



OFFICE OF THE COUNTY EXECUTIVE

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Milwaukee County

CHRIS ABELE • COUNTY EXECUTIVE

DATE: July 1, 2013

TO: The Honorable Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Chris Abele, County Executive

SUBJECT: **Appointment of Mary Kathleen L. Bruno to the Personnel Review Board**

Pursuant to Milwaukee County General Ordinance 33.02 and subject to confirmation of your Honorable Body, I am pleased to appoint Ms. Mary Kathleen Bruno to the Personnel Review Board for Milwaukee County for a term expiring on October 31, 2015. A copy of Ms. Bruno's resume is attached for your review.

Your consideration and confirmation of this appointment would be appreciated.

Sincerely,

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

Chris Abele
Milwaukee County Executive

Attachment

Cc: Supervisor David Cullen, Chair, Finance Personnel and Audit Committee
Supervisor Willie Johnson, Jr., Chair, Finance Personnel and Audit Committee
Kelly Bablitch, Chief of Staff, Board of Supervisors
Steve Cady, Research Analyst, Board of Supervisors
Janelle Jenson, Committee Clerk, Board of Supervisors
Veronica Robinson, Personnel Review Board
Mary Kathleen L. Bruno

Mary Kathleen L. Bruno

6543 North Hyacinth Lane / Glendale, WI 53217

CAREER SUMMARY

Human Resources professional with a broad background and progressive management experience. Analytical administrator with proactive ability to plan, design, communicate, motivate, and problem solve. Human Resources leadership and expertise for successful program initiatives include:

Recruitment/Hiring	Compensation/Benefits	Performance Management
Employee Relations	Staff Development / Training	Corrective Action/Discipline

EMPLOYMENT

UW Human Resources Manager

University of Wisconsin-Milwaukee – Lubar School of Business

2011 – Present

Milwaukee, WI

Reporting to the Assistant Dean for Budget and Personnel, this position participates in the administration of all unclassified and classified personnel actions in the Lubar School of Business. Coordination of recruitment & selection processes; classification and compensation processes; employment relations processes, and the interpretation and implementation of various federal, state, and campus regulations and guidelines. Serves as a liaison with the Provost's Office, the Department of Human Resources, Payroll, and Accounting on personnel matters relating to the School. Maintains a high customer service orientation with the faculty and staff for which this position serves. Maintain the strictest confidence in personnel matters both among co-workers and other university employees.

- Resource professional to provide information in all areas related to the human resources / employee relations. Provide assistance to all division administrators with all aspects of classified and unclassified personnel matters. Interpret and administer Business School and University personnel policies and procedures. Serve as first line of assistance to administration, managers, and supervisors in the performance of discharge and discipline as necessary (i.e. performance problems and evaluations, absenteeism, insubordination, misconduct, grievances, etc.) or contract interpretations.
- Lead Lubar School recruitment strategies for all levels of employment. Coordinate all new hire on-boarding for the School to ensure compliance and best practice. Manage all recruitment processes from initiation to completion and facilitate appropriate interface with central HR and AA/EO offices to ensure compliance with campus affirmative action goals and efforts. Assist faculty and staff search and screen committee chairpersons with developing recruitment strategies, advertising, development of candidate pools, recruitment visits, and appointments.
- Assist division supervisors in the development and modification of position descriptions. Monitor division employee's position descriptions to ensure they are up to date and accurate. Analyze jobs/positions and make classification recommendations and changes.
- Administrate benefit program for the Lubar School with central UWM Human Resources Office and UW System to ensure eligibility and compliance.
- Coordinate all immigration/visa paperwork for Lubar School international faculty and staff.
- In conjunction with the Offices of Equity/Diversity Services and Human Resources, assist in the preparation of the annual UWM Affirmative Action Plan.

Manager – Human Resources

Zens Manufacturing, Inc.

1997 – Present

Milwaukee, WI

Manage Human Resources and Payroll Departments reporting directly to the President. Responsible for recruitment, affirmative action, new hire compliance, employee orientation, employment law compliance, employee relations, payroll processing, compensation and benefits administration, policy development, corrective action/progressive discipline, OSHA, Unemployment Compensation, Workers Compensation, performance appraisal program, records maintenance, and service awards.

- HR Management promoting quality and capability within organizational standards.
- End to end administration of Human Resources and Payroll Departments.
- HR Advisory to administration, managers, and employees.
- Company representative for Workers Compensation, Unemployment, and public hearings.
- Established policies, procedures, and programs for best practice standards.
- Streamlined payroll and benefit processes for cost effective operations.
- Developed job descriptions and instituted selection standards to reduce training costs.
- Created and implemented internal practices to ensure compliance with employment laws.
- Redesigned and restructured employee benefit services resulting in budget reductions.

Human Resources Representative

Wheaton Franciscan Healthcare

1979 to 1997

Milwaukee, WI

Provided broad range of Human Resource services across multi-site healthcare system. Responsibilities included recruitment, strategic staffing leadership, employment processes, employee relations, progressive discipline/corrective action, training and mentoring, staff development, new hire orientation, redeployment, JCAHO accreditation, employment law compliance, regulatory requirement reporting, and health care career initiatives.

- Strategic Staffing Team - Leadership for promotion of market sensitive healthcare recruitment.
- Multicultural Task Force Leader – Affirmative Action practice standards.
- Orientation Leader - Employee Orientation and New Hire Training Programs.
- Team Leader for Human Resources JCAHO compliance.
- Facilitator - Healthcare careers high school and collegial recruitment initiatives.
- Staff development for human resources and employee relations process improvement
- Management resource for system-wide compliance standards and regulatory requirements.
- Coordinated system-wide redeployment and instituted outplacement workshops.
- Established and coordinated in-house clerical temporary help staffing program.

EDUCATION

University of Wisconsin – Whitewater

Whitewater, WI

Bachelor Business Administration – Management / Human Resources

TRAINING/ SKILLS

Numerous training seminars/workshops covering diverse facets of human resources, employee relations, employment law, COBRA, wage and benefit administration, payroll processes, Unemployment Compensation, Worker’s Compensation, employee mentoring, information technology, conflict resolution, and CQI/Continuous Quality Improvement.

Proficient in MS Office - Word, Excel, Outlook, Power Point, Ceridian HRIS/Payroll, PeopleSoft, and PeopleAdmin (Applicant Tracking System).

AFFILIATIONS

- CUPA – College & University Professional Association for HR 2011 to present
- WWHEL – WI Women in Higher Education Leadership 2011 to present
- Society Human Resource Management 2009 to present
- North Shore District Ministry – Group Facilitator 2000 to present
- Milwaukee Area Council / Girl Scout Troop #1139 – Leader 1993 to 1998
- Healthcare Recruiters of Southeastern WI 1991 to 1997



OFFICE OF THE COUNTY EXECUTIVE

Milwaukee County

CHRIS ABELE • COUNTY EXECUTIVE

DATE: July 1, 2013

TO: The Honorable Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Chris Abele, County Executive

SUBJECT: **Appointment of Susan A. Lueger to the Personnel Review Board**

Pursuant to Milwaukee County General Ordinance 33.02 and subject to confirmation of your Honorable Body, I am pleased to appoint Ms. Susan A. Lueger to the Personnel Review Board for Milwaukee County for a term expiring on October 31, 2016. A copy of Susan Lueger's resume is attached for your review.

Your consideration and confirmation of this appointment would be appreciated.

Sincerely,

Chris Abele
Milwaukee County Executive

Attachment

Cc: Supervisor David Cullen, Chair, Finance Personnel and Audit Committee
 Supervisor Willie Johnson, Jr., Chair, Finance Personnel and Audit Committee
 Kelly Bablitch, Chief of Staff, Board of Supervisors
 Steve Cady, Research Analyst, Board of Supervisors
 Janelle Jenson, Committee Clerk, Board of Supervisors
 Veronica Robinson, Personnel Review Board
 Susan A. Lueger

SUSAN A. LUEGER
4317 N. Stowell Avenue, Shorewood, WI 53211-1748

BOARD ADVISOR & HUMAN RESOURCES CONSULTANT

Highly accomplished senior HR executive and board advisor with comprehensive experience across manufacturing, utilities, and financial services industries. Strategic thinker, adept at understanding the business, aligning HR systems to support it, and implementing practical solutions within complex organizations. High energy, results oriented leader, coach, and team player with high integrity, deep expertise and solid judgment, as well as excellent communication and organization skills.

PROFESSIONAL EXPERIENCE

Challenger, Gray & Christmas - Chicago, IL. 2010 -
Executive Advisor
Providing transition coaching to C-Suite executives across the country.

S A Lueger Advisors – Milwaukee, Wisconsin 2010 –
President
Specializing in all aspects of HR and board relations in public and private companies, as well as executive coaching, to help maximize board, executive and company performance.

NORTHWESTERN MUTUAL LIFE INSURANCE COMPANY – Milwaukee, Wisconsin 1994-2010
Vice President, Human Resources (CHRO)
Responsible for overall HR strategy, talent management, leadership development, staffing, diversity & inclusion, compensation, benefits, organization development, training, employee and union relations, HR systems, payroll, and on-site primary care health clinics of a privately held life, disability and long term insurance, annuities, trust services, and broker-dealer Fortune 150 company, with \$21B in revenue, 5,000 employees and 7,500 financial representatives. Partnered with CEO and senior executives on leadership, HR and cultural issues. Worked closely on a regular basis with CEO and Chair of Board HR Committee and other Board Members on CEO succession and other issues.

- Developed HR strategy and organization to better align services and staff with business needs.
- Developed robust performance management system to enhance accountability, differentiation and pay for performance. Achieved best practice distribution of rewards (top 20% received twice the merit increase of average performers and significantly higher annual variable pay).
- Redesigned succession planning process and facilitated twice per year sessions with Management Committee to review top talent and development progress. Added rigorous assessment process to allow for better comparison and development planning.
- Designed CEO succession process with Chair of HR committee of the Board. Successfully retained all internal candidates and strengthened top team’s working relationships through a program of executive coaching, individual development, and increased cross functional work, which directly impacted desire to maintain and improve collaboration.
- Created leadership development program with 360 degree feedback, individual development plans, coaching, training and on the job assignments to build bench strength.
- Designed health care strategy that reduced medical spending trend from 12% to less than 5% through “Get Informed, Get Active, Get Healthy” theme and accompanying changes in medical plans to consumer driven designs, employee incentives, wellness programs, pharmacy benefit carve-out and on-site primary care clinics. Extremely high employee participation in all wellness activities (80%) and in consumer driven health plan (36%).
- Redesigned retiree medical, disability leave and pension plans. Implemented Paid Time Off banks in place of vacation and sick leave. Redesigned and outsourced 401(k) plan to Vanguard. Resulted in over \$10M in savings, reduction in unscheduled time off and enhanced 401(k) options and tools.
- Designed first and subsequent annual and long term incentive plans for executives and investment professionals to ensure competitive practices and alignment to the business, including developing co-investment and carry plans for private equity and other investment professionals, trust company

compensation and mutual fund wholesaler compensation. Expanded annual variable pay plan to all employees. Instituted governance model and risk assessment of all plans.

- Significantly changed organization's approach to labor negotiations, reducing time to negotiate, increasing management rights, increasing communication to management employees during negotiations and reducing the threat of labor actions. Union membership dropped from 58% of the eligible population in 1994 to 33% in 2010.
- Significantly increased employee communication – Total Rewards statement, regular communications on health care costs, need for consumerism, value of working at Northwestern Mutual, etc. Post-communication surveys indicate that these were well received and employees understood the main message points.
- Provided executive sponsorship for successful on time, on budget PeopleSoft implementation in 1994 and new HRIS system, UltiPro, in 2009.
- As a result of the above efforts, the organization received numerous awards, including Great Places to Work Institute "100 Best Places To Work" - 2002, 2003; Milwaukee Journal Sentinel "Top 100 Best Places to Work" – 2010; Workplace Training Magazine "Training Top 125" – 2010; Glassdoor.com "The Best Place to Work" in the insurance industry, 11th overall - 2009; Computerworld "Best Places to Work in IT" – 2006, 2007, 2008, 2009; Wellness Council of America "America's Healthiest Companies" – 2009

WISCONSIN ELECTRIC POWER COMPANY (WE Energies) – Milwaukee, Wisconsin 1985-1994

Vice President, Human Resources (CHRO) (1992-1994)

Assistant Vice President, Human Resources (1992)

Director, Human Resources (1991-1992)

Responsible for compensation, benefits, payroll, employee and labor relations, employment, health and safety, security, organization development & training and workforce diversity in a Fortune 500 electric and gas utility.

- Worked with nine unions and 13 contracts. Established and led collaborative labor relations effort through joint study committee with unions and management.
- Key partner on re-engineering efforts, resulting in redesign of operations. Managed reduction in force of 20%. Related cost savings of \$44M.
- Achieved highest safety standings in the electric utility industry.
- Successfully led PeopleSoft implementation
- Introduced first long term incentive plan (stock options, performance shares).
- Trustee for 401K plans, pension plans, and nuclear decommissioning trust plan.
- Instituted skills based diversity training, affinity groups, targeted recruiting for diversity.

Manager, Compensation and Benefits (1990-1991)

Responsible for design, development and implementation of compensation and benefit policies, plans and programs.

- Developed benefit strategies for all labor contract negotiations.
- Designed and implemented flexible benefits plan. Cost savings of over \$2.2M.
- Overhauled employee communications on compensation and benefits.
- Implemented first annual and long term incentive plans.

Project Specialist – Employment (1988-1990)

Senior Specialist –Employment (1985-1988)

Responsible for performance management system and succession planning process.

- Refined and enhanced performance management system. Reduced time spent by managers, directors, etc. by 20%.
- Assessed managerial and leadership candidates and made recommendations to senior management.
- Developed formal succession planning process, facilitated senior leadership discussion of candidates, prepared materials for board.
- Made site visits to coal fired, nuclear and hydro power plants, substations, system control center, transmission facilities, gas and electric district crews to better understand their work, their working conditions and what leadership capabilities were needed.

INRYCO, Inc. – Milwaukee, Wisconsin **1983-1985**
(Inland, Ryerson Construction Company, former subsidiary of Inland Steel Corporation)
Manager, Organization Development
Responsible for succession planning and all management training, including sales training.

STATE OF KANSAS – Topeka, Kansas **1977-1981**
Various positions of increasing responsibility

- Supervised staff of five persons.
- Designed and conducted program evaluations for state funded social services programs.
- Staffed a 26 member task force on problems of children and youth in the state, composed of citizens and legislators. Involved researching topic areas for the members as well as organizing and writing the final report.
- Tracked criminal justice legislation in state House and state Senate committees and reported bill status to Governor. Made recommendations to Governor on legislation. Policy analysis of legislation, budgets and agency plans for the Governor's office in the area of public safety. Wrote public safety section of the Governor's 1978 Legislative Message.

CORPORATE BOARD EXPERIENCE

Pieper Electric Power – Milwaukee, WI. **1997 - 2002**
Advisory Board Member for a privately held multi-state commercial and residential electrical contractor.
Advised CEO on utility relations and HR issues, as well as conversion from ESOP to S corporation.

Northwestern Mutual – Milwaukee, WI. **1994 – 2010**
Key liaison to Human Resources, Nominating and Corporate Governance Committee of the Board of Trustees.
Worked with all major compensation and benefits consulting firms to formulate recommendations.
Evaluated and recommended Board compensation annually.

NON-PROFIT BOARD EXPERIENCE

Board Member, Cardinal Stritch University (2011 -); Member, Trustees Committee; Member, Compensation Committee

Board Member, Opera Omaha (2012 – 2013); Advisory Board Member, Opera Omaha (2011); Member, Nominating and Governance Committee; Member, Long Range Planning Committee,

Board Member, Ten Chimneys Foundation (2006 – present) (Alfred Lunt and Lynn Fontanne estate and theater conference center); Member, Development and Nominating Committees

Board Member and President, Milwaukee Repertory Theater (1998 – 2006); Member Personnel Committee; Co-chair Board Development Committee; Executive Committee

Board Member and Chair, Milwaukee Urban League (1995-2000) and chair of Personnel Committee, First Vice Chair, and Executive Committee member

Board Member, United Community Center (1995-2003) (Hispanic social service agency and school), Co-Chair, Personnel Committee

Committee member, Shorewood Civil Service Commission (1986 – 1992)

EDUCATION

Ph.D., Applied Social Psychology, Minor: Industrial Relations, Loyola University of Chicago
M.A., Applied Social Psychology, Loyola University of Chicago
B.S., Major, Psychology, Minor: Personnel, Western Illinois University, Macomb, IL.

EXECUTIVE EDUCATION

University of Wisconsin – Madison, School of Business, “Director’s Summit”, 2010
University of Southern California, Center for Effective Organizations: Strategic Partnership with Impact: Strategy Analysis for Organization and Human Resources, 2010
University of Michigan, School of Business Administration, "Negotiating and Administering the Labor Contract".

The Washington Campus, "Public Policy Institute", sponsored by the Edison Electric Institute
Harvard Business School, "Strategic Human Resource Management"
University of Chicago, "Financial Analysis for Non-Financial Managers".
Marquette University, "Financial Accounting".

PROFESSIONAL MEMBERSHIPS

Fellow of the National Academy of Human Resources
Past Member and Director of the Human Resource Policy Association; Chair, Employment Rights Committee
Past Member of the Personnel Roundtable; Executive Committee Member
Past Member of the Conference Board Senior Human Resources Advisory Council; past Chair

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: June 24, 2013

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

FROM: Scott B. Manske, Comptroller
Don Tyler, DAS Director
Mark Grady, Deputy Corporation Counsel
Stephen Cady, Fiscal and Budget Analyst, County Board
Molly Pahl, Fiscal and Management Analyst, Comptroller's Office

SUBJECT: Milwaukee Public Museum Lease and Management Agreement

REPORT OVERVIEW

At its January 31, 2013 meeting, the Committee on Finance, Personnel and Audit was briefed on the potential cash flow issues being faced by Milwaukee Public Museum (MPM) should it be required to make the required pension payment due in September of 2013 and were briefed on the discussions occurring between MPM and Milwaukee County staff regarding options to deal with the short-term cash flow issues and long-term sustainability of MPM.

Subsequently, at its May 16, 2013 meeting, an informational update of the current proposals to help ensure the financial success of MPM was provided by a Workgroup, made up of members from Comptroller and representatives from the County Board, Corporation Counsel and the Department of Administrative Services, with the understanding that specific recommendations would be presented by the Workgroup to the Committee in June. This report outlines those recommendations.

HISTORICAL BACKGROUND

In March of 1992, Milwaukee County entered into a lease and management agreement with the MPM under which MPM assumed the primary responsibility for management and operation of the Museum. The original term of the lease was from March 31, 1992 until March 31, 1997 with nine successive renewal periods of five years subject to termination clauses. The base level of County operating support for MPM was \$4.3 million per year in the original lease. The current lease agreement period expires on December 31, 2017 with four additional terms of five years and one of two years that stretches the agreement through 2039. The current County funding commitment is \$3.5 million annually through 2017.

MPM Pension Plan for Former County Employees

In addition to the lease agreement, an agreement as to employees was also executed on March 31, 1992. In 1992, the museum was a department of Milwaukee County, and the employees of the museum were County employees covered by Milwaukee County labor contracts and benefits. That agreement with MPM allowed for affected employees to be offered positions by the MPM in connection with the execution of the lease. Any employee who accepted a position became an employee of MPM. Upon becoming MPM employees, they were no longer members of the Employees Retirement System (ERS) and began to participate in the MPM sponsored pension plan that was created in 1992. The MPM pension plan was to mirror the County ERS benefits that existed at the date of transition in 1992. However, the pension costs of MPM differed, depending if the employee was vested in the County ERS plan, or not.

- For vested Milwaukee County employees, who transferred to MPM at the transition date, the County was responsible for the pension liability for all service credit earned while at the County. MPM became responsible for all future service credit pension costs for these vested transfer employees, while at MPM.
- For non-vested Milwaukee County employees, who transferred to MPM, MPM was responsible for pension costs for all service credit earned both at the County and all future service credit earned at MPM.

Only former Milwaukee County employees are in MPM plan under discussion in this report. Employees who subsequently joined MPM are not members of the MPM pension plan that exists solely for former County employees.

There were approximately 53 individuals who transferred from County employment and ERS membership to MPM employment and the MPM plan in 1992. Of those 53, 11 are still active employees of MPM. The actuary report requires MPM to make a pension payment of \$640,523 by September 2013. The 2010, 2011 and 2012 required pension payments were \$402,463, \$399,092, and \$667,325, respectively. MPM has successfully made the prior annual pension payments, but has not yet made the 2013 required contribution which is due in the fall.

The MPM pension plan is subject to IRS rules for funding purposes which require a lower rate of return assumption than the County ERS plan. The County ERS plan currently uses a rate of return of 8.0%. The MPM pension plan for former County employees requires a rate of return of 6.2%, which will drop to 5.0% in the next two years. The lower interest rates will require higher pension contributions from MPM, which will put a strain on maintaining a positive bottom line.

The County requested MPM to engage their actuary to provide estimates of future pension contributions, and unfunded liability based on these changes in discount rates. In addition, the MPM pension actuary determined the cost to fully fund the MPM pension plan for former County employees, so as to eliminate future MPM contributions to the plan.

2004 MPM loss and recovery

In May 2005 it was reported that MPM would end the 2004 fiscal year with a deficit of approximately \$4.1 million and was facing another large shortfall for 2005. A Workgroup was formed that eventually led to a financial recovery plan for MPM that included private donation pledges, a working capital loan of up to \$6 million guaranteed by the County, capital infrastructure and annual operating support guarantees and a favorable restructuring of existing debt by the banks holding the loans. Since that time, MPM has successfully repaid the working capital loan without requiring the County guarantee to be called, significantly reduced its outstanding long-term debt through bank write-offs and repayments, invigorated its capital donor campaigns and has reduced its expenses to better match annual revenues.

2012 Financial Results, and Current Financial Issues

Despite these positive steps, MPM still has financial difficulties that threaten its existence as a viable ongoing entity. The audited financial statements as of August 31, 2012 showed a \$3.5 million total loss. The loss included a \$2.7 million non-cash increase in long term pension and health care benefits for former County employees, who transitioned to the Museum in 1992. Current regulations require MPM to report these liabilities, but do not require a cash contribution. The remaining loss was due to the attendance for the Cleopatra exhibit being well below expectations. These revelations were shared with the County and the Workgroup was formed to develop recommendations to help ensure MPM's viability as a regional cultural destination that is supported by visitors and public and private donations. From these meetings, MPM delineated a list of financial issues that it would face in the coming year that it had to resolve to remain viable. This list included funding for the MPM pension plan for former county employees.

MEETINGS ON A SOLUTION

The Workgroup recommended and the Committee on Finance, Personnel and Audit approved a \$100,000 appropriation transfer from the Appropriation for Contingencies (Org. Unit 1945) to provide for actuarial and legal analysis, as needed, of any possible agreement with MPM at its March 14, 2013 meeting. As of this report, no funds have been expended for this purpose and are likely not to be expended.

At the April 16, 2013, meeting of the Committee on Parks, Energy and Environment, members from MPM testified that senior managers at MPM have agreed to take furlough hours in 2013 to assist MPM in meeting its bottom line for 2013. MPM has indicated that additional reductions to operating expenses may be necessary to ensure the sustainability of the museum for this and future years.

The Workgroup attended numerous meetings with MPM and reviewed a variety of options. The conclusion of the Workgroup was that the best solution is to request the County Board to authorize a payment to fund the remaining unfunded liability of the

MPM pension plan that was held exclusively for the former Milwaukee County employees who remain in the MPM pension system. As of January 1, 2013, the assets of the plan are \$5.75 million. A contribution of approximately \$3.0 million from the County in September of 2013 with an investment return of 7% would provide the plan with \$9.0 million in assets by the end of 2014 which should eliminate the need for payments to the pension plan provided it maintains its investment return.

The Workgroup recommends that the additional funding to MPM be provided from the debt service reserve which has an available cash balance of \$18 million.

There are a number of benefits to MPM from the elimination of the unfunded pension liability. First, the required payment of \$640,000, due in September, is included in the payment by Milwaukee County of the unfunded liability and therefore would not have to be paid by MPM. Second, MPM currently pays about \$40,000 for pension insurance annually and that amount is projected to drop by approximately \$10,000 after the proposed lump sum payment is made. The additional funding will eliminate future year pension funding requirements, freeing up operating cash flow for MPM.

MPM BUILDING AND CAPITAL IMPROVEMENTS PROJECT ISSUES

The building and artifact collections of MPM continue to be the property of Milwaukee County. MPM estimates of the deferred building maintenance costs are approximately \$30 million. As a part of the discussions, transfer of ownership of the building was raised as MPM seeks to fundraise for elimination of existing debt of \$4.5 million and to finance future building needs. MPM management suggests that there would be increased fundraising ability by MPM should it have full ownership of the building. However, MPM is not currently in a financial position to assume the maintenance and up keep of the building as it stands. MPM is seeking additional capital improvement funds from Milwaukee County in order to have the building in a condition in which it could be transferred to the MPM without significant outstanding deferred maintenance needs that would add to the fiscal burden of MPM.

The Workgroup recommends a future commitment of up to \$4 million in capital improvement funds during 2014-2017 from Milwaukee County, from within Milwaukee County's bonding cap, for the MPM.

LEASE AND MANAGEMENT AGREEMENT REQUESTED CHANGES

In addition, discussions on several revisions proposed to the Lease and Management Agreement by MPM have occurred. A number of the revisions relate to the item discussed above but MPM is requesting additional changes be included in a new agreement.

The following is a summary of the recommended terms of agreement. Additionally, attached to this memo is a Comparative Chart outlining changes in the current Lease and Management Agreement, and a final recommended version of the new Lease and Management Agreement, with Exhibits to follow.

SUMMARY OF RECOMMENDED TERMS OF AGREEMENT

1. Milwaukee County will provide a total of \$3,000,000 in funding to the defined benefit plan assets of the MPM Pension Plan for Former Milwaukee County Employees prior to August 31, 2013. Included in the \$3,000,000 amount paid by the County is the payment of \$640,523 which is due by September 15, 2013 for the 2012 plan year.

Importantly, this payment is contingent on MPM securing at least \$3,000,000 in donor commitments prior to August 31, 2013 toward the elimination of MPM's existing total bank debt of approximately \$4,500,000.

2. The current Lease and Management Agreement provides for a commitment of \$3,500,000 for annual support to MPM through 2017. The new agreement will extend the commitment for annual support funding to MPM through 2022 as noted below:
 - a. Calendar Year 2014 – 2017: \$3,500,000 (Current Commitment)
 - b. Calendar Year 2018 – 2019: \$3,350,000
 - c. Calendar Year 2020 – 2021: \$3,200,000
 - d. Calendar Year 2022: \$3,000,000

If MPM has received at least \$5 Million in cash and donor commitments for capital spending related to the facility by December 31, 2017, annual funding for operations will increase to \$3,500,000 each year from 2018 through 2022.

3. The new agreement makes the annual funding commitment by the County contingent on MPM meeting or exceeding certain operating and financial goals:
 - a. MPM obtaining donor commitments for any remaining MPM existing bank debt of approximately \$1,500,000 by December 31, 2015.
 - b. Annual attendance of MPM, its theater/planetarium and special exhibits, events and programs exceeds 400,000.
 - c. Museum generates positive unrestricted operating earnings as defined by the change in unrestricted net operating income plus depreciation is greater than zero.
 - d. Total MPM Endowment net assets are a minimum of \$5,000,000 with a minimum of \$2,000,000 in unrestricted net assets.
 - e. MPM's Total Net Assets continue to exceed the value as of fiscal yearend 2013 audited results excluding gains associated with pension contribution and gift commitments for debt elimination.

4. To the extent that MPM does not meet certain operating and financial goals outlined in #3 above, Milwaukee County may reduce subsequent annual support funding to MPM by \$250,000 for remaining years 2014 – 2022.
5. MPM retiree medical obligations for former Milwaukee County employees will remain the responsibility of the museum.
6. Milwaukee County will provide up to \$4,000,000 from 2014-2017 in capital project funding, from within Milwaukee County's bonding cap, to address structural repairs to the museum facility.
7. Any new debt, except for working capital and capital leases less than \$100,000, collateralized debt by donor pledges or personal assets, is subject to approval by the County Executive or designee.

RECOMMENDATION

The Workgroup, made up of members from the Comptroller's Office, the Board of Supervisors, Corporation Counsel and Department of Administrative Services, respectfully requests authorization to execute an agreement with MPM based on the Recommended Terms of Agreement, the proposed Lease and Management Agreement and approval by the MPM Board of Directors.

Attachments:

Resolution

Fiscal Note

Comparative Chart of Current and Proposed LMA

Proposed Lease and Management Agreement

cc: Chris Abele, County Executive
Josh Fudge, Budget Director, DAS
Amber Moreen, Chief of Staff, County Executive Office
Cindy VanPelt, Risk Management, DAS
Jay Williams, President, Milwaukee Public Museum
Mike Bernatz, Chief Financial Officer, Milwaukee Public Museum

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(ITEM *) , by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Committee on Finance, Personnel and Audit was briefed at its January 31, 2013, meeting on potential cash flow issues being faced by the Milwaukee Public Museum (MPM) should it be required to make a required pension payment due in September of 2013 and were briefed on the discussions occurring between MPM and Milwaukee County (County) staff regarding options to deal with the short-term cash flow issues and long-term sustainability of MPM; and

WHEREAS, the Committee on Finance, Personnel and Audit received into record at its May 16, 2013, meeting, an informational update of the current proposals to help ensure the financial success of the MPM; and

WHEREAS, in March of 1992, the County entered into a lease and management agreement with the MPM under which MPM assumed the primary responsibility for management and operation of the Museum and the County retained ownership of the buildings and the artifact collection; and

WHEREAS, the current lease agreement period expires on December 31, 2017 with four additional terms of five years and one of two years that potentially extends the agreement through 2039; and

WHEREAS, the current County funding commitment is \$3.5 million annually through 2017; and

WHEREAS, prior to the 1992 agreement, the Museum was a department of Milwaukee County, and the employees of the museum were County employees covered by Milwaukee County labor contracts and benefits; and

WHEREAS, any employee who accepted a position at MPM became an employee of MPM and were no longer members of the Employees' Retirement System (ERS) and began to participate in the MPM sponsored pension plan that was created in 1992; and

WHEREAS, MPM became responsible for all future service credit pension costs for these vested transfer employees while at MPM while the County was responsible for the costs while a County employee, and MPM was responsible for the costs while a MPM employee; and

45 WHEREAS, for non-vested Milwaukee County employees who transferred
46 to MPM, MPM was responsible for pension costs for all service credit earned
47 both at the County and all future service credit earned at MPM; and
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49 WHEREAS, no payment was made to MPM by the County for the prior
50 service credit earned while County employees; and
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52 WHEREAS, there were approximately 53 individuals who transferred from
53 County employment and ERS membership to MPM employment and the MPM
54 pension plan in 1992 and of those 53, 11 are still active employees of MPM; and
55

56 WHEREAS, in May 2005 it was reported that MPM would end the 2004
57 fiscal year with a deficit of approximately \$4.1 million and was facing another
58 large shortfall for 2005; and
59

60 WHEREAS, a Workgroup was formed that eventually led to a financial
61 recovery plan for MPM that included private donation pledges, a working capital
62 loan of up to \$6 million guaranteed by the County, capital infrastructure and
63 annual operating support guarantees and a favorable restructuring of existing
64 debt by the banks holding the loans; and
65

66 WHEREAS, since that time, MPM has successfully repaid the working
67 capital loan without requiring the County guarantee to be called, significantly
68 reduced its outstanding long-term debt through bank write-offs and repayments,
69 invigorated its capital donor campaigns and has reduced its expenses to better
70 match annual revenues; and
71

72 WHEREAS, despite these positive steps, MPM still has financial
73 difficulties that threaten its existence as a viable ongoing entity, with the audited
74 financial statements as of August 31, 2012 showing a \$3.5 million total loss,
75 including a \$2.7 million non-cash increase in long term pension and health care
76 benefits for former County employees, who transitioned to the Museum in 1992;
77 and
78

79 WHEREAS, this information was shared with the County and a Workgroup
80 was formed to develop recommendations to help ensure MPM's viability as a
81 regional cultural destination that is supported by visitors and public and private
82 donations; and
83

84 WHEREAS, the Workgroup recommends that the County provide a total of
85 \$3,000,000 in one-time funding to MPM for it to immediately transfer to the
86 defined benefit plan assets of the MPM Pension Plan for former Milwaukee
87 County Employees prior to August 31, 2013, provided MPM has secured at least
88 \$3,000,000 in donor commitments for the elimination of MPM's existing bank
89 debt of approximately \$4,500,000; and
90

91 WHEREAS, a contribution of \$3,000,000 from the County prior to August
92 31 2013 with an investment return of 7% would provide the plan with \$9.0 million
93 in assets by the end of 2014 which should eliminate the need for payments to the
94 pension plan provided it maintains its investment return; and

95
96
97 WHEREAS, the County will extend the commitment for Base Level
98 Funding to MPM through August 31, 2022 as follows: MPM Calendar Year 2014
99 – 2017: \$3,500,000; MPM Calendar Year 2018 – 2020: \$3,350,000; MPM
100 Calendar Year 2020 – 2021: \$3,200,000; MPM Calendar Year 2022 -
101 \$3,000,000; and

102
103 WHEREAS, if MPM has at least \$5 Million in cash and donor
104 commitments for capital spending related to the museum facility by December
105 31, 2017, the Base Level Funding will increase to a total of \$3,500,000 each year
106 from 2018 through 2022; and

107
108 WHEREAS, this funding is contingent on MPM meeting or exceeding
109 certain operating and financial goals, including:

- 110
- 111 • MPM obtaining donor commitments for the remaining MPM existing bank
112 debt of approximately \$1,500,000 by December 31, 2015;
 - 113
 - 114 • Annual attendance of MPM, its theater/planetarium and special exhibits
115 events and programs exceeding 400,000;
 - 116
 - 117 • MPM generating positive unrestricted operating earnings as defined by the
118 change in unrestricted net operating income plus depreciation is greater
119 than zero;
 - 120
 - 121 • Total MPM Endowment net assets are a minimum of \$5,000,000 with a
122 minimum of \$2,000,000 in unrestricted net assets;
 - 123
 - 124 • MPM's Total Net Assets continue to exceed the value as of fiscal yearend
125 2013 audited results, excluding gains associated with pension contribution
126 and gift commitments for debt elimination; and
 - 127

128 WHEREAS, in the event the Milwaukee Public Museum fails to meet or
129 exceed any one of the above conditions, the County may reduce the Base Level
130 Funding to MPM by \$250,000 for remaining years 2014-2022; and

131
132 WHEREAS, MPM retiree medical obligations for former Milwaukee County
133 employees will remain the responsibility of the museum; and

135 WHEREAS, the County will provide up to \$4,000,000 from 2014-2017 in
136 capital project funding to address identified deferred maintenance projects
137 related to the museum facility; and

138
139 WHEREAS, any new debt, except for working capital and capital leases
140 less than \$100,000, collateralized debt by donor pledges or personal assets, is
141 subject to approval by the County Executive or designee; and

142
143
144 BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby
145 approves the Lease and Management Agreement between Milwaukee County
146 and the Milwaukee Public Museum that is hereto attached to this file.

147
148 BE IT FURTHER RESOLVED, the Lease and Management Agreement is
149 subject to approval by the Milwaukee Public Museum Board of Directors.

150

151

152

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/24/13

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Authorization to enter into a new Lease and Management Agreement with the Milwaukee Public Museum

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 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	3,046,182	3,546,182
	Revenue		0
	Net Cost	3,046,182	3,546,182
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.

The request to authorize the execution of a new Lease and Management Agreement (LMA) with the Milwaukee Public Museum will help ensure the sustainability of MPM with current and future operating and capital investments included along with the establishment of conditions to be met by MPM throughout the duration of the proposed LMA. The proposed LMA extends to December 31, 2042.

Additional costs in 2013 will be approximately \$3,000,000 to fully fund the MPM pension liability associated with MPM employees and retirees who were originally employed by the County. The amount was determined by MPM's actuary and confirmed by the Comptroller's office. Funding would come from the Debt Reserve Fund which has a current available balance of \$18 million. Payment of the \$3 million is contingent upon MPM raising \$3 million in funds and donor commitments to pay down existing bank debt by August 31, 2013. MPM shall raise funds for the remaining debt of \$1.5 million by December 15, 2015.

There is an additional increased cost of \$46,182, for the assumption of property insurance costs by Milwaukee County that are currently paid by MPM.

Additionally, the proposed LMA would commit the County to fund up to \$4 million in capital improvement funding specific to deferred maintenance during 2014 - 2017 for the MPM facility. Since the intention is to remain within the County's current bonding caps while also fulfilling this obligation, this action will not result in increased debt service payments on the part of Milwaukee County.

The proposed LMA commits the County to provide additional annual support payments according to the schedule below.

Calendar Year 2014 – 2017: \$3,500,000 (Current Commitment)

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.

Calendar Year 2018 – 2019: \$3,350,000
Calendar Year 2020 – 2021: \$3,200,000
Calendar Year 2022: \$3,000,000

The proposed LMA states that MPM must achieve several operating and financial goals. If the goals are not achieved during 2014 - 2022, Milwaukee County may reduce the annual support funding by \$250,000 for the subsequent year.

In addition, there is a provision contained in the proposed LMA that if MPM has received at least \$5 million in cash and donor commitments for capital spending related to the facility by December 31, 2017, the annual support payment for operations will remain at the 2014-2017 level of \$3,500,000 for 2018-2022.

Department/Prepared By Comptroller's Office

Authorized Signature _____

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

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

THIS LEASE AND MANAGEMENT AGREEMENT (this "Agreement") is made as of the XX day of XXXX, 2013, by and between **MILWAUKEE COUNTY, WISCONSIN**, a political subdivision of the State of Wisconsin (the "County"), and **MILWAUKEE PUBLIC MUSEUM, INC.**, a Wisconsin nonstock, nonprofit corporation (the "Milwaukee Public Museum") and replaces all preceding agreements and amendments between the County and the Milwaukee Public Museum.

WITNESSETH:

WHEREAS, the County owns and operates a natural history museum in Milwaukee County, Wisconsin, known as the Milwaukee Public Museum (the "Museum");

WHEREAS, the County owns real property, including a building and fixtures attached thereto (the "Building"), situated on a site located at 800 West Wells Street in the City of Milwaukee, Milwaukee County, Wisconsin, and more particularly described on Exhibit A attached hereto and hereby incorporated herein (the "Site");

WHEREAS, there are currently located in or around the Building, or at other locations on temporary loan from the Museum, numerous artifacts, exhibits and other items and materials of historical or scientific value or significance owned or held by the County and used or intended to be used for exhibition, display, education or research in connection with or as a part of the activities and operations of the Museum (collectively the "Artifacts");

WHEREAS, there is currently located in or around the Building various tangible personal property, other than the Artifacts, owned by the County for use in connection with the Museum, including, without limitation, equipment, chairs, tables, desks, furnishings, computers, office supplies, and materials used for the storage, handling or display of the Artifacts (collectively the "Personal Property");

WHEREAS, it is in the best interests of the Museum, the residents of the County and the public at large, that the County lease the Site, the Building, the Personal Property and the Artifacts to the Milwaukee Public Museum and that the Milwaukee Public Museum undertake primary responsibility for managing and operating the Museum as provided herein;

WHEREAS, the County was initially authorized to negotiate an Agreement by Resolution No. 91-755 adopted by its County Board of Supervisors on November 12, 1991 and subsequent amendments were added over the last 22 years;

WHEREAS, this Agreement replaces and supersedes the original Agreement and all subsequent amendments;

WHEREAS, the County and the Milwaukee Public Museum desire to set forth herein their current agreements and understandings with respect to the Museum and other matters related thereto; and

WHEREAS, as used herein, the following terms shall have the following meanings:

“Artifacts” means, at any point in time, the Artifacts, plus all additional artifacts of historical or scientific value or significance hereafter acquired or held by the County or the Milwaukee Public Museum to be used or intended to be used for exhibition, display, education or research in connection with or as a part of the activities and operations of the Museum, less any of the foregoing which shall be sold, transferred or otherwise disposed of in accordance with this Agreement and less any Loaned Artifacts. The term “artifacts” refers only to objects of or showing human workmanship and does not include specimens of naturally occurring objects.

“Building” means the building and all fixtures, improvements and additions owned by the County and located on the Site (800 W. Wells St. Milwaukee, WI, 53233), including, but not limited to the Building as it existed in 1992 and which was subject to a Lease Agreement of that date, the building expansions previously referred to by the parties as the Theater Complex and the Access and Circulation Areas, but excluding that portion of the Building not owned by the County and owned by the Museum of Science, Economics and Technology, Inc. a/k/a Discovery World Museum.

“Improvements” means at any point in time all additions, extensions, improvements, betterments, replacements and fixtures constructed on or attached to the Building or Site, plus all rights, privileges, licenses, easements, tenements, hereditaments and appurtenances belonging or appertaining to the foregoing, less any of the foregoing which shall be sold, transferred or otherwise disposed of in accordance with this Lease.

“Loaned Artifacts” means Artifacts which are held or possessed by the County or the Milwaukee Public Museum, but which are owned by others. Upon request, the Milwaukee Public Museum shall provide to the County a listing of all Loaned Artifacts.

“Milwaukee Public Museum” means the Milwaukee Public Museum, Inc.

“Artifacts” means Artifacts which are owned by the County or the Milwaukee Public Museum.

“Personal Property” means, at any point in time, the Personal Property present at the Site and Building, plus all tangible personal property (other than Artifacts) hereafter acquired by the County or the Milwaukee Public Museum for use in connection with the Museum, less any of the foregoing which shall be sold, transferred or otherwise disposed of in accordance with this Agreement and less any Personal Property currently held or later acquired by the Milwaukee Public Museum that is subject to a leasehold interest of a third party. Upon request, the Milwaukee Public Museum shall provide to the County a list of all such Personal Property subject to a leasehold interest of a third party.

“Site” means, at any point in time, the Site, as set forth in Exhibit A, and the Building plus any additional sites and real property interests in Milwaukee County, Wisconsin, hereafter made subject to this Agreement by the terms hereof or by mutual agreement of the County and the Milwaukee Public Museum, plus all additions, extensions, improvements, betterments and replacements hereafter constructed on the Building or Site or any such

additional site, plus all rights, privileges, licenses, easements, tenements, hereditaments and appurtenances belonging or appertaining to the foregoing, less any of the foregoing which shall be sold, transferred or otherwise disposed of in accordance with this Agreement.

WHEREAS, the County has been authorized to enter into this Agreement by Resolution No. XX-XXX adopted by its County Board of Supervisors on XXX, 2013.

NOW, THEREFORE, in consideration of Ten Dollars, the premises, the mutual promises and covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the parties hereto, such parties hereby agree as follows:

**ARTICLE I
DEMISE AND OTHER PROPERTY TRANSFERS**

Section 1.1 Demise of Site, Building, Personal Property and Artifacts and Termination of Prior Agreements.

The County does hereby lease, let and demise unto the Milwaukee Public Museum, and the Milwaukee Public Museum does hereby lease and rent from the County, all right, title and interest of the county, now owned or hereafter acquired, in the Site, the Building, the Personal Property and the Artifacts on the terms and conditions set forth herein. All prior agreements, and amendments thereto, between the parties inconsistent with any provision of this Agreement are terminated upon execution of this Agreement.

Section 1.2 Assignment of Rights in Loaned Artifacts.

The County does hereby assign to the Milwaukee Public Museum, and the Milwaukee Public Museum hereby accepts from the County, all right, title and interest of the County in the Loaned Artifacts on the terms and conditions set forth herein.

**ARTICLE II
TERM; RENT; USE**

Section 2.1 Initial Term.

This Agreement shall be for an initial term commencing on XXXX, 2013, and expiring at 11:59 p.m. on December 31, 2022, (the "Initial Term"), unless sooner terminated as provided herein.

Section 2.2 Extended Terms.

The Initial Term shall automatically extend for four (4) successive periods of five (5) years each (each such extended term is an "Extended Term", and collectively such extended terms are the "Extended Terms".) (The Extended Terms and the Initial Term are collectively the "Term".) (The term preceding any Extended Term is the "Preceding Term".) Each Extended Term shall commence upon the expiration of the Preceding Term, except that any Extended Term shall not so commence if (a) the Milwaukee Public Museum gives the County notice not

less than six (6) months prior to the expiration of any Preceding Term that the Milwaukee Public Museum elects not to extend such Preceding Term, in which case this Agreement shall terminate upon the expiration of such Preceding Term, or (b) the County gives the Milwaukee Public Museum notice not less than six (6) months prior to the expiration of any Preceding Term that the County elects not to extend such Preceding Term, in which case this Agreement shall terminate upon the expiration of such Preceding Term. During any and all of the Extended Terms, all of the terms, covenants and conditions of this Agreement shall remain in full force and effect except for the base level funding of operations (section 5.3), which shall be renegotiated by the parties.

Section 2.3 Rent.

During the Term hereof, the Milwaukee Public Museum shall, as rent for the use and occupancy of the Site, the Building, the Personal Property and the Artifacts, pay the County an annual rent of Ten Dollars (\$10), payable in advance, on or before the 15th day of April of each and every calendar year during the Term hereof.

Section 2.4 Use of the Property.

The Milwaukee Public Museum may use the property described in Article I for the purposes of a natural history museum and ancillary and related uses, from time to time, in a manner not substantially unlike the then contemporary uses of property by the major natural history museums in the United States. The Milwaukee Public Museum shall have the right to use the Building for purposes of showing motion pictures, and/or in furtherance of other charitable, scientific and educational purposes of the Milwaukee Public Museum.

**ARTICLE III
TAXES; UTILITIES; REPAIRS; INSURANCE**

Section 3.1 Property Taxes.

The Milwaukee Public Museum agrees to pay directly to the appropriate taxing authority, when due, all general real property taxes, if any, levied against the Site and Building during the Term of this Agreement (on a prorated basis if the Milwaukee Public Museum has not occupied the Site or Building for the whole period for which such taxes are levied). If, during the Term of this Agreement, any special assessment or other similar charge is levied against the Site or Building, the County shall be responsible for payment thereof. Nothing herein contained shall prevent the Milwaukee Public Museum or the County from protesting the validity or amount of any such taxes or assessments or from taking such action as may be required or permitted by law for enforcing and effecting such protest. In this connection, the Milwaukee Public Museum or the County may withhold the payment of any such protested taxes or assessments provided that the Milwaukee Public Museum or the County, as the case may be, proceeds with such protest in good faith and according to statute.

Section 3.2 Utilities.

At all times during the Term of this Agreement, the County shall cause the Site and Building to receive such separately metered utility services as are necessary, or if requested

by the Milwaukee Public Museum useful, for the use and operation of the Site and Building by the Milwaukee Public Museum. The Milwaukee Public Museum agrees to pay, when due, all charges and costs for water, gas, heat, air conditioning, electricity, telephone and any and all other utilities furnished to or consumed by the Milwaukee Public Museum in or upon the Site or Building during the Term hereof.

Section 3.3 Repairs and Maintenance.

The Milwaukee Public Museum covenants and agrees that, at its expense, it will keep the interior of the Building in a good, clean, and sanitary condition, and to that end shall perform all necessary day-to-day repairs, replacements and maintenance to the interior of the Building. The Milwaukee Public Museum covenants and agrees that, at its expense, it will operate and maintain the building systems of the Building using best building maintenance practices and confirming same to the County with submittal of annual documentation (including copies of service agreements and equipment maintenance logs) and to that end shall perform all necessary day-to-day repairs, minor replacements and minor maintenance as required. Subject to the limitations set forth in Section 5.3, unless mutually agreed otherwise, the County, at its expense, shall maintain and make all: (a) structural repairs and replacements to the Building envelope, all mechanical and electrical systems supporting the heating, ventilating and cooling systems and Building fire protection and security systems, the elevators and escalators and any related repairs and replacements due to removal or containment of asbestos or other hazardous materials, repairs to and replacements of the Building or any part thereof; (b) repairs or replacements which are necessitated by the willful or negligent act or omission of the County, its agents, employees, contractors, invitees or representatives; (c) repairs or replacements which are necessitated by reason of fire or other casualty; (d) repairs or replacements which are necessitated by reason of a defect in the condition of the Site or Building which existed prior to the date of this Agreement; and (e) repairs or replacements which are necessitated by reason of a breach of any warranty or representation of the County contained in this Agreement or by reason of the County's failure to perform or observe any term, covenant or condition to be performed or observed by the County pursuant to this Agreement. The County agrees to perform all repairs, maintenance and replacements of the type enumerated in subparagraphs (a) through (e) of this Section 3.3 to the extent necessary to make the Building suitable for housing the operations of a first class, natural history museum.

Section 3.4 Hazard Insurance.

Throughout the Term hereof, the County shall obtain and maintain in force insurance covering (a) the Building for replacement value thereof against loss or damage by fire or other hazards insurable by an extended coverage endorsement to standard fire insurance policies; and (b) the Personal Property and Artifacts against loss or damage by fire, other hazards, theft and other risks in such manner and with such policy limits as are usual and customary for museums of the type and character of the Museum. All such insurance shall be carried for the benefit of the County and the Milwaukee Public Museum as their interests appear.

Section 3.5 Public Liability Insurance and Workers Compensation.

Throughout the Term hereof, the Milwaukee Public Museum shall purchase and maintain a public liability insurance policy to afford protection with limits, for each occurrence, of not less than Five Million Dollars (\$5,000,000) with respect to personal injury and death, and Five Hundred Thousand Dollars (\$500,000) with respect to property damage. Milwaukee County shall be named as additional insured. Workers Compensation coverage shall be at statutory limits with a waiver of subrogation in favor of Milwaukee County. A Certificate of Insurance indicating the public liability insurance and workers compensation insurance shall be submitted to the County's Risk Manager for review and approval.

**ARTICLE IV
ADDITIONS, IMPROVEMENTS AND ALTERATIONS**

Section 4.1 Real Estate.

Subject to County Board approval which shall not be unreasonably withheld, the Milwaukee Public Museum may make whatever improvements and additions to the Site and Building and construct whatever additional improvements on the Site and Building as the Milwaukee Public Museum deems necessary or desirable in the best interests of the Museum. County Board approval shall not be required for non-structural modifications or additions to the interior of the Building. All such real property improvements and additions, regardless, of how funded, shall be deemed to be part of the Site or Building, shall become the property of the County and shall be subject to the terms of this Agreement.

Section 4.2 Personal Property.

The Milwaukee Public Museum may furnish, install and maintain on the Site and Building any and all personal property which the Milwaukee Public Museum deems necessary or desirable in connection with the operation of the Museum. All tangible personal property, other than Artifacts, acquired by the Milwaukee Public Museum and installed in or located on the Site or Building for use in connection with the Museum, regardless of how funded, shall be deemed to be part of the Personal Property and shall be subject to the terms of this Agreement. The Milwaukee Public Museum may alter, rehabilitate and improve Personal Property in such manner as it deems necessary or desirable in the best interests of the Museum.

Section 4.3 Artifacts.

The Milwaukee Public Museum may acquire whatever artifacts, exhibits and other items of historical or scientific value or significance it deems necessary or desirable in connection with the operation of the Museum. All such items, regardless of how funded, shall be deemed to be Artifacts and shall be subject to the terms of this Agreement. The Milwaukee Public Museum may alter, rehabilitate, restore and improve Artifacts in such manner as it deems necessary or desirable in the best interests of the Museum.

**ARTICLE V
MANAGEMENT OF THE MUSEUM**

Section 5.1 General Management.

Subject only to limitations expressly set forth in this Agreement and any other agreements to which the Milwaukee Public Museum and the County both are parties, the Milwaukee Public Museum shall have, and hereby agrees to undertake and assume, full and complete control and discretion in the management and operation of the Site, the Building, the Personal Property and the Artifacts during the Term of this Agreement. Without limiting the generality of the foregoing, but subject to such limitations, the Milwaukee Public Museum shall have the following rights and duties with respect to the management and operation of the Museum:

- a) to employ, pay, supervise and discharge all employees and personnel, including a chief executive officer, as shall be deemed necessary or desirable by the Milwaukee Public Museum for the operation of the Museum;
- b) to determine and carry out the labor policies of the Museum relating to, among other things, compensation, hours and conditions of employment, retirement and benefit plans, and the hiring and discharge of employees;
- c) to contract for such goods and services as shall be deemed necessary or desirable by the Milwaukee Public Museum for the operation of the Museum;
- d) to determine and carry out all policies relating to the exhibition and display of Artifacts in the Museum;
- e) to determine and carry out all policies relating to the acquisition, maintenance, loan, exchange, lease, sale, disposal, accession and deaccession of Artifacts;
- f) to determine and carry out the scientific, educational and research policies, programs and activities of the Museum;
- g) to keep and maintain the books and records of the Museum;
- h) to determine and carry out the budgetary and fiscal policies of the Museum, including the establishment of admission fees and fees and charges for other services;
- i) to determine and carry out the building and maintenance policies for the properties of the Museum, including the Site, the Building and the Personal Property;
- j) to determine and carry out policies relating to ancillary activities and services offered at the Museum, including, without limitation, food concessions and gift shops;
- k) to determine and carry out policies relating to the promotion and publicity of the Museum; and

l) to properly keep and maintain all collection inventory records, accession records and deaccession records, as set forth in Exhibit B, including a policy on the inventory of artifacts. A record of the inventory of artifacts shall be made available to the County upon request.

m) to determine and carry out all policies relating to the selection and purchase of motion pictures, the charitable and educational policies, programs and activities of the Theatre and Planetarium, and other uses of the theatre facility appropriate to the operation of the Museum;

n) To keep records of the trust and endowment funds of the Milwaukee Public Museum, and keep those records so as to maintain compliance with the stipulations of any agreements related to the donation of said funds. In addition, the Milwaukee Public Museum will maintain an investment policy regarding the investment of trust and endowment funds and shall provide a copy to the County upon request.

In performing its duties under this Section 5.1, the Milwaukee Public Museum shall exercise the same degree of care and skill exercised by nonprofit corporate owners and managers of major natural history museums in the United States and shall comply in all material respects with all laws applicable to the conduct of its business and the use and operation of the Museum.

The Milwaukee Public Museum is an independent contractor for the management and operation of the Museum, and nothing herein is intended to create or shall be deemed to create a partnership or joint venture between the Milwaukee Public Museum and the County or a fiduciary obligation by the Milwaukee Public Museum to the County.

Section 5.2 Milwaukee Public Museum Pension and Retiree Medical Obligations of Former Milwaukee County Employees.

Prior to August 31, 2013, the County will provide a total of \$3,000,000 to the Milwaukee Public Museum which it shall immediately transfer to the Defined Benefit Plan of the Milwaukee Public Museum Pension Plan ("Pension Plan") for the former Milwaukee County employees, provided the Milwaukee Public Museum has secured prior to August 31, 2013 at least \$3,000,000 in donor commitments for the elimination of the Milwaukee Public Museum's existing bank debt of approximately \$4,500,000.

a) Milwaukee County will have no responsibility for retiree medical benefits for current or former employees of MPM who are eligible to receive retiree medical benefits from the MPM plan. Such benefits, if any, will be addressed by MPM.

b) Milwaukee Public Museum will remain responsible for future obligations related to the Pension Plan.

(i) The Milwaukee Public Museum will submit the annual actuarial report of the Pension Plan, and financial statements of the Pension Plan to the County.

Section 5.3 Base Level Funding of Operations.

During the Initial Term of this Agreement, and subject to the following paragraphs in this section, the County shall pay the Milwaukee Public Museum the following amounts as Base Level Funding for the management and operation of the Museum:

Milwaukee Public Museum Calendar Year	Funding
2014	\$3,500,000
2015	\$3,500,000
2016	\$3,500,000
2017	\$3,500,000
2018	\$3,350,000
2019	\$3,350,000
2020	\$3,200,000
2021	\$3,200,000
2022	\$3,000,000

If the Milwaukee Public Museum has received at least \$5.0 Million in cash and donor commitments for capital spending related to the Site and Building by December 31, 2017, the Base Level Funding will increase to a total of \$3,500,000 each year from 2018 through 2022.

The Base Level Funding is predicated on Milwaukee Public Museum meeting or exceeding certain contingencies and operating goals. The Milwaukee Public Museum's annual financial reports are based on a year end of August 31st which shall also be the date of determining compliance with the conditions. The external auditor for the Milwaukee Public Museum shall prepare a schedule showing each of these conditions, and the status as of the most recent year end date, and submit such report to the County. Any non-compliance will reduce the payment for the subsequent calendar year. In the event the Milwaukee Public Museum fails to meet or exceed any one of the following conditions, the County may reduce the Base Level Funding set forth above or in the preceding paragraph by \$250,000 for any subsequent year:

- a) Milwaukee Public Museum will obtain donor commitments for any remaining Milwaukee Public Museum bank debt, estimated to be approximately \$1,500,000, by December 15, 2015.
- b) Annual attendance of the Museum, its theater/planetarium and special exhibits, events and programs exceeds 400,000 during the preceding fiscal year;
- c) Milwaukee Public Museum generates positive unrestricted operating earnings as defined by unrestricted operating net income plus depreciation is greater than zero;
- d) Total Milwaukee Public Museum Endowment net assets are a minimum of \$2,000,000 in unrestricted net assets.
- e) Milwaukee Public Museum's Total Net Assets continue to exceed the value as of fiscal yearend 2013 audited results excluding gains associated with pension contribution and gift commitments for debt elimination.

f) Any new debt, except for working capital, collateralized debt by donor pledges or personal assets, is approved by the County Executive or designee.

The base level funding in respect of each particular Milwaukee Public Museum calendar year shall be paid in equal quarterly installments due on or before the first day of each January, April, July and October. In the event any of these dates is on a non-banking day, such as a holiday or weekend, then the payment will be made on the first business day after the first of the month noted.

The Base Level Funding may be further reduced by the County for any obligations under this Agreement that the Milwaukee Public Museum fails to perform, including, but not limited to, any obligations under Article III.

Section 5.4 Museum to be Operated as a Public Museum.

The Museum shall be operated as a facility open to the general public, subject to such reasonable rules and regulations as the Milwaukee Public Museum may promulgate in its discretion from time to time regarding matters such as, but not limited to: admission fees; days and hours of operation; the safety of employees and the general public; the safety, protection and security of Artifacts; the anonymity of donors who desire anonymity; and, to the extent permitted by law, the confidentiality of employee records and business records.

Notwithstanding the foregoing, throughout the Term hereof, admission to the Museum shall be according to the following admission policy:

1. Milwaukee Public Museum will provide free admission to Milwaukee County pre-registered public and private school group visitors any day of the week between September 1st and November 30th each year. This includes pre-registered students, teachers and chaperones.
2. Milwaukee Public Museum will provide a \$2.00 discount for any non-member admission by Milwaukee County residents anytime with proof of residency.
3. Milwaukee Public Museum will provide 12 "Free Days" annually for Milwaukee County Residents with proof of residency. The specific days will be determined each year by the museum and announced by January 1st.

Section 5.5 Accession and Deaccession of Artifacts.

The Milwaukee Public Museum shall adopt a formal written policy regarding the accession and deaccession of Artifacts in compliance with Federal and State law. Upon its adoption and upon any amendment thereof, a copy of such policy or amended policy, as the case may be, shall be submitted to the County Board of Supervisors for approval, which shall not be unreasonably withheld.

The Milwaukee Public Museum may implement its accession and deaccession policy with regard to particular Artifacts. The deaccessioning of any Artifact shall be in conformance with the Milwaukee Public Museum collection policy as approved by the Milwaukee Public Museum Board of Directors and the County Board of Supervisors. Upon

request of the Milwaukee Public Museum, the County shall execute and deliver such bills of sale or other instruments of transfer as the Milwaukee Public Museum may reasonably deem necessary or desirable to evidence, perfect or give legal effect to any such sale, exchange or other disposition by the Milwaukee Public Museum of deaccessioned Artifacts pursuant to this Section 5.5.

The Milwaukee Public Museum shall maintain an inventory record of all Artifacts according to generally accepted museum inventory practices and shall make the inventory available to the County for inspection upon request.

Section 5.6 Dispositions of Personal Property.

The Milwaukee Public Museum shall have the right to sell, lease (as lessee), transfer or otherwise dispose of Personal Property as it deems necessary or desirable in the best interests of the Museum. Upon request of the Milwaukee Public Museum, the County shall, without the necessity of approving action by its county Board of Supervisors, execute and deliver such bills of sale or other instruments of transfer as the Milwaukee Public Museum may reasonably deem necessary or desirable to evidence, perfect or give legal effect to any such sale, lease, transfer or other disposition. The benefit of any sale or transfer of personal property will be to the Milwaukee Public Museum. A listing of personal property sales shall be available for inspection by the County.

Section 5.7 Grants and Releases of Interests in Real Estate.

The Milwaukee Public Museum shall have the right to sublease portions of the Site and Building and to grant and release easements, licenses and property interests in the nature of subleases, easements or licenses in respect of the Site and Building to third parties as it deems necessary or desirable in the best interests of the Museum for any of the following purposes,

- a) in the case of subleases and property interests in the nature of subleases, to facilitate the exhibition or display of Artifacts or the provision of ancillary services or activities, such as the provision of food concessions or gift shops; provided, however, that any such sublease shall provide that it shall terminate contemporaneously with the expiration or earlier termination of this Agreement; and
- b) in the case of easements, licenses and property interests in the nature of easements or licenses, to facilitate the provision of utility or transportation services to the Museum;

In the event that to be effective for its intended purpose any such grant or release of a property interest in the Site or Building must be joined in or approved by the owner of the fee interest, the County agrees that, upon request of the Milwaukee Public Museum, it shall, with approval by the County Board of Supervisors, execute and deliver such conveyance or approval instruments as the Milwaukee Public Museum may reasonably deem necessary or desirable to accomplish such authorized purpose.

Section 5.8 Funds of the Milwaukee Public Museum.

All funds of the Milwaukee Public Museum, whether derived from the County, from operations, from loans, from or in respect of the disposition of property, from insurance or condemnation proceeds, from gifts, grants or bequests, or from other sources, shall be held and used by the Milwaukee Public Museum solely for the management, operation, maintenance, repair, expansion or betterment of the Museum. Funds which are received and accepted by the Milwaukee Public Museum subject to restrictions shall be held and used in accordance with such restrictions. By resolution of its Board of Directors, the Milwaukee Public Museum shall adopt a formal written policy regarding the investment of funds held by the Milwaukee Public Museum. Upon its adoption and upon any amendment thereof, a copy of such policy or amended policy, as the case may be, shall be delivered to the County Clerk and the County Executive of the County for retention in the records of the County. The Milwaukee Public Museum shall invest its funds only in accordance with such policy.

