 7 \$5,805

A transfer in the amount of \$337,316 is being requested by the Milwaukee County Sheriff's Office (MCSO) and House of Correction (HOC) to reduce expenditure authority at the HOC and increase expenditure authority at the MCSO related to Training Academy cross charges.

During the 2013 Budget process, costs for the Training Academy were allocated to both the MCSO and HOC based on a full year use of the academy by various low orgs.

Due to the split, the HOC only used the Training Academy for four months of the year in 2013. This fund transfer seeks to move eight months' worth of costs from the HOC low org 4372 and into various MCSO low orgs as detailed above.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 21, 2014.

2013 BUDGETED CONTINGENCY APPROPRIATION SUMMARY

2013 Budgeted Contingency Appropriation Budget \$4,103,329

Approved Transfers from Budget through February 21, 2014

4000 - Equipment rental for EMU	\$ 57,500
4300 - Equipment rental for EMU	\$ 600,000
1130 - Misc. legal fees related to MPM lease	\$ (100,000)
4300 - Equipment Rental for EMU	\$ (657,500)
WO444 - Electronic Medical Records System	\$ 2,000,000
WC100 - Courthouse Major Maintenance	\$ (200,000)
4300 - HOC Inmate Medical Service Fees	\$ (2,000,000)
Zoo Interchange Land sale Revenue per CB Res 13-699	\$ 2,837,416
3010 - Election Commission for dispute settlement	\$ (38,000)
4300 - HOC Inmate Medical Service Fees	\$ (605,250)
1961 - Litigation Reserve	\$ (75,000)
3010 - Election Commission for election costs	\$ (112,343)
WO150012 - Courthouse Fire	\$ (1,394,000)
WO150012 - Courthouse Fire	\$ (2,675,000)

Contingency Balance February 21, 2014 \$1,741,152

Transfers Pending in Finance, Personnel & Audit Committee through February 21, 2014 \$ -

Total Transfers Pending in Finance, Personnel & Audit Committee \$ -

Net Balance \$ 1,741,152

DRAFT

2-21-2014 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
 A DEPARTMENTAL - RECEIPT OF REVENUE File No. 14-1/14-178
 (Journal, December 19, 2013)

Action Required

Finance, Personnel and Audit Committee
 County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2014 appropriations of the respective listed departments:

	<u>From</u>	<u>To</u>
1) 4064 – Office of the Sheriff		
6812 – Meetings Other Authorized Travel		\$1,600
4064 – Office of the Sheriff		
2699 – Federal Revenue	\$1,600	

Request

A transfer in the amount of \$1,600 is being requested by the Milwaukee County Sheriff's Office (MCSO) to increase expenditure authority for Meetings Other Authorized Travel.

The MCSO received Homeland Security funding in the amount of \$1,600. This federal grant is not a matching grant and requires no county funding.

The funding will be used by the MCSO for ALERT SWAT training research in Boston regarding the Boston Marathon bombing and reviewing the emergency response during that event. The research will include contact with multiple agencies within the Boston area that responded to and managed the bombing event and to obtain best practice information for regional response to a terrorist incident or threat which would be present to regional response representatives.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 20, 2014.

	<u>From</u>	<u>To</u>
2) 4064 – Office of the Sheriff		
8552 – Mach & Equip New > \$2,500		\$3,384
4064 – Office of the Sheriff		
2699 – Federal Revenue	\$3,384	

Request

A transfer in the amount of \$3,384 is being requested by the Milwaukee County Sheriff's Office (MCSO) to increase expenditure authority for Machinery & Equipment New > \$2,500.

The MCSO received Homeland Security funding in the amount of \$3,384. This federal grant is not a matching grant and requires no county funding.

The funding will be used by the MCSO to purchase one WMD Tech Grid Aiming Device for their EOD Robot. This purchase will allow the MSCO Regional ALERT EOD/Bomb team to enhance the ability of their EOD Robot to activate unknown explosive devices more accurately.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 20, 2014.

	<u>From</u>	<u>To</u>
3) 4501 – District Attorney		
6090 – Charges from State		\$169,500
6141 – General Admin Subcontracting Agency		\$113,000
4501 – District Attorney		
2699 – Federal Revenue	\$282,500	

Request

A transfer in the amount of \$282,500 is being requested by the District Attorney’s Office to increase expenditure authority for Charges from the State and General Admin Subcontracting Agency.

In September of 2013, the US Department of Justice, Office on Violence Against Women (OVW), made a grant award of \$900,000, under the Grants to Encourage Arrests and Enforcement of Protection Orders (GTEA) program, to Milwaukee County. The grant provides for funding for two assistant district attorneys in the domestic violence unit and for two victim advocates, employed by Sojourner Family Peace Center.

The County Board authorized the District Attorney’s Office to enter into a contract with Sojourner Family Peace Center to implement this grant. Pursuant to that action, the District Attorney’s Office has executed a three-year contract, and the grant project commenced on January 27, 2014.

This fund transfer seeks to provide budgetary authority in 2014 for charges from the state for the salaries and fringe benefits of the two prosecutors and for claims from Sojourner Family Peace Center for the salaries and fringe benefits of the two victim advocates. Further, this fund transfer seeks to recognize the receipt of revenue related to this grant.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 20, 2014.

	<u>From</u>	<u>To</u>
4) <u>8934 – Elderly Services</u>		
8123 – Purchase of Service		\$47,000
2699 – Other St Grants & Reimb	\$47,000	

A transfer of \$47,000 is requested by the Director, Department of Health and Human Services, to recognize the receipt of revenue related to a grant not anticipated in the 2014 Adopted Budget.

This transfer recognizes the receipt of a Juvenile Justice Title II Formula Grant from the Wisconsin Department of Justice. This grant will be used to implement juvenile justice system reform activities related to the Annie E. Casey Foundation’s Juvenile Detention Alternatives Initiative.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 20, 2014.

DRAFT

2-21-2014 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
B CAPITAL - RECEIPT OF REVENUE

File No. 14-1/14-178
(Journal, December 19, 2013)

Action Required

Finance, Personnel and Audit Committee
County Board (2/3 Vote)

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2014 appropriations of the respective listed departments:

1)		<u>FROM</u>	<u>TO</u>
	<u>WP19201 Bradford Beach Parking Lot and Bike</u>		
	<u>Trail#</u>		
	9706 – Prof Services Div Services		\$8,117
	8527 – Land Improvements (CAP)		\$43,898
	2699 – Other Fed Grants & Reimbursements	\$44,584	
	2299 – Other State Grants & Reimbursements	\$7,431	
	 <u>WP19202 Estabrook Park OLT Erosion Repair#</u>		
	9706 – Prof Services Div Services		\$5,320
	8527 – Land Improvements (CAP)		\$25,816
	2699 – Other Fed Grants & Reimbursements	\$26,688	
	2299 – Other State Grants & Reimbursements	\$4,448	
	 <u>WP19203 Honey Creek Parkway/Portland Ave</u>		
	<u>Erosion#</u>		
	9706 – Prof Services Div Services		\$15,067
	8527 – Land Improvements (CAP)		\$180,233
	2699 – Other Fed Grants & Reimbursements	\$167,400	

2299 – Other State Grants & Reimbursements \$27,900

WP19205 Estabrook Park/Wilson St Tunnel Repair#

9706 – Prof Services Div Services \$3,325
8527 – Land Improvements (CAP) \$2,652
2699 – Other Fed Grants & Reimbursements \$5,123
2299 – Other State Grants & Reimbursements \$854

WP19206 Pleasant Valley Erosion Repair#

9706 – Prof Services Div Services \$31,541
8527 – Land Improvements (CAP) \$368,131
2699 – Other Fed Grants & Reimbursements \$342,576
2299 – Other State Grants & Reimbursements \$57,096

WP19207 Grant Park Picnic Area #2 Erosion Repair#

9706 – Prof Services Div Services \$14,337
8527 – Land Improvements (CAP) \$197,166
2699 – Other Fed Grants & Reimbursements \$181,288
2299 – Other State Grants & Reimbursements \$30,215

WP19209 Riverside Park/East Bank Erosion Repair#

9706 Prof Services Div Services \$ 12,366
FROM TO
8527 – Land Improvements (CAP) \$177,579
2699 – Other Fed Grants & Reimbursements \$162,810
2299 – Other State Grants & Reimbursements \$27,135

WP19210 Juneau Park/Bluff & OLT Erosion Repair#

9706 – Prof Services Div Services \$24,097
8527 – Land Improvements (CAP) \$294,152
2699 – Other Fed Grants & Reimbursements \$272,785
2299 – Other State Grants & Reimbursements \$45,464

WP19211 Beer Line Bike Trail Erosion Repair*

9706	– Prof Services Div Services		\$14,772
8527	– Land Improvements (CAP)		\$126,490
6146	– Prof. Serv-Cap/Major Mtce		\$20,312
2699	– Other Fed Grants & Reimbursements	\$138,492	
2299	– Other State Grants & Reimbursements	\$23,082	

WP19212 Hubbard OLT Erosion Repair*

9706	– Prof Services Div Services		\$9,694
8527	– Land Improvements (CAP)		\$83,001
6146	– Prof. Serv-Cap/Major Mtce		\$13,329
2699	– Other Fed Grants & Reimbursements	\$90,878	
2299	– Other State Grants & Reimbursements	\$15,146	

WP19204 Oak Creek Parkway Erosion Repair#

9706	– Prof Services Div Services		\$18,876
8527	– Land Improvements (CAP)		\$242,266
2699	– Other Fed Grants & Reimbursements	\$223,836	
2299	– Other State Grants & Reimbursements	\$37,306	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$1,932,537 is requested by the Director of the Department of Parks, Recreation & Culture (Parks) to increase expenditure authority and revenue for ten WP192 FEMA related capital improvement projects.

Since 2010, Milwaukee County has received approximately \$142,524 to address the flood damage that occurred during a major storm event in 2010. Appropriation transfers were approved in 2011 and 2012 to allocate the funds. Parks staff has worked with FEMA to determine the scope and cost estimates to repair the damage from the floods and have indicated that approximately 87.5% will be paid by Federal

and State funding with 12.5% to be paid by the County. To date repair work on the project has included stabilization, re-grading and clearing debris. Planning and design work on the projects is complete.

Assuming this transfer is approved, Parks staff has estimated that construction on these various projects will be substantially completed by the end of 2014.

Related to this fund transfer, Parks is submitting a resolution for authorization to transfer 1.7 acres of surplus land that remains as a remnant of the former Underwood Creek Parkway to the North Mayfair Group and receive compensation in the amount of \$400,000.¹ The resolution requests that \$225,000 of the proceeds from the sale of the remnant land be used to provide financing for the local share of the FEMA related projects and directs DAS to process an administrative appropriation transfer (upon execution of the purchase agreement with the North Mayfair Group) that will increase expenditure authority and land sale revenue for the FEMA related projects.

Below is a listing of the FEMA-related projects for this appropriation transfer:

WP192011 Bradford Parking Lot and Trail

An appropriation transfer of \$52,015 is requested for reconstructing damaged trail and bluff that eroded during the heavy rains of July 2010.

The project has been approved by FEMA and includes replacing the asphalt trail and filling, grading, and stabilizing the slope with slope interrupters, compost blankets, and native seed.

Additionally, a mitigation work scope has been approved by FEMA to reduce the threat of recurring bluff erosion. In conjunction with the grading and stabilizing the surface of the bluff with erosion control materials and vegetation, installation of stone steps with railing down the face of the restored bluff is being requested as a mitigation item. Park users traverse up and down the bluff at this location as a short cut, resulting in loss of vegetation, which leaves the slope subject to erosion during storm events. Recognizing park users will continue to traverse the slope, providing steps will keep the foot traffic at a single location that is setup to handle the traffic.

Damage to vegetation on the slope should be minimized which will reduce the threat of slope erosion and failure in the future.

WP192021 Estabrook Oak Leaf Trail

An appropriation transfer of \$31,136 is requested for reconstructing a trail and embankment that eroded during the heavy rains of July 2010.

The project has been approved by FEMA and includes replacing the asphalt trail, filling, grading, and stabilizing the slope with slope interrupters, furnishing and installing riprap, and re-vegetating the site.

The trail will be shifted slightly away from the top of the bluff to allow for an improved vegetated buffer from the edge of the paved trail to the top of the bluff and adequate space to re-install the fence/guard rail.

WP192031 Honey Creek Parkway/Portland Creek Embankment

An appropriation transfer of \$195,300 is requested for reconstructing the embankment next to the creek that eroded during the heavy rains of July 2010.

The project has been approved by FEMA and includes filling, grading, and stabilizing the slope east of the historic limestone and masonry walls built by the Civilian Conservation Corps (CCC) during the Great Depression. Riprap will be used to stabilize the toe of the slope and further protect the wall. The eroded area will be filled with borrow material and stabilized with mats and other stabilization methods, and then planted with native landscaping.

WP192041 Oak Creek Parkway Creek Embankment

An appropriation transfer of \$261,142 is requested for reconstructing the embankment next to the creek that eroded during the heavy rains of July 2010.

¹ The resolution also requests that DAS be authorized and directed to process an administrative appropriation transfer to reflect the receipt of \$175,000 related to the land transfer and to increase expenditure authority to complete capital improvement project WP167052 - Veterans Park

The project has been approved by FEMA and includes rebuilding collapsed portions of the historic limestone and masonry walls built by the Civilian Conservation Corps (CCC) during the Great Depression. Riprap will be used to stabilize the toe of the slope and further protect the wall. The eroded area will be filled with borrow material and stabilized, planted with native landscaping.

WP192051 Estabrook Oak Leaf Trail and Wilson Tunnel

An appropriation transfer of \$5,977 is requested for reconstructing a trail and embankment that eroded during the heavy rains of July 2010.

The project has been approved by FEMA and includes replacing the asphalt trails and filling, grading, stabilizing, and re-vegetating the slopes. Stabilization will include, but not be limited to, placing geotextile fabric and riprap along the repaired slopes to protect against future damage due to runoff in heavy storm events.

WP192061 Pleasant Valley Park Bluff

An appropriation transfer of \$399,672 is requested for the reconstructing the access road and bluff that eroded during the heavy rains of July 2010.

The project has been approved by FEMA and includes rebuilding the access road to the park trails and existing sanitary sewers, filling, stabilizing, grading, and re-vegetating the bluff. Drainage improvements and stabilization methods include installing riprap and geotextile fabric.

WP192071 Grant Park Picnic Area 2 Ravine to Lake Michigan

An appropriation transfer of \$211,503 is requested for the reconstructing and mitigating the bluff that eroded during the heavy rains of July 2010.

Storm runoff from upland areas of Grant Park concentrates at the location where the lake bluff eroded. If the storm sewer capacity is exceeded during heavy storms the lake bluff is subject to the concentrated

overland runoff going over the bluff causing the potential for erosion, which occurred in June 2010.

The project has been approved by FEMA and includes storm sewer replacement and grading the slope to approximately 3:1. Additionally, an approved mitigation effort will be implemented to reduce the threat of future bluff damage. In conjunction with the grading, the bluff will be stabilized using geocells for long-term protection and erosion matting for short term while vegetation is established. The geocells will help stabilize the surface against erosion caused by foot traffic. The gabions proposed in the original mitigation are intended to accommodate foot traffic by providing a stepped ascent/descent. Permanent stabilization (geocells) will minimize the threat of bluff failure in the future.

WP192091 East Bank Trail – Riverside Park

An appropriation transfer of \$189,945 is requested for the reconstructing and mitigating the bluff that eroded during the heavy rains of July 2010.

The project has been approved by FEMA and includes reconstructing the eroded bluff with compacted fill material. Access will be cleared and erosion control put in place prior to the bluff restoration work. The surface of the bluff will be restored with seed, erosion matting and slope interrupters, and re-vegetating the slope.

Additionally, a mitigation work scope has been approved by FEMA to reduce the threat of recurring bluff erosion. In conjunction with grading and stabilizing the surface of the bluff with erosion control materials and vegetation, installation of lannon stone blocks that were salvaged from another location in Riverside Park will be placed at the toe of the restored bluff. The lannon stone blocks will protect the toe of the bluff during period of high river flows, and also protect the existing pedestrian trail that sits at the bottom of the bluff. The lannon stone blocks will have a gravel drainage course at the interface with the bluff fill to relieve hydrostatic pressure that may build up during period of heavy rainfall

WP192101 Juneau Park Oak Leaf Trail

An appropriation transfer of \$318,249 is requested for reconstructing the bluff that eroded during the heavy rains of July 2010.

The project has been approved by FEMA and includes filling, grading, and stabilizing the slope with slope interrupters, compost blankets, and native seed.