Section 5.9 Accounting System; Financial and Insurance Reporting; Inspections.

The Milwaukee Public Museum shall employ a system of accounting in accordance with generally accepted accounting principles applicable to a corporation of its type and character. The Milwaukee Public Museum shall close its fiscal year and shall make the following periodic filings with the County Clerk and the County Executive for retention in the County's records:

- a) Budget: In accord with the Milwaukee County's schedule for its budget preparation -- an operating and capital expenditure budget for the next fiscal year;
- b) Quarterly Financials: Within 60 days following the close of each fiscal quarter of the Milwaukee Public Museum -- unaudited statements of revenues, expenses and cash flows of the Milwaukee Public Museum for such quarter and a balance sheet of the Milwaukee Public Museum as of the close of such fiscal quarter, certified by the chief accounting officer of the Milwaukee Public Museum to be true, correct and, subject to annual audit adjustments, in accordance with generally accepted accounting principles;
- c) Annual Audit: Within 180 days following the close of each fiscal year of the Milwaukee Public Museum -- statements of revenues, expenses and cash flows of the Milwaukee Public Museum and its trust and endowment funds for such fiscal year and a balance sheet of the Milwaukee Public Museum as of the close of such fiscal year prepared in accordance with generally accepted accounting principles, together with a report and opinion thereon made and given by independent certified public accountants in accordance with generally accepted auditing standards; and
- d) Annual Insurance Summary: Within 120 days following the close of each fiscal year of the Museum Corporation -- a written summary of the insurance policies carried by the Museum Corporation, including the limits of coverages afforded thereby, the expiration dates thereof and the insurers thereon.

The Milwaukee Public Museum shall permit the County and its duly authorized agents to inspect the Site, the Building, the Personal Property and the Artifacts and to examine the books and records of the Milwaukee Public Museum at any reasonable time, upon at least twenty-four (24) hours prior written notice, for the purpose of determining the compliance by the Milwaukee Public Museum with the provisions of this Agreement. The Milwaukee Public Museum shall also cooperate with the County Departments and the County Board staff in their monitoring and review of the financial and programmatic progress of the Museum.

Section 5.10 County Funding of Capital Expenditures.

The County agrees that any request of the Milwaukee Public Museum for the funding of capital improvements or additions to the Site, Building or Personal Property which are included in the Milwaukee Public Museum's capital expenditure budget furnished pursuant to Section 5.9(a) hereof and which the County is not otherwise obligated to fund pursuant to this Agreement will be brought before the full County Board of Supervisors for consideration and action as part of the County's annual budget process.

a) Notwithstanding the foregoing paragraph, the County agrees to authorize and expend up to \$4,000,000.00 in funding of capital improvement projects under section 3.3 during the period ending December 31, 2017. The County will provide the Milwaukee Public Museum with annual reports showing the expenditures by project.

**ARTICLE VI
DAMAGE; CONDEMNATION**

Section 6.1 Damage or Destruction.

If, during the Term of this Agreement, there is damage or destruction to the Site or Building or such portion thereof as to render the remaining portion thereof unsuitable for the continued operation of a first-class natural history museum, the Milwaukee Public Museum thereafter, by giving written notice to the County within ninety (90) days following such damage or destruction, may terminate this Agreement. If the Milwaukee Public Museum does not elect to terminate this Agreement or if the damage or destruction to the Site or Building does not render the remaining portion thereof unsuitable for the continued conduct of the Milwaukee Public Museum's activities thereon, then this Agreement shall continue in full force and effect and the County shall promptly commence and pursue diligently to completion whatever repairs to the Site or Building are necessary to restore the Site or Building to substantially the same condition that it was in prior to such damage or destruction. All such repairs shall be performed promptly and in a good and workmanlike manner in accordance with all statutes, laws, ordinances, rules and regulations of any governmental authority having jurisdiction over the Site or Building. In the event that this Agreement shall terminate, the rental, management compensation and all other amounts payable hereunder shall be prorated to the date of the damage or destruction. In the event that this Agreement shall not terminate, then commencing on the date of such damage or destruction and continuing during the period in which the County is repairing and restoring the Site or Building pursuant to this Section 6.1, the rental and all other amounts payable by the Milwaukee Public Museum shall abate in proportion to the floor area of

the Building of which the Milwaukee Public Museum is deprived for the period in which the Milwaukee Public Museum is deprived of such area.

Section 6.2 Condemnation.

If, during the Term of this Agreement, the entire Site and Building shall be taken by any public or quasi-public authority under its power of condemnation or eminent domain (or is conveyed under threat thereof), this Agreement shall terminate and be of no further force and effect as of the earlier of the date possession shall be taken by the acquiring authority or the date of conveyance. If any part of the Site or Building shall be so taken as to render the remainder thereof unsuitable for the continued operation of a first-class natural history museum, the Milwaukee Public Museum shall have the right to terminate this Agreement by giving written notice to the County of such termination within the period of ninety (90) days after the date of such taking. In the event that this Agreement shall terminate, the rental, management compensation and all other amounts payable hereunder shall be prorated to the earlier of the date possession is taken by the acquiring authority or the date of conveyance. In the event a part of the Site or Building are taken and the Milwaukee Public Museum does not terminate this Agreement, the rental payable by the Milwaukee Public Museum shall abate in proportion to the square footage of the building of which the Milwaukee Public Museum is deprived for the period in which the Milwaukee Public Museum is deprived of such area.

**ARTICLE VII
WARRANTIES**

Section 7.1 Warranty of Title; Quiet Environment.

The County hereby represents and warrants that it has good, valid and marketable title (in fee simple, as to the Site) to the Site and Building, free of all liens, charges and encumbrances except encumbrances of public record. The County covenants and agrees that, so long as the Milwaukee Public Museum shall duly and punctually perform and observe all of its obligations under this Agreement (taking into consideration the grace periods granted herein), the Milwaukee Public Museum shall peaceably and quietly have, hold and enjoy the Site, the Building, the Personal Property and Artifacts without any hindrance or molestation.

Section 7.2 Condition of Property; Compliance of Property with Law.

The County hereby represents and warrants to the Milwaukee Public Museum that, as of the date of this Agreement, the County has no knowledge of any material defect in the condition of the Site, the Building, the Personal Property or the Artifacts which will or might impair the Milwaukee Public Museum's occupancy or use thereof, as the case may be. The County also hereby represents and warrants that all plumbing, electrical, heating, air conditioning and other mechanical systems are in good working condition; and that each of the Site, the Building, the Personal Property and the Artifacts is in compliance with all building, zoning and other laws, rules, regulations and ordinances of any nature, of federal, state and other governmental authorities and agencies having applicable jurisdiction, and there are no outstanding orders against any of the Site, the Building, the Personal Property or the Artifacts.

Section 7.3 Default Under Other Agreements.

The parties represent and warrant to the other that each is not in default under any contract to which it is a party or obligation owed by it, nor has any event occurred which, through the passage of time or the giving of notice (or both) would constitute a default thereunder, or cause the acceleration of any obligation of each, or result in the creation of any lien, charge or encumbrance whatsoever upon any of the Site, the Building, the Personal Property or the Artifacts.

Section 7.4 No Breach of Statute or Contract.

The parties each warrant and represent to the other party that each have full right and authority to enter into this Agreement. The parties also hereby warrant and represent that neither the execution and delivery of this Agreement, nor compliance with the terms and provisions of this Agreement will cause the party to breach any statute, ordinance or regulation of any governmental authority, or will conflict with or result in a breach, acceleration, termination or violation of any term, condition or provision of any agreement or instrument to which the party is a party, or by which the party or its assets are or may be bound, or constitute a default thereunder, or constitute an event which through the passage of time or the giving of notice (or both) would constitute a default thereunder, or result in the creation of any lien, charge or encumbrance of any nature whatsoever on, or give to others any interest on rights in, or with respect to, any of the Site, the Building, the Personal Property or the Artifacts. The parties further warrant and represent that the use and operation of the Site, the Building, the Personal Property and the Artifacts by the Milwaukee Public Museum pursuant to this Agreement will not breach or violate any of the foregoing.

Section 7.5 No Litigation or Adverse Events.

The parties hereby warrant and represent to one another that no suit, action or legal, administrative, arbitration or other proceeding, or investigation by any governmental agency, including, but not limited to, matters involving environmental, safety or health standards, is pending or has been threatened, nor do any facts exist which might lead to any such proceedings. The parties further warrant and represent that the party is not in violation of, nor has it been in violation of, any federal, state, county or local statutes, ordinances, rules or regulations, including but not limited to, those relating to environmental, safety, building or health standards.

**ARTICLE VIII
TERMINATION**

Section 8.1 Default of the Milwaukee Public Museum.

The County may terminate this Agreement, upon written notice to the Milwaukee Public Museum: (i) if any default by the Milwaukee Public Museum occurs in case of nonpayment of rent for more than ten (10) days after written notice of such default from the County; or (ii) if any default by the Milwaukee Public Museum other than nonpayment of rent continues for more than ninety (90) days after written notice to the Milwaukee Public Museum from the County specifying such default and demanding that it be corrected (or, if such default is

not of a type which can be reasonably corrected within ninety (90) days, then if the Milwaukee Public Museum fails to commence promptly and to proceed with due diligence to correct such default). In the event that the County terminates this Agreement as provided in this section, the County may re-enter the Site and Building or any part thereof with judicial process and expel and remove the Milwaukee Public Museum or any person or persons occupying the same and again repossess and enjoy the Site, the Building, the Personal Property and the Artifacts.

Section 8.2 Special Right of County to Terminate Early During Initial Term.

Notwithstanding anything contained herein to the contrary, at any time during the Initial Term, and upon at least one (1) year prior written notice (the "Termination Notice") from the County Board of the County in the form of a resolution duly adopted by the County Board and delivered to the Milwaukee Public Museum, the County shall have the right to terminate this Agreement on the date set forth in the Termination Notice (the "Termination Date"). The Termination Notice shall be irrevocable, unless if with the Milwaukee Public Museum's prior written consent, the County Board gives the Milwaukee Public Museum prior to the Termination Date notice in the form of a resolution duly adopted by the County Board and delivered to the Milwaukee Public Museum which revokes the Termination Notice. The provisions of this section shall also apply during any Extended Terms.

Section 8.3 Special Right of Termination for Invalidity, etc.

Any party may terminate this Agreement if this Agreement is determined to be invalid by operation of law or by any court or tribunal of competent jurisdiction, or if compliance with or enforcement of this Agreement is restrained by any court or tribunal of competent jurisdiction or if it is determined that any party lacks the legal capacity or authority to execute or perform under this Agreement or that such execution or performance would violate any agreement by which any such party is bound. If this Agreement is so terminated the parties shall fully and completely cooperate each with the other to effectuate and comply with any court order or judgment as may be applicable and shall further negotiate in good faith to resolve equitably any matters that require resolution in connection with such termination.

**ARTICLE IX
PRESCRIBED AND PROSCRIBED PRACTICES**

Section 9.1 Nondiscrimination, Equal Employment Opportunity and Affirmative Action Programs.

In the operation of the Museum as contemplated by this Agreement, the Milwaukee Public Museum shall not discriminate against any employee or applicant for employment because of race, color, national origin, age, sex or handicap.

Section 9.2 Prohibited Practices.

a) During the Term of this Agreement, the Milwaukee Public Museum shall not hire, retain or utilize for compensation any member, officer, or employee of the County or any

person who, to the actual knowledge (without inquiry) of the principle officers of the Milwaukee Public Museum, has a conflict of interest.

b) The Milwaukee Public Museum hereby states that it is familiar with Milwaukee County's Code of Ethics, which states in part: "No person may offer to give to any County officer or employee or his immediate family, and no County officer or employee or his immediate family may solicit or receive anything of value pursuant to an understanding that such officers or employees vote, official actions or judgment would be influenced thereby."

Section 9.3 Cultural Awareness.

a) The Milwaukee Public Museum and its Board of Directors shall portray cultural groups in existing and newly created exhibits in an accurate and respectful manner.

b) The Milwaukee Public Museum and its Board of Directors shall follow, as a matter of policy, the federal Native American Graves Protection and Repatriation Act, and all other relevant federal acts concerning artifacts, whether the Museum receives federal funds or not.

Section 9.4 Meetings and Records.

Milwaukee Public Museum shall comply with the provisions of the Wisconsin Public Records Law (Wis. Stats. Sections 19.31-19.39) and the Wisconsin Open Meetings Law (Wis. Stats. Sections 19.81-19.98), except to the extent appropriate to protect the privacy of donors to the Corporation. Further, the Museum need not disclose the names and resume of candidates who are not hired by the Museum for employment. Further, any exhibitor contract between the Milwaukee Public Museum and an outside third party which requires confidentiality shall not be subject to disclosure.

**ARTICLE X
SURRENDER OF PROPERTY; HOLDOVER**

Section 10.1 Surrender of Real Estate, Personal Property and Artifacts.

Upon expiration or termination of this Agreement, by lapse of time or otherwise, the Milwaukee Public Museum agrees to peaceably surrender the Site, the Building, the Personal Property and the Artifacts to the County. In addition, upon such expiration or termination, the Milwaukee Public Museum shall execute and deliver to the County such quit-claim deeds, bills of sale and other instruments as the County may reasonably request to evidence, perfect or give legal effect to the relinquishment by the Milwaukee Public Museum of all of its right, title and interest in and to the Site, the Building, Personal Property and Artifacts to the extent the Milwaukee Public Museum is not prohibited from doing so by the terms of the Milwaukee Public Museum's acquisition of such property (including without limitation, donation restrictions and purchase money financing restrictions).

Section 10.2 Holdover.

If the Milwaukee Public Museum remains in possession of the Site, the Building, Personal Property or Artifacts after the termination of the Term of this Agreement and without

the execution of a new agreement, the Milwaukee Public Museum shall be deemed to be occupying or possessing such Site, Building, Personal Property and Artifacts as a tenant from month-to-month, subject to all of the applicable terms, covenants and conditions of this Agreement, including without limitation Article V hereof.

ARTICLE XIMISCELLANEOUS

Section 11.1 Amendment to the By-laws of the Milwaukee Public Museum.

a) Number, Term; Appointment or Election

(i) The number of the Directors, including appointments by County Executive and County Board Chair, of the Milwaukee Public Museum shall be forty-five (45).

(ii) Appointments by County Executive and County Board Chair. Five (5) Directors shall be appointed by the County Executive of Milwaukee County and four (4) Directors shall be appointed by the Chair of the Board of Supervisors of Milwaukee County. Each such appointment shall be submitted by the appointing County official to the Board of Supervisors of Milwaukee County for confirmation and, if confirmed, the County Clerk of Milwaukee County shall deliver certification of such appointment to the Secretary of the Milwaukee Public Museum at least seven (7) days prior to the meeting at which the appointee is to be seated on the Board of Directors. Appointees shall be selected with consideration to the ethnic diversity of Milwaukee County, including but not limited to the American Indian, African American, Hispanic and Polish communities and be subject to the same non-financial governance expectations of elected Board Directors. One-third (1/3) of the Directors appointed by the County officials (or a number as nearly equal to one-third as practicable) shall be appointed each year. Each appointee shall hold office for a term of three (3) years commencing with the Annual Meeting of the Board of Directors of the Milwaukee Public Museum immediately following his or her appointment and until his or her successor shall be appointed as herein provided.

Section 11.2 No Liens.

Without in each instance the prior written consent of the other party, neither party hereto shall directly or indirectly create or permit to be created or to remain any lien, encumbrance, or charge on, or pledge of (collectively, "encumbrances") any of the Site, Building, Personal Property or the Artifacts.

Section 11.3 Notices.

Whenever in this Agreement it is required or permitted that notice be given by any party hereto, such notice shall be given by certified or registered mail, and any notice so sent shall be deemed to have been given on the date that the same is deposited in the United States

mail, postage prepaid. Notices shall be addressed to the County at 901 North 9th Street, Milwaukee, Wisconsin 53233, Attention: County Clerk, and to the Milwaukee Public Museum at 800 West Wells Street, Milwaukee, Wisconsin 53233, Attention: President, or at such other address as either party may from time to time specify in writing in lieu thereof.

Section 11.4 Choice of Law.

This Agreement shall be construed by and enforced in accordance with the laws of the State of Wisconsin.

Section 11.5 Benefit.

This Agreement and all of the terms, covenants and conditions hereof shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

Section 11.6 Entire Agreement; Severability, Interpretation.

This Agreement contains all of the agreements of the parties hereto with respect to the subject matter hereof and supersedes all previous negotiations. There have been no representations made by or understandings made between the parties with respect to the subject matter hereof other than those set forth in this Agreement. This Agreement may not be modified except by a written instrument duly executed by the party against whom enforcement is sought. If any provision of this Agreement shall be held or declared to be invalid, illegal or unenforceable under any applicable law, that provision shall be deemed deleted from this Agreement without impairing or prejudicing the validity, legality and enforceability of the remaining provisions hereof. The headings contained herein are for convenience only, and shall not be used in any manner in construing the meaning or intent of this Agreement. The doctrine that a document is to be construed against its draftsman shall not be applied to this Agreement.

Section 11.7 Relationship of County and Milwaukee Public Museum.

Nothing contained herein or in any other instrument or agreement between the County and the Milwaukee Public Museum shall be deemed or construed by the parties hereto or by any third party as creating the relationship of principal and agent, of partnership, or of joint venture, or of a fiduciary between the County and the Milwaukee Public Museum. Wherever in this Agreement it is provided that an action of the Milwaukee Public Museum requires prior approval by the County or the County Board of Supervisors, such approval shall be conclusively presumed to have been so granted if the County or the County Board shall not have notified the Milwaukee Public Museums of an objection thereto in writing, within the lesser of ninety (90) days or three (3) Board of Supervisors meeting cycles following receipt of written notice of the proposed action from the Milwaukee Public Museum.

Section 11.8 Notice to County of Amendments to Articles and By-Laws.

Amendments to the Articles of Incorporation or By-Laws of the Milwaukee Public Museum approved by the Museum Board of Directors and not prohibited by section 12.1 above, shall be provided in writing to the County upon execution.

Section 11.9 Warranties Survive.

The warranties and representations contained herein shall survive the Term of this Agreement.

IN WITNESS WHEREOF, the County and the Milwaukee Public Museum have executed this Agreement as of the day, month and year first above written.

MILWAUKEE COUNTY, WISCONSIN

MILWAUKEE PUBLIC MUSEUM, INC.

By: _____
Printed Name: _____
County Executive

By: _____
Printed Name: _____
Title: _____

By: _____
Printed Name: _____
County Clerk

Attest: _____
Printed Name: _____
Title: _____

[SEAL]

[SEAL]

Approved by Corporation Counsel.

By: _____
Printed Name: _____
Corporation Counsel

MPM Lease and Management Agreement – Comparative Chart of Current and New

Lease Term/Covenant	Existing Lease		Proposed	
Term of Lease	Current Extended Term expires on December 31, 2017, plus 4 extended terms of 5 years and 1 extended term of 2 years. (10 th Amend, §3)		10 years to December 31, 2022, plus 4 extended terms of 5 years.	
Asbestos and Hazardous Materials	None		Provision to address County obligation to abate issues with respect to asbestos and hazardous materials that were present at execution of original LMA.	
Hazard Insurance (Real Estate, Personal Property, Artifacts)	Museum Corp must maintain (LMA, §3.4)		County to maintain	
Deaccession of Owned Artifacts	Must be in conformance with approved policy (3 rd A, §2)		Same – must conform with approved policy.	
Investment Policy	Amendments must be delivered to County Clerk and County Executive for retention in the County records (LMA, §5.7)		MPM to provide a copy of investment policy to County upon request	
Financial Filings with County	<u>Filing</u>	<u>Timing</u>		
	Annual Budget	In accord with County's schedule for its budget preparation (3 rd A, §4)		Same
	Quarterly Financials, with officer's certificate	Within 45 days of close of each FQ (LMA, §5.8(b))		60 days
	Annual Audited Financials	Within 180 days of close of each FY (3 rd A, §5)		120 days
	Annual Insurance Summary	Within 120 days of close of each FY (LMA, §5.8(d))		Same
County Funding of Pension Obligation; MPM funding of retiree medical	None		County to fully fund former County employees' pension plan at \$3M by August 31, 2013 provided MPM raises \$3M in funds and donor commitments to pay down bank debt. MPM will continue to be obligated to cover retiree medical obligations for	

<u>Lease Term/Covenant</u>	<u>Existing Lease</u>	<u>Proposed</u>
County Funding of Operations	\$3,502,376 per year through 2017. Quarterly installments on January 1, April 1, July 1 and October 1 of each year. (10 th A, §1)	<p>former Milwaukee County employees.</p> <p>\$3,500,000 per year through Calendar Year 2017; \$3,350,000 in 2018-2019; 3,200,000 in 2020-2021; \$3,000,000 in 2022. Funding to remain at \$3,500,000 if MPM raises \$5M for capital funding by 12/31/17.</p> <p>Funding is predicated on MPM meeting or exceeding certain contingencies and operating goals. In the event the MPM fails to meet or exceed any one of the following conditions, the County may reduce the funding by \$250,000 for any subsequent year:</p> <p>Contingent on:</p> <ul style="list-style-type: none"> - MPM will obtain donor commitments by 12/31/15 to pay down the remaining bank debt of approximately \$1,500,000; - Annual attendance of MPM, its theater/planetarium and special exhibits, programs and events exceeds 400,000; - Museum generates positive unrestricted operating earnings as defined by the change in unrestricted net income plus depreciation is greater than zero; - Total MPM Endowment net assets are a minimum of \$5,000,000 with a minimum of \$2,000,000 in unrestricted net assets; - MPM's Total Net Assets continue to exceed the value as of fiscal yearend 2013 audited results excluding gains associated with pension contribution and gift commitments for debt elimination.
County Funding of Capital Expenditures	Minimum of \$4M through 2012 for mutually agreeable capital improvement projects eligible under LMA (10 th A, §2)	Up to \$4M from January 1, 2014 to December 31, 2017 for structural repairs under LMA.
Future Debt	None	Any new debt, except for working capital and capital leases less than \$100,000, debt collateralized by donor pledges or personal assets,

Lease Term/Covenant	Existing Lease	Proposed
		is subject to approval by the County Executive or designee.
Museum Corp Board elected Directors	18 elected by Board of Museum Corp (8 th Amend, § 1); 9 appointed from County	36 elected by Board of MPM 9 Appointed (5 from County Executive, 4 from Chairman)
Appointment / Election of Directors	1/3 of County Directors appointed each year 1/3 of Elected Directors elected each year (8 th Amend, § 1)	Same
Director Terms	3 years (8 th Amend, § 1)	Same. Non-financial governance expectations for County Appointments the same as elected Directors.
Free Admission	Each Monday – Residents of Milwaukee County (LMA, §5.3)	Admission policy revised per below

Admission Policy

1. MPM will provide free admission to Milwaukee County pre-registered public and private school group visitors any day of the week between September 1st and November 30th each year in exchange for Milwaukee County's continued operating support of MPM's unrestricted annual revenues at a level agreed to by both Milwaukee County and MPM. This includes pre-registered students, teachers and chaperones.
2. MPM will provide a \$2.00 discount for any non-member admission by Milwaukee County residents anytime with proof of residency in exchange for Milwaukee County's continued operating support of MPM's unrestricted annual revenues at a level agreed to by both Milwaukee County and MPM.
3. MPM will provide 12 "Free Days" annually for Milwaukee County Residents with proof of residency in exchange for Milwaukee County's continued operating support of MPM's unrestricted annual revenues at a level agreed to by both Milwaukee County and MPM. The specific days will be determined each year by the museum and announced by January 1st.

Due Diligence Milwaukee County Ordinance Chapter 32.88

<u>Applicable Requirements of Milwaukee County Ordinance Chapter 32.88</u>	<u>Review</u>
1) County Operating budget impact.	Under the proposed agreement, County commits to annual operating contribution to the Milwaukee Public Museum (MPM) as follows: \$3,500,000 per year through Calendar Year 2017; \$3,350,000 in 2018-2019; 3,200,000 in 2020-2021; \$3,000,000 in 2022. The County's annual operating contribution will increase to \$3,500,00 (for calendar years 2018-2022) should MPM secure at least \$5M in cash and donor commitments (by December 31, 2017) for capital funding of building improvements. The County can reduce its annual operating contribution by \$250,000 (for calendar years 2014-2022) if MPM does not secure donor commitments to pay off remaining MPM debt of \$1.5M by December 31, 2015; annual MPM attendance (including the theater/planetarium, special exhibits/events/programs) must exceed 400,000; Milwaukee Public Museum generates positive unrestricted operating earnings as defined by the change in unrestricted net income plus depreciation is greater than zero; Total Milwaukee Public Museum Endowment net assets are a minimum of \$5,000,000 with a minimum of at least \$2,000,000 in unrestricted net assets; MPM's Total Net Assets continue to exceed the value as of fiscal yearend 2013 audited results excluding gains associated with pension contribution and gift commitments for debt elimination.
2) Capital Management/Maintenance	Between January 1, 2014 and December 31, 2017, the County is committed up to \$4M in funding for structural repairs. County to fully fund former County employees' pension plan at \$3M by August 31, 2013 provided MPM raises \$3M in funds and donor commitments to pay down bank debt. MPM will continue to be obligated to cover retiree medical obligations for former Milwaukee County employees. Any new debt, except for working capital and capital leases less than \$100,000, collateralized debt by donor pledges or personal assets, is subject to approval by the County Executive or designee.
3) Debt management	Sections 5.2 and 5.3 of the proposed LMA address MPM's debt elimination plan. MPM must secure at least \$3M in donor commitments (prior to August 31, 2013) toward the elimination of its existing total bank debt of approximately \$4.5M. Additionally, any new MPM debt, except for working capital and capital leases less than \$100,000, collateralized debt by donor pledges or personal assets, is subject to approval by the County Executive or designee.
4) Legal liability.	MPM provided a legal opinion from its Attorney stating there are no outstanding legal liabilities; Copies of applicable insurance (liability, workers comp, etc.) have been previously provided to the County.
5) Financial reporting systems and controls.	MPM follows Generally Accepted Accounting Principles (GAAP) requirements and maintain annual outside audits from the accounting firm of Baker Tilly (formerly Virchow Krause). Additionally, under section 5.9 of the proposed agreement, MPM must provide the County (within 180 days following the close of the MPM fiscal year), financial statements prepared under GAAP requirements, together with a report and opinion made by an independent certified public accountant.

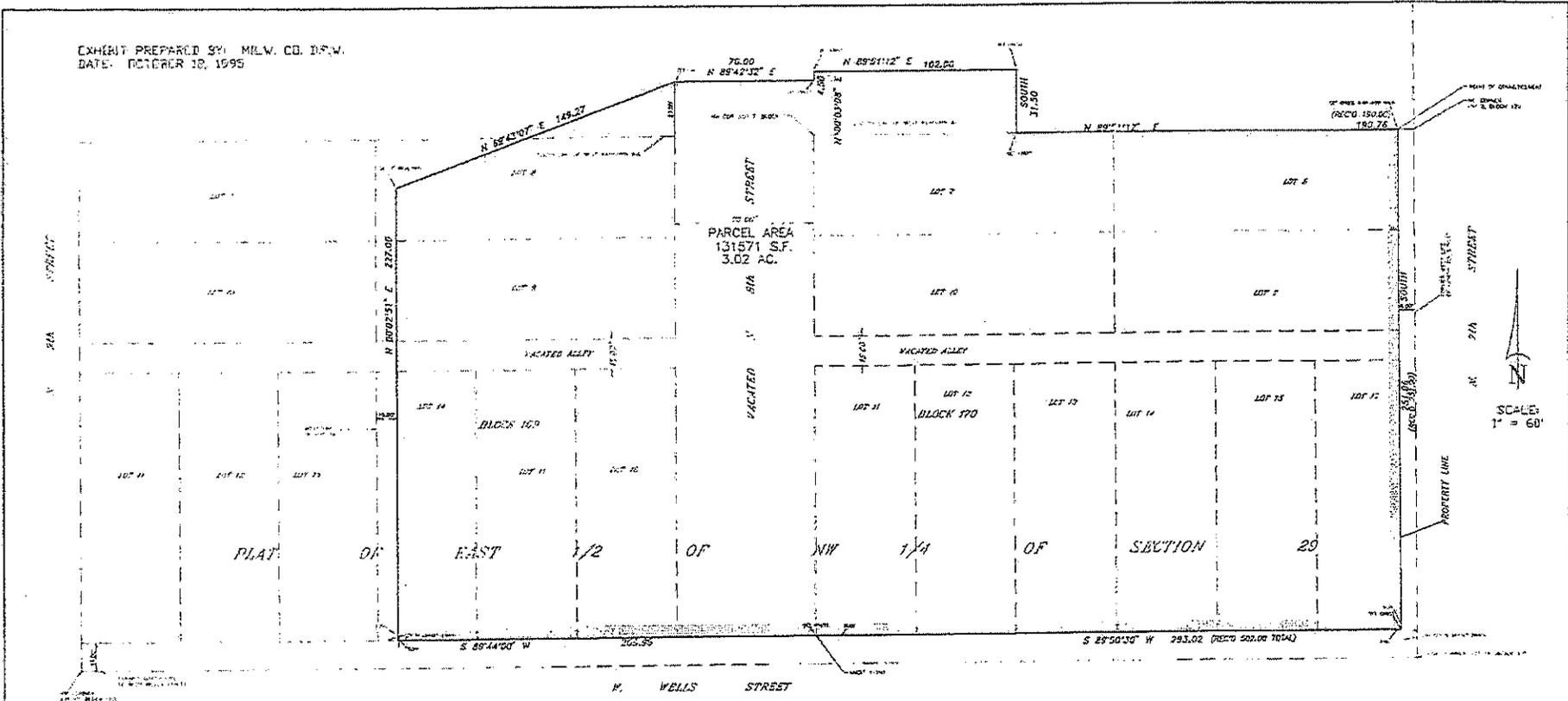
Due Diligence Milwaukee County Ordinance Chapter 32.88

<u>Applicable Requirements of Milwaukee County Ordinance Chapter 32.88</u>	<u>Review</u>
6) Key factors for success/failure of the venture.	Key factors to success include: 1) continued attendance growth by the public to the museum, special exhibitions, and theater/planetarium shows; 2) fundraising for annual support and capital campaign goals; 3) County annual support for maintenance of the collection and the building; 4) ancillary earned revenues related to facility rental events, sales in the gift shops, and other earned revenue activities.
7) Governance structure and procedures.	MPM is a 501(c)(3) non-profit corporation. MPM provided a copy of its Articles of Incorporation.
8) Public policy impacts (e.g. Affirmative Action. Disadvantaged Business).	Pursuant to Section 9.1 of the proposed agreement, MPM shall not shall not discriminate against any employee or applicant for employment because of race, color, national origin, age, sex or handicap.
9) Employee/labor relations impacts (including benefits).	The County will fully fund former County employees' pension plan at \$3M by August 31, 2013 provided MPM raises \$3M in funds and donor commitments to pay down bank debt. MPM will continue to be obligated to cover retiree medical obligations for former Milwaukee County employees.
10) Tax consequences.	There are no (income) tax consequences related to this agreement as MPM is a non-profit 501(c)3 corporation. However, MPM agrees to pay directly to the appropriate taxing authority, when due, all general real property taxes, if any, levied against the building during the Term of the agreement.
11) Capital management (e.g. maintenance).	Pursuant to section 3.3 of the proposed agreement, MPM is responsible for the day-to-day repairs, replacements and maintenance of the interior of the building and is also responsible to keep the building in a good, clean, sanitary condition. In addition to MPM's staff of mechanics, technicians, and custodial workers, MPM has a number of maintenance contracts in place with 3rd parties for support of its major mechanical, electrical, safety and security systems. These include Johnson Controls, Simplex, Otis Elevators, Toepfer Security, and Ahern. The County's responsibilities primarily include structural repairs and replacements to the exterior of the building as well as mechanical, electrical, hvac, and fire/security systems.
12) Conflicts of interest/ethics.	As part of the proposed agreement (see Section 9.2(b)), MPM states that it is familiar with the County's Code of Ethics, which states in part: "No person may offer to give to any County officer or employee or his immediate family, and no County officer or employee or his immediate family may solicit or receive anything of value pursuant to an understanding that such officers or employees vote, official actions or judgment would be influenced thereby."

Due Diligence Milwaukee County Ordinance Chapter 32.88

<u>Applicable Requirements of Milwaukee County Ordinance Chapter 32.88</u>	<u>Review</u>
13) Organizational chart and mission statement.	<p>MPM has provided an Organization Chart. The mission of the Milwaukee Public Museum is as follows: The mission of MPM is to educate, explore, discover and preserve the world and its people. The Milwaukee Public Museum (MPM) is an educational and research institution that focuses on the natural sciences, anthropology and history. Beginning in 2007, MPM opened a planetarium and included astronomy in its program offering.</p> <p>MPM preserves and cares for its collections in the public trust. Through its research and collections, the Museum seeks knowledge and understanding of global change and diversity from geological, biological, cultural and historical perspectives. MPM interprets these themes to diverse audiences through its exhibits, programs and publications.</p> <p>MPM's mission is best accomplished through the coordinated use of its public exhibits, research capabilities, collections and educational programs.</p>
14) Name of lending institution.	<p>The Private Bank 743 North Water Street Milwaukee, WI 53202</p>

EXHIBIT PREPARED BY: MILW. CO. D.F.W.
 DATE: OCTOBER 18, 1995



ORIGINAL MILWAUKEE PUBLIC MUSEUM PARCEL

That part of West Kilbourn Avenue, vacated North 8th Street, part of Blocks 169 and 170 in the Plat of the East 1/2 of the NW 1/4 of Section 29, and part of the vacated East-West alleys in said Blocks, all in the NW 1/4 of Section 29, T 7 N, R 22 E, in the City of Milwaukee, Milwaukee County, described as follows:
 Commencing at the intersection of the present South line of West Kilbourn Avenue and the present West line of North 7th Street; running thence South along said West line of North 7th Street 251.00 feet to the present North line of West Wells Street; thence West on said North line of West Wells Street 502.00 feet to a point which lies 10.00 feet East of the West line of Lot 14 in said Block 169; thence North on a line which is 10.00 feet East of and parallel to the West line of Lot 14 and its extension 227.00 feet to an angle point; thence Northeasterly on a line to a point which lies in the extension of the West line of vacated North 8th Street and 27.00 feet North of the present South line of West Kilbourn Avenue; thence East on a line which is 27.00 feet North of and parallel to the present South line of West Kilbourn Avenue 70.00 feet to a point in the extension of the East line of vacated North 8th Street; thence North along said East line 4.50 feet to a point; thence East on a line which is 31.50 feet North of and parallel to the present South line of West Kilbourn Avenue 102.00 feet to a point; thence South and parallel to the extension of the West line of North 7th Street 31.50 feet to a point in the present South line of West Kilbourn Avenue; thence East on the South line of West Kilbourn Avenue 190.00 feet to the place of Commencement.

Exhibit A

Exhibit B – Outstanding Loans to Milwaukee Public Museum

OUTSTANDING LOANS TO MILWAUKEE PUBLIC MUSEUM

These loans are covered by the general museum and departmental loan policies and procedures.

Revised 6/14/2013 – Claudia Jacobson, Registrar

<u>Date</u>	<u>Loan#</u>	<u>Lender</u>	<u>Description</u>
6/58	#312	Remington-Rand	Typewriter
3/61	#328	Art Inst. of Chicago	Mochica jar
4/61	#360-390	Museum of New Mex	SW Indian silver
4/62	#527-529	Museum of New Mex.	Metal working tools
5/62	#530-534	Harvard Peabody Mus	Mayan monument cast
3/63	#537-555	Univ. of Pennsylvania Museum	Pompeian ceramics
1/66	#1386-1387	Mrs. James Topitzes	ancient Greek specimens
1/66	#1380,1382-1384	Richard Flagg	European silver, enamels
3/66	#1394-1398	Aaron Tilton	Stained glass
6/67	#1607-1617	Paul Gebauer	British Cameroon specimens
3/68	#1786	St. Hist. Soc. Wis.	Arrow
3/68	#1785	Univ. of New Mexico; Museum of Anthropology	New Mexico ceramics
3/68	#1771-1784	Thomas Fifield	Panamanian ceramics
3/68	#1962	Petrie	Mexican ceramic
10/74	#2762	Mrs. J. Harrison	African doors
3/75	#2770	Arthur Frank	Amphora
3/76	#2920	Fred Benkovic	Lyre
3/76	#2919	Judith Plant	Tonette
3/76	#2915-2918	Norman Cox	Musical instruments
8/76	#2924	Univ. of Wisc.	Model steam eng.
9/76	#2925	Chas. Schudson	Polit. Memorabilia
12/76	#2928	Richard Herefell	Italian tapestry
6/77	#2932-2942	U.S. State Dept.	Ethnic arts & craft
6/77	#2931	L. A. Peters	Books
8/78	#2985-2987	G. Stephan	Icons (file exists)
8/79	#3117-3118	Russian shawls	Mrs. E. L. Lebenbeg
10/79	#3151	Debra Kamholtz	Irish religious goods
10/79	#3148-3150	Greek household	Sandra Topitzes Brown 10/79
11/79	#3158-3175	Dorothy Stacy	Greek household goods
11/79	#3155-3157	Ann Rowberg	Swedish boxes & towel
11/79	#3152-3153	Otto Teiman	Oil paintings
12/79	#3214	Neil Wiedmann	Copper kettle
12/79	#3206-3213	Dorothy Stacy	Greek household goods
12/79	#3180-3205	Smithsonian Inst.	Russian household goods
12/79	#3176-3179	Chas. Sindelar	Czech household goods
1/80	#3241	Vyto Kapocius	Spinning wheel
1/80	#3234-3240	V. P Janusonis	Lithuanian materials
1/80	#3232	V. Paukstelis	Crucifix
1/80	#3215-3219	Maja Wiedmann	Swiss household goods

1/80	#3222	Schutte family(?)	Wooden box
2/80	#3251-3265	Aaron Tilton	Food service equip.
2/80	#3248-3249	Ann Rowberg	Norwegian items
2/80	#3246-3247	Dr. Jack Heiden	Skates & clothing
2/80	#3245	Elza Mintiks	Table cloth
2/80	#3244	Emma Kesners	Wooden chest
10/80	#3308	Warren Gilson	Illusion box (toy)
10/80	#3286-3288	Robt. Kirkorian	Knife, kook, desk
2/83	#3575	Mrs. Mclarity	Condiment holder
2/83	#3568-3574	J. Wiedebach	Curling equip.
2/83	#3563-3567	Sam MacNeill	Curling equip.
2/83	#3550-3562	Grace Johnson	Curling equip.
2/83	#3549	Jim Gilboy	Curling broom
2/83	#3538-3548	John Mross	Golf equip.
8/83	#3776	Judi Bartholomew	Ivory carvings
12/84	#3698	Cedric Marks	Iranian artifacts
5/85	#2771-2772	E. M. Goodman	Oak furniture
11/85	#3762-3765	Robt. Kirkorian	Engravings, porcelain
In Following, Loan Date Imbedded in Loan Number			
	IL1986.03	Goethe House	Oil portrait
	IL1988.03	Field Museum of Natural History	Diatryma skull
	IL1990.02	Renae Prell	Piece of Berlin Wall
	IL1994.07	Mrs. James Topitzes	Ancient Greek Figure & Carved Marble Seated Figure
	IL1997.11	Peabody Museum of Natural History	Akeley Sculpture - Gorilla
	IL1998.09	Mil. School of Engineering	Memorabilia, MSOE
	IL1998.14	Marquette	Memorabilia, Metcalfe
	IL2001.01	Kathleen Blair	Doctor's Bag & Accessories
	IL2003.07	Rockwell Automation	Industrial equipment, Allen-Bradley related
	IL2004.03	National Museum of Natural History	Fossils - Platygonus compressus and Megaloceros giganteus
	ILF2002.01	US National Museum (Smithsonian)	Fish (22 lots, 38 spec)
	ILF2002.04	British Museum of Natural History	Fish (15 lots, 22 spec)
	ILF2002.06	University of Michigan Museum of Zoology	Fish (2 lots, 25 spec)
	IL2013.00	Dinosaur National Monument	Vertebrate Fossil - Hip and Vertebrae Carnarasaurus
1/87		Field Mus. of Nat. History	1 Arc chloroptera; #261081 <u>Scarlet Macaw</u>
2012		American Museum of Natural History, New York, NY	<i>Labeotropheus fuelleborni</i> specimens – 4 from Malawi
2012		British Museum of Natural History, London	<i>Labeotropheus trewasae</i> specimens – 12 from Malawi

2012		Museum of Comparative Zoology, Harvard University, Cambridge, MA	<i>Labeotropheus fuelleborni</i> specimens – 2 from Malawi; <i>Labeotropheus trewavasae</i> specimens – 2 from Malawi
2012		Royal Museum for Central Africa, Tervuren, Belgium	<i>Labeotropheus fuelleborni</i> specimens 50 from Malawi, 25 from Mozambique; <i>Labeotropheus</i> <i>trewavasae</i> specimens: 42 from Malawi
2012		University of Michigan Museum of Zoology, Ann Arbor, MI	<i>Labeotropheus fuelleborni</i> specimens - 28 from Malawi; <i>Labeotropheus trewavasae</i> specimens – 1 from Malawi
2012		Smithsonian Institution, Washington, DC	<i>Labeotropheus fuelleborni</i> specimens); 18 from Malawi; <i>Labeotropheus trewavasae</i> specimens – 12 from Malawi



Date: July 5, 2013

To: Chairwoman M. Dimitrijevic
Supervisor W. Johnson, Jr.
Supervisor D. Cullen
Supervisor G. Broderick

CC: Jay Williams

**Subject: Report from the Milwaukee Public Museum
Fiscal 2013 – 3rd Quarter Financial Update**

Summary

The continuing purpose of the museum is to educate, explore, discover and preserve the world and its people. MPM's mission, across time and cultures, is to be a world class museum that focuses on the intersections between people and the environment and the impact each has on the other.

Base museum attendance is flat versus prior year for the first nine months with 195,000 visitors. In addition, more than 102,000 guests experienced the "*Real Pirates*" exhibition, which completed its six month run on May 27th. School group attendance is up 3.6%. Theater attendance is down substantially from prior year due to the delay in the installation of the new 3D projection system. As part of MPM's agreement with the company that provided the new 3D projection system, an outside consultant is reviewing the local market and MPM's theater operations which will result in recommendations for improving attendance.

MPM has also installed four iPads in the exhibit areas to collect interactive visitor surveys that will assist the museum in marketing and planning to improve guest experiences.

This spring, more than 5,000 3rd grade students from MPS participated in Learning Journeys, a planetary and earth science program focused on change through time. This was a program designed to meet the specific needs of MPS teachers and it was funded through the MPS Foundation by the Bader Foundation. More than 6,000 students partook of programming through our Distance Learning program this spring and education staff provided visitor engagement activities for over 3,000 people.

Milwaukee Public Museum

The student exhibit, Darkness Illuminated, opened to the public on May 3. Each year, UW-Milwaukee / MPM Museum Studies students develop an exhibit from inception to completion. This year's exhibit will be on display from early May 2013 through April 2014 on the third floor of the Museum.

Works continues on a new permanent ancient civilizations exhibit that is expected to open in early 2015. A life-size Persian Warrior was completed and work has begun on King Tut and his chariot and horses. Work on a stone wall facade in the third floor lobby area will be completed soon.

MPM's Summer Family Pass was launched May 28th this year. This \$45 pass allow families free admission to MPM from May 28th through September 2nd. The pass will be advertised on billboards and at Miller Park.

MPM's collective bargaining agreement with AFSME was scheduled to expire June 30th. The parties have agreed to extend the current agreements six months through December 31, 2013. This allows more time for both management and the union to better understand the implications of changes to healthcare as requirements from the new legislation roll out.

Financial Results (unaudited)

Attached are unaudited financial statements for the first nine months of fiscal 2013 (Sep 2012 – May 2013). Thanks to more than \$3 million in private contributions to MPM's capital campaign, the year-to-date change in Net Assets is a positive \$2.29 million.

Operating revenues of \$10.4 million through May match an equal amount of operating expenses, resulting in a small unrestricted operating loss of (\$10k). Non-operating impacts include investment income of \$738k on \$7.1 million in endowment assets while additional charges for retiree pension and OPEB obligations total \$455k. Relative to MPM's Budget, the operating revenue shortfalls (\$1.4 million) have been offset by reduced expenses (\$1.0 million) and investment income. The \$4.1 million difference on the bottom line can be attributed to timing differences on capital campaign contributions.

The major gift commitments have improved MPM's net assets from \$9.1 million at the end of the last fiscal year to \$11.4 million as of the end of May. These restricted gifts will reduce MPM's debt obligations and resolve other facility related issues.

Unrestricted operating cash continues to be a concern. MPM and the County's working group representatives have agreed to a proposed set of changes to the Lease and Management Agreement ("LMA") between the County and MPM. It is essential for the financial sustainability of MPM that the proposal gets approved by the County. The result of approval of the LMA will eliminate MPM's required future cash outlays for the former County Employees' Pension Plan and with contingent donor support, eliminate the remaining debt principle MPM has outstanding. The result of these actions, once fully realized, will improve MPM's operating cash flow by \$1.1 million annually.

Milwaukee Public Museum

Looking Forward

In addition to regular museum programs and overnights this summer, MPM is hosting Art en Fleurs July 19 – 21st. The state's Green Tree, Kettle Moraine, Lake Geneva and Town and Country garden clubs will host flower designers, horticulturalists and photographers in the museum's special exhibits area for one of only seven such Garden Clubs of America "Major Flower Shows" in the United States each year. This show happens only once every three years.

Starting September 27th, MPM will host "The Scoop on Poop", an exhibit focused on the science of what animals leave behind. This interesting and fun exhibit will end in January 2014.

Please contact me if you have any questions or concerns with the enclosed materials.

Sincerely,

Michael A. Bernatz

Michael A. Bernatz
Chief Financial Officer
Milwaukee Public Museum

Milwaukee Public Museum

MPM Consolidated Statement of Activities for the Nine Months Ended 5/31/13					
	YTD	YTD		Prior Year	Prior Year
	Actual	Budget	Dev	Actual	Change
Revenue:					
Contributions and Membership	2,690,623	3,016,503	(325,880)	2,658,336	32,287
Special Event Revenue	529,040	517,150	11,890	554,372	(25,333)
Public Support	2,626,782	2,626,782	0	2,626,782	0
Admissions	2,156,442	2,913,958	(757,515)	2,587,485	(431,043)
Theatre/Planetarium	417,945	895,610	(477,665)	604,070	(186,125)
Programs	136,997	132,583	4,414	120,176	16,821
Contributed Services	14,470	0	14,470	0	14,470
Restaurant and Facility Rental	142,225	231,846	(89,621)	162,512	(20,287)
Retail	501,365	602,848	(101,483)	448,766	52,599
Other income	59,232	97,349	(38,117)	189,668	(130,436)
Net assets released from restrictions	1,124,779	744,202	380,577	1,459,538	(334,759)
Total Unrestricted Revenue	10,399,900	11,778,831	(1,378,931)	11,411,704	(1,011,804)
Operating Expenses:					
Curatorial	674,728	713,386	(38,658)	822,573	(147,845)
Exhibits	1,560,563	1,614,148	(53,584)	3,293,763	(1,733,200)
Special Events	213,438	232,661	(19,223)	250,459	(37,022)
Theatre/Planetarium	348,021	646,994	(298,973)	428,339	(80,318)
Programs	391,119	446,702	(55,582)	359,383	31,736
Contributed Services	0	0	0	0	0
Restaurant and Facility Rental	7,728	8,224	(496)	11,322	(3,594)
Retail	410,114	463,851	(53,737)	377,235	32,879
Fundraising	826,307	937,803	(111,496)	895,042	(68,735)
Administrative	2,212,343	2,222,709	(10,366)	2,163,511	48,833
Facilities	2,290,423	2,478,449	(188,027)	2,282,233	8,190
Interest	165,064	155,195	9,870	164,584	480
Marketing	400,709	494,100	(93,391)	427,860	(27,151)
Depreciation	908,988	976,894	(67,906)	962,257	(53,269)
Total Operating Expenses	10,409,546	11,391,115	(981,569)	12,438,561	(2,029,015)
Inc (dec) in unrestricted net assets before non operating items	(9,646)	387,715	(397,361)	(1,026,857)	1,017,211
Non Operating Items:					
Pension & Post Retirement Benefits Expense	(454,910)	(450,000)	(4,910)	(560,452)	105,542
Investment Earnings	283,895	0	283,895	11,637	272,258
Loss on interest rate swap liability	78,315	0	78,315	(44)	78,359
Total Non Operating Items	(92,701)	(450,000)	357,299	(548,859)	456,159
Inc (dec) in unrestricted net assets	(102,346)	(62,285)	(40,062)	(1,575,716)	1,473,369
Changes in Temporarily Restricted Net Assets:					
Contributions	3,065,121	7,199,000	(4,133,879)	2,576,336	488,785
Investment Earnings	442,780	0	442,780	83,720	359,060
Net assets released from restrictions for operations	(1,124,779)	(744,202)	(380,577)	(1,459,538)	334,759
Inc (dec) in temporarily restricted net assets	2,383,121	6,454,798	(4,071,676)	1,200,517	1,182,604
Changes in Permanently Restricted Net Assets:					
Contributions	0	0	0	3,500	(3,500)
Investment Earnings	10,995	0	10,995	1,516	9,479
Net assets released from restrictions for operations	0	0	0	0	0
Inc (dec) in permanently restricted net assets	10,995	0	10,995	5,016	5,979
Inc (dec) in Net Assets	2,291,770	6,392,513	(4,100,743)	(370,182)	2,661,953
Total Net Assets at Beginning of Period	9,149,638	9,149,638	0	12,674,712	(3,525,074)
Total Net Assets at End of Period	11,441,408	15,542,151	(4,100,743)	12,304,530	(863,121)

Milwaukee Public Museum

MPM Consolidated Statement of Financial Position as of 5/31/13					
	Consolidated	Consolidated		Consolidated	Prior Year
	5/31/13	8/31/12	Change	5/31/12	Change
Assets:					
Cash and cash equivalents	3,780,351	1,656,825	2,123,526	1,912,194	1,868,157
Investments	268,910	279,247	(10,337)	289,276	(20,366)
Accounts Receivable	78,028	66,150	11,878	45,039	32,989
Contributions Receivable - Current	624,071	1,017,450	(393,379)	1,384,980	(760,910)
Due From Other Entities	0	0	0	0	0
Inventories, net	54,499	23,411	31,088	40,564	13,935
Prepaid Expenses	261,622	247,781	13,841	259,914	1,708
Total Current Assets	5,067,479	3,290,864	1,776,615	3,931,966	1,135,513
Other Assets:					
Cash and investments held for endowment	6,559,637	6,462,411	97,226	6,317,386	242,251
Contributions Receivable - Long Term	3,228,893	2,228,893	1,000,000	2,146,907	1,081,986
Other Long Term Assets	0	0	0	0	0
Total Other Assets	9,788,530	8,691,304	1,097,226	8,464,293	1,324,237
Property & Equipment:					
Gross Property & Equipment	30,659,961	30,036,241	623,720	29,991,642	668,318
Less-Accumulated depreciation	(15,937,425)	(15,035,232)	(902,193)	(14,704,560)	(1,232,865)
Net Property & Equipment	14,722,536	15,001,009	(278,473)	15,287,083	(564,547)
Total Assets	29,578,545	26,983,177	2,595,368	27,683,342	1,895,203
Liabilities and Net Assets:					
Accounts Payable	843,702	894,678	(50,976)	865,973	(22,271)
Accrued Payroll & Benefits	627,456	531,990	95,466	621,373	6,083
Deferred Revenue	1,185,419	1,216,539	(31,120)	1,013,545	171,874
Interest Payable	17,091	17,852	(761)	18,106	(1,015)
Accrued Postretirement Benefits - Current	118,166	118,166	0	102,548	15,618
Notes Payable - Current	262,000	262,000	0	262,000	0
Capital Leases - Current	0	0	0	0	0
Total Current Liabilities	3,053,833	3,041,225	12,608	2,883,545	170,288
Accrued Postretirement Benefits	10,328,574	10,162,770	165,804	7,811,708	2,516,866
Interest Rate Swap Liability	206,229	284,544	(78,315)	273,059	(66,829)
Due to Other Entities	0	0	0	0	0
Notes Payable	4,548,500	4,345,000	203,500	4,410,500	138,000
Total Liabilities	18,137,137	17,833,539	303,598	15,378,812	2,758,325
Net Assets:					
Unrestricted	(54,045)	48,301	(102,346)	3,533,175	(3,587,221)
Temporarily Restricted	7,654,580	5,271,459	2,383,121	4,947,113	2,707,467
Permanently Restricted	3,840,873	3,829,878	10,995	3,824,241	16,632
Total Net Assets	11,441,408	9,149,638	2,291,770	12,304,530	(863,121)
Total Liabilities and Net Assets	29,578,545	26,983,177	2,595,368	27,683,342	1,895,204

County of Milwaukee
Inter-Office Communication

Date: June 14, 2013

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

From: David P. Ehlinger, CPA
Fiscal Operations Administrator -- Courts

Subject: Projected expenditure surplus

Milwaukee County Ordinance 56.02 requires that departments report any line item revenue deficits exceeding \$75,000. In following the spirit of that reporting requirement, the Department of Pre-Trial Services is reporting a combined total projected surplus for Professional Services (6148) and Purchase of Services (8148) of \$687,953 for calendar year 2013.

The requested budget for 2014 includes \$585,175 for a new Case Management System created in cooperation with IMSD. In addition, the requested 2014 budget includes \$52,000 in annual support and maintenance cross-charges from IMSD for this Case Management System. This resulted in a total increased levy request of \$637,175.

We are respectfully requesting that the projected surplus for 2013 within the Department of Pre-Trial Service be held in reserve to pay for the creation of the Case Management System. This would allow the usage of funds already authorized for our department and also not create a levy increase for the 2014 calendar year.

The determination of this large surplus was the result of a long process that was recently completed.

- During the course of analyzing program activity during 2012, it became apparent that putting 13 different programs through one account did not lead to ease of analysis.
- As a result of this, it was requested of your committee and the County Board during 2013 to split the remaining 9 programs into multiple organizational units.
- The budget amendment was approved and was recorded by DAS during April 2013.
- Multiple journal entries were made during May 2013 to transfer year-to-date activity into the newly created organization units.

While it was suspected earlier that this large surplus could exist, it was not confirmed until within the past week that this surplus truly will occur. Conservatism dictated that we not bring up this surplus until we were sure that the elected officials could truly rely upon the calculations.

The following items recap the source of the projected surplus. All are the results of current accounting and budgetary practices within Milwaukee County.

- A. A total of \$628,611 is included in the amended budget for 2013 for vendors that our department no longer has a contract for services with. Sufficient funds are already contained within the 2013 budget for these services being provided by a different vendor.
- B. A total of \$77,497 is included in the amended budget for 2013 for services performed during 2012 by currently used vendors and recorded as an expenditure during 2012.
- C. A total of \$79,631 is included in the amended budget for 2013 for authorized services by current vendors during 2012 but the services were not actually performed. No expenditure was recorded during 2012. Sufficient funds are already contained within the 2013 budget for these services being provided by the same vendor.
- D. From these surplus amounts listed above, the County Board recently authorized a Fund Transfer to pay for an Intake Court Coordinator position. This lowered the projected surplus by (\$97,786).

The net of these four sources equals the projected surplus of \$687,953.

Attached to this cover memo are the following documents to assist your understanding of this issue:

- Excel spreadsheet detailing the various sources of the vendor surpluses
- 2014 requested budget showing both prior year adopted budget as well as the increased budget effect of the Case Management System
- IMSD project summary and cost estimate for the Case Management System
- Current year budget detail to substantiate the reconciliation of the amended budget amounts listed on the Excel spreadsheet

This memo and the related attachments are just a broad overview of the analysis of this large projected surplus. If you have any additional questions, please feel free to contact me.

Dave

C: Chris Abele, County Executive

Marina Dimitrijevic, County Board Chair

Theodore Lipscomb, Sr., Chair, Judiciary, Safety, & General Services Committee

Scott Manske, Controller

Steve Cady, County Board Fiscal and Budget Analyst

Janelle Jensen, Committee Clerk, Finance, Personnel, & Audit Committee

Alexis Gassenhuber, Committee Clerk, Judiciary, Safety & General Services Committee

Don Tyler, Administrator, Department of Administrative Services

Josh Fudge, Interim 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

Holly Szablewski, Judicial Review Coordinator

John Barrett, Milwaukee County Clerk of Circuit Court / Register in Probate

James J. Smith, Chief Deputy, Milwaukee County Clerk of Circuit Court

**Milwaukee County
Department of Pre-Trial Services
Professional Services Budgetary Surplus Reconciliation
As of June 13, 2013**

Expenditures already recognized during calendar year 2012, vendor no longer used	328,358.42	
Expenditures already recognized during calendar year 2012, vendor continues to be used	<u>77,497.00</u>	
Subtotal		405,855.42
Remaining contract encumbrance amounts, vendor no longer used	300,249.23	
Rounding effect, vendor no longer used	<u>3.35</u>	
Subtotal		300,252.58
Previously authorized Fund Transfer for Intake Court Coordinator position		<u>(97,786.00)</u>
Subtotal		608,322.00
Remaining contract encumbrance amounts, vendor continues to be used		<u>79,631.00</u>
Total projected surplus for 2013		<u>687,953.00</u>

Org Unit	Program	Acct #	Vendor	Related Purchase Order (2012)	December Accrual Entry (2012)	Remaining Encumbrance Amount	Rounding Effect	Total Amended Budget	
2921	Day Reporting Center	8123	Attic Correctional Services	0008766		98,236.00	0.00	98,236.00	
2921	Day Reporting Center	8123	Benedict Center, Inc.	0008768	4,730.83		0.17	4,731.00	
2931	AIM grant	6148	Justice 2000, Inc	0008738	23,521.43		(0.43)	23,521.00	
2931	AIM grant	6148	Justice 2000, Inc			66,651.74	0.26	66,652.00	
2932	Drug Court Evaluation	6148	UW-Milwaukee	N207747	827.74		3.26	831.00	
2933	Drug Treatment Court Coordinator	6148	Justice 2000, Inc	N208297	7,094.09	462.23	(0.32)	7,556.00	
2934	Pre-Trial / GPS Tracking	6148	Justice 2000, Inc	Note A		46,239.26	(0.26)	46,239.00	
2934	Pre-Trial / GPS Tracking	6148	Justice 2000, Inc		25,295.07		(0.07)	25,295.00	
2934	Pre-Trial / GPS Tracking	6148	Justice 2000, Inc	0008816	138,099.34		(0.34)	138,099.00	
2934	Pre-Trial / GPS Tracking	6148	Justice 2000, Inc	Note B		15,221.44	0.56	15,222.00	
2938	TAD Grant	6148	Justice 2000, Inc	0008847	36,890.26		(0.26)	36,890.00	
2938	TAD Grant	6148	Justice 2000, Inc			73,438.56	0.44	73,439.00	
2939	Universal Screening Program	6148	Justice 2000, inc	0008841	91,899.66		0.34	91,900.00	
	Subtotal -- No contract with vendor for calendar year 2013				328,358.42	300,249.23	3.35	628,611.00	
2921	Day Reporting Center	8123	Wisconsin Community Services	0008797	7,197.52		0.48	7,198.00	
2935	SCRAM Program	6148	Wisconsin Community Services		7,912.00		0.00	7,912.00	
2935	SCRAM Program	6148	Wisconsin Community Services			74,992.26	(0.26)	74,992.00	
2936	Intensive Supervision Program	6148	Wisconsin Community Services	0008826	6,184.36		(0.36)	6,184.00	
2936	Intensive Supervision Program	6148	Wisconsin Community Services	0008826	15,251.45		0.55	15,252.00	
2936	Intensive Supervision Program	6148	Wisconsin Community Services	0008826	14,926.48		0.52	14,927.00	
2936	Intensive Supervision Program	6148	Wisconsin Community Services	0008826	12,238.24		(0.24)	12,238.00	
2937	Pre-Trial Drug Testing Program	6148	Wisconsin Community Services	0008815	13,786.95		0.05	13,787.00	
2937	Pre-Trial Drug Testing Program	6148	Wisconsin Community Services			4,637.74	0.26	4,638.00	
	Subtotal -- Contract with vendor exists for calendar year 2013				77,497.00	79,630.00	1.00	157,128.00	
	Adopted budget for 2013	6148	Professional Services					4,074,898.00	
	Adopted budget for 2013	8123	Purchase of Services					<u>538,772.00</u>	
	Subtotal -- Adopted budget for calendar year 2013								4,613,670.00
	Less Fund Transer Request approved during 2013 for Intake Court Coordinator								<u>(97,786.00)</u>
	Grand Total								<u>5,301,623.00</u>
	Amended budget as of 6/13/13	6148	Professional Services					4,652,686.00	
	Amended budget as of 6/13/13	8123	Purchase of service					<u>648,937.00</u>	
	Total amended budget as of 6/13/13								<u>5,301,623.00</u>

Note A -- This amount relates to Fund Transfer request 2012-2900-4 related to GPS tracking by Justice 2000, approved by the County Board, and resulting in a budget amendment recorded in November 2012.

Note B -- This is an unreconciled amount from 2012 for Justice 2000, Inc.