Additionally, a mitigation work scope has been approved by FEMA to reduce the threat of recurring bluff erosion. In conjunction with the grading and stabilizing on the surface of the bluff with erosion control materials and vegetation, we will install three catch basins to intercept the overland storm runoff before it runs down the face of the slope. The intercepted runoff will be connected to an existing storm sewer manhole at the base of the bluff, minimizing the possibility of recurrence of bluff erosion and trail damage.

WP19211 Beer Line Trail

An appropriation of \$161,574 is requested for bluff that eroded at four separate locations during the heavy rains of July 2010.

The project has been approved by FEMA and includes filling, grading, and stabilizing the slope with slope interrupters, compost blankets, and native seeding.

WP19212 Oak Leaf Trail near Hubbard Park

An appropriation transfer of \$106,024 is requested for the ravine that was eroded during the heavy rains of July 2010.

The project has been approved by FEMA and includes filling, grading, and stabilizing the slope with slope interrupters, compost blankets, and re-vegetating with deep rooting native seeding.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 21, 2014.

DRAFT

Action Required
Finance Committee
County Board (2/3 Vote)

WHEREAS, your committee has received from the Department of Administration, Fiscal Affairs, the following department requests for transfer to the 2014 appropriations from the allocated contingent fund and finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administration, is hereby authorized to make the following transfers in the 2014 appropriations from the allocated contingent fund:

1)	<u>From</u>	<u>To</u>
<u>1945 – Contingency Fund</u>		
8902 – Appr for Conting – Alloc		\$3,750,000
4905 – Sale of Capital Assets	\$3,750,000	
<u>1192 – Economic Development</u>		
0753 – Reserve for Economic Development		\$1,250,000
4905 – Sale of Capital Assets	\$1,250,000	

The Director of the Department of Administration is requesting a fund transfer in the amount of \$5,000,000 to recognize land sales proceeds from the payment by the UWM Innovation Park LLC (UWM) for the Northeast Quadrant of the County Grounds per 2009 Adopted Resolution 11-53.

The payment of \$5,000,000 by UWM was received by the Economic Development Director and booked on February 6, 2014. The 2014 Adopted Budget requires that one-quarter of the funding from this payment be directed to the Economic Development Fund, and the remaining three-quarters be directed to the Innovation Fund, which will be dedicated to one-time projects that will improve operational efficiencies.

Per the Adopted Budget, \$1,250,000 is transferred to the Reserve for Economic Development. This funding will be utilized for the following projects: Foreclosure Mitigation Project (2013 Adopted Resolution 13-918); a Master Property Inventory (2013 Adopted Resolution 13-916); and Workforce Development (2014 Adopted Resolution 13-919).

The remaining three-quarters (\$3,750,000) is realized in an Allocated Contingency within the Contingency Fund. Per the terms of the adopted budget, departments have been solicited for project requests and the required workgroup has been formed. Once the requests have been submitted the workgroup will make recommendations for project funding and submit them to a future cycle of the County Board. Once these projects are approved the funding can be allocated through a future fund transfer.

DRAFT

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 21, 2014.

DRAFT

2-21-2014 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
D CAPITAL IMPROVEMENTS

File No. 14-1/14-178
(Journal, December 19, 2013)

Action Required

Finance, Personnel and Audit Committee
County Board (Majority Vote)

WHEREAS, your committee has received from the Department of Administrative Services, Fiscal Affairs, departmental requests for transfer to the 2013 capital improvement accounts and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2014 capital improvement appropriations:

1)		<u>From</u>	<u>To</u>
		<u>WH028012 Nurse Call System Replacement Unit 53B</u>	
		#	
	8501	- Building Structures New- (CAP)	\$110,250
	4907	- Bond and Note Proceeds	\$110,250

Existing Project, + Included in 5-Year Plan, * New Project

A 2014 appropriation transfer of \$110,250 is requested by the Director of the Department of Administrative Services- Architecture, Engineering & Environmental Services to provide expenditure authority and revenue for Project WE028 Nurse Call System Replacement Unit 53B to allow work to move forward during the carryover process.

From 2009-2011, the Nurse Call System was replaced throughout the Behavioral Health Division (BHD). Since that time, BHD has opened the 53B unit, which was not included in the original project scope. Completion of the installation of the system in the 53B unit is necessary to comply with the plan of correction submitted to the State of Wisconsin Department of Health Services.

This fund transfer will provide the projects expenditure authority in the first half of the year prior to the approval of the carryovers. The project is anticipated to be bid, awarded and under construction prior to the final approval of the carryovers. Subsequent, to the final approval of the carryovers, this fund transfer will be reversed through an administrative appropriation transfer.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 21, 2014.

DRAFT

2-21-2014 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
E DEPARTMENTAL

File No. 14-1/14-178
(Journal, December 19, 2013)

Action Required

Finance, Personnel and Audit Committee

WHEREAS, department requests for transfers within their own accounts have been received by the Department of Administrative Services, Fiscal Affairs, and the Director finds that the best interests of Milwaukee County will be served by allowance of such transfers;

THEREFORE, BE IT RESOLVED, that the Director, Department of Administrative Services, is hereby authorized to make the following transfers in the 2014 appropriations of the respective listed departments:

1)		<u>From</u>	<u>To</u>
	<u>1120 – Personnel Review Board</u>		
	5199 – Salaries-Wage Budget	\$30,000	
	<u>1120 – Personnel Review Board</u>		
	6050 – Contract Pers Serv-Short Term		\$30,000

The Interim Executive Secretary of the Personnel Review Board is requesting a fund transfer, from Salaries to Contract Personnel Services-Short Term, in order to provide temporary clerical assistance to the Personnel Review Board until full-time staff can be hired. Hiring full-time staff into the position is contingent upon an Executive Secretary being appointed, which could take several months. The temporary staff will allow the Personnel Review Board to continue to operate until a new Executive Secretary is appointed and confirmed.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 21, 2014.

2)		<u>From</u>	<u>To</u>
	<u>3700 – Office of the Comoptroller</u>		
	5199 – Salaries-Wage Budget	\$28,000	
	5312 – Social Sec	\$2,142	
	6050 – Contract Pers Serv-Short Term		\$30,142

The Comptroller requests the transfer of surplus salary funds of \$30,142 to provide expenditure authority in temporary help services due to a vacancy in staffing and a delay in recruiting and hiring for an administrative assistant for the Comptroller pending the conclusion of the JEQ process.

There is no tax levy impact.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE FEBRUARY 21, 2014.

2014 BUDGETED CONTINGENCY APPROPRIATION SUMMARY

2014 Budgeted Contingency Appropriation Budget \$7,658,674

Approved Transfers from Budget through February 21, 2014

Contingency Balance February 21, 2014	<u>\$7,658,674</u>
Transfers Pending in Finance, Personnel & Audit Committee through February 21, 2014	\$ -
Sale of Capital Assets	\$ 3,750,000
Total Transfers Pending in Finance, Personnel & Audit Committee	<u>\$ 3,750,000</u>
Net Balance	<u>\$ 11,408,674</u>



CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: February 26, 2014

To: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

From: John Dargle, Jr., Director, Department of Parks, Recreation and Culture

Subject: **Authorization to Apply for, Accept, and Implement One or More Fund for Lake Michigan Grants – ACTION**

POLICY

The Director of the Department of Parks, Recreation and Culture (DPRC) is seeking authorization to apply for, accept, and implement one or more Fund for Lake Michigan (FLM) Program grant applications.

BACKGROUND

The mission of the Fund for Lake Michigan is to support efforts, and in particular those in southeastern Wisconsin, that enhance the health of Lake Michigan, and its shoreline and tributary river systems, for the benefit of the people, plants and animals that depend upon the system for water, recreation and commerce.

Grant making in 2014 will focus on southeastern Wisconsin, with a preference for projects that:

- Enhance the ecological health of near shore and coastal areas and the rivers of southeastern Wisconsin through habitat preservation and restoration.
- Improve the quality of the water flowing into Lake Michigan by reducing pollutants including toxins and nutrients such as phosphorus.

Priority will be given to on-the-ground projects that have near-term (1-2 years), direct and quantifiable impacts on the priorities listed above, including protecting critical natural habitats and making water resources more swimmable, fishable and drinkable. Special consideration will be given to projects that leverage the significant public and private investments of other key Lake Michigan and Great Lakes donors.



Geographically, Fund for Lake Michigan grants are targeted to the Lake Michigan shoreline, near shore areas and watersheds of Southeastern Wisconsin.

The Fund employs a two-step grant-making process –a Request for Letters of Inquiry (LOI) followed by invitations to submit full proposals from prospective grantees that are best suited to help achieve the Fund’s goals. Invitations to submit full proposals will be sent out in March. The Fund will make final grant decisions by late spring.

No match is required for FLM grants, although sponsors and project partners are encouraged to demonstrate commitment to a proposal through contributions of funds and/or in-kind resources.

RECOMMENDATION

The Parks Director recommends that the Department of Parks, Recreation and Culture be authorized to apply for one or more FLM Program grant applications and to undertake all actions and activities necessary to accept and implement FLM Program grant awards offered to Milwaukee County.

Prepared by: Bill Waldron, Natural Resources Specialist

Recommended by:

Approved by:

Laura Schloesser, Chief of
Administration & External Affairs

John Dargle, Jr., Director

- cc: County Executive Chris Abele
Amber Moreen, Chief of Staff, County Executive’s Office
Kelly Bablitch, Chief of Staff, County Board
Sup. Gerry Broderick, Chairman, Parks, Energy & Environment Committee
Sup. Khalif Rainey, Vice-Chair, Parks, Energy & Environment Committee
Dan Laurila, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS
Scott Manske, Comptroller, Office of the Comptroller
Alexis Gassenhuber, Parks, Energy & Environment Committee Clerk
Jessica Janz-McKnight, Research Analyst, Office of the Comptroller

(ITEM NO.) From the Director, Department of Parks, Recreation and Culture (DPRC), seeking authorization to apply for, accept, and implement one or more Fund for Lake Michigan (FLM) Program grants, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the mission of the FLM is to support efforts, and in particular those in southeastern Wisconsin, that enhance the health of Lake Michigan, and its shoreline and tributary river systems, for the benefit of the people, plants and animals that depend upon the system for water, recreation and commerce; and

WHEREAS, grant making in 2014 will focus on southeastern Wisconsin, with a preference for projects that:

- Enhance the ecological health of near shore and coastal areas and the rivers of southeastern Wisconsin through habitat preservation and restoration.
- Improve the quality of the water flowing into Lake Michigan by reducing pollutants including toxins and nutrients such as phosphorus.

and;

WHEREAS, priority will be given to on-the-ground projects that have near-term (1-2 years), direct and quantifiable impacts on the priorities listed above, including protecting critical natural habitats and making water resources more swimmable, fishable and drinkable. Special consideration will be given to projects that leverage the significant public and private investments of other key Lake Michigan and Great Lakes donors; and

WHEREAS, geographically, FLM grants are targeted to the Lake Michigan shoreline, near shore areas and watersheds of southeastern Wisconsin; and

WHEREAS, no match is required for FLM grants, although sponsors and project partners are encouraged to demonstrate commitment to a proposal through contributions of funds and/or in-kind resources; and

WHEREAS, the Parks Director recommends that the DPRC be authorized to apply for one or more FLM Program grants and to undertake all actions and activities necessary to accept and implement FLM Program grant awards offered to Milwaukee County; now, therefore

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby authorize the DPRC to apply for one or more FLM Program grants and to undertake all

47 actions and activities necessary to accept and implement FLM Program grant awards
48 offered to Milwaukee County.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 25, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: The Director of the Department of Parks, Recreation and Culture (DPRC) is seeking authorization to apply for, accept, and implement one or more Fund for Lake Michigan (FLM) Program grant applications

FISCAL EFFECT:

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

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	0	0
	Revenue	0	0
	Net Cost	0	0

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. Seeking authorization to apply for, accept, and implement one or more Fund for Lake Michigan (FLM) Program grant applications
- B. No match is required for FLM grants, although sponsors and project partners are encouraged to demonstrate commitment to a proposal through contributions of funds and/or in-kind resources.
- C. No Impact
- D. None

Department/Prepared By Laura Schloesser/DPRC

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.



CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: February 26, 2014

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

From: John Dargle, Jr., Director, Department of Parks, Recreation and Culture

Subject: **Authorization to Apply for, Accept and Implement Milwaukee Metropolitan Sewerage District Green Infrastructure Partnership Program Grants – ACTION**

POLICY

The Director of the Department of Parks, Recreation and Culture (DPRC) is seeking authorization to apply for, accept, and implement one or more Milwaukee Metropolitan Sewerage District (MMSD) Green Infrastructure Partnership Program grants.

BACKGROUND

MMSD is providing funding to increase green infrastructure (GI) implementation and innovation within its service area through the Green Infrastructure Partnership Program. GI technologies capture and reduce pollutant loadings to area waterways and reduce flows that must be conveyed and treated by MMSD sewers and reclamation facilities. Examples include constructed wetlands, native landscaping, porous pavement, stormwater trees, bioswales, greenways, and rain gardens. MMSD's interest in GI is to increase the implementation of innovative approaches to wet weather management that are cost-effective, sustainable, and environmentally friendly.

Up to \$900,000 will be awarded through this program in 2014. Applicants are required to provide a minimum 50% cost-share match (cash and/or in-kind). If a project is accepted in the program, the applicant will be required to enter into either an interagency agreement or a contractual arrangement with MMSD. A commitment to maintain the project will be part of the funding agreement. This is a reimbursement program, and no invoices will be processed until the project is complete. Projects must be completed within two years from the date the funding agreement is signed.

Wet weather management measures typically are installed along river corridors. The DPRC owns much of the land along the river corridors in Milwaukee County, and since the protection and improvement of land and water resources is an important part of the DPRC's mission, there is a need and an interest on the part of the DPRC to utilize GI



measures to the fullest extent practicable. The MMSD Green Infrastructure Partnership Program provides an opportunity for the DPRC to off-set some of the costs associated with the installation of those practices.

RECOMMENDATION

The Parks Director recommends that the Department of Parks, Recreation and Culture be authorized to apply for one or more MMSD Green Infrastructure Partnership Program grants and to undertake all actions and activities necessary to accept and implement Green Infrastructure Partnership Program grant awards offered to Milwaukee County.

Prepared by: Bill Waldron, Natural Resources Specialist

Recommended by:

Approved by:

Laura Schloesser, Chief of
Administration & External Affairs

John Dargle, Jr., Director

copy: County Executive Chris Abele
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Supv. Gerry Broderick, Chairman, Parks, Energy & Environment Committee
Supv. Khalif Rainey, Vice-Chair, Parks, Energy & Environment Committee
Dan Laurila, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS
Alexis Gassenhuber, Parks, Energy & Environment Committee Clerk
Jessica Janz-McKnight, Research Analyst, Office of the Comptroller

(ITEM NO.) From the Director, Department of Parks, Recreation and Culture (DPRC), seeking authorization to apply for, accept, and implement one or more Milwaukee Metropolitan Sewerage District (MMSD) Green Infrastructure Partnership Program grants, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Milwaukee Metropolitan Sewerage District (MMSD) is providing funding to increase green infrastructure (GI) implementation and innovation within its service area through its Green Infrastructure Partnership Program; and

WHEREAS, GI technologies capture and reduce pollutant loadings to area waterways and reduce flows that must be conveyed and treated by MMSD sewers and reclamation facilities; and

WHEREAS, examples of green infrastructure include constructed wetlands, native landscaping, porous pavement, stormwater trees, bioswales, greenways, and rain gardens; and

WHEREAS, green infrastructure measures typically are installed along river corridors; and

WHEREAS, the DPRC owns much of the land along the river corridors in Milwaukee County; and

WHEREAS, since the protection and improvement of land and water resources is an important part of the DPRC's mission, there is a need and an interest on the part of the DPRC to utilize GI measures to the fullest extent practicable; and

WHEREAS, the MMSD Green Infrastructure Partnership Program provides an opportunity for the DPRC to off-set some of the costs associated with the installation of those practices; and

WHEREAS, the Parks Director recommends that the DPRC be authorized to submit one or more MMSD Green Infrastructure Partnership Program grant applications, and to undertake all actions and activities necessary to accept and implement Green Infrastructure Partnership Program grant awards offered to Milwaukee County; now, therefore

BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby authorize the DPRC to apply for one or more MMSD Green Infrastructure Partnership Program grants and to undertake all actions and activities necessary to accept and

46 implement Green Infrastructure Partnership Program grant awards offered to Milwaukee
47 County.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 25, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: The Director of the Department of Parks, Recreation and Culture (DPRC) is seeking authorization to apply for, accept, and implement one or more Milwaukee Metropolitan Sewerage District (MMSD) Green Infrastructure Partnership Program grants.

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" 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	0	0
	Revenue	0	0
	Net Cost	0	0

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 Parks, Recreation and Culture (DPRC) is seeking authorization to apply for, accept, and implement one or more Milwaukee Metropolitan Sewerage District (MMSD) Green Infrastructure Partnership Program grants.
- B. Applicants are required to provide a minimum 50% cost-share match (cash and/or in-kind). This is a reimbursement program.
- C. No Impact
- D. None

Department/Prepared By Laura Schloesser/DPRC

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required

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.



CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: February 25, 2014

To: Chairwoman Marina Dimitrijevic, Milwaukee County Board of Supervisors

From: John Dargle, Jr., Director, Department of Parks, Recreation and Culture

Subject: **Authorization to Apply, Accept, and Implement a State of Wisconsin Department of Natural Resources County Snowmobile Trails Aids Grant – ACTION**

POLICY

The Department of Parks, Recreation and Culture (“DPRC”) is seeking authorization to apply for, accept, and implement a State of Wisconsin Department of Natural Resources (“WDNR”) County Snowmobile Trails Aids grant.

BACKGROUND

WDNR’s County Snowmobile Trails Aids Program is designed to provide a statewide system of well signed and groomed snowmobile trails for public use and enjoyment. Funded activities include signing, grading, brushing, and bridge construction.

Because only counties are eligible to apply for these grants, DPRC acts as a state approved agent, providing the program grant funding to local snowmobile organizations/clubs so that the organizations/clubs can make necessary improvements to county trails. The process works as follows:

1. A snowmobile organization/club submits costs associated with trail development or maintenance to WDNR.
2. WDNR reviews these expenses and issues a check to DPRC for those costs that are eligible for reimbursement.
3. After receiving the reimbursement check from WDNR, DPRC issues a check to the snowmobile organization for the same amount.
4. No additional out-of-pocket costs are incurred.

DPRC has, with County Board authorization, applied for snowmobile grants on behalf of local snowmobile clubs in the past, and the local clubs have operated and maintained trails without any reported problems, and without any expense to the County.



RECOMMENDATION

The Parks Director recommends that Department of Parks, Recreation and Culture be authorized to apply for, accept, and implement a WDNR County Snowmobile Trails Aids grant.

Prepared by: Bill Waldron, Natural Resources Specialist/DPRC

Recommended by:

Approved by:

Laura Schloesser, Chief of
Administration and External Affairs

John Dargle, Jr., Director

copy: County Executive Chris Abele
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Sup. Gerry Broderick, Chair, Parks, Energy & Environment Committee
Sup. Khalif Rainey, Vice-Chair, Parks, Energy & Environment Committee
Daniel Laurila, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS
Scott Manske, Comptroller, Office of the Comptroller
Alexis Gassenhuber, Parks, Energy & Environment Committee Clerk
Jessica Janz-McKnight, Research Analyst, Office of the Comptroller

1
2
3
4 (ITEM NO.) From the Director, Department of Parks, Recreation and Culture,
5 seeking authorization to apply for, accept and implement a State of Wisconsin
6 Department of Natural Resources County Snowmobile Trails Aids grant, by
7 recommending adoption of the following:
8

9
10 **A RESOLUTION**

11 WHEREAS, the Wisconsin Department of Natural Resources' (WDNR's) County
12 Snowmobile Trails Aids Program is designed to provide a statewide system of well
13 signed and groomed snowmobile trails for public use and enjoyment; and
14

15 WHEREAS, funded activities include signing, grading, brushing, and bridge
16 construction; and
17

18 WHEREAS, only counties are eligible to apply for the grants; and
19

20 WHEREAS, the Department of Parks, Recreation and Culture (DPRC) acts as a
21 State approved agent, providing program grant funding to local, i.e. county, snowmobile
22 organizations/clubs so that the organizations/clubs can make necessary improvements
23 to county trails; and
24

25 WHEREAS, DPRC has, with County Board authorization, applied for snowmobile
26 grants on behalf of local snowmobile organizations/clubs in the past, and the local clubs
27 have operated and maintained trails without any reported problems or expenses to
28 Milwaukee County; and
29

30 WHEREAS, the Parks Director respectfully recommends that DPRC be
31 authorized to apply for, accept and implement a WDNR County Snowmobile Trails Aids
32 grant; now, therefore
33

34 BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby
35 authorize the Department of Parks, Recreation and Culture to apply for, accept and
36 implement a State of Wisconsin Department of Natural Resources County Snowmobile
37 Trails Aids grant.
38
39

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 25, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Authorization to apply for, accept and implement a State of Wisconsin Department of Natural Resources County Snowmobile Trails Aids grant.

FISCAL EFFECT:

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

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	0	0
	Revenue	0	0
	Net Cost	0	0

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. DPRC is requesting authorization to apply for State of Wisconsin Department of Natural Resources County Snowmobile Trails Aids Programs grants on behalf of local snowmobile organizations/clubs. DPRC accepts the grant awards and distributes the funds to the organizations to provide for the necessary improvements to county trails managed and maintained by the organizations/clubs.

B. None.

C. No Impact.

D. None.

Department/Prepared By Laura Schloesser/DPRC

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required

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.



CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: February 25, 2014

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

From: John Dargle, Jr., Director, Department of Parks, Recreation and Culture

Subject: **Authorization to Apply for, Accept and Implement Wisconsin Department of Natural Resources Stewardship Program Grants – ACTION**

POLICY

The Director of the Department of Parks, Recreation and Culture (DPRC) is seeking authorization to apply for, accept and implement one or more Wisconsin Department of Natural Resources (WDNR) Stewardship Program grant applications.

BACKGROUND

The State of Wisconsin Stewardship Program encompasses the following programs/funding sources:

- Aids for the Acquisition and Development of Local Parks
- Urban Green Space
- Urban Rivers
- Acquisition of Development Rights
- Federal Land and Water Conservation Fund
- Federal Recreational Trails Act

The Stewardship Program is designed to facilitate and promote “nature-based outdoor recreation” which is defined as hunting, trapping, fishing, hiking, cross country skiing, and other activities where the primary focus or purpose is the appreciation or enjoyment of nature. Other activities may include, but are not limited to, bicycling, wildlife or nature observation, camping, nature study, picnicking, canoeing and multi-use trail activities.

Support facilities that enhance nature-based outdoor recreation and/or improve disabled accessibility are also eligible for Stewardship funding. Examples of such enhancements include access roads, parking areas, camping facilities, habitat restoration, utility and sanitation systems, and interpretive items.



In the Urban Rivers category, development of habitat restoration projects that serve public recreation or resource conservation purposes, including river riparian buffer rehabilitation-establishment of native vegetation and control exotic species, shoreland enhancements following dam removal, and shoreline stabilization as part of an overall urban rivers recreation project. Urban Green Space allows the purchase of land for non-commercial gardening in urban areas.

The Stewardship Program is administered by the State of Wisconsin Department of Natural Resources. Funds are provided on a 1:1 state-local cost-share basis, and payment of grant awards is on a reimbursement basis.

RECOMMENDATION

The Parks Director recommends that the Department of Parks, Recreation and Culture be authorized to apply for one or more Stewardship Program grants and to undertake all actions and activities necessary to accept and implement Stewardship grant awards offered to Milwaukee County.

Prepared by: Bill Waldron, Natural Resources Specialist

Recommended by:

Approved by:

Laura Schloesser, Chief of
Administration & External Affairs

John Dargle, Jr., Director

copy: County Executive Chris Abele
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Sup. Gerry Broderick, Chairman, Parks, Energy & Environment Committee
Sup. Khalif Rainey, Vice-Chair, Parks, Energy & Environment Committee
Dan Laurila, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS
Scott Manske, Comptroller, Office of the Comptroller
Alexis Gassenhuber, Parks, Energy & Environment Committee Clerk
Jessica Janz-McKnight, Research Analyst, Office of the Comptroller

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3
4 (ITEM NO.) From the Director, Department of Parks, Recreation and Culture
5 (DPRC), seeking authorization to apply for, accept, and implement one or more
6 Wisconsin Department of Natural Resources (WDNR) Stewardship Program grants, by
7 recommending adoption of the following:
8

9
10 **A RESOLUTION**

11 WHEREAS, the WDNR Stewardship Program is designed to facilitate and
12 promote “nature-based outdoor recreation” which is defined as hunting, trapping,
13 fishing, hiking, cross country skiing, and other activities where the primary focus or
14 purpose is the appreciation or enjoyment of nature; and
15

16 WHEREAS, other activities may include, but are not limited to, bicycling, wildlife
17 or nature observation, camping, nature study, picnicking, canoeing and multi-use trail
18 activities; and
19

20 WHEREAS, support facilities that enhance nature-based outdoor recreation
21 and/or improve disabled accessibility are also eligible for Stewardship funding; and
22

23 WHEREAS, the Stewardship Program is administered by the WDNR, funds are
24 provided on a 1:1 state-local cost-share basis, and payment of grant awards is on a
25 reimbursement basis; and
26

27 WHEREAS, the Parks Director respectfully recommends that the DPRC be
28 authorized to apply for one or more Stewardship Program grants and to undertake all
29 actions and activities necessary to accept and implement Stewardship grant awards
30 offered to Milwaukee County; now, therefore
31

32 BE IT RESOLVED, that the Milwaukee County Board of Supervisors does hereby
33 authorize the DPRC to apply for one or more WDNR Stewardship Program grants, and
34 to undertake all actions and activities necessary to accept and implement Stewardship
35 Program grant awards offered to Milwaukee County.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 25, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: From the Director, Department of Parks, Recreation and Culture (DPRC), seeking authorization to apply for, accept, and implement one or more Stewardship Program grant applications.

FISCAL EFFECT:

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

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	0	0
	Revenue	0	0
	Net Cost	0	0

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. Requesting authorization to apply for Stewardship grants and accept such grants if awarded to the department. The Stewardship Program is designed to facilitate and promote "nature based outdoor recreation" which is defined as hunting, trapping, fishing, hiking, cross country skiing, and other activities where the primary focus or purpose is the appreciation or enjoyment of nature.
- B. The Stewardship Program is administered by the State of Wisconsin Department of Natural Resources. Funds are provided on a 1:1 state-local cost-share basis, and payment of a grant awards takes place on a reimbursement basis.
- C. No Impact
- D. None

Department/Prepared By Laura Schloesser/DPRC

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.



CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: February 25, 2014
To: Chairwoman Marina Dimitrijevic, County Board of Supervisors
From: John Dargle, Jr., Department of Parks, Recreation and Culture
Subject: **Request to enter into a lifeguard service agreement with the Friends of Hoyt Park & Pool, Inc. – ACTION**

POLICY

The Department of Parks, Recreation and Culture (DPRC) requests authorization to enter into a lifeguard service agreement with the Friends of Hoyt Park & Pool, Inc. (FOHPP).

BACKGROUND

The Friends of Hoyt Park & Pool, Inc. is a non-profit organization that built, leases and operates the TOSA Pool in Hoyt Park. Since the TOSA Pool's opening in 2011, FOHPP has entered into successive lifeguard service agreements with DPRC, whereby DPRC provides lifeguards to staff the TOSA Pool.

This three (3) year lifeguard service agreement provides that FOHPP will compensate DPRC for its lifeguards on an hourly basis. Rates vary depending on a lifeguard's duties and experience. FOHPP will also contribute \$500 annually toward DPRC's lifeguard uniform costs and will promote DPRC lifeguard recruitment.

RECOMMENDATION

The Parks Director recommends that the department be authorized to enter into a lifeguard service agreement with the Friends of Hoyt Park & Pool, Inc.

Prepared by: Suzanne Carter, Contract Services Officer, DPRC

Recommended by:

Laura Schloesser, Chief of
Administration and External Affairs

Approved by:

John Dargle, Jr., Director



Attachment A – Lifeguard Service Agreement

Attachment B – Pool Hours

Attachment C – Lifeguard Services and Fees

copy: County Executive Chris Abele

Amber Moreen, Chief of Staff, County Executive's Office

Kelly Bablitch, Chief of Staff, County Board

Sup. Gerry Broderick, Chair, Parks, Energy & Environment Committee

Sup. Khalif Rainey, Vice-Chair, Parks, Energy & Environment Committee

Sup. Willie Johnson, Jr., Co-Chair, Finance, Personnel and Audit Committee

Sup. David Cullen, Co-Chair, Finance, Personnel and Audit Committee

Sup. Jason Haas, Vice Chair, Finance, Personnel and Audit Committee

Sup. Jim Schmitt, District 6, County Board of Supervisors

Daniel Laurila, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS

Scott Manske, Comptroller, Office of the Comptroller

Alexis Gassenhuber, Parks, Energy & Environment Committee Clerk

Jessica Janz-McKnight, Research Analyst, Office of the Comptroller

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2
3
4 (ITEM NO.) From the Director, Department of Parks, Recreation and Culture,
5 requesting authorization to enter into a lifeguard service agreement with Friends of Hoyt
6 Park & Pool, Inc.

7
8 **A RESOLUTION**

9
10 WHEREAS, the Friends of Hoyt Park & Pool, Inc. ("FOHPP") is a non-profit
11 organization that built, leases and operates the TOSA Pool in Hoyt Park; and

12
13 WHEREAS, since the opening of the TOSA Pool in 2011, DPRC and FOHPP
14 have entered into successive lifeguard service agreements, whereby DPRC provided
15 lifeguard services to FOHPP at the TOSA Pool; and

16
17 WHEREAS, DPRC recognizes its provision of lifeguard services at the TOSA
18 Pool is advantageous to Milwaukee County's residents; and

19
20 WHEREAS, FOHPP has agreed to compensate DRPC on an hourly basis for
21 DPRC's lifeguard services, with rates variable according to a lifeguard's duties and
22 experience; and

23
24 WHEREAS, FOHPP additionally has agreed to contribute \$500 annually toward
25 DPRC lifeguard uniform costs and aide DPRC in recruiting lifeguards pursuant to the
26 agreement; and

27
28 WHEREAS, the term of this agreement is three (3) swim seasons; now, therefore

29
30 BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby
31 authorizes the Parks Director to execute a lifeguard service agreement with Friends of
32 Hoyt Park & Pool.
33

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 21, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Lifeguard Service Agreement Between the Department of Parks, Recreation and Culture and Friends of Hoyt Park & Pool, Inc.

FISCAL EFFECT:

- | | |
|--|--|
| <input checked="" type="checkbox"/> No Direct County Fiscal Impact | <input type="checkbox"/> Increase Capital Expenditures |
| <input checked="" 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	0	0
	Revenue	0	0
	Net Cost	0	0

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. Request to enter into a lifeguard services agreement with Friends of Hoyt Park & Pool, Inc.
- B. Friends of Hoyt Park & Pool, Inc. will directly compensate DPRC on an hourly basis for its lifeguards. Rates vary depending on a lifeguard's duties and experience. The maximum sum payable under the contract by FOHPP per calendar year is \$200,000. Historically, the DPRC has billed out approximately \$150,000 per year.
- C. No Impact
- D. None

Department/Prepared By Laura Schloesser/DPRC

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required

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.

**LIFEGUARD SERVICE AGREEMENT
 BETWEEN
 MILWAUKEE COUNTY DEPARTMENT OF PARKS, RECREATION AND CULTURE
 AND
 FRIENDS OF HOYT PARK & POOL, INC.**

This Service Agreement (the "Agreement") is made and entered into effective _____, 2014 (the "Effective Date"), by and between the MILWAUKEE COUNTY DEPARTMENT OF PARKS, RECREATION AND CULTURE (the "County") and the FRIENDS OF HOYT PARK & POOL, INC. ("FOHPP"), P.O. Box 13936, Wauwatosa, WI 53213. Referenced together, the County and FOHPP are the "Parties" to this Agreement.

WITNESSETH:

WHEREAS, the County and FOHPP previously entered into that certain Lifeguard Service Agreement, dated April 13, 2011, whereby the County provided lifeguard services at the Pool;

WHEREAS, FOHPP has again requested from the County its services in providing qualified personnel for lifeguards at the TOSA Pool at Hoyt Park, including the pool and the area surrounding the pool (collectively, the "Pool"); and

WHEREAS, the continued provision of such services by the County will mutually benefit the Parties hereto and the residents of Milwaukee County; and

WHEREAS, the County is pleased to grant FOHPP's request and recognizes that the development of an agreement for providing lifeguard services at the Pool is advantageous to both entities; and

WHEREAS, the Milwaukee County Board of Supervisors, by virtue of adopting Resolution _____ on _____, has authorized the Director of the Department of Parks, Recreation and Culture to enter into this agreement with FOHPP for and on behalf of the County.

NOW THEREFORE, the Parties do herewith, in consideration of mutual promises and other good and valuable consideration, agree as follows:

PROVISIONS:

1. **PURPOSE OF AGREEMENT:**
 The purpose of this Agreement is to state the terms and conditions under which the County will provide lifeguard services to FOHPP for the Pool. When used in this Agreement, the term "swim season" means the period commencing with the date established by FOHPP for opening of the Pool for use by County residents and visitors and ending with the date established by FOHPP for closing the Pool.