Milwaukee County
A Org Unit Object Detail Exp 0

Alternatives to Incarceration	2014	2013	2012	2011	2010
	Dept Final	Adopted	Actual	Actual	Actual
	Request	Budget	Exp/Rev	Exp/Rev	Exp/Rev
2900 Alternatives to Incarceration					
5001 Direct Labor Charged	0	0	67,926	31,662	0
5051 Direct Labor Applied	0	0	(67,926)	(31,662)	0
5053 Fringe Benefits Applied	0	0	0	0	0
5190 Direct Labor Transfer	0	0	0	35,873	0
5198 Potential Sal Adj-Budget	0	0	0	0	0
5199 Salaries-Wages Budget	81,236	80,028	79,079	46,413	0
5312 Social Security Taxes	6,218	6,118	5,937	3,501	0
5318 Unemployment Compensation	0	0	0	0	0
5402 Fringe Benefit Transfer-Direct	0	0	572	0	0
5420 Employee Health Care	13,836	13,806	12,964	10,613	0
5421 Employee Pension	8,808	12,928	9,068	7,618	0
5422 Legacy Healthcare	9,501	4,437	0	0	0
5423 Legacy Pension	9,727	2,980	14,497	0	0
5490 Fringe Benefit Trans-Indirect	0	0	0	26,431	0
PS Personal Services	0	129,326	122,117	130,449	0
6030 Advertising	0	0	437	0	0
6040 Membership Dues	75	75	0	0	75
6050 Contract Pers Serv-Short	0	0	120,152	0	0
6080 Postage	0	0	0	0	7
6148 Prof. Serv-Recurring Oper	3,777,773	4,074,898	3,724,411	3,472,450	3,067,359
6326 Electricity	0	22,000	17,359	18,078	0
6329 Tel and Tel Outside Ven	0	5,100	6,623	3,856	0
6509 Building and Space Rental	0	89,449	86,422	91,136	0
6640 R/M Office Equipment	0	750	0	504	0
6803 Auto Allowance	150	150	81	254	369
6809 Conference Expenses	1,500	1,500	1,549	1,144	3,477
6815 Transportation Non Co Emp	0	30,717	21,000	0	0
SV Services	0	4,224,639	3,978,035	3,587,422	3,071,287
7532 Cleaning Supplies	0	0	130	0	0
7910 Office Supplies	0	2,500	2,579	27,518	0
7930 ""Photo,Prtg,Repro & Bindg""	0	0	0	283	0
7979 Minor Other Equipment	0	0	13,110	0	0
7999 Sundry Materials & Suppl	0	0	1,582	0	6,650

Milwaukee County
A Org Unit Object Detail Exp 0

Alternatives to Incarceration	2014	2013	2012	2011	2010
	Dept Final	Adopted	Actual	Actual	Actual
	Request	Budget	Exp/Rev	Exp/Rev	Exp/Rev
2900 Alternatives to Incarceration					
CM Commodities	<u>0</u>	<u>0</u>	<u>2,500</u>	<u>17,402</u>	<u>27,801</u>
8123 Purchase of Service	0	0	538,772	478,620	486,992
OC Other Charges	<u>0</u>	<u>0</u>	<u>538,772</u>	<u>478,620</u>	<u>486,992</u>
8558 Computer Equip-Repl-(cap)	0	585,175	0	0	0
CP Capital Outlay	<u>0</u>	<u>585,175</u>	<u>0</u>	<u>0</u>	<u>0</u>
9702 Technical Support & Infrastructure	0	87,523	62,488	44,907	38,838
9707 Sheriff Services	0	0	0	19,164	226,781
9714 Distribution Services	0	6,479	4,607	2,956	3,323
9719 Risk Management Services	0	123	0	1	0
9731 Engineering Bldg Maintenance	0	0	177	32,084	102
9751 Administrative Services # 1	0	74,000	0	0	187,101
9769 Application Chgs - Mainframe	0	197,655	104,365	76,260	72,463
9771 HRIS Allocation	0	371	358	35	0
9774 Worker Comp Med and WC Pay	0	304	310	0	0
9777 Insurance Services	0	132	141	0	0
9778 Worker's Compensation Adm	0	72	70	0	0
9779 Central Service Allocation	0	17,211	13,133	6,370	0
XC Crosscharges - Service Chgs	<u>0</u>	<u>383,870</u>	<u>185,649</u>	<u>181,776</u>	<u>528,608</u>
9851 Abate-Administrative Serv. #1	0	0	0	0	(187,101)
AB Crosscharges - Abatements	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(187,101)</u>
Total Alternatives to Incarceration	0	4,877,869	5,071,664	4,777,949	4,574,172
Grand Total	0	4,877,869	5,071,664	4,777,949	4,574,172

Project Summary and Cost Estimate

Key Planning Assumptions and Comments from IMSD

IMSD Review Notes:

This effort will require a dedicated Business Analyst, Project Manager and Developer. The solution will leverage the Microsoft Dynamics CRMx Rapid Development tool. Involvement by Pretrial Services staff and Contractors to serve as the subject matter experts will be critical to the success of this project. The solution will be hosted by Milwaukee County utilizing existing infrastructure. Application support will be the responsibility of the Courts division.

Other Notes:

High Level Requirements

- * On-line Pretrial Interview Process including personal and demographic information, residence, employment, family contact, criminal history, current cases and charges, references, and criminal history
- * Service Calendar management to track defendant schedules, due dates, etc.
- * Workflow with work progress monitoring
- * Risk Assessment with point scale to aid in eliminating inconsistencies and inaccuracies inherent in manual processes
- * Case notes, calendar/scheduling, alerts/notifications, case plans, memos, drug tests, hearings, case/bail/release information, appointments, court ordered conditions of release, and tasks
- *

Milwaukee County

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Thu., Jun. 13, 2013 10:02:01 am

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 Expense Code 6148 - PROF. SERV-
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Fiscal Date	Acceptance Date	Trans Code	Trans Agency	Transaction Number	Organization	Account Type	Vendor Code	Vendor Name	description	Amount
11/01/2012	11/23/2012	EB	290	ZB000008614	2911	BUD OBLIG			PROFESSIONAL SERVICES - REC	\$0.00
12/01/2012	12/20/2012	EB	290	DBP00000265	2911	BUD OBLIG			PROF. SERV-RECURRING OPER	\$3,851,773.00
12/01/2012	12/20/2012	EB	290	DBP00000266	2921	BUD OBLIG			PROF. SERV-RECURRING OPER	\$223,125.00
01/01/2013	01/21/2013	EB	290	G000016E	2911	BUD OBLIG			PROF. SERV-RECURRING OPER	\$675,574.00
04/01/2013	04/30/2013	EB	290	TR03329013	2911	BUD OBLIG			PROFESSIONAL SERVICES - REC	(\$4,527,347.00)
04/01/2013	04/30/2013	EB	290	TR03329013	2931	BUD OBLIG			PROFESSIONAL SERVICES - REC	\$90,173.00
04/01/2013	04/30/2013	EB	290	TR03329013	2932	BUD OBLIG			PROFESSIONAL SERVICES - REC	\$831.00
04/01/2013	04/30/2013	EB	290	TR03329013	2933	BUD OBLIG			PROFESSIONAL SERVICES - REC	\$99,376.00
04/01/2013	04/30/2013	EB	290	TR03329013	2934	BUD OBLIG			PROFESSIONAL SERVICES - REC	\$1,917,111.00
04/01/2013	04/30/2013	EB	290	TR03329013	2935	BUD OBLIG			PROFESSIONAL SERVICES - REC	\$355,077.00
04/01/2013	04/30/2013	EB	290	TR03329013	2936	BUD OBLIG			PROFESSIONAL SERVICES - REC	\$204,002.00

04/01/2013	04/30/2013	EB	290	TR03329013	2937	BUD OBLIG		PROFESSIONAL SERVICES - REC	\$188,916.00
04/01/2013	04/30/2013	EB	290	TR03329013	2938	BUD OBLIG		PROFESSIONAL SERVICES - REC	\$555,529.00
04/01/2013	04/30/2013	EB	290	TR03329013	2939	BUD OBLIG		PROFESSIONAL SERVICES - REC	\$1,116,332.00
05/01/2013	05/30/2013	EB	290	TR03729013	2938	BUD OBLIG		PROFESSIONAL SERVICES - REC	(\$97,786.00)
								Account 6148 Total Amount:	\$4,652,686.00

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Milwaukee County

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Agency 290

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Fiscal Date	Acceptance Date	Trans Code	Trans Agency	Transaction Number	Organization	Account Type	Vendor Code	Vendor Name	description	Amount
11/01/2012	11/23/2012	EB	290	ZB000008614	2921	BUD OBLIG			PURCHASE OF SERVICE	\$0.00
12/01/2012	12/20/2012	EB	290	DBP00000264	2921	BUD OBLIG			PURCHASE OF SERVICE	\$538,772.00
01/01/2013	01/21/2013	EB	290	G000016E	2921	BUD OBLIG			PURCHASE OF SERVICE	\$110,165.00
									Account 8123 Total Amount:	\$648,937.00

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: May 24, 2013
TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors
FROM: Kerry Mitchell, Director of Human Resources 
Brian Dranzik, Director of Transportation
SUBJECT: Mid-Year (2013) Creation of an HR Coordinator Position for the Airport

POLICY

County Board approval is required to create and abolish positions in the County Civil Service System.

BACKGROUND

The County’s employee base at General Mitchell International Airport (GMIA) has grown to approximately 300 employees who work in a 24/7 environment. As the number of positions has increased, both DHR and DOT have noted an increase in employee relations-related concerns. It has become clear that the Airport is in need of a dedicated, on-site Human Resources Coordinator to focus on addressing employee needs, coaching managers on performance and conduct matters, and providing training and development opportunities for both employees and managers. We have agreed that GMIA could fund 1 HR Coordinator for the Department of Human Resources. Because this employee would work 100% for the Airport, the position may be funded entirely in the absence of property tax levy. We have determined that this need is immediate and should not wait for the 2014 budget cycle.

REQUEST

In conclusion, DOT and DHR request the approval to move forward with the creation of 1 HR Coordinator position in order to ensure effective HR support for employees and managers at the Airport. If this request is approved, we will work together to fill this position immediately. Please refer this item to the Committee on Finance, Personnel and Audit for consideration at the June 13, 2013 meeting.

Thank you for your consideration and support.

cc: A. Morren
D. Tyler
J. Fudge
K. Evans
S. Cady
J. Jensen

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : MAY 24, 2013

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
1140	TBD	1	Human Resources Coordinator	30M	\$58,532.45 - \$69,906.51

-COUNTY OF MILWAUKEE-
INTEROFFICE COMMUNICATION

DATE : June 17, 2013

TO : Supervisor Marina Dimitrijevic, Chairwoman, Board of Supervisors

FROM : Josh Fudge, Interim Fiscal and Budget Administrator, DAS-Fiscal

SUBJECT : Request to create 1.0 FTE Human Res Coord Airport position (Title Code TBD, pay range 30M).

REQUEST

The Department of Human Resources requests to create 1.0 FTE Human Resources Coordinator Airport position (Title Code TBD, pay range 30M, \$58,532 to \$69,906) in the Director's Office Division.

BACKGROUND/ANALYSIS

The Director's Office division of Human Resources consists of several positions of Human Resources field staff that are assigned to County departments at the discretion of the Human Resources Director. Human Resources Coordinator positions are responsible for addressing employee needs, advising departmental managers on performance and conduct issues, and providing training opportunities to both managers and employees.

One Human Resources Coordinator position is responsible for the Department of Transportation (DOT) and the Department of Administrative Services (DAS). In the past years, the number of employees and personnel matters at DOT-Airport has grown steadily. The Director of Human Resources indicates that the increased workload requires additional staff capacity.

The position will solely provide services directly to the Airport Division of DOT. In accordance with the lease agreement between the DOT-Airport and the airlines, all costs supporting Airport operations are to be covered by operating revenues. The resolution also authorizes the Department of Administrative Services to process an administrative fund transfer to increase DOT-Airport revenue and create a crosscharge between Human Resources and DOT-Airport to ensure there is no tax levy impact to this request. The fund transfer will only be processed once the position is filled.

RECOMMENDATION

The Department of Administrative Services, Fiscal Affairs recommends that the request to create 1.0 FTE Human Resources Coordinator Airport position be approved.

FISCAL NOTE

Assuming that the position is filled at the start of pay period 20 in 2013 at step 1 of the pay range, the current year fiscal impact is a cost increase of \$19,776. The 2014

estimate costs of this request is \$85,698 (including salary, social security, and benefits costs). The cost increase is fully offset by increased revenue in DOT-Airport.

Prepared by:
Daniel Laurila
278-4274



Josh Fudge
Interim Fiscal and Budget Administrator

cc: Chris Abele, County Executive
Supervisor Willie Johnson Jr., Co-Chair, Finance, Personnel & Audit Committee
Supervisor David Cullen, Co-Chair, Finance, Personnel & Audit Committee
Kerry Mitchell, Director, Human Resources
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Steve Cady, County Board Fiscal and Budget Analyst
Don Tyler, Director, Department of Administrative Services
Brian Dranzik, Director, Department of Transportation
Barry Bateman, Director, DOT-Airport Division

1 From the Committee on, Reporting on:

2
3
4

File No.

5 (ITEM NO.) A resolution requesting to create 1.0 FTE Human Res Coord Airport (title
6 code TBD, pay range 30M).

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8
9

A RESOLUTION

10 WHEREAS, the Director’s Office of Human Resources consists of several position of
11 field staff that are assigned to County departments at the discretion of the Human
12 Resources Director; and

13 WHEREAS, Human Resources Coordinator positions are responsible for addressing
14 employee needs, advising departmental managers on performance and conduct issues, and
15 providing training opportunities to managers and employees; and

16 WHEREAS, one Human Resource Coordinator DOT position is currently assigned to
17 both the Department of Transportation (DOT) and the Department of Administrative
18 Services (DAS); and

19 WHEREAS the number of employees and the number of concerns raised by
20 employees and managers in the DOT-Airport Division has increased significantly in recent
21 years; and

22 WHEREAS, all expenditures supporting DOT-Airport operations are to be covered
23 by operating revenues rather than tax levy; and

24 WHEREAS, the Department of Administrative Services, Fiscal Affairs recommends
25 that the following request effective July 25, 2013, be approved: create 1.0 FTE Human Res
26 Coord Airport (title code TBD, pay range 30M); now, therefore

27
28
29

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

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32

<u>Action</u>	<u>Title</u>	<u>No. of FTEs</u>	<u>No. of Positions</u>
Create	Human Resources Coordinator Airport	1.0	1

33
34
35

BE IT FURTHER RESOLVED, upon filling of the position, the Department of
Administrative Services is authorized to process an administrative fund transfer to establish
a crosscharge from Human Resources (1140) to DOT-Airport (5040) for the actual cost of
the position in 2013 and to increase DOT-Airport revenue by the actual cost of the
position.

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MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: June 17, 2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request to create 1.0 FTE Human Res Coord Airport position

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 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 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	\$19,776	\$85,698
	Revenue	\$19,776	\$85,698
	Net Cost	\$0	\$0
Capital Improvement Budget	Expenditure	\$0	\$0
	Revenue	\$0	\$0
	Net Cost	\$0	\$0

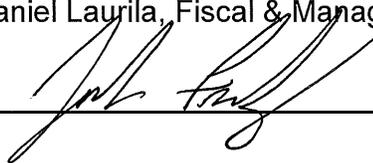
DESCRIPTION OF FISCAL EFFECT

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. Human Resources requests to create 1.0 FTE Human Res Coord Airport (title code TBD, pay range 30).
 - B. The direct cost of creating the Human Res Coord Airport is \$19,776 in the current year and \$85,698 in the subsequent year. The increased expenditures are wholly offset by an increase in airport revenues for no tax levy impact.
 - C. The estimated budget impact is the same as the direct cost.
 - D. The current year costs will be achieved assuming the Human Res Coord Airport is filled for 6 pay periods in 2013 at step 1 of pay range 30M. The analysis is based on 2013 Adopted Budget salary and fringe benefit rates.

Department/Prepared By Daniel Laurila, 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.

COUNTY OF MILWAUKEE

INTER-OFFICE COMMUNICATION

DATE: June 17, 2013

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

FROM: Don Tyler, Director of Administrative Services

SUBJECT: DAS - Facilities Management – AE&ES – Request to Create 1.0 FTE Architect Position

POLICY

The Director of the Department of Administrative Services (DAS) is requesting that the County Board approve a resolution to authorize the creation of one 1.0 FTE Architect position in the Architecture, Engineering and Environmental Services (AE&ES) section of the DAS–Facilities Management Division (DAS-FM).

BACKGROUND

AE&ES proposes a permanent professional position that would be charged at 100% to capital or major maintenance project work. This position would enable AE&ES to better manage the work volume and from planning, design and construction management of countywide capital projects.

The position requested is:

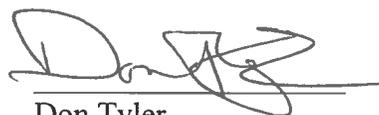
ARCHITECT – TITLE CODE (TBD): New Create, Pay-Grade32A, Annual Salary: \$62,370; primary responsibility: plan and design countywide capital projects; estimated total annual costs of position including benefits is \$90,400; annual revenue generated from capital project charges is estimated at \$187,100 covering overhead and direct expenses.

RECOMMENDATION

The Director of (DAS) recommends the County Board approve a resolution to authorize the creation of 1.0 FTE Architect position.

Prepared by: Gary E. Drent

Approved by:



Don Tyler
Director
Department of Administrative Services



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

Attachments: 1. Job Evaluation Questionnaire

Cc: Chris Abele, County Executive
Supervisor Willie Johnson Jr., Co-Chairperson, Finance, Personnel and Audit Committee
Supervisor David Cullen, Co-Chairperson, Finance, Personnel and Audit Committee
Kelly Bablitch, Chief of Staff, County Board
Josh Fudge, Interim-Fiscal & Budget Administrator, DAS
Vincent Masterson, Fiscal & Strategic Asset Coordinator, DAS
Sean Moore, Human Resources Coordinator, DOT
Kerry Mitchell, Director, DHR



**MILWAUKEE COUNTY
JOB EVALUATION QUESTIONNAIRE**

This form is designed to assist you in describing your departmental job. You are asked to fill this form out to outline the essential duties and responsibilities; and identify the knowledge, skills and abilities required to successfully perform the job. This form is used to request new job classifications, review current classifications, reclassification, reallocations, and general updates to the job description. **Note:** It is the job that is being evaluated, not the position/incumbent. Thank you for your cooperation.

GENERAL INSTRUCTIONS:

1. Before beginning, please look over the entire questionnaire. Each question should be answered completely and accurately. If a question does not apply to this job, please indicate "N/A" (Not Applicable).
2. To complete the questionnaire, please type and/or select your responses.
3. If you wish to make additional comments, please use the space available in the "Additional Comments" section on page 6 of this questionnaire.

A. JOB IDENTIFICATION INFORMATION:

Department (High Org):	5700	Division (Low Org):	5740
Contact for this Study	Name:	Email:	
	Title:	Phone:	
Current Job Title:	Architect		
Job Reports To:	Title: Principal Architect		
Request Type:	<input checked="" type="checkbox"/> Establish New <input type="checkbox"/> Review <input type="checkbox"/> Reclassification <input type="checkbox"/> Reallocation <input type="checkbox"/> Update Description <input type="checkbox"/> Other, Specify		

B. JUSTIFICATION STATEMENT:

1. Attach an organizational chart.
2. Explain the events or changes that made this request necessary.
The Architecture & Engineering Section has had their responsibilities increased substantially over the last few years. As a result additional staff is needed to administer the architectural and engineering concerns of the county.

C. ABOUT THE JOB:

Job Status:	<input checked="" type="checkbox"/> Regular Full-Time	<input type="checkbox"/> Regular Part-Time	<input type="checkbox"/> Seasonal	<input type="checkbox"/> Contract
Shift:	<input checked="" type="checkbox"/> Day	<input type="checkbox"/> Evening	<input type="checkbox"/> Night	<input type="checkbox"/> Other:
Hours Per Week:	<input checked="" type="checkbox"/> >40 Hours	<input type="checkbox"/> 32-40 Hours	<input type="checkbox"/> 20-32 Hours	<input type="checkbox"/> <20 Hours
Travel:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, % Travel			
Will This Job Supervise/Manage?	<input type="checkbox"/> Supervise <input type="checkbox"/> Manage <input type="checkbox"/> N/A			# of Direct Reports:

D. JOB SUMMARY:

Briefly state, in several sentences, the principle purpose or function of the job. Respond by describing What the job is, What is its major objective, and Why does it exist.
Under the direction of the Principle Architect, provide architectural planning and design services for various public works projects; provides technical architectural services related to building maintenance, remodeling, building additions and new building construction for all County departments.

E. ESSENTIAL DUTIES/RESPONSIBILITIES:

JOB RESPONSIBILITY LIST: Please describe the major elements of the job. List only the major functions, separately, in order of importance. Provide a one or two line description for each duty so that it can be understood by someone not familiar with this kind of work. Weight the approximate percentage of allocated work time for each functional work activity (Round to the nearest 5%). We do not need to know HOW the function is to be performed, but rather, WHAT it is to be performed. Percentages should add up to 100%			
1.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Provide planning, design and preparation of bid documents	% of Time: 60
	<i>Descriptive:</i> For Capital Improvement Projects on County facilities including building maintenance, remodeling, additions and new building construction for all County departments.		
2.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Assist with inspection or supervision of construction projects	% of Time: 10
	<i>Descriptive:</i> Especially those that present difficult or complex problems with the responsibility for layout, material testing, and all activities and communications to insure that the project is completed in accordance with plans & specs.		
3.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Special studies and investigations	% of Time: 10
	<i>Descriptive:</i> Perform comprehensive reports in the field of architectural design, space planning and structural design for existing and proposed facilities.		
4.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Budget	% of Time: 10
	<i>Descriptive:</i> Provide budget estimate preparation for major maintenance and capital improvements.		
5.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Work with consultants	% of Time: 10
	<i>Descriptive:</i> Serve on consultant selection committee, review consultant plans and reports, attend project meetings.		
6.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty:	% of Time:
	<i>Descriptive:</i>		
7.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty:	% of Time:
	<i>Descriptive:</i>		
8.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty:	% of Time:
	<i>Descriptive:</i>		
9.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty:	% of Time:
	<i>Descriptive:</i>		
10.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty:	% of Time:
	<i>Descriptive:</i>		

F. EQUIPMENT, TOOLS & MATERIALS

Please list all equipment, tools or materials required to perform the job along with the frequency.	Frequency			Type of Equipment
	Daily	Weekly	Monthly	
1. Machinery: (i.e. Vehicles, Motorized Equipment, Heavy Machinery, etc)				
2. Hand Tools/Instruments: (i.e. Power Tools, PC's, office or laboratory equipment, weapons, etc.)				
3. Driving required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			

G. JOB COMPETENCIES

Internal Contacts: Please select all that apply.	
<input checked="" type="checkbox"/>	Contact with employees or others primarily at a routine level involving basic information exchange.
<input checked="" type="checkbox"/>	Contact with peers and others involving explanation of information (these contacts may be within or outside department or division), and the gathering of factual information. May include the communication of sensitive or confidential information.
<input checked="" type="checkbox"/>	Contact across departments or divisions with employees involving persuasion of others, absent formal authority, to conform to a policy interpretation or recommended course of action.
<input checked="" type="checkbox"/>	Contact that requires a high degree of authority in securing understanding and cooperation of multiple departments or interests.

External Contacts: Please select all that apply.	
<input type="checkbox"/>	No contact with people outside the organization.
<input type="checkbox"/>	Limited external contact to: gather information, answer queries, or ask assistance.
<input checked="" type="checkbox"/>	Frequent external contact to: gather information, answer queries, or ask assistance.
<input checked="" type="checkbox"/>	External contact involving a requirement to maintain a continuing external working relationship with individuals, or organizations.
<input checked="" type="checkbox"/>	External contact involving the initiation and maintenance of relationships that can have a significant effect on the success of the organization.

Communication Skills: Select the level of language (ability to read, write and speak needed to successfully accomplish the essential duties of the job.) Please select all that apply.	
<input checked="" type="checkbox"/>	Read, write and comprehend simple instructions, short correspondence and memos.
<input checked="" type="checkbox"/>	Read and interpret safety rules, operating/maintenance instructions and procedure manuals.
<input checked="" type="checkbox"/>	Write routine reports, correspondence, and speak effectively before both internal and external groups.
<input checked="" type="checkbox"/>	Read, analyze, and interpret business manuals, technical procedures and/or government regulations.
<input checked="" type="checkbox"/>	Read, analyze, and interpret scientific and technical journals, financial reports and legal documents.
<input checked="" type="checkbox"/>	Prepare and/or present written communications that pertain to controversial and complex topics.

Decision-Making: Please select <u>only one</u> of the following:	
<input type="checkbox"/>	Requires minimal decision-making responsibility.
<input type="checkbox"/>	Regularly makes decisions involving how a project or operation will be conducted (i.e. sequence or method), and generally from an available set of alternatives or precedents.
<input checked="" type="checkbox"/>	Regularly makes decisions of responsibility, involving evaluation of information. Decisions may require development or application of alternatives or precedents.
<input type="checkbox"/>	Regularly makes significant decisions and final results, typically affecting the entire department. Available guides or precedents are limited. Has authority over the allocation of resources.
<input type="checkbox"/>	Significant responsibility for decisions and final results, affecting more than one department or a department with multiple units. Substantial analysis is required and many factors must be weighed before a decision can be reached.
<input type="checkbox"/>	Major responsibility for decisions and final recommendation, which may result in the formulation of strategic plans of action to achieve the broad objectives for the organization.
<input type="checkbox"/>	Primary work responsibility involves the long-range future including the scope, direction and goals of the organization.

Complexity, Judgment and Problem Solving: Please select all that apply.	
<input type="checkbox"/>	Work of a relatively routine nature. Requires the ability to understand and follow instructions.
<input type="checkbox"/>	Structured work, following a limited variety of standard practices.
<input type="checkbox"/>	Generally structured work, but involving a choice of action within limits of standard policy and procedures.
<input checked="" type="checkbox"/>	Generally diversified and moderately difficult work. Requires judgment in the adaptation and interpretation of established practices and procedures to meet problems and situations to which the application is not clearly defined.
<input checked="" type="checkbox"/>	Typically difficult or complex work. Generally governed by broad instructions and objectives usually involving frequently changing conditions and problems.
<input checked="" type="checkbox"/>	Work requires the ability to plan and perform work in light of new or constantly changing problems, work from broad instruction, and deal with complex factors not easily evaluated. Decisions require considerable judgment, initiative, and ingenuity in areas there is little precedent.
<input checked="" type="checkbox"/>	Work requires the ability to act independently in the formulation and administration of policies and programs for major departments or functions.

Supervisory/Managerial: If applicable, select the appropriate level of responsibility.	
<input type="checkbox"/>	Level 1 General instructing, scheduling, and reviewing the work of others performing the same or directly related work. Acts as "lead worker". Functional supervision only.
<input type="checkbox"/>	Level 2 Recommends personnel actions (hiring, termination, pay changes). Involves scheduling, supervision, and evaluation of work of employees who perform similar work assignments.
<input type="checkbox"/>	Level 3 Scheduling, supervision, and evaluation of work as a "manager" of the first line supervisors; or perform supervision of workers who perform distinct and separate blocks of work.
<input type="checkbox"/>	Level 4 Scheduling, supervision, and evaluation of work as a superior of "managers". Administers through subordinate managers, departmental multi-function programs or operations.
<input type="checkbox"/>	Level 5 Scheduling, supervision, and evaluation of work as a superior of those in level 4.

List the names of the Department(s)/Division(s) supervised/managed by this job:	
•	

Are there subordinate supervisors/managers reporting to this job?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, how many?
-------------------------------------------------------------------	---------------------------------------------------------------------	-------------------

Fiscal Responsibility:		
Responsible for annual operating budget for department(s)/division(s)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, please provide total amount?

- Go To Next Page -

H. WORKING CONDITIONS

What are the physical, mental and environment demands for this job? Functions identified must coincide with the description of essential duties and responsibilities for this job. The functions should focus on what is to be done and the processes traditionally used to achieve end results. For each of the following functional requirements, indicate the frequency in which it occurs in this job.

<u>PHYSICAL DEMANDS</u>		N/A	Seldom (<25%)	Occasional (25% - 50%)	Frequent (50% - 75%)	Always (>75%)
Standing		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walking/Running		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sitting		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Reaching		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Climbing		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Driving		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bending/Kneeling		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hearing		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Talking		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Visual		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Typing		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Fine Dexterity		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Manual Dexterity		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Upper Extremity Repetitive Motion		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lifting/Carrying	50 lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pushing/Pulling	lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>NON-PHYSICAL DEMANDS</u>		N/A	Seldom (<25%)	Occasional (25% - 50%)	Frequent (50% - 75%)	Always (>75%)
Analysis/Reasoning		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Communication/Interpretation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Math/Mental Computation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reading		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sustained Mental Activity (i.e. auditing, problem solving, grant writing, composing reports)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Writing		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>ENVIRONMENTAL DEMANDS</u>		N/A	Seldom (<25%)	Occasional (25% - 50%)	Frequent (50% - 75%)	Always (>75%)
Work Alone		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequent Task Changes		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tedious/Exacting Work		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
High Volume Public Contact		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dust		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Temperature Extremes		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loud Noises		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical Danger		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toxic Substances (i.e. solvents, pesticides, etc.)		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WORK SCHEDULE: Please select all that apply.

<input checked="" type="checkbox"/>	Routine shift hours. Infrequent overtime, weekend, or shift rotation.
<input type="checkbox"/>	Considerable irregularity of hours due to frequent overtime, weekend or shift rotation.
<input type="checkbox"/>	Regular and/or frequent on-call availability.
<input type="checkbox"/>	Nature of work frequently requires irregular, unpredictable or particularly long hours. (I.e. covering double shifts, etc.)

DEMANDS/DEADLINES: Please select all that apply.	
<input type="checkbox"/>	Little or no stress created by work, employees, or public.
<input checked="" type="checkbox"/>	Occasional stress due to deadlines or workload because of intermittent or cyclical work pressures, or occasional exposure to distressed individuals within the immediate work environment.
<input checked="" type="checkbox"/>	High volume and variable work demands and deadlines impose strain on routine basis or considerable stress intermittently; OR regular direct contacts with distressed individuals within the immediate work environment; and/or exposure to demands and pressures from persons other than immediate supervisor.
<input type="checkbox"/>	Work requires frequent, substantive contacts with people in highly stressful situations; delicacy and unpredictability of contacts routinely creates considerable strain or heavy stress regularly.

I. EDUCATION, EXPERIENCE AND LICENSE

EDUCATION	
Please indicate the MINIMUM educational level required:	
<input type="checkbox"/>	HS Diploma/GED
<input type="checkbox"/>	Associate's Degree
<input checked="" type="checkbox"/>	Bachelor's Degree
<input type="checkbox"/>	Graduate Degree
<input type="checkbox"/>	Post Graduate Degree (PhD)
<input type="checkbox"/>	Professional Degree (Law, Medicine, etc.)
<input type="checkbox"/>	Other:
	Area of specialization/major:
	Area of specialization/major: Architecture
	Area of specialization/major:
	Area of specialization/major:
	Area of specialization/major:
	Please indicate:

WORK EXPERIENCE	
Please indicate the MINIMUM number of years of practical experience required.	
<input type="checkbox"/>	No experience
<input type="checkbox"/>	Less than one year
<input type="checkbox"/>	One to three years
<input type="checkbox"/>	Three to five years
<input checked="" type="checkbox"/>	Five or more years
	Area(s) of experience:
	Area(s) of experience:
	Area(s) of experience:
	Area(s) of experience: Professional level architectural work

SUPERVISORY/MANAGEMENT EXPERIENCE	
Please indicate the MINIMUM number of years of supervisory/management experience required.	
<input type="checkbox"/>	No experience
<input type="checkbox"/>	Less than one year
<input type="checkbox"/>	One to three years
<input type="checkbox"/>	Three to five years
<input type="checkbox"/>	Five or more years
	Area(s) of experience:

LICENSE/CERTIFICATION:
What license(s), certification/certificate(s), registration(s), or other regulatory requirements/training:
Valid drivers license, registration as a professional architect, Wisconsin registration as a prof arch with six months and maintained during incumbency

J. ADDITIONAL COMMENTS

Please list additional items not covered in this questionnaire that you feel would be helpful in understanding the job.
<ul style="list-style-type: none"> Must have thorough knowledge of theories, principles and practices of architecture and space planning with emphasis on public works architecture work associated with facilities.

K. SIGNATURES:

SUPERVISOR'S/MANAGER'S CONFIRMATION: I have completed and/or reviewed the contents of this job evaluation questionnaire and consent to its accuracy.	
Supervisor/Manager Signature:	Date:
Department/Division Head Signature:	Date:

Email the completed form to: HRCompensation@milwcnty.com. Please ensure the subject line includes the request type and Department (High Org.) number. (I.e. 2013 STUDY 1140)

Received by Human Resources - Compensation Department
Analyzed by Human Resources - Compensation Department

Initials:
Initials:

Date:
Date:

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : July 1, 2013

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	Title	Pay Range	Min/Max of Pay Range
5700	TBD	1	Architect	32A	\$45,150.56 - \$80,214.78

-COUNTY OF MILWAUKEE-
INTEROFFICE COMMUNICATION

DATE : June 17, 2013

TO : Supervisor Marina Dimitrijevic, Chairwoman, Board of Supervisors

FROM : Josh Fudge, Interim Fiscal and Budget Administrator, DAS-Fiscal

SUBJECT : Request to create 1.0 FTE Architect position (Title Code TBD, Pay Grade 32A).

REQUEST

The Department of Administrative Services-Facilities Management Division (DAS-FM), requests authorization to create 1.0 FTE Architect position (Title Code TBD, pay grade 32A,) in the Architecture, Engineering, & Environmental Services section (A/E).

BACKGROUND/ANALYSIS

The A/E section of DAS-FM includes an Architectural Services unit. This unit consists of six full-time positions (under the direction of the Principal Architect) and provides architectural services related to planning and design for County capital projects.

Historically, A/E has supplemented this unit with temporary (non-County staff) architects, which allows A/E the flexibility to reduce or increase this specific staff based on the volume of capital projects available. This temporary staff has not been reduced as the volume of capital projects has remained relatively consistent. Over the past five years, this temporary staff has been comprised of the same three individuals that worked on a variety of capital projects.

Recently, two of the three positions became vacant as one retired and the other was hired by A/E as a Cost Estimator. Given the relative stability of the County's capital projects program, A/E staff believes that the work-load of the two (vacant) temporary staff can be absorbed by the creation of a full-time Architect position. In addition, A/E staff has indicated that the position would allow the unit to better manage project work-load from consistent planning, design and construction management.

A/E staff has indicated that this position will be charged out 100% to capital projects.

RECOMMENDATION

The Department of Administrative Services, Fiscal Affairs recommends that the request to create 1.0 FTE Architect position be approved.

FISCAL NOTE

Assuming that the position is filled at the start of pay period 18 in 2013 at step 10 of the pay grade, the current year fiscal impact is a cost increase of \$31,275. These costs are offset by anticipated revenue of approximately \$64,800 (generated by the position

working on capital projects).¹ The 2014 estimated annual cost of this request is \$90,400 (including salary, social security, and benefits costs). The annual position cost is offset by anticipated revenue of approximately \$187,100 (generated by the position working on capital projects).

Prepared by:

Vince Masterson
278-4162



Josh Fudge
Interim Fiscal and Budget Administrator

cc: Chris Abele, County Executive
Supervisor Willie Johnson Jr., Co-Chair, Finance, Personnel & Audit Committee
Supervisor David Cullen, Co-Chair, Finance, Personnel & Audit Committee
Kerry Mitchell, Director, Human Resources
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitsch, Chief of Staff, County Board
Steve Cady, County Board Fiscal and Budget Analyst, County Board
Don Tyler, Director, Department of Administrative Services

¹ AE&ES staff assume an overhead rate multiplier (of 3.0) in order to recover indirect costs related to the position. The overhead rate multiplier is applied to the position's salary rate in order to determine the amount of revenue that the position can charge to capital projects.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/17/2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: DAS-Facilities Management - AE&ES – Create 1.0 FTE Architect Position

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	\$31,275	\$90,400
	Revenue	\$64,800	\$187,100
	Net Cost	(\$33,525)	(\$96,700)
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.

The Director of the Department of Administrative Services (DAS) is requesting approval of a resolution to authorize the creation of 1.0 FTE Architect (Title Code TBD, Pay Grade 32A) in the Architecture, Engineering and Environmental Services (AE&ES) Section of the DAS-Facilities Management Division.

The total costs (including salary, social security, and benefits) of 1.0 FTE Architect position for final 9 pay periods in 2013 is estimated at approximately \$31,275. These costs are offset by anticipated revenue of approximately \$64,800 (generated by the position working on capital projects).

The estimated annual costs (including salary, social security, and benefits) 1.0 FTE Architect position in 2014 is \$90,400. The costs are offset by anticipated revenue of approximately \$187,100 (generated by the position working on capital projects).

Budgetary impacts in the current year associated with the proposed action are dependent on the volume of work anticipated in the current year capital budgets. Budgetary impacts in subsequent years associated with the proposed action are dependent on the volume of work anticipated in the out year capital budgets.

It is anticipated that sufficient volume of projects will be available allowing adequate revenue to be generated to offset the expenditures for permanent employee.

Department/Prepared By Gary E. Drent

Approved by: 
Don Tyler, Director
Department of Administrative Services


Greg High, Director
AE&ES, DAS-FM

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.

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE : July 1, 2013

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

FROM : Brian Dranzik, Director, Department of Transportation

SUBJECT : Revenue Deficits in excess of \$75,000 – MCDOT – Highway Division

Policy Issue:

County Ordinance 56.02 requires each person in charge of any County office, department agency, or any non-departmental account to:

" ... submit a written report to the County Executive, the committee on Finance and Audit of the County Board and the Department of Administration whenever such person has reason to know or believe that a deficit of seventy-five thousand dollars (\$75,000.00) or more in any revenue account will occur for the division of county government under the supervision of that person.

Background:

Item	Short Description	Budget Amount	Actual amount to date	Projected Amount	Variance between budget and projected
2212-2218	State Reimbursement Revenue	\$ 16,025,802	\$5,316,933	\$15,440,802	(\$585,000)

The Actual amount to date is State Reimbursement revenue billed for January through March of 2013 only.

Cause of Deficit:

The deficit is the result of a decrease in the Highway Maintenance Incidental Rate (HMIR) that is charged to the Wisconsin Department of Transportation (WIDOT) for work performed on State Trunk Highways and the Expressway system in 2013. WIDOT reimburses Milwaukee County for 100% of the costs to maintain the State Trunk Highways and the Expressway system. The HMIR is calculated to recover the costs of off-time, fringe benefits, and worker's compensation as a percentage of labor hours from the prior year. Changes in staffing levels and changes in benefit rates will also affect the HMIR. Each year, the HMIR is adjusted in the first quarter based on the prior year's actual activity.

The HMIR had remained relatively stable for many years. From 2006-2010 the rate averaged 135%. In 2011, the HMIR increased to 175.31% due to a reduction in direct labor worked in 2010 as a result of the furlough days. This resulted in an over recovery of costs in 2011. The 2012 rate, based on 2011 costs, was reduced to 147.16%. In 2012 there was a reduction of approximately \$1,000,000 in overall incidental costs from 2011, caused in part by the large number of retirements. This resulted in an over recovery of \$809,322 in 2012. The 2013 HMIR has been calculated at 111.01% and would result in an estimated reduction in recoverable funds. Based on work performed in the first quarter of 2013, an increase in fleet costs billable to WIDOT in all of 2013 and projected winter overtime based on historic averages, a shortfall of \$585,000 is currently projected. However, the department has developed a list of strategies in the “Plan of Action..” section below that can potentially recover the current revenue deficit.

Will this be an issue beyond the current year?

The incidental rate on State Reimbursement Revenue can fluctuate from year to year based on prior year activity. Events of the past few years have caused the HMIR to fluctuate more than what would normally be expected. State Reimbursement Revenue deficits that occurred in prior years were absorbed in the Highway budget and have not resulted in a tax levy deficit. Unless there are major changes to labor rates or fringe benefits in the future, we would expect the HMIR to level off back into the 135% range.

Plan of action or alternatives to offset the deficit

There are 156,295 hours of staff time allocated for State Highway work in 2013. An additional 7,635 hours of worked labor, equipment and materials would be needed to be charged to WIDOT or other entities to cover the anticipated revenue deficit of \$585,000. Highway Maintenance is proposing various strategies to reduce the revenue deficit.

These strategies include:

- Increasing the number of employee hours worked on State Trunk Highways and Expressways, while reducing the number of employee hours worked on County Trunk Highways. Based on current staffing levels there are approximately 7,480 hours of county staffing hours available for July through October, 2013. If 2,610 county trunk highway staffing hours were moved to State highway staffing projects the estimated increase in revenue would be \$200,000. This number could also increase based on additional state requested work. County trunk highway maintenance would be reduced until November. Major safety issues would be addressed such as pothole repairs, sign and signal maintenance. The three week mowing cycle on County trunk highway would have to be increased and litter pick-up reduced.
- The reduction in county staff time would have a tax levy savings of \$90,000 due to the reduction in county work on county trunk highways.
- With WIDOT agreement, hire Highway Maintenance winter season staff in mid-October, rather than at the end of October, for non-winter work on state highways only. This would add 1,310 billable hours of work, and potentially \$100,000 more reimbursement revenue.
- The DOT maintenance staff is constructing concrete bus passenger loading pads at roughly twenty locations. The resulting work should provide \$40,000 in additional revenue.
- With WIDOT agreement, increase the overtime hours worked on state highway maintenance during the non-winter months. An additional 500 hours of overtime at a rate of time and one half would result in \$55,000 of additional revenue.

July 1, 2013

Revenue Deficit MCDOT – Highway Division

- With WIDOT agreement, maximize the purchase of roadway materials needed for State Highway Maintenance at year end while remaining within the county budget for commodities. This would include the purchase of winter chemicals (not salt), and road patching chemicals such as cracksealer and cold patch, and catch basin and attenuator replacements in the amount of \$100,000. Any increase in revenue due to the purchase of state material would be equal to the increase in expenditures.
- On average, winter weather events in November and December produce a total of six major salting/plowing events. For every incident above the average, an additional plowing event at the end of a week could result in additional state reimbursement revenue of approximately \$160,000.

These changes, if realized, would provide approximately \$585,000 to offset the projected deficit.

Prepared by: Clark Wantoch, Director of Highway Operations

Brian Dranzik, Director
Department of Transportation

cc: Chris Abele, County Executive
Marina Dimitrijevic, Chairwoman, County Board of Supervisors
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Interim Fiscal and Budget Administrator
Stephen Cady, Fiscal and Budget Analyst, County Board
Jerome Heer, Director of Audits
Scott Manske, Comptroller
Molly Pahl, Analyst, Comptroller's Office

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

Date: June 14, 2013

To: Chris Abele, County Executive
Marina Dimitrijevic, Chairwoman County Board of Supervisors

From: Brian Dranzik, Director of Transportation

Subject: **NOTIFICATION OF EMERGENCY REPAIR PURSUANT TO
MILWAUKEE COUNTY ORDINANCE SECTION 44.14 (4) –
Stormwater Pumping Station - W. Rawson Ave., west of S. 6th St.**

Policy Issue

Section 44.14 (4) of the Milwaukee County Code of Ordinances allows, in the event of any emergency where immediate action is necessary to preserve property, that the Director of Transportation is authorized to take action to construct or repair, provided that a report is submitted thereon to the County Executive and County Board within seventy-two (72) hours. Pursuant to the above, the Department of Transportation (DOT) and the Department of Administration Architectural and Engineering (DAS –A&E) are proceeding with Emergency Work to remediate a safety issue regarding the stormwater pumping station at the railroad crossing over West Rawson Ave. just west of S. 6th St.

Background

There is a stormwater pumping station adjacent to the railroad tracks and railroad overpass of W. Rawson Ave. just west of S. 6th St. The pumping station is designed to provide continuous monitoring of the stormwater levels in the catch basins and to provide continuous pumping to stop any flooding of this low elevation roadway. Without stormwater pumping, water levels could reach several feet or more thus requiring a road closure along W. Rawson Ave. The pumping station contains two motors and two pumps that act as a redundant system to provide back-up coverage in case either would fail.

In December, 2012 the pumps and motors failed and were out for four days, DOT maintenance crews had to manually pump the stormwater until the pumping station motors and pumps could be repaired. The estimated cost for the manually pumping alone was over \$20,000. Through the winter of 2012 and spring season of 2013 both pumps and motors have been repaired or replaced. WeEnergies has also advised of electrical issues that need repair associated with the needed repairs to the pumping station. Due to the stress put on the system from the wetter than normal spring, DOT is concerned the pump will fail either prior to, or during, the winter. Currently, only one pump is working and it is providing a stressed load on the motor running it.

The DOT and DAS-A&E included the pumping station reconstruction in the 2014 capital budget request. It has been determined that the status of the pumping station constitutes an emergency and must be designed and constructed this year. DAS-Fiscal anticipates providing a fund for this project in the July committee cycle from unspent

bonds. If this financing option is unavailable a request may be made for an appropriation from contingency.

The following concerns have led to the conclusion of the emergency repair:

- When the pump fails, maintenance crews are sent to use a generator and trailer pump to keep the roadway from flooding.
- Performing this work manually is a safety concern in that the discharge manhole is adjacent to active railroad tracks at the top of a steep hill. Winter conditions add to the safety concerns.
- The operating budget has not anticipated the increased time needed for the work thus taking away from other duties.
- Fall of 2013 will present continued problems as rainfall events increase.
- Freezing in the winter season will require additional salting and a need to monitor 24/7.
- If the basins freeze, the roadway could require complete closure hampering police and fire protection from either side of the underpass. A fire station is located on the west side of the underpass.
- Dedicating staff to monitor or perform pumping during winter will take them away from winter operations.
- Even with a refurbished or repaired pump, there would be no back-up if it failed other than our maintenance forces once again.

DOT in conjunction with DAS-A&E is proceeding immediately with expedited design and construction to replace the pumping station before winter season to remediate safety issues. In order to perform this work within this expedited schedule, DAS-A&E is contracting with a qualified engineering and architectural consulting firm using the Annual Consultant contract process. The construction contract will be competitively bid with a November 1, 2013 completion date. A DBE participation goal of 25% and a Residency goal of 50% will be established.

Fiscal Note

The estimated cost for the replacement of the pumping station is approximately \$350,000.

Prepared by: Clark Wantoch

Approved by:

Brian Dranzik, Director of Transportation

cc:

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

Chris Abele, County Executive
Marina Dimitrijevic, Chairwoman County Board of Supervisors
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David Cullen, Co-Chair, Finance, Personnel, and Audit Committee
Patricia Jursik, Supervisor, 8th District
Kelly Bablitch, Chief of Staff, County Board of Supervisors
Scott Manske, Comptroller
Pam Bryant, Capital Finance Manager, Office of the Comptroller
Josh Fudge, Interim, Fiscal and Budget Administrator, DAS
Vince Masterson, Strategic Asset Coordinator, DAS
James Martin, Director of Operations, DOT
Clark Wantoch, Director, Highway Operations, DOT

**County of Milwaukee
Inter-Office Communication**

Date: June 19, 2013

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

From: Maria E. Ledger, Department of Family Care Director

Subject: Request for authorization to create One (1) Contract Services Coordinator (CMO),
Org. No. 7990, job code 00055733.

I respectfully request that the attached resolution be scheduled for consideration by the Committee on Finance, Audit and Personnel at its meeting on July 18, 2013.

Background/Analysis

The Managed Care Organization (MCO) was created in response to the Family Care initiative. In accordance with authorization initially granted by the County Board in 1997, under Family Care, the Department's Managed Care Organization coordinates all long term care services, including home and community based services for eligible elders and adults age 18-59 with disabilities. Over 8,000 members are projected to be served for 2013.

Given the increased volume of members and providers, heightened requirements for contract monitoring and the large scope of the responsibilities in the area of contracting and provider relations, the MCO must create an additional Contract Services Coordinator position. There are over 1,000 provider contracts within the Department with additional providers added on a regular basis. This volume makes it increasingly difficult to monitor performance, provide technical assistance and insure quality.

The MCO is continuing to build its network and is in need of additional staff assistance not only for the existing day-to-day operations of the Department, but also to work effectively with service providers in the areas of intellectual disabilities, mental health diagnoses and behavior challenges. As a result of the "Helen E.F." court decision (*In re Helen E.F.*, 2010 AP 2061 Ct. App. April 27, 2011), the State Department of Health Services has mandated all MCOs work toward enhancing their abilities to serve individuals with behavior challenges resulting from diagnoses of Alzheimer's disease and related dementias. This decision concluded that people suffering from dementia and Alzheimer's disease should not be subject to Chapter 51 commitments because such conditions are not "treatable." Rather, persons with permanent disabilities like Alzheimer's need "habilitation," which means, "the maximizing of an individual's functioning and the maintenance of the individual at the maximum level." This initiative will require additional staff resources to build capacity within the network.

The Department also wants to insure that Contract Services Coordinators are able to spend more time in the field, meeting with members and providers to insure quality services are provided.

The MCO has an annual budget over \$294 million dollars. The MCO is fiscally solvent and has consistently attained excellent quality scores in its service provision to frail elders and adults with intellectual and physical disabilities. In order to maintain its strength in this area, it must be fully staffed with qualified individuals who have the skills and expertise to work effectively with providers, negotiate cost effective rates for services and monitor contract compliance to insure quality services are provided.

Fiscal Impact

No tax levy will be incurred with the approval of this request. The necessary funding will be received through capitation payments received from the Wisconsin Department of Health Services on behalf of our members.

The total salary only cost for this position, anticipating that the position will be filled by September 1st is estimated at \$28,558 (including fringe benefits), based on budgeting at the top step in the pay range.

If you have any questions, please contact Maria Ledger, Director Family Care at 287-7620.



Maria B. Ledger, Director

C: Kerry Mitchell, Director, Human Resources
Matt Fortman, Fiscal & Budget Analyst
Josh Fudge, Acting Fiscal & Budget Manager
Mary Dutkiewicz, Human Resources Coordinator
HR Compensation
Departmental File

Enclosures: Job Evaluation Questionnaire



**MILWAUKEE COUNTY
JOB EVALUATION QUESTIONNAIRE**

This form is designed to assist you in describing your departmental job. You are asked to fill this form out to outline the essential duties and responsibilities; and identify the knowledge, skills and abilities required to successfully perform the job. This form is used to request new job classifications, review current classifications, reclassification, reallocations, and general updates to the job description. **Note:** It is the job that is being evaluated, not the position/incumbent. Thank you for your cooperation.

GENERAL INSTRUCTIONS:

1. Before beginning, please look over the entire questionnaire. Each question should be answered completely and accurately. If a question does not apply to this job, please indicate "N/A" (Not Applicable).
2. To complete the questionnaire, please type and/or select your responses.
3. If you wish to make additional comments, please use the space available in the "Additional Comments" section on page 6 of this questionnaire.

A. JOB IDENTIFICATION INFORMATION:

Department (High Org):	7990	Division (Low Org):	7995
Contact for this Study	Name: Maria Ledger	Email: MARIA.LEDGER@MILWCNTY.COM	
	Title: Director, Family Care	Phone: 414-287-7610	
Current Job Title:	Contract Services Coordinator (MCO)		
Job Reports To:	Title: Asst. Program Administrator Fiscal/Contracts		
Request Type:	<input type="checkbox"/> Establish New <input type="checkbox"/> Review <input type="checkbox"/> Reclassification <input type="checkbox"/> Reallocation <input type="checkbox"/> Update Description <input checked="" type="checkbox"/> Other, Specify Mid-year create		

B. JUSTIFICATION STATEMENT:

1. Attach an organizational chart.
2. Explain the events or changes that made this request necessary.
Due to increased volume of members and providers, Heightened contract monitoring requirements and large scope of the responsibilities, the MCO must create a Contract Serv Coord position. The Department has over 1,000 provider contracts with more providers added on a regular basis. This volume makes it increasingly difficult to monitor performance, provide technical assistance, insure quality and capacity needs are met. Providers are needed for crisis intervention services to members with dementia or mental illness.

C. ABOUT THE JOB:

Job Status:	<input checked="" type="checkbox"/> Regular Full-Time	<input type="checkbox"/> Regular Part-Time	<input type="checkbox"/> Seasonal	<input type="checkbox"/> Contract
Shift:	<input checked="" type="checkbox"/> Day	<input type="checkbox"/> Evening	<input type="checkbox"/> Night	<input type="checkbox"/> Other:
Hours Per Week:	<input checked="" type="checkbox"/> >40 Hours	<input type="checkbox"/> 32-40 Hours	<input type="checkbox"/> 20-32 Hours	<input type="checkbox"/> <20 Hours
Travel:	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, % Travel			
Will This Job Supervise/Manage?	<input type="checkbox"/> Supervise <input type="checkbox"/> Manage		<input checked="" type="checkbox"/> N/A # of Direct Reports:	

D. JOB SUMMARY:

Briefly state, in several sentences, the principle purpose or function of the job. Respond by describing What the job is, What its major objective is, and Why does it exist.
This position has overall responsibility for planning, developing and managing the Provider Network for delivery of covered services to Family Care program participants with emphasis on working with providers who possess expertise in working with individuals who have developmental disabilities, mental health diagnoses and/or behavioral health issues as well as acute and primary health care providers.

E. ESSENTIAL DUTIES/RESPONSIBILITIES:

JOB RESPONSIBILITY LIST: Please describe the major elements of the job. List only the major functions, separately, in order of importance. Provide a one or two line descriptive statement for each duty so that it can be understood by someone not familiar with this kind of work. Weight the approximate percentage of allocated work time for each functional work activity (Round to the nearest 5%). We do not need to know HOW the function is to be performed, but rather, WHAT it is to be performed. **Percentages should add up to 100%**

1.	<input checked="" type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Administer Contracts.	% of Time: 25
	<i>Descriptive:</i> Administer contracts for long-term care services; develop policies/procedures to oversee contract compliance; develop methods to improve service quality and cost effectiveness; analyze price proposals, financial data and other information to determine reasonableness, etc.		
2.	<input checked="" type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Analyze utilization, capacity, and provider performance	% of Time: 20
	<i>Descriptive:</i> Conduct fiscal and quality assurance findings and impose corrective action if required; conduct investigation of complaints; provide technical assistance and training to network providers; coordinate and provide orientations, workshops and provider fairs; monitor compliance.		
3.	<input checked="" type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Insure vendors possess expertise serving target population	% of Time: 15
	<i>Descriptive:</i> Establish educational and training guidelines for providers and monitor adherence		
4.	<input checked="" type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Provider Relations	% of Time: 15
	<i>Descriptive:</i> Maintain open communication with contracted providers, serve as a resource for them in regards to service authorizations, billing, accessing the provider portal		
5.	<input checked="" type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Negotiate Rates	% of Time: 15
	<i>Descriptive:</i> Evaluate financial information submitted by providers to determine appropriateness of rates. Present detailed information to internal Rate Committee for approval.		
6.	<input checked="" type="checkbox"/> Original <input type="checkbox"/> New	Job Duty: Analyze network capacity	% of Time: 10
	<i>Descriptive:</i> Determine composition of Provider Network based on evaluation of State/County Contract requirements; evaluate and determine network development and management strategies based on the synthesis of Fiscal and Operational goals; anticipate ongoing network needs		
7.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty:	% of Time:
	<i>Descriptive:</i>		
8.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty:	% of Time:
	<i>Descriptive:</i>		
9.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty:	% of Time:
	<i>Descriptive:</i>		
10.	<input type="checkbox"/> Original <input type="checkbox"/> New	Job Duty:	% of Time:
	<i>Descriptive:</i>		

F. EQUIPMENT, TOOLS & MATERIALS

Please list all equipment, tools or materials required to perform the job along with the frequency.	Frequency			Type of Equipment
	Daily	Weekly	Monthly	
1. Machinery: (i.e. Vehicles, Motorized Equipment, Heavy Machinery, etc)	x			Car
2. Hand Tools/Instruments: (i.e. Power Tools, PC's, office or laboratory equipment, weapons, etc.)	x			PC
3. Driving required?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			

G. JOB COMPETENCIES

Internal Contacts: Please select all that apply.

- Contact with employees or others primarily at a routine level involving basic information exchange.
- Contact with peers and others involving explanation of information (these contacts may be within or outside department or division), and the gathering of factual information. May include the communication of sensitive or confidential information.
- Contact across departments or divisions with employees involving persuasion of others, absent formal authority, to conform to a policy interpretation or recommended course of action.
- Contact that requires a high degree of authority in securing understanding and cooperation of multiple departments or interests.

External Contacts: Please select all that apply.

- No contact with people outside the organization.
- Limited external contact to: gather information, answer queries, or ask assistance.
- Frequent external contact to: gather information, answer queries, or ask assistance.
- External contact involving a requirement to maintain a continuing external working relationship with individuals, or organizations.
- External contact involving the initiation and maintenance of relationships that can have a significant effect on the success of the organization.

Communication Skills: Select the level of language (ability to read, write and speak needed to successfully accomplish the essential duties of the job.) Please select all that apply.

- Read, write and comprehend simple instructions, short correspondence and memos.
- Read and interpret safety rules, operating/maintenance instructions and procedure manuals.
- Write routine reports, correspondence, and speak effectively before both internal and external groups.
- Read, analyze, and interpret business manuals, technical procedures and/or government regulations.
- Read, analyze, and interpret scientific and technical journals, financial reports and legal documents.
- Prepare and/or present written communications that pertain to controversial and complex topics.

Decision-Making: Please select only one of the following:

- Requires minimal decision-making responsibility.
- Regularly makes decisions involving how a project or operation will be conducted (i.e. sequence or method), and generally from an available set of alternatives or precedents.
- Regularly makes decisions of responsibility, involving evaluation of information. Decisions may require development or application of alternatives or precedents.
- Regularly makes significant decisions and final results, typically affecting the entire department. Available guides or precedents are limited. Has authority over the allocation of resources.
- Significant responsibility for decisions and final results, affecting more than one department or a department with multiple units. Substantial analysis is required and many factors must be weighed before a decision can be reached.
- Major responsibility for decisions and final recommendation, which may result in the formulation of strategic plans of action to achieve the broad objectives for the organization.
- Primary work responsibility involves the long-range future including the scope, direction and goals of the organization.

Complexity, Judgment and Problem Solving: Please select all that apply.	
<input checked="" type="checkbox"/>	Work of a relatively routine nature. Requires the ability to understand and follow instructions.
<input checked="" type="checkbox"/>	Structured work, following a limited variety of standard practices.
<input checked="" type="checkbox"/>	Generally structured work, but involving a choice of action within limits of standard policy and procedures.
<input checked="" type="checkbox"/>	Generally diversified and moderately difficult work. Requires judgment in the adaptation and interpretation of established practices and procedures to meet problems and situations to which the application is not clearly defined.
<input checked="" type="checkbox"/>	Typically difficult or complex work. Generally governed by broad instructions and objectives usually involving frequently changing conditions and problems.
<input checked="" type="checkbox"/>	Work requires the ability to plan and perform work in light of new or constantly changing problems, work from broad instruction, and deal with complex factors not easily evaluated. Decisions require considerable judgment, initiative, and ingenuity in areas there is little precedent.
<input type="checkbox"/>	Work requires the ability to act independently in the formulation and administration of policies and programs for major departments or functions.

Supervisory/Managerial: If applicable, select the appropriate level of responsibility.	
<input type="checkbox"/>	Level 1 General instructing, scheduling, and reviewing the work of others performing the same or directly related work. Acts as "lead worker". Functional supervision only.
<input type="checkbox"/>	Level 2 Recommends personnel actions (hiring, termination, pay changes). Involves scheduling, supervision, and evaluation of work of employees who perform similar work assignments.
<input type="checkbox"/>	Level 3 Scheduling, supervision, and evaluation of work as a "manager" of the first line supervisors; or perform supervision of workers who perform distinct and separate blocks of work.
<input type="checkbox"/>	Level 4 Scheduling, supervision, and evaluation of work as a superior of "managers". Administers through subordinate managers, departmental multi-function programs or operations.
<input type="checkbox"/>	Level 5 Scheduling, supervision, and evaluation of work as a superior of those in level 4.

List the names of the Department(s)/Division(s) supervised/managed by this job:	
•	

Are there subordinate supervisors/managers reporting to this job?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, how many?
-------------------------------------------------------------------	------------------------------	----------------------------------------	-------------------

Fiscal Responsibility:	
Responsible for annual operating budget for department(s)/division(s)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please provide total amount?

- Go To Next Page -

H. WORKING CONDITIONS

What are the physical, mental and environment demands for this job? Functions identified must coincide with the descriptive statement of essential duties and responsibilities for this job. The functions should focus on what is to be done and the processes traditionally used to achieve end results. For each of the following functional requirements, indicate the frequency in which it occurs in this job.

PHYSICAL DEMANDS		N/A	Seldom (<25%)	Occasional (25% - 50%)	Frequent (50% - 75%)	Always (>75%)
Standing		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walking/Running		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sitting		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Reaching		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Climbing		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Driving		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bending/Kneeling		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hearing		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Talking		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Visual		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Typing		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Fine Dexterity		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Manual Dexterity		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Upper Extremity Repetitive Motion		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lifting/Carrying	lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pushing/Pulling	lbs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NON-PHYSICAL DEMANDS		N/A	Seldom (<25%)	Occasional (25% - 50%)	Frequent (50% - 75%)	Always (>75%)
Analysis/Reasoning		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Communication/Interpretation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Math/Mental Computation		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Reading		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sustained Mental Activity (i.e. auditing, problem solving, grant writing, composing reports)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Writing		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ENVIRONMENTAL DEMANDS		N/A	Seldom (<25%)	Occasional (25% - 50%)	Frequent (50% - 75%)	Always (>75%)
Work Alone		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequent Task Changes		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Tedious/Exacting Work		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
High Volume Public Contact		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dust		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Temperature Extremes		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loud Noises		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical Danger		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toxic Substances (i.e. solvents, pesticides, etc.)		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WORK SCHEDULE: Please select all that apply.

<input checked="" type="checkbox"/>	Routine shift hours. Infrequent overtime, weekend, or shift rotation.
<input type="checkbox"/>	Considerable irregularity of hours due to frequent overtime, weekend or shift rotation.
<input type="checkbox"/>	Regular and/or frequent on-call availability.
<input type="checkbox"/>	Nature of work frequently requires irregular, unpredictable or particularly long hours. (i.e. covering double shifts, etc.)

DEMANDS/DEADLINES: Please select all that apply.	
<input type="checkbox"/>	Little or no stress created by work, employees, or public.
<input type="checkbox"/>	Occasional stress due to deadlines or workload because of intermittent or cyclical work pressures, or occasional exposure to distressed individuals within the immediate work environment.
<input checked="" type="checkbox"/>	High volume and variable work demands and deadlines impose strain on routine basis or considerable stress intermittently; OR regular direct contacts with distressed individuals within the immediate work environment; and/or exposure to demands and pressures from persons other than immediate supervisor.
<input type="checkbox"/>	Work requires frequent, substantive contacts with people in highly stressful situations; delicacy and unpredictability of contacts routinely creates considerable strain or heavy stress regularly.

I. EDUCATION, EXPERIENCE AND LICENSE

EDUCATION		
Please indicate the MINIMUM educational level required:		
<input type="checkbox"/>	HS Diploma/GED	
<input type="checkbox"/>	Associate's Degree	Area of specialization/major:
<input checked="" type="checkbox"/>	Bachelor's Degree	Area of specialization/major:
<input type="checkbox"/>	Graduate Degree	Area of specialization/major:
<input type="checkbox"/>	Post Graduate Degree (PhD)	Area of specialization/major:
<input type="checkbox"/>	Professional Degree (Law, Medicine, etc.)	Area of specialization/major:
<input type="checkbox"/>	Other:	Please indicate:

WORK EXPERIENCE		
Please indicate the MINIMUM number of years of practical experience required.		
<input type="checkbox"/>	No experience	
<input type="checkbox"/>	Less than one year	Area(s) of experience:
<input checked="" type="checkbox"/>	One to three years	Area(s) of experience: contract monitoring, provider relations
<input type="checkbox"/>	Three to five years	Area(s) of experience:
<input type="checkbox"/>	Five or more years	Area(s) of experience:

SUPERVISORY/MANAGEMENT EXPERIENCE		
Please indicate the MINIMUM number of years of supervisory/management experience required.		
<input checked="" type="checkbox"/>	No experience	
<input type="checkbox"/>	Less than one year	Area(s) of experience:
<input type="checkbox"/>	One to three years	Area(s) of experience:
<input type="checkbox"/>	Three to five years	Area(s) of experience:
<input type="checkbox"/>	Five or more years	Area(s) of experience:

LICENSE/CERTIFICATION:
What license(s), certification/certificate(s), registration(s), or other regulatory requirements/training:

J. ADDITIONAL COMMENTS

Please list additional items not covered in this questionnaire that you feel would be helpful in understanding the job.
Must act in a confidential, discretionary and ethical manner in order to maintain MCO Operations, Fiscal and Administrative program integrity. This position requires compliance with Section 9.03(1) County General Ordinances because job duties include the responsibility for writing specifications, and/or contain decision making capacity relating to the amending or execution of purchase contracts on behalf of the County

K. SIGNATURES:

SUPERVISOR'S/MANAGER'S CONFIRMATION: I have completed and/or reviewed the contents of this job evaluation questionnaire and consent to its accuracy.	
Supervisor/Manager Signature:	Date:
Department/Division Head Signature: 	Date: 9/19/13

Email the completed form to: HRCompensation@milwcnty.com. Please ensure the subject line includes the request type and Department (High Org.) number. (I.e. 2013 STUDY 1140)

Received by Human Resources - Compensation Department
Analyzed by Human Resources - Compensation Department

Initials: Date:
Initials: Date:

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : July 1, 2013

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	Title	Pay Range	Min/Max of Pay Range
7990	00055733	1	Contract Services Coordinator (CMO)	27	\$53,817.09 - \$64,222.29

-COUNTY OF MILWAUKEE-
INTEROFFICE COMMUNICATION

DATE : June 7, 2013

TO : Supervisor Marina Dimitrijevic, Chairwoman, Board of Supervisors

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

SUBJECT : Request to create 1.0 FTE Contract Services Coordinator (CMO) (Title Code 00055733, Pay range 27).

REQUEST

The Department of Family Care requests to create 1.0 FTE Contract Services Coordinator (CMO) (Title Code 00055733, Pay range 27).

BACKGROUND/ANALYSIS

The Managed Care Organization (MCO) was created in response to the Family Care initiative. In accordance with authorization initially granted by the County Board in 1997, under Family Care, the Department's Care Management Organization coordinates all long term care services, including home and community based services for eligible elders.

There are currently over 1,000 provider contracts in the MCO overseen by 5 Contract Service Coordinators. These coordinators are responsible for working with healthcare providers to plan, develop and manage the Provider Network for delivery of covered services to Family Care program participants. Each Contract Services Coordinator is responsible for over 200 contracts; this volume makes it increasingly difficult to monitor performance and insure quality.

The MCO is continuing to build its network and is in need of additional staff assistance. The State has mandated all MCOs work towards enhancing their abilities to serve individuals with behavior challenges resulting from diagnoses of Alzheimer's disease and related dementias. Additionally, the BHD redesign process is expected to increase Family Care's work volume, with 11 Hilltop patients receiving the Family Care benefit and more expected as the redesign process moves forward. For these reasons, The Milwaukee County Department of Family Care is requesting the creation of one additional Contract Services Coordinator position.

RECOMMENDATION

To meet the needs of the department as it continues to expand the Family Care Benefit and compete for market share, the Department of Administrative Services, Fiscal Affairs recommends that the request to create 1.0 FTE Contract Services Coordinator (CMO) be approved.

FISCAL NOTE

Approval of the request to create 1.0 FTE Contract Services Coordinator (CMO) will result in no

fiscal impact to the County as the increased 2013 cost of \$32,599 will be absorbed within the department's budget and offset with capitation revenue.

Prepared by:
Matt Fortman
278-4155



Josh Fudge
Interim Fiscal and Budget Administrator

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
Jennifer Collins, County Board Fiscal and Budget Analyst
Hector Colon, Director, Department of Health and Human Services

1 From the Committee on, Reporting on:

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File No.

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(ITEM NO.) A resolution requesting to Request to create 1.0 FTE Contract Services Coordinator (CMO) (Title Code 00055733, Pay range 27).

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A RESOLUTION

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WHEREAS, the Managed Care Organization (MCO) was created in response to the Family Care initiative. In accordance with authorization initially granted by the County Board in 1997, under Family Care, the Department’s Care Management Organization coordinates all long term care services, including home and community based services for eligible elders; and,

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WHEREAS there are currently over 1,000 provider contracts in the MCDFC overseen by 5 Contract Services Coordinators with additional providers added regularly. These coordinators are responsible for working with healthcare providers to plan, develop and manage the Provider Network for delivery of covered services to Family Care program participants. Each Contract Services Coordinator is responsible for over 200 contracts; this volume makes it increasingly difficult to monitor performance and insure quality; and,

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WHEREAS the MCO is continuing to build its network and is in need of additional staff assistance. The State has mandated all MCOs work towards enhancing their abilities to serve individuals with behavior challenges resulting from diagnoses of Alzheimer’s disease and related dementias. Additionally, the BHD redesign process is expected to increase Family Care’s work volume, with 11 Hilltop patients receiving the Family Care benefit and more expected as the redesign process moves forward.; and,

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WHEREAS, the Department of Family Care requests Request to create 1.0 FTE Contract Services Coordinator (CMO) (Title Code 00055733, Pay range 27), and

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WHEREAS, the Department of Administrative Services, Fiscal Affairs recommends that the following request effective August 5, 2013, be approved: create 1.0 FTE Contract Services Coordinator (CMO) (Title Code 00055733, Pay range 27); and

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BE IT RESOLVED, that the following position actions are approved, for the Department of Health and Human Services effective August 4, 2013

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<u>Action</u>	<u>Title</u>	<u>No. of Positions</u>	<u>Pay Range</u>
Create	Contract Services Coordinator (CMO)	1	27

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: June 7, 2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Request to abolish 1.0 FTE Clerical Spec MHD and create 1.0 FTE Compensation 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 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	\$35,299	\$94,176
	Revenue	\$35,299	\$94,176
	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. Create 1.0 FTE Contract Services Coordinator (CMO) (Title Code 00055733, Pay range 27).

B. The estimated fiscal effect for 2013 related to the creation of 1.0 FTE Contract Services Coordinator including salary and active fringe benefits is \$32,599. This increase will be absorbed within the department's current budget and is offset with capitation revenue, resulting in a levy impact of \$0.

C. The requested position action assumes that the additional cost during the remainder of 2013 would be absorbed within the existing budgeted appropriations. The cost for 2014 is estimated at \$94,176 and is \$0 tax levy cost overall assuming this position is included in the 2014 budget.

D. The 2013 cost mentioned above was calculated assuming this position will be placed at the top of pay grade 27 and will be filled for the final 9 pay periods in 2013.

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

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.

-COUNTY OF MILWAUKEE-
INTEROFFICE COMMUNICATION

DATE : July 1, 2013
TO : Supervisor Marina Dimitrijevic, Chairwoman, Board of Supervisors
FROM : Joshua Fudge, Interim Fiscal & Budget Administrator, DAS-Fiscal
SUBJECT : 2013 Edward Byrne Memorial Justice Assistance Grant (JAG).

REQUEST

Retroactive approval to apply for and accept Edward Byrne Memorial Justice Assistance Grant funds for Federal Fiscal Year 2013 is requested.

BACKGROUND

On May 30 2013, the Department of Administrative Services-Fiscal Division (DAS-Fiscal) was notified by the U.S. Department of Justice (U.S. DOJ) that it had released applications for the 2013 Edward Byrne Memorial Justice Assistance Grant (JAG). DAS-Fiscal was notified that the deadline for the application is July 9, 2013, prior to the scheduled July cycle Committee meetings. Rather than hold a special public meeting ahead of the deadline, the County Board opted to hold the public hearing and review for the application during their regular July cycle meetings. The JAG Grant application allows for the public hearing to be held after the submission of the application.

In order to mitigate the risk of losing grant funding, DAS-Fiscal plans to submit the grant application on July 9, 2013. Then, the public hearing and review of the application will occur on July 11, 2013 and/or July 18, 2013 depending on which Committee receives this referral.

JAG funding is awarded to municipalities based upon the average annual number of Part 1 violent crimes reported by the unit to the Federal Bureau of Investigations (FBI). Since Milwaukee County bears the cost of prosecution and incarceration that arise out of Part 1 violent crimes, the DOJ has declared Milwaukee County a disparate jurisdiction and therefore eligible to share in the funding awarded to municipalities located within Milwaukee County.

The funding also requires the qualifying localities to negotiate a Memorandum of Understanding (MOU) regarding the administration and distribution of funds. Milwaukee County is not eligible for a direct grant award from the Bureau of Justice Assistance.

The following is a list of municipalities that are eligible for funding and their award amount:

Municipality	Award Amount
MILWAUKEE	\$772,401
WAUWATOSA	\$10,427
WEST ALLIS	\$23,499
TOTAL	\$806,327

The total allocation of \$806,327 represents a reduction of \$59,803 or 7 percent from the FY 2012 version of the grant. Since 96% of all the local funds are earmarked for the City of Milwaukee, no attempt was made to extract funding from the municipalities other than the City of Milwaukee. After discussions with Milwaukee Police Department, it was agreed that funding would first be allocated to fund the Community Justice Council Coordinator position housed at the Public Policy Forum at a cost of \$85,000, with Milwaukee Police Department and Milwaukee County each providing one-half of the funding. The net award to the City of Milwaukee is then \$687,401. Of that, Milwaukee County will receive \$343,401 or 50% of the City of Milwaukee's net award.

Milwaukee County has agreed to act as the fiscal agent for the 2013 JAG grant as it is for the prior year JAG grants.

Matching Funds Requirement

The JAG grant does not require a local match.

Trust Fund Requirement

The JAG funds, which are forwarded to the County and pursuant to grant guidelines, must be held in a separate trust account.

Spending Plan

The spending plan is attached.

RECOMMENDATION

In order to strengthen the collective ability of local jurisdictions to combat violent crime, it is recommended that DAS-Fiscal be authorized to apply for and accept JAG funds. In addition, a separate trust fund must also be authorized and established to meet grant requirements and to deposit the grant monies that will be forwarded to the County.

FISCAL NOTE

Approval of this request will result in total 2013 JAG funds of \$806,327 being provided to the following localities:

Municipality	Award Amount
MILWAUKEE COUNTY	\$386,201
MILWAUKEE	\$386,200
WAUWATOSA	\$10,427
WEST ALLIS	\$23,499
TOTAL	\$806,327

This grant does not require a local match; however, staff time is required because Milwaukee County will be the fiscal agent for the grant. DAS-Fiscal, upon verification that expenses submitted for reimbursement are consistent with the approved joint spending plan, will transfer the funds to the appropriate departmental account from the trust account where the funds will be held. In addition, DAS-Fiscal, upon verification that expenses submitted for reimbursement are consistent with the approved joint spending plan, will make payment to the municipalities from the trust account where the funds will be held.

PREPARED BY:

Veronica Rudychev, Fiscal and Management Analyst



Joshua Fudge
Interim Fiscal and Budget Administrator
Department of Administrative Services – Fiscal Division

pc: Chris Abele, County Executive
John Chisholm, Milwaukee County District Attorney
Jeffrey A. Kremers, Chief Judge, Milwaukee County Circuit Courts
David A. Clarke, Milwaukee County Sheriff

From the Interim Fiscal & Budget Administrator, Department of Administrative Services,
requesting approval to apply for and accept Edward Byrne Memorial Justice Assistance
Grant (JAG) funds for Federal Fiscal Year 2013

A RESOLUTION

WHEREAS, on May 30, 2013, the Department of Administration-Fiscal Division was
notified by the U.S. Department of Justice (U.S. DOJ) that it had released applications for
the 2013 Edward Byrne Memorial Justice Assistance Grant (JAG); and

WHEREAS, as a part of the funding, the U.S. DOJ requires the qualifying localities to
negotiate a Memorandum of Understanding (MOU) regarding the administration and
distribution of funds; and

WHEREAS, the following localities Milwaukee, Milwaukee County, Wauwatosa and
West Allis are eligible for a total funding amount of \$806,327; and

WHEREAS, funding is awarded to municipalities based upon the average annual
number of Part 1 violent crimes reported by the unit to the Federal Bureau of Investigations
(FBI) and since Milwaukee County bears the cost of prosecution and incarceration that arise
out of Part 1 violent crimes, the DOJ has declared Milwaukee County a disparate
jurisdiction and therefore eligible to share in the funding awarded to municipalities located
within Milwaukee County; and

WHEREAS, the City of Milwaukee was awarded \$772,401 which is 96% of all the local
funds, no attempt was made to extract funding from the municipalities other than the City of
Milwaukee and after discussions with Milwaukee Police Department; and

WHEREAS, it was agreed that funding would be split with the Milwaukee Police
Department and Milwaukee County each funding one-half of the cost of the Community
Justice Council Coordinator position, housed at the Public Policy Forum at a cost of \$85,000;
and

WHEREAS, of the remaining funding level of \$687,401, Milwaukee County will receive
\$343,701 or 50% of the City of Milwaukee's award; and

WHEREAS, the grant does not require a local match; and

WHEREAS, the application submission deadline is July 9, 2013; and

WHEREAS, Milwaukee County will be the fiscal agent for the grant; and

WHEREAS, in order to meet the grant requirements, a separate trust fund must be
established to deposit the grant monies which Milwaukee County will receive; now,
therefore,

38 BE IT RESOLVED, that the County Board of Supervisors does hereby authorize the
39 Department of Administrative Services – Fiscal Division to apply for and accept Edward
40 Byrne Memorial Justice Assistant Grant (JAG) funds; and

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42 BE IT FURTHER RESOLVED, that a separate trust fund be established to deposit the
43 grant monies.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 6/18/13

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: 2013 Justice Assistance Grant (JAG)

FISCAL EFFECT:

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|-------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| <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 checked="" 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	43,589	342,612
	Revenue	43,589	342,612
	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.

From the Department of Administrative Services - Fiscal Division, requesting approval to apply for and accept Edward Byrne Memorial Justice Assistance Grant (JAG) funds for 2013.

Approval of this request will result in total 2013 JAG funds of \$806,327 being provided to the following localities, including \$85,000 in funding for the Public Policy Forum for their CJC Coordinator, which will be allocated equally between the City of Milwaukee and Milwaukee County award amounts:

Municipality	Award Amount
MILWAUKEE COUNTY	\$386,201
MILWAUKEE	\$386,200
WAUWATOSA	\$ 10,427
WEST ALLIS	\$ 23,499
TOTAL	\$806,327

It is anticipated that, of the County's share of the expenditures, \$43,589 will be spent for the District Attorney's Office Community Prosecutors in 2013, with the remainder being spent in 2014.

This grant does not require a local match, however, staff time is required because Milwaukee County will be the fiscal agent for the grant. The Department of Administrative Services-Fiscal Division, upon verification that expenses submitted for reimbursement are consistent with the approved joint spending plan, will transfer the funds to the appropriate departmental account from the trust account where the funds will be held. In addition, the Department of Administrative Services-Fiscal Division, upon verification that expenses submitted for reimbursement are consistent with the approved joint

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.

spending plan, will make payment to the municipalities from the trust account where the funds will be held.

Department/Prepared By Veronica Rudychev, Fiscal and Management Analyst

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

Attachment 3: Budget and Budget Narrative

The Joint Spending Plan for 2013 allocates a total of \$806,327 to the following jurisdictions:
Milwaukee County, City of Milwaukee, Wauwatosa and West Allis.

Jurisdiction	Category	Item Cost	Total Amount
<i>Milwaukee County/City of Milwaukee</i>			<i>\$85,000</i>
Public Policy Forum			
Fund CJC Coordinator Position	Consultants/ Contracts	\$85,000	
<i>Milwaukee County</i>			<i>\$343,701</i>
District Attorney – \$252,049			
Fund ADAs through July 2014	Personnel	\$252,049	
Sheriff - \$43,802			
Alcohol Impaired Driving Initiative	Personnel	\$43,802	
House of Correction - \$47,850			
K9 Unit	Equipment/Supplies	\$47,850	
<i>City of Milwaukee</i>			<i>\$343,700</i>
Property Storage Security Upgrade	Equipment	\$50,000	
Surveillance Equipment – Internal Affairs	Equipment	\$35,000	
Stingray Cell Phone Tracker	Equipment	\$109,140	
Data Center Server Upgrade	Equipment	\$50,000	
Inspections Division Furniture, Fixtures and Equipment	Supplies	\$50,000	
Furnishing	Supplies	\$49,560	
<i>City of Wauwatosa</i>			<i>\$10,427</i>
Upgrade to 911 System	Equipment	\$10,427	
<i>City of West Allis</i>			<i>\$23,499</i>
Tactical Helmets	Equipment	\$6,500	
Gas Masks	Equipment	\$7,000	
Laser Trajectory Kit	Equipment	\$600	
Radar Units	Equipment	\$1,600	
In-Squad Camera System	Equipment	\$7,799	

DRAFT

7-1-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
 A DEPARTMENTAL - RECEIPT OF REVENUE File No. 13-1/13-613
 (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:

		<u>From</u>	<u>To</u>
1) <u>1160 – DAS-IMSD</u>			
2299	- Other Grants and Reimbursement	\$58,090	
6147	- Prof Serv Data Process		\$58,090

A fund transfer of \$58,090 is requested by the Chief Information Officer, Information Management Services Division, Department of Administrative Services (DAS-IMSD) to accept revenue and establish expenditure authority accordingly.

In June 2013, DAS-IMSD received authority (File #13-486) to accept two grants from the Wisconsin Office of Justice Assistance totaling \$58,090 to support public safety. \$45,890 was awarded to Milwaukee County to develop a County interface to the Wisconsin Justice Information Sharing Program (WIJIS). WIJIS exists to improve the flow of information across community, geographical, and organization boundaries between computerized systems. An additional \$12,200 was awarded to Milwaukee County to hire a consultant to configure an interface that meets Wisconsin Incident Based Reporting System (WIBRS) criteria. WIBRS is a crime reporting system designed to collect data throughout Wisconsin on each crime occurrence and on each incident and arrest within that occurrence.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 26, 2013.

	<u>From</u>	<u>To</u>
2) <u>2430 – Child Support Services</u>		
2699 – Other Fed Grants and Reimbursements	\$ 245,425.00	
 <u>2430 – Child Support Services</u>		
6149 – Prof. Services – Nonrecur Oper		\$ 228,525.00
6409 – Printing and Stationary		\$ 8,000.00
6803 – Auto Allowance		\$ 200.00
6805 – Training		\$ 3,000.00
7910 – Office Supplies		\$ 5,700.00

Request

A transfer in the amount of \$245,425 is being requested by the Director of the Department of Child Support Services to increase the appropriations relating to other federal grants and reimbursements. The request is being submitted to recognize the receipt of revenue from a grant administered by the Federal Office of Family Assistance for Pathways to Responsible Fatherhood grant.

The department was awarded the Pathways to Responsible Fatherhood grant pursuant to County Board File No. 11-472. This is a three year grant with funding in the amount of \$1,806,892 each year. Child Support Services and its partner vendors were not able to spend all of the year one funds and subsequently submitted a carryover request and updated budget to the grant administrator. The Federal Office of Family Assistance recently informed the Department of Child Support Services of their approval to carry over \$245,425 into 2013 from the previous year's funding based on the request submittal from the department.

This fund transfer seeks expenditure authority in the accounts detailed above in relation to this grant in order to provide various programs, literature, and other support services with its partner vendors to promote responsible fatherhood for low-income fathers.

There is no tax levy impact from this transfer.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 26, 2013.

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7-1-2013 FINANCE, PERSONNEL AND AUDIT COMMITTEE APPROPRIATION TRANSFERS
B CAPITAL - RECEIPT OF REVENUE

File No. 13-1/13-613
(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:

	<u>From</u>	<u>To</u>
1) <u>WH237011 & WH237012 E. Layton Avenue (S. Howell Avenue to I-794) *</u>		
9706 – Professional Division Services		\$30,000
8530 – Roadway Planning and Construction		\$300,000
2299 – Other State Grants and Reimbursements	\$300,000	
<u>WO870011 County Special Assessments #</u>		
8589 – Other Capital Outlay	\$30,000	

Existing Project, + Included in 5-Year Plan, * New Project

An appropriation transfer of \$330,000 is requested by the Director of the Department of Transportation to create project WH237 E. Layton Avenue Pavement Grinding from S. Howell Avenue to I-794. Financing for the construction phase of the project will be provided by the Wisconsin Department of Transportation (WisDOT) and financing for the design phase of the project will be provided by reallocating expenditure authority from Project WO870 County Special Assessments.

Several concerns have been received by the Milwaukee County Department of Transportation (MCDOT) about the condition of E. Layton Avenue from S. Howell Avenue to I-794. This section of roadway was used by the WisDOT as a detour route for the I-43 bridge replacement project. MCDOT asked WisDOT

to finance a project to temporarily improve the condition of the roadway until a more permanent fix can be completed. A more permanent fix would be resurfacing on the roadway and performing asphalt and concrete work such as curbs and sidewalks where necessary. Financing for the construction phase of a permanent improvement of this segment of roadway is currently requested in 2015 as part of the 2014 Requested Five Year Plan.

In reviewing alternatives, WisDOT has agreed to finance the construction of a grinding of the concrete pavement within the travel lanes of E. Layton Avenue. The construction and inspection costs are estimated to be \$300,000 and 100% will be financed by WisDOT. The State's total participation in the costs for construction is not capped. The pavement grinding project will require a set of design plans and estimates following the process necessary for the State to let the project. The County will be responsible for preparing the design documents. The County will only be responsible for the design portion of the project, which is estimated to cost \$30,000.

In June 2013, the MCDOT submitted a report to the Transportation and Public Works Committee that informed policymakers that the Department was moving forward with the design on the project and that the project would be financed by the Department's operating budget. It was also communicated that the Department would be submitting a July appropriation transfer requesting to utilize surplus expenditure authority in the County Special Assessments Project in order to replenish the \$30,000 from the operating budget.

This appropriation transfer will reallocate \$30,000 from Project WO870 County Special Assessments in order to finance the local share of the pavement grinding project. Assuming approval of this appropriation transfer, the County Special Assessments project will have a balance of approximately \$440,000.

This fund transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 26, 2013.

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Action Required
Finance, Personnel and Audit Committee
County Board (Majority 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:

	<u>From</u>	<u>To</u>
1) <u>0901- DAS Midwest Air Lease Trust</u>		
8923 - Return of State Reserve		\$149,000
0890 - Bal Sheet (State Reserve for Midwest)	\$149,000	

A transfer of \$149,000 is requested by the Comptroller to make a payment to the State of Wisconsin and Racine County based on the terms of a 2003 agreement that funded construction of hangars for Midwest and Skyway Airlines.

The agreement, adopted by the County in 2003 (Board File 03-265) created an interest-bearing reserve account that provides backing for Industrial Revenue Development Bonds (IRDBs) that were used to finance the construction of hangars for Midwest and Skyway Airlines at General Mitchell International Airport. The reserve account is funded with proceeds from the State of Wisconsin Department of Commerce and from Community Development Block Grant funds from Racine County.

Under the terms of the agreement, whenever Midwest/Skyway Airlines (now Republic Airlines) makes a principal payment on the IRDBs, the County must refund the State of Wisconsin and Racine County for the share of principal paid, with an equal share of the reserve account balance (including interest

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earned). To date Republic Airlines, on behalf of Midwest/Skyway Airlines, has repaid 3.14 percent of the original principal, therefore the County must refund to the State of Wisconsin and Racine County 3.14 of the accrued balance of the reserve fund, which at the time of the request was \$4,735,058.35.

This transfer would provide the expenditure authority to make the required repayment out of the reserve fund.

This transfer has no tax levy impact.

TRANSFER SIGNED BY THE COUNTY EXECUTIVE JUNE 26, 2013.

2013 BUDGETED CONTINGENCY APPROPRIATION SUMMARY

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

Approved Transfers from Budget through July 1, 2013

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)

Contingency Balance July 1, 2013 \$4,003,329

Transfers Pending in Finance, Personnel & Audit Committee through July 1, 2013 \$ -

Total Transfers Pending in Finance, Personnel & Audit Committee \$ -

Net Balance \$ 4,003,329

h:\budget\docbdgt\finance\contingency.xls

**County of Milwaukee
Interoffice Communication**

Date: July 1, 2013

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

From: Josh Fudge, Interim Fiscal and Budget Administrator

Subject: New Narrative Format for 2014 Recommended Budget

Issue

The Department of Administrative Services-Fiscal Division (DAS-Fiscal) has, at the direction of the County Executive, designed a new structure and format for the budget document (hereafter: budget narrative). This report will provide an overview of the new format so that members of the County Board (especially the Committee on Finance, Personnel and Audit), department heads, other elected officials, County staff and the public can become familiar with the changes.

Background

DAS-Fiscal has reviewed the existing narrative format and compared it with best practices used by other units of local government. The foremost best practice for local budgeting has been created by the Government Finance Officers Association (GFOA), which is a professional association made up of public sector budget and finance officials, mostly at the city and county levels. GFOA issues a "Distinguished Budget Presentation Award" annually, which is based on several best practices for illustrating budget and financial information.

Milwaukee County's budget narrative has not won this award in recent years. DAS-Fiscal will include the winning of this award as a performance measure in its 2014 budget, and therefore has undertaken a review of how the narrative could be changed to win this award and to make it more informative and useful for policymakers, stakeholders, and the public.

The following is an overview of the major changes, which are illustrated in the attached power point presentation.

Items Related to the Distinguished Budget Award

As noted previously, Milwaukee County's budget narrative has not won the Distinguished Budget award in recent years. The following significant items will be added, or restructured from their current form, in order to comply with the GFOA criteria¹:

¹ Available online at <http://www.gfoa.org/downloads/BudgetCriteriaExplanationsFY2011.pdf>

1. A “*budget message that articulates priorities and issues for the upcoming year. The message should describe significant changes in priorities from the current year and explain the factors that led to those changes.*” This message will likely take the form of messages on the budget from the County Executive and the Director of Administrative Services.
2. A description of the short-term factors (economic factors, State and Federal funding and policy, etc.) that influenced the development of the budget.
3. Analysis and explanation of major expenditure and revenue types and changes.
4. Analysis of long-range fiscal projections and issues.
5. Expenditure and revenue budgets by fund.
6. Information related to fund balances and fund balance policies
7. An analysis of major expenditure and revenue types.
8. Capital project and debt service information.
9. Community and Organizational Data

Service-Based Model

The existing budget narrative is focused primarily on the department as a whole, and on explaining significant budget changes. In general, it does not provide sufficient detailed information on the services provided by each department, such as the level of service provided or the resources dedicated to each service.

In early 2013, DAS-Fiscal surveyed departments in order to develop an inventory of the distinct services provided by each department. This information will be used in the 2014 budget narrative to provide the level of service and resources dedicated to each service when available (note that some departments cannot easily delineate resources provided by service, such as the County Clerk’s provision of services to the Board of Supervisors and to the public). The 2014 budget narrative will, in most cases, provide a service-centric approach with information broken out by each service, instead of the former department-centric approach.

Performance Measures

In addition to identifying individual distinct services, DAS-Fiscal has worked with departments and constitutional offices to develop performance measures for the identified services. Many departments and offices have participated, and the 2014 budget narrative will include these performance measures. Performance measures are distinct from activity data, in that they are not focused on “how much” of something is

performed, but rather “how well” it is performed, such as the resources needed to provide each unit, satisfying outside audit requirements, or how long it takes to perform a service.

The 2014 budget narrative includes several performance measures, and it is hoped that additional measures will be identified and included in future budgets, and that additional departments and offices participate in their development.

Recommendation

This report is for informational purposes only. No action is required.



Josh Pudge, Interim Fiscal and Budget Administrator

- cc: Chris Abele, County Executive
Supervisor Marina Dimitrijevic, Chair, County Board of Supervisors
Scott Manske, Comptroller
Amber Moreen, Chief of Staff, County Executive’s Office
Don Tyler, Director, Department of Administrative Services
Stephen Cady, Fiscal and Budget Analyst, County Board
Janelle Jensesn, Clerk, Finance, Personnel and Audit Committee

2014 Milwaukee County

Budget Narrative Update

Department of Administrative Services – Fiscal Affairs
Division

Table of Contents

1. Purpose of New Narrative
2. GFOA Distinguished Budget Presentation
3. GFOA – Related Elements
4. Departmental Narrative Structure
 - Front Page
 - Service Pages
 - Personnel Changes
5. Questions & Suggestions?

Purpose of New Narrative

1. Focus on Services, not Departments
 - Which Services the County Provides
 - Service Levels
 - Service Resources
 - Performance Measures
2. Provide Information More Clearly
 - Reduce amount of text
 - Eliminate Duplicative, Unnecessary Tables
3. Win GFOA Distinguished Budget Presentation Award
 - Industry Best Practice
 - DAS-Fiscal Performance Measure

GFOA Distinguished Budget Presentation Award

1. Industry Best Practice
2. 26 Criteria
 - Overview
 - Long and Short-term issues
 - Organizational Goals
 - Detailed Expenditure & Revenue Analysis
 - Financial Practices
 - Accounting Information
 - Capital & Debt
3. 9 Counties in Wisconsin won in FY 2011



GFOA Elements

1. Budget Message
2. Description of Short-Term Factors
3. Explanation of Long-Term Issues
4. Expenditures and Revenues by Fund
5. Information related to fund balances and fund balance policies
6. An analysis of major expenditure and revenue types.
7. Capital project and debt service information.
8. Community and Organizational Data

Department Front Page

Consolidated expenditures & revenues

FTE Broken out by full & part-time, OT in \$

Department mission, structure, & summary

Budget Summary					
Category	2012 Budget	2012 Actual	2013 Budget	2014 Budget	2014-2013 Variance
Expenditures					
Personnel Costs	\$5,000,000	\$4,950,000	\$5,000,000	\$6,000,000	\$1,000,000
Operating Costs	\$1,000,000	\$750,000	\$1,000,000	\$850,000	(\$150,000)
Capital Outlay	\$10,000,000	\$10,250,000	\$10,250,000	\$10,250,000	\$0
Debt & Depreciation	\$500,000	\$675,000	\$675,000	\$575,000	(\$100,000)
XCharges/Abatements	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$16,500,000	\$16,625,000	\$16,925,000	\$17,675,000	\$750,000
Revenues					
Direct Revenue	\$10,000,000	\$9,000,000	\$9,000,000	\$9,000,000	\$0
Intergov Revenue	\$5,000,000	\$5,500,000	\$6,000,000	\$5,000,000	(\$1,000,000)
Indirect Revenue	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$15,000,000	\$14,500,000	\$15,000,000	\$14,000,000	(\$1,000,000)
Tax Levy	\$1,500,000	\$2,125,000	\$1,925,000	\$3,675,000	\$1,750,000
Personnel					
Full-Time Pos. (FTE)	205.5	200.5	325.5	350.5	25.0
Seas/Hourly/Pool Pos.	106.2	105.7	120.5	110.5	(10.0)
Overtime \$	\$1,235,000	\$1,150,000	\$1,500,000	\$1,250,000	(\$250,000)
Department Mission: The mission of the Department of Space Exploration is to boldly go where no man has gone before and seek out new life forms.					
Department Description: The Department of Space Exploration is divided into three divisions:					
<ul style="list-style-type: none"> • The Administrative Division includes the budget, personnel, administration, and director's offices. This division manages the day-to-day operations of the Department including fiscal management, human resources, scheduling launches, managing staff, ensuring moon colonies have proper provisions, and ensuring compliance with all state and federal regulations. • The Space Flight Division includes all astronauts, maintenance of rockets and launch pads, and rescue operations. • The Moon Colony Division ensures safe and functional operation of the Department's moon colonies. 					

Service Summary

Activity Data “What We Do”

Resource Data “How We Do It”

Performance Measures “How Well We Do It”

Budget Highlights

Strategic Program Area #1: Space Flight

Service Provision: Mandated

Strategic Outcome: Economic Opportunity

What We Do: Activity Data

Item	2012 Actual	2013 Budget	2014 Budget
# Space Flights	32	35	31
# Astronauts Trained	16	21	25

How We Do It: Program Budget Summary

Category	2012 Budget	2012 Actual	2013 Budget	2014 Budget	2014-2013 Var
Expenditures	\$2,650,000	\$2,812,000	\$3,150,000	\$4,000,000	\$850,000
Revenues	\$5,000,000	\$5,000,000	\$6,000,000	\$6,500,000	\$500,000
Tax Levy	(\$2,350,000)	(\$2,188,000)	(\$2,850,000)	(\$2,500,000)	\$350,000
FTE Positions	65.0	67.0	72.0	75.0	3.0

How Well We Do It: Performance Measures

Item	2012 Actual	2013 Budget	2014 Budget
Avg. Cost of Flight	\$850,000	\$800,000	\$750,000
NASA Audit Rating	85/100	85/100	90/100

Strategic Implementation:

The Division of Space Flight will continue to implement high-quality space exploration missions and will continue to support the Department’s moon colonies. The program is expected to achieve a score of 90 out of 100 on its annual NASA audit while reducing the cost per flight to \$750,000. To achieve this service level, 1.0 FTE Astronaut is created with an active salary, fringe and social security cost of \$115,275, 1.0 FTE Spacecraft Mechanic is created with an active salary, fringe and social security cost of \$96,525, and 1.0 FTE Space Cargo Loader is created with an active salary, fringe and social security cost of \$76,500. It is anticipated that these staffing increases will result in improved efficiencies related to astronaut readiness, reduced downtime for shuttles, and reduced use of robots which have been shown to be inefficient at loading cargo, which results in a decrease in robot maintenance costs of \$250,000, partially offsetting the cost of the new positions.

Revenues increase by \$500,000 based on anticipated increased funding under the NASA County Space Program grant.

Personnel
Summary
Page

Department of Space Exploration Personnel Summary				
Title Code	2013 Adopted	2014 Recommended	2014-2013 Variance	Explanation
Space Cargo Loader	4.5	5.5	1.0	Fund 1.0 FTE in 2014
Spacecraft Mechanic	3.0	4.0	1.0	Fund 1.0 FTE in 2014
Space Colony Maint Worker	11.0	10.0	(1.0)	Unfund 1.0 FTE in 2014
Fiscal Assistant	2.0	3.0	1.0	2013 Current Year Action
Colony Worker-Hourly	56.5	62.5	6.0	Fund 6.0 FTE in 2014
Colony Worker II	5.5	3.5	(2.0)	Abolish 2.0 in 2014
Administrative Assistant	23.5	21.5	(2.0)	Transfer 1.0 FTE out, Unfund 1.0 FTE in 2014
Fiscal Administrator	3.0	2.0	(1.0)	2013 Current Year Action
Astronaut	5.0	6.0	1.0	Fund 1.0 FTE in 2014
Department Director	1.0	1.0	0.0	No Change
Overtime	62.5	65.5	3.0	
Vacancy & Turnover	(3.6)	(4.2)	(0.6)	
TOTAL	446.0	461.0	15.0	

Each department narrative will now have a table showing all budgeted positions, with a comparison between current and budgeted, and an explanation of changes.

This page will also show OT, V&T, Salary Adjustment, Special Premium, etc.

Questions? Suggestions?

- Please Note this is still in Draft Form

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: June 24, 2013

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

FROM: Don Tyler, Director of Administrative Services 

SUBJECT: Report on Vacant and Funded Positions

Issue

Board Resolution 08-231, approved in June 2008, requires the Department of Administrative Services (DAS) to provide an annual report itemizing vacant and funded positions in each department. This report must also specify the reason that funded vacancies have not been filled.

Background

DAS distributed a list of vacant and funded positions as of May 8, 2013 to each department and asked department staff to indicate the reason for the vacancy. Only full-time positions are included in the analysis. Vacant funded positions that are being used to offset the salary expense of a filled, unfunded position were also excluded from the totals.

As of May 8, 2013, there were 478.7 full time equivalent (FTE) funded and vacant positions. This total represents 11.62% of funded full-time FTE. This compares to 549.9 FTE funded and vacant positions as of May 2012 (11.4% of total). The 2013 total is lower than the five-year rolling average of 548.9 FTE. The attached tables provide summary and detailed information regarding funded and vacant positions.

Highlights of the findings:

- The 2013 Adopted Budget includes an adjustment to salary expenses to account for vacancy and turnover (V&T). This adjustment equates to 206.7 FTE, or 4.2% of total salary expense.
- Of the 478.7 FTE vacant and funded positions, departments are holding 68.3 FTE (12.4% of the total) vacant in order to manage departmental budgets and meet V&T amounts.
- 40.3% of the positions identified as vacant and funded are in the process of hiring (either recently filled, hiring in process, or on continuous recruitment). Departments are planning to fill another 78.6 FTE, or 14.3% of the total, later in the year.
- 46.3 FTE of the 100.0 vacant positions in BHD are not filled because organizational needs have changed. These positions may be affected by staffing changes as part of the Mental Health Redesign initiative.
- The Office of the Sheriff reports that 21.0 FTEs are being held vacant since inmate medical and mental health services are now being provided via contract with Armor Correctional Services.
- In the House of Correction, 39.0 Corrections Officer positions are on continuous recruitment. An additional 13 Corrections Officer positions were recently filled by transfers from the jail.

Recommendation

This is an informational report. No action is necessary.

Table 1. 2013 Budgeted Full-Time FTE and Funded Vacancies as of May 8, 2013

Org Agency Name	Total FTE	Vacant Positions	Vacant %	% of County Vacancies
1000 County Board	51.7	7.9	15.2%	1.6%
1011 County Exec	10.0	1.0	10.0%	0.2%
1019 DAS - OPD	4.0	0.0	0.0%	0.0%
1021 Veterans Service	3.0	1.0	33.3%	0.2%
1040 CDBP	8.0	2.0	25.0%	0.4%
1120 Personnel Review/Ethics	3.0	0.0	0.0%	0.0%
1130 Corporation Counsel	19.0	1.0	5.3%	0.2%
1135 Labor Relations	3.0	1.0	33.3%	0.2%
1140 Human Resources	56.0	8.0	14.3%	1.7%
1150 DAS - Risk	7.0	0.0	0.0%	0.0%
1151 DAS - Fiscal	13.0	3.0	23.1%	0.6%
1152 DAS - Procurement	7.0	2.0	28.6%	0.4%
1160 DAS - IMSD	55.0	9.0	16.4%	1.9%
1192 DAS - Economic Development	8.0	1.0	12.5%	0.2%
2000 Combined Courts	288.0	10.0	3.5%	2.1%
2430 Child Support	139.0	9.0	6.5%	1.9%
3010 Election Commission	2.0	0.0	0.0%	0.0%
3090 Treasurer	7.0	0.0	0.0%	0.0%
3270 County Clerk	7.0	0.0	0.0%	0.0%
3400 Register of Deeds	30.0	1.0	3.3%	0.2%
3700 Comptroller	43.0	6.0	14.0%	1.3%
4000 Sheriff	767.0	63.0	8.2%	13.2%
4300 House of Correction	370.0	64.0	17.3%	13.4%
4500 District Attorney	141.0	11.0	7.8%	2.3%
4900 Medical Examiner	27.0	2.0	7.4%	0.4%
5040 Airport	272.5	18.4	6.7%	3.8%
5100 Highway	126.8	25.8	20.3%	5.4%
5300 Fleet	34.0	2.0	5.9%	0.4%
5700 DAS - Facilities	165.0	26.0	15.8%	5.4%
5800 DOT Director's Office	7.0	2.0	28.6%	0.4%
6300 Behavioral Health	648.9	107.8	16.6%	22.5%
7900 Aging	76.0	6.0	7.9%	1.3%
7990 Family Care	64.0	9.0	14.1%	1.9%
8000 HHS	318.5	42.0	13.2%	8.8%
9000 Parks	212.6	20.9	9.8%	4.4%
9500 Zoo	127.0	16.0	12.6%	3.3%
Legislative & Executive	72.7	11.9	16.32%	2.5%
Staff Function	340.0	51.0	15.00%	10.6%
Courts & Judiciary	427.0	19.0	4.45%	4.0%
General Government	89.0	7.0	7.87%	1.5%
Public Safety	1305.0	140.0	10.73%	29.2%
Transportation	440.3	48.2	10.94%	10.1%
Health and Human Services	1107.4	164.8	14.88%	34.4%
Parks, Recreation and Culture	339.6	36.9	10.87%	7.7%
GRAND TOTAL	4121.0	478.7	11.62%	100.0%

Table 2. Justification for Funded Vacancies

	<u>FTEs</u>	<u>Percent</u>
Budget Management	68.3	12.4%
Hiring in Process	104.9	19.1%
On continuous recruitment	58.5	10.6%
Organizational needs have changed	93.3	17.0%
Plan to fill later in the year	78.6	14.3%
Recently filled	58.0	10.5%
Other	17.2	3.1%
TOTAL	478.7	100.0%

Table 3. Historical Funded Vacancies

<u>Year</u>	<u>FTE Vacant</u>	<u>% of County FTEs</u>
2013	478.7	11.6%
2012	549.9	11.4%
2011	727.5	13.6%
2010	520.0	9.5%
2009	468.6	8.3%
2008	520.0	9.1%

Table 4. Funded Vacancies by High Org and Reason for Vacancy

1000 - County Board	7.9
Hiring in Process	1.0
Organizational needs have changed	2.0
Other	3.9
Recently filled	1.0
1011 - County Executive	1.0
Budget Management	1.0
1021 - Veteran's Services	1.0
Budget Management	1.0
1040 - CBDP	1.0
Hiring in Process	1.0
Recently filled	1.0
1130 - Corporation Counsel	1.0
Plan to fill later in the year	1.0
1135 - Labor Relations	1.0
Organizational needs have changed	1.0
1140 - Human Resources	8.0
Budget Management	1.0
Hiring in Process	2.0
Recently filled	5.0
1151 - DAS Fiscal	4.0
Hiring in Process	3.0
1152 - DAS Procurement	2.0
Hiring in Process	2.0
1160 - DAS IMSD	9.0
Hiring in Process	5.0
Organizational needs have changed	3.0
Plan to fill later in the year	1.0
1192 - DAS Economic Development	1.0
Hiring in Process	1.0

2000 - Courts	10.0
Budget Management	5.0
Hiring in Process	1.0
Plan to fill later in the year	2.0
Recently filled	2.0
2430 - Child Support	9.0
Hiring in Process	6.0
Other	2.0
Recently filled	1.0
3400 - Register of Deeds	1.0
Recently filled	1.0
3700 - Comptroller	6.0
Budget Management	1.0
Hiring in Process	1.0
Plan to fill later in the year	2.0
Recently filled	2.0
4000 - Sheriff	63.0
Budget Management	12.0
Hiring in Process	3.0
On continuous recruitment	13.0
Organizational needs have changed	21.0
Other	11.0
Plan to fill later in the year	2.0
Recently filled	1.0
4300 - House of Corrections	64.0
Hiring in Process	3.0
On continuous recruitment	39.0
Organizational needs have changed	1.0
Plan to fill later in the year	2.0
Recently filled	19.0
4500 - District Attorney	11.0
Budget Management	5.0
Hiring in Process	1.0
Organizational needs have changed	1.0
Plan to fill later in the year	3.0
Recently filled	1.0
4900 - Medical Examiner	2.0
Hiring in Process	1.0
Plan to fill later in the year	1.0

5040 - DOT Airport	18.4
Budget Management	4.0
Hiring in Process	9.0
Organizational needs have changed	2.0
Other	0.4
Plan to fill later in the year	3.0
5100 - DOT Highways	25.8
Budget Management	4.0
Hiring in Process	3.0
Organizational needs have changed	1.0
Plan to fill later in the year	17.8
5300 - DOT Fleet	2.0
Plan to fill later in the year	2.0
5700 - DAS Facilities	26.0
Budget Management	3.0
Hiring in Process	17.0
Organizational needs have changed	2.0
Recently filled	4.0
5800 - DOT Director's Office	2.0
Hiring in Process	2.0
6300 - BHD	100.0
Budget Management	2.3
Hiring in Process	6.0
On continuous recruitment	6.5
Organizational needs have changed	46.3
Plan to fill later in the year	35.8
Recently filled	11.0
7900 - Aging	6.0
Hiring in Process	6.0
7990 - Family Care	10.0
Hiring in Process	8.0
Recently filled	1.0
8000 - DHHS	42.0
Budget Management	11.0
Hiring in Process	14.0
Organizational needs have changed	12.0
Plan to fill later in the year	2.0
Recently filled	3.0

9000 - Parks	20.9
Budget Management	8.0
Hiring in Process	5.9
Organizational needs have changed	1.0
Plan to fill later in the year	3.0
Recently filled	3.0
9500 - Zoo	16.0
Budget Management	10.0
Hiring in Process	3.0
Plan to fill later in the year	1.0
Recently filled	2.0
Grand Total	478.7

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: July 1, 2013
To: Supervisor Marina Dimitrijevic, Chairwoman
Milwaukee County Board of Supervisors
From: Jerome J. Heer, Director of Audits
Subject: Review of Wauwatosa School District's Reimbursement of Operating Costs Associated with Milwaukee County Department of Health and Human Services (DHHS) Schools for the 2011-12 School Year.

The Wauwatosa School District (School District) has provided teaching services at the DHHS schools pursuant to a written contractual agreement that has automatically renewed since its inception in 1996.

The agreement provides that the School District remit to Milwaukee County funds which represent a rental payment for use of DHHS school facilities. The County invoiced the School District for rent totaling \$598,800 for the 2011-12 school year.

Milwaukee County provided notice to the School District that effective with the 2009-2010 school year, it was cancelling the contract in an effort to negotiate a new agreement that would achieve language changes recommended by the Department of Audit in previous years.

However, as of this point in time a new contract has not yet been executed. Consequently, the School District and Milwaukee County have been operating under terms of the previous contract, which includes our review of the School District's cost of providing teaching services and related reimbursements received from the Wisconsin Department of Public Instruction (DPI).

As a result of our review, we determined that for the 2011-12 school year, DPI reimbursed the School District for all costs (\$3,282,370) associated with school operations.

Historically, DPI reimbursed the School District approximately one year after the end of the school year. However, since the 1995-96 school year DPI has paid the District 75 percent of its claim early, generally by the fall following the end of the school year. In turn, the District has remitted early payments to the County equal to 75 percent of the rental payment since that time, with the exception of the 1999-00 (no early payment), 2001-02 (50% early payment), and 2010-11 (no early payment) school years.

July 1, 2013

Page Two

To ensure the County receives its prorated share of any future early reimbursements made to the School District from DPI on a timely basis we have consistently recommended in our previous reports that the County negotiate the necessary revisions to the contract with the District. We also recommended the negotiation of contract revisions to relieve the County of any financial responsibility, or ensure it is provided a more equitable sharing of educational expenses of the program, in the event the DPI (State) does not reimburse all program costs (Milwaukee County was under-reimbursed by \$59,065 for the 2000-01 school year and recently \$40,841 for the 2010-11 school year). The contract should also be revised to reflect other changes involving the arrangement between the County and the School District occurring since its execution in 1996.

Over the years, the School District has taken over a number of functions described in the contract that were previously performed by the Audit Services Division. Given this diminished role, it is recognized that our Division's involvement with the contract is no longer necessary.

We are reiterating our long-standing recommendation in the attached report, that DHHS and DAS management should negotiate a more equitable position for the County when shortfalls in DPI funding occur.

Given that the Audit Services Division will no longer be involved with this contract, we also recommend that DHHS and DAS obtain written confirmation from the School District that County rental charges are included in District's claim to the DPI.

Please refer this report to the Finance, Personnel and Audit Committee.



Jerome J. Heer

JJH/PAG/cah

Attachments

cc: Scott B. Manske, CPA, Milwaukee County Comptroller
Supervisor Willie Johnson, Co-Chair Committee on Finance, Personnel and Audit
Supervisor David Cullen, Co-Chair Committee on Finance, Personnel and Audit
Milwaukee County Board of Supervisors
Chris Abele, Milwaukee County Executive
Dr. Phillip Ertl, Superintendent, Wauwatosa School District
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Interim Fiscal & Budget Administrator, DAS
Kimberly Walker, Corporation Counsel
Hector Colon, Director, Department of Health and Human Services
Kelly Bablitch, Chief of Staff, County Board Staff
Steve Cady, Fiscal & Budget Manager, County Board Staff
Janelle Jensen, Chief Committee Clerk, County Board Staff

Review of Wauwatosa School District's Reimbursement of Operating Costs of Milwaukee County DHHS Schools for the 2011-12 School Year

Background

Milwaukee County has a contractual agreement with the Wauwatosa School District to provide teaching services at the Milwaukee County Department of Health and Human Services (DHHS) schools (Behavioral Health Division and Children's Detention Center). The County agrees to reimburse the School District for any program costs not reimbursed by the Wisconsin Department of Public Instruction (DPI) as they apply to the residents of the DHHS schools. As a provision of this agreement, the Milwaukee County Audit Services Division reviews the School District's request for State reimbursement prior to submission of such claims to DPI. Subsequently, the Audit Services Division reviews reimbursements received from DPI and reports on the settlement between the School District and Milwaukee County. As an additional part of the contractual agreement, the School District reimburses DHHS and the Department of Administrative Services (DAS) funds, which represent a rental payment for using school facilities.

Scope

Our review included the following procedures:

- Examined copies of the School District's request for State reimbursement, prior to submission of such claims to DPI, to ascertain that County invoiced rental amounts have been included in the reimbursement claims;
- Verified reimbursement received by the School District from DPI to determine the settlement amount between the School District and Milwaukee County.

Settlement for the 2011-2012 School Year

As summarized in **Exhibit I**, the total rent received by Milwaukee County from the Wauwatosa School District is \$598,800. This amount represents the full 2011-2012 rental charges for the DHHS school facilities.

To enhance the County's ability to maximize reimbursement of rental charges billed to the School District for use of classrooms at County facilities, we recommend that DHHS and DAS management:

1. *Complete negotiation efforts with the School District to achieve a new contract with language changes that assures the County receives its prorated share of any future early reimbursements made to the School District from DPI on a timely basis and is relieved of any financial responsibility or ensure it is provided a more equitable sharing of funding shortfalls if the DPI (State) does not fully reimburse program costs, and to reflect changes involving the arrangement between the County and the School District occurring since its execution in 1996.*
2. *Obtain timely written confirmation from School District Officials that amounts representing County rental charges are included in the District's reimbursement claim to the DPI each year.*

Review of Wauwatosa School District's
 Reimbursement of Operating Costs of DHHS Schools
 For the 2011-12 School Year

School Facility Rental Charges		\$ 598,800
Less: Net Un-reimbursed Expenditures:		
Costs	\$ 3,282,370	
Less Reimbursed Expenditures	<u>\$ 3,282,370</u>	
Net Unreimbursed Expenditures		<u>0</u>
Total Amount Due From School District		\$ 598,800
Less: Amount Received from School District		<u>598,800</u>
Remaining Balance Due from School District		<u>\$ 0</u>

1
2
3
4 (ITEM) From the Director of Audits, Requesting County Board concurrence with two
5 recommendations relating to the Wauwatosa School District's reimbursement of operating
6 costs associated with Department of Health and Human Services (DHHS) schools for the 2011-
7 2012 school year.

8
9 A RESOLUTION

10
11 WHEREAS, the Wauwatosa School District (District) has provided teaching services
12 at the DHHS schools for the 2011-2012 school year; and

13
14 WHEREAS, Milwaukee County administrators have submitted invoices to the
15 District totaling \$598,800 for use of County facilities, and;

16
17 WHEREAS, the County invoices have been paid in full by the District, and;

18
19 WHEREAS, the Office of the Comptroller – Audit Services Division issued a report
20 dated July 1, 2013, summarizing the results of its review, along with two
21 recommendations; now, therefore,

22
23 BE IT RESOLVED, that the Milwaukee County Board of Supervisors concurs with the
24 audit recommendations contained in the Audit Services Division's report dated July 1,
25 2013, relating to Wauwatosa School District's reimbursement of operating costs associated
26 with DHHS Schools for the 2011-2012 school year.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: July 1, 2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Resolution to receive and place on file the Milwaukee County Office of the Comptroller – Audit Services Division report, “Review of Wauwatosa School District’s Reimbursement of Operating Costs Associated with Milwaukee County Department of Health and Human Services (DHHS) Schools for the 2011-12 School Year,” and to concur with the recommendations contained therein.

FISCAL EFFECT:

- No Direct County Fiscal Impact Increase Capital Expenditures
- Existing Staff Time Required Decrease Capital Expenditures
- Increase Operating Expenditures (If checked, check one of two boxes below)
 - Absorbed Within Agency’s Budget Increase Capital Revenues
 - Not Absorbed Within Agency’s Budget Decrease Capital Revenues
- Decrease Operating Expenditures Use of contingent funds
- Increase Operating Revenues
- 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

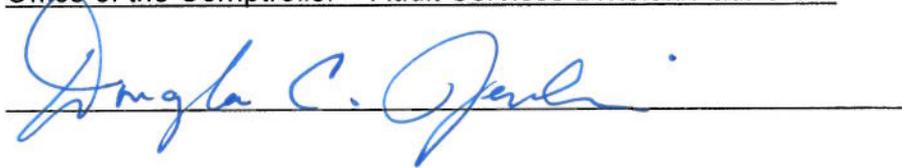
In the space below, you must provide the following information. Attach additional pages if necessary.

- 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.

This resolution requires no additional expenditure of funds.

Department/Prepared By Office of the Comptroller – Audit Services Division/Paul Grant

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 : July 1, 2013

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

FROM : Scott B. Manske, Comptroller, Office of the Comptroller
Josh Fudge, Interim Fiscal and Budget Administrator, DAS

SUBJECT : Reallocation of Balance of the Unspent Bond Proceeds – Phase 2

REQUEST

To comply with the Internal Revenue Service (IRS) expenditure rules for bonds, the Office of the Comptroller is seeking approval to reallocate the balance of the 1999-2010 unspent bonds to continuing capital projects or projects in year 2014 of the Five Year Capital Improvements Plan.

BACKGROUND

In April 2013, the Office of the Comptroller notified policymakers in the 2012 to 2013 Carryover Report that the County was not in compliance with IRS expenditure rules for bonds due to a lack of expenditures during the IRS approved time period for bonds on specific projects.

The Office of the Comptroller with the assistance of the Department of Administrative Services – Fiscal Affairs Division met with Departments to develop a plan to expend the bonds in accordance with IRS Rules. This plan consisted of a two phased approach to reallocate \$13.3 million of the unspent bond proceeds. The first phase reallocated approximately \$5.8 million in unspent bond proceeds to finance projects in the 2013 Adopted Capital Improvements Budget. The County Board of Supervisors approved the first phase on June 20, 2013. Attachment 1 is the report from the June cycle which provides additional information regarding the IRS rules.

The second phase, which is submitted for approval for the July 2013 cycle of the Committee on Finance, Personnel and Audit, reallocates the remaining balance of approximately \$7.5 million to continuing capital projects and projects in the Five Year Capital Improvements Plan (2014 Requests). Attachment 2 contains a detailed listing of the projects and the estimated project completion schedules by project.

RECOMMENDATION

The Office of the Comptroller is recommending the approval by the Finance, Personnel and Audit Committee of the reallocation of approximately \$7.5 million in unspent bond proceeds to fund continuing capital projects and projects in the Five Year Capital Improvements Plan (2014 Request).

The following table represents a summary of continuing projects funded with these proceeds. Of the \$7.5 million to be reallocated, \$1.3 million is for these projected which are listed in Table 1.

Table 1- Prior Year Capital Projects

Project Number	Description	Amount
WV01801	Underground Storage Tank Upgrades	\$320,000
WP270	Oak Creek Parkway Lighting System	\$110,000
WZ063	Zoo Winter Quarter Roof Replacement	\$370,000
WE02802	Nurse Call System- Unit 53B	\$124,000
WO060142	Lake Park Ravine North to Service Drive	\$400,000
	Total	\$1,324,000

The Underground Storage Tank Upgrade project is a continuing project that was also recommended by the Capital Improvements Committee.

The remaining \$6.2 million will be used to fund projects as part of the Five-Year Capital Improvement Plan. All of the projects funded with the remaining \$6.2 million were submitted to the Capital Improvements Committee (CIC) and requested in the 2014 Requested Capital Improvements Budget that is currently under review by Administration. Approximately \$3.3 million of the \$6.2 million were recommended by the Capital Improvement Committee (CIC). The projects are summarized as follows:

Table 2 – Projects Recommended by the CIC for 2014 Capital Improvement Plan

Project Number	Description	Amount
WT02601	New Flyer Buses	\$2,520,000
WP28401	Clarke Square Playground	\$250,000
WZ11401	Zoo Life Support Emergency Generators	\$60,000
WC07401	CJF Cooling Tower	\$440,000
	Total	\$3,270,000

Projects funded with the remaining \$2,906,000 (of the \$6.2 million) were also submitted to the CIC and requested in the 2014 Requested Capital Improvements Budget. To note, these projects were not recommended by the CIC for inclusion in the 2014 Recommended Capital Improvements Budget.¹ The projects were requested for inclusion in the 2014 Recommended Budget by Departments.

¹ As part of the CIC process, departments submitted a 2014 capital plan totaling nearly \$110 million. The CIC evaluation methodology was based on a standard set of criteria which were weighted by Urgency and Impact scores as well as each departments' ranking (based on the departments' internal prioritization of requested projects). In addition, a bonding cap of approximately \$36.6 million dollars was assumed. As a result, a limited number of projects were recommended by the CIC for inclusion in the 2014 Recommended Capital Improvement Budget.

Table 3- Projects NOT recommended by the CIC for 2014 Capital Improvement Plan but recommended for funding via reallocation of bond proceeds

Project Number	Description	Amount
WT05701	Replace Bus Washing System- Fond Du Lac	\$226,000
WV02501	Rawson Ave Pump Station	\$350,000
WV02901	Grant Park Lift Station	\$190,000
WP22101	Lincoln Golf Course Irrigation/Pumphouse	\$940,000
WP28701	Greenfield Golf Course Irrigation	\$650,000
WZ10101	Zoo Apes Building Boiler Replacement	\$290,000
WZ10701	Zoo Bear Service Area Improvements	\$200,000
WZ11501	Great Apes Mechanical Room Roof Replacement	\$60,000
	Total	\$2,906,000

A listing of recommended projects to be funded and narratives for projects not previously included in the 2013 Adopted Capital Improvements Budget or prior capital budgets is attached.


Scott B. Manske
Comptroller


Josh Fudge
Interim Fiscal and Budget Administrator

Attachments

- pc: Chris Abele, County Executive
Supervisor Willie Johnson, Jr., Co-Chair, Committee on Finance, Audit and Personnel
Supervisor David Cullen, Co-Chair, Committee on Finance, Audit and Personnel
Daniel Diliberti, Treasurer, Office of the Treasurer
Don Tyler, Director, Department of Administrative Services
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Raisa Koltun, County Executive's Office
Pamela Bryant, Capital Finance Manager
Stephen Cady, County Board Fiscal and Budget Analyst
Justin Rodriguez, Fiscal and Management Analyst
David Anderson, Public Financial Management
Chuck Jarik, Chapman and Cutler LLP

Attachment 1

Reallocation of Unspent Bond Proceeds to 2013 Authorized Capital Projects

June 2013 Report

ATTACHMENT 1 JUNE 2013 REPORT

COUNTY OF MILWAUKEE INTEROFFICE COMMUNICATION

DATE : May 24, 2013
TO : Supervisor Dimitrijevic, Chairwoman, County Board of Supervisors
FROM : Scott Manske, Comptroller, Office of the Comptroller
SUBJECT : Reallocation of Unspent Bond Proceeds to 2013 Authorized Capital Projects

REQUEST

To comply with the Internal Revenue Service (IRS) expenditure rules for bonds, the Office of the Comptroller is seeking approval to reallocate 1999-2010 unspent bonds from capital projects that continue to be delayed to capital projects that were approved as a part of the 2013 Adopted Capital Improvements Budget. The delayed capital projects are not compliant with IRS expenditure rules because the County has not been able to demonstrate a consistent pattern of spending that reflects a commitment to implementation. Therefore, the request from the Office of the Comptroller relating to the transfer of unspent bond proceeds on capital projects is being done to comply with IRS rules and does not change any of the policy decisions relating to the projects.

BACKGROUND

In April 2013, the Office of the Comptroller included language in the 2012 to 2013 Carryover Report informing policymakers that the County was not in compliance with IRS expenditure rules for bonds. At year-end 2012, the estimated total unspent bond balance was \$44,239,151 for 219 capital projects.

After review by the Office of the Comptroller, \$13.3 million is recommended to be reallocated. The reallocation will occur in two phases. The first phase reallocates \$5.8 million in unspent bond proceeds to finance projects in the 2013 Adopted Capital Improvements Budget. The second phase will be brought to the Committee in July and reallocates the remaining balance of \$7.5 million to projects in the Five Year Capital Improvements Plan.

IRS Expenditure Rules for Tax Exempt Bonds

The IRS regulations dictate the expenditure of bond proceeds within three years. If the bond proceeds are not expended within three years, the County cannot invest the unspent bond proceeds in investments having a rate greater than the interest rate on the bonds. The County is complying with the requirement regarding investment rates since the investment rate is currently lower than the interest rate on the bonds. The County is not in compliance with IRS expenditure rules regarding expending the bond proceeds with due diligence within three years. If investment rates increase, the County could have a problem identifying investments with rates lower than the interest rate on the bonds. The penalty for not complying with the investment rate restriction could be monetary or could be a loss of the subsidy payments on the Build America Bonds.