2. **TERM:**
 The term of this Agreement shall be for three (3) consecutive swim seasons from the Effective Date of this Agreement (the "Term").

3. POOL HOURS AND DATES:

It is acknowledged and agreed that Pool hours and dates for the swim season have been established as shown per attached schedule Exhibit A, but that these hours and dates may be changed upon the mutual agreement of FOHPP and the County. The County shall not unreasonably deny FOHPP's request to change the Pool hours and dates for the swim season, provided that they have been supplied to County prior to January 15 of the contract year.

4. COUNTY SERVICES:

The County will provide the following services to FOHPP for the fees stated in Exhibit B for the Term of this Agreement.

4.1 County Staff. The County will retain staff in sufficient numbers to satisfy its obligations under this Agreement. At a minimum, the following staff will be provided by the County:

(a) Head Lifeguard(s). The County will retain and designate a Head Lifeguard(s). The Head Lifeguard is required, at a minimum, to be trained in the operation of all Pool equipment, and to have at least two (2) years prior lifeguarding experience and the following certifications:

- (i) Milwaukee County Lifeguard Certification
- (ii) First Responder Certification – through Milwaukee County Emergency Medical Services
- (iii) Basic Life Support – Health Care Provider CPR Training

(b) Lifeguards. All lifeguards must, at a minimum, be sixteen (16) years old and have the following certifications:

- (i) Milwaukee County Lifeguard Certification
- (ii) First Responder Certification – through Milwaukee County Emergency Medical Services
- (iii) Basic Life Support – Health Care Provider CPR Training

(c) Staffing Level. At a minimum, two (2) lifeguards will be on-site at all times when the Pool is open. At least one of the lifeguards must be either a head lifeguard or assistant head lifeguard. The County will comply with and adhere to the lifeguard personnel standards contained in the Wisconsin Administrative Code, Department of Health Services, Chapter 172.

4.2 Lifeguard Services.

(a) The County shall provide all personnel required in performing the services under this Agreement. Such personnel shall not be the employees of, or have any other contractual relationship with, FOHPP.

(i) The Head Lifeguard is the senior on-site County representative responsible for the County's lifeguard personnel.

(ii) County's full time management staff will supervise its personnel. The County's Aquatic Supervisor will inspect the Pool and its lifeguard operations no less than four (4) times each week to check performance of personnel.

(iii) Lifeguards employed by the County must pass the County's Civil Service Exam and County background check, and attend the County's orientation training and onsite training to obtain Milwaukee County's Lifeguard Certification.

(b) The County, in coordination with the FOHPP, will maintain a daily written log of significant activities and information pertaining to its lifeguard operations.

(c) Lifeguards shall have the authority to discipline swimmers and any and all other persons within the Pool, within their best judgment and sole discretion consistent with Milwaukee County's lifeguard policies and procedures, as well as the published and posted rules of FOHPP.

(d) The County will assist in conducting daily cleaning of the Pool area, including controlling litter and keeping the Pool deck in a neat and orderly condition.

(e) County's personnel as part of their assigned duties shall endeavor during the Pool's regular operating hours to spray the deck clean every third day or more frequently, as needed, and clean the Pool, i.e. vacuum, brush and skim; provided that performance of the aforementioned duties does not conflict with County's lifeguarding duties. If the County is not able to spray the deck or clean the Pool during regular operating hours, County personnel will perform these duties before opening or after closing of the Pool, at a defined time mutually agreed upon by the Parties, and invoice FOHPP accordingly. FOHPP is responsible for providing the Pool cleaning equipment. County personnel, including lifeguards, shall not be responsible for Pool operating duties, such as handling of chemicals or mechanical works pertaining to the Pool.

(f) Lifeguards assigned to supervise the Pool may not be assigned other duties that may distract the lifeguards' attention from observing swimmers in the Pool or water attraction area or that may hinder the lifeguards' ability to provide immediate assistance to a swimmer.

(g) The County will provide clean and professional-looking uniforms for all lifeguards. FOHPP will supply the County with Five Hundred Dollars (\$500) toward the uniforms on an annual basis. The County will charge FOHPP for this fee with its first annual invoice each year of the Agreement.

(h) The Parties agree and understand that in the event of a medical emergency or water safety incident, County personnel will maintain command/control of the scene until the victim(s) is either released upon a satisfactory evaluation or care is transferred to a parent/guardian or local emergency medical response team.

(i) The Parties further agree and understand that in the event of inclement weather or any other incident or occurrence which threatens the safety of the swimmers, County personnel may in their sole and absolute discretion order the evacuation of the Pool. Closing the Pool will only be at the discretion of FOHPP.

(j) FOHPP shall notify the County no less than one (1) hour before the Pool's scheduled opening if it decides to close the Pool due to inclement weather.

(k) The County's lifeguards assigned to the Pool shall participate in FOHPP training including FOHPP history, policies and rules. Training time shall be added to the current training

schedule of lifeguards assigned to the Pool. FOHPP shall provide multiple training dates and coordinate training times with the Pool's head lifeguard.

5. POOL MANAGEMENT AND OPERATIONS:

5.1 FOHPP Staff. FOHPP shall comply with the requirements contained in Wis. Admin. Code Ch. DHS 172 Subchapter III – Pool Staffing.

(a) Except for the rules and regulations regarding water safety, which are to be dually enforced by County's lifeguard personnel as well as FOHPP staff, FOHPP is solely responsible for enforcement of FOHPP's rules and regulations governing the use of the Pool, including but not limited to, checking recreational swim pass identification cards for all Pool users.

5.2. Pool Operations.

(a) FOHPP shall be responsible for providing, at no cost to the County, the necessary Pool safety equipment, including but not limited to, automatic external defibrillator (AED), safety rope and buoys, shepherd crook(s), first aid kit and biohazard safety equipment, blankets, rescue tubes, backboard(s), and any other equipment as required under Ch. DHS 172.27.

(i) In addition to those items required under Ch. DHS 172.27, FOHPP shall provide the County with a trauma kit containing those items found in Exhibit C.

(b) FOHPP shall be responsible for providing an operational telephone accessible to County's lifeguards at the Pool. Consistent with local rules and for safety reasons the Pool will only be open when the telephone is operational.

(c) FOHPP shall be solely responsible at all times to monitor patrons' entrance, collect fees and assure that the lifeguards on duty are not distracted from their duties. FOHPP shall not, however, be responsible for the lifeguards' performance of their duties.

(d) FOHPP will be responsible for operating the Pool and monitoring the safety of the Pool by performing safety audits on a monthly basis as required per Ch. DHS 172.32.

(e) At any time when a lifeguard is not on duty and stationed, neither the public nor FOHPP staff are allowed in the water.

(f) FOHPP will monitor and maintain proper chemical levels in the Pool in order to ensure the safety of all Pool users. FOHPP will conduct such tests as necessary to comply with all applicable federal, state, and local laws.

(g) FOHPP will reimburse the County for the actual cost of materials that are needed for safe operation (including safety equipment) or emergencies. Prior approval from FOHPP must be obtained for materials needed for safe operation, and if able, prior to emergency expenditures being made. Receipts for any items purchased by the County on behalf of FOHPP will be submitted with the next regularly scheduled invoice after purchase of such items unless the cost of the item is less than seventy five dollars (\$75.00). In this case, receipts may be submitted for immediate reimbursement.

6. COMPENSATION AND BILLING:

(a) The County’s Pool budget (staffing expenses) is attached as Exhibit B. County shall be compensated for work performed on an hourly basis at the billing rates listed in the exhibit.

(b) County shall provide FOHPP with monthly billings, which shall include, but not be limited to, the following:

- 1. Name of Employee
- 2. Dates and hours worked
- 3. General tasks performed
- 4. Detail of out-of-pocket expenses, indicating their purpose

(c) All invoices are due and payable within thirty (30) days from the date of invoice. The maximum sum payable under this Agreement per year is Two Hundred Thousand Dollars (\$200,000). Once the maximum sum has been incurred by FOHPP within the calendar year, the County shall have no obligation to perform further services. Notwithstanding the foregoing, if FOHPP increases the maximum sum in writing, the County agrees to continue to perform its obligations under this Agreement until either the new maximum sum has been paid or the end of the swim season, whichever occurs first.

7. SAFETY EQUIPMENT, OFFICE SPACE AND OTHER SUPPORT TO BE PROVIDED BY FOHPP:

(a) FOHPP hereby agrees to make available, without charge to County, any and all necessary Pool safety equipment in accordance with Ch. DHS 172, office space and office furniture, office equipment, telephone and photocopying, at least thirty-five (35) lockers, and any other equipment and/or supplies reasonably needed by County for the performance of its services agreed to within this Agreement.

(b) FOHPP shall actively assist the County in the recruitment of lifeguards. FOHPP agrees to cooperate with County’s lifeguard recruitment plans and programs and to discuss with the County those means by which it could best serve County’s recruitment efforts. County shall provide FOHPP with its lifeguard recruitment plans and programs. Recruitment assistance shall include, but not be limited to, a FOHPP website link to County lifeguard recruitment information beginning in January of each year throughout the Term, multiple e-newsletters to FOHPP membership, and multiple social media postings, and links to County lifeguard recruitment information.

8. INDEMNIFICATION:

FOHPP agrees to the fullest extent permitted by law to indemnify and hold harmless County and its elected officials, officers and employees, from and against any and all claims actions, costs, expenses, or losses, whether for breach of contract or statute, or for misrepresentation, negligence or otherwise, including, without limitation, reasonable attorneys’ fees which may in any way arise out of or be connected with the activities covered by this Agreement, to the extent caused by FOHPP.

County agrees to the fullest extent permitted by law to indemnify and hold harmless FOHPP and its officers, directors and employees from and against any and all claims, actions, costs, expenses or losses, whether for breach of contract or statute, or for misrepresentation, negligence or otherwise, including, without limitation, reasonable attorneys’ fees, which may in any way arise out of or be connected with the activities covered by this Agreement, to the extent caused by County.

9. INTEREST:

Unless waived by County Board of Supervisors, FOHPP shall be responsible for payment of interest on amounts not remitted in accordance with the terms of this Agreement with County. The rate of interest shall be the statutory rate in effect for delinquent County property taxes (one-percent (1%) per month or fraction of a month) as described in Wisconsin statutes section 74.47(1). The obligation for payment and calculation thereof shall commence upon the day following the due dates established herein.

9.1 Penalty. In addition to the interest described above, FOHPP may be responsible for payment of penalty on amounts not remitted in accordance with the terms of this Agreement with County, as may be determined by the administrator of this Agreement, or designee. The penalty shall be the statutory rate in effect for delinquent County property taxes (.5% per month, or fraction of a month) as described in County ordinance section 6.06(1) and Wisconsin statutes section 74.47(2). The obligation for payment and calculation thereof shall commence upon the day following the due dates established herein.

9.2 Non-exclusivity. This provision permitting collection of interest and penalty by County on delinquent payments is not to be considered County’s exclusive remedy for FOHPP’s default or breach with respect to delinquent payment. The exercise of this remedy is not a waiver by County of any other remedy permitted under this Agreement, including but not limited to termination of this Agreement.

10. ASSIGNMENT:

County shall not assign or otherwise transfer this agreement or any right or obligation therein without first receiving prior written consent of the FOHPP.

11. TERMINATION:

The Agreement may be terminated by either Party, for cause, upon thirty (30) days’ prior written notice to the other; provided, however, that prior to termination for cause, either Party shall be afforded thirty (30) days in which to cure the alleged breach after having been notified of such.

12. FORCE MAJEURE:

In the event that either Party shall be delayed or hindered in or prevented from the performance of any act required hereunder by reason of strikes, lockouts, labor troubles, inability to procure materials, failure of power, restrictive governmental laws, regulations orders or decrees, riots, insurrection, war, acts of God, inclement weather, or other reason beyond that Party’s reasonable control, then performance of such act shall be excused for the period of the delay and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay. Such failure to perform shall not be grounds for termination or default.

13. OFFICIAL NOTICES:

All notices with respect to this Agreement shall be in writing. Except as otherwise expressly provided in this Agreement, a notice shall be deemed duly given and received upon delivery, if delivered by hand, or three days after posting via US Mail, to the Party addressed as follows:

To FOHPP:
Friends of Hoyt Park & Pool
Kathleen Slawski
P.O. Box 13936
Wauwatosa, WI 53213

To County:
Milwaukee County Dept. of Parks
John Dargle, Director
9480 Watertown Plank Road
Wauwatosa, WI 53226

Either Party may designate a new address for purposes of this Agreement by written notice to the other Party.

14. MISCELLANEOUS:

- (a) This Agreement contains all the terms and conditions agreed upon by the Parties hereto, and no other agreement, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties hereto, or to vary any of the terms contained herein. Any amendments or revisions of this Agreement shall be made in writing and executed by the Parties.
- (b) The County and FOHPP agree that, as independent and separate entities, each shall maintain a staff, management, and fiscal structure independent of the other. This Agreement does not make or appoint, and nothing contained in this Agreement shall be construed to appoint, either Party as an agent of the other, or to create a partnership or joint venture between the Parties. Neither Party shall act or represent itself as an agent of the other, and shall not bind or obligate the other in any manner.
- (c) All the provisions of this Agreement and any amendment thereto shall extend to and be binding upon and inure to the benefit of the Parties and the successors of the respective Parties. This Agreement, or any provision hereof or any right or obligation arising hereunder, is not assignable by either Party in whole or in part, without the express written consent of the other Party.
- (d) This Agreement shall be governed by and construed under the laws of the State of Wisconsin. The exclusive venue for any cause of action brought in relation to this Agreement shall be Milwaukee County Circuit Court, Milwaukee, Wisconsin.
- (e) Should any portion of this Agreement be deemed invalid or unenforceable by a duly sitting court of law, all other terms and conditions of this Agreement shall remain in full force and effect.
- (f) The failure of a Party to enforce a particular provision of this Agreement shall not constitute a waiver of any other right or obligation set forth in this Agreement by either Party.

Signature page follows

IN WITNESS WHEREOF, the Parties hereto have set their hands as follows:

Friends of Hoyt Park & Pool, Inc.

by _____ Date _____
Kathleen Slawski, Executive Director

Milwaukee County Dept. of Parks, Recreation & Culture

by _____ Date _____
John Dargle, Jr., Director

Approved as to form and independent status:

Reviewed:

by _____ Date _____
Corporation Counsel

by _____ Date _____
Risk Management

EXHIBIT A
POOL SCHEDULE

Attached.

EXHIBIT B

MILWAUKEE COUNTY LIFEGUARD SERVICES AND FEES

Attached.

EXHIBIT C

TRAUMA KIT ADDITIONAL ITEMS

QUANTITY	TOSA POOL AT HOYT PARK
_____ 1	Adult Nasal Cannula
_____ 1	Adult Oxygen Mask
_____ 1	LSP Demand Regulator & Rubber Gasket
_____ 1	Aspirator & Green Aspirator Hose 6' (Jars \$5)
_____ 1	Aspirator Hose 15"
_____ 1	Oxygen Supply Tubing 84"
_____ 2	1/2" Adhesive Tape
_____ 2	1" Adhesive Tape
_____ 2	2" Kling
_____ 2	2x2 Steri-pad Sterile Gauze
_____ 2	4" Kling
_____ 2	4x4 Sterile Gauze
_____ 1	Ammonia Inhalants
_____ 2	Bite Stick
_____ 1	Bulb Syringe
_____ 1	Disposable Sterile Burn Sheet 60x
_____ 2	Standard Cold pack 6"x9"
_____ 1	Heavy Duty Trauma Scissors
_____ 1	Oral Airway, 100 mm Lg Adult
_____ 1	Oral Airway, 90 mm Med Adult
_____ 1	Oral Airway, 80 mm Sm Adult
_____ 1	Oral Airway, 60 mm Child
_____ 1	Oral Airway, 50 mm Infant
_____ 2	Eye Cup
_____ 2	Fox Eye Shield
_____ 1	Instant Glucose
_____ 10	Neosporin Ointment Foil Pack
_____ 1	Pocket Mask w/O2 Port & 1 Way Valve
_____ 1	Eye Irrigation solution
_____ 1	Disposable Penlight
_____ 4	Sterile Exam Gloves
_____ 1	Sterile Water Bottle
_____ 4	Triangular Bandage
_____ 12	Bandaid
_____ 1	BP Unit, Adult
_____ 1	BP Unit, Child
_____ 1	Splinter Forceps
_____ 10	Cleansing Wipes

_____	1	Dual Head Stainless Stethoscope
_____	2	Vaseline Gauze Dressing
_____	2	Multi Trauma Dressing 10x30 Sterile
_____	1	Small Cylinder Wrench
_____	1	Watch
_____	2	Abd Pad 7 1/2"x8"
_____	1	Bag Mask

	# Staff	Days/week	Hours/day	Total hours per week	Cost/hour*	Shift Hours	Total Cost
MON-THURS							
LAPS	2	4	2.5	20	\$26.50	5:18am -8a	\$265.00
LAPS/LESSONS	3	4	1.2	14.4	\$36.50	7:48am-9am	\$175.20
TOTS	5	4	2.2	44	\$58.50	8:48am - 11:am	\$514.80
OPEN	14	4	6	336	\$164.00	10:48am - 4: 48pm	\$3,936.00
LAPS	2	2	3.5	14	\$26.50	4:48pm - 8:18pm	\$185.50
PM OPEN SWIM (T & TH)	12	2	2.5	60	\$147.50	5:48pm - 8:18pm	\$737.50
MON & WED PM LESSONS	3	2	2.5	15	\$36.50	4:18pm -6:48pm	\$182.50
FRIDAY							
LAPS ONLY	2	1	3.7		\$26.50	5:18am-9am	\$98.05
TOTS	5	1	2.2		\$58.50	8:48am-11am	\$128.70
OPEN SWIM	14	1	7.5		\$164.00	10:48am-6:18pm	\$1,230.00
SAT							
LAPS	2	1	2.2	4.4	\$25.50	7:48am - 10am	\$56.10
OPEN SWIM	14	1	8.5	119	\$164.00	9:48am -6:18pm	\$1,394.00
SUN							
LAPS	2	1	2.2	4.4	\$25.50	7:48am - 10am	\$56.10
OPEN SWIM	14	1	10.5	147	\$164.00	9:48am -8:18pm	\$1,722.00
Aquatics Supervisor	1	7	1	7	\$20.71		\$144.97
6 PM RENTALS & 6 MEMBER NIGHTS	12	1	2.5	30	\$147.50	6:20pm-8:48pm	\$368.75

\$11,195.17	/week
10%	training
\$12,314.69	
x 14	weeks/approx
\$172,405.62	
12.50%	Fringe and administration rates
\$193,956.32	
\$500.00	lifeguard uniforms
\$193,456.32	

This is an estimate and will change with programming, attendance, rentals and rate changes etc.