In addition to the interest rate, the County is limited in terms of the type of investments of bond proceeds that are beyond the IRS expenditure timeline. The bond proceeds cannot be invested in (i) federally insured deposits or accounts (as defined in Section 149(b)(4)(B) of the Code), or (ii) investments constituting obligations of or guaranteed, directly or indirectly, by the United States of America (except obligations of the United States Treasury or investments in obligations issued pursuant to Section 21B(d)(3) of the Federal Home Loan Bank Act, as amended (e.g., Refcorp Strips).

ATTACHMENT 1 JUNE 2013 REPORT

Reallocation of Unspent Bond Proceeds to 2013 Authorized Capital Projects
Comptroller

May 24, 2013
Page 2

Although the proceeds have not been expended within three years, according to Chapman and Cutler (the County's Bond Counsel), the IRS expectation is that the County will proceed or demonstrate a consistent pattern of spending to reflect a commitment to implementing the projects. Projects that the Office of the Comptroller was able to establish a commitment for are not included in the reallocation request. However, projects where the County will not be able to demonstrate this consistent pattern or commitment are requested to have the bond proceeds reallocated to an existing project or new project that can expend the bond proceeds.

ANALYSIS

Since the IRS expectation is that the County will proceed or demonstrate a consistent pattern of spending to reflect a commitment to spending, the remaining \$13.3 million is recommended to be reallocated. The County had to determine which projects would not meet the IRS expectation of a commitment to project spending.

As reported to the Finance, Personnel and Audit Committee in April 2013, there was \$44 million in unspent bond proceeds as of February 2013. The initial \$44 million in unspent bond proceeds amount has been reduced to \$36.9 million due to departments expending on projects in the first four months of the year, and closing out projects that were completed.

The Office of the Comptroller and the Department of Administrative Services – Fiscal Affairs Division (DAS-Fiscal) met with departments to discuss the status of the projects. The departments indicated when the projects that are financed with the unspent bonds will be completed. Based on information from departments \$23.6 million of the unspent bond proceeds would be expended in 2013, with some carryover into 2014. Attachment 1 provides estimated project timelines for the completion of these projects.

	Unspent Bond Amount
Total from April Report	\$ 44,000,000
Funds Expended in 2014 or Project Closed due to Completion	(7,100,000)
Unspent Bond Proceeds Total as of May 10, 2013	36,900,000
Existing Capital Projects Scheduled for Completion in 2013	(23,600,000)
Total Bond Proceeds to be Reallocated	\$ 13,300,000
Phase I - 2013 Adopted Projects to be Financed with Reallocated Unspent Bond Proceeds - Approval Requested - June cycle	\$ 5,800,000
Phase 2 - 2014 projects in 5 Year Capital Plan to be Financed with Reallocated Unspent Bond Proceeds - Approval Requested - July cycle	7,500,000
Total Reallocated Unspent Bond Proceeds	\$ 13,300,000

Two projects represent 90.8 percent of the total unspent bond proceeds reallocation amount: Behavioral Health Division (BHD) Facility Renovation Project (\$10.5 million) and Estabrook Dam Rehabilitation (\$1.6 million). The status of these projects is discussed later in the report. The remaining \$1.2 million represents unspent bond proceeds for 50 capital projects.

ATTACHMENT 1 JUNE 2013 REPORT

Reallocation of Unspent Bond Proceeds to 2013 Authorized Capital Projects
Comptroller

May 24, 2013
Page 3

<u>Project Description</u>	<u>Unspent Bond Amount</u>
BHD Facility Reonvation	\$10,500,000
Estabrook Dam Improvements	\$1,600,000
Other Projects	\$1,200,000
	<u>\$13,300,000</u>

The recommendations of the Office of the Comptroller relate to complying with IRS rules and not policy decisions relating to the projects. Therefore, since policymakers approved the projects it is assumed that the budgets will be re-established in a future year when the projects can be implemented to avoid violating IRS rules.

The Office of the Comptroller has reviewed the 2013 Adopted Capital Improvements Budget with departments, resulting in a decrease to the bond amount of an additional \$3 million. Reasons for this change include: delays in project implementation for the 2013 War Memorial Renovation Project (\$571,341) and the Estabrook Dam Impoundment Sediment Remediation project (\$1.2 million). Also affecting this decrease is the Grounds South Reservoir Rehabilitation project (\$1,219,200).

There are no adjustments to the budgets for the aforementioned projects. The Estabrook Dam Impoundment Sediment Remediation and the War Memorial Renovation projects would not be included in the 2013 Corporate Purpose Issue since significant portions of these projects are anticipated to occur in 2014. The Grounds South Reservoir Rehabilitation project is postponed until the Water Utility Initiative is addressed. A Memorandum of Understanding between Milwaukee County and the City of Wauwatosa, relating to the Milwaukee County Water Utilities has been submitted by the Department of Administrative Services to the Finance, Personnel, and Audit Committee for the June cycle.

Exclusion of these projects from the 2013 Corporate Purpose Bond Issue will allow the County to assist with minimizing future violations of the IRS rules regarding tax-exempt bond proceeds.

RECOMMENDATION

The Office of the Comptroller has identified projects from the 2013 Adopted Capital Improvements Budget that total \$5.8 million that are able to be financed with the previously issued bonds. The projects that were identified will be able to spend down the funds in a timely manner. This will reduce the approved not-to-exceed amount of \$36.1 million in bonding for the 2013 projects. The sale of the 2013 bonds is scheduled for July 2013.

The attached resolution authorizes the reallocation of \$5.8 million of unspent bonds to selected 2013 Adopted Capital Improvements projects listed in Attachment 2. The \$5.8 million represents the most that can be allocated to 2013 Adopted Capital projects. Due to the nature of the remaining 2013 projects, additional unspent bonds are not able to be allocated to further decrease the size of the 2013 issuance.

ATTACHMENT 1 JUNE 2013 REPORT

Reallocation of Unspent Bond Proceeds to 2013 Authorized Capital Projects
Comptroller

May 24, 2013
Page 4

<u>2013 Debt Issuance</u>	<u>Principal Amount</u>
Original Issuance Size	\$36,100,000
Projects Financed by Unspent Bonds	(\$5,800,000)
Delayed Projects from 2013 Adopted Capital Budget	<u>(\$3,000,000)</u>
	<u>\$27,300,000</u>

The remaining \$7.5 million will need to be reallocated to other capital projects. In July, the Office of the Comptroller will submit a report to the Finance, Personnel and Audit Committee requesting approval to reallocate the remaining unspent bonds to various capital projects that are continuing projects and/or contained in the Five Year Capital Improvements Plan. This could reduce the size of future bond issues.

In an effort to avoid future non-compliance, the Office of the Comptroller will be meeting with departments monthly to discuss the status and update the timetable of the capital projects. The Office of the Comptroller will report to Finance and Audit Committee any projects that are not in compliance with the IRS regulations and suggest compliance measures.

In addition, the Office of the Comptroller will work with the Treasurer's Office to segregate the unspent bond proceeds to ensure that they are yield restricted, which would be in compliance with the IRS rules.

BHD Facility Renovation

The Behavioral Health Facility has the largest unspent bond proceeds amount, with a balance of \$10.5 million. This amount represents 79 percent of the 13.3 million to be reallocated to 2013 adopted capital projects.

The Behavioral Health Division Facility Renovation Project was budgeted in 2010 and financed with Build America Bonds. The date by which the bonds should have been expended was May 13, 2013. The scope of work in the 2010 Adopted Capital Improvements Budget consisted of the following:

The \$12,596,494 appropriation was approved for the planning, design and construction of a new facility and/or the renovation of the current facility. The renovation of the facility is comprised of four components: Planning/Strategic Master Plan, Psychiatric Crisis Services/Observation Unit Renovation, Patient Unit Refurbishing and Office Space Update/Renovation. In addition, the entire project appropriation is placed into the allocated contingency fund, which requires review by the Committee on Finance and Audit after the committee receives a recommendation from the Committee on Health and Human Needs, and approval of the County Board by a two-thirds vote.

Over the years some of the funds have been used to finance improvements for Statement of Deficiency (SOD) issues identified by the State of Wisconsin and other improvements such as replacing patient furniture, kitchen equipment, doors, concrete stairs, fireproofing of the medical records room, etc. The BHD staff indicated that the State of Wisconsin has submitted other citations that will need to be addressed. It is likely that these citations, similar to the SODs, are mainly operating items and therefore are not eligible for bond financing. The Office of the Comptroller will work with BHD and DAS-Fiscal to provide financing for the citations.

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Reallocation of Unspent Bond Proceeds to 2013 Authorized Capital Projects
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Estabrook Dam Rehabilitation

The Estabrook Dam Rehabilitation project has an unspent bond proceeds balance of \$1.6 million. This amount represents 12 percent of the 13.3 million to be reallocated to 2013 adopted capital projects.

The Estabrook Dam Rehabilitation project was budgeted in 2010 and financed with Build America Bonds. The date by which the bonds should be expended is December 21, 2013. As the discussion below indicates, construction will not begin until 2014.

The 2010 Adopted Capital Improvements Budget included \$2.1 million to repair the Estabrook Dam in accordance with the 2006 report by STS Consultants, LTD. Financing for the projects was provided from Build America Bonds. The scope of work consists of general improvements (erosion control, site restoration, etc.), gated spillway concrete repairs, gated spillway gate repairs, ice breakers concrete repairs, overflow spillway, slope protection, debris removal & handling of sediment for spillway repairs, engineering and contingencies.

The Estabrook Dam is located on Federal land, which has additional requirements prior to commencing construction. Therefore, the 2010 improvements have not begun since the County must meet the Federal Bureau of Land Management and the Wisconsin Department of Natural Resources (WDNR) requirements before they can begin to implement the 2010 improvements to the dam. According to the Parks Department, the County is going through the Environmental Assessment process required by the United States Bureau of Land Management, as required, so that access to the island located between the gated dam section and fixed crest spillway can be granted for construction. In addition, public meetings and time for public comment are required as a part of obtaining access. Therefore, the Parks Department is anticipating that construction to repair the dam will begin in 2014, with project completion in 2015.

Estabrook Dam Environmental Remediation

In 2013, an appropriation of \$4.2 million was budgeted to provide the matching local funds (35 percent) of the total project costs of the Environmental Protection Agency (EPA) Phase 2 project for Lincoln Creek/Milwaukee River. Financing was provided from \$1.2 million in general obligation bonds and \$3 million in sales tax revenue. The grant would be provided by the Great Lakes Legacy Program providing the remaining 65 percent. There are no available funds for Fiscal Year 2013, so the County will apply for Fiscal Year 2014.

The EPA has completed Phase 1 of the environmental cleanup of Lincoln Park and Milwaukee River Channels. The coordination and implementation of the EPA Phase 2 improvements may address the sediment removal for the area around the dam and upstream.

According to the Parks Department, the United States Environmental Protection Agency (USEPA) and WDNR have committed the funding for all preliminary work up to and including the preparation of construction/bid documents. The County does not have to provide any funds for the preliminary work. Approximately, \$1.4 million of the \$4.2 million local match for work associated with EPA Phase 2 will be needed in 2013 if the grant application is approved. This payment would be due midway through the construction period, approximately June 2014. The balance of the payment would be due after all of the construction is completed, approximately late 2014 or mid-year 2015.

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Scott Manske
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Attachments

pc: Chris Abele, County Executive
Supervisor Willie Johnson, Co-Chair, Committee on Finance, Audit and Personnel
Supervisor David Cullen, Co-Chair, Committee on Finance, Audit and Personnel
Daniel Diliberti, Treasurer, Office of the Treasurer
Don Tyler, Director, Department of Administrative Services
Amber Moreen, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Raisa Koltun, County Executive's Office
Pamela Bryant, Capital Finance Manager
Stephen Cady, County Board Fiscal and Budget Analyst
Justin Rodriguez, Fiscal and Management Analyst
David Anderson, Public Financial Management
Chuck Jarik, Chapman and Cutler LLP

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Reallocation of Unspent Bond Proceeds to 2013 Authorized Capital Projects
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Attachment 1

Existing Capital Projects Scheduled To Be Completed in 2013

Existing Capital Projects Scheduled to Be Completed in 2013

Org.	Project	Project Description	Unspent Bonds for	Design	Project	Final
1200	WH010052	COLLEGE AVENUE S 51ST TO S 27	\$85,610.91		8/30/2013	
1200	WH030022	Oak Creek Parkway Bridge 741	\$35,286.00		8/30/2013	
1400	WP070252	LINDBERG PARK WADING POOL ROOF	\$104,862.73		7/31/2013	6/15/2014
1400	WP090082	GREENFIELD COPING STONE	\$9,862.50	Done	11/1/2013	12/31/2013
1400	WP147012	SHERMAN PARK BOYS AND GIRLS CL	\$19,844.00			
1200	WH002012	INTER-JURISDICTIONAL TRAFFIC S	\$71,312.74		11/30/2013	
1200	WH010073	Reconstruct CTH "V" South 13th	\$48.15		8/30/2013	
1200	WH010173	S.76TH ST. - PUETZ TO IMPERIAL	\$153,023.00		10/30/2013	
1200	WH082013	Reconstruct CTH ZZ College Ho	\$42,206.67		8/30/2013	
1200	WH083032	W. SILVER SPRING DRIVE OVER LI	\$32,414.38		8/30/2013	
1200	WH086012	W. GOOD HOPE RD	\$39,883.00		8/30/2013	
1200	WH086013	W. GOOD HOPE RD	\$7,777.00		8/30/2013	
1200	WH086022	W. Good Hope Rd. Little Menom	\$34,124.74		8/30/2013	
1400	WP129042	Basketball Courts	\$352,797.00	6/24/2013	9/31/13	6/1/2014
1400	WP129052	TENNIS COURTS	\$599,945.99	6/24/2013	9/31/13	6/1/2014
1625	WS032012	VARIABLE AIR VOLUME BOXES - UP	\$854,962.00			
1400	WP172182	MLK COMMUNITY CENTER ROOF REPL	\$570,751.68	6/13/2013	10/13/2013	10/13/2013
1850	WO057012	Wil-O-Way Storage Room	\$40,448.00			11/13/2013
1200	WH010072	Reconstruct CTH "V" South 13th	\$3,344.30		8/30/2013	
1200	WH022011	N. 107TH ST. BROWN DEER TO NCL	\$287,057.36		11/30/2013	
1200	WH030061	WHITNALL PK BRDG - ROOT RIVER	\$29,986.21		11/30/2014	
1200	WH080042	KK RIVER PARKWAY BRIDGE	\$31,924.87		8/30/2013	
1200	WH082012	Reconstruct CTH ZZ College Ho	\$15,832.70		8/30/2013	
1200	WH083011	W. SILVER SPRING DRIVE-N 124TH	\$455,295.71		8/30/2013	
1200	WH083012	W. SILVER SPRING DRIVE-N 124TH	\$126.31		8/30/2013	
1400	WP132032	MITCHELL PK DOMES REFLEC POOL	\$3,586.00	N/A	N/A	N/A
1400	WP167051	VETERANS PARK PAVILION AND RR	\$39,214.67			
1400	WP170012	BIKE TRAIL REHABILITATION	\$58,315.00		5/17/2013	12/31/2013
1400	WP172172	MITCHELL PARK DOMES ROOF	\$50,626.59	N/A	5/17/2013	N/A
1400	WP181012	LAKE PRK SOUTH LIONS BRDG REPL	\$16,426.00			Closed
1400	WP251012	PARKS MAINTENANCE SHOP ROOF	\$111,099.61	7/12/2013	8/23/2013	9/20/2013
1400	WP252012	ROOT RIVER PRKWY LIGHTING SYST	\$56,554.80		3/13/2013	11/30/2013
1575	WZ014622	ARC HVAC REPLACEMENT	\$30,937.75			7/31/2013
1575	WZ014632	SEAL POOL FILTER ROOM REHAB	\$74,028.89			9/13/2013
1575	WZ038012	PECK CENTER HVAC REPLACEMENT	\$14,638.00		5/17/2013	11/30/2013
1575	WZ041012	AVIARY FIRE & SMOKE DETECTION	\$104,306.83			11/13/2013
1575	WZ042012	PRIMATE HSE FIRE & SMKE DETECT	\$84,435.70			11/13/2013
1575	WZ045012	AHC ELECTRICAL SERV EXTENSION	\$18,095.00		5/17/2013	
1575	WZ059012	PACHYDERM WEST SERV AREA ROOF	\$63,340.00			8/13/2013

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Existing Capital Projects Scheduled to Be Completed in 2013

Org.	Project	Project Description	Unspent Bonds for	Design	Project	Final
			\$612,828.23			11/13/2013
1575	WZ063012	WINTER QUARTERS MAIN ROOF REPL	\$123,270.50			11/13/2013
1575	WZ067012	ZOO SEAL LION POOL COATING	\$2,498.39			8/13/2013
1575	WZ078012	ELEPHANT YARD SHADING STRUCT.	\$28,597.00			11/13/2013
1575	WZ099012	ZOO ARC CHIMNEY BASES REHAB	\$100,803.94			8/13/2013
1575	WZ100012	ELEPHANT SVC AREA UTILITY PROT	\$80,998.00			11/13/2013
1575	WZ107012	BEAR SERVICE AREA IMPROVEMENTS	\$14,913.91		5/17/2013	
1575	WZ110014	PENGUIN CHILLER REPLACEMENT	\$88,592.00			
1575	WZ601011	Point of Sale Replacement 2008	\$95,671.53			
1625	WS032012	VARIABLE AIR VOLUME BOXES - UP	\$341,696.88		10/1/2012	10/31/2013
1700	WG012012	1000 MG WATERSPHEROID (190` TC	\$559,810.02	6/7/2010	10/24/2013	11/22/2013
1750	WC013012	Criminal Justice Center Deputy	\$253,450.52	6/30/2005	10/13 est.	2013 est.
1750	WC023012	CH COMPLEX AUTOMATION & ACCESS	\$188,700.92	On Hold	On Hold	On Hold
1750	WC025012	COURTHOUSE RESTROOM RENOVATION	\$916,014.67			
1800	WJ051012	HOC SECURITY CAMERA SYSTEM	\$170,691.68	9/1/2012	5/29/2013	6/14/2013
1625	WS034012	WASHNGTN PK SR CTR - ROOF REPL	\$95,559.00			11/13/2013
1850	WO064012	WIL-O-WAY REC CENTER ENTRANCE	\$13,465.12			11/13/2013
1850	WO065012	WIL-O-WAY GRANT-REC CNTR RENOV	\$5,000.00		5/17/2013	
1850	WO509012	VILLA TERRACE - SECURITY SYST.	\$154,954.94			8/13/2013
1575	WZ040012	POLAR BEAR & SEAL EXHIBIT STRU	\$85,904.98			11/13/2013
1575	WZ058011	WINTER QUARTERS BARN RENOVATIO	\$20,883.83			11/13/2013
1575	WZ067012	ZOO SEAL LION POOL COATING	\$177,480.00			8/13/2013
1575	WZ089012	ZOO SOUTH END HAY BARN ROOF	\$96,429.00			11/13/2013
1575	WZ107012	BEAR SERVICE AREA IMPROVEMENTS	\$295,998.00			
1600	WE033022	BHD FURNITURE	\$601,158.94	6/14/2013	10/23/2013	11/13/2013
1750	WC027012	Courthouse Light Court Window	\$86,693.00	3/20/2014	N/A	
1750	WC038012	COURTHOUSE ROOF DRAIN	\$230,741.58			
1750	WC070012	DOMESTIC VIOLENCE AREA RECONST	\$26,347.11	1-Jan-12	31-Dec-12	
1850	WO219014	NARROWBANDING	\$873,281.83	Oct-12	1-Jul-13	31-Dec-13
1850	WO606014	Rewire County Facilities	\$58,881.64		2/28/2013	11/30/2013
1400	WP227012	GRANT PARK PEDESTRIAN BRIDGES	\$64,739.76		5/17/2013	
1550	WM005012	MUSEUM AIR HANDLING AND PIPING	\$26,561.94		8/30/2013	
1200	WH001092	WEST HAMPTON 60TH TO N124TH	\$187,077.34		8/30/2013	
1200	WH010023	RECONSTRUCT MILL RD 43 TO TEUT	\$15,148.00		8/30/2013	
1200	WH010053	COLLEGE AVENUE S 51ST TO S 27	\$38,273.47		6/30/2014	
1200	WH010171	S.76TH ST. - PUETZ TO IMPERIAL	\$938,955.60		7/30/2015	
1200	WH010172	S.76TH ST. - PUETZ TO IMPERIAL	\$462,350.79		6/30/2014	
1200	WH022012	N. 107TH ST. BROWN DEER TO NCL	\$2,254.67		8/30/2013	
1200	WH022013	N. 107TH ST. BROWN DEER TO NCL	\$107,074.00		11/30/2014	
1200	WH030062	WHITNALL PK BRDG - ROOT RIVER				

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Existing Capital Projects Scheduled to Be Completed in 2013

Org.	Project	Project Description	Unspent Bonds for	Design	Project	Final
1250	WT026034	BUS REPLACEMENT PROGRAM (110)	\$3,339,913.80		9/30/2013	
1375	WV012012	Pond and Lagoon Demonstration	\$1,600.00	2/1/2013	7/1/2013	9/1/2013
1375	WV014012	DRETZKA PK GRNDWATER AND SOIL	\$19,637.67			
1375	WV016012	NR216 Stormwater TSS Controls	\$95,092.79			
1375	WV018012	FRANKLIN LANDFILL FEMA MITIGAT	\$157,856.88			12/31/2013
1400	WP069012	Countywide Play Area Redevelop	\$47,992.41	9/30/2013	6/30/2014	10/31/2014
1400	WP090122	MCCARTY PARK POOL IMPROVEMENTS	\$47,298.73		5/17/2013	12/31/2013
1400	WP090132	SHERIDAN PRK POOL IMPROVEMENTS	\$73,200.00		5/17/2013	12/31/2013
1400	WP090142	WASH PRK POOL IMPROVEMENTS	\$71,155.26		5/17/2013	12/31/2013
1400	WP090152	JACK PRK POOL IMPROVEMENTS	\$73,762.00		5/17/2013	12/31/2013
1400	WP090162	KOSCI PRK POOL IMPROVEMENTS	\$17,820.00		6/30/2013	12/31/2013
1400	WP131012	BLUEMOUND - RAINBOW PARK	\$206,257.47	10/17/2013	6/28/2013	11/30/2013
1400	WP131032	NW SIDE TO DOWNTOWN	\$97,833.58		6/30/2013	6/1/2014
1400	WP167022	GREENFIELD GOLF 15TH TEE RESTR	\$34,994.00			
1400	WP167051	VETERANS PARK PAVILION AND RR	\$785.33			
1400	WP167052	VETERANS PARK PAVILION AND RR	\$405,896.67		8/28/2013	6/30/2014
1400	WP172092	KOSCI AQUATIC CNTR BLDG ROOF	\$76,520.00	T&M	10/31/2013	12/31/2013
1400	WP197012	HUMBOLDT BANDSHELL ROOF	\$7,311.00	6/13/2013	8/13/2013	8/13/2013
1400	WP200012	JACKSON BOAT HOUSE ROOF	\$106,312.00	6/13/2013	10/13/2013	10/13/2013
1400	WP229012	DINEEN PARKING LOT AND WALKWAY	\$25,195.24			11/30/2013
1400	WP230012	OAKWOOD GC CLUBHOUSE ROOF	\$16,181.00			
1400	WP281012	SCOUT LAKE PAVILION ROOF REPL	\$34,367.00		8/31/2013	12/31/2013
1575	WZ073012	ZOO SOUTH END SERVICE GARAGE	\$255,387.99			11/13/2013
1575	WZ078012	ELEPHANT YARD SHADING STRUCT.	\$152,529.00			8/13/2013
1575	WZ083012	ZOO PAVEMENT AND LIGHTING	\$1,127,699.54			11/13/2013
1575	WZ093012	ZOO STORM DRAINS AND MANHOLES	\$12,971.41		5/17/2013	
1625	WS035011	COGGS ROOF REPLACEMENT	\$113,312.31		7/30/2013	
1750	WC023012	CH COMPLEX AUTOMATION & ACCESS	\$450,000.00	6/30/2005	10/13 est.	2013 est.
1800	WJ021011	ACC HVAC SYSTEM	\$4,000.00			4/30/2013
1850	WO060112	KK RIVER PRKWAY 57TH TO 60TH	\$185,458.77	4/17/2013	6/28/2013	11/30/2013
1850	WO060132	GRANT PK-FORK, NW TO LAKEDRIVE	\$26,233.27			11/30/2013
1850	WO060142	LAKE PK-RAV NORT TO SERV DRIV	\$13,462.78	6/21/2013	11/1/2013	6/1/2014
1850	WO114052	MUSEUM FACADE REPLACEMENT	\$992,114.23	Complete	10/13/2013	11/13/2013
1850	WO114062	SAFETY BUILDING IMPROVEMENTS	\$621,610.92	6/13/2013	10/13/2013	10/13/2013
1850	WO614014	BUILD OUT TEN SITES TO DIGITAL	\$1,759,329.00	Oct-12	31-Dec-13	
1850	WO129012	W-O-W UNDERWOOD WADING POOL	\$86,685.42			6/13/2013
		Total	\$23,605,863.00			

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Reallocation of Unspent Bond Proceeds to 2013 Authorized Capital Projects
Comptroller Attachment 2

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Attachment 2

2013 Adopted Projects Financed with Reallocated Unspent Bond Proceeds

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2013 Adopted Projects Financed with Reallocated Unspent Bond Proceeds

Project	Description	Reallocated Unspent Bond Amounts	Bond Issue
WH01017	South 76th St. (W. Puetz Rd. to W. Imperial Dr.)	\$108,886	1999-2008
WT04901	Replace Bus Vacuum System at Kinnickinnic Garage	\$150,000	2009C
WT05201	Replace Fire Alarm System at Fond Du Lac Garage	\$50,000	2009C
WT05301	Replace Bus Vacuum System at Fiebrantz Garage	\$146,921	2009C
WT05401	Replace Bus Wash System at Kinnickinnic Garage	\$112,462	2009E
WT05401	Replace Bus Wash System at Kinnickinnic Garage	\$37,538	2009F
WT05601	Replace HVAC System at Kinnickinnic Garage	\$106,000	2009F
WT06601	Replace Bus Wash System at Fiebrantz Garage	\$11,421	2009F
WT06601	Replace Bus Wash System at Fiebrantz Garage	\$71,579	2010A
WT06901	Replace Underground Storage Tanks at MCTS Fleet	\$55,000	2010A
WW02201	Franklin Landfill Infrastructure	\$70,140	2010A
WP12904	Basketball Courts	\$80,000	2010A
WP16705	Veterans Park Pavillion and Restroom Replacement	\$400,000	2010A
WP24701	Greenfield Park Shelter #3 RR Replacement	\$50,000	2010A
WP24702	Greenfield Park Shelter RR #5 Replacement	\$50,000	2010A
WP25401	Whitnall Park Golf Course Pedestrian Bridges	\$173,400	2010A
WP26001	Holler Park Pool- Conversion to Sand Filtration	\$120,000	2010A
WP26701	Oak Leaf Parkway- Oak Leaf Trail Program	\$273,700	2010A
WP27201	Noyes Pool Roof Replacement	\$129,900	2010A
WP27301	Grobschmidt Park Pool Rehabilitation	\$162,000	2010A
WP27401	Hales Corners Pool Main Drain Replacement	\$20,000	2010A
WP28001	Menomonee River Parkway Reconstruction	\$100,000	2010A
WZ05701	Aviary Roof Replacement	\$77,300	2010A
WZ07801	Zoo Elephant Yard Shading Structure	\$152,529	2010A
WZ10301	Zoo Train Garage Overhead Crane	\$82,800	2010A
WZ10401	Zoo Giraffe Building Upper Roof Replacement	\$85,000	2010A
WE04801	EMS- Zoll Cardiac Monitor/Defibrillator Z Series	\$1,125,000	2010A
WS03801	Coggs Canopy Renovation	\$96,000	2010A
WC01301	Criminal Justice Center Deputy Workstations	\$384,775	2010A
WC08101	Safety Building Cooling Tower Replacement	\$151,200	2010A
WC08601	City Campus Cooling Tower	\$151,800	2010A
WO11501	Steam to Natural Gas Conversion- Fleet,CCC,Parks	\$1,000,000	2010A
Grand Total 2013 Adopted Capital Improvements		\$5,785,351	

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Reallocation of Unspent Bond Proceeds to 2013 Authorized Capital Projects
Comptroller Attachment 3

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Attachment 3

Projects with Bond Proceeds to be Reallocated

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Reallocated Unspent Bond Proceeds

Org.	Project	Project Description	Bond Issue	Reallocated Bonds
1200	WH222021	NHS E COLLEGE/S HOWELL TO PENN	1999	\$14,852.00
1200	WH201032	LAYTON 108TH-84TH PE	2000	\$694.97
1200	WH080031	LAKE PARK BRIDGE OVER DRAINAGE	2007	\$47,949.45
1200	WH084011	S. 76th St. W. Parkview Dr. to	2007	\$1,140.57
1200	WH086021	W. Good Hope Rd. Little Menom	2007	\$12,220.75
1200	WH030032	Milwaukee River Parkway Bridge	2008	\$7,792.40
1200	WH030072	MILWAUKEE RIVER PARKWAY BRIDG	2008	\$4,000.00
1200	WH030162	W. OAK AVE. OVER HONEY CREEK	2008	\$18,751.20
1200	WH080041	KK RIVER PARKWAY BRIDGE	2008	\$1,484.20
1400	WP171012	POOL LINERS MCCARTY PARK POOL	2010C	\$22,536.00
1850	WO114012	O'DONNELL PARK IMPROVEMENTS	2010C	\$19,482.53
1750	WC071011	DA SECURITY CARD SYSTEM	2010A	\$48,647.28
1850	WO606024	BHD WIRELESS INFRASTRUCTURE	2010A	\$14,999.40
1400	WP172072	WILSON REC CNTR LOWER ROOF	2009E	\$850.00
1200	WH080032	LAKE PARK BRIDGE OVER DRAINAGE	2009C	\$67,395.58
1850	WO619014	Disaster Recovery Site	2009C	\$5,986.00
1400	WP105022	LINCOLN AQUATIC CENTER PHASE 2	2009C	\$38,357.50
1400	WP167032	JACKSON PK BOAT HOUSE PAVILION	2009C	\$96,578.00
1375	WV013012	MCKINLEY BEACH SW OUTFALL	2009C	\$15,213.00
1575	WZ014512	PRIMATE HOUSE SKYLIGHT & ROOF	2009C	\$11,318.00
1575	WZ014592	Australian Building Renovation	2009C	\$5,558.00
1200	WH020042	MILL RD 91ST TO STH 45BASIC PL	2009E	\$6,984.80
1850	WO423014	Security Cameras in CJFBasic P	2009E	\$44,351.00
1850	WO444012	MCSSO - ELEC MEDICAL REC SYSTEM	2009E	\$33,390.00
1850	WO618012	Franklin Public Safety Communi	2009E	\$18,907.00
1850	WO620014	GREENFIELD PUBLIC SAFETY COM.	2009E	\$3,497.47
1400	WP132032	MITCHELL PK DOMES REFLEC POOL	2009E	\$4,895.19
1575	WZ029012	Special Exhibits Building Roof	2009E	\$436.00
1850	WO062014	Additional Capacity - Public S	2009F	\$62,436.00
1850	WO509012	VILLA TERRACE - SECURITY SYST.	2009F	\$43,779.62
1850	WO511012	CHARLES ALLIS - SECURITY SYST.	2009F	\$48,743.04
1600	WE033012	BEHAVIORAL HEALTH FACILITY REN	2010A	\$10,455,835.00
1850	WO221014	DATA CNTR EQUIPMNT AND CONSTRU	2010A	\$13,958.74
1400	WP173012	HOYT PARK POOL IMPROVEMENTS	2010A	\$22,729.00
1550	WM003012	ELECTRICAL DISTRIBUTION REPLAC	2010B	\$13,941.85
1200	WH020021	COLLEGE AVENUE - 13TH TO 20TH	2010C	\$7,190.80
1800	WJ021011	ACC HVAC SYSTEM	2010C	\$15,916.00
1800	WJ056011	CCFS VIDEO VISITATION SYSTEM	2010C	\$9,900.00
1850	WO060072	HAMPTON AVENUE - I-43 TO GB	2010C	\$182,896.00
1850	WO060072	HAMPTON AVENUE - I-43 TO GB	2010C	\$4,000.00

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Reallocated Unspent Bond Proceeds

Org.	Project	Project Description	Bond Issue	Reallocated Bonds
1850	WO060092	JUNEAU PK - LANDFILL TO MARINA	2010C	\$10,000.47
1850	WO060102	LAKE PK-NEWBERRY TO PAVILION	2010C	\$19,594.00
1850	WO106014	FLEET GEN/TRANSFER SWITCH REPL	2010C	\$91,131.00
1400	WP063022	ESTABROOK DAM REHABILITATION	2010C	\$1,629,371.17
1400	WP131022	LEON TERRACE - BRIDGE	2010C	\$7,229.61
1400	WP167062	WILSON COMFORT/SHELTER RESTRM	2010C	\$6,096.00
1400	WP172082	WASHINGTON PARK BOATHOUSE ROOF	2010C	\$13,158.77
1400	WP228012	BOAT LAUNCH PIERS REPLACEMENT	2010C	\$27,602.50
1250	WT031011	Roof Top Air Conditioning - Tr	2010C	\$0.32
1375	WV012012	Pond and Lagoon Demonstration	2010C	\$9,235.77
1375	WV014012	DRETZKA PK GRNDWATER AND SOIL	2010C	\$13,641.21
1375	WV016012	NR216 Stormwater TSS Controls	2010C	\$18,352.21
1850	WO038012	MARCUS CENTER HVAC UPGRADE	2010D	\$13,546.71
				\$13,308,554.65

ATTACHMENT 1 JUNE 2013 REPORT

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 05/24/13

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Unspent Bond Proceeds

FISCAL EFFECT:

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <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 checked="" type="checkbox"/> Decrease Operating Expenditures
<input type="checkbox"/> Increase Operating Revenues
<input checked="" 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	
	Revenue	\$0	
	Net Cost	\$0	See explanation
Capital Improvement Budget	Expenditure	\$0	
	Revenue	\$0	
	Net Cost	\$0	

ATTACHMENT 1 JUNE 2013 REPORT

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. In April 2013, the Office of the Comptroller included language in the 2012 to 2013 Carryover Report informing policymakers that the County was not in compliance with IRS expenditure rules for bonds. At year-end 2012, the estimated total unspent bond balance was \$44,239,151 for 219 capital projects. The Office of the Comptroller and Department of Administrative Services – Fiscal Affairs met with departments to determine the status of the projects and timeline for project completion for each project that was financed with the unspent bond proceeds. The initial \$44 million in unspent bond proceeds has been reduced to \$36.9 million. Approximately \$23.6 million in projects financed with the unspent bond proceeds will be able to be completed in 2013. Of the remaining \$13.3 million, \$5.8 million will be reallocated to finance 2013 adopted capital projects and \$7.5 million will be reallocated to projects in the Five Year Capital Improvements Plan.

In addition, the County is limited in terms of the type of investments of bond proceeds that are beyond the IRS expenditure timeline. The bonds must be yield restricted. In other words, the County cannot invest the unspent bond proceeds in investments having a rate greater than the interest rate on the bonds. The Office of the Comptroller will work with the Treasurer's Office to establish separate accounts for all of the bond issues to insure compliance.

The IRS expectation is that the County will proceed or demonstrate a consistent pattern of spending to reflect a commitment to implementing the projects. Therefore, projects where the County will not be able to demonstrate this consistent pattern or commitment shall have the bond proceeds reallocated to an existing project or new project that can. Since the bonds have to be yield restricted or cannot invest the unspent bond proceeds in investments having a rate greater than the interest rate on the bonds, the Office of the Comptroller will work with the Treasurer's Office to establish separate accounts for all of the bond issues.

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.

ATTACHMENT 1 JUNE 2013 REPORT

- B. Reallocating the \$5.8 million in unspent bond proceeds to finance selected projects in the 2013 Capital Improvements Budget will allow the County to decrease its debt service costs for the 2013 Corporate Purpose Bond Issue.
- C. The estimated debt service costs for the 2013 Corporate Purpose Issue would be reduced by \$11.9 million. This is a result of using \$5.8 million in unspent bond proceeds to finance 2013 Adopted Capital projects. The reduction was utilized by removing the last 4 years from the projected debt service schedule for the 2013 Corporate Purpose Bond Issue. The estimated principal amount would be \$27 million.
- D. In addition, as a part of the analysis for reallocating the unspent bond proceeds, the Office of the Comptroller reviewed the 2013 Adopted Capital Improvements Budget with departments, which decreased the bond amount by an additional \$3 million. This was due to partial funding due to project implementation for 2013 for the War Memorial Renovation project (\$571,341) and the delay of the Estabrook Dam Impoundment Sediment Remediation project (\$1.2 million) and Grounds South Reservoir Rehabilitation project (\$1,219,200).

There are no adjustments to the budgets for these projects. The projects would not be included in the 2013 Corporate Purpose Issue since project implementation for these amounts are anticipated to occur in 2014 for the War Memorial Renovation project and the Estabrook Dam Impoundment Sediment Remediation project. The Grounds South Reservoir Rehabilitation project is delayed until the Water Utility Initiative is addressed. A Memorandum of Understanding between Milwaukee County and the City of Wauwatosa, relating to the Milwaukee County water utilities, has been submitted by the Department of Administrative Services to the Finance, Personnel and Audit Committee for the June cycle.

Excluding these projects from the 2013 Corporate Purpose Bond Issue will allow the County to assist with minimizing future violations of the IRS rules regarding tax-exempt bond proceeds.

Department/Prepared By Pamela Bryant

Authorized Signature



Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

ATTACHMENT 1 JUNE 2013 REPORT

File No.
(Journal,)

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(ITEM *) A resolution to authorize the Office of the Comptroller to reallocate approximately \$5.8 million of unspent bonds to selected 2013 Adopted Capital Improvements projects, adjust the 2013 Corporate Purpose Bond Issue and work with the Treasurer's Office to establish separate accounts for all of the bond issues:

A RESOLUTION

WHEREAS, in April 2013, the Office of the Comptroller included language in the 2012 to 2013 Carryover Report informing policymakers that the County was not in compliance with Internal Revenue Service (IRS) expenditure rules for bonds; and

WHEREAS, the IRS regulations dictate the expenditure of bond proceeds within three years; and

WHEREAS, the IRS regulations limit the rate and types of investments that the County can access for bond proceeds that have not been expended within three years; and

WHEREAS, in the past, the County would use the unspent bonds to pay interest on the individual bonds to the extent that the County had an upcoming debt service payment on those bonds; and

WHEREAS, the majority of the unspent bonds are Build America Bonds (BABs) and can be used to finance capital improvement projects only; and

WHEREAS, although the proceeds have not been expended within 3 years, according to Chapman and Cutler (the County's Bond Counsel), the IRS expectation is that the County will proceed or demonstrate a consistent pattern of spending to reflect a commitment to implementing the projects; and

WHEREAS, capital projects where the County will not be able to demonstrate this consistent pattern or commitment shall have the bond proceeds reallocated to an existing project or new project that can; and

WHEREAS, there is approximately \$13.3 million balance of unspent bonds that have not demonstrated a pattern or commitment that the bonds will be spent; and

WHEREAS, two projects represent 92 percent of the total unspent bond proceeds reallocation amount: Behavioral Health Facility Division (BHD) Renovation Project (\$10.5 million) and Estabrook Dam Rehabilitation (\$1.6 million); and

ATTACHMENT 1

JUNE 2013 REPORT

45 WHEREAS, the Office of the Comptroller has identified projects from the 2013
46 Adopted Capital Improvements Budget that total an estimated \$5.8 million that are able
47 to be financed with the previously issued bonds, and
48

49 WHEREAS, reallocation of approximately \$5.8 million will reduce the approved
50 not-to-exceed amount of \$36.1 million in bonding for the 2013 projects; and
51

52 WHEREAS, the remaining estimated \$7.5 million will need to be reallocated to
53 other capital projects; and
54

55 WHEREAS, the remaining estimated \$7.5 million will need to be reallocated to
56 other capital projects; and
57

58 WHEREAS, in July, the Office of the Comptroller will submit a report to the
59 Finance, Personnel and Audit Committee requesting approval to reallocate the
60 remaining unspent bonds to various capital projects that are continuing projects and/or
61 contained in the Five Year Capital Improvements Plan; and
62

63 WHEREAS, in an effort to avoid future non-compliance, the Office of the
64 Comptroller will be meeting with departments monthly to discuss the status and update
65 the timetable of the capital projects; now, therefore,
66

67 BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby
68 authorizes the Comptroller to reallocate approximately \$5.8 million of unspent bonds to
69 finance selected projects from the 2013 Adopted Capital Improvements projects; and
70

71 BE IT FURTHER RESOLVED, the Department of Administrative Services (DAS),
72 based on information from the Office of the Comptroller, is directed to process an
73 administrative appropriation transfer that reallocates approximately \$5.8 million of
74 unspent bonds to selected projects from the 2013 Adopted Capital Improvements
75 Budget; and

Attachment 2

Phase 2 - Projects for Unspent Bond Proceeds Program

Phase 2 - Projects for Unspent Bond Proceeds Program

Project	Description	Start Planning	Planning and Design	Start Construction	Substantially Complete	Final Completion	Amount	Capital Improvements Committee
WT02601	2 New Flyer Buses						2,520,000	REC
WT05701	2 Replace Bus Washing System- Fond Du Lac	Jul-13	Aug-13	Oct-13	Apr-14	Jun-14	226,000	NR
WV01801	1/2 Underground Storage Tank Upgrades	Aug-13	Oct-13	Dec-13	May-14	Jun-14	320,000	REC
WV02501	2 Rawson Ave Pump Station	Jun-13	Aug-13	Sep-13	Nov-13	Dec-13	350,000	NR
WV02901	2 Grant Park Lift Station	Aug-13	Nov-13	Mar-14	May-14	Jul-14	190,000	NR
WP22101	2 Lincoln Golf Course Irrigation/Pumphouse	Aug-13	May-14	Jul-14	Oct-14	Nov-14	940,000	NR
WP270	1 Oak Creek Parkway Lighting System	May-13	Jul-13	Aug-13	Oct-13	Nov-13	110,000	N/A
WP28401	2 Clarke Square Playground						250,000	REC
WP28701	2 Greenfield Golf Course Irrigation	Aug-13	Feb-14	Apr-14	Sep-14	Nov-14	650,000	NR
WZ063	1 Zoo Winter Quarter Roof Replacement	Complete	Complete	Jul-13	Oct-13		370,000	N/A
WZ10101	2 Zoo Apes Building Boiler Replacement	Aug-13	Apr-14	May-14	Sep-14	Nov-14	290,000	NR
WZ10701	2 Zoo Bear Service Area Improvements	Aug-13	May-14	Jun-14	Sep-14	Oct-14	200,000	NR
WZ11401	2 Zoo Life Support Emergency Generators	Aug-13	Aug-13	Jul-13	Oct-13		60,000	REC
WZ11501	2 Great Apes Mechanical Room Roof Replacement	Aug-13	Aug-13	Sep-13	Oct-13		60,000	NR
WE02802	1 Nurse Call System- Unit 53B		Dec-13		Apr-14	May-14	124,000	N/A
WC07401	2 CJF Cooling Tower	Aug-13	Oct-14	Dec-14	Feb-14	Apr-14	440,000	REC
WO060142	1 Lake Park Ravine North to Service Drive	Complete	Jul-13	Sep-13	Nov-13	Jun-14	400,000	N/A
	Total						7,500,000	

Note:

1. Continuing Projects
2. 2014 Requested Projects/Projects included in the 5 Year Capital Improvements Plan
3. The Capital Improvements Committee (CIC) column indicates projects that were recommended (REC) by the CIC and projects requested for recommendation by the CIC and not recommended (NR) and 2013 projects which were approved prior to the formation of the CIC (N/A).

Attachment 3

Phase 2 - Projects for Unspent Bond Proceeds Program

Project Narratives

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WT026 – Replacement Buses for MCTS

An appropriation of \$14,100,000 is being requested for the replacement of 35 forty-foot buses and spare parts for the Milwaukee County Transit System. Financing will be provided from \$11,580,000 in federal revenue and \$2,520,000 in general obligation bonds.

The buses to be replaced are 40-foot diesel buses purchased in 2002 which will be fully depreciated and will have reached the end of their useful life. In December 2012, Milwaukee County entered into a Master Price Agreement with New Flyer of America, Inc. for the purchase of up to 90 buses and spare parts by December 2013. The initial order was for 55 buses at a price of \$399,990 per bus. A federal Interstate Cost Estimate (ICE) grant was used to fund 85 percent of that purchase.

The 35 buses in this request will cost \$398,800 per bus, or \$13,958,000 total. One set of spare parts is also included in this request. The department has secured various federal grants totaling \$11.58 million for this purchase, including State of Good Repair, ICE, American Recovery and Reinvestment Act and Section 5339 formula grants. Changes to federal programs in the current transportation bill have reduced funding opportunities for Milwaukee County and therefore funding for buses beyond this 2014 purchase is less certain. The Milwaukee County Department of Transportation will continue efforts in future years to maximize any federal funding that may be available to partially offset the cost of bus replacement purchases.

Staffing Plan

DOT and MTS staff will be responsible for overall project management.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WP284 - Clarke Square Playground Replacement

An appropriation of \$249,600 is requested for the replacement of the deteriorated playground in at the Clarke Square according to the playground report rankings. General obligation bonds finance this project.

The project scope is the reconstruction of the existing class 3 special play environment. Project shall include removal and disposal/recycling of existing equipment and surfacing, new play equipment, signs, bike racks, receptacles, benches, and PIPR surfacing. Site preparation shall include erosion control, stripping topsoil, grading, drainage systems, limestone base course, asphalt paths, shade tree planting, and turf restoration.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DPRC – Planning Division staff and DAS – Facilities Management A&E staff will be responsible for overall project management. Specialized consultants will be retained as needed.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WZ114-Emergency Life Support Generators

The Zoo is requesting \$59,100 for one life support emergency generator to be installed per year for the next six years to cover six major areas of the Zoo to ensure the life and safety of the Zoo's animal collection. Continuous electrical power is critical in maintaining life support for the animal collection. Life support systems include light, heat, air conditioning, water filtration, and water systems. Permanent electrical generators are needed in the following animal areas to maintain power to life-critical systems in the event of a power outage: Aviary/Flamingo, Apes/Primates/ Macaque Island, Aquatic & Reptile Center, Small Mammals, Big Cat Country/Winter Quarters, Pachyderm East/West and Giraffe. This is a mandate from AZA for accreditation and from the USDA.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

**2014 REQUESTED CAPITAL IMPROVEMENT
MILWAUKEE COUNTY**

WC074 – Replace Cooling Tower at CJF

An appropriation of \$438,000 is requested to replace the Cooling Tower at CJF. The cooling tower at the Criminal Justice Facility is past its expected life. It is leaking and the repairs needed would be extensive. It is in need of media replacement, repair and coating of rust and the seams are leaking. Failure of the CJF tower would be unmanageable due to the inmate population.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand and approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WT057-Fond Du Lac Bus Wash Replacement

An appropriation of \$1,126,373 is requested for the replacement of the bus wash system at the Milwaukee Transit System Fond Du Lac Garage. Financing will be provided from \$901,908 in Federal revenue and \$225,275 in general obligation bonds.

The project consists of replacing the existing bus wash system at the Fond Du Lac garage which is used daily to remove dirt as part of the bus exterior cleaning process. The current wash system is 13 years old and requires constant maintenance to keep running. While existing system is under repair, buses require manual cleaning which takes longer and is more expensive

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WV025 – Rawson Ave Pump Station, 7th & Rawson

An appropriation of \$349,327 is requested to replace failing pump controls and wiring, upgrade pumps, and inspect repair or replace pump structure and laterals. This estimate includes removal of suspected lead paint.

This project is considered a top priority due to public safety issues. As of June 2013, the pump station is experiencing significant outages due to failing equipment. This project may have to be implemented under an emergency work order.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WV029 - Grant Park Beach Bathhouse Sanitary Sewer Lift Station Replacement

An appropriation of \$185,000 is requested for replacement of the lift station and force main, which is part of the sanitary sewer that serves the Grant Park Beach Bathhouse. Financing will be provided from general obligation bonds.

The Grant Beach Lift Station and Force Main is the most maintenance intensive and unsafe ejector system in the parks sewer system. The existing system is from the 1930s and is outdated. The beach house drains to the ejector pit, which has two pumps, one vertical turbine and one submersible. The submersible pump is difficult to get to and requires confined space entry. The lift station is at the base of the lake bluff. The force main follows a steep incline and discharges into a manhole at the top of bluff. The manhole is approximately 80-feet higher than the pump station and is located in a grassy area across the park drive from the golf clubhouse.

The scope of work includes removing and replacing the ejector pit, installing modern equipment (dual submersible pumps on a rail system), and replacing or rehabilitating the existing force main. The work is important with keeping in compliance with the CMOM Program as a part of a Stipulation Agreement entered into with the State of Wisconsin in 2002.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WP221 - Lincoln Park Golf Course Pumphouse And Irrigation

An appropriation of \$940,000 is requested for the replacement of the golf course irrigation system at Lincoln Park. Financing will be provided from general obligation bonds.

Lincoln Park Golf Course was constructed in the early 1930's. A very basic galvanized piping irrigation system was installed with the water supply coming from through a pumping station from the Milwaukee River. When the freeway was constructed in the 1960's, golf holes were rerouted and the irrigation system was modified. In the 1980's and 1990's, the Parks Department made very minor improvements, adding some valve in-head sprinklers, rerouting irrigation mains, and installing quick couplers.

In 2001, automatic irrigation systems were designed for both Grant and Lincoln Park Golf Courses. At that time, Lincoln experienced numerous leaks, and areas of the golf course were not watered. Since 2001, the irrigation system has continued to have numerous problems and failures. During the 2012 golf season, there were seven active, non-repaired leaks that resulted in wasting thousands of gallons of water. During the drought of the 2012 golf season, Lincoln's 9-hole golf course irrigation bill was \$50,000. For the same 2012 golf season, Currie's 18-hole golf course bill was \$40,000. Currie has twice the golf holes as Lincoln and irrigates the fairways in addition to the tees and greens.

The irrigation system at Lincoln is a labor-intensive, manual system that requires after hours staffing. The current irrigation practice requires hand watering that interferes with the early morning golf. Modern irrigation systems provide electronic heads and computer controllers to put the proper amount of water on the golf course. The new irrigation system will water the tees, greens, and fairways.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WP287-Greenfield Park Golf Course Irrigation, Pumphouse And Tee Renovation - Phase 1

An appropriation of \$650,000 is requested for the replacement of the golf course irrigation system and pump house and renovation of the tees. This is the first phase of a two-year project. Financing will be provided from general obligation bonds.

Design and install an 18-hole automatic irrigation system. The project includes renovating and remodeling golf course tees prior to the irrigation system installation.

This project should be phased over two years, similar to the golf course irrigation project at Currie Park:

Phase I (2014 - \$650,000): Design the golf course tee renovations, pump house, and irrigation system. Rebuild and renovate the golf course tees. Construct the golf course irrigation pump house and connect to water supply.

Phase II (2015 - \$1,130,000): Install irrigation system, start-up and train golf course and maintenance staff.

Greenfield golf course competes with a golf course directly to the west. The existing irrigation system is manual and has leaks throughout the course, resulting in wasted water and high water bills. The new automatic system will be more efficient, and allow the Parks to water the fairways in addition to the tees and greens.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WZ101-Apes of Africa Boiler and A/C Replacement (2)

An appropriation of \$284,000 is requested to replace two boilers in the Apes of Africa Building. Replacement of the boilers is needed to maintain the required temperatures for the well-being of the animals and the facilities. Both boilers are over 20 years old and are inefficient. The new boilers will be more efficient and only heat when needed. Utility savings will be generated with the replacement of these boilers.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WZ107-Bear Service Area Structures-Grizzly Bear

The 2013 Capital Budget provided \$185,000 as the initial phase to renovate five zoo bear service areas (American Black Bear, Polar Bear, Grizzly Bear, Brown Bear and Himalayan Black Bear) and planning and design for the second phase. The bear service areas and bear dens at the Zoo were constructed 50 years ago. Extensive upgrades are necessary to maintain AZA accreditation standards, improve staff safety and facilitate modern animal management practices. These upgrades are being completed in 2013 for the Black Bear service areas. The 2014 request of \$193,350 is for the Grizzly Bear service areas, Polar Bear for 2015, Brown Bear for 2016, and Himalayan Black Bear for 2017. AZA requires that animals have a secondary containment area. Any animal escape is a violation to USDA rules and these improvements will ensure compliance with safety and containment standards.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

2014 REQUESTED CAPITAL IMPROVEMENT MILWAUKEE COUNTY

WZ115-Great Apes Mechanical Room Roof Replacement

The Zoo is requesting \$50,650 for replacement of the Great Apes Mechanical Room roof. Project includes excavating the ground from the existing green roof over the mechanical room and replacing and tying in the two existing roof systems including new drainage. Water is currently leaking into the mechanical room with the worst leak directly above the control panels for the boilers, air handlers and the air conditioning units. If funded, this project will eliminate an existing hazard. This is in compliance with County Board policy to maintain facilities to avoid costly repairs. The current roof is 20+ years old and replacing it will keep the facility protected well into the future. If not replaced, the control panel will fail and require over \$100,000 in funding to repair or replace.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive.

Staffing Plan

DAS – Facilities Management Division staff will be responsible for overall project management. Specialized consultants will be retained as needed.

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4 (ITEM *) A resolution to authorize the Office of the Comptroller to reallocate
5 approximately \$7.5 million of unspent bonds to selected capital projects:
6

7
8 **A RESOLUTION**

9 WHEREAS, to comply with the Internal Revenue Service (IRS) expenditure rules
10 for bonds, the Office of the Comptroller is seeking approval to reallocate the balance of
11 the 1999-2010 unspent bonds to continuing capital projects or projects in year 2014 of
12 the Five Year Capital Improvements Plan; and,
13

14 WHEREAS, in April 2013, the Office of the Comptroller included language in the
15 2012 to 2013 Carryover Report informing policymakers that the County was not in
16 compliance with IRS expenditure rules for bonds due to a lack of expenditures during
17 the IRS approved time period for bonds on specific projects; and,
18

19 WHEREAS, the Office of the Comptroller with the assistance of the Department
20 of Administrative Services – Fiscal Affairs Division met with Departments to develop a
21 plan to expend the bonds in accordance with IRS Rules; and,
22

23 WHEREAS, this plan consisted of a two phased approach to reallocate \$13.3
24 million of the unspent bond proceeds; and,
25

26 WHEREAS, the first phase reallocated approximately \$5.8 million in unspent
27 bond proceeds to finance projects in the 2013 Adopted Capital Improvements Budget;
28 and,
29

30 WHEREAS, the County Board of Supervisors approved the first phase on June
31 20, 2013; and,
32

33 WHEREAS, the second phase, which is submitted for approval for the July 2013
34 cycle of the Committee on Finance, Personnel and Audit, reallocates the remaining
35 balance of approximately \$7.5 million to continuing capital projects and projects in the
36 Five Year Capital Improvements Plan (2014 Requests); now therefore,
37

38 BE IT RESOLVED, the Office of the Comptroller is authorized and directed to the
39 reallocate approximately \$7.5 million in unspent bond proceeds to fund continuing
40 capital projects and projects in the Five Year Capital Improvements Plan; and
41

42 BE IT FURTHER RESOLVED, the Department of Administrative Services (DAS),
43 based on information from the Office of the Comptroller, is directed to process an
44 administrative appropriation transfer that reallocates approximately \$7.5 million to
45 continuing capital projects and projects in the Five Year Capital Improvements Plan
(2014 Requests)

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: 07/01/13

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Unspent Bond Proceeds

FISCAL EFFECT:

- | | |
|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| <input 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 checked="" 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	
	Revenue	\$0	
	Net Cost	\$0	See explanation
Capital Improvement Budget	Expenditure	\$0	
	Revenue	\$0	
	Net Cost	\$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. In April 2013, the Office of the Comptroller included language in the 2012 to 2013 Carryover Report informing policymakers that the County was not in compliance with IRS expenditure rules for bonds due to a lack of expenditures during the IRS approved time period for bonds on specific projects.

The Office of the Comptroller with the assistance of the Department of Administrative Services – Fiscal Affairs Division met with Departments to develop a plan to expend the bonds in accordance with IRS Rules. This plan consisted of a two phased approach to reallocate \$13.3 million of the unspent bond proceeds. The first phase reallocated approximately \$5.8 million in unspent bond proceeds to finance projects in the 2013 Adopted Capital Improvements Budget. The County Board of Supervisors approved the first phase on June 20, 2013.

The second phase, which is submitted for approval for the July 2013 cycle of the Committee on Finance, Personnel and Audit, reallocates the remaining balance of approximately \$7.5 million to continuing capital projects and projects in the Five Year Capital Improvements Plan (2014 Requests).

The Office of the Comptroller is recommending the approval by the Finance, Personnel and Audit Committee of the reallocation of approximately \$7.5 million in unspent bond proceeds to fund continuing capital projects and projects in the Five Year Capital Improvements Plan.

- B. Phase 1 reallocated \$5.8 million to finance capital projects in the 2013 Adopted Capital Improvements Budget. As a result, the 2013 bond issue was reduced, which resulted in a decrease in the projected debt service costs for that issue. Phase 2 will reallocated approximately \$7.5 million in unspent bonds to finance continuing projects, which in some instances will finance costs increases from higher than anticipated bids. In other instances, the project will be completed or implemented earlier due to the availability of additional funds.

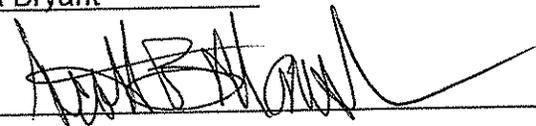
¹ If it is assumed that there is no fiscal impact associated with the requested action, then an explanatory statement that justifies that conclusion shall be provided. If precise impacts cannot be calculated, then an estimate or range should be provided.

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

C. For projects that were requested to be included in the 2014 Recommended Capital Improvements Budget, the funding of these projects through the reallocation may result in a decrease in 2014 bond issue. Policymakers may also choose to maintain the 2014 bond issue but will then have the ability to fund additional projects while not increasing the bond issue. Policymakers have not made a decision regarding the 2014 bond issue and the approximately \$6.5 million that was used to finance projects requested in the 2014 Requested Capital Improvements Budget.

D. N/A

Department/Prepared By Pamela Bryant

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

Did CDBP Review?² Yes No Not Required

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE : July 1, 2013

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

FROM : Scott B. Manske, Comptroller, Office of the Comptroller

SUBJECT : Submission of a Report on the Results of the Sale of \$99,300,000 in Taxable General Obligation Pension Refunding Bonds, Series 2013B and the Direct Purchase of the 2024 Term Maturity of the County's Series 2009A Taxable General Obligation Promissory Notes

BACKGROUND

In March 2009, Milwaukee County sold \$400,000,000 in pension obligation bonds (POBs) to improve the funding ratios of the pension system and to take advantage of higher investment rates of returns compared to the interest rate of taxable general obligation bonds. The original debt consisted of two bond issues: \$265,000,000 in taxable general obligation promissory notes for a 20-year term and \$135,000,000 in taxable pension anticipation notes for a five-year term with a December 2013 maturity date.

In January 2013, the County issued \$138,730,000 in taxable general obligation pension promissory notes to fund the \$135,000,000 taxable pension anticipation notes. The actual interest rate achieved on the transaction was 3.28%. The lower than anticipated interest rate allowed the County to amortize the debt on a faster schedule. As a result of the lower rate and the faster amortization schedule the County saved approximately \$103,400,000 over the projected life of the bonds, as compared to the original estimates.

Following the County's January 2013 sale, the Office of the Comptroller was contacted by JP Morgan, who was the lead underwriter for the 2009 and 2013 POB transactions. One of the original purchasers of the \$265,000,000 Taxable Pension Promissory Notes (the "Notes") sold the Notes on the secondary market to a separate, investment division of JP Morgan. At the time, the investment division owned \$92,005,000 of the Notes maturing in 2024. JP Morgan contacted the Office of the Comptroller to inquire if the County would be interested in purchasing the notes on the secondary market. The Notes contain a "make whole" call and, therefore the County would be unable to refund the Notes for savings. Purchasing the Notes at the right price, however, could provide the County with savings.

In March 2013, the Office of the Comptroller received approval from the County Board and County Executive to issue a not-to-exceed amount of \$283,000,000 in bonds to purchase the entire outstanding balance of 2024 and 2029 Notes. The authorizing resolution also included parameters for purchasing the outstanding notes and selling new bonds. The parameters included the fact that the County would not proceed with the transaction unless there was a combined net present value (NPV) savings.

Working with the County's financial advisors, underwriters and bond counsel, the Office of the Comptroller was able to negotiate a purchase price for the Bonds owned by JP Morgan's investment division which would guarantee a savings to the County. This

purchase price was offered to the other owners of the Notes, but no other owner was interested in selling their bonds at the negotiated price. Since J. P. Morgan's 2024 maturity bonds were the only bonds offered in the tendering the bond issue decreased from \$253 million to \$100 million.

Subsequent to the approval of the March resolution, the POB workgroup met to discuss structures for the new bond issue. It was agreed by the work group that it would use the opportunity provided by the transaction to accelerate the debt service cycle and thus have a final maturity in 2023 rather than 2024. The acceleration of principal payments would increase the net present value (NPV) savings that the County would realize on the transaction.

On June 20 2013, the County sold \$99,300,000 million of taxable general obligation pension refunding bonds, series 2013B, at an actual interest rate of 2.76%. Since the County accelerated the principal payments on the transaction, it was able to achieve higher NPV savings than it would have if the savings were evenly spread based on the original schedule. The County achieved NPV savings of approximately \$1,571,000 on the transactions. Without the accelerated principal schedule, the County is projected to still have achieved NPV savings of approximately \$560,000 on the transaction. Total interest savings on the tendering was approximately \$3.4 million.

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

Attachments

pc: Chris Abele, County Executive
Supervisor Willie Johnson, Jr., Co-Chair, Committee on Finance, Audit and Personnel
Supervisor David Cullen, Co-Chair, Committee on Finance, Audit and Personnel
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Interim Fiscal and Budget Director, DAS
Amber Moreen, Chief of Staff, County Executive's Office
Raisa Koltun, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Pamela Bryant, Capital Finance Manager
Stephen Cady, County Board Fiscal and Budget Analyst
Justin Rodriguez, Capital Finance Analyst
Mark Grady, Corporation Counsel

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE : July 1, 2013

TO : Marina Dimitrijevič, County Board of Supervisors, Chairwoman

FROM : Scott B. Manske, Comptroller

SUBJECT : Other Post Employment Benefit Valuation Report as of January 1, 2012

Issue

The Governmental Accounting Standards Board Statement No. 45 (GASB 45) requires public-sector entities to account for the promise to provide other post-employment benefits (OPEB) over the working life of the employee rather than on a pay-as-you-go basis. GASB 45 requires an actuarial valuation every two years to provide OPEB reporting and disclosure information for financial statements, government agencies and other interested parties.

Background

The County's healthcare actuary, Willis, conducted a valuation of the County's OPEB liability and has prepared the attached report regarding the County's retiree healthcare and life insurance benefit. This report indicates that the County's OPEB liability as of January 1, 2012 is \$1,134,995,000. This compares to a prior OPEB liability as of January 1, 2010 of \$1,465,159,000 or a reduction of approximately \$330 million in the County's OPEB costs.

	Actuarial Accrued Liability	
2010	\$	1,465,159,000
2012	\$	1,134,995,000
Change	\$	(330,164,000)

This reduction is due to the changes in retiree healthcare that have occurred over the past several years. The following changes have been made by the County since the last valuation report of January 1, 2010:

- The trend assumption has been changed from 5% for all future years to 9% in 2012, decreasing by 1% per year to 5% for 2016 and later. The trend assumption is used to inflate health insurance costs each year in the valuation report.
- As of 4/1/2011, the Medicare Part B premium reimbursement has been eliminated for non-represented employees who are not already retired.
- As of 12/31/2011, the Medicare Part B premium reimbursement has been eliminated for all others who are not already retired, except Nurses, Sheriffs and Firefighters.
- As of 12/31/2012, the Medicare Part B premium reimbursement has been eliminated Nurses who are not already retired.
- Employees (except AFSCME, Firefighters, Sheriffs, Nurses and Building Trades Unions) hired after 1/1/2010 are eligible for normal retirement at age 64 (previously age 60).

- AFSCME employees hired after 8/1/2011 are eligible for normal retirement at age 64 (previously age 60).
- Nurses and Building Trades employees hired after 1/1/2012 are eligible for normal retirement at age 64 (previously age 60).
- Medical coverage for Medicare eligible retirees has been changed to Medicare carve-out effective 1/1/2011.
- Prescription drug coverage for Medicare eligible retirees has been changed to an EGWP plan effective 1/1/2013.

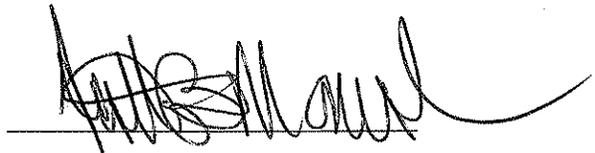
Any future changes to retiree healthcare or life insurance will continue to impact the OPEB amount.

Fiscal Impact

Generally, the County provides funding for its OPEB costs on a pay-as-you-go basis as part of its annual operating expenditures in the Fringe Benefits budget. However, the County is required to use the Annual Required Contribution (ARC) as determined by the valuation, to account for OPEB costs in the proprietary fund departments which are Airport, Transit, IMSD and Risk Management. Because the ARC has been reduced, the amount contributed by these departments for OPEB will be less. Since the County's proprietary fund departments are not funded by tax levy and since the County provides funding for its OPEB on a pay-as-you-go basis for non-proprietary fund departments, this valuation results in no tax levy impact to the County.

Recommendation

This report is informational only. No action is necessary.



Scott B. Manske, Comptroller

Milwaukee County

Postretirement Benefit Valuation Report Under GASB 45

Expense Development for Year Beginning January 1, 2012

Willis
400 N. Executive Dr., Suite 300
Brookfield, WI 53005
800-242-1313

May 9, 2013

Milwaukee County
Postretirement Medical and Life Valuation as of January 1, 2012

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Executive Summary

This report has been prepared by Willis North America, Inc. for Milwaukee County for the following purposes:

- To provide the December 31, 2011 reporting and disclosure information for financial statements, governmental agencies, and other interested parties as required in the Statement of Governmental Accounting Standards No. 45 (SGAS 45)
- To present the SGAS 45 expense for the year beginning January 1, 2012.
- To summarize the actuarial methods, assumptions, and data used in the valuation.

Milwaukee County is providing a retiree medical and life program for employees who meet the eligibility requirements upon retirement. Under SGAS 45 retiree benefits are viewed as a form of deferred compensation. As such, the benefits are treated as being earned over the working lifetime of the employee so that the cost is fully charged to operations by the earliest date of eligibility under the plan.

The SGAS 45 Annual Required Contribution (ARC, also called the Expense) and the Actuarial Accrued Liability (AAL) are summarized in Table 1:

Table 1

Actuarial Accrued Liability (AAL) as of 12/31/2011	\$1,134,995
Present Value of Future Benefits as of 12/31/2011	\$1,147,816
ARC for Year Beginning 13/1/2011	\$87,908
Annual OPEB Cost For Year Beginning 1/1/2012	\$84,378

Values are in \$1,000's

Changes Since Prior Valuation

The employee census has been updated to reflect the current population.

The claim cost assumption has been updated.

The other assumptions are consistent with those used in the prior valuation with the following changes:

- The trend assumption has been changed from 5% for all future years to 9% in 2012 decreasing by 1% per year to 5% for 2016 and later.
- As of 4/1/2011, the Medicare Part B premium reimbursement has been eliminated for non-represented employees who are not already retired.
- As of 12/31/2011, the Medicare Part B premium reimbursement has been eliminated for all others who are not already retired, except Nurses, Sheriffs and Firefighters.
- As of 12/31/2012, the Medicare Part B premium reimbursement has been eliminated Nurses who are not already retired.
- Employees (except AFSCME, Firefighters, Sheriffs, Nurses and Building Trades Unions) hired after 1/1/2010 are eligible for normal retirement at age 64 (previously age 60).
- AFSCME employees hired after 8/1/2011 are eligible for normal retirement at age 64 (previously age 60).
- Nurses and Building Trades employees hired after 1/1/2012 are eligible for normal retirement at age 64 (previously age 60).
- Medical coverage for Medicare eligible retirees has been changed to Medicare carve-out effective 1/1/2011.
- Prescription drug coverage for Medicare eligible retirees has been changed to an EGWP plan effective 1/1/2013.

Section 1: Accounting Information

SGAS 45 requires that certain information regarding postretirement benefits other than pension benefits be disclosed in the footnotes to the sponsor's financial statements. The disclosures include a statement of annual required contribution, actuarial accrued liability, reconciliation of the plan's funded status, and a statement of assumptions and amortization methods.

Presented in this section is an illustration of this information for the prior year.

Section 1.1: Development of Annual OPEB Cost for Year Ending 12/31/2012

Section 1.2: Actuarial Accrued Liability by Source

Section 1.3: Development of Net OPEB Obligation as of 12/31/2012

Section 1.4: Schedule of GASB Funding Progress

Section 1.5: Summary of Other Actuarial Cost Methods

Milwaukee County
Postretirement Medical and Life Valuation as of January 1, 2012

Section 1.1
Development of Annual OPEB Cost for Year Ending 12/31/2012

Actuarial Cost Method - Projected Unit Credit Method

	<u>Total</u>	<u>Medical</u>	<u>Life</u>
Normal Cost	\$2,164	\$1,819	\$346
Interest on Normal Cost	\$64	\$54	\$10
Normal Cost Component	\$2,228	\$1,873	\$356
Actuarial Accrued Liability (AAL)	\$1,134,995	\$1,118,032	\$16,963
Actuarial Value of Assets	\$0	\$0	\$0
Unfunded Actuarial Accrued Liability (UAAL)	\$1,134,995	\$1,118,032	\$16,963
Funded Ratio	0.0%		
Amortization Method	Closed		
Amortization Period	25 years		
Discount Rate	6.00%		
Amortization Factor	13.550		
Unfunded Actuarial Accrued Liability (UAAL)	\$1,134,995		
Net OPEB Obligation	\$255,789		
Amount To Be Amortized	\$879,206		
Amortization Factor	13.550		
Annual Amortization	\$64,884		
Interest on Amortization Payment	\$1,918		
Amortization Component	\$66,803		
	\$0		
Net OPEB Obligation	\$255,789		
Interest on Net OPEB Obligation	\$15,347		
Amortization Factor	13.550		
Adjustment to Annual Required Contribution	\$18,877		
Annual Required Contribution (ARC)	\$87,908		
	\$0		
Annual OPEB Cost	\$84,378		

Amortization of Unfunded Actuarial Accrued Liability is a Level Dollar Amount

The liability includes the impact of the 40% excise tax effective in 2018 under the Patient Protection and Affordable Care Act of 2010.

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

Section 1.2

Actuarial Accrued Liability by Source

	Total	Medical	Life
Inactives	\$865,355	\$853,251	\$12,104
Actives Fully Eligible	\$232,445	\$231,991	\$454
Actives Not Fully Eligible	\$37,196	\$32,790	\$4,405
Total	\$1,134,995	\$1,118,032	\$16,963

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

Section 1.3

Development of Net OPEB Obligation as of 12/31/2012

Annual Required Contribution (ARC)	\$87,908
Interest on net OPEB Obligation	\$15,347
Adjustment to Annual Required Contribution	\$18,877
Annual OPEB Cost	\$84,378
Projected Pay-as-you-go Expense	\$55,691
Net OPEB Obligation - Beginning of Year	\$255,789
Prefunding	\$0
Net OPEB Obligation - Projected End of Year	\$284,476

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

Section 1.4 Schedule of GASB Funding Progress

GASB 45 Schedule of Funding Progress at 6% (in \$1,000's)

(1) Year Ended	(2) Annual Required Contribution	(3) Interest on NOO	(4) ARC Adjustment (9) / (5)	(5) Amortization Factor
12/31/2010	118,812	10,232	23,171	
12/31/2011	118,812	12,673	28,698	
12/31/2012	87,908	15,347	18,877	13.5504

(6) Year Ended	(7) OPEB Cost	(8) Contribution	(9) Change in Net OPEB Obligation	(10) Net OPEB Obligation Balance (Beginning Balance + (8))
	(2) + (3) - (4)		(6) - (7)	
12/31/2010	105,873	65,190	40,683	170,541
12/31/2011	102,787	58,222	44,565	211,224
12/31/2012	84,378	55,691	28,687	255,789
				284,476

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

Section 1.5

Summary of Other Actuarial Cost Methods

	Unit Credit	Cost Method	
		Entry Age Normal Level \$	Aggregate Level \$
Actuarial Accrued Liability (AAL)	\$1,134,995	\$1,112,986	\$0
Assets	\$0	\$0	\$0
Unfunded Actuarial Accrued Liability (UAAL)	\$1,134,995	\$1,112,986	\$0
Net OPEB Obligation	\$255,789	\$255,789	\$0
UAAL Subject to Amortization	\$879,206	\$857,197	\$0
Normal Cost	\$2,164	\$5,340	\$163,189
Interest Cost	\$1,982	\$2,028	\$4,824
Amortization of UAAL	\$64,884	\$63,260	\$0
Adjustment to ARC	\$18,877	\$18,877	\$0
Annual Required Contribution (ARC)	\$87,908	\$89,505	\$168,013

	Cost Method	
	Frozen Entry Age Level \$	Frozen Attained Age Level \$
Actuarial Accrued Liability (AAL)	\$1,112,986	\$1,134,995
Assets	\$0	\$0
Unfunded Actuarial Accrued Liability (UAAL)	\$1,112,986	\$1,134,995
Net OPEB Obligation	\$255,789	\$255,789
UAAL Subject to Amortization	\$857,197	\$879,206
Normal Cost	\$4,542	\$1,406
Interest Cost	\$2,004	\$1,960
Amortization of UAAL	\$63,260	\$64,884
Adjustment to ARC	\$18,877	\$18,877
Annual Required Contribution (ARC)	\$88,683	\$87,127

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

Section 2: Supporting Documentation

Summary of Participant Data as of 12/31/2011

Number of Participants in Valuation	Medical	Life
Retirees	5,983	5,147
Actives	2,020	2,020
Total	8,003	7,167

Weighted Average Assumptions as of 12/31/2011

	Funded
Discount Rate	6.00%
Expected Long-Term Rate of Return on Assets	n/a

Assumed Health Care Cost Trend

2012	9.0%
2013	8.0%
2014	7.0%
2015	6.0%
2016 and after	5.0%

Section 3: Basis of Valuation

Section 3.1: Plan Participants

Section 3.2: Actuarial Basis

Section 3.3: Assumptions

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

Section 3.1: Plan Participants

The valuation includes active employees hired before 1/1/1994 (certain groups have a date later than 1/1/1994) and retirees and their spouses who are currently receiving benefits under the retiree health plan.

Exhibit 3.1a: Count of Active Participants

Exhibit 3.1b: Count of Inactive Participants

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

Exhibit 3.1a: Count of Active Participants

Age	Years of Service							Total
	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29	30+	
Under 20	0	0	0	0	0	0	0	0
20 - 24	0	0	0	0	0	0	0	0
25 - 29	0	0	0	0	0	0	0	0
30 - 34	0	0	0	0	0	0	0	0
35 - 39	2	1	19	16	0	0	0	38
40 - 44	6	3	39	116	39	8	0	211
45 - 49	16	7	18	112	164	49	11	377
50 - 54	21	10	19	80	202	64	45	441
55 - 59	17	6	14	68	106	56	40	307
60 - 64	11	16	6	26	35	15	19	128
65 - 69	5	1	1	5	3	0	4	19
70+	3	1	2	2	0	0	1	9
Total	81	45	118	425	549	192	120	1,530

Statistics for Active Participants

Average Age 51.7
Average Service 20.3
Percent Male 43.4%

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

Exhibit 3.1b: Count of Retired Participants

Age	Medical			Life
	Single	Married	Total	
Under 50	91	19	110	47
50 - 54	119	97	216	227
55 - 59	265	451	716	613
60 - 64	814	557	1,371	1,079
65 - 69	612	403	1,015	922
70 +	2,119	717	2,836	2,478
Total	4,020	2,244	6,264	5,366

Section 3.2: Actuarial Basis

A. Funding Policy

The retiree medical plan is operated on a Pay-As-You-Go basis. There are no assets that have been segregated and restricted to provide for retiree medical benefits.

B. Valuation of Assets

The plan has no segregated assets.

In order to be considered as an asset under GASB45, the resource (stock, cash etc) must be segregated and restricted in a trust or equivalent arrangement. Employer contributions to the plan must be irrevocable, dedicated to providing retiree benefits and protected from creditors.

C. Actuarial Cost Method

Unit Credit Actuarial Cost Method with unfunded Actuarial Accrued liability amortized as a level dollar amount over 25 years on a closed basis.

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

Section 3.3: Assumptions

1. Discount Rate: 6.00%
2. Mortality: RP-2000 Combined Mortality Projected to 2010
3. Annual Termination Rates (per 100):

Age	Select Rates by Year of Employment (General Employees)					Deputy Sheriff*	Ultimate Rates	
	0	1	2	3	4		Elected Officials**	General Employees
20	36.0	25.0	25.0	15.0	12.5	13.5	2.0	10.0
25	31.2	23.4	20.4	15.0	11.9	11.7	2.0	9.4
30	27.1	22.4	16.8	13.2	9.1	6.9	2.0	9.0
35	24.7	21.4	14.8	11.4	7.2	3.6	2.0	6.6
40	22.3	19.2	14.0	10.4	6.7	2.4	2.0	4.7
45	21.5	16.8	14.0	10.0	5.9	2.0	2.0	3.8
50	21.5	14.8	14.0	10.0	7.6	2.0	2.0	3.0
55	21.5	14.0	14.0	10.0	9.0	2.0	2.0	2.3

* The select rates are the same as the ultimate rates

** Select rates assume no turnover in the first four years

4. Eligibility:
Employees hired before January 1, 1994 (certain groups have a date later than January 1, 1994) who complete 15 years of service and retire under the Employees' Retirement System of the County of Milwaukee.
Vested terminated participants are not eligible for life insurance.

5. New Employees: None

6. Annual Rates of Disability (per 100):

Age	
20	0.00
25	0.04
30	0.07
35	0.12
40	0.19
45 and over	0.22

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

7. Annual Rates of Retirement (per 100):

Age	Deputy Sheriff	Elected Officials	General Employees
45 – 49	1.0	0.0	0.0
50 – 54	10.0	0.0	7.0
55	15.0	7.0	15.0
56	15.0	7.0	15.0
57	15.0	7.0	15.0
58	15.0	7.0	15.0
59	15.0	7.0	15.0
60	75.0	20.0	20.0
61	75.0	20.0	20.0
62	80.0	45.0	20.0
63	50.0	30.0	20.0
64	50.0	30.0	25.0
65	100.0	40.0	30.0
66	100.0	30.0	30.0
67	100.0	30.0	30.0
68	100.0	30.0	30.0
69	100.0	30.0	30.0
70	100.0	100.0	100.0

8. Salary Increases:

Age	Deputy Sheriff	Elected Officials	General Employees
20	9.5%	3.5%	10.0%
25	9.2%	3.5%	8.2%
30	8.4%	3.5%	5.8%
35	7.4%	3.5%	5.0%
40	5.7%	3.5%	4.6%
45	4.3%	3.5%	4.0%
50	3.4%	3.5%	3.3%
55	3.0%	3.5%	3.0%
60	3.0%	3.5%	3.0%
Average	6.1%	3.5%	3.9%

9. Annual Per-Capita Claim Cost:

Age	Medical
55	\$6,774
60	\$7,479
65 & over	\$4,488

Future claim costs are increased by health care cost trend.

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

10. Assumed Rate of Return on Plan Assets: N/A

11. Health Care Cost Trend

	Medical
2012	9.0%
2013	8.0%
2014	7.0%
2015	6.0%
2016 and later	5.0%

12. Administrative Expenses:

Included in claim cost

13. Attribution Period:

The attribution period is the portion of a participant's service to which the expected postretirement benefit obligation is assigned. The beginning of the attribution period is the date of hire and the end of the attribution period is the earliest eligibility date.

14. Valuation Date: January 1, 2012

15. Benefits:

Coverage under the Choice Plus Plan for the lifetime of the retiree and spouse. The County reimburses the Medicare Part B premium for current retirees and for Nurses (if retire prior to 12/31/2012) and for Sheriffs and Firefighters.

Life insurance equal to the employee's annual salary at the time of retirement rounded to the next highest \$1,000.

Reduction schedule for life coverage: The original life benefit reduces by 8% per year beginning at age 65 to 25% at age 70 and over.

16. Retiree Contributions:

Medical: Employees hired prior to a key date, with 15 or more years of service get County-paid medical coverage. An employee hired after the key date with 15 or more years of service is eligible for medical coverage but must pay the full premium cost.

It was assumed that 2% of employees will elect retiree medical coverage and pay the full premium cost.

Life: Milwaukee County provides the first \$25,000 (\$20,000 for select bargaining units) for retirees under age 65. The retiree is responsible for the cost of additional coverage at the rate of \$0.34 per thousand. Milwaukee County pays the full premium for retirees age 65 and over.

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

17. Monthly Rates:

	Choice Plus Plan
Single Person not on Medicare	\$ 657.87
Family not on Medicare	\$2,249.93
One Person on Medicare	\$ 374.02
Two Persons on Medicare	\$ 785.43
One Medicare/One not Medicare	\$1,069.29
One Medicare/One not Medicare with dependents	\$1,562.99
Two Persons on Medicare with dependents	\$1,279.13

Future rates are increased by health care cost trend.

18. Plan Participation of Future Retirees: 100%

19. Impact of HealthCare Reform: Increase of 0.26% in cost due to the Cadillac Plan Excise Tax.

20. Percent of Future Retirees Who Are Married: 80% of males and 50% of females

21. Age Difference in Spouses: Husband is 3 years older

Section 3.4: Description of GASB 45 Terms

Actuarial Accrued Liability (AAL): That portion, as determined by a particular Actuarial Cost Method, of the Actuarial Present Value of OPEB benefits and expenses which is not provided for by future Normal Costs

Actuarial Cost Method (Unit Credit): A method under which the projected OPEB benefit of each individual is allocated equally to years from the date of hire to the date of full eligibility.

Actuarial Present Value of Future Benefits: Total benefits expected to be payable to future and current retirees, spouses and dependents discounted for the time value of money and the probability of paying those benefits

Normal Cost: That portion of the Actuarial Present Value of OPEB benefits and expenses which is allocated to a valuation year by the Actuarial Cost Method.

Actuarial Accrued Liability: Value of benefits allocated to all periods prior to a valuation year.

Annual Required Contribution (ARC): Normal cost plus the amortization of the AAL adjusted for the timing of payment. GASB 45 does not require that the ARC be funded. However, if the employer contribution is less than the ARC, the deficiency will be amortized over future years and increases the future years' ARC.

Annual OPEB Cost: ARC plus one year's interest on the net OPEB Obligation plus an adjustment to the ARC which is the amortization of cumulative past under- or over-contributions.

Net OPEB Obligation: The cumulative difference between the annual OPEB cost and the contributions to the plan since the adoption of GASB 45 (transition) by the Milwaukee County.

Milwaukee County

Postretirement Medical and Life Valuation as of January 1, 2012

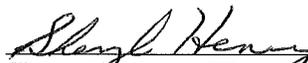
Certification

We have prepared the attached actuarial valuation of the Milwaukee County's Postretirement Medical Benefit Programs in accordance with Statement of Governmental Accounting Standards No. 45.

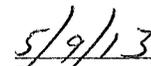
We have based the valuation on financial and census data which were provided to us by the Milwaukee County. We have not audited the data beyond a check for reasonableness.

All costs, liabilities, and other factors associated with the valuation of this plan have been determined in accordance with generally accepted actuarial principles and procedures, and are consistent with the provisions of SGAS 45, including the Actuarial Standard of Practice No. 6 for Measuring Retiree Group Benefit Obligations (American Academy of Actuaries).

The actuarial computations under Statements of Governmental Accounting Standards contained in this report are for the sole purpose of fulfilling employer accounting requirements. The use of the results of this report for other purposes may lead to inappropriate conclusions.



Sheryl Henry, FSA, MAIA


Date

Willis
400 N. Executive Dr., Suite 300
Brookfield, WI 53005
262-780-3288
800-242-1313

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE : July 1, 2013

TO : Marina Dimitrijevič, County Board of Supervisors, Chairwoman

FROM : Scott B. Manske, Comptroller

SUBJECT : Informational Report on the Upgrade of Ceridian TimePro (CTA)

Issue

The County currently uses Ceridian TimePro (CTA) to track employees' time and attendance. Ceridian, although it continues to support TimePro (CTA), has replaced this product with a new time and attendance system called Ceridian Dayforce Workforce Management Services (DWM Services). To expand the County's time reporting and tracking capabilities, the Office of the Comptroller – Central Payroll Division (OoC – Payroll) intends to upgrade the County's current TimePro (CTA) version to the newer Ceridian DWM Services.

Background

In 2006, the County automated several of its human resource related functions by implementing the Ceridian solution. In addition to TimePro (CTA), the County currently contracts with Ceridian for the following products and services: HPW; Tax Filing; UC; Payment Solutions; Self Service; Recruiting; Cobra; FSA; and H&W. Ceridian is currently the host for these modules and provides ongoing support for the software. Once upgraded, the County's time and attendance system will continue to be hosted and supported by Ceridian through an amendment to the current agreement.

The newer module of DWM Services will provide several enhancements that will generate greater efficiencies within our current time and attendance reporting procedures. DWM Services will include functionality such as time and labor tracking (departments, jobs, dockets, projects), scheduling (shift rotations, shift definitions, on-demand shifts), time away from work management, alerts and notifications, webclock and Ceridian payroll product integration (including payroll based accruals).

Ceridian will provide the implementation of DWM Services, which will include discovery, configuration, testing and knowledge transfer. In addition, Ceridian will provide the County with 130 specialized time clocks. It is estimated that the implementation will take approximately seven months to complete. In conjunction with the Ceridian implementation, OoC – Payroll intends to procure project management services to assist the implementation team in meeting project milestones and deadlines. It is anticipated that these services will be provided by an organization that has been certified as a disadvantaged business enterprise (DBE).

Fiscal Impact

The estimated cost of the upgrade is estimated as follows:

One-Time Implementation Fees	
Implementation Fee	\$ 215,000
Time clocks (readers, S&H)	\$ 217,750
Staging Fee (est. 7 months)	\$ 65,985
Miscellaneous	\$ 1,125
Project Management Services	\$ 36,550
Total	\$ 536,410

In addition to the one-time fees of \$536,410, the County will pay monthly fees based on the number of users. It is anticipated the monthly costs will average approximately \$19,000 (these costs will replace the current monthly fees paid for TimePro). An annual maintenance fee will also be paid for the time clocks of approximately \$29,000.

The cost of the upgrade will be paid for with surplus funds available in Org 1921 - Human Resources and Payroll System (HRIS).

Recommendation

This report is informational only. No action is necessary.

A handwritten signature in black ink, appearing to read "Scott B. Manske", is written over a horizontal line. The signature is stylized and somewhat cursive.

Scott B. Manske, Comptroller

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE : July 1, 2013

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

FROM : Scott B. Manske, Comptroller

SUBJECT: Monthly Update of the 2012 Fiscal Results of Milwaukee County (June 2013 Report) **(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. A new requirement calls for 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 2012 year-end financial results fiscal report that was submitted to the County Board and County Executive during the April 2013 cycle of the County Board.

Updated 2012 Year-end Fiscal Projection – December 2012

Based on financial results through the 4th quarter of 2012, updated information from certain departments, and analysis performed by the Office of the Comptroller, the County is projected to have a 2012 surplus of \$24.3 million which is an increase of \$1.3 million over the amount reported to the committee in May 2013. The total surplus for 2012 is \$24,308,493.

Based on the resolution approved by the County Board in the April 2013 committee cycle, the anticipated \$24.3 million surplus shall be split into two balances. The resolution approved a transfer of \$19.3 million to the Debt Service Reserve leaving a projected 2012 surplus of approximately \$5.0 million which, per State Statute be placed into a reserve to offset the 2014 budget. This reserve of \$5.0 million is budgeted in Org Unit 1998 Surplus from Prior Years in 2014. As a comparison, \$5.5 million was budgeted in this org unit in 2013 from the 2011 year end surplus resulting in a slight property tax increase in 2014.

This should be the final dollar amount. The 2012 year-end results are currently being audited by the outside auditing firms which will conclude in May 2013. Any adjustments requested by the auditors will be reviewed by the Comptroller Office and impacted departments for adjustment to the surplus reported to the Committee.

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 and Personnel Committee
Supervisor David Cullen, Co-Chairman, Finance, Audit and Personnel Committee
Finance, Audit and Personnel Committee
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Interim Fiscal and Budget Administrator
Stephen Cady, Fiscal and Budget Analyst, County Board
Department Heads

Attachment A

Milwaukee County
Final for 2012 - Based on Activity as of December 31, 2012

Dept	Department Name	Dec 31, 2012
1150	DAS - Risk Management	\$ (1,692,500)
1160	Information Management Services Division	1,870,800
1140	Department of Human Resources	223,800
2000	Combined Courts	299,600
3090	County Treasurer	1,094,800
3400	Register of Deeds	581,200
4000	Sheriff's Office	(660,600)
4500	District Attorney	649,500
4900	Medical Examiner	101,200
5300	DOT - Fleet Services	(82,300)
5600	DOT - Transit/Paratransit System	4,984,800
5800	DOT - Administration	94,800
6300	Behavioral Health Division	3,928,800
7900	Department on Aging	509,100
7990	Department of Family Care (CMO)	5,053,900
7990	Contribution From Family Care Reserve	(5,053,900)
8000	Department of Health and Human Services	3,697,500
9000	Department of Parks, Recreation and Culture	228,614
9500	Zoological Department	(549,000)
	Other	(1,263,637)
	Departmental Total	14,016,477
	Capital Projects Funding	1,624,030
1945	Unallocated Contingency Fund	950,306
1950	Fringe Benefits	8,439,759
1991	Reserve for Delinquent Property Taxes	(1)
1993	State Shared Revenue	178,900
1996	Sales Tax Revenue	294,159
9960	Debt Service Fund/Froedtert Lease Payment	(1,195,138)
	Non-Departmental Total	10,292,015
	Projected County Surplus (Deficit)	\$ 24,308,493

Annual Fiscal Report of Surplus/Deficit as of December 31, 2012

	2012 Actual Revenues	2012 Budgeted Net Revenues	Revenue Variance	% Variance	2012 Actual Expenditures	2012 Budgeted Net Expenditures	Expense Variance	% Variance	Final Surplus (Deficit)	
Legislative, Executive & Staff										
1000	County Board	548	6,165	(5,617)	-91%	6,176,904	6,417,039	240,135	4%	234,518
1001	Department of Audit	-	-	-	N/A	1,264,098	1,348,103	84,005	6%	84,005
1040	Disadv Bus Development County Executive	66,620	45,000	21,620	48%	876,624	933,476	56,852	6%	78,472
1011	General Office	-	-	-	N/A	1,180,159	1,197,310	17,151	1%	17,151
1021	Veterans Service	13,000	13,000	-	0%	275,141	309,363	34,222	11%	34,222
1110	Civil Service Commission	-	-	-	N/A	11,648	13,821	2,173	16%	2,173
1120	Personnel Review Board	1,365	-	1,365	N/A	227,023	281,204	54,181	19%	55,546
1130	Corporation Counsel	149,488	155,000	(5,512)	-4%	1,352,265	1,649,984	297,719	18%	292,206
1140	Human Resources Dept of Administrative Services	1,275,887	1,375,209	(99,322)	-7%	4,011,277	4,334,367	323,090	7%	223,767
1019	Persons with Disabilities	186,125	142,034	44,091	31%	1,020,242	1,007,739	(12,503)	-1%	31,588
1135	Labor Relations	-	-	-	N/A	367,352	466,973	99,621	21%	99,621
1150	Risk Management	6,553,078	8,199,237	(1,646,159)	-20%	8,451,397	8,405,098	(46,299)	-1%	(1,692,458)
1151	Fiscal Affairs Division	6,073	38,898	(32,825)	-84%	3,003,958	3,056,867	52,909	2%	20,085
1152	Procurement	-	-	-	N/A	806,226	857,464	51,238	6%	51,238
1160	Information Management Services	16,629,120	16,355,864	273,256	2%	15,929,549	17,527,098	1,597,549	9%	1,870,806
1190	Economic Development	5,110,444	3,716,706	1,393,738	37%	3,187,911	4,171,959	984,048	24%	2,377,787
3010	Election Commission	53,814	80,500	(26,686)	-33%	1,613,882	1,607,038	(6,844)	0%	(33,530)
3090	County Treasurer	3,850,531	3,205,250	645,281	20%	1,061,645	1,511,159	449,514	30%	1,094,795
3270	County Clerk	455,792	470,500	(14,708)	-3%	752,593	757,994	5,401	1%	(9,307)
3400	Register of Deeds	5,183,647	4,720,111	463,536	10%	4,802,082	4,919,738	117,656	2%	581,192
3700	Office of the Comptroller	77,098	38,514	38,584	100%	2,459,554	2,637,729	178,175	7%	216,760
	Total Legislative, Executive & Staff	39,612,631	38,561,988	1,050,643	3%	58,831,530	63,411,523	4,579,993	7%	5,630,637
Courts and Judiciary										
2000	Combined Court Related Operations	9,057,729	9,735,878	(678,149)	-7%	37,391,815	38,369,565	977,750	3%	299,602
2430	Dept. of Child Support Enforcement	18,532,715	19,432,309	(899,594)	-5%	19,580,212	20,469,070	888,858	4%	(10,736)
2900	Courts - Pre-Trial Services	762,378	957,024	(194,647)	-20%	5,211,921	5,442,254	230,333	4%	35,687
	Total Courts and Judiciary	28,352,822	30,125,211	(1,772,389)	-6%	62,183,947	64,280,889	2,096,942	3%	324,553
Public Safety										
4900	Medical Examiner	1,928,063	1,953,422	(25,359)	-1%	4,475,810	4,602,382	126,572	3%	101,213
4000	Sheriff	17,865,466	18,808,132	(942,666)	-5%	142,062,127	142,344,214	282,087	0%	(660,579)
4500	District Attorney	6,907,742	7,032,683	(124,941)	-2%	17,524,349	18,298,772	774,423	4%	649,481
	Total Public Safety	26,701,270	27,794,237	(1,092,967)	-4%	164,062,286	165,245,368	1,183,082	1%	90,115
Non-Departmental's										
1945	Contingency	-	-	-	N/A	-	950,306	950,306	100%	950,306
1950	Fringe Benefits	17,076,406	18,452,031	(1,375,625)	-7%	17,837,847	27,653,231	9,815,384	35%	8,439,759
1991	Property Taxes	275,370,836	275,370,837	(1)	0%	-	-	-	N/A	(1)
1992	Interest Income	2,490,310	1,711,411	778,899	46%	-	-	-	N/A	778,899
1993	State Shared Revenue	31,069,090	30,890,224	178,866	1%	-	-	-	N/A	178,866
1996	Sales Taxes	64,295,039	64,000,880	294,159	0%	-	-	-	N/A	294,159
	Other Non-Departmental	16,505,661	16,096,750	408,911	3%	2,098,171	(1,841,393)	(3,939,564)	214%	(3,530,653)
1900'S	Total Non-Departmental	406,807,343	406,522,133	285,210	0%	19,936,018	26,762,144	6,826,126	26%	7,111,336

	2012 Actual Revenues	2012 Budgeted Net Revenues	Revenue Variance	% Variance	2012 Actual Expenditures	2012 Budgeted Net Expenditures	Expense Variance	% Variance	Surplus (Deficit)	
Public Works & Development										
5040	DOT - Airport Division	79,467,559	86,682,853	(7,215,294)	-8%	82,028,128	89,087,865	7,059,737	8%	(155,557)
5100	DOT - Highway Maintenance	19,216,126	19,031,621	184,505	1%	19,430,344	20,009,415	579,071	3%	763,576
5300	DOT - Fleet Management	11,326,768	11,481,392	(154,623)	-1%	9,748,484	9,820,819	72,335	1%	(82,289)
5600	DOT - Transit/Paratransit System	97,432,740	104,048,407	(6,615,667)	-6%	113,872,372	125,472,868	11,600,496	9%	4,984,829
5800	DOT - Admin Div	246,270	250,000	(3,730)	-1%	(19,894)	78,611	98,505	125%	94,775
5500	DAS - Utility	3,556,919	4,164,625	(607,706)	-15%	4,503,845	4,657,614	153,769	3%	(453,937)
5700	DAS - Facilities Mngmnt	28,431,540	28,179,921	251,619	1%	27,170,053	27,784,688	614,635	2%	866,254
	Total Public Works & Development	239,677,923	253,838,819	(14,160,896)	-6%	257,254,616	276,911,880	19,657,263	7%	5,496,367
Health & Human Services										
6300	Behavioral Health Division	127,462,146	125,960,007	1,502,139	1%	188,674,596	191,101,295	2,426,699	1%	3,928,838
7900	Department on Aging	16,781,972	17,106,602	(324,630)	-2%	18,077,667	18,911,353	833,686	4%	509,056
7990	Department of Family Care (CMO)	278,455,232	275,740,045	2,715,187	1%	275,890,969	278,229,657	2,338,688	1%	5,053,875
8000	Department of Human Services	63,800,329	62,260,768	1,539,561	2%	84,335,878	86,493,855	2,157,977	2%	3,697,538
	Total Health & Human Services	486,499,679	481,067,422	5,432,257	1%	566,979,110	574,736,160	7,757,050	1%	13,189,308
Parks, Recreation & Culture										
9000	Department of Parks	18,317,964	19,197,559	(879,595)	-5%	40,808,991	41,917,201	1,108,210	3%	228,614
9500	Zoological Department	17,363,914	19,695,056	(2,331,142)	-12%	23,009,106	24,791,244	1,782,138	7%	(549,004)
9700	Milwaukee Public Museum	-	-	-	N/A	3,502,376	3,502,376	-	0%	-
9910	University Extension	117,423	121,080	(3,657)	-3%	456,606	459,773	3,167	1%	(490)
	Total Parks, Recreation & Culture	35,799,301	39,013,695	(3,214,394)	-8%	67,777,080	70,670,594	2,893,514	4%	(320,880)
9960	Debt Retirement and Interest	37,944,544	12,219,792	25,724,752	211%	95,692,282	68,772,393	(26,919,889)	-39%	(1,195,138)
1200-1899	Capital Improvements	71,936,696	94,104,476	(22,167,780)	-24%	176,083,782	199,875,592	23,791,810	12%	1,624,030
Expendable Trusts										
FUND 3	Zoo Trust Funds	775,797	952,424	(176,627)	-19%	739,638	958,779	219,141	23%	42,514
FUND 4	IMSD Expendable Trust	-	-	-	N/A	-	-	-	N/A	-
FUND 5	Parks Trust Funds	47,085	-	47,085	N/A	1,483	157,632	156,149	99%	203,234
FUND 6	Office on Handicapped Trust Fund	110	25,000	(24,890)	-100%	5,184	25,000	19,816	79%	(5,074)
FUND 7	Behaviorial Health Complex Trust Funds	4,032,911	35,100	3,997,811	11390%	1,216,612	35,100	(1,181,512)	-3366%	2,816,299
FUND 8	Airport PFC	11,363,253	-	11,363,253	N/A	9,099,042	-	(9,099,042)	N/A	2,264,211
FUND 9	DAS -- Trust	49,880	-	49,880	N/A	143,636	143,636	0	0%	49,880
FUND 10	Stabilization Trust	6,848,188	-	6,848,188	N/A	-	-	-	N/A	6,848,188
FUND 11	Fleet Facilities Reserve Trust	1,184,379	-	1,184,379	N/A	264,145	-	(264,145)	N/A	920,233
	Total Expendable Trusts	24,301,602	1,012,524	23,289,078	2300%	11,469,740	1,320,147	(10,149,593)	-769%	13,139,484
	Projected Surplus (Deficit)	1,397,633,810	1,384,260,297	13,373,513	1%	1,480,270,392	1,511,986,690	31,716,298	2%	45,089,811
	Reserves Expendable Trusts									(13,139,484)
	Contribution to Family Care Reserves									(5,053,875)
	Airport Reserves									155,557
	Debt Service Resv Adj for Capital Surplus									(1,679,000)
	Change in Reserves									(1,064,516)
	Total 2012 Deficit									24,308,493

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE : July 1, 2013
 TO : Supervisor Marina Dimitrijevic, Chairwoman, County Board of Supervisors
 FROM : Scott B. Manske, Comptroller
 SUBJECT: Monthly Update of the 2013 Fiscal Projection of Milwaukee County (May 2013 Report) **(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. A new requirement calls for a monthly update of the fiscal condition of the County to the County Board. To comply with this ordinance, the Comptroller has provided the County Board with monthly updates to the projection of 2013 year-end financial results. The County's 2013 fiscal year ends on December 31, 2013. For each fiscal year, the County prepares a balanced budget in which revenues equal expenditures. Therefore, a report of surplus or deficit for the County represents actual results that are in total above (surplus) or below (deficit) net budgeted funds.

Year-end Projection

Based on financial results through May 31, 2013 and quarterly reports submitted by departments, Milwaukee County's projected 2013 year-end fiscal condition is a surplus of \$4.3 million. This is a \$2.0 million reduction from the \$6.3 million surplus reported as of April 30, 2013. The projected surplus assumes that the available balance in the contingency fund of \$4.6 million is applied to offset departmental and non-departmental deficits. To the extent the contingency fund is used during the year for deficit reduction, the projected surplus will decrease.

The reduction in the surplus is due to updated figures from the House of Correction (HOC), discussed in further detail below. Due to various legal actions including the transfer of control for the HOC to the County Executive and the provision of inmate medical services, prior review of the financial condition at the HOC was delayed. The preliminary resolution of these matters has resulted in an ability to provide for a year end projection for the HOC.

Attachment A lists department's projected year end as of the first quarter and as of May 31, 2013

House of Correction (Agency 430)	Projected Deficit	(\$ 3,891,000)
Capital Projects (Fund 1850 Agency 120)	Projected Surplus	\$ 2,000,000

In May of 2013, the County was ordered by Judge Brash to enter into a contract with Armor Correctional Health Services Inc. to provide health care services to inmates of the Milwaukee County Jail and House of Correction. The County signed a contract with Armor on May 10,

2013 with a monthly cost of \$747,317 and an annual cost of \$9,092,361. The contract provides for Armor staffing of 45.3 FTEs with the remaining positions being County employees. However, whenever a vacancy occurs within the County staff the person will be replaced with Armor personnel. This results in a projected deficit of \$2.0 million for the Inmate Medical Unit for 2013. The 2013 Adopted Capital Improvements Budget included a cash provision of \$2.0 million for an Electronic Medical Records project. The savings from the non-implementation of this project negates the currently projected deficit in Inmate Medical Unit.

The HOC has incurred an overtime deficit of \$968,330 as of the June 6 pay period and it is estimated that an additional overtime deficit of \$528,180 will occur during 2013. It is expected that once the HOC hires additional officers, projected to be in early fall 2013, overtime will return to budgeted levels. The HOC has also incurred a straight time deficit of \$255,019 as of the June 6, 2013 pay period and it is estimated that an additional deficit of \$139,101 will occur during 2013.

The Superintendent of the HOC has recently begun to re-institute the Electronic Surveillance Unit at the HOC. It is unknown at this time what impact this may have upon year end estimates for the HOC. The Office of the Comptroller will continue to monitor the HOC and will provide an update at the next meeting of the Finance, Audit and Personnel Audit when it provides the second quarter report.

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 and Personnel Committee
Supervisor David Cullen, Co-Chairman, Finance, Audit and Personnel Committee
Finance, Audit and Personnel Committee
Don Tyler, Director, Department of Administrative Services
Josh Fudge, Interim Fiscal and Budget Administrator
Stephen Cady, Fiscal and Budget Analyst, County Board
Department Heads

Attachment A

Milwaukee County			
Projection for 2013 - Based on Activity as of May 31, 2013			
Dept	Department Name	May 31, 2013	April 30, 2013
1150	DAS - Risk Management	\$ -	\$ -
1160	Information Management Services Division	-	-
1135	Labor Relations	103,000	103,000
2000	Combined Courts	(271,300)	(271,300)
2900	Pre Trial Services	153,300	153,300
3400	Register of Deeds	101,000	101,000
4000	Sheriff's Office	(1,395,800)	(1,395,800)
4300	House of Correction	(3,891,000)	-
4500	District Attorney	-	-
4900	Medical Examiner	136,400	136,400
5100	DOT Highway	(130,600)	(130,600)
5600	DOT - Transit/Paratransit System	74,800	74,800
5800	DOT - Administration	23,000	23,000
6300	Behavioral Health Division	(195,800)	(195,800)
7900	Department on Aging	-	-
7990	Department of Family Care (CMO)	546,200	546,200
7990	Contribution From/(To) Family Care Reserve	(546,200)	(546,200)
8000	Department of Health and Human Services	342,000	342,000
9000	Department of Parks, Recreation and Culture	-	-
9500	Zoological Department	(535,300)	(535,300)
	Other Departments not shown above	580,891	580,891
	Departmental Total	(4,905,409)	(1,014,409)
	Capital Projects Funding	2,000,000	-
1945	Unallocated Contingency Fund	4,660,829	4,660,829
1950	Fringe Benefits	3,000,000	3,000,000
1991	Reserve for Delinquent Property Taxes	(500,000)	(500,000)
1993	State Shared Revenue	-	-
1996	Sales Tax Revenue	-	-
9960	Debt Service Fund/Froedtert Lease Payment	-	-
	Non-Departmental Total	9,160,829	7,160,829
	Projected County Surplus (Deficit)	\$ 4,255,420	\$ 6,146,420



Milwaukee County
Department of Human Resources

22

Date: May 24, 2013

To: Chairwoman Marina Dimitrijevic

From: Kerry Mitchell, Director, Department of Human Resources

A handwritten signature in blue ink, appearing to be "KRM".

Subj: **Revisions to Chapter 17.16 relating to Overtime Compensation**

Issue

The Federal Fair Labor Standards Act (FLSA) requires Milwaukee County to provide overtime compensation to those employee classes whom the FLSA qualifies as “non-exempt.” FLSA further identifies classes of employees who would be considered “exempt” from the requirement to provide overtime compensation. Milwaukee County’s Overtime Compensation ordinance, as set forth in Chapter 17.16 of the Milwaukee County Code of General Ordinances (MCGO) meets FLSA requirements for non-exempt employees, but exceeds the FLSA requirements for FLSA-exempt employees.

The Department of Human Resources is proposing to fully incorporate the FLSA guidelines to remove all exempt-level positions from the Milwaukee County’s overtime ordinance, with the exception of certain health care positions and Assistant Chiefs of Airport Rescue and Firefighting, and convert those employees to salaried status.

Background

Employees governed by the Fair Labor Standards Act are either “exempt” or “non-exempt” from the provisions of the Act. Non-exempt employees are to receive overtime compensation, while exempt employees are not. The majority of positions in Milwaukee County service are non-exempt and will not be affected by the proposed revision. The FLSA exempts executive, administrative and professional level employees from its overtime requirements because it recognizes those types of employees as salaried rather than hourly.

Beyond FLSA, overtime compensation is also addressed in Chapter 17.16 of the Ordinances. Historically, this chapter has provided overtime compensation in excess of the federal requirements, both for non-exempt and exempt level employees. Prior to 2009, the County allowed for overtime for work in excess of 8 hours per day, and time and a half for exempt employees who were below pay range 29M.

In 2009, DAS – Human Resources proposed revisions to 17.16 to change the overtime standard to hours worked beyond 40 in a week, and eliminate all overtime compensation for exempt level (non-executive) employees. The County Board adopted a substitute

*Courthouse Room 210, 901 North 9th Street, Milwaukee, WI 53233
Phone: (414) 278-4148 Fax: (414) 223-1379
www.county.milwaukee.gov/HumanResources*

proposal that preserved straight-time overtime accruals for professional, non-executive exempt-level staff but incorporated the 40-hour threshold for all overtime-eligible employees (File No. 09-257).

Current Overtime Provisions for FLSA-Exempt Employees

Among the positions that are currently provided straight-time overtime accruals under our ordinances are management and professional positions that would not be entitled to overtime under FLSA guidelines. As of May 2013, there are 698 authorized positions (468 filled) that are classified as FLSA-exempt and are currently entitled to overtime accruals or payments. Attached to this report is a listing of title codes and pay ranges of positions currently classified as exempt that will be affected by the proposed revision.

Since the beginning of 2012, FLSA exempt employees, both represented and non-represented, have accrued 18,131 hours of overtime. Under current ordinances and practices, the accrued overtime total of 18,131 can be used as compensatory time to be used as time off, or will be converted to a cash payment upon the employee's termination from County service. Based on current hourly wage rates for those positions, the accrued overtime in that span has a dollar value of approximately \$700,000. It should be noted that the value of the accrued time increases as the underlying hourly wage rates increase. For example, the general 1.5% increase that took effect May 12, 2013 will increase the value of the accrued time if it is paid when the employee terminates employment.

Revised Overtime Considerations

The proposed ordinance revision would have two primary impacts. First, by fully incorporating FLSA guidelines, the County's FLSA-exempt level employees would be considered salaried. Generally, those employees are currently paid at a wage rate multiplied against actual hours worked and reported. Under the proposed change, those employees would become salaried (based on current rates) and would report time on an exception basis (i.e., report only time used rather than time worked).

Additionally, as salaried employees, FLSA-exempt level employees who work beyond 40 per week would not receive compensatory time on a straight-time basis, but may be allowed manager-approved time adjustments based on hours worked and work completed.

The proposed revision would continue the practice of permitting straight time accruals for Assistant Chiefs of Airport Fire and Rescue (as permitted by FLSA) and allow certain medical positions to receive overtime due to retention and recruitment considerations.

Recommendation

Responses to a survey of Wisconsin counties indicated that fewer than 25% provide overtime for FLSA-exempt employees. Some counties have specific exceptions (e.g., for crisis social workers), but the clear majority of counties do not provide overtime compensation for FLSA-exempt employees. In the private sector, providing overtime compensation when it is not required by FLSA is simply a non-standard practice.

The 2009 revision was a substantial correction to a benefit that exceeded FLSA standards, and began to standardize County practices with those of most employers. The proposed revision takes the final step and fully incorporates the Federal Fair Labor Standards Act, aligning the practices with County FLSA-exempt employees with overtime practices elsewhere in the public and private sectors.

The Department of Human Resources respectfully requests that this item be referred for consideration by the Committee on Finance, Personnel and Audit in the June 2013 meeting cycle.

Cc: A. Moreen
D. Tyler
S. Manske
J. Fudge
S. Cady
J. Jensen



Milwaukee County

Department of Human Resources

Date: May 24, 2013

To: Chairwoman Marina Dimitrijevic

From: Kerry Mitchell, Director, Department of Human Resources *KM*

Subj: **Revisions to Chapter 17.16 relating to Overtime Compensation**

Issue

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The Department of Human Resources is proposing to fully incorporate the FLSA guidelines to remove all exempt-level positions from the Milwaukee County’s overtime ordinance, with the exception of certain health care positions and Assistant Chiefs of Airport Rescue and Firefighting, and convert those employees to salaried status.

Background

Employees governed by the Fair Labor Standards Act are either “exempt” or “non-exempt” from the provisions of the Act. Non-exempt employees are to receive overtime compensation, while exempt employees are not. The majority of positions in Milwaukee County service are non-exempt and will not be affected by the proposed revision. The FLSA exempts executive, administrative and professional level employees from its overtime requirements because it recognizes those types of employees as salaried rather than hourly.

Beyond FLSA, overtime compensation is also addressed in Chapter 17.16 of the Ordinances. Historically, this chapter has provided overtime compensation in excess of the federal requirements, both for non-exempt and exempt level employees. Prior to 2009, the County allowed for overtime for work in excess of 8 hours per day, and time and a half for exempt employees who were below pay range 29M.

In 2009, Human Resources proposed revisions to 17.16 to change the overtime standard to hours worked beyond 40 in a week, and eliminate all overtime compensation for exempt level (non-executive) employees. The County Board adopted a substitute

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Among the positions that are currently provided straight-time overtime accruals under our ordinances are management and professional positions that would not be entitled to overtime under FLSA guidelines. As of May 2013, there are 698 authorized positions (468 filled) that are classified as FLSA-exempt and are currently entitled to overtime accruals or payments. Attached to this report is a listing of title codes and pay ranges of positions currently classified as exempt that will be affected by the proposed revision.

Since the beginning of 2012, FLSA exempt employees, both represented and non-represented, have accrued 18,131 hours of overtime. Under current ordinances and practices, the accrued overtime total of 18,131 can be used as compensatory time to be used as time off, or will be converted to a cash payment upon the employee's termination from County service. Based on current hourly wage rates for those positions, the accrued overtime in that span has a dollar value of approximately \$700,000. It should be noted that the value of the accrued time increases as the underlying hourly wage rates increase. For example, the general 1.5% increase that took effect May 12, 2013 will increase the value of the accrued time if it is paid when the employee terminates employment.

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Additionally, as salaried employees, FLSA-exempt level employees who work beyond 40 per week would not receive compensatory time on a straight-time basis, but may be allowed manager-approved time adjustments based on hours worked and work completed.

The proposed revision would continue the practice of permitting straight time accruals for Assistant Chiefs of Airport Fire and Rescue (as permitted by FLSA) and allow certain medical positions to receive overtime due to retention and recruitment considerations.

Recommendation

Responses to a survey of Wisconsin counties indicated that the vast majority, more than 75%, do not provide overtime for FLSA-exempt employees. Some counties have specific exceptions (e.g., for crisis social workers), but the clear majority of counties do not provide overtime compensation for FLSA-exempt employees. The State of Wisconsin and the City of Milwaukee follow federal law and do not pay exempt-level staff

overtime. Also, in the private sector, providing overtime compensation when it is not required by FLSA is simply not done.

The 2009 revision was a substantial correction to a benefit that exceeded FLSA standards, and began to standardize County practices with those of most employers. The proposed revision takes the final step and fully incorporates the Federal Fair Labor Standards Act, aligning the practices with County FLSA-exempt employees with overtime practices elsewhere in the public and private sectors.

The Department of Human Resources respectfully requests that this item be referred for consideration by the Committee on Finance, Personnel and Audit in the June 2013 meeting cycle.

Cc: A. Moreen
D. Tyler
S. Manske
J. Fudge
S. Cady
J. Jensen

PsCompany	PsShortDesc	JbPayGrade	Clock No	PsStatus	PsFunded	PsUnion	JbFLSA
1000	Adm Sec 1-Office Asst 1 Hrly	06M	145524	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	06M	145928	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	06M	146646	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	06M	146181	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	06M	113524	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	06M	146745	Authorized	Funded	NR	Exempt
1000	Adm Sec 1-Office Asst 1 Hrly	06M		Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	09M	144228	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	09M	110732	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	09M		Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	09M		Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M	109976	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M	129469	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M	141089	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M	100377	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M	105103	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M	113573	Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M		Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M		Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M		Authorized	Funded	NR	Exempt
1000	Adm Sec Legislative Asst 3	11M		Authorized	Unfunded	NR	Exempt
1000	Adm Sec 3-Office Asst 3	13M		Authorized	Unfunded	NR	Exempt
1000	Adm Sec Admin Asst	16M	142555	Authorized	Funded	NR	Exempt
1000	Adm Sec 2-Const Svs Rep	17M	136051	Authorized	Funded	NR	Exempt
1000	Adm Sec 5-Pol Res Anlys	18M	142908	Authorized	Funded	NR	Exempt
1000	Adm Sec 3-Comm Clk	21M		Authorized	Unfunded	NR	Exempt
1000	Adm Sec 3-Comm Clk	21M	141835	Authorized	Funded	NR	Exempt
1000	Adm Sec 4-Support Servs	22M		Authorized	Funded	NR	Exempt
1000	Adm Sec Graphic Designer	23M	136400	Authorized	Funded	NR	Exempt
1000	Adm Sec 2-Exec Sec	23M	146619	Authorized	Funded	NR	Exempt
1000	Adm Sec 2-Public Info Asst	23M	146918	Authorized	Funded	NR	Exempt
1000	Adm Sec 5-Pol Res Anlys	23M	125948	Authorized	Funded	NR	Exempt
1000	Adm Sec Asst Chief Comm Clk	26M	127608	Authorized	Funded	NR	Exempt
1000	Adm Sec 3-Pub Info Spec	27M		Authorized	Unfunded	NR	Exempt
1000	Adm Sec 5-Pol Res Anlys	27M		Authorized	Funded	NR	Exempt
1000	Adm Sec 5-Pol Res Anlys	27M		Authorized	Funded	NR	Exempt
1000	Adm Sec Public Inf Mgr	29M	144969	Authorized	Funded	NR	Exempt
1000	Adm Sec Chief Comm Clk 2	29M	132403	Authorized	Funded	NR	Exempt
1000	Adm Sec 2-Office Coord	30M	114160	Authorized	Funded	NR	Exempt
1000	Adm Sec Asst Dir I-R	31M	109400	Authorized	Funded	NR	Exempt
1000	Adm Sec 5-Pol Res Anlys	33M		Authorized	Funded	NR	Exempt
1000	Adm Sec 5-Pol Res Anlys	33M	143363	Authorized	Funded	NR	Exempt
1000	Adm Sec Co Bo Fiscal	38M	100271	Authorized	Funded	NR	Exempt
1011	Adm Sec Off Asst 3	13M	145872	Authorized	Funded	NR	Exempt
1011	Adm Sec Receipt Co Exec	13M	145488	Authorized	Funded	NR	Exempt
1011	Adm Sec Princ Exec Asst	18M		Authorized	Unfunded	NR	Exempt
1011	Adm Sec Princ Exec Asst	23M		Authorized	Funded	NR	Exempt
1019	Disabilities Recreation Mgr	22M	145463	Authorized	Funded	NR	Exempt
1019	Adm Sec Emp Access Coord	27M	116786	Authorized	Funded	NR	Exempt
1021	Vets Serv Comm Member	55AM		Authorized	Funded	NR	Exempt
1021	Vets Serv Comm Member	55AM	103064	Authorized	Funded	NR	Exempt
1021	Vets Serv Comm Member	55AM	134396	Authorized	Funded	NR	Exempt
1040	Contract Compliance Mgr Dbe	33M	145773	Authorized	Funded	NR	Exempt
1110	Civil Serv Comm Member	559M	143675	Authorized	Funded	NR	Exempt
1110	Civil Serv Comm Member	559M	100592	Authorized	Funded	NR	Exempt
1110	Civil Serv Comm Member	559M	111387	Authorized	Funded	NR	Exempt
1110	Civil Serv Comm Member	559M	143243	Authorized	Funded	NR	Exempt
1110	Civil Serv Comm Member	559M	135660	Authorized	Funded	NR	Exempt
1120	Adm Asst NR	06PM	144294	Authorized	Funded	NR	Exempt
1120	PRB Secretary	30M	136277	Authorized	Funded	NR	Exempt
1120	PRB Member	55CM	132253	Authorized	Funded	NR	Exempt
1120	PRB Member	55CM	146523	Authorized	Funded	NR	Exempt
1120	PRB Member	55CM	120114	Authorized	Funded	NR	Exempt

1120	PRB Member	55CM	145663	Authorized	Funded	NR	Exempt
1120	PRB Member	55CM	141689	Authorized	Funded	NR	Exempt
1130	Office Coord Corporation Couns	30M	125648	Authorized	Funded	NR	Exempt
1130	Princ Asst Corp Counsel	34Z	143372	Authorized	Funded	AT	Exempt
1130	Princ Asst Corp Counsel	34Z	134884	Authorized	Funded	AT	Exempt
1130	Princ Asst Corp Counsel	34Z	102268	Authorized	Funded	AT	Exempt
1130	Princ Asst Corp Counsel	34Z	146493	Authorized	Funded	AT	Exempt
1130	Princ Asst Corp Counsel	34Z	108726	Authorized	Funded	AT	Exempt
1130	Princ Asst Corp Counsel	34Z	137019	Authorized	Funded	AT	Exempt
1130	Princ Asst Corp Counsel	34Z	137016	Authorized	Funded	AT	Exempt
1130	Princ Asst Corp Counsel	34Z	146497	Authorized	Funded	AT	Exempt
1130	Princ Asst Corp Counsel	34Z	137077	Authorized	Funded	AT	Exempt
1130	Princ Asst Corp Counsel	34Z	145214	Authorized	Funded	AT	Exempt
1130	Dep Corp Counsel	37AM		Authorized	Unfunded	NR	Exempt
1130	Dep Corp Counsel	37AM	134694	Authorized	Funded	NR	Exempt
1135	Labor Relations Spec 3	30M	129338	Authorized	Funded	NR	Exempt
1135	Labor Relations Analyst	33M	116830	Authorized	Funded	NR	Exempt
1140	Adm Asst NR	06PM		Authorized	Unfunded	NR	Exempt
1140	Human Res Analyst 3	17JM	143031	Authorized	Funded	NR	Exempt
1140	Human Res Analyst 3	17JM	146762	Authorized	Funded	NR	Exempt
1140	Human Res Analyst 3 - Bil/Span	17JM	145081	Authorized	Funded	NR	Exempt
1140	Park Operats Analyst 2 NR	22M	118317	Authorized	Funded	NR	Exempt
1140	Human Res Analyst 2 - Emp Ben	22M	142652	Authorized	Funded	NR	Exempt
1140	Human Res Analyst 2 - Emp Ben	22M	143152	Authorized	Funded	NR	Exempt
1140	Human Res Spec	25M		Authorized	Funded	NR	Exempt
1140	Human Res Analyst 3	28M	107783	Authorized	Funded	NR	Exempt
1140	Sr Employment Relations Spec	29M		Authorized	Funded	NR	Exempt
1140	Wellness Coordinator	29M		Authorized	Funded	NR	Exempt
1140	Fiscal Officer Assistant	29M		Authorized	Funded	NR	Exempt
1140	Compensation Analyst	29M	143404	Authorized	Funded	NR	Exempt
1140	Employee Develop Coord	30M		Authorized	Funded	NR	Exempt
1140	Human Res Coord TPW	30M	130714	Authorized	Funded	NR	Exempt
1140	Human Res Coord Parks	30M	144847	Authorized	Funded	NR	Exempt
1140	Human Res Coord Zoo	30M	115828	Authorized	Funded	NR	Exempt
1140		30M	136582	Authorized	Funded	NR	Exempt
1140	Human Res Coord MHD	30M	146630	Authorized	Funded	NR	Exempt
1140	Human Res Coord CSE	30M	111874	Authorized	Funded	NR	Exempt
1140	Human Res Coord Aging	30M	129475	Authorized	Funded	NR	Exempt
1140	Employee Develop Coord	30M	146606	Authorized	Funded	NR	Exempt
1140	Business Manager	31M	142374	Authorized	Funded	NR	Exempt
1140	Sr Pension Analyst	32M		Authorized	Funded	NR	Exempt
1140	Fiscal Officer-Ers	32M	145627	Authorized	Funded	NR	Exempt
1140	ERS Coord	32M	136273	Authorized	Funded	NR	Exempt
1140	Human Res Mgr	35M	114605	Authorized	Funded	NR	Exempt
1140	Benefits Operations Manager	38M		Authorized	Unfunded	NR	Exempt
1150	Human Res Spec FML	25M	105439	Authorized	Funded	NR	Exempt
1150	Human Res Spec FML	25M	120630	Authorized	Funded	NR	Exempt
1150	Adm Claims Examiner - W C	29M	131796	Authorized	Funded	NR	Exempt
1150	Safety Coordinator	30M	116474	Authorized	Funded	NR	Exempt
1151	Fiscal Analyst - NR	24M	105618	Authorized	Funded	NR	Exempt
1151	Fiscal Mgt Analyst 3	26JM	146941	Authorized	Funded	NR	Exempt
1151	Fiscal Mgt Analyst 3	26JM	145712	Authorized	Unfunded	NR	Exempt
1151	Fiscal Mgt Analyst 3	33JM	142651	Authorized	Funded	NR	Exempt
1151	Fiscal & Perf Mgmt Coord	38M		Authorized	Funded	NR	Exempt
1151	Fiscal & Strat Plan Coord	38M		Authorized	Funded	NR	Exempt
1151	Fiscal & Strat Asset Coord	38M	141105	Authorized	Funded	NR	Exempt
1151	Dir of Operations	38M	101952	Authorized	Funded	NR	Exempt
1152	Purchasing Manager	33M	131817	Authorized	Funded	NR	Exempt
1152	Purchasing Administrator	38M	104783	Authorized	Funded	NR	Exempt
1160	Accountant 4-NR	25M		Authorized	Unfunded	NR	Exempt
1160	Communications Spec 3 NR	28M		Authorized	Funded	NR	Exempt
1160	Project Mgt Office Coordinator	32M		Authorized	Unfunded	NR	Exempt
1160	Fiscal And Budget Manager	33M	143374	Authorized	Funded	NR	Exempt
1160	IT Manager - Applications	35M		Authorized	Unfunded	NR	Exempt