*Cost/hour, this is an estimate due to the varying rates within the same position description

LAPS: 1 head guard at \$14.90/hour, and 1 lifeguard at \$11.40/hour

OPEN SWIM: 1 head guard at \$14.90/hour, 1 asst head guard at \$12.65/hour, and 12 lifeguards at \$11/hour



CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: February 25, 2014
To: Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors
From: John Dargle, Jr., Director, Department of Parks, Recreation and Culture
Subject: **Authorization To Transfer Surplus Remnant Of The Former Underwood Creek Parkway – ACTION**

POLICY

The Department of Parks, Recreation and Culture (DPRC) is seeking authorization to transfer approximately 1.7 acres of land that is a remnant of the former Underwood Creek Parkway and to utilize proceeds from the land transfer to finance Project WP16705 Veterans Park Pavilion and Restroom and Project WP192 Federal Emergency Management Agency (FEMA) 2010 Flood related improvements.

BACKGROUND

As a part of the WisDOT Zoo Freeway Project work currently underway, the alignment of Swan Boulevard in the City of Wauwatosa was changed in late 2013 to accommodate current and future traffic needs by extending it to the west side of US 45. As a part of that activity, the Underwood Creek Parkway was reconfigured so that it now intersects with Swan Boulevard rather than Watertown Plank Road.

The North Mayfair Group, owner of the 1200 N. Mayfair Road office building that is currently accessed from Underwood Creek Parkway, petitioned WisDOT, the City of Wauwatosa, and the County to consider converting approximately 600 feet of the former roadway to a private driveway. It was argued that without doing so the 1200 N. Mayfair building would not have reasonable access via the revised travel route which required building occupants and visitors to travel east on Watertown Plank Road, north on Swan Boulevard, west on relocated Underwood Parkway, and then negotiate a roundabout to reach the office property. The City of Wauwatosa agreed to allow the private driveway, and WisDOT worked with the North Mayfair Group to accommodate this new travel pattern.

A draft purchase agreement with the North Mayfair Group for the 1.7 acres of land to be transferred includes the following components:



- Sale and Purchase of the 1.7 acres for \$400,000.
- North Mayfair Group is to install, by Memorial Day 2014, an approximately 600 foot segment of bike trail along the east side of the existing roadway that will serve as a connection to the Oak Leaf Trail from Watertown Plank Road. The land on which the trail will be built will remain under County ownership.
- Execution of an appropriate reciprocal easement to cover maintenance and access matters for both the North Mayfair Group and the County.

The DPRC has evaluated the appropriateness of this transaction and finds that transferring this surplus property will not negatively impact the park resources of Milwaukee County, will increase revenue, and will add a bike trail connection that enhances the Oak Leaf Trail network without requiring financial investment from the County for construction. The site is currently disconnected from the new alignment of Underwood Creek Parkway, and therefore can be considered surplus land. It is the intent of the DPRC that the revenue acquired from this land transfer be used to add additional funding in order to complete the construction of a new restroom and picnic shelter at Veterans Park as well as to provide the local match for the (FEMA)-related Capital Improvement Projects, as described below:

WP16705 Veterans Park Pavilion and Restroom

The 2010 Adopted Capital Improvements Budget included an appropriation of \$152,000 for the renovation of the restrooms at Veterans Park. The original scope of work consisted of the replacement of windows, interior ceiling, wall and floor materials, plumbing, mechanical, electrical and roofing. It also included improving accessibility as mandated by the Americans with Disabilities Act (ADA).

During the design phase of the project, it was determined that the existing structure was unsuitable for renovation due to problems with the structural beams. As a result, the 2013 Adopted Capital Improvement Budget included an appropriation of \$400,000 to address these issues and revise the scope of work to include the demolition of the existing facility and the construction of a new pavilion and restrooms.

This resolution includes an additional \$175,000 appropriation to award construction of the new restroom and picnic shelter at Veterans Park to the lowest responsible bidder identified during the County's bid process. It is anticipated that construction on the project will begin in spring of 2014 and will be completed in fall of 2014. The attached resolution authorizes and directs the Department of Administrative Services (DAS) administratively transfer upon execution of the purchase agreement, the proceeds from the land sale to the project.

WP192 Various FEMA-related Capital Improvement Projects

Since 2010, Milwaukee County has received approximately \$142,524 to address the flood damage that occurred during a major storm event in 2010. Appropriation transfers were approved in 2011 and 2012 to allocate the funds. Parks staff has worked with FEMA to determine the scope and cost estimates to repair the damage from the floods

and have indicated that approximately 87.5% will be paid by Federal and State funding with 12.5% to be paid by the County. To date repair work on the project has included stabilization, regrading and clearing debris. Planning and design work on the projects is complete.

The Department requests to utilize a portion (\$225,000) of the proceeds from the sale of the remnant land to provide financing for the local share of the project. It is anticipated that construction on the project will be substantially completed by the end of 2014.

The attached resolution authorizes and directs DAS to process an administrative appropriation transfer for both projects upon execution of the purchase agreement.

RECOMMENDATION

The Parks Director recommends that the Department of Parks, Recreation and Culture be authorized to transfer 1.7 acres of surplus land that remains as a remnant of the former Underwood Creek Parkway to the North Mayfair Group, owners of 1200 N. Mayfair Road. It is further recommended that appropriate Milwaukee County staff be authorized to prepare, review, approve, execute, record and/or implement the required documents or perform actions to facilitate the transfer of this property. It is also recommended to authorize and direct the DAS to process administrative appropriation transfers related to capital projects WP16705 - Veterans Park Pavilion and Restroom and WP192 - FEMA related capital improvements to increase expenditure authority and revenue budget to reflect the proceeds from the land transfer and outside FEMA related and state revenue. The resolution re-allocates the first \$400,000 of land sales to the aforementioned capital improvement projects rather than being allocated to the Department of Administrative Services-Economic Development division's operating budget (as indicated in the 2014 Adopted Budget).

Prepared by: Sarah Toomsen, Landscape Architect, Planning & Development

Recommended by:

Approved by:

Laura Schloesser, Chief of
Administration and External Affairs

John Dargle, Jr., Director

Attachment – Aerial Maps

copy: County Executive Chris Abele
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Sup. Gerry Broderick, Chair, Parks, Energy and Environment Committee

Sup. Khalif Rainey, Vice-Chair, Parks, Energy & Environment Committee
Sup. Jim "Luigi" Schmitt, District 6, County Board of Supervisors
Daniel Laurila, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS
Scott Manske, Comptroller, Office of the Comptroller
Alexis Gassenhuber, Parks, Energy & Environment Committee Clerk
Jessica Janz-McKnight, Research Analyst, Office of the Comptroller
Stewart Wangard, North Mayfair Group

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4
5 (ITEM NO.) From the Director, Department of Parks, Recreation and Culture
6 (DPRC), seeking authorization to transfer approximately 1.7 acres of land that is a
7 remnant of the former Underwood Creek Parkway, by recommending adoption of the
8 following:

9
10 A RESOLUTION

11
12 WHEREAS, the Underwood Creek Parkway has been reconfigured so that it now
13 intersects with Swan Boulevard rather than Watertown Plank Road; and

14
15 WHEREAS, the North Mayfair Group, owner of the 1200 N. Mayfair Road office
16 building that is currently accessed from Underwood Creek Parkway, has petitioned the
17 County to convert approximately 600 feet of the former roadway to a private driveway
18 via land transfer; and

19
20 WHEREAS, a draft purchase agreement with the North Mayfair Group for the 1.7
21 acres of land to be transferred includes the following components:

- 22
- 23 • Sale and Purchase of the 1.7 acres for \$400,000.
 - 24 • North Mayfair Group is to install, by Memorial Day 2014, an approximately
25 600 foot segment of bike trail along the east side of the existing roadway that
26 will serve as a connection to the Oak Leaf Trail from Watertown Plank Road.
27 The land on which the trail will be built will remain under County ownership.
 - 28 • Execution of an appropriate reciprocal easement to cover maintenance and
29 access matters for both the North Mayfair Group and the County.

30
31 ; and

32
33 WHEREAS, the site is currently disconnected from the new alignment of the
34 Underwood Creek Parkway, and therefore can be considered surplus land; and

35
36 WHEREAS, the DPRC has evaluated the appropriateness of this transaction and
37 finds that transferring this surplus property will not negatively impact the park resources
38 of Milwaukee County, will increase revenue, and will add a bike trail connection that
39 enhances the Oak Leaf Trail network without requiring financial investment from the
40 County for construction; and

41
42 WHEREAS, it is the intent of the DPRC that the revenue acquired from this land
43 transfer be used to fund the construction of a new restroom and picnic shelter at
44 Veterans Park as well as allocated to Federal Emergency Management Agency
45 (FEMA)-related Capital Improvement Projects

47 WHEREAS, the Director of the DPRC has recommended that the DPRC be
48 authorized to transfer approximately 1.7 acres of land that is a remnant of the former
49 Underwood Creek Parkway and that appropriate County staff be authorized to prepare,
50 review, approve, execute, record and/or implement the required documents or perform
51 actions to facilitate the transfer of this property; now, therefore,
52

53 BE IT RESOLVED, that the DPRC Director is hereby authorized to transfer
54 approximately 1.7 acres of remnant former Underwood Creek Parkway land to the North
55 Mayfair Group and receive monetary compensation in the amount of \$400,000; and
56

57 BE IT FURTHER RESOLVED, that the County Executive, Parks Director, County
58 Clerk, the Department of Administrative Services (DAS), Risk Management, Corporation
59 Counsel and Register of Deeds are authorized and directed to prepare, review,
60 approve, execute, record all documents and to perform all actions required to facilitate
61 the transfer of this property; and,
62

63 BE IT FURTHER RESOLVED, that upon execution of the aforementioned
64 purchase agreement, the DAS is authorized and directed to process a 2014
65 administrative appropriation transfer to reflect the receipt of \$175,000 related to the land
66 transfer and to increase expenditure authority to complete capital improvement project
67 WP167052 - Veterans Park Pavilion and Restroom; and,
68

69 BE IT FURTHER RESOLVED, that, upon execution of the aforementioned
70 purchase agreement, the DAS is authorized and directed to process a 2014
71 administrative appropriation transfer to reflect the receipt of \$225,000 related to the land
72 transfer and to increase expenditure authority, outside FEMA revenue and revenue from
73 the state of Wisconsin for Project WP192 FEMA related capital improvements.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 18, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Authorization to transfer approximately 1.7 acres of land that is a remnant of the former Underwood Creek Parkway to the North Mayfair Group

FISCAL EFFECT:

- | | |
|--|---|
| <input type="checkbox"/> No Direct County Fiscal Impact | <input checked="" type="checkbox"/> Increase Capital Expenditures |
| <input checked="" 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 checked="" 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	\$400,000	0
	Revenue	\$400,000	0
	Net Cost	0	0

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. DPRC is requesting authorization to transfer approximately 1.7 acres of surplus land that was formerly a part of the Underwood Creek Parkway to the North Mayfair Group, owners of 1200 N. Mayfair Road. This transaction will provide the North Mayfair Group with private road access to the High Pointe Building, and the County will be compensated with \$400,000, approximately 600' of bike trail construction, and an easement for maintenance purposes.

B. Revenue of \$400,000 will be acquired through this land transfer as well as construction costs for approximately 600' of bike trail, which will be borne by the North Mayfair Group.

C. No impact

D. None

Department/Prepared By Sarah Toomsen/DPRC

Authorized Signature _____

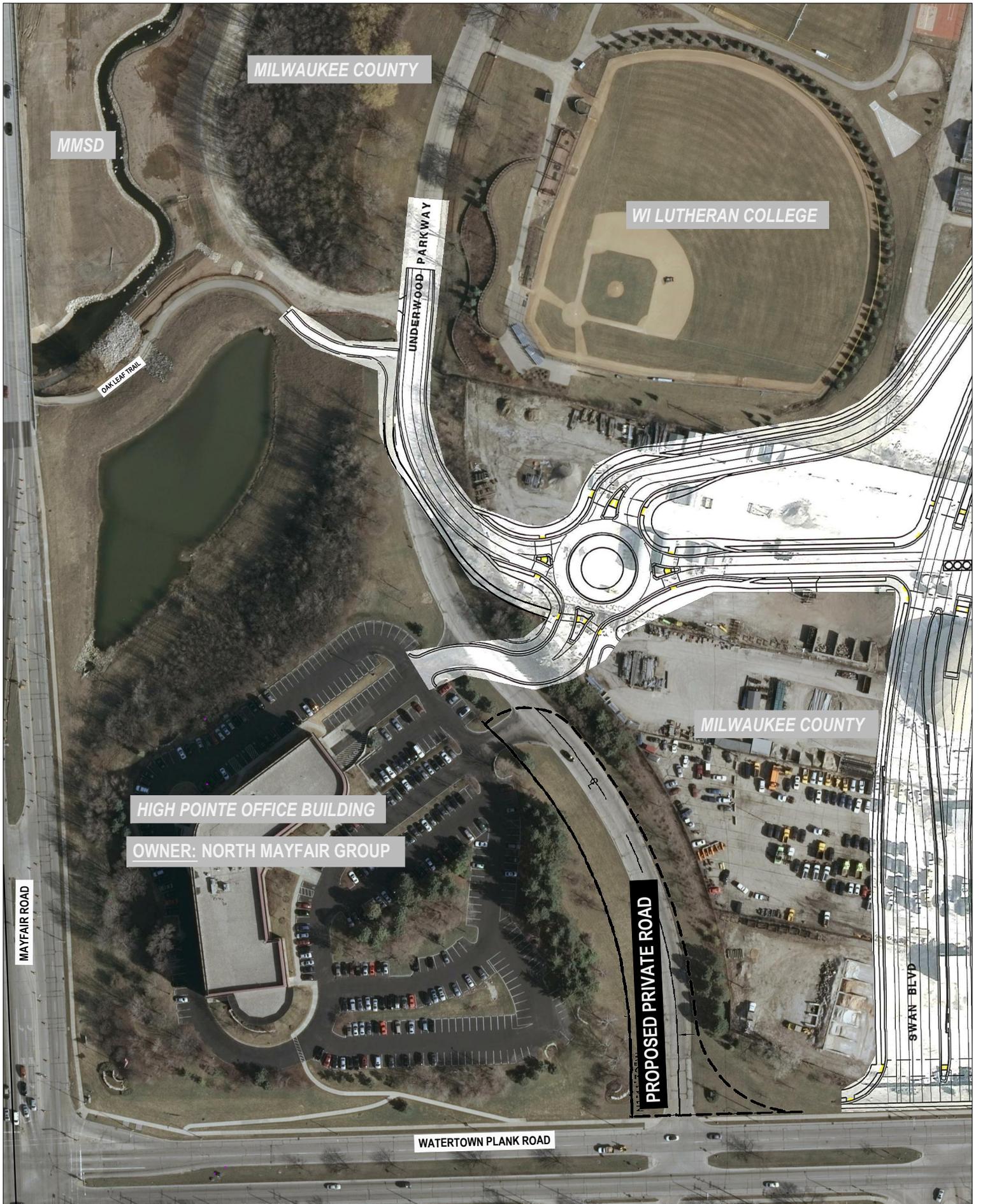
Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.