1160	IT Manager - Server	35M		Authorized	Funded	NR	Exempt
1160	Bus Systems Proj Mgr	35M		Authorized	Unfunded	NR	Exempt
1160	IT Manager - Applications	35M	143208	Authorized	Funded	NR	Exempt
1160	IT Manager - Applications	35M	100851	Authorized	Funded	NR	Exempt
1160	IT Manager - Business Develop	35M	102496	Authorized	Funded	NR	Exempt
1160	IT Manager - Service Desk	35M	144967	Authorized	Funded	NR	Exempt
1160	IT Operations Mgr	36M		Authorized	Unfunded	NR	Exempt
1160	IT Operations Mgr	36M	105692	Authorized	Funded	NR	Exempt
1160	Business Solutions Manager	38M		Authorized	Funded	NR	Exempt
1160	IT Manager - Project Mgmt Offc	38M	146663	Authorized	Funded	NR	Exempt
1160	Technical Architect	38M	146756	Authorized	Funded	NR	Exempt
1192	Real Estate Agent	26M	146883	Authorized	Funded	NR	Exempt
1192	Geographic Info Sys Sup	31M	136331	Authorized	Funded	NR	Exempt
2000	Adm Asst NR	06PM		Authorized	Funded	NR	Exempt
2000	Adm Asst 2-FCC	22M	144197	Authorized	Funded	NR	Exempt
2000	Adm Asst 3-Crt Admin NR	24M	115177	Authorized	Funded	NR	Exempt
2000	Adm Asst 3-Crt Admin NR	24M	130345	Authorized	Funded	NR	Exempt
2000	Adm Asst 3-Crt Admin NR	24M	127884	Authorized	Funded	NR	Exempt
2000	Adm Asst 3-Crt Admin NR	24M	120864	Authorized	Funded	NR	Exempt
2000	Adm Asst 3-Crt Admin NR	24M	123261	Authorized	Funded	NR	Exempt
2000	Interpreter Coordinator	27M	125180	Authorized	Funded	NR	Exempt
2000	Accounting Coord - Courts	28M	120191	Authorized	Funded	NR	Exempt
2000	Felony Court Coord	29M	118085	Authorized	Funded	NR	Exempt
2000	Intake Court Coord	29M		Authorized	Unfunded	NR	Exempt
2000	Asst Chief Dep Clk Civil Admin	32M	124852	Authorized	Funded	NR	Exempt
2000	Asst Chief Dep Clk Div Admin	32M	125140	Authorized	Funded	NR	Exempt
2000	Asst Chief Dep Clk Probate	32M	120247	Authorized	Funded	NR	Exempt
2000	Justice Center Coord	33M	145676	Authorized	Funded	NR	Exempt
2000	Judicial Rev Coord (Child Ct)	33M	114500	Authorized	Funded	NR	Exempt
2000	Judicial Rev Coord (Courts)	33M	125385	Authorized	Funded	NR	Exempt
2000	Asst Fam Ct Comm	34Z		Authorized	Unfunded	AT	Exempt
2000	Asst Fam Ct Comm	34Z		Authorized	Unfunded	AT	Exempt
2000	Fulltime Court Comm	34Z		Authorized	Funded	AT	Exempt
2000	Asst Fam Ct Comm	34Z	122604	Authorized	Funded	AT	Exempt
2000	Asst Fam Ct Comm	34Z	113615	Authorized	Funded	AT	Exempt
2000	Asst Fam Ct Comm	34Z	107339	Authorized	Funded	AT	Exempt
2000	Asst Fam Ct Comm	34Z	107505	Authorized	Funded	AT	Exempt
2000	Asst Fam Ct Comm	34Z	105265	Authorized	Funded	AT	Exempt
2000	Asst Fam Ct Comm	34Z	102628	Authorized	Funded	AT	Exempt
2000	Asst Fam Ct Comm	34Z	105087	Authorized	Funded	AT	Exempt
2000	Asst Fam Ct Comm	34Z	123113	Authorized	Funded	AT	Exempt
2000	Asst Fam Ct Comm	34Z	137190	Authorized	Funded	AT	Exempt
2000	Legal Cnsl Courts	34Z	107239	Authorized	Funded	AT	Exempt
2000	Dep Register Probate	34Z	114567	Authorized	Funded	AT	Exempt
2000	Dep Register Probate	34Z	130349	Authorized	Funded	AT	Exempt
2000	Probat Ct Commissioner	34Z	126726	Authorized	Funded	AT	Exempt
2000	Fulltime Court Comm	34Z	107335	Authorized	Funded	AT	Exempt
2000	Fulltime Court Comm	34Z	130352	Authorized	Funded	AT	Exempt
2000	Fulltime Court Comm	34Z	133752	Authorized	Funded	AT	Exempt
2000	Fulltime Court Comm	34Z	146032	Authorized	Funded	AT	Exempt
2000	Fulltime Court Comm	34Z	105320	Authorized	Funded	AT	Exempt
2000	Fulltime Court Comm	34Z	107537	Authorized	Funded	AT	Exempt
2000	Fulltime Court Comm	34Z	107297	Authorized	Funded	AT	Exempt
2000	Fulltime Court Comm	34Z	100373	Authorized	Funded	AT	Exempt
2000	Legal Cnsl 1 Adoptions	34Z	116423	Authorized	Funded	AT	Exempt
2000	Legal Cnsl Criminal	34Z	116086	Authorized	Funded	AT	Exempt
2000	Legal Cnsl Criminal	34Z	132624	Authorized	Funded	AT	Exempt
2000	Fulltime Court Comm	34Z	137185	Authorized	Funded	AT	Exempt
2000	Dir Famly Ctcounsl Serv	35M		Authorized	Unfunded	NR	Exempt
2000	Adm Crt Comm	37AM	142614	Authorized	Funded	NR	Exempt
2000	Fiscal Operations Admin-Courts	38M	146396	Authorized	Funded	NR	Exempt
2430	Fiscal Coordinator	27M	144347	Authorized	Funded	NR	Exempt
2430	Legal Cnsl Chld Supp 1	34Z		Authorized	Unfunded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	112707	Authorized	Funded	AT	Exempt

2430	Legal Cnsl Chld Supp 1	34Z	104850	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	118670	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	105562	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	129873	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	101009	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	100478	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	111420	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	117721	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	144754	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	127537	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	133091	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	145746	Authorized	Funded	AT	Exempt
2430	Legal Cnsl Chld Supp 1	34Z	129982	Authorized	Funded	AT	Exempt
2430	Legal Counsel Admin - CSS	37AM	114251	Authorized	Funded	NR	Exempt
2430	Legal Counsel Asst - Admin	38LM	127448	Authorized	Funded	NR	Exempt
3010	Election Comm Asst	24M	120345	Authorized	Funded	NR	Exempt
3010	Election Comm Adm Asst	26M	118633	Authorized	Funded	NR	Exempt
3010	Election Comm Member	55BM	144106	Authorized	Funded	NR	Exempt
3010	Election Comm Member	55BM	104429	Authorized	Funded	NR	Exempt
3010	Election Comm Member	55BM	136868	Authorized	Funded	NR	Exempt
3090	Accountant 4 - Treasury Ser NR	25M	143326	Authorized	Funded	NR	Exempt
3090	Accounting Manager	32M	124821	Authorized	Funded	NR	Exempt
3700	Perform Evaluator 3	18M	107781	Authorized	Funded	NR	Exempt
3700	Perform Evaluator 3	18M	136324	Authorized	Funded	NR	Exempt
3700	Perform Evaluator 3	18M	137227	Authorized	Funded	NR	Exempt
3700	Perform Evaluator 3	22M		Authorized	Unfunded	NR	Exempt
3700	Adm Sec Audit Adm Asst	24M	129951	Authorized	Funded	NR	Exempt
3700	Accountant 4-NR	25M	105249	Authorized	Funded	NR	Exempt
3700	Accountant 4 - Treasury Ser NR	25M	143388	Authorized	Funded	NR	Exempt
3700	Perform Evaluator 3	25M		Authorized	Unfunded	NR	Exempt
3700	Perform Evaluator 3	25M		Authorized	Unfunded	NR	Exempt
3700	Perform Evaluator 3	25M		Authorized	Unfunded	NR	Exempt
3700	Perform Evaluator 3	25M		Authorized	Unfunded	NR	Exempt
3700	Accountant 4-NR	25M		Authorized	Unfunded	NR	Exempt
3700	Accountant 4-NR	25M		Authorized	Unfunded	NR	Exempt
3700	Accountant 5	28M	143186	Authorized	Funded	NR	Exempt
3700	Adm Sec Lead Auditor	29M	125058	Authorized	Funded	NR	Exempt
3700	Adm Sec Lead Auditor	29M	103105	Authorized	Funded	NR	Exempt
3700	Adm Sec Lead Auditor	29M	123453	Authorized	Funded	NR	Exempt
3700	Adm Sec Lead Auditor	29M		Authorized	Funded	NR	Exempt
3700	Adm Sec Lead Auditor	29M		Authorized	Unfunded	NR	Exempt
3700	Adm Sec Lead Auditor	29M		Authorized	Unfunded	NR	Exempt
3700	Adm Sec Forensic Audito	32M		Authorized	Unfunded	NR	Exempt
3700	Accounting Manager	32M	142093	Authorized	Funded	NR	Exempt
3700	Accounting Manager	32M	115742	Authorized	Funded	NR	Exempt
3700	Accounting Manager	32M		Authorized	Funded	NR	Exempt
3700	Fiscal Mgt Analyst 3	33JM		Authorized	Funded	NR	Exempt
3700	Fiscal Mgt Analyst 3	33JM	134549	Authorized	Funded	NR	Exempt
3700	Capital Finance Plan Anal 3	33JM	103266	Authorized	Funded	NR	Exempt
4000	Adm Asst NR	06PM	144075	Authorized	Funded	NR	Exempt
4000	Adm Asst NR	06PM	124815	Authorized	Funded	NR	Exempt
4000	Adm Asst NR	06PM	144304	Authorized	Funded	NR	Exempt
4000	Adm Asst NR	06PM	116336	Authorized	Funded	NR	Exempt
4000	Adm Asst NR	06PM	142347	Authorized	Funded	NR	Exempt
4000	Adm Asst NR	06PM	127983	Authorized	Funded	NR	Exempt
4000	Adm Asst NR	06PM	124827	Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M	116026	Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M	111571	Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M	143237	Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M	129411	Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M	136592	Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M	141895	Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M		Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M		Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M		Authorized	Funded	NR	Exempt

4000	Investigator Hr	22M		Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M		Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M		Authorized	Funded	NR	Exempt
4000	Investigator Hr	22M		Authorized	Funded	NR	Exempt
4000	Accountant 4-NR	25M	107642	Authorized	Funded	NR	Exempt
4000	Asst Dir Emerg Mgmt	29M	125233	Authorized	Funded	NR	Exempt
4000	Mechanical Mtce Supt HOC	29M	114493	Authorized	Funded	NR	Exempt
4000	Mechanical Mtce Supt HOC	29M		Authorized	Unfunded	NR	Exempt
4000	Office Coord Sheriff	30M	131957	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M	112751	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M	123212	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M	129654	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M	118428	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M	122996	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M	116364	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M	100576	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M	134165	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M	124799	Authorized	Funded	NR	Exempt
4000	Dep Sheriff Lt	30M		Authorized	Unfunded	NR	Exempt
4000	Dep Sheriff Lt	30M		Authorized	Unfunded	NR	Exempt
4000	Accounting Manager	32M		Authorized	Unfunded	NR	Exempt
4000	Accounting Manager	32M		Authorized	Funded	NR	Exempt
4000	Public Safety Fisc Anls	33JM		Authorized	Unfunded	NR	Exempt
4000	Public Safety Fisc Anls	33JM	100118	Authorized	Funded	NR	Exempt
4000	Comm Relations Coord	33M	100104	Authorized	Funded	NR	Exempt
4000	Fiscal Operations Mgr HOC	34M		Authorized	Funded	NR	Exempt
4000	House Physician 1 Hrly	40XM		Authorized	Unfunded	NR	Exempt
4000	House Physician 1 Hrly	40XM		Authorized	Unfunded	NR	Exempt
4000	House Physician 1 Hrly	40XM		Authorized	Unfunded	NR	Exempt
4000	House Physician 1 Hrly	40XM		Authorized	Unfunded	NR	Exempt
4000	House Physician 1 Hrly	40XM		Authorized	Unfunded	NR	Exempt
4000	House Physician 1 Hrly	40XM		Authorized	Unfunded	NR	Exempt
4000	House Physician 1 Hrly	40XM		Authorized	Unfunded	NR	Exempt
4000	House Physician 1 Hrly	40XM	146651	Authorized	Unfunded	NR	Exempt
4000	House Physician 1 Hrly	40XM	143133	Authorized	Unfunded	NR	Exempt
4000	House Physician 1 Hrly	40XM	144183	Authorized	Unfunded	NR	Exempt
4000	BH Staff Psychiatrist	44PM		Authorized	Unfunded	NR	Exempt
4000	Staff Psychiatrist-hrlySheriff	44PM		Authorized	Funded	NR	Exempt
4000	Staff Psychiatrist-hrlySheriff	44PM		Authorized	Funded	NR	Exempt
4000	Staff Psychiatrist - Sheriff	44PM	144310	Authorized	Funded	NR	Exempt
4000	Med Director Detent Serv	46PM		Authorized	Funded	NR	Exempt
4000	Med Director MH	46PM		Authorized	Funded	NR	Exempt
4500	Adm Intern	01IM	146761	Authorized	Funded	NR	Exempt
4500	Adm Intern	01IM	144528	Authorized	Funded	NR	Exempt
4500	Adm Intern	01IM	144761	Authorized	Funded	NR	Exempt
4500	Adm Intern	01IM		Authorized	Funded	NR	Exempt
4500	Adm Intern	01IM		Authorized	Funded	NR	Exempt
4500	Accountant 4-NR	25M	141853	Authorized	Funded	NR	Exempt
4500	Chief Investigator-	38M	117791	Authorized	Funded	NR	Exempt
4500	Senior Asst DA	60		Authorized	Unfunded	PR	Exempt
4500	Senior Asst DA	60		Authorized	Funded	PR	Exempt
4500	Senior Asst DA	60		Authorized	Unfunded	PR	Exempt
4500	Senior Asst DA	60		Authorized	Unfunded	PR	Exempt
4500	Senior Asst DA	60		Authorized	Unfunded	PR	Exempt
4500	Senior Asst DA	60	124809	Authorized	Funded	PR	Exempt
4500	Senior Asst DA	60	135625	Authorized	Funded	PR	Exempt
4500	Senior Asst DA	60	113985	Authorized	Funded	PR	Exempt
4500	Senior Asst DA	60	104628	Authorized	Funded	PR	Exempt
4500	Deputy Dist Attorney	61	115932	Authorized	Funded	NR	Exempt
4500	Deputy Dist Attorney	61	111383	Authorized	Funded	NR	Exempt
4900	Forensic Supervisor	22M	111700	Authorized	Funded	NR	Exempt
4900	Med Rec Coord (ME)	23M	115081	Authorized	Funded	NR	Exempt
4900	Forensic Tech Supv	33M	146992	Authorized	Funded	NR	Exempt
4900	Operations Mgr Med Examiner	38M	121252	Authorized	Funded	NR	Exempt

5040	Accountant 4-NR	25M	145952	Authorized	Funded	NR	Exempt
5040	Accountant 4-NR	25M	137007	Authorized	Funded	NR	Exempt
5040	Airport Mrkting Resrch Analyst	27M		Authorized	Funded	NR	Exempt
5040	Asst Airport Noise Prog Mgr	28M	144231	Authorized	Funded	NR	Exempt
5040	Airport Marketing & PR Coord	28M	141393	Authorized	Funded	NR	Exempt
5040	Asst Airport Pub Safe/Sec Mgr	28M	145880	Authorized	Funded	NR	Exempt
5040	Asst Airport Oper Mgr Landside	28M	109674	Authorized	Funded	NR	Exempt
5040	Asst Chief of Air Res & Firefg	29FM	108005	Authorized	Funded	NR	Exempt
5040	Asst Chief of Air Res & Firefg	29FM	107128	Authorized	Funded	NR	Exempt
5040	Asst Chief of Air Res & Firefg	29FM	146126	Authorized	Funded	NR	Exempt
5040	Asst Chief of Air Res & Firefg	29FM	105215	Authorized	Funded	NR	Exempt
5040	Asst Chief of Air Res & Firefg	29FM	146082	Authorized	Funded	NR	Exempt
5040	Asst Chief of Air Res & Firefg	29FM		Authorized	Funded	NR	Exempt
5040	Airport Properties Mgr NR	29M	124573	Authorized	Funded	NR	Exempt
5040	Airport Fire Chief	29M		Authorized	Unfunded	NR	Exempt
5040	Geographic Info Sys Coord	30	103002	Authorized	Funded	DC	Exempt
5040	Airport Emerg Mgmt Coord	30	127393	Authorized	Funded	DC	Exempt
5040	Noise Program Coord-PR 32M	32M	101872	Authorized	Funded	NR	Exempt
5040	Airport Mktg & Pub Rel Mgr	33M	136980	Authorized	Funded	NR	Exempt
5040	Airport Maint Manager	34M	122768	Authorized	Funded	NR	Exempt
5040	Airport Operations Manager	34M	135445	Authorized	Funded	NR	Exempt
5040	Airport Pub Saf & Secur Manage	34M	100976	Authorized	Funded	NR	Exempt
5040	Airport Opers Mgr Landside	34M	146789	Authorized	Funded	NR	Exempt
5040	Chief of Airt Res & Fire Figh	38M	144860	Authorized	Funded	NR	Exempt
5100	Transpor & Hiway Maint Supv	30M	116533	Authorized	Funded	NR	Exempt
5100	Asst Highway Maint Manager	31M	120203	Authorized	Funded	NR	Exempt
5100	Highway Maint Manager	34M	134803	Authorized	Funded	NR	Exempt
5100	Transpor Design & Cons Eng Mgr	38M	127315	Authorized	Funded	NR	Exempt
5700	Adm Asst 4-Facil Mgmt	30M	134417	Authorized	Funded	NR	Exempt
5700	Facilities Mtce Coord	30M		Authorized	Funded	NR	Exempt
5700	Facilities Assesmnt Co	31M	131471	Authorized	Funded	NR	Exempt
5700	Asst Airport Engineer	34A	120351	Authorized	Funded	TC	Exempt
5700	Support Services Manager	36M	127182	Authorized	Funded	NR	Exempt
5700	Principal Architect	38M		Authorized	Funded	NR	Exempt
5700	Site Development and Civil Eng	38M	135045	Authorized	Funded	NR	Exempt
5700	Airport Engineer	38M	103212	Authorized	Funded	NR	Exempt
5700	Sustainability and Environ Eng	38M	101117	Authorized	Funded	NR	Exempt
5800	Fiscal And Budget Admin	38M		Authorized	Funded	NR	Exempt
5800	Dir of Operations	38M	100769	Authorized	Funded	NR	Exempt
6300	Adm Asst NR	06PM	101884	Authorized	Funded	NR	Exempt
6300	Adm Asst NR	06PM	118390	Authorized	Funded	NR	Exempt
6300	Adm Asst NR	06PM	117697	Authorized	Funded	NR	Exempt
6300	Med Rec Coord (BHD)	23M	127266	Authorized	Funded	NR	Exempt
6300	Med Rec Coord (BHD)	23M	107261	Authorized	Funded	NR	Exempt
6300	Safety Train Spec Hospital	25	118392	Authorized	Funded	DC	Exempt
6300	Accountant 4-NR	25M	132011	Authorized	Funded	NR	Exempt
6300	Care Coordinator Wraparound	26M	146198	Authorized	Funded	NR	Exempt
6300	Care Coordinator Wraparound	26M	120939	Authorized	Funded	NR	Exempt
6300	Human Services Supv MH	26M		Authorized	Unfunded	NR	Exempt
6300	Human Services Supv MH	26M		Authorized	Unfunded	NR	Exempt
6300	Community Service Manager	27M	146710	Authorized	Funded	NR	Exempt
6300	Admin Coord - Training	27M		Authorized	Funded	NR	Exempt
6300	Adm Coord SSI	27M		Authorized	Funded	NR	Exempt
6300	Adm Coord CATC	27M		Authorized	Funded	NR	Exempt
6300	Nursing Prog Coord	28MN	114195	Authorized	Funded	NR	Exempt
6300	Qual Imprvt and Risk Coord	28MN	100800	Authorized	Funded	NR	Exempt
6300	Utilization Review Coord	28MN	111655	Authorized	Funded	NR	Exempt
6300	Nursing Prog Coord	28MN	144078	Authorized	Funded	NR	Exempt
6300	Nursing Prog Coord	28MN	117709	Authorized	Funded	NR	Exempt
6300	Nursing Prog Coord	28MN	107203	Authorized	Funded	NR	Exempt
6300	Nursing Prog Coord	28MN	116307	Authorized	Funded	NR	Exempt
6300	Nursing Prog Coord	28MN	144311	Authorized	Funded	NR	Exempt
6300	EMS Program Coord	28MN		Authorized	Funded	NR	Exempt
6300	Nursing Prog Coord	28MN		Authorized	Funded	NR	Exempt
6300	Nursing Prog Coord	28MN		Authorized	Funded	NR	Exempt

6300	Nursing Prog Coord	28MN		Authorized	Unfunded	NR	Exempt
6300	Nursing Prog Coord	28MN		Authorized	Unfunded	NR	Exempt
6300	Nursing Prog Coord	28MN		Authorized	Unfunded	NR	Exempt
6300	Nursing Prog Coord	28MN		Authorized	Unfunded	NR	Exempt
6300	Qual Imprvt Coord BHD	29	100224	Authorized	Funded	DC	Exempt
6300	Qual Imprvt Coord BHD	29		Authorized	Funded	DC	Exempt
6300	Nursing Adm Coord-PR 29M	29M	110003	Authorized	Funded	NR	Exempt
6300	Prog Coord - Safety Svs	29M	100862	Authorized	Funded	NR	Exempt
6300	Prog Coord - AODA	29M	145769	Authorized	Funded	NR	Exempt
6300	Prog Coord - CATC	29M	133416	Authorized	Funded	NR	Exempt
6300	Prog Coord - CATC	29M	114450	Authorized	Funded	NR	Exempt
6300	Prog Coord - Safety Svs	29M	120284	Authorized	Funded	NR	Exempt
6300	Nursing Adm Coord-PR 29MN	29MN	123031	Authorized	Funded	NR	Exempt
6300	ED Services Prog Coord	29MN	146283	Authorized	Funded	NR	Exempt
6300	EMS Program Director	29MN	117822	Authorized	Funded	NR	Exempt
6300	Emerg Mgmt Coordinator	30		Authorized	Funded	DC	Exempt
6300	Pol&Pro Coord Clin Compliance	30M		Authorized	Funded	NR	Exempt
6300	Rehabilitation Coordinator	31M	101434	Authorized	Funded	NR	Exempt
6300	Comm Support Prog Coord	31M	132320	Authorized	Funded	NR	Exempt
6300	Comm Support Prog Coord	31M	114303	Authorized	Funded	NR	Exempt
6300	Integrated Service Coor NR	31M	104802	Authorized	Funded	NR	Exempt
6300	Integrated Service Coor NR	31M	136037	Abolished	Unfunded	NR	Exempt
6300	Psych Crisis Svs Coord	31M	114606	Authorized	Funded	NR	Exempt
6300	Rehab Services Supervisor	31M		Authorized	Funded	NR	Exempt
6300	Psychiatric Soc Wkr Mgr	32M	114166	Authorized	Funded	NR	Exempt
6300	Medical Service Manager	32M	105554	Authorized	Funded	NR	Exempt
6300	Fiscal And Budget Mgr Chp	32M	129557	Authorized	Funded	NR	Exempt
6300	Accounting Manager	32M		Authorized	Funded	NR	Exempt
6300	Fiscal Mgt Analyst 3	33JM	146911	Authorized	Funded	NR	Exempt
6300	Mechanical Utility Engn	33M	102983	Authorized	Funded	NR	Exempt
6300	Asst Program Administrator	33M		Authorized	Funded	NR	Exempt
6300	Asst Program Administrator	33M		Authorized	Funded	NR	Exempt
6300	Asst Program Admin CATC	33M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	Clinical Prog Dir-Psych	34M		Authorized	Unfunded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	116348	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	131802	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	101563	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	143218	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	113607	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	102109	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	100726	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	145918	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	120533	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	145232	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	136973	Authorized	Funded	NR	Exempt
6300	BH Clinical ProgDir Psychology	34MP	100296	Authorized	Funded	NR	Exempt
6300	BH House Physician 3	40XM	144225	Authorized	Funded	NR	Exempt
6300	BH House Physician 3	40XM	146846	Authorized	Funded	NR	Exempt
6300	BH House Physician 3	40XM	146929	Authorized	Funded	NR	Exempt
6300	BH House Physician 3	40XM	146614	Authorized	Funded	NR	Exempt
6300	BH House Physician 3	40XM	146702	Authorized	Funded	NR	Exempt
6300	BH House Physician 3	40XM	146616	Authorized	Funded	NR	Exempt
6300	BH House Physician 3	40XM	146622	Authorized	Funded	NR	Exempt
6300	BH House Physician 3	40XM	147003	Authorized	Funded	NR	Exempt
6300	BH House Physician 3	40XM	146721	Authorized	Funded	NR	Exempt

6300	BH Staff Psychiatrist	44PM		Authorized	Funded	NR	Exempt
6300	BH Staff Psychiatrist	44PM		Authorized	Unfunded	NR	Exempt
6300	BH Staff Psychiatrist	44PM		Authorized	Funded	NR	Exempt
6300	BH Staff Psychiatrist Hourly	44PM		Authorized	Unfunded	NR	Exempt
6300	BH Staff Psychiatrist Hourly	44PM		Authorized	Unfunded	NR	Exempt
6300	BH Staff Psychiatrist Hourly	44PM		Authorized	Unfunded	NR	Exempt
6300	BH Staff Psychiatrist Hourly	44PM		Authorized	Unfunded	NR	Exempt
6300	BH Staff Psychiatrist Hourly	44PM		Authorized	Unfunded	NR	Exempt
6300	BH Staff Psychiatrist Hourly	44PM		Authorized	Unfunded	NR	Exempt
6300	BH Med Prog Director - CATC	45PM		Authorized	Unfunded	NR	Exempt
6300	BH Med Prog Director - CATC	45PM	101092	Authorized	Funded	NR	Exempt
6300	BH Med Prog Director - CATC	45PM	130733	Authorized	Funded	NR	Exempt
6300	BH Med Prog Director - CATC	45PM	119401	Authorized	Funded	NR	Exempt
6300	BH Med Dir - Forensic Services	46PM		Authorized	Funded	NR	Exempt
6300	BH Med Dir - Adult	46PM		Authorized	Funded	NR	Exempt
6300	BH Med Dir - Acute Services	46PM		Authorized	Unfunded	NR	Exempt
6300	BH Med Dir - Crisis Services	46PM	144790	Authorized	Funded	NR	Exempt
7900	Adm Asst NR	06PM	145890	Authorized	Funded	NR	Exempt
7900	Adm Asst NR	06PM	102181	Authorized	Funded	NR	Exempt
7900	Adm Asst NR	06PM	136365	Authorized	Funded	NR	Exempt
7900	Unit Supervisor - LTS	26M	122890	Authorized	Funded	NR	Exempt
7900	Unit Supervisor - LTS	26M	115754	Authorized	Funded	NR	Exempt
7900	Unit Supervisor - LTS	26M	136985	Authorized	Funded	NR	Exempt
7900	Prog Coord - Res Center	29M	113917	Authorized	Funded	NR	Exempt
7900	Prog Coord - Res Center	29M	116218	Authorized	Funded	NR	Exempt
7900	Prog Coord - LTS	29M	134786	Authorized	Funded	NR	Exempt
7900	Prog Coord - Res Center	29M	107588	Authorized	Funded	NR	Exempt
7900	Prog and Policy Coord	30M	146533	Authorized	Funded	NR	Exempt
7900	Prog Planning Coord	30M	129384	Authorized	Funded	NR	Exempt
7900	Prog and Policy Coord	30M		Authorized	Unfunded	NR	Exempt
7900	Prog Coord - Community Progs	33M	146711	Authorized	Funded	NR	Exempt
7990	Accountant 4-NR	25M		Authorized	Funded	NR	Exempt
7990	Unit Supervisor - LTS	26M		Authorized	Funded	NR	Exempt
7990	Nursing Prog Coord	28MN	131577	Authorized	Funded	NR	Exempt
7990	Nursing Prog Coord-Family Care	28MN	146626	Authorized	Funded	NR	Exempt
7990	Prog Coord - Enroll & Eligib	29M	111794	Authorized	Funded	NR	Exempt
7990	Rehab Services Supervisor	31M		Authorized	Funded	NR	Exempt
7990	Accting Manager Family Care	32M	130482	Authorized	Funded	NR	Exempt
7990	Family Care Ops Manager	33M	108942	Authorized	Funded	NR	Exempt
7990	Asst Prog Admin-Fiscal/Contrac	33M	146226	Authorized	Funded	NR	Exempt
7990	Family Care Qual Mgr	33M	144202	Authorized	Funded	NR	Exempt
7990	Bus Systems Proj Mgr	35M		Authorized	Funded	NR	Exempt
8000	Adm Asst NR	06PM	100244	Authorized	Funded	NR	Exempt
8000	Adm Asst NR	06PM		Authorized	Unfunded	NR	Exempt
8000	Housing Inspector	20M	111434	Authorized	Funded	NR	Exempt
8000	Housing Inspector	20M	146666	Authorized	Funded	NR	Exempt
8000	Operations Coord SP	22M		Authorized	Funded	NR	Exempt
8000	Fiscal Analyst-Supvr	24M		Authorized	Unfunded	NR	Exempt
8000	Fiscal Mgt Analyst 3	26JM	122828	Authorized	Funded	NR	Exempt
8000	Planning Analyst DSD	26M	116838	Authorized	Funded	NR	Exempt
8000	Unit Supervisor - LTS	26M	135111	Authorized	Funded	NR	Exempt
8000	Disabilities Services Coord	26M	102996	Authorized	Funded	NR	Exempt
8000	Unit Supervisor - LTS	26M	143236	Authorized	Unfunded	NR	Exempt
8000	Unit Supervisor - LTS	26M	113575	Authorized	Funded	NR	Exempt
8000	Disabilities Services Coord	26M	103349	Authorized	Funded	NR	Exempt
8000	Disabilities Services Coord	26M	136044	Authorized	Funded	NR	Exempt
8000	Disabilities Services Coord	26M	145068	Authorized	Funded	NR	Exempt
8000	Disabilities Services Coord	26M	100121	Authorized	Funded	NR	Exempt
8000	Human Services Supv	26M	118036	Authorized	Funded	NR	Exempt
8000	Human Services Supv	26M	118920	Authorized	Funded	NR	Exempt
8000	Human Services Supv	26M	127440	Authorized	Funded	NR	Exempt
8000	Human Services Supv	26M	111647	Authorized	Funded	NR	Exempt
8000	Unit Supervisor - LTS	26M		Authorized	Unfunded	NR	Exempt
8000	Disabilities Services Coord	26M		Authorized	Unfunded	NR	Exempt

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(ITEM) From the Director, Department of Human Resources, recommending adoption of a resolution/ordinance to amend Chapter 17.16 of the Milwaukee County Code of General Ordinances relating to Overtime Compensation, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the Federal Fair Labor Standards Act (FLSA) establishes requirements regarding overtime compensation for employees and determines which employees shall be covered by the Act; and

WHEREAS, FLSA classifies employees as either “non-exempt”, who are covered by the Act, and “exempt” who are not covered by the Act; in Milwaukee County, most employees are “non-exempt” and are required to receive overtime compensation; and

WHEREAS, FLSA exempts those positions considered executive, managerial and professional from the overtime provisions of the Act, meaning Milwaukee County is not required to provide overtime compensation to those positions; and

WHEREAS, as currently set forth in Chapter 17.16 of the Milwaukee County Code of General Ordinances, the County allows non-executive FLSA exempt employees to accrue compensatory time for hours worked in excess of 40 in a week and to use that time as paid time off at a later date; and

WHEREAS, under Milwaukee County practices, overtime accrued by FLSA exempt employees is held as compensatory time to be used as time off or to be paid upon termination of employment at the wage rate in effect for the employee at that time; and

WHEREAS, since the beginning of 2012, FLSA-exempt employees accrued 18,131.5 hours of overtime, with a dollar value based on current wage rates of approximately \$700,000; the value of that accrued time is based on the underlying wage rate and increases as the wage rate increases; and

WHEREAS, public and private employers, including most Wisconsin counties, do not provide overtime compensation for FLSA-exempt employees, although some may allow exempt employees to accrue overtime for positions related to protective services or health care for recruitment or retention purposes, or in recognition of higher service requirements; and

35 WHEREAS, the proposed revision to the ordinance conforms Chapter 17.16 to
36 the guidelines of Federal FLSA by eliminating overtime compensation for all exempt
37 positions with the exception of Assistant Chiefs of Airport Rescue and Firefighting
38 and for health care positions as determined by the Director of Human Services; and

39 WHEREAS, the proposed revision does not change overtime compensation
40 for any non-exempt employees or employees represented by the Deputy Sheriffs
41 Association or the Milwaukee County Association of Firefighters; now, therefore,

42 BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby
43 amends Chapter 17.16 of the Milwaukee County Code of General Ordinances by
44 adopting the following:

45 **AN ORDINANCE**

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

48 **SECTION 1.** Chapter 17.16 of the General Ordinances of Milwaukee County is
49 amended as follows:

50 **17.16. - Overtime compensation.**

51 This section shall be applied in the following manner, ~~and~~ consistent with collective
52 bargaining agreements and state and federal regulations:

53 ~~(1) Employees may be assigned to overtime work provided that such overtime shall~~
54 ~~be limited to emergency conditions which endanger the public health, welfare or~~
55 ~~safety; or for services required for the protection or preservation of public property;~~
56 ~~or to perform the essential functions of a department which cannot be performed~~
57 ~~with the personnel available during normal work hours, either because of vacancies~~
58 ~~in authorized positions or because of an abnormal peak load in the activities of the~~
59 ~~department; or for other purposes which specific provision for overtime~~
60 ~~compensation has been made by the county board.~~ Employees required to work
61 overtime shall be compensated according to the provisions of the Fair Labor
62 Standards Act, with the exception of certain FLSA-exempt medical positions as
63 determined by the Director of the Department of Human Resources. as follows.:

64 (a) ~~Employees represented by a collective bargaining unit shall be~~
65 ~~compensated for overtime in accordance with provisions of the Fair Labor~~
66 ~~Standards Act and the respective collective bargaining agreement.~~

67 (b) ~~Employees who are not represented by a collective bargaining unit shall~~
68 ~~be compensated for overtime as follows: employees holding positions which are~~
69 ~~non-exempt from the Fair Labor Standards Act shall receive time and one-half for~~
70 ~~all hours worked over forty (40) hours per week regardless of the pay range to~~

71 which the position held is assigned. Employees holding a position exempt from
72 the Fair Labor Standards Act who are not in an executive classification shall be
73 compensated for overtime for all hours worked in excess of forty (40) hours in a
74 week on a straight time basis and may only liquidate accrued overtime as
75 compensatory time off unless approved by the DAS director of human resources
76 who shall also provide the personnel committee with quarterly reports of all
77 overtime that is paid rather than used as compensatory time off.

78 ~~(c) — Employees holding positions authorized on a seasonal basis shall receive~~
79 ~~time and one-half for all hours worked in excess of forty (40) hours per week.~~

80 ~~(d) — Unless a collective bargaining agreement deems otherwise, an appointing~~
81 ~~authority may approve payment, or the accrual of compensatory time, for~~
82 ~~overtime. However, no employee may accrue more than two hundred forty (240)~~
83 ~~hours of compensatory time, unless permitted by the provisions of the Fair Labor~~
84 ~~Standards Act.~~

85 ~~(e) — Employees holding positions which are covered by the annual work year~~
86 ~~who are eligible for time and one-half overtime shall receive payment for the half~~
87 ~~time portion of the overtime and shall accrue the straight time portion of the~~
88 ~~overtime as compensatory time, up to a maximum of two hundred forty (240)~~
89 ~~hours of compensatory time, after which all overtime shall be paid.~~

90 ~~(f) — Elected officials, members of boards and commissions, and employees~~
91 ~~compensated on a per diem, per call or per session basis shall not be~~
92 ~~compensated for overtime.~~

93 ~~(g) — Employees included in the executive compensation plan are to be~~
94 ~~considered salaried employees and therefore are not eligible for accrual of~~
95 ~~compensatory time or payment of overtime. Executive level employees shall be~~
96 ~~expected to work sufficient hours to perform their assigned duties effectively.~~

97 ~~(h) — Unless overtime is required in accordance with the provisions of the Fair~~
98 ~~Labor Standards Act, employees shall not receive overtime for hours worked, or~~
99 ~~credited, in excess of eight (8) hours per day or forty (40) hours per week, if such~~
100 ~~overtime is due to holding dual employment status.~~

101 ~~(i)(2) — Notwithstanding subsection 17.16(1)(b), employees holding the position of~~
102 ~~assistant chief of airport rescue and firefighting shall be compensated for~~
103 ~~overtime accrued only after the two hundred and sixtieth hour worked in a thirty-~~
104 ~~five-day pay cycle and may only liquidate accrued overtime as compensatory~~
105 ~~time off unless approved by the DAS director of human resources.~~

106 ~~(2) — Under the conditions specified for emergency overtime, employees may~~
107 ~~be permitted to work on holidays or during vacation periods without compensatory~~
108 ~~time and receive double time for each day so worked provided that only the hours~~

109 actually worked on each of these days shall be considered in any computation of
110 overtime for the biweekly period in which they occurred; except that

111 (a) — ~~Physicians and psychiatrists employed in the classified service shall~~
112 ~~receive time and one-half for each holiday so worked, if such compensation is so~~
113 ~~authorized by the provisions of section 17.36~~

114 ~~(3) — No payment shall be made for overtime unless funds have been provided~~
115 ~~for such payment in the appropriation for personal services or unless a surplus~~
116 ~~exists in such appropriation, by reason of vacancies and turnover in authorized~~
117 ~~positions.~~

118 ~~(4) — The director of human resources may review the time records submitted~~
119 ~~by the departments for the purpose of determining the extent to which overtime is~~
120 ~~being worked and compensation time allowed; and may require the heads of~~
121 ~~departments to submit reports, supplementary information or other data relative to~~
122 ~~the need for overtime work; may investigate the cause and justification for such~~
123 ~~overtime; and may prescribe such rules or regulations as in his/her opinion are~~
124 ~~necessary to control and restrict overtime to emergency conditions. The director is~~
125 ~~further empowered to recommend changes in procedure or administrative practices~~
126 ~~which in his/her opinion will eliminate the need for overtime work, and to report to the~~
127 ~~appropriate committee of the county board instances in which the department head~~
128 ~~refuses to comply with the recommendations.~~

129 ~~(5) — Upon the earlier of the legal effective date of 2011 Wisconsin Act 10, or~~
130 ~~the legal effective date of a substantially similar state law that grants Milwaukee~~
131 ~~County the authority, in the same manner as 2011 Wisconsin Act 10, to take the~~
132 ~~following action, the provisions of subsections 17.16(1) — (4) shall also apply to~~
133 ~~employees represented by the American Federation of State, County and Municipal~~
134 ~~Employees District Council 48 in the same manner that those sections apply to~~
135 ~~nonrepresented employees, notwithstanding any bargaining unit representation by,~~
136 ~~or any collective bargaining agreement with, American Federation of State, County~~
137 ~~and Municipal Employees District Council 48, or any language to the contrary in~~
138 ~~subsections (1) — (4) above.~~

139 ~~(6) Upon the earlier of the legal effective date of 2011 Wisconsin Act 10, or the legal~~
140 ~~effective date of a substantially similar state law that grants Milwaukee County the~~
141 ~~authority, in the same manner as 2011 Wisconsin Act 10, to take the following~~
142 ~~action, or January 1, 2012, whichever is later, the provisions of~~
143 ~~subsections 17.16(1) — (4) shall also apply to employees represented by District No.~~
144 ~~10 of the International Association of Machinists and Aerospace Workers; the~~
145 ~~Technicians, Engineers and Architects of Milwaukee County; the Federation of~~
146 ~~Nurses and Health Professionals; the Building Trades of Milwaukee County and the~~
147 ~~Association of Milwaukee County Attorneys, in the same manner that those sections~~
148 ~~apply to nonrepresented employees, notwithstanding any bargaining unit~~

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~~representation by, or any collective bargaining agreement with, those bargaining units, or any language to the contrary in subsections (1)–(4) above.~~

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SECTION 3. The provisions of this ordinance shall be effective upon passage and publication.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: May 24, 2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A Resolution/Ordinance revising Chapter 17.16 relating to overtime compensation for Fair Labor Standards Act (FLSA) exempt employees.

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 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		
	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.

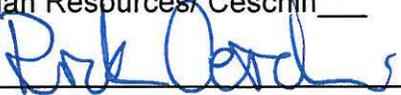
A. The proposed action would revise Chapter 17.16 of the County Ordinances to eliminate overtime compensation for most FLSA exempt employees. This change will not apply to overtime provisions for FLSA-Non-exempt classifications.

B. In 2012, FLSA exempt employees accrued 12,998.5 hours of overtime, with a corresponding dollar value of approximately \$510,000 at current rates, with the value increasing as underlying wage rates increase. Due to County pay policies, the direct cost of the accrued time is not realized until cash payment for accrued time is made, generally at separation. Since employees are able to use accrued time throughout the year, it is necessary to assume that the true cash liability would be less than \$510,000. However, this action would completely eliminate any future accrued liability to the County.

C. There are no direct budgetary implications for 2013 for this action. For 2014, departments may be able to reduce budgeted overtime expenses based on the number of FLSA-exempt staff who have accrued overtime. A precise figure could not be determined at this time.

D. No additional assumptions were made to provide the information on this form.

Department/Prepared By Human Resources/Ceschin _____

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.

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : June 28, 2013
To : Committee on Finance, Personnel & Audit
FROM : Rick Ceschin, Deputy Director of Human Resources 
SUBJECT : **Informational Report for 07/18/2013**
Finance, Personnel & Audit Committee Meeting

Attached are a series of informational reports listing various personnel transactions that the Director of Human Resources intends to approve for implementation.

These reports (*reclassifications, advancements within the pay range, reallocations, and revisions to Executive Compensation Plan [ECP]*) are provided in accordance with the provisions of Chapter 17 and may be included on the agenda of the July 18, 2013 Finance, Personnel & Audit Committee Meeting for informational purposes.

RC:jam

Copy: HR Managers

REVISIONS TO Executive Compensation Plan (ECP) REPORT
Finance, Personnel & Audit Committee Meeting
July 18, 2013

Currently, there are no "Revisions to ECP" to report.

**Finance, Personnel & Audit Committee Meeting
Compensation Report
July 2013**

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.

Item#	ORDINANCE TYPE	REQUESTOR	HIGH ORG	CURRENT		NO. POSITIONS	CURRENT		RECOMMENDED		JUSTIFICATION		
				TITLE / JOB CODE & POSITION #	TITLE / JOB CODE & POSITION #		PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE			
1	RECLASSIFICATION 17.05 / ADVANCEMENT WITHIN THE PAY RANGE 17.10	County Clerk	3270	Deputy County Clerk 00082200 / 000001	N/A	1	913E	01	\$49,702.43	901E	MIN	\$61,668.26	Additional duties; overseeing all Committee clerk and Committee support staff functions and all related expenditures as it relates to recording and maintaining County Board proceedings and meetings.
								02	\$51,430.91		MID	\$75,960.98	
								03	\$54,674.26		MAX	\$90,274.91	
								04	\$57,158.82			\$88,000.00	
								05	\$59,643.58				
								06	\$61,507.68				
								07	\$63,370.83				
								08	\$64,613.95				
								09	\$66,139.55				
2	RECLASSIFICATION 17.05 / ADVANCEMENT WITHIN THE PAY RANGE 17.10	Family Care	7990	Asst. Prog. Admin. Fiscal/Contracts 00057785 / 000001	Managed Care Contract Administrator TBD	1	33M	01	\$66,964.14	901E	MIN	\$61,668.26	Additional duties; responsibilities center on new service delivery models for mental health diagnosis. Due to a recent court decision this position will take on lead development in quality standards for new and innovative ways to provide services to individuals with Alzheimer's or related dementias.
								02	\$69,906.51		MID	\$75,960.98	
								03	\$72,798.88		MAX	\$90,274.91	
								04	\$76,903.55			\$68,195.43	
								05	\$79,813.47				
								06	\$82,723.39				
								07	\$85,633.31				
								08	\$88,543.23				
								09	\$91,453.15				
3	RECLASSIFICATION 17.05	DCBD	1040	Certification Analyst - Fiscal 00012915 / 000001	Business Development Analyst TBD	1	22	01	\$45,318.83	27	01	\$53,917.09	Market Alignment for Recruitment / Duties Equitable to Peer Job Classifications, Contractual Business needs as it relates to regulatory compliance.
								02	\$47,168.37		02	\$56,252.77	
								03	\$48,704.24		03	\$58,694.06	
								04	\$50,306.67		04	\$61,487.92	
								05	\$52,212.37		05	\$64,222.29	
								06	\$54,118.07				
4	RECLASSIFICATION 17.05	DCBD	1040	Certification Analyst 00012920 / 000001	Business Development Analyst TBD	1	22	01	\$45,318.83	27	01	\$53,917.09	Market Alignment for Recruitment / Duties Equitable to Peer Job Classifications, Contractual Business needs as it relates to regulatory compliance.
								02	\$47,168.37		02	\$56,252.77	
								03	\$48,704.24		03	\$58,694.06	
								04	\$50,306.67		04	\$61,487.92	
								05	\$52,212.37		05	\$64,222.29	
								06	\$54,118.07				
5	RECLASSIFICATION 17.05	Treasurer	3090	Accounting-Manager 00004605 / 000003	Treasury Accounting Manager TBD	1	32M	01	\$64,080.64	34M	01	\$69,906.51	Market Alignment for Recruitment / Duties Equitable to Peer Job Classifications, Career Model
								02	\$66,964.14		02	\$72,798.88	
								03	\$69,906.51		03	\$76,903.55	
								04	\$72,798.88		04	\$79,813.47	
								05	\$75,903.55		05	\$83,262.61	
								06	\$79,008.22				
6	RECLASSIFICATION 17.05	Treasurer	3090	Accountant 2 - Treasury Serv 00004220 / 000001	Associate Treasury Accountant TBD	1	17	01	\$38,477.09	20	01	\$41,955.89	Market Alignment for Recruitment / Duties Equitable to Peer Job Classifications, Career Model & Retention
								02	\$39,654.58		02	\$43,580.58	
								03	\$40,775.28		03	\$45,318.83	
								04	\$41,955.89		04	\$47,168.37	
								05	\$43,680.58		05	\$48,704.24	
								06	\$45,405.27				
7	RECLASSIFICATION 17.05	County Clerk	3270	Fiscal Specialist 00004042 / 000002	Accounting Specialist TBD	1	5P	01	\$32,363.55	6P	01	\$35,104.99	Market Alignment for Recruitment / Duties Equitable to Peer Job Classifications, True functional role clarification.
								02	\$33,505.68		02	\$36,343.63	
								03	\$34,648.22		03	\$37,583.31	
								04	\$35,790.14		04	\$38,822.16	
								05	\$36,932.90		05	\$40,060.80	
								06	\$38,074.61		06	\$41,299.86	
								07	\$39,216.74		07	\$42,538.91	
								08	\$40,359.28		08	\$43,778.18	
								09	\$41,500.99		09	\$45,017.02	
								10	\$42,642.70				
8	RECLASSIFICATION 17.05	County Clerk	3270	Clerical Specialist County Clerk 00001287 / 000001	Administrative Assistant TBD	1	5P	01	\$32,363.55	6P	01	\$35,104.99	Market Alignment for Recruitment / Duties Equitable to Peer Job Classifications, True functional role clarification.
								02	\$33,505.68		02	\$36,343.63	
								03	\$34,648.22		03	\$37,583.31	
								04	\$35,790.14		04	\$38,822.16	
								05	\$36,932.90		05	\$40,060.80	
								06	\$38,074.61		06	\$41,299.86	
								07	\$39,216.74		07	\$42,538.91	
								08	\$40,359.28		08	\$43,778.18	
								09	\$41,500.99		09	\$45,017.02	
								10	\$42,642.70				

**Finance, Personnel & Audit Committee Meeting
Compensation Report
July 2013**

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.

Item#	ORDINANCE TYPE	REQUESTOR	HIGH ORG	CURRENT		RECOMMENDED	NO. POSITIONS	CURRENT		RECOMMENDED		JUSTIFICATION	
				TITLE / JOB CODE & POSITION #	TITLE / JOB CODE & POSITION #			PAY RANGE	ANNUAL PAY RATE	PAY RANGE	ANNUAL PAY RATE		
9	RECLASSIFICATION 17.05	Comptroller	3700	Payroll Specialist 1 00004141 / 000001	Payroll Specialist TBD	1	13	01	\$ 34,288.80	16	01	\$ 37,481.39	Market Alignment for Recruitment / Duties Equitable to Peer Job Classifications, New Career Development Model
								02	\$ 35,370.40		02	\$ 38,477.09	
								03	\$ 36,449.50		03	\$ 39,654.58	
								04	\$ 37,481.39		04	\$ 40,775.28	
								05	\$ 38,477.09		05	\$ 41,955.89	
10	RECLASSIFICATION 17.05	Comptroller	3700	Payroll Specialist 1 00004141 / 000002	Payroll Specialist TBD	1	13	01	\$ 34,288.80	16	01	\$ 37,481.39	Market Alignment for Recruitment / Duties Equitable to Peer Job Classifications, New Career Development Model
								02	\$ 35,370.40		02	\$ 38,477.09	
								03	\$ 36,449.50		03	\$ 39,654.58	
								04	\$ 37,481.39		04	\$ 40,775.28	
								05	\$ 38,477.09		05	\$ 41,955.89	
11	ADVANCEMENT WITHIN THE PAY RANGE 17.10	Courts	2000	Adm Asst 3-Crt Admin NR 00010820 / 000003	N/A	1	24M	01	\$47,344.13	24M	01	\$47,344.13	Section 3(a) of the ADVANCEMENT WITHIN THE PAY RANGE 17.10...may advance an employee who has exhibited exemplary performance up to two (2) steps in the pay range and the completion of a performance appraisal.
								02	\$49,154.14		02	\$49,154.14	
								03	\$50,960.83		03	\$50,960.83	
								04	\$52,766.90		04	\$52,766.90	
								05	\$55,155.57		05	\$55,155.57	
12	ADVANCEMENT WITHIN THE PAY RANGE 17.10	Comptroller	3700	Capital Finance Mgr 00087840 / 000001	N/A	1	917E	01	\$78,551.82	917E	01	\$78,551.82	Additional duties; responsibilities center on new and innovative methods of managing the debt structure and bonding issues of the County.
								02	\$82,479.70		02	\$82,479.70	
								03	\$86,406.32		03	\$86,406.32	
								04	\$90,333.98		04	\$90,333.98	
								05	\$94,261.66		05	\$94,261.66	
								06	\$97,208.38		06	\$97,208.38	
								07	\$100,153.25		07	\$100,153.25	
								08	\$102,117.18		08	\$102,117.18	
13	ADVANCEMENT WITHIN THE PAY RANGE 17.10	BHD - Behavioral Health Division	6300	House Physician I - Hourly 00047322 / 000021	N/A	1	40XM	01	\$121,304.98	40XM	01	\$121,304.98	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. To retain employees critical to BHD Crisis Service operations
								02	\$125,550.26		02	\$125,550.26	
								03	\$129,944.88		03	\$129,944.88	
								04	\$134,492.80		04	\$134,492.80	
								05	\$139,199.63		05	\$139,199.63	
								06	\$144,072.03		06	\$144,072.03	
								07	\$149,114.58		07	\$149,114.58	
								08	\$154,324.80		08	\$154,324.80	
14	ADVANCEMENT WITHIN THE PAY RANGE 17.10	BHD - Behavioral Health Division	6300	House Physician I - Hourly 00047322 / 000029	N/A	1	40XM	01	\$121,304.98	40XM	01	\$121,304.98	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. To retain employees critical to BHD Crisis Service operations
								02	\$125,550.26		02	\$125,550.26	
								03	\$129,944.88		03	\$129,944.88	
								04	\$134,492.80		04	\$134,492.80	
								05	\$139,199.63		05	\$139,199.63	
								06	\$144,072.03		06	\$144,072.03	
								07	\$149,114.58		07	\$149,114.58	
								08	\$154,324.80		08	\$154,324.80	
15	ADVANCEMENT WITHIN THE PAY RANGE 17.10	BHD - Behavioral Health Division	6300	House Physician I - Hourly 00047322 / 000016	N/A	1	40XM	01	\$121,304.98	40XM	01	\$121,304.98	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. To retain employees critical to BHD Crisis Service operations
								02	\$125,550.26		02	\$125,550.26	
								03	\$129,944.88		03	\$129,944.88	
								04	\$134,492.80		04	\$134,492.80	
								05	\$139,199.63		05	\$139,199.63	
								06	\$144,072.03		06	\$144,072.03	
								07	\$149,114.58		07	\$149,114.58	
								08	\$154,324.80		08	\$154,324.80	
16	ADVANCEMENT WITHIN THE PAY RANGE 17.10	BHD - Behavioral Health Division	6300	House Physician I - Hourly 00047322 / 000014	N/A	1	40XM	01	\$121,304.98	40XM	01	\$121,304.98	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. To retain employees critical to BHD Crisis Service operations
								02	\$125,550.26		02	\$125,550.26	
								03	\$129,944.88		03	\$129,944.88	
								04	\$134,492.80		04	\$134,492.80	
								05	\$139,199.63		05	\$139,199.63	
								06	\$144,072.03		06	\$144,072.03	
								07	\$149,114.58		07	\$149,114.58	
								08	\$154,324.80		08	\$154,324.80	

RECLASS
DAS FISCAL FORM
7/1/2013

RECLASSIFICATION DAS FISCAL FORM
Department: County Clerk
Date of Reclass Request: June 27, 2013
Date of anticipated reclasses: August 4, 2013

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	2012 total	Annual Total
EXISTING POSITION(S)*:															
1	3270	3270	00082200	Deputy County Clerk	913E	-	1	1	\$ 30.467	2,437	186	248	11	31,585	74,655
2	3270	3270	00004042	Fiscal Specialist	05P	9	1	1.0	\$ 19.952	1,596	122	248	11	21,624	51,112
3	3270	3270	00001287	Clerical Specialist County Clerk	05P	6	1	1.0	\$ 18.305	1,464	112	199	11	19,527	46,154
													SUBTOTAL:	41,151	97,266
RECLASSIFICATION POSITION(S)*:															
1	3270	3270	00082200	Deputy County Clerk	901E	-	1	1.0	\$ 32.692	2,615	200	815	11	39,932	94,384
2	3270	3270	TBD	Accounting Specialist	06P	7	1	1.0	\$ 20.451	1,636	125	815	11	28,335	66,974
3	3270	3270	TBD	Administrative Asst	06P	4	1	1.0	\$ 18.665	1,493	114	766	11	26,105	61,704
													SUBTOTAL:	54,441	128,678
													TOTAL COST:	13,290	31,412

* Pension Fixed Rate for 2013 = 15.51% of salary (No impact on Health Insurance of this action)

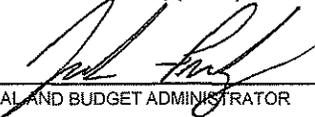
DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASS:

Yes

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATIONS?

Yes

COMMENT/NARRATIVE (optional):


FISCAL AND BUDGET ADMINISTRATOR

7-1-13
DATE

RECLASS
DAS FISCAL FORM
7/1/2013

RECLASSIFICATION DAS FISCAL FORM
Department: Community Business Development Partners
Date of Reclassification Request: June 28, 2013
Date of anticipated reclassification: Aug 4, 2013

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	2013 total	Annual Total	
EXISTING POSITION(S):																
1	1040	1041	12915	Certification Analyst - Fiscal	22	1	1	1.0	21.79	1,743	133	851	11	30,000	70,909	
2	1040	1041	12920	Certification Analyst	22	5	1	1.0	25.10	2,008	154	892	11	33,587	79,388	
														SUBTOTAL:	63,587	150,297
RECLASSIFICATION POSITION(S):																
1	1040	1041	TBD	Business Development Analyst	27	1	2	2.0	25.87	2,070	158	901	11	68,844	162,722	
														SUBTOTAL:	68,844	162,722
														TOTAL COST:	5,256	12,424

* Pension Fixed Rate for 2013 = 15.51% of salary

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASSIFICATION: Yes

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATION? Yes

COMMENT/NARRATIVE (optional):


FISCAL AND BUDGET ADMINISTRATOR

7-1-13
DATE

RECLASS
DAS FISCAL FORM
7/1/2013

RECLASSIFICATION DAS FISCAL FORM
Department: County Treasurer
Date of Reclassification Request: June 28, 2013
Date of anticipated reclassification: Aug 4, 2013

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	2013 total	Annual Total	
EXISTING POSITION(S):																
1	3090	3090	04605	Accounting-Manager	32M	5	1	1.0	36.68	2,935	225	1,036	11	46,143	109,065	
2	3090	3090	04220	Accountant 2 - Treasury Serv	17	3	1	1.0	19.60	1,568	120	824	11	27,630	65,308	
														SUBTOTAL:	73,773	174,372
RECLASSIFICATION POSITION(S):																
1	3090	3090	TBD	Treasury Accounting Manager	34M	3	1	1.0	36.68	2,935	225	1,036	11	46,143	109,065	
2	3090	3090	TBD	Associate Treasury Accountant	20	1	1	1.0	20.17	1,614	123	831	11	28,245	66,762	
														SUBTOTAL:	74,388	175,826
														TOTAL COST:	615	1,454

* Pension Fixed Rate for 2013 = 15.51% of salary

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASSIFICATION: Yes

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATION? Yes

COMMENT/NARRATIVE (optional):


FISCAL AND BUDGET ADMINISTRATOR

7-1-13
DATE

ADVANCEMENT
DAS FISCAL FORM
7/1/2013

ADVANCEMENT DAS FISCAL FORM

Department: Department of Health and Human Services

Date of Advancement Request: June 27, 2013

Date of anticipated advancements: August 4, 2013

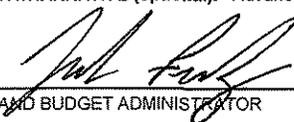
Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2013 total	Annual Total
EXISTING POSITION(S)*:															
1	6300	6443	00047322	House Physician 1 Hrly	40XM	3	4	3.0	62.47	625	48		11	29,591	69,943
													SUBTOTAL:	29,591	69,943
ADVANCEMENT POSITION(S)*:															
1	6300	6443	00047322	House Physician 1 Hrly	40XM	4	4	3.0	69.66	697	53		11	32,995	77,989
													SUBTOTAL:	32,995	77,989
													TOTAL COST:	3,404	8,046

* Pension Fixed Rate for 2013 = 15.51% of salary

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE ADVANCEMENT: Yes

DOES DAS APPROVE THE ABOVE MENTIONED ADVANCEMENTS? Yes

COMMENT/NARRATIVE (optional): Advancement is requested for retention purposes


FISCAL AND BUDGET ADMINISTRATOR

7-1-13
DATE

RECLASS
DAS FISCAL FORM
7/2/2013

RECLASSIFICATION DAS FISCAL FORM
Department: Comptroller
Date of Reclass Request: June 27, 2013
Date of anticipated reclasses: August 4, 2013

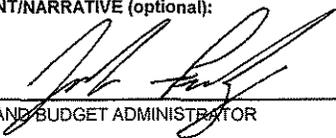
Item	Org Unit	Low Org	Title Code	Position Name	Pay Range	Step	No. of Positions	FTEs	Hrly Rate	Biweekly Salary	Social Security	Fringe Benefits**	Pay Periods Remaining	2012 total	Annual Total
EXISTING POSITION(S)*:															
1	3700	3757	00004141	Payroll Specialist 1	13	2	1	1.0	\$ 17.005	1,360	104	205	11	18,359	43,394
2	3700	3757	00004141	Payroll Specialist 1	13	1	1	1.0	\$ 16.485	1,319	101	205	11	17,867	42,230
3														0	0
													SUBTOTAL:	17,867	42,230
RECLASSIFICATION POSITION(S)*:															
1	3700	3757	00004141	Payroll Specialist	16	2	1	1.0	\$ 18.499	1,480	113	772	11	26,012	61,484
2	3700	3757	00004141	Payroll Specialist	16	1	1	1.0	\$ 18.020	1,442	110	772	11	25,559	60,412
3														0	0
													SUBTOTAL:	25,559	60,412
													TOTAL COST:	7,692	18,182

* Pension Fixed Rate for 2013 = 15.51% of salary (No impact on Health Insurance of this action)

DOES THE DEPARTMENT HAVE SUFFICIENT FUNDS FOR THE RECLASS: Yes

DOES DAS APPROVE THE ABOVE MENTIONED RECLASSIFICATIONS? Yes

COMMENT/NARRATIVE (optional):


FISCAL AND BUDGET ADMINISTRATOR

7-1-13
DATE

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : JUNE 28, 2013
To : Committee on Finance, Personnel & Audit
FROM : Rick Ceschin, Deputy Director of Human Resources 
SUBJECT : **Informational Reports 07/18/13**
For Finance, Personnel & Audit Committee Meeting

Attached is an informational report listing *appointments at an advanced step of the pay range*, which the Director of Human Resources has approved.