2013 - PRE-CONSTRUCTION CONDITION OF UNDERWOOD CREEK PARKWAY



MILWAUKEE COUNTY

MMSD

WI LUTHERAN COLLEGE

UNDERWOOD PARKWAY

DAK LEAF TRAIL

MILWAUKEE COUNTY

HIGH POINTE OFFICE BUILDING

OWNER: NORTH MAYFAIR GROUP

MAYFAIR ROAD

PROPOSED PRIVATE ROAD

SWAN BLVD

WATERTOWN PLANK ROAD





MILWAUKEE COUNTY

MMSD

WI LUTHERAN COLLEGE

UNDERWOOD PARKWAY

DAK LEAF TRAIL

MILWAUKEE COUNTY

HIGH POINTE OFFICE BUILDING

OWNER: NORTH MAYFAIR GROUP

MAYFAIR ROAD

SWAN BLVD

WATERTOWN PLANK ROAD

2014 - PROPOSED LAND TRANSFER - 1.7 ACRES

1" = 150' 



CHRIS ABELE, MILWAUKEE COUNTY EXECUTIVE
JOHN DARGLE, JR., DIRECTOR OF PARKS, RECREATION AND CULTURE

Date: February 21, 2014

To: Chairwoman Marina Dimitrijevic, County Board of Supervisors

From: John Dargle, Jr., Director, Department of Parks, Recreation and Culture

Subject: **Temporary Assignment to a Higher Classification (TAHC) for Jill Organ - ACTION ITEM**

POLICY

Chapter 17.085 of the Milwaukee County Code of General Ordinances requires that an extension of temporary assignment beyond 180 days be approved by the Milwaukee County Board of Supervisors.

BACKGROUND

The Department of Parks, Recreation and Culture (DPRC) is requesting an extension of Ms. Jill Organ's temporary assignment to Assistant Chief of Recreation and Business Development for an additional 90 days until June 1, 2014.

The DPRC is currently participating in the Countywide Compensation Study and, as such, is evaluating all current positions and their functions. The timing of this study and resulting recommendations for position actions necessitates the need to extend this TAHC.

Ms. Organ has been instrumental in the development of the DPRC's 2015 capital development program and has acted as a lead contact that requires her continued attention.

RECOMMENDATION

The Parks Director recommends the Temporary Assignment to a Higher Classification of Ms. Jill Organ be granted for an additional 90 days.

Prepared by: Laura Schloesser, Chief of Administration & External Affairs

Recommended by:

Approved by:

James Keegan, Chief of Planning &
Development

John Dargle, Jr., Director

copy: County Executive Chris Abele
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Sup. Willie Johnson, Jr., Co-Chair, Finance, Personnel and Audit Committee
Sup. David Cullen, Co-Chair, Finance, Personnel and Audit Committee
Sup. Jason Haas, Vice Chair, Finance, Personnel and Audit Committee
Daniel Laurila, Fiscal Mgt. Analyst, Admin & Fiscal Affairs/DAS
Janelle Jensen, Finance, Personnel and Audit Committee Clerk
Scott Manske, Comptroller, Office of the Comptroller
Steve Cady, Research Services Director, Office of the Comptroller
Greg High, Director, DAS/Facilities Management - AE&ES
Kerry Mitchell, Director, Department of Human Resources

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(ITEM NO.) From the Director, Department of Parks, Recreation and Culture (DPRC) requesting a Temporary Assignment to a Higher Classification (TAHC) for Ms. Jill Organ be approved for an additional 90 days.

A RESOLUTION

WHEREAS, Chapter 17.085 of the Milwaukee County Code of General Ordinances requires that an extension of temporary assignment beyond 180 days be approved by the Milwaukee County Board of Supervisors; and

WHEREAS, the DPRC is requesting extension of Ms. Jill Organ’s temporary assignment to the Assistant Chief of Recreation and Business Development position for an additional 90 days until June 1, 2014; and

WHEREAS, the DRPC is currently participating in the Countywide Compensation Study and, as such, is evaluating all current positions and their functions; and

WHEREAS, the timing of this study and resulting recommendations for position actions necessitates the need to extend this TAHC at this time; and

WHEREAS, Ms. Organ has been instrumental in the development of the DPRC’s 2015 capital development program and has acted as a lead contact that requires her continued attention; now, therefore,

BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby approves the extension of Ms. Jill Organ’s Temporary Assignment to a Higher Classification to the position of Assistant Chief of Recreation and Business Development for an additional 90 days.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: February 21, 2014

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Approval of a Temporary Assignment to a Higher Classification (TAHC) for Ms. Jill Organ to the Assistant Chief of Recreation and Business Development for an additional 90 days.

FISCAL EFFECT:

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

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	0	0
	Revenue	0	0
	Net Cost	0	0

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. Approval of a Temporary Assignment to a Higher Classification (TAHC) for Ms. Jill Organ to the Assistant Chief of Recreation and Business Development for an additional 90 days.
- B. The TAHC rate for Ms. Organ is less than the hourly rate of the previous Asst. Chief of Recreation and Business Development
- C. No impact
- D. None

Department/Prepared By Laura Schloesser/Chief of Admin & External Affairs, DPRC

Authorized Signature _____

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

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.

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : February 21, 2014

To : Committee on Finance, Personnel & Audit

FROM : Rick Ceschin, Deputy Director of Human Resources 

SUBJECT : **Informational Report for 03/13/2014**
Finance, Personnel & Audit Committee Meeting

Attached are a series of informational reports listing various personnel transactions that the Director of Human Resources has approved or intends to approve for implementation.

These reports include *reclassifications, advancements within the pay range, reallocations, appointments at an advanced step of the pay range, revisions to Executive Compensation Plan [ECP], dual employment, emergency appointments, temporary appointments and temporary appointments to a higher classification*. The reports are provided in accordance with the provisions of Chapter 17 of the County General Ordinances and applicable law.

RC:jam

Copy: HR Managers

Finance, Personnel & Audit Committee Meeting Compensation Report March 2014

In accordance with the provisions of Chapter 17 of the Milwaukee County General Ordinances, the Director of Human Resources intends to approve for implementation. The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions.
(Reclassifications, Advancements Within The Pay Range and Reallocations)
*Change in Duties has to reflect a weight of 25% or more.

HIGH ORG	REQUESTOR	ORDINANCE TYPE	CURRENT TITLE / JOB CODE & POSITION #	RECOMMENDED TITLE / JOB CODE & POSITION #	NO. POSITIONS	CURRENT		RECOMMENDED		JUSTIFICATION
						PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE	
1020	County Executive	RECLASSIFICATION	Adm Sec 2-Const Svs Rep 0008656000001	Government Affairs Specialist 0008656100001	1	17M	01 \$ 37,726.21 02 \$ 38,880.82 03 \$ 39,979.89 04 \$ 41,137.20 05 \$ 42,729.86	7PM	01 \$ 37,726.21 02 \$ 38,880.82 03 \$ 39,979.89 04 \$ 41,137.20 05 \$ 42,729.86	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <i>No incumbent</i>
1151	DAS PSB	RECLASSIFICATION	Fiscal Mgt Analyst 1 0001224000009	Associate Budget and Management Analyst 0001222200001	1	17JM	01 \$ 34,680.46 02 \$ 35,738.35 03 \$ 36,750.27 04 \$ 37,726.21 05 \$ 38,880.82 06 \$ 39,979.89 07 \$ 41,137.20 08 \$ 42,729.86	22M	01 \$ 44,434.83 02 \$ 46,247.97 03 \$ 47,753.89 04 \$ 49,325.12 05 \$ 51,193.79	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
1151	DAS PSB	RECLASSIFICATION	Fiscal Analyst - NR 0000446400001	Associate Budget and Management Analyst 0001222200002	1	24M	01 \$ 47,344.13 02 \$ 49,154.14 03 \$ 50,960.83 04 \$ 52,766.90 05 \$ 55,155.57	22M	01 \$ 44,434.83 02 \$ 46,247.97 03 \$ 47,753.89 04 \$ 49,325.12 05 \$ 51,193.79 * \$ 55,155.57	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. Current incumbents' base annualized rates are red circled. <i>"Red Circled incumbents do not receive an increase to base until market supercedes the rate or the incumbent transfers to another job that holds a higher pay assignment."</i>
1151	DAS PSB	RECLASSIFICATION	Fiscal Analyst 2 0001222000005	Budget and Management Analyst 0001222300001	1	26JM	01 \$ 44,434.83 02 \$ 46,247.97 03 \$ 47,753.89 04 \$ 49,325.12 05 \$ 51,193.79 06 \$ 52,766.90 07 \$ 55,155.57 08 \$ 55,872.96 09 \$ 58,532.45	26M	01 \$ 50,960.83 02 \$ 52,766.90 03 \$ 55,155.57 04 \$ 55,872.96 05 \$ 58,532.45	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
1151	DAS PSB	RECLASSIFICATION	Fiscal Analyst 2 0001222000002	Budget and Management Analyst 0001222300002	1	26JM	01 \$ 44,434.83 02 \$ 46,247.97 03 \$ 47,753.89 04 \$ 49,325.12 05 \$ 51,193.79 06 \$ 52,766.90 07 \$ 55,155.57 08 \$ 55,872.96 09 \$ 58,532.45	26M	01 \$ 50,960.83 02 \$ 52,766.90 03 \$ 55,155.57 04 \$ 55,872.96 05 \$ 58,532.45	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.

Finance, Personnel & Audit Committee Meeting Compensation Report March 2014

In accordance with the provisions of Chapter 17 of the Milwaukee County General Ordinances, the Director of Human Resources intends to approve for implementation.
The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions.
(Reclassifications, Advancements Within The Pay Range and Reallocations)
*Change in Duties has to reflect a weight of 25% or more.

HIGH ORG	REQUESTOR	ORDINANCE TYPE	CURRENT TITLE / JOB CODE & POSITION #	RECOMMENDED TITLE / JOB CODE & POSITION #	NO. POSITIONS	CURRENT		RECOMMENDED		JUSTIFICATION		
						PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE			
1192	Economic Development	RECLASSIFICATION	Admin Spec-Econ Dev NR 00000074000009	Administrative Coordinator TBD	1	07PM	01	\$ 37,596.62	22M	01	\$ 44,434.83	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
							02	\$ 38,924.08		02	\$ 46,247.97	
							03	\$ 40,250.70		03	\$ 47,753.89	
							04	\$ 41,577.74		04	\$ 49,325.12	
							05	\$ 42,904.37		05	\$ 51,193.79	
							06	\$ 44,231.41				
							07	\$ 45,558.45				
							08	\$ 46,885.07				
							09	\$ 48,212.32				
1192	Economic Development	RECLASSIFICATION	GIS Specialist 00010841000002	Senior GIS Analyst TBD	1	25	01	\$ 50,132.58	30	01	\$ 57,378.88	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
							02	\$ 51,974.62		02	\$ 59,930.62	
							03	\$ 53,817.09		03	\$ 62,817.87	
							04	\$ 56,252.77		04	\$ 65,644.59	
							05	\$ 58,694.06		05	\$ 68,528.93	
1192	Economic Development	RECLASSIFICATION	Geographic Info Sys Sup 00035770000001	GIS Manager TBD	1	31M	01	\$ 61,135.57	34M	01	\$ 66,964.14	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements.
							02	\$ 64,080.64		02	\$ 69,906.51	
							03	\$ 66,964.14		03	\$ 72,798.88	
							04	\$ 69,906.51		04	\$ 76,303.55	
							05	\$ 72,797.09		05	\$ 79,811.47	
2000	Courts	RECLASSIFICATION	Secretarial Assistant 00000660000001	Clerical Courts Specialist 00012861000007	1	04P	01	\$ 30,037.49	05P	01	\$ 32,363.55	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <i>No incumbent</i>
							02	\$ 31,097.66		02	\$ 33,505.68	
							03	\$ 32,157.84		03	\$ 34,648.22	
							04	\$ 33,218.02		04	\$ 35,790.14	
							05	\$ 34,278.19		05	\$ 36,932.90	
							06	\$ 35,338.37		06	\$ 38,074.61	
							07	\$ 36,398.34		07	\$ 39,216.74	
							08	\$ 37,458.30		08	\$ 40,359.28	
							09	\$ 38,519.10		09	\$ 41,500.99	
5100	Transportation Services (Highway)	RECLASSIFICATION	Accountant 4 00004330000003	Senior Capital Financial Analyst 00004380000001	1	25	01	\$ 50,132.58	33JM	01	\$ 58,532.45	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <i>No incumbent</i>
							02	\$ 51,974.62		02	\$ 61,135.57	
							03	\$ 53,817.09		03	\$ 64,080.64	
							04	\$ 56,252.77		04	\$ 66,964.14	
							05	\$ 58,694.06		05	\$ 69,906.51	
										06	\$ 72,796.88	
										07	\$ 76,303.55	
										08	\$ 79,811.47	

Finance, Personnel & Audit Committee Meeting Compensation Report March 2014

In accordance with the provisions of Chapter 17 of the Milwaukee County General Ordinances, the Director of Human Resources intends to approve for implementation.
The Department of Administration has verified that funds are available within the adopted budget to cover the cost associated with these actions.
(Reclassifications, Advancements Within The Pay Range and Reallocations)
*Change in Duties has to reflect a weight of 25% or more.

HIGH ORG	REQUESTOR	ORDINANCE TYPE	CURRENT TITLE / JOBCODE & POSITION #	RECOMMENDED TITLE / JOBCODE & POSITION #	NO. POSITIONS	CURRENT		RECOMMENDED		JUSTIFICATION
						PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE	
6300	Behavioral Health	RECLASSIFICATION	Director Quality Assurance 00052649000001	BH Medical Director - Quality Assurance TBD	1	903E	Min \$ 98,719.71 Mid \$ 120,612.96 Max \$ 142,527.22	904E	Min \$ 128,698.75 Mid \$ 197,671.76 Max \$ 283,887.13	Equitable market alignment based on overall job duties/responsibilities, competencies and educational/experience requirements. <i>No incumbent</i>
4300	House of Correction	ADVANCEMENT WITHIN THE PAY RANGE 17.10.(3).(b)	Fiscal Operations Mgr HOC 00004444000001	N/A	1	34M	01 \$ 69,906.51 02 \$ 72,796.88 03 \$ 76,303.55 04 \$ 79,811.47 05 \$ 83,262.61	34M	01 \$ 69,906.51 02 \$ 72,796.88 03 \$ 76,303.55 04 \$ 79,811.47 05 \$ 83,262.61	Section (b) of the ADVANCEMENT WITHIN THE PAY RANGE 17.10 ...may request an advancement in the pay range for an employee who holds a position which is critical to the operation of their department if the request is necessary to retain the employee in county service.
9000	Parks	ADVANCEMENT WITHIN THE PAY RANGE 17.10.(3).(b)	Chief of Park Operations 00080360000001	N/A	1	902E	Min \$ 78,536.65 Mid \$ 97,452.99 Max \$ 116,369.34 \$ 90,092.23	902E	Min \$ 78,536.65 Mid \$ 97,452.99 Max \$ 116,369.34	Section (b) of the ADVANCEMENT WITHIN THE PAY RANGE 17.10 ...may request an advancement in the pay range for an employee who holds a position which is critical to the operation of their department if the request is necessary to retain the employee in county service.

REALLOCATION
DAS FISCAL FORM
2/12/2014

Reallocation

Department: Government Affairs
Date of Reallocation Request: February 10, 2014
Date of anticipated reclassification: April 1, 2014

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits*	Pay Periods Remaining	2014 total	Annual Total
EXISTING POSITION(S)*:															
1	1020	1020	00086560	Admin Sec-Const Services Rep	17M	1	1	1.0	18.14	1,451	111	689	20	45,014	58,518
2															0
3															0
4															0
													SUBTOTAL:	45,014	58,518
RECLASSIFIED POSITION(S)*:															
1	1020	1020	00086561	Government Affairs Specialist	7PM	1	1	1.0	18.14	1,451	111	689	20	45,014	58,518
													SUBTOTAL:	45,014	58,518
													TOTAL COST:	0	0

* Pension Fixed Rate for 2014 = 10.8% of salary (No impact on Health Insurance of this action)

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE REALLOCATION:

Yes

DOES DAS APPROVE THE ABOVE MENTIONED REALLOCATION?

Yes

COMMENT/NARRATIVE (optional): Market Alignment

DIRECTOR, OFFICE OF PERFORMANCE, STRATEGY & BUDGET

2-12-14

DATE

REALLOCATION
DAS FISCAL FORM
2/12/2014

Reallocation

Department: DAS-Performance, Strategy & Budget

Date of Reallocation Request: February 10, 2014

Date of anticipated reclassification: April 1, 2014

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits*	Pay Periods Remaining	2014 total	Annual Total
EXISTING POSITION(S)*:															
1	1151	1157	0001224	Fiscal & Management Analyst 1	17JM	8	1	1.0	20.54	1,643	126	709	20	49,573	64,446
2	1151	1157	00004464	Fiscal Analyst NR	24M	5	1	1.0	26.52	2,121	162	761	20	60,896	79,164
3	1151	1157	0001222	Fiscal & Management Analyst 2	26JM	3	1	1.0	22.96	1,837	141	730	20	54,151	70,397
4	1151	1157	0001222	Fiscal & Management Analyst 2	26JM	9	1	1.0	28.14	2,251	172	775	20	63,972	83,163
SUBTOTAL:														110,469	297,170
RECLASSIFIED POSITION(S)*:															
1	1151	1157	00012222	Associate Budget Analyst	22M	1	1	1.0	21.36	1,709	131	717	20	51,127	66,465
	1151	1157	00012222	Associate Budget Analyst	22M	1	1	1.0	26.52	2,121	162	761	20	60,896	79,164
	1151	1157	00012223	Budget Analyst	26M	1	1	1.0	24.50	1,960	150	744	20	57,073	74,195
	1151	1157		Budget Analyst	26M	1	1	1.0	28.14	2,251	172	775	20	63,972	83,163
SUBTOTAL:														233,068	302,988
TOTAL COST:														122,599	5,818

* Pension Fixed Rate for 2014 = 10.8% of salary (No impact on Health Insurance of this action)

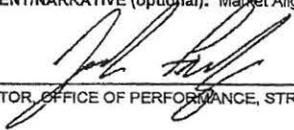
DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE REALLOCATION:

Yes

DOES DAS APPROVE THE ABOVE MENTIONED REALLOCATION?

Yes

COMMENT/NARRATIVE (optional): Market Alignment


DIRECTOR, OFFICE OF PERFORMANCE, STRATEGY & BUDGET

2-12-14

DATE

REALLOCATION
DAS FISCAL FORM
2/13/2014

Reallocation

Department: DAS-Economic Development
Date of Reallocation Request: February 10, 2014
Date of anticipated reclassification: April 1, 2014

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits*	Pay Periods Remaining	2014 total	Annual Total
EXISTING POSITION(S)*:															
1	1192	1191	0000074	Admin Specialist-Econ Dev NR	07PM	9	1	1.0	23.18	1,854	142	732	20	54,569	70,939
2	1192	1199	00010841	GIS Specialist	25	5	1	1.0	28.22	2,257	173	776	20	64,119	83,355
3	1192	1199	0003577	Geographic Info Sys Sup	31M	5	1	1.0	35.00	2,800	214	834	20	76,969	100,060
													SUBTOTAL:	118,688	254,354
RECLASSIFIED POSITION(S)*:															
1	1192	1191	00012222	Administrative Coordinator	22M	1	1	1.0	23.71	1,897	145	737	20	55,583	72,257
	1192	1199	00012222	Senior GIS Analyst	30	1	1	1.0	30.20	2,416	185	793	20	67,877	88,240
	1192	1199	00012223	GIS Manager	34M	1	1	1.0	35.00	2,800	214	834	20	76,969	100,060
													SUBTOTAL:	200,429	260,557
													TOTAL COST:	81,741	6,203

* Pension Fixed Rate for 2014 = 10.8% of salary (No impact on Health Insurance of this action)

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE REALLOCATION:

Yes

DOES DAS APPROVE THE ABOVE MENTIONED REALLOCATION?

Yes

COMMENT/NARRATIVE (optional): Market Alignment

DIRECTOR, OFFICE OF PERFORMANCE, STRATEGY & BUDGET

2-13-14

DATE

REALLOCATION
DAS FISCAL FORM
2/13/2014

Reallocation

Department: Courts

Date of Reallocation Request: February 10, 2014

Date of anticipated reclassification: April 1, 2014

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits*	Pay Periods Remaining	2014 total	Annual Total
EXISTING POSITION(S)*:															
1	2000	2851	00000066	Secretarial Assistant	04P	1	1	1.0	14.44	1,155	88	657	20	38,008	49,411
2															0
3															0
4															0
													SUBTOTAL:	38,008	49,411
RECLASSIFIED POSITION(S)*:															
1	2000	2851	00012861	Clerical Courts Specialist	05P	1	1	1.0	15.56	1,245	95	666	20	40,129	52,167
													SUBTOTAL:	40,129	52,167
													TOTAL COST:	2,120	2,756

* Pension Fixed Rate for 2014 = 10.8% of salary (No impact on Health Insurance of this action)

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE REALLOCATION:

Yes

DOES DAS APPROVE THE ABOVE MENTIONED REALLOCATION?

Yes

COMMENT/NARRATIVE (optional): Market Alignment

DIRECTOR, OFFICE OF PERFORMANCE, STRATEGY & BUDGET

2-13-14

DATE

REALLOCATION
DAS FISCAL FORM
2/13/2014

Reallocation

Department: DOT-Highways Division
Date of Reallocation Request: February 10, 2014
Date of anticipated reclassification: April 1, 2014

Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits*	Pay Periods Remaining	2014 total	Annual Total
EXISTING POSITION(S)*:															
1	5100	5130	00000066	Accountant 4	25	1	1	1.0	24.10	1,928	148	740	20	56,319	73,215
2															0
3															0
4															0
													SUBTOTAL:	56,319	73,215
RECLASSIFIED POSITION(S)*:															
1	5100	5130	00004380	Senior Capital Financial Analyst	33JM	1	1	1.0	28.14	2,251	172	775	20	63,972	83,163
													SUBTOTAL:	63,972	83,163
													TOTAL COST:	7,653	9,949

* Pension Fixed Rate for 2014 = 10.8% of salary (No impact on Health Insurance of this action)

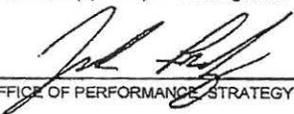
DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE REALLOCATION:

Yes

DOES DAS APPROVE THE ABOVE MENTIONED REALLOCATION?

Yes

COMMENT/NARRATIVE (optional): Market Alignment



DIRECTOR, OFFICE OF PERFORMANCE STRATEGY & BUDGET

2-13-14

DATE

**Appointments at an Advanced Step of the Pay Range
Finance, Personnel & Audit Committee Report
March 2014**

^Bold/shaded border denotes rates of incumbents

REQUESTOR	ORG UNIT	PREVIOUS CLASSIFICATION	CURRENT CLASSIFICATION	PAY GRADE	# OF STEPS ^	REQUESTED HOURLY RATE	ANNUALIZED SALARY BY STEPS	APPOINTED STEP	APPOINTED DATE	JUSTIFICATION
District Attorney's Office	4500	N/A	Secretarial Asst	4P	01	\$ 14.4411	\$ 30,037.49	03	01/27/2014	New Hire Appointment / 15+ years of administrative experience
					02	\$ 14.9508	\$ 31,097.66			
					03	\$ 15.4605	\$ 32,157.84			
					04	\$ 15.9702	\$ 33,218.02			
					05	\$ 16.4799	\$ 34,278.19			
					06	\$ 16.9896	\$ 35,338.37			
					07	\$ 17.4992	\$ 36,398.54			
					08	\$ 18.0088	\$ 37,458.70			
					09	\$ 18.5188	\$ 38,519.10			
District Attorney's Office	4500	N/A	Paralegal	19L	01	\$ 18.4986	\$ 38,477.09	05	01/20/2014	New Hire Appointment / 4+ years of legal experience
					02	\$ 19.3311	\$ 40,208.69			
					03	\$ 20.2009	\$ 42,017.87			
					04	\$ 21.1101	\$ 43,909.01			
					05	\$ 22.0600	\$ 45,884.80			
					06	\$ 23.0524	\$ 47,948.99			
					07	\$ 24.0899	\$ 50,106.99			
					08	\$ 25.1021	\$ 52,212.37			
DOT - Airport	5040	Heating And Vent Mech 1	Operating and Mtce Supervisor	25M	01	\$ 23.6318	\$ 49,154.14	04	12/16/2013	Promotion / 25+ years of relevant facilities, operations and maintenance management experience
					02	\$ 24.5004	\$ 50,960.83			
					03	\$ 25.3687	\$ 52,766.90			
					04	\$ 26.5171	\$ 55,155.57			
					05	\$ 26.8620	\$ 55,872.96			
BHD	6300	N/A	Administrative Assistant	6PM	01	\$ 16.5482	\$ 34,420.26	03	01/06/2014	New Hire Appointment / 5+ years of administrative experience
					02	\$ 17.1321	\$ 35,634.77			
					03	\$ 17.7163	\$ 36,849.90			
					04	\$ 18.3003	\$ 38,064.62			
					05	\$ 18.8844	\$ 39,279.55			
					06	\$ 19.4683	\$ 40,494.06			
					07	\$ 20.0526	\$ 41,709.41			
					08	\$ 20.6366	\$ 42,924.13			
					09	\$ 21.2204	\$ 44,138.43			
BHD	6300	N/A	Health prevention Coordinator	31	01	\$ 30.8761	\$ 64,222.29	03	01/06/2014	New Hire Appointment / 7+ years of prevention programming experience
					02	\$ 32.3637	\$ 67,316.50			
					03	\$ 33.8199	\$ 70,345.39			
					04	\$ 35.3061	\$ 73,436.69			
					05	\$ 36.7658	\$ 76,472.86			
BHD	6300	N/A	EMS Instuctor	18N	01	\$ 26.9078	\$ 55,968.12	04	12/23/2013	New Hire Appointment / 9+ years of register nursing/emergency room setting experience
					02	\$ 28.5105	\$ 59,301.92			
					03	\$ 29.9329	\$ 62,260.34			
					04	\$ 31.2171	\$ 64,931.64			
					05	\$ 32.6396	\$ 67,890.28			
					06	\$ 33.2870	\$ 69,237.02			
					07	\$ 33.9452	\$ 70,605.92			
					08	\$ 34.5183	\$ 71,798.11			
					09	\$ 35.0915	\$ 72,990.31			
BHD	6300	N/A	Medexdir-Med Dir Psych	904E	Min	\$ 61.8744	\$ 128,698.75	N/A	03/17/2014	New Hire Appointment / 28+ years of psychiatry, medical staff leadership, training and management experience
					Mid	\$ 95.0345	\$ 197,671.76			
					Max	\$ 136.4842	\$ 283,887.13			
							\$ 274,286.90			

INFORMATIONAL ONLY

**Appointments at an Advanced Step of the Pay Range
Finance, Personnel & Audit Committee Report
March 2014**

^Bold/shaded border denotes rates of incumbents

REQUESTOR	ORG UNIT	PREVIOUS CLASSIFICATION	CURRENT CLASSIFICATION	PAY GRADE	# OF STEPS ^	REQUESTED HOURLY RATE	ANNUALIZED SALARY BY STEPS	APPOINTED STEP	APPOINTED DATE	JUSTIFICATION
BHD	6300	Adv Prac Nurse Prescriber-Pool	Adv Prac Nurse Prescriber	32NZ	01	\$ 84.0613	\$ 174,847.50	07	12/22/2013	Promotion / 7+ years of patient care, teaching, clinical skills and nursing experience
					02	\$ 87.0035	\$ 180,967.28			
					03	\$ 90.0486	\$ 187,301.09			
					04	\$ 93.2003	\$ 193,856.62			
					05	\$ 96.4623	\$ 200,641.58			
					06	\$ 99.8384	\$ 207,663.87			
					07	\$ 103.3328	\$ 214,932.22			
BHD	6558	N/A	Staffing Assistant	6PM	01	\$ 16.5482	\$ 34,420.26	03	03/03/2014	New Hire Appointment / 10+ years of administrative experience in the medical field.
					02	\$ 17.1321	\$ 35,634.77			
					03	\$ 17.7163	\$ 36,849.90			
					04	\$ 18.3003	\$ 38,064.62			
					05	\$ 18.8844	\$ 39,279.55			
					06	\$ 19.4683	\$ 40,494.06			
					07	\$ 20.0526	\$ 41,709.41			
					08	\$ 20.6366	\$ 42,924.13			
					09	\$ 21.2204	\$ 44,138.43			
Aging	7990	N/A	Contract Serv Coord (CMO)	27	01	\$ 25.8736	\$ 53,817.09	03	01/06/2014	New Hire Appointment / 12+ years managed care and provider contracting experience
					02	\$ 27.0446	\$ 56,252.77			
					03	\$ 28.2183	\$ 58,694.06			
					04	\$ 29.5615	\$ 61,487.92			
					05	\$ 30.8761	\$ 64,222.29			
DHHS	8000	Accountant IV	Sr Budget Analyst	33JM	01	\$ 28.1406	\$ 58,532.45	06	01/20/2014	Promotion / Essential recruitment need / 18+ years of relevant financial experience
					02	\$ 29.3921	\$ 61,135.57			
					03	\$ 30.8080	\$ 64,080.64			
					04	\$ 32.1943	\$ 66,964.14			
					05	\$ 33.6089	\$ 69,906.51			
					06	\$ 34.9985	\$ 72,796.88			
					07	\$ 36.6844	\$ 76,303.55			
					08	\$ 38.3709	\$ 79,811.47			
DHHS	8000	N/A	Occupational Therapist	26NT	01	\$ 27.8755	\$ 57,980.94	02	12/16/2013	New Hire Appointment / 16+ years community mental health and counseling experience
					02	\$ 29.1334	\$ 60,597.56			
					03	\$ 30.4439	\$ 63,323.33			
					04	\$ 31.8068	\$ 66,158.04			
					05	\$ 33.2430	\$ 69,145.39			
DHHS	8000	N/A	House Physician 1Hrly	40XM	01	\$ 58.3197	\$ 121,304.98	04	01/22/2014	New Hire Appointment / 6+ years experience/training
					02	\$ 60.3607	\$ 125,550.26			
					03	\$ 62.4735	\$ 129,944.88			
					04	\$ 64.6600	\$ 134,492.80			
					05	\$ 66.9229	\$ 139,199.63			
					06	\$ 69.2654	\$ 144,072.03			
					07	\$ 71.6897	\$ 149,114.58			
DHHS	8000	N/A	BH Staff Psychiatrist Hourly	44PM	01	\$ 84.0613	\$ 174,847.50	04	01/22/2014	New Hire Appointment / 7+ years experience
					02	\$ 87.0035	\$ 180,967.28			
					03	\$ 90.0486	\$ 187,301.09			
					04	\$ 93.2003	\$ 193,856.62			
					05	\$ 96.4623	\$ 200,641.58			
					06	\$ 99.8384	\$ 207,663.87			
					07	\$ 103.3328	\$ 214,932.22			

**Appointments at an Advanced Step of the Pay Range
Finance, Personnel & Audit Committee Report
March 2014**

^Bold/shaded border denotes rates of incumbents

REQUESTOR	ORG UNIT	PREVIOUS CLASSIFICATION	CURRENT CLASSIFICATION	PAY GRADE	# OF STEPS ^	REQUESTED HOURLY RATE	ANNUALIZED SALARY BY STEPS	APPOINTED STEP	APPOINTED DATE	JUSTIFICATION
DHHS	8000	N/A	Human Service Worker	16C	01	\$ 16.2475	\$ 33,794.80	17	03/03/2014	New Hire Appointment / 20+ years social service experience/training
					02	\$ 16.6263	\$ 34,582.70			
					03	\$ 17.0050	\$ 35,370.40			
					04	\$ 17.5238	\$ 36,449.50			
					05	\$ 18.0199	\$ 37,481.39			
					06	\$ 18.4986	\$ 38,477.09			
					07	\$ 19.0647	\$ 39,654.58			
					08	\$ 19.6035	\$ 40,775.28			
					09	\$ 20.1711	\$ 41,955.89			
					10	\$ 20.9522	\$ 43,580.58			
					11	\$ 21.7879	\$ 45,318.83			
					12	\$ 22.6771	\$ 47,168.37			
					13	\$ 23.4155	\$ 48,704.24			
					14	\$ 24.1859	\$ 50,306.67			
					15	\$ 25.1021	\$ 52,212.37			
					16	\$ 25.5721	\$ 53,189.97			
					17	\$ 26.0268	\$ 54,135.74			
DHHS	8000	N/A	Human Service Worker	16C	01	\$ 16.2475	\$ 33,794.80	15	03/03/2014	New Hire Appointment / 16+ years social service experience/training
					02	\$ 16.6263	\$ 34,582.70			
					03	\$ 17.0050	\$ 35,370.40			
					04	\$ 17.5238	\$ 36,449.50			
					05	\$ 18.0199	\$ 37,481.39			
					06	\$ 18.4986	\$ 38,477.09			
					07	\$ 19.0647	\$ 39,654.58			
					08	\$ 19.6035	\$ 40,775.28			
					09	\$ 20.1711	\$ 41,955.89			
					10	\$ 20.9522	\$ 43,580.58			
					11	\$ 21.7879	\$ 45,318.83			
					12	\$ 22.6771	\$ 47,168.37			
					13	\$ 23.4155	\$ 48,704.24			
					14	\$ 24.1859	\$ 50,306.67			
					15	\$ 25.1021	\$ 52,212.37			
					16	\$ 25.5721	\$ 53,189.97			
					17	\$ 26.0268	\$ 54,135.74			
DHHS	8000	N/A	Human Service Worker	16C	01	\$ 16.2475	\$ 33,794.80	15	03/03/2014	New Hire Appointment / 18+ years social service experience/training
					02	\$ 16.6263	\$ 34,582.70			
					03	\$ 17.0050	\$ 35,370.40			
					04	\$ 17.5238	\$ 36,449.50			
					05	\$ 18.0199	\$ 37,481.39			
					06	\$ 18.4986	\$ 38,477.09			
					07	\$ 19.0647	\$ 39,654.58			
					08	\$ 19.6035	\$ 40,775.28			
					09	\$ 20.1711	\$ 41,955.89			
					10	\$ 20.9522	\$ 43,580.58			
					11	\$ 21.7879	\$ 45,318.83			
					12	\$ 22.6771	\$ 47,168.37			
					13	\$ 23.4155	\$ 48,704.24			
					14	\$ 24.1859	\$ 50,306.67			
					15	\$ 25.1021	\$ 52,212.37			
					16	\$ 25.5721	\$ 53,189.97			
					17	\$ 26.0268	\$ 54,135.74			

INFORMATIONAL ONLY

**Appointments at an Advanced Step of the Pay Range
Finance, Personnel & Audit Committee Report
March 2014**

^Bold/shaded border denotes rates of incumbents

REQUESTOR	ORG UNIT	PREVIOUS CLASSIFICATION	CURRENT CLASSIFICATION	PAY GRADE	# OF STEPS ^	REQUESTED HOURLY RATE	ANNUALIZED SALARY BY STEPS	APPOINTED STEP	APPOINTED DATE	JUSTIFICATION
DHHS	8000	N/A	Section Manager	914E	01	\$ 26.5328	\$ 55,188.22	08	02/16/2014	New Hire Appointment / 15+ years of social services, training and management experience
					02	\$ 27.8594	\$ 57,947.55			
					03	\$ 29.1859	\$ 60,706.67			
					04	\$ 30.5123	\$ 63,465.58			
					05	\$ 31.8391	\$ 66,225.33			
					06	\$ 32.8339	\$ 68,294.51			
					07	\$ 33.8288	\$ 70,363.90			
					08	\$ 34.4924	\$ 71,744.19			
DHHS	8000	N/A	Section Manager	914E	01	\$ 26.5328	\$ 55,188.22	08	02/16/2014	New Hire Appointment / 12+ years of social services, training and management experience
					02	\$ 27.8594	\$ 57,947.55			
					03	\$ 29.1859	\$ 60,706.67			
					04	\$ 30.5123	\$ 63,465.58			
					05	\$ 31.8391	\$ 66,225.33			
					06	\$ 32.8339	\$ 68,294.51			
					07	\$ 33.8288	\$ 70,363.90			
					08	\$ 34.4924	\$ 71,744.19			

Emergency Appointment Report
Personnel Committee Meeting
March 13, 2014

<u>Requestor</u>	<u>Dept</u>	<u>Last Name</u>	<u>First Name</u>	<u>Title Description</u>	<u>Employee Class</u>	<u>Status</u>	<u>Emergency Appt Date</u>	<u>Pay Range</u>
HR-ERS	1149	Burns	Kai	Administrative Specialist	F	A	11/4/2013	07PM
BHD	6474	Broussard	E. Marie	Adm. Coord SSI	F	A	1/1/2014	27M
DAD	1157	Simms	Andre	Clerical Asst 2 NR	F	A	12/30/2013	04PM
DHHS	8526	Krueger	Vickie	Adm. Asst. II - Accounts Receivable	F	A	1/13/2014	19DC

**Temporary Appointment Report
Personnel Committee Meeting
March 14, 2014**

Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
5140	Cage	Steve	32610	Highway Mtce Wkr 1	F	A	80	12/16/2013	TA
5160	Carter	Melissa	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
5140	Hoppe	Derek	32610	Highway Mtce Wkr 1	F	A	80	11/11/2013	TA
5110	Hutchinson	Michael	32610	Highway Mtce Wkr 1	F	A	80	11/24/2013	TA
5110	Igowski	Kurt	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
5120	Johnson	Dennis	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
5140	Laack	Jerome	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
5140	Luedtke	Michael	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
5160	Maas	Jeremy	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
1163	Mangione	Jeremy	87420	Info Systems Intern	I	A	0	6/24/2013	TA
5160	Manka	John	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
5110	Mc Kay	Dwayne	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
5120	Minter	Anthony	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
5160	Ortiz	Keanne	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
5120	Pinto	Carlos	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
5120	Radakovich	Keith	32610	Highway Mtce Wkr 1	F	A	80	11/11/2013	TA
5140	Sadler	Derek	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
1142	Sanders	Breone	5790	Intern Compensation HRIS	I	A	0	1/20/2014	TA
5160	Sazama	Rory	32610	Highway Mtce Wkr 1	F	A	80	11/13/2013	TA
5110	Simmons	Tyrone	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
5110	Stern	Marcus	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
5110	Stewart	Demetrius	32610	Highway Mtce Wkr 1	F	A	80	12/9/2013	TA
5140	Strong	Daniel	32610	Highway Mtce Wkr 1	F	A	80	10/28/2013	TA
5160	Stueck	Donald	32610	Highway Mtce Wkr 1	F	A	80	11/11/2013	TA
5120	Tersen	Douglas	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA
5140	Volkman	Eric	32610	Highway Mtce Wkr 1	F	A	80	12/16/2013	TA
5140	Zieman	Robert	32610	Highway Mtce Wkr 1	F	A	80	11/4/2013	TA

Temporary Assignment to a Higher Classification (TAHC) Report
Finance, Personnel & Audit Committee Meeting
March 13, 2014

DEPT	FIRST NAME	LAST NAME	CURRENT JOB TITLE	OLD PAY RANGE	NEW PAY RANGE	TAHC JOB TITLE	ORIG START	EXTENDED/NEW DATE	END DATE	TYPE	REASON
Aging	Debra	Horton	Clerical Asst 1	3P	4P	Secretarial Asst	11/11/2013	2/10/2014	5/10/2014	adm	Retirement/Vacancy
BHD	Jennifer	Bergersen	ExDir2 Assoc Dir Clinical	902E	902E	ExDir 2 Adm BHD	9/18/2013	1/6/2014	7/31/2014	Action Bd	Incumbent on TAHC
BHD	James	Kubicek	ExDir2 Dept Adm BHD	902E	903E	ExDir3 MH Administrator	8/14/2013	1/9/2014	7/31/2014	Action	Incumbent on MedLeave
Courts	Latrice	Burroughs	Clerical Asst 1	03P	04P	Clerical Asst 2	12/23/2013		3/14/2014		Permanent Vacancy
Courts	Brenda	Holt	Fiscal Asst 1	3	4	Fiscal Asst 2	1/6/2014		3/7/2014		Incumbent resign
DHHS-Delinquency	Kelly	Pethke	Adm Coordinator	27M	32M	Grant Coordinator	1/5/2014		4/4/2014		Incumbent promoted
DHHS-Delinquency	Peter	Madaus	Contract Services Coord	27DC	27M	Admini. Coordinator	2/2/2014		5/2/2014		Incumbent termed
HR-Aging	Bonica	Voss	Human Res. Analyst 1	17JM	30M	Human Resource Coord-Aging	11/7/2013	1/13/2014	4/12/2014	adm	Incumbent on TAHC
HR-Sheriff	Mary	Dutkiewicz	Human Resource Coord Aging	30M	35M	Human Resource Manager	11/5/2013	1/13/2014	4/12/2014	adm	Incumbent termed
Parks	Mark	Ische	Park Mtce Worker II - IC	18Z	22M	Park Unit Coordinator	11/2/2013	1/9/2014	4/9/2014	adm	Incumbent retired
Parks	Mike	Rewolinski	PMW II - IC	18Z	22M	Unit Coordinator I	10/28/2013	1/4/2014	4/3/2014	adm	Incumbent on MedLeave
Parks	Danny	Hunt	Parks/Hwy Mtce Worker	13P	18Z	PMW II - IC	10/28/2013	1/4/2014	4/3/2014	adm	Incumbent on TAHC
Parks	James	Collopy	Park Worker III-	5108	18Z	PMW II - IC	11/22/2013	1/30/2014	4/29/2014	adm	Retirement/Inc on TAHC
Zoo	Cassandra	Sajkowski	Heritage Farm Attdt	09ZB	15	Zookeeper	2/1/2014		5/1/2014		Incumbent resign
TPW-Airport	Steven	Brasch	Auto&Equip Svc Tech DOT	19	20	Auto&Equip Serv Tech IC DOT	11/22/2013	1/30/2014	3/30/2014	adm	Seasonal Supvr
HOC	Anita	Kent	Distribution Asst	2P	3P	Fiscal Asst 1	1/15/2014		4/1/2014		Vacant/trying to fill
HOC	Monika	Mangione	Fiscal Asst 1	3P	4P	Fiscal Asst 2	1/15/2014		4/1/2014		Permanent Vacancy
HOC	Gregg	Miliacca	Correction Officer	14Z	23CM	Lieutenant	1/15/2014		4/14/2014		Incumbent retired
Sheriff Dept	Steven	Haw	CO 1	14Z	23CM	CO Lieutenant	12/20/2013		3/19/2014		Vacant/trying to fill
Sheriff Dept	Joshua	Briggs	CO1	14Z	23CM	CO Lieutenant	2/12/2014		4/20/2014		Vacant/trying to fill
Sheriff Dept	Michael	Ninkovic	CO1	14Z	23CM	CO Lieutenant	2/12/2014		4/28/2014		Vacant/trying to fill
Sheriff Dept	Crystalina	Montano	CO1	14Z	23CM	CO Lieutenant	1/29/2014		4/28/2014		Vacant/trying to fill

The TAHC has been extended by the Director of DHR. The County Board of Supervisors and the County Executive must approve the second extension to a vacant unclassified position through adoption of a resolution.

*Individual has a TAHC according to provisions of labor contracts

INTER-OFFICE COMMUNICATION

DATE: February 21, 2014

TO: Supervisor Dimitrijevic, County Board Chairwoman

FROM: Kerry Mitchell, Chief Human Resources Officer

SUBJECT: **2015 – 2019 Capital Improvement Program Informational Report - Standing Committee / Capital Improvement Committee**

Milwaukee County Ordinance 36.04 requires all Departments to submit five-year capital improvement program (Program) requests to their respective standing committees. Standing committees shall then submit Programs along with recommendations to the Capital Improvements Committee.

Pursuant to this Ordinance, the Department of Human Resources has preliminarily evaluated its anticipated maintenance and facility needs for capital years 2015-2019. Based on this initial review, the attached includes the Department's outstanding capital needs, listed in priority order.


Kerry Mitchell
Chief Human Resources Officer

Attachments: 2015–2019 Five Year Capital Improvements Plan

Cc: Chris Abele, County Executive
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Sup. Cullen, Co-Chair, FPA Committee
Sup. Johnson, Co-Chair, FPA Committee
Josh Fudge, Fiscal & Budget Director, DAS
Vince Masterson, Fiscal & Strategic Asset Coordinator, DAS
Pamela Bryant, Capital Finance Manager, Comptroller's Office
Justin Rodriguez, Capital Finance Analyst, Comptroller's Office

Department of Human Resources
2015

Rank	Project Number	Project Name	Total Project Cost	Reimbursement Revenue	County Financing	Project Description
1	WOXXX_New 4	HR Ceridian Upgrade to DayForce	\$1,000,000		\$1,000,000	The Ceridian HRIS system is 7 years old and technical support for its modular components will be ended within the next 24 months. Ceridian's newest product, DayForce, is potentially a low-cost upgrade that would enhance operations, efficiency and county-wide interoperability. It would ensure greater data integrity and provides a substantially more effective user interface.
2	WOXXX_New 5	Electronic Personnel Files				Electronic File Management would greatly enhance DHR's ability to comply with state/federal/industry requirements relating to the handling of personnel files. In addition, it would ensure that we are fully in compliance with all Open Records requests. This capital solution would permanently eliminate the need to retain paper personnel files, reducing staff time and increasing efficiency county-wide.
Total			\$1,000,000	\$0	\$1,000,000	

**INTEROFFICE COMMUNICATION
COUNTY OF MILWAUKEE**

DATE: February 25, 2014

TO: Theodore Lipscomb Sr., Chairman
Committee on Judiciary, Safety and General Services

Willie Johnson & David Cullen, Co-Chairmen
Committee on Finance, Personnel and Audit

FROM: Mark A. Grady, Deputy Corporation Counsel

SUBJECT: Status update on pending litigation

The following is a list of some of the significant pending cases that we believe may be of interest to the Committees. New information and additions to the list since the last committee meetings are noted in **bold**. However, our office is prepared to discuss any pending litigation or claim involving Milwaukee County, at your discretion.

1. *DC48 v. Milwaukee County* (Rule of 75)
Case No. 11-CV-16826 (stay of case until March 14, 2014)

2. Retiree health plan (co-pays, deductibles, etc.) cases:

Estate of Hussey v. Milwaukee County (Retiree health)
Case No. 12-C-73 (U.S. Seventh Circuit Court of Appeals affirmed ruling in County's favor; **plaintiff filed motion for reconsideration**)

MDSA prohibited practice complaint
WERC Case No. 792 No. 71690 MP-4726

Rieder & MDSA v. Milwaukee County
Case No. 12-CV-12978 (circuit court ruled in County's favor)

DC48 et al. v. Milwaukee County et al.
Case No. 12-CV-13612 (stayed pending outcome of *Hussey* case)

3. Medicare Part B premium reimbursement cases:

FNHP and AMCA v. Milwaukee County

Case No. 12-CV-1528 (Court of Appeals ruled in favor of County; **Wisconsin Supreme Court has accepted review**)

DC48 et al. v. Milwaukee County et al.

Case No. 12-CV-13612 (stayed pending outcome of case above)

4. 1.6% Pension Multiplier cases:

Stoker & FNHP v. Milwaukee County

Case No. 11-CV-16550 (Court of Appeals ruled against County, Petition for Review filed with Wisconsin Supreme Court)

AFSCME v. Milwaukee County

Case No. 12-CV-9911 (stayed pending *Stoker* appeal)

Brillowski & Trades v. Milwaukee County

Case No. 12-CV-13343 (stayed pending *Stoker* appeal)

5. Pension backdrop modification case:

FNHP, AMCA & AFSCME v. Milwaukee County and ERS

Case No. 13-CV-3134

6. *Wosinski et al. v. Advance Cast Stone et al.* (O'Donnell Park)

Case No. 11-CV-1003 (Jury Verdict)

7. *Christensen et al. v. Sullivan et al.* (jail population and health care)

Case No. 96-CV-1835

8. *Milwaukee Riverkeeper v. Milwaukee County* (Estabrook dam)

Case No. 11-CV-8784 (court found dam a nuisance and ordered repair or removal)

9. *Midwest Development Corporation v. Milwaukee County* (Crystal Ridge)

Case No. 12-CV-11071

10. Froedtert Hospital petition to disturb burial sites – petition granted by State.

11. *Roeschen's Healthcare LLC v. Milwaukee County* (public records)

Case No. 13-CV-3853 (court ordered records produced; attorneys' fee issue remaining)

Memo to Theodore Lipscomb Sr., Chairman

2/11/2014

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12. *MTS v. Milwaukee County* (public records)
Case No. 13-CV-7234 (court ordered records produced; attorneys' fee issue remaining)
13. *Orlowski v. Milwaukee County* (2007 death of inmate in HOC)
Case No. 13-C-994 (E.D. Wis. federal court)
14. *Madison Teachers Inc. v. Walker*
Dane County Circuit Court Case No. 11-CV-3774 (Act 10)(pending in Wisconsin Supreme Court)
15. *Jane Doe v. Milwaukee County (sexual assault by CO in jail)*
Case No. 14-CV-200 (E.D. Wis. federal court)