These reports are provided in accordance with the provisions of Chapter 17 of the County General Ordinances and may be included on the agenda of the July 18, 2013 Finance, Personnel & Audit Committee Meeting for informational purposes

RC:jam

Attachment

**Appointments at an Advanced Step of the Pay Range
Finance, Personnel & Audit Committee Report
July 2013**

^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
DOT Airport	5040	N/A	Accounting Manager Airport	915E	01	\$ 29.6486	\$ 61,669.09	08	06/03/2013	New Hire Appointment / 30+ Years Experience in Accounting, & Management
					02	\$ 31.1309	\$ 64,752.27			
					03	\$ 32.6137	\$ 67,836.50			
					04	\$ 34.0958	\$ 70,919.26			
					05	\$ 35.5784	\$ 74,003.07			
					06	\$ 36.6906	\$ 76,316.45			
					07	\$ 37.8022	\$ 78,628.58			
					08	\$ 38.5433	\$ 80,170.06			
BHD - Behavioral Health Division	6300	N/A	EMS Instructor	18N	01	\$ 26.5101	\$ 55,141.01	04	05/28/2013	New Hire Appointment / 10+ Years Experience in EMS, Nursing & Primary Care Environment
					02	\$ 28.0892	\$ 58,425.54			
					03	\$ 29.4905	\$ 61,340.24			
					04	\$ 30.7558	\$ 63,972.06			
					05	\$ 32.1572	\$ 66,886.98			
					06	\$ 32.7951	\$ 68,213.81			
					07	\$ 33.4435	\$ 69,562.48			
					08	\$ 34.0082	\$ 70,737.06			
					09	\$ 34.5729	\$ 71,911.63			
BHD - Behavioral Health Division	6300	BH Staff Psychiatrist	BH Medical Director-Adult	46PM	01	\$ 84.0613	\$ 192,768.99	04	07/07/2013	Promotional Transfer / 7+ Years Experience
					02	\$ 87.0035	\$ 199,515.89			
					03	\$ 90.4860	\$ 206,499.07			
					04	\$ 93.2003	\$ 213,726.45			
					05	\$ 96.4623	\$ 221,206.96			
					06	\$ 99.8384	\$ 228,949.11			
					07	\$ 103.3328	\$ 236,961.92			
BHD - Behavioral Health Division	6300	BH Med Prog Director - CATC	BH Medical Director- Acute	46PM	01	\$ 84.0613	\$ 192,768.99	04	07/07/2013	Promotional Transfer / 7+ Years Experience
					02	\$ 87.0035	\$ 199,515.89			
					03	\$ 90.4860	\$ 206,499.07			
					04	\$ 93.2003	\$ 213,726.45			
					05	\$ 96.4623	\$ 221,206.96			
					06	\$ 99.8384	\$ 228,949.11			
					07	\$ 103.3328	\$ 236,961.92			
BHD - Behavioral Health Division	6300	House Physician 2 Hrly	BH Staff Psychiatrist	44PM	01	\$ 84.0613	\$ 174,847.50	05	06/23/2013	Promotional Transfer / 10+ Years Experience
					02	\$ 87.0035	\$ 180,967.28			
					03	\$ 90.4860	\$ 188,210.88			
					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 - Behavioral Health Division	6300	N/A	BH Staff Psychiatrist - Hourly	44PM	01	\$ 84.0613	\$ 174,847.50	05	07/01/2013	New Hire Appointment / 9+ Years Experience
					02	\$ 87.0035	\$ 180,967.28			
					03	\$ 90.4860	\$ 188,210.88			
					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
July 2013**

^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 - Behavioral Health Division	6300	N/A	BH Staff Psychiatrist	44PM	01	\$ 84.0613	\$ 174,847.50	03	07/01/2013	New Hire Appointment / 5+ Years Experience
					02	\$ 87.0035	\$ 180,967.28			
					03	\$ 90.4860	\$ 188,210.88			
					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 - Behavioral Health Division	6300	House Physician 1 Hrly	BH Staff Psychiatrist - Hourly	44PM	01	\$ 84.0613	\$ 174,847.50	03	07/07/2013	Promotional Transfer / 4+ Years Experience
					02	\$ 87.0035	\$ 180,967.28			
					03	\$ 90.4860	\$ 188,210.88			
					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 - Behavioral Health Division	6300	House Physician 2 Hrly	BH Staff Psychiatrist - Hourly	44PM	01	\$ 84.0613	\$ 174,847.50	03	07/07/2013	Promotional Transfer / 4+ Years Experience
					02	\$ 87.0035	\$ 180,967.28			
					03	\$ 90.4860	\$ 188,210.88			
					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 - Behavioral Health Division	6300	House Physician 1 Hrly	House Physician 2 Hrly	42XM	01	\$ 64.3280	\$ 133,802.24	05	07/07/2013	Promotional Transfer / 3+ Years Experience
					02	\$ 66.5796	\$ 138,485.57			
					03	\$ 68.9099	\$ 143,332.59			
					04	\$ 71.3217	\$ 148,349.14			
					05	\$ 73.8179	\$ 153,541.23			
					06	\$ 76.4016	\$ 158,915.33			
					07	\$ 79.0757	\$ 164,477.46			
BHD - Behavioral Health Division	6300	House Physician 1 Hrly	House Physician 2 Hrly	42XM	01	\$ 64.3280	\$ 133,802.24	05	07/07/2013	Promotional Transfer / 3+ Years Experience
					02	\$ 66.5796	\$ 138,485.57			
					03	\$ 68.9099	\$ 143,332.59			
					04	\$ 71.3217	\$ 148,349.14			
					05	\$ 73.8179	\$ 153,541.23			
					06	\$ 76.4016	\$ 158,915.33			
					07	\$ 79.0757	\$ 164,477.46			
BHD - Behavioral Health Division	6300	House Physician 1 Hrly	House Physician 2 Hrly	42XM	01	\$ 64.3280	\$ 133,802.24	05	07/07/2013	Promotional Transfer / 3+ Years Experience
					02	\$ 66.5796	\$ 138,485.57			
					03	\$ 68.9099	\$ 143,332.59			
					04	\$ 71.3217	\$ 148,349.14			
					05	\$ 73.8179	\$ 153,541.23			
					06	\$ 76.4016	\$ 158,915.33			
					07	\$ 79.0757	\$ 164,477.46			

**Appointments at an Advanced Step of the Pay Range
Finance, Personnel & Audit Committee Report
July 2013**

^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 - Behavioral Health Division	6300	House Physician 1 Hrly	House Physician 2 Hrly	42XM	01	\$ 64.3280	\$ 133,802.24	05	07/07/2013	Promotional Transfer / 3+ Years Experience
					02	\$ 66.5796	\$ 138,485.57			
					03	\$ 68.9099	\$ 143,332.59			
					04	\$ 71.3217	\$ 148,349.14			
					05	\$ 73.8179	\$ 153,541.23			
					06	\$ 76.4016	\$ 158,915.33			
					07	\$ 79.0757	\$ 164,477.46			
BHD - Behavioral Health Division	6300	House Physician 1 Hrly	House Physician 2 Hrly	42XM	01	\$ 64.3280	\$ 133,802.24	05	07/07/2013	Promotional Transfer / 4+ Years Training/Experience
					02	\$ 66.5796	\$ 138,485.57			
					03	\$ 68.9099	\$ 143,332.59			
					04	\$ 71.3217	\$ 148,349.14			
					05	\$ 73.8179	\$ 153,541.23			
					06	\$ 76.4016	\$ 158,915.33			
					07	\$ 79.0757	\$ 164,477.46			
Zoo	9500	Clerical Assistant I	Fiscal Assistant I	03P	01	\$ 13.5225	\$ 28,126.80	04	06/03/2013	Promotional Transfer / 8+ Years of Accounting Experience
					02	\$ 13.9998	\$ 29,119.58			
					03	\$ 14.4769	\$ 30,111.95			
					04	\$ 14.9543	\$ 31,104.94			
					05	\$ 15.4317	\$ 32,097.94			
					06	\$ 15.9089	\$ 33,090.51			
					07	\$ 16.3863	\$ 34,083.50			
					08	\$ 16.8634	\$ 35,075.87			
					09	\$ 17.3408	\$ 36,068.86			

COUNTY OF MILWAUKEE
Department of Human Resources
INTER-OFFICE COMMUNICATION

DATE : June 28, 2013
To : Committee on Finance, Personnel & Audit
FROM : Rick Ceschin, Deputy Director of Human Resources 
SUBJECT : **Informational Reports 07/18/2013**
For Finance, Personnel & Audit Committee Meeting

Attached are a series of informational reports relative to ***dual employment, emergency appointment, and temporary appointment***. Also included is an informational report relative to ***temporary assignments to a higher classification***, which is updated through June 25, 2013.

These reports are provided in accordance with the provisions of Chapter 17 of the County General Ordinances.

RC:jam

Attachments

Dual Employment Report
Finance, Personnel & Audit Committee Meeting
July 18, 2013

<u>Organizational Unit</u>	<u>Name</u>	<u>Current Classification</u>	<u>Current Pay Range</u>	<u>Dual Employment</u>	<u>Dual Employment Pay Range</u>
----------------------------	-------------	-------------------------------	--------------------------	------------------------	----------------------------------

Currently, there are no "Dual Employments" to report.

Emergency Appointment Report
 Finance, Personnel & Audit Committee Meeting
 July 18, 2013

Requestor	Dept	Last Name	First Name	Title Description	Employee Class	Status	Emergency Appt Date	Pay Range
HR	1144	Braatz	Lynda	Mgmt Asst - Human Res	F	A	1/14/2013	06PM
DHHS	8525	Collura	Andrew	Housing Prog Asst Rent Asst	F	A	12/10/2012	16Z
Sheriff	4316	Rowling	Kenneth	Power Plant Operator	F	A	4/1/2013	20

**Temporary Appointment Report
Finance, Personnel & Audit Committee Meeting
July 18, 2013**

Requestor	Dept	Last Name	First Name	Title Code	Title Description	Emp Class	Status	# of Hours in Payroll Period	Temporary Appt Date	Appt Type
-----------	------	-----------	------------	------------	-------------------	-----------	--------	------------------------------	---------------------	-----------

Currently, there are no "Temporary Appointments" to report.

**Temporary Assignment to a Higher Classification (TAHC) Report
Finance, Personnel & Audit Committee Meeting
July 18, 2013**

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 OF EXT	REASON
BHD	Krystal	Netzlaw	Fiscal Asst 2	4P	22M	Qual Mgmt Adm Asst	5/20/2013		8/16/2013		Vacant position
BHD/DHHS	Jennifer	Savasta	Office Support Asst 2	02P	04P	Payroll Asst	5/20/2013		7/19/2013		Vacant position
Child Support	Mary	Harrington	Child Support Specialist	16J	19L	Paralegal-CSE	4/1/2013	6/3/2013	8/2/2013	adm	Vacant position
Clerk of Court-Child	Carol	Lee	Dep Clerk Ct Jud Asst	15Z	24M	AdminAsst 3 Court NR	6/17/2013		9/13/2013		Incumbent on leave
DAS-Fiscal Affairs	Josh	Fudge	Director of Strategic Planning	901E	903E	Fiscal & Budget Administrator	4/29/2013		7/27/2013		Incumbent resigned
DHHS	Alba	Mendez	Housing Program Asst	16Z	19	Hse Prog Asst-Special Needs	5/27/2013		7/26/2013		Incumbent resigned
TPW-Airport	Rahsaan	Gibson	Airport Mtce Worker	15KZ	15KZ	Airport Mtce Worker IC	3/18/2013	5/7/2013	8/29/2013	adm	Incumbent promoted
Parks	Bryan	Meyer	Park Wkr 3 Seas	5108	13P	Parks/Hwy Maint Wrkr	5/12/2013		8/9/2013		Incumbent retired
Parks	Christopher	Stritchko	Park Worker 3 Seas	5108	18Z	Park Mtce Wrkr 2-IC	5/4/2013		8/1/2013		Incumbent in TAHC
Parks	Ross	Milton	Park Mtce Worker II IC	18Z	24M	Park Unit Coord II	5/4/2013		8/1/2013		Vacant position
Parks	Doris	Maki	Parks Ops. Analyst II	22	26M	Public Services Manager	5/29/2013		8/26/2013		Incumbent Suspended
Parks	Ryan	Broderick	Clerical Specialist HR	05PM	22	Park Ops Analyst II	6/3/2013		8/31/2013		Incumbent on TAHC
Sheriff Dept	Daniel	Dittberner	Deputy Sheriff I	17BZ	22B	Deputy Sheriff Sergeant*	2/10/2013	5/12/2013	8/9/2013	adm	Vacant position
Sheriff Dept	April	Johnson	Deputy Sheriff I	17BZ	22B	Deputy Sheriff Sergeant*	2/15/2013	5/18/2013	8/15/2013	adm	Vacant position
Sheriff Dept	Cassey	Staat	Correction Officer I	14BZ	23CM	CO Lieutenant	6/10/2013		9/7/2013		Vacant position
Sheriff Dept	Steven	Haw	Correction Officer I	14BZ	23CM	CO Lieutenant	6/10/2013		9/7/2013		Vacant position
Sheriff Dept	Chad	Recklies	Correction Officer I	14BZ	23CM	CO Lieutenant	6/10/2013		9/7/2013		Vacant position
Sheriff Dept	Darren	Reaves	Correction Officer I	14BZ	23CM	CO Lieutenant	6/10/2013		9/7/2013		Vacant position
Sheriff Dept	William	Whitinger	Correction Officer I	14BZ	23CM	CO Lieutenant	5/31/2013		8/28/2013		Vacant position
Sheriff Dept	Paul	Hein	Correction Officer I	14BZ	23CM	CO Lieutenant	5/31/2013		8/28/2013		Vacant position
Zoo	Raymond	Hren	Zookeeper	15	17A	Zoo Area Supervisor	6/4/2013		7/18/2013		Medical Coverage
Zoo	Sheri	Robb-Guay	Heritage Farm Atndt	09ZB	15	Zookeeper	6/4/2013		7/18/2013		Incumbent on TAHC
Zoo	Michael	Narlock	Heritage Farm Atndt-Seas	51	15	Zookeeper	6/5/2013		7/19/2013		Vacant position

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

1 By Supervisor Dimitrijevic
2
3

4 **A RESOLUTION/ORDINANCE**

5 to establish a Research Services Division within the Office of the Comptroller
6

7 WHEREAS, 2013 Wisconsin Act 14 ("Act 14"), among other provisions, created
8 59.52(32) of the statutes that states:
9

10 RESEARCH DEPARTMENT. In any county with a population of 750,000 or more,
11 the board may enact an ordinance creating a department in county government to
12 provide independent and nonpartisan research services for the board and the county
13 executive. The department may not consist of more than 4.0 full-time equivalent
14 positions. Employees of the department shall be hired and supervised by the
15 comptroller, and shall serve at the pleasure of the comptroller. Such a department
16 shall respond to requests for services from the board and the county executive. The
17 authority to create a department under this subsection may not be exercised after
18 the county board enacts its budget for the 2017 fiscal year.
19

20 ; and
21

22 WHEREAS, Act 14 also imposed strict budgetary caps on the County Board Budget
23 (Org. 1000) beginning in 2014 that will severely impede the ability to retain County Board
24 Research Services; and
25

26 WHEREAS, the Office of the Comptroller included a Research Services Division in
27 its 2014 Requested Budget for staff to help draft resolutions, ordinances and reports when
28 requested and be assigned to a standing committee of the County Board and perform other
29 tasks that may be needed relative to any county issue; and
30

31 WHEREAS, the transition of County Board Research functions to an independent
32 Research Services Division in the Office of the Comptroller should begin sooner than
33 January 1, 2014, so as to avoid any disruption providing research services support, as well
34 as provide the Comptroller the opportunity to hire the positions as prescribed by law; and
35

36 WHEREAS, the County Board of Supervisors recognizes the value of an independent
37 Research Services Division within the Office of the Comptroller to provide services to the
38 County Executive and the County Board to help develop fact-based policies; now,
39 therefore,
40

41 BE IT RESOLVED, that the County Board of Supervisors, pursuant to State Statute
42 59.52(32), hereby creates a Research Division within the Office of the Comptroller to
43 provide independent research services to the County Executive and County Board effective
44 August 18, 2013; and
45

46 BE IT FURTHER RESOLVED, that in order to provide independent research services,
47 the following positions are created in the Office of the Comptroller effective August 18,
48 2013:

49

50 **Org Unit 3700 – Office of the Comptroller**

51

	<u>Title*</u>	<u>Pay Range*</u>	<u># of Positions</u>
52			
53	Create: Research and Policy Director	38M	1
54	Research and Policy Analyst	33M	3

55

56 *The pay ranges of the proposed positions are the same pay ranges of research positions currently authorized in the
57 County Board budget (Org. 1000). Note that the Research and Policy Analyst positions are created in pay range 33M, but
58 have the ability to be under filled (and budgeted) in pay ranges 18M, 23M, 27M or 30M (\$38,881 to \$79,811) to create a
59 career ladder per File No. 04-517 adopted 12/16/2004.

60

61 ; and

62

63 BE IT FURTHER RESOLVED, that the Milwaukee County Board of Supervisors
64 hereby amends the Milwaukee County Code of General Ordinances by adopting the
65 following:

66

67

AN ORDINANCE

68

69 The Milwaukee County Board of Supervisors ordains as follows:

70

71 SECTION 1. Section 34.02 and 34.025 of the General Ordinances of Milwaukee
72 County is hereby amended as follows:

73

74 34.02. Purpose.

75 The office of the comptroller is created to carry out the functions outlined
76 specifically in s. 59.255(2) and 59.52(32), Wis. Stats., and those outlined in this
77 chapter.

78 34.025. Duties and responsibilities.

79 (1) The comptroller is the chief financial officer of the county, and the
80 administer of the county's financial affairs. The comptroller shall oversee all
81 of the county's debt.

82

83 (a) Overseeing all of the county debt shall include, but not be limited to,
84 administration of bond underwriters and counsel, financial advisor
85 services and capital fiscal monitoring.

86

- 87 (b) The comptroller shall not be responsible for the development of
88 capital budget recommendations or managing projects as these are
89 the duties of the county executive and board.
90
- 91 (2) The comptroller shall appoint one deputy to aid the comptroller,
92 under the comptroller's direction, in the discharge of the duties of the
93 office of comptroller. A deputy appointed under this paragraph may
94 be removed only for just cause. The appointment shall be in writing
95 and shall be filed and recorded in the comptroller's office. Such
96 deputy, in the absence of the comptroller from the comptroller's
97 office or in case of a vacancy in said office or any disability of the
98 comptroller to perform the duties of the office of comptroller, unless
99 another is appointed therefor as provided paragraph (3), shall perform
100 all of the duties of the office of comptroller until such vacancy is filled
101 or such disability is removed. The person so appointed shall take and
102 file the official oath. The person shall file his or her appointment with
103 the clerk. The board may, at its annual meeting or at any special
104 meeting, provide a salary for the deputy.
105
- 106 (3) If any comptroller is incapable of discharging the duties of the office
107 of comptroller, the county executive shall appoint a person, subject to
108 confirmation of the board, comptroller who shall serve until such
109 disability is removed. A person so appointed or appointed to fill a
110 vacancy in the office of the comptroller, upon giving an official bond
111 with like sureties as are required of such comptroller, shall perform all
112 of the duties of such office, and thereupon the powers and duties of
113 any deputy performing the duties of the last comptroller shall cease.
114
- 115 (4) Whenever requested to do so by the county executive or board, the
116 comptroller shall provide an independent fiscal analysis of any matter
117 affecting the county, and shall provide the county executive and
118 board with a fiscal note for all proposed legislation.
119
- 120 (5) Respond to requests from the county executive and county board to
121 provide independent and nonpartisan research services. This includes
122 drafting of resolutions, ordinances or amendments and providing
123 support to the standing committees and meetings of the county board
124 to assist the legislative and executive branch in fact-based decision
125 making.
126

127 SECTION 2. This ordinance shall become effective upon passage and publication or
128 August 18, 2013, whichever is later.

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: June 25, 2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: A resolution/ordinance to establish a Research Services Division within the Office of the Comptroller

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 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 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.

Approval of this resolution will create, pursuant to State Statute 59.52(32), a Research Division within the Office of the Comptroller to provide independent research services to the County Executive and County Board effective August 18, 2013. This resolution also creates four positions as follows:

<u>Title*</u>	<u>Pay Range*</u>	<u># of Positions</u>	
Create:	Research and Policy Director	38M	1
	Research and Policy Analyst	33M	3

The pay ranges of the proposed positions are the same pay ranges of research positions currently authorized in the County Board budget (Org. 1000). The Research and Policy Analyst positions are created in pay range 33M, but have the ability to be under filled (and budgeted) in pay ranges 18M, 23M, 27M or 30M (\$38,881 to \$79,811) to create a career ladder per File No. 04-517 adopted 12/16/04.

State Statute 59.52(32) requires that the Comptroller hire and supervise the employees of the Research Division.

This fiscal note assumes a \$0 fiscal impact because the cost of any of the positions that are created in the Office of the Comptroller (Org. 3700) and filled in 2013 will either be crosscharged to the County Board budget (Org. 1000) or monies reallocated from the County Board to the Comptroller via an appropriation transfer after the start of the fourth quarter of

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.

2013. The County Board has seven (7) authorized and funded positions in the Research Services section of the County Board and, at the time of this fiscal note was prepared, only three positions are filled. There are surplus appropriations contained within the County Board budget to cover the costs of any new positions that are filled in 2013 due to unexpended salary appropriations for research services staff.

The cost of the four positions for the remainder of the year (seven pay periods or 560 hours) for salary and fringe benefits ranges from \$108,617 to \$126,904 depending on which step in the pay range the positions are hired. Again, this assumes that all four positions are hired and filled on August 18, 2013, and remain filled for the rest of the year, which is unlikely to occur. The cost estimate range also assumes appointment in pay range 38M for the Research and Policy Director and 33M for the three Research and Policy Analyst positions. The Analyst positions are part of a career ladder that permits the position to be under filled in either pay range 18M, 21M or 27M. If that occurs, the fiscal estimates above would be reduced commensurate to the pay range of the appointment.

Using the same assumptions for 2014, the full year cost for salary and fringe benefits ranges from \$403,435 to \$471,358 depending on which step in the pay range the positions are hired. On a countywide basis, it is expected that the additional cost to establish the research positions within the Office of the Comptroller will be offset with savings in the County Board budget for research services for no net tax levy impact.

This fiscal note assumes active health/life insurance costs of \$567.12 per pay period and pension costs of 13.57% of salaries per pay period for the remaining seven pay periods (560 hours) from the date the positions are created (August 18, 2013) through the end of the year. These same amounts were used in calculating the impact for 2014.

Department/Prepared By Stephen J. Cady, Fiscal and Budget Analyst, County Board

Authorized Signature 

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

Date: July 01, 2013
To: Milwaukee County Board Chairwoman Marina Dimitrijevic,
From: Frederick J. Bau, Labor Relations
RE: Ratification of the 2012 & 2013 Memoranda of Agreement between Milwaukee County and the Association of Milwaukee County Attorneys

Milwaukee County has reached an understanding with the bargaining team for the Association of Milwaukee County Attorneys that establishes a memorandum of agreement for 2012 and a separate memorandum of agreement for 2013.

I am requesting that this item be placed on the next agenda for the meeting of Finance, Personnel and Audit Committee as an action item.

The following documents will be provided to the Committee for their review:

- 1) The Tentative Agreements between the County and the Union;
- 2) A Union notification that the MOA's were ratified by the membership;
- 3) A draft Resolution approving the MOA's, this will also be provided electronically to the appropriate committee clerk;
- 4) A fiscal note that has been prepared by the Office of the Comptroller.

If you have any questions, please call me at 223-1932.

cc: Kelly Bablitch, Chief of Staff, County Board
Amber Moreen, Chief of Staff, Office of the County Executive
Raisa Koltun, Director of Legislative Affairs, Office of the County Executive
Scott Manske, Comptroller
Jerome Heer, Director, Audit Division
Don Tyler, Director, Dept. of Administrative Services
Kerry Mitchell, Director of Human Resources
Kimberly Walker, Corporation Counsel
Stephen Cady, Research Analyst
Janelle Jensen, Personnel, Finance and Audit Committee Clerk

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(ITEM) From Labor Relations, submitting documents relating to the tentative agreements with Association of Milwaukee County Attorneys, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the negotiation staff of Milwaukee County and the Association of Milwaukee County Attorneys, have reached agreements on all issues relating to wages for employees in the bargaining unit represented by the Association of Milwaukee County Attorneys, and for the period January 1, 2012 through December 31, 2012, and January 1, 2013 through December 31, 2013 modifying the previous agreements in the following respects:

- (1) Providing for the termination of the Agreements on December 31, 2012 and December 31, 2013.
- (2) Providing for Base wage rates for calendar year 2012 to remain the same as base wage rates in 2011.
- (3) Providing for Effective Pay Period 12, 2013, (May 12, 2013) wages of the bargaining unit employees shall be increased by one and one half percent (1½%).
- (4) All other provisions of the previous MOA (2009-2011) are now null and void.

WHEREAS, such agreements were ratified by the membership of Association of Milwaukee County Attorneys on June 19, 2013, and July 1, 2013; and

WHEREAS, the Committee on Finance, Personnel and Audit, on XXXX XX, 2013, recommended approval (vote X-X) of the Association of Milwaukee County Attorneys agreements; and

BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby approves the agreements on wages with Association of Milwaukee County Attorneys which is incorporated herein by reference to this File No. 13-XXX, and hereby authorizes and directs the County Executive and the County Clerk to execute the agreements; and

BE IT FURTHER RESOLVED that the Director of the Department of Administration is hereby authorized and directed to prepare and submit appropriation transfer requests reflecting these agreements at a later date, if necessary.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: July 1, 2013

TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Scott B. Manske, Comptroller 

SUBJECT: Fiscal Impact – 2012 Collective Bargaining Agreement with the Association of Milwaukee County Attorneys (Attorneys)

Under Wisconsin Employment Relations Commission (WERC) rules and Statute Statute, non-public safety bargaining units are only allowed to negotiate for base wage increases on an annual basis. The start of the bargaining year for the Association of Milwaukee County Attorneys (Attorneys) was January 1, 2012. The last day of their previously negotiated contract was December 31, 2011. The bargaining unit was recertified, according to the Milwaukee County Department of Labor Relations.

2012 Base Wage Limit

Using rules provided by WERC, a calculation was made to provide the maximum base wage increase allowable for 2012 for this bargaining unit. The calculation was based on the members of the bargaining unit in the pay period that was 180 days prior to the expiration date of the most recent collective bargaining agreement. The pay period used was Pay Period 14 2011 (June 25, 2011). At that time, the bargaining unit had 55 members who were actively employed. The annual wages of the members were calculated based upon their existing wage rates and were then multiplied by the CPI applicable to bargaining years beginning on January 1, 2012 or 2.01 percent. This became the maximum base wage increase allowable for purposes of bargaining or \$109,673.

2012 Wage Increase and Base Wage Compliance

Based upon the proposed agreement with the bargaining unit, the base wage rates will not increase in 2012. The determination of compliance with Base Wage Limit uses the proposed 0 percent increase annualized for a one-year period. As a result, the base wage increase will result in a total salary lift for 2012 of \$0 for the bargaining unit, which is within the maximum base wage increase allowable. Calculation of the maximum base wage increase for the bargaining unit was made in accordance with the WERC rules. No provision was made for any litigation that may have occurred subsequent to the issuance of those rules, and we have no knowledge of any such litigation. Representatives of Labor Relations, Corporation Counsel, Department of Administrative Services, Office of the Comptroller, and outside legal counsel have discussed and agreed to the definition, negotiation, and calculation of base wages.

Impact of 2012 Wage Increase on 2013 Budget and 2014 Budget

Based upon the proposed agreement with the bargaining unit, the base wage rates will not increase for 2012. The cost of the wage increase for 2012, using the contract effective date of January 1, 2012, would be \$0 and therefore has no effect on the 2013 Adopted Budget or future budgets.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: July 1, 2013

TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Scott B. Manske, Comptroller 

SUBJECT: Fiscal Impact – 2013 Collective Bargaining Agreement with the Association of Milwaukee County Attorneys

Under Wisconsin Employment Relations Commission (WERC) rules and Statute Statute, non-public safety bargaining units are only allowed to negotiate for base wage increases on an annual basis. The start of the bargaining year for the Association of Milwaukee County Attorneys (Attorneys) was January 1, 2013. The last day of their previously negotiated contract was December 31, 2011. The bargaining unit was recertified, according to the Milwaukee County Department of Labor Relations.

2013 Base Wage Limit

Using rules provided by WERC, a calculation was made to provide the maximum base wage increase allowable for 2013 for this bargaining unit. The calculation was based on the members of the bargaining unit in the pay period that was 180 days prior to the expiration date of the most recent collective bargaining agreement.¹ The pay period used was Pay Period 15 2012 (June 24, 2012). At that time, the bargaining unit had 49 members who were actively employed. The annual wages of the members were calculated based upon their existing wage rates and were then multiplied by the CPI applicable to bargaining years beginning on January 1, 2013 or 2.96 percent. This became the maximum base wage increase allowable for purposes of bargaining or \$134,059.

2013 Wage Increase and Base Wage Compliance

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The determination of compliance with Base Wage Limit uses the proposed 1.5 percent increase annualized for a one-year period. As a result, the base wage increase will result in a total salary lift for 2013 of \$69,554 for the bargaining unit, which is within the maximum base wage increase allowable. Calculation of the maximum base wage increase for the bargaining unit was made in accordance with the WERC rules. No provision was made for any litigation that may have occurred subsequent to the issuance of those rules, and we have no knowledge of any such litigation. Representatives of Labor Relations, Corporation Counsel, Department of Administrative Services, Office of the Comptroller and outside legal counsel have discussed and agreed to the definition, negotiation, and calculation of base wages.

¹ The maximum base wage increase was calculated under the assumption that a successor agreement for the calendar year 2012 would be executed prior to the execution of the 2013 agreement.

Impact of 2013 Wage Increase on 2013 Budget and 2014 Budget

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The cost of the wage increase for 2013, using the contract effective date, would be as follows:

Salary Increase	\$	40,127
FICA	\$	3,070
Pension - County Portion	\$	3,531
Pension - Employee Contribution	\$	(1,766)
Net Cost	\$	44,962

The 2013 Adopted Budget included an appropriation for the 1.5 percent wage increase for the bargaining unit, with a similar effective date and therefore, there is no resulting budgetary impact based on the proposed agreement for the current year. Since this wage increase inflates the base wage of these employees it would therefore impact each subsequent year budget. The budget impact on 2014, assuming the same pension percentages, would be as follows:

Salary Increase	\$	69,554
FICA	\$	5,321
Pension - County Portion	\$	6,121
Pension - Employee Contribution	\$	(3,060)
Net Cost	\$	77,935

TA
7-1-13
to [Signature]

**2012
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
ASSOCIATION OF
MILWAUKEE COUNTY ATTORNEYS**

**Milwaukee County
Labor Relations
901 N. 9th Street, Room 210
Milwaukee, WI 53233
414-278-4852**

TA
7-1-13
to

APP

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1.02	Employee Defined	2
1.03	Duration of Agreement	2
	PART 2	
2.01	Wages.....	2

TA
7-1-13
[Handwritten initials]

2012
AGREEMENT
between
COUNTY OF MILWAUKEE
and
ASSOCIATION OF MILWAUKEE COUNTY ATTORNEYS

This Agreement made and entered into by and between the County of Milwaukee, a municipal body corporate, as municipal employer, hereinafter referred to as "County", and the Association of Milwaukee County Attorneys, as representatives of employees who are employed by the County of Milwaukee, hereinafter referred to as "Association".

WITNESSETH

In consideration of the mutual covenants herein contained, the parties hereto do hereby mutually agree as follows:

PART 1

1.01 RECOGNITION

The County of Milwaukee agrees to recognize and herewith does recognize the Association of Milwaukee County Attorneys as the exclusive collective bargaining agent on behalf of the employees of Milwaukee County in accordance with the certification of the Wisconsin Employment Relations Commission. The County also recognizes the professional, intellectual and varied character of the bargaining unit work involving the consistent exercise of discretion and judgment; that the output accomplished cannot be standardized in relationship to a given period of time and cannot be performed without post-graduate training and admission to the Bar of the State of Wisconsin and is subject to the code of professional responsibility.

TA
7-1-13
[Signature]

1 1.02 EMPLOYEE DEFINED

2 Wherever the term "employee" is used in this Agreement, it shall mean and include only those
3 employees of Milwaukee County within the certified bargaining unit represented by the
4 Association.

6 1.03 DURATION OF AGREEMENT

7 (1) The provisions of this Agreement shall become effective on January 1, 2012
8 unless otherwise herein provided. Unless otherwise modified or extended by
9 mutual agreement of the parties, this Agreement shall expire on December 31,
10 2012.

11 (2) The initial bargaining proposals of the County and the Association for a successor
12 agreement shall be exchanged prior to October 15, 2012, at a time mutually
13 agreeable to the parties.

14
15 Thereafter, negotiations shall be carried on in an expeditious manner and shall
16 continue until all bargainable issues between the parties have been resolved.

19 PART 2

21 2.01 WAGES

22 (1) Base wage rates for calendar year 2012 will remain the same as base wage rates in
23 2011.

24

TA 7-1-13/8 CR

Dated at Milwaukee, Wisconsin, this _____ day of _____, 2013

(Three copies of this instrument are being executed all with the same force and effect as though each were an original.)

ASSOCIATION OF MILWAUKEE
COUNTY ATTORNEYS

COUNTY OF MILWAUKEE,
a municipal body corporate

BY _____
David Pruhs
President

BY _____
Chris Abele,
County Executive

BY _____

BY _____
Joseph J. Czarnetzki
County Clerk

IN PRESENCE OF:

IN PRESENCE OF:

Frederick J. Bau
Labor Relations

APPROVED FOR EXECUTION

Corporation Counsel

**THE COUNTY RESERVES THE RIGHT TO AMEND, MODIFY, ADD TO OR
DELETE FROM THESE PROPOSALS DURING THE COURSE OF
NEGOTIATIONS FOR A SUCCESSOR AGREEMENT, THIS RESERVATION IS
MADE PART OF ALL SUBSEQUENT COUNTY PROPOSALS WHETHER IT IS
STATED OR NOT.**

TA
6-17-13
DRP

**2013
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
ASSOCIATION OF
MILWAUKEE COUNTY ATTORNEYS**

**Milwaukee County
Department of Labor Relations
901 N. 9th Street, Room 210
Milwaukee, WI 53233
414-278-4852**

TA
6-17-13
18
DAP

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2013
AGREEMENT
between
COUNTY OF MILWAUKEE
and
ASSOCIATION OF MILWAUKEE COUNTY ATTORNEYS

This Agreement made and entered into by and between the County of Milwaukee, a municipal body corporate, as municipal employer, hereinafter referred to as "County", and the Association of Milwaukee County Attorneys, as representatives of employees who are employed by the County of Milwaukee, hereinafter referred to as "Association".

WITNESSETH

In consideration of the mutual covenants herein contained, the parties hereto do hereby mutually agree as follows:

PART 1

1.01 RECOGNITION

The County of Milwaukee agrees to recognize and herewith does recognize the Association of Milwaukee County Attorneys as the exclusive collective bargaining agent on behalf of the employees of Milwaukee County in accordance with the certification of the Wisconsin Employment Relations Commission. The County also recognizes the professional, intellectual and varied character of the bargaining unit work involving the consistent exercise of discretion and judgment; that the output accomplished cannot be standardized in relationship to a given period of time and cannot be performed without post-graduate training and admission to the Bar of the State of Wisconsin and is subject to the code of professional responsibility.

TA
6-17-13
ADDP

1 1.02 EMPLOYEE DEFINED

2 Wherever the term "employee" is used in this Agreement, it shall mean and include only those
3 employees of Milwaukee County within the certified bargaining unit represented by the
4 Association.

5
6 1.03 DURATION OF AGREEMENT

7 (1) The provisions of this Agreement shall become effective on January 1, 2013
8 unless otherwise herein provided. Unless otherwise modified or extended by
9 mutual agreement of the parties, this Agreement shall expire on December 31,
10 2013.

11 (2) The initial bargaining proposals of the County and the Association for a
12 successor agreement shall be exchanged prior to October 15, 2013, at a time
13 mutually agreeable to the parties.

14
15 Thereafter, negotiations shall be carried on in an expeditious manner and shall
16 continue until all bargainable issues between the parties have been resolved.

17
18 PART 2

19 2.01 WAGES

20 (1) Effective Pay Period 12, 2013, (May 12, 2013) wages of the bargaining unit
21 employees shall be increased by one and one half percent (1½%).
22
23

TA 6-17-13 DR

Dated at Milwaukee, Wisconsin, this _____ day of _____, 2013

(Three copies of this instrument are being executed all with the same force and effect as though each were an original.)

ASSOCIATION OF MILWAUKEE
COUNTY ATTORNEYS

COUNTY OF MILWAUKEE,
a municipal body corporate

BY _____
David Pruhs, President

BY _____
Chris Abele, County Executive

BY _____

BY _____
Joseph J. Czarnecki, County Clerk

IN PRESENCE OF:

IN PRESENCE OF:

Frederick J. Bau, Department of Labor Relations

APPROVED FOR EXECUTION

Corporation Counsel

THE COUNTY RESERVES THE RIGHT TO AMEND, MODIFY, ADD TO OR DELETE FROM THESE PROPOSALS DURING THE COURSE OF NEGOTIATIONS FOR A SUCCESSOR AGREEMENT, THIS RESERVATION IS MADE PART OF ALL SUBSEQUENT COUNTY PROPOSALS WHETHER IT IS STATED OR NOT.

Association of Milwaukee County Attorneys

July 1, 2013

David Pruhs
President
Association of Milwaukee County Attorneys
901 N. 9th St., Room 707
Milwaukee, WI 53233
(414) 278-4413

Mr. Fred Bau
Milwaukee County Director of Labor Relations
901 N. 9th St., Room 210
Milwaukee, WI 53233

Dear Mr. Bau:

The Association of Milwaukee County Attorneys Association has ratified the contract proposal made by Milwaukee County on June 27, 2013, for period 1-1-12 to 12-31-12. Please contact me regarding arrangements to sign the contract. My phone number is 278-4413, and my email is david.pruhs@wicourts.gov. Thank you.

Sincerely,



David Pruhs

Association of Milwaukee County Attorneys

June 19, 2013

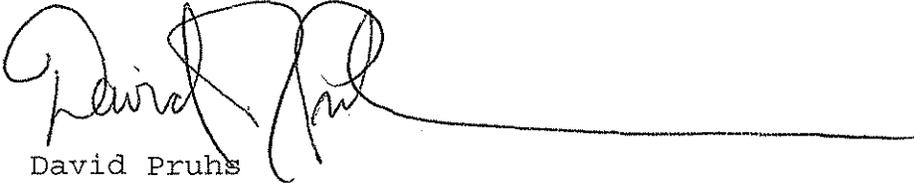
David Pruhs
President
Association of Milwaukee County Attorneys
901 N. 9th St., Room 707
Milwaukee, WI 53233
(414) 278-4413

Mr. Fred Bau
Milwaukee County Director of Labor Relations
901 N. 9th St., Room 210
Milwaukee, WI 53233

Dear Mr. Bau:

The Association of Milwaukee County Attorneys Association (Association) has ratified the contract proposal made by Milwaukee County on June 10, 2013. Please contact me regarding arrangements to sign the contract. My phone number is 278-4413, and my email is david.pruhs@wicourts.gov. Thank you.

Sincerely,


David Pruhs

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

Date: July 01, 2013
To: Milwaukee County Board Chairwoman Marina Dimitrijevic,
From: Frederick J. Bau, Labor Relations
RE: Ratification of the 2013 Memorandum of Agreement between Milwaukee County and the Federation of Nurses and Health Professionals

Milwaukee County has reached an understanding with the bargaining team for the Federation of Nurses and Health Professionals that establishes a memorandum of agreement for 2013.

I am requesting that this item be placed on the next agenda for the meeting of Finance, Personnel and Audit Committee as an action item.

The following documents will be provided to the Committee for their review:

- 1) The Tentative Agreement between the County and the Union;
- 2) A Union notification that the MOA was ratified by the membership;
- 3) A draft Resolution approving the MOA, this will also be provided electronically to the appropriate committee clerk;
- 4) A fiscal note that has been prepared by the Office of the Comptroller.

If you have any questions, please call me at 223-1933.

cc: Kelly Bablitch, Chief of Staff, County Board
Amber Moreen, Chief of Staff, Office of the County Executive
Raisa Koltun, Director of Legislative Affairs, Office of the County Executive
Scott Manske, Comptroller
Jerome Heer, Director, Audit Division
Don Tyler, Director, Dept. of Administrative Services
Kerry Mitchell, Director of Human Resources
Kimberly Walker, Corporation Counsel
Stephen Cady, Research Analyst
Janelle Jensen, Personnel, Finance and Audit Committee Clerk

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(ITEM) From Labor Relations, submitting documents relating to the tentative agreement with Federation of Nurses and Health Professionals Local 5001, AFT, AFL-CIO, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the negotiation staff of the Personnel Committee of the Milwaukee County Board of Supervisors and the Federation of Nurses and Health Professionals Local 5001, AFT, AFL-CIO, have reached agreements on all issues relating to wages, hours, and conditions of employment for employees in the bargaining unit represented by Federation of Nurses and Health Professionals Local 5001, AFT, AFL-CIO, and for the period January 1, 2013 through December 31, 2013, modifying the previous agreement in the following respects:

- (1) Providing for the termination of the Agreement on December 31, 2013.
- (2) Providing for Effective Pay Period 12, 2013, (May 12, 2013) wages of the bargaining unit employees shall be increased by one and one half percent (1½%).
- (3) All other provisions of the previous MOA (2012) are now null and void.

WHEREAS, such agreement was ratified by the membership of the Federation of Nurses and Health Professionals, Local 5001 on June 27, 2013; and

WHEREAS, the Committee on Finance, Personnel and Audit, on XXXX XX, 2013, recommended approval (vote X-X) of the Federation of Nurses and Health Professionals, Local 5001 agreement; now, therefore,

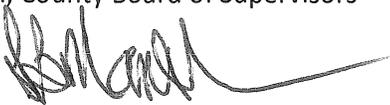
BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby approves the agreement on wages, benefits and conditions of employment with the Federation of Nurses and Health Professionals, Local 5001, which is incorporated herein by reference to this File No. 13-XXX, and hereby authorizes and directs the County Executive and the County Clerk to execute the agreement; and

BE IT FURTHER RESOLVED that the Director of the Department of Administration is hereby authorized and directed to prepare and submit appropriation transfer requests reflecting this agreement at a later date, if necessary.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: July 1, 2013

TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Scott B. Manske, Comptroller 

SUBJECT: Fiscal Impact – 2013 Collective Bargaining Agreement with the Federation of Nurses and Health Professionals Local 5001, AFT, AFL-CIO

Under Wisconsin Employment Relations Commission (WERC) rules and Statute Statute, non-public safety bargaining units are only allowed to negotiate for base wage increases on an annual basis. The start of the bargaining year for the Federation of Nurses and Health Professionals Local 5001, AFT, AFL-CIO (FNHP) was January 1, 2013. The last day of their previously negotiated contract was December 31, 2012. The bargaining unit was recertified, according to the Milwaukee County Department of Labor Relations.

2013 Base Wage Limit

Using rules provided by WERC, a calculation was made to provide the maximum base wage increase allowable for 2013 for this bargaining unit. The calculation was based on the members of the bargaining unit in the pay period that was 180 days prior to the expiration date of the most recent collective bargaining agreement. The pay period used was Pay Period 15 2012 (June 24, 2012). At that time, the bargaining unit had 273 members who were actively employed. The annual wages of the members were calculated based upon their existing wage rates and were then multiplied by the CPI applicable to bargaining years beginning on January 1, 2013 or 2.96 percent. This became the maximum base wage increase allowable for purposes of bargaining or \$416,925.¹

2013 Wage Increase and Base Wage Compliance

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The determination of compliance with Base Wage Limit uses the proposed 1.5 percent increase annualized for a one-year period. As a result, the base wage increase will result in a total salary lift for 2013 of \$174,833 for the bargaining unit, which is within the maximum base wage increase allowable. Calculation of the maximum base wage increase for the bargaining unit was made in accordance with the WERC rules. No provision was made for any litigation that may have occurred subsequent to the issuance of those rules, and we have no knowledge of any such litigation. Representatives of Labor Relations, Corporation Counsel, Department of Administrative

¹ The FNHP bargaining unit had 321 total authorized positions as of June 24, 2012 (authorized positions having the definition provided by WERC "...those positions in the bargaining unit that are filled"). However, 48 of these employees were pool or hourly positions. These employees have been excluded for purposes of calculating the maximum base wage increase and total salary lift due to language within the WERC rule ERC 90.03(3) which states to multiply the hourly base wage rate by the annual number of regularly scheduled hours for each authorized position when determining maximum base wage increases. Since these positions do not have regularly scheduled hours, they have been excluded.

Services, Office of the Comptroller and outside legal counsel have discussed and agreed to the definition, negotiation, and calculation of base wages.

Impact of 2013 Wage Increase on 2013 Budget and 2014 Budget

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The cost of the wage increase for 2013, using the contract effective date, would be as follows:

Salary Increase	\$ 100,865
FICA	\$ 7,716
Pension - County Portion	\$ 8,876
Pension - Employee Contribution	\$ (4,438)
Net Cost	\$ 113,019

The 2013 Adopted Budget included an appropriation for the 1.5 percent wage increase for the bargaining unit, with a similar effective date and therefore, there is no resulting budgetary impact based on the proposed agreement for the current year. Since this wage increase inflates the base wage of these employees it would therefore impact each subsequent year budget. The budget impact on 2014, assuming the same pension percentages, would be as follows:

Salary Increase	\$ 174,833
FICA	\$ 13,375
Pension - County Portion	\$ 15,385
Pension - Employee Contribution	\$ (7,693)
Net Cost	\$ 195,900

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6-12-13
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2013
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
FEDERATION OF NURSES AND HEALTH PROFESSIONALS
LOCAL 5001, AFT, AFL-CIO

MILWAUKEE COUNTY
LABOR RELATIONS
COURTHOUSE, ROOM 210
901 NORTH NINTH STREET
MILWAUKEE, WISCONSIN 53233
414-278-4852

TA
6-12-13
CA

2013
Federation of Nurses and Health Professionals
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6-17-13
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2013
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
FEDERATION OF NURSES AND HEALTH PROFESSIONALS
LOCAL 5001, AFT, AFL-CIO

This Agreement made and entered into by and between the County of Milwaukee, a municipal body corporate, as municipal employer, hereinafter referred to as "County" and the Federation of Nurses and Health Professionals, as representatives of employees who are employed by the County of Milwaukee hereinafter referred to as "Federation".

WITNESSETH

In consideration of the mutual covenants herein contained, the parties hereto do hereby mutually agree as follows:

PART 1

1.01 RECOGNITION

The County of Milwaukee agrees to recognize and herewith does recognize the Federation of Nurses and Health Professionals, Local 5001, AFT, AFL-CIO, as the exclusive collective bargaining agent on behalf of bargaining unit classifications, in accordance with the certification of the Wisconsin Employment Relations Commission as amended, made pursuant to Subchapter IV, Chapter 111.70, Wisconsin Statutes. This recognition is made in reliance on the certification of the Federation by the Wisconsin Employment Relations Commission prior to the enactment of 2011 Wis Act 10 and prior to the Dane County Circuit Court decision in the case of Madison Teachers Inc. v. WERC, that prevented the WERC from applying any recertification or decertification provisions of Act 10 to the Federation.

TA
6-12-13
JAC

1 1.02 BARGAINING UNIT DEFINED

2 (1) Whenever the term "employee" is used in this Agreement, it shall mean and include
3 bargaining unit nurses of Milwaukee County in the following classifications: Registered
4 Nurse I, Registered Nurse II, Registered Nurse II Utilization Review, Registered Nurse II
5 (Mental Health), Registered Nurse II Staff Development, Advance Practice Nurse
6 Prescriber, Clinical Nurse Specialist, Community Service Nurse, EMS Instructor, RNII
7 Adult Services Division, RNII Department on Aging, Infection Control Practitioner,
8 RN I (Pool), Clinical Safety and Risk Management Nurse and Advance Practice Nurse
9 Prescriber (Pool). Whenever the term "employee" is used it shall mean in addition to
10 those set forth above, the following bargaining unit classifications: Forensic Chemist,
11 Occupational Therapist, Occupational Therapist (Pool), Music Therapist and Behavioral
12 Health Emergency Service Clinician.

13 (2) When classifications are created which have not been certified by the Wisconsin
14 Employment Relations Commission to any bargaining unit, the employer shall notify the
15 Federation within 30 days of the creation of such classifications and send the copies of
16 the job descriptions of same. Upon request of the Federation, the parties shall meet and
17 attempt to enter into a stipulation of agreement regarding the inclusion or exclusion of the
18 classifications. If the parties reach an agreement, they shall jointly notify the Wisconsin
19 Employment Relations Commission of the agreement and request the Commission to
20 certify the classification(s) as being represented by the Federation. If the parties fail to
21 reach an agreement, either party may petition the Commission for a determination under
22 Chapter 111.70.

23
24 1.04 DURATION OF AGREEMENT

25 (1) The provisions of this Agreement shall become effective January 1, 2013, unless otherwise
26 herein provided. Unless otherwise modified or extended by mutual agreement of the
27 parties, this Agreement shall expire on December 31, 2013. If during the term of this
28 Agreement the State Legislature modifies the educational requirements for the licensure of
29 Registered Nurses, the County agrees to meet with the Federation for the singular purpose
30 of negotiating the impact of such legislative action on wages, hours and conditions of
31 employment.

32 (2) The initial bargaining proposals of the County and the Federation for a successor agreement
33 shall be exchanged at a time mutually agreeable to the parties. Thereafter, negotiations shall

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be carried on in an expeditious manner and shall continue until all bargainable issues between the parties have been resolved.

PART 2

2.01 WAGES

(1) Effective Pay Period 12, 2013, (May 12, 2013), the wages of bargaining unit employees shall be increased by one and one half percent (1½%).

TA
6-12-13
43

This Agreement shall remain in full force and effect until replaced by a subsequent Agreement.

Dated at Milwaukee, Wisconsin, this _____ day of _____, 2013.

(Three copies of this instrument are being executed, all with the same force and effect as though each were an original.)

FEDERATION OF NURSES
AND HEALTH PROFESSIONALS
LOCAL 5001, AFT, AFL-CIO

COUNTY OF MILWAUKEE
a municipal body corporate

BY _____
Candice Owley, President, Local 5001

BY _____
Chris Abele, County Executive

BY _____
Jeff Weber, President,
Milwaukee County Chapter, Local 5001

BY _____
Joseph J. Czarnetzki, County Clerk

IN PRESENCE OF:

IN PRESENCE OF:

Susan Schwegel, Chief Steward
Local 5001

Frederick J. Bau,
Department of Labor Relations

Approved for Execution:

Corporation Counsel

THE COUNTY RESERVES THE RIGHT TO AMEND, MODIFY, ADD TO OR DELETE FROM THESE PROPOSALS DURING THE COURSE OF NEGORIATIONS FOR A SUCCESSOR AGREEMENT, THIS RESERVATION IS MADE PART OF ALL SUBSEQUENT COUNTY PROPOSALS WHETHER IT IS STATED OR NOT.



RE: Ratification Letter

Candice Owley

to:

Fred.Bau@milwcnty.com

06/27/2013 01:55 PM

Cc:

'Jeff Weber'

Hide Details

From: Candice Owley <Cowley@wfnhp.org>

To: "Fred.Bau@milwcnty.com" <Fred.Bau@milwcnty.com>

Cc: 'Jeff Weber' <ajwhb5@aol.com>

1 Attachment



image001.jpg

Dear Mr. Bau:

This is to inform you that the Wisconsin Federation of Nurses and Health Professionals, Local 5001, authorized the approval of the tentative agreement for the 2013 Memorandum of Agreement between our union and Milwaukee County that you and I signed on June 12, 2013. We are eager to have the full County Board ratify the agreement and get it implemented so that our members get their raise and back pay. Please confirm when this will be scheduled for a vote and the likely date that the raise will appear on the employee's checks and the date of the back pay check.

Thank you for your assistance with this contract. I look forward to one again bargaining this fall for the 2014 contract.

Candice Owley, President

Wisconsin Federation of Nurses and Health Professionals

9620 W. Greenfield Ave.

Milwaukee, WI 53214

work: 414-475-6065 ext 21

cell: 414-899-7070



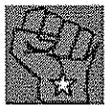
From: Fred.Bau@milwcnty.com [mailto:Fred.Bau@milwcnty.com]
Sent: Tuesday, June 25, 2013 7:06 PM
To: Candice Owley
Subject: RE: Ratification Letter

An e-mail is fine. Thank you.

-----Candice Owley <Cowley@wfnhp.org> wrote: -----
To: "Fred.Bau@milwcnty.com" <Fred.Bau@milwcnty.com>
From: Candice Owley <Cowley@wfnhp.org>
Date: 06/24/2013 11:01AM
Subject: RE: Ratification Letter

Can I just send you an email? My clerical help is all off work today.

Candice Owley, President
Wisconsin Federation of Nurses and Health Professionals
9620 W. Greenfield Ave.
Milwaukee, WI 53214
work: 414-475-6065 ext 21
cell: 414-899-7070



From: Fred.Bau@milwcnty.com [mailto:Fred.Bau@milwcnty.com]
Sent: Friday, June 21, 2013 3:51 PM
To: Candice Owley
Subject: Ratification Letter

We still need a ratification letter for submission to the board. Thank you.

This message is intended for the sole use of the individual and entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended addressee, nor authorized to receive for the intended addressee, you are hereby notified that you may not use, copy, disclose or distribute to anyone the message or any information contained in the message. If you have received this message in error, please immediately advise the sender by reply email and delete the message.

This message is intended for the sole use of the individual and entity to which it is addressed, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended addressee, nor authorized to receive for the intended addressee, you are hereby notified that you may not use, copy, disclose or distribute to anyone the message or any information contained in the message. If you have received this message in error, please immediately advise the sender by reply email and delete the message.

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

Date: July 01, 2013
To: Milwaukee County Board Chairwoman Marina Dimitrijevic,
From: Frederick J. Bau, Labor Relations
RE: Ratification of the 2012 & 2013 Memoranda of Agreement between Milwaukee County and the Technicians, Engineers and Architects of Milwaukee County

Milwaukee County has reached an understanding with the bargaining team for the Technicians, Engineers and Architects of Milwaukee County that establishes a memorandum of agreement for 2012 and a separate memorandum of agreement for 2013.

I am requesting that this item be placed on the next agenda for the meeting of Finance, Personnel and Audit Committee as an action item.

The following documents will be provided to the Committee for their review:

- 1) The Tentative Agreements between the County and the Union;
- 2) The Union notifications that the MOA's were ratified by the membership;
- 3) A draft Resolution approving the MOA's, this will also be provided electronically to the appropriate committee clerk;
- 4) A fiscal note that has been prepared by the Office of the Comptroller for each Memoranda.

If you have any questions, please call me at 223-1933.

cc: Kelly Bablitch, Chief of Staff, County Board
 Amber Moreen, Chief of Staff, Office of the County Executive
 Raisa Koltun, Director of Legislative Affairs, Office of the County Executive
 Scott Manske, Comptroller
 Jerome Heer, Director, Audit Division
 Don Tyler, Director, Dept. of Administrative Services
 Kerry Mitchell, Director of Human Resources
 Kimberly Walker, Corporation Counsel
 Stephen Cady, Research Analyst
 Janelle Jensen, Personnel, Finance and Audit Committee Clerk

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(ITEM) From Labor Relations, submitting documents relating to the tentative agreements with the Technicians, Engineers and Architects of Milwaukee County, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the negotiation staff of Milwaukee County and the Technicians, Engineers and Architects of Milwaukee County, have reached agreements on all issues relating to wages, for employees in the bargaining unit represented by the Technicians, Engineers and Architects of Milwaukee County, and for the period January 1, 2012 through December 31, 2012, and January 1, 2013 through December 31, 2013 modifying the previous agreements in the following respects:

- (1) Providing for the termination of the Agreements on December 31, 2012 and December 31, 2013.
- (2) Providing for Base wage rates for calendar year 2012 to remain the same as base wage rates in 2011.
- (3) Providing for Effective Pay Period 12, 2013, (May 12, 2013) wages of the bargaining unit employees shall be increased by one and one half percent (1½%).
- (4) All other provisions of the previous MOA (2009-2011) are now null and void.

WHEREAS, such agreements were ratified by the membership of the Technicians, Engineers and Architects of Milwaukee County on June 11, 2013, and June 28, 2013; and

WHEREAS, the Committee on Finance, Personnel and Audit, on XXXX XX, 2013, recommended approval (vote X-X) of the Technicians, Engineers and Architects of Milwaukee County agreements; and

BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby approves the agreements on wages with the Technicians, Engineers and Architects of Milwaukee County which is incorporated herein by reference to this File No. 13-XXX, and hereby authorizes and directs the County Executive and the County Clerk to execute the agreements; and

BE IT FURTHER RESOLVED that the Director of the Department of Administration is hereby authorized and directed to prepare and submit appropriation transfer requests reflecting these agreements at a later date, if necessary.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: July 1, 2013

TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Scott B. Manske, Comptroller 

SUBJECT: Fiscal Impact – 2012 Collective Bargaining Agreement with the Technicians, Engineers and Architects of Milwaukee County

Under Wisconsin Employment Relations Commission (WERC) rules and Statute Statute, non-public safety bargaining units are only allowed to negotiate for base wage increases on an annual basis. The start of the bargaining year for the Technicians, Engineers and Architects of Milwaukee County (TEAMCO) was January 1, 2012. The last day of their previously negotiated contract was December 31, 2011. The bargaining unit was recertified, according to the Milwaukee County Department of Labor Relations.

2012 Base Wage Limit

Using rules provided by WERC, a calculation was made to provide the maximum base wage increase allowable for 2012 for this bargaining unit. The calculation was based on the members of the bargaining unit in the pay period that was 180 days prior to the expiration date of the most recent collective bargaining agreement. The pay period used was Pay Period 14 2011 (June 25, 2011). At that time, the bargaining unit had 33 members who were actively employed. The annual wages of the members were calculated based upon their existing wage rates and were then multiplied by the CPI applicable to bargaining years beginning on January 1, 2012 or 2.01 percent. This became the maximum base wage increase allowable for purposes of bargaining or \$44,668.

2012 Wage Increase and Base Wage Compliance

Based upon the proposed agreement with the bargaining unit, the base wage rates will not increase in 2012. The determination of compliance with Base Wage Limit uses the proposed 0 percent increase annualized for a one-year period. As a result, the base wage increase will result in a total salary lift for 2012 of \$0 for the bargaining unit, which is within the maximum base wage increase allowable. Calculation of the maximum base wage increase for the bargaining unit was made in accordance with the WERC rules. No provision was made for any litigation that may have occurred subsequent to the issuance of those rules, and we have no knowledge of any such litigation. Representatives of Labor Relations, Corporation Counsel, Department of Administrative Services, Office of the Comptroller, and outside legal counsel have discussed and agreed to the definition, negotiation, and calculation of base wages.

Impact of 2012 Wage Increase on 2013 Budget and 2014 Budget

Based upon the proposed agreement with the bargaining unit, the base wage rates will not increase for 2012. The cost of the wage increase for 2012, using the contract effective date of January 1, 2012, would be \$0 and therefore has no effect on the 2013 Adopted Budget or future budgets.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: July 1, 2013

TO: Marina Dimitrijevič, Chairwoman, County Board of Supervisors

FROM: Scott B. Manske, Comptroller 

SUBJECT: Fiscal Impact – 2013 Collective Bargaining Agreement with the Technicians, Engineers and Architects of Milwaukee County

Under Wisconsin Employment Relations Commission (WERC) rules and Statute Statute, non-public safety bargaining units are only allowed to negotiate for base wage increases on an annual basis. The start of the bargaining year for the Technicians, Engineers and Architects of Milwaukee County (TEAMCO) was January 1, 2013. The last day of their previously negotiated contract was December 31, 2011. The bargaining unit was recertified, according to the Milwaukee County Department of Labor Relations.

2013 Base Wage Limit

Using rules provided by WERC, a calculation was made to provide the maximum base wage increase allowable for 2013 for this bargaining unit. The calculation was based on the members of the bargaining unit in the pay period that was 180 days prior to the expiration date of the most recent collective bargaining agreement.¹ The pay period used was Pay Period 15 2012 (June 24, 2012). At that time, the bargaining unit had 29 members who were actively employed. The annual wages of the members were calculated based upon their existing wage rates and were then multiplied by the CPI applicable to bargaining years beginning on January 1, 2013 or 2.96 percent. This became the maximum base wage increase allowable for purposes of bargaining or \$57,517.

2013 Wage Increase and Base Wage Compliance

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The determination of compliance with Base Wage Limit uses the proposed 1.5 percent increase annualized for a one-year period. As a result, the base wage increase will result in a total salary lift for 2013 of \$33,095 for the bargaining unit, which is within the maximum base wage increase allowable. Calculation of the maximum base wage increase for the bargaining unit was made in accordance with the WERC rules. No provision was made for any litigation that may have occurred subsequent to the issuance of those rules, and we have no knowledge of any such litigation. Representatives of Labor Relations, Corporation Counsel, Department of Administrative Services, Office of the Comptroller and outside legal counsel have discussed and agreed to the definition, negotiation, and calculation of base wages.

¹ The maximum base wage increase was calculated under the assumption that a successor agreement for the calendar year 2012 would be executed prior to the execution of the 2013 agreement.

Impact of 2013 Wage Increase on 2013 Budget and 2014 Budget

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The cost of the wage increase for 2013, using the contract effective date, would be as follows:

Salary Increase	\$ 19,093
FICA	\$ 1,461
Pension - County Portion	\$ 1,680
Pension - Employee Contribution	\$ (840)
Net Cost	\$ 21,394

The 2013 Adopted Budget included an appropriation for the 1.5 percent wage increase for the bargaining unit, with a similar effective date and therefore, there is no resulting budgetary impact based on the proposed agreement for the current year. Since this wage increase inflates the base wage of these employees it would therefore impact each subsequent year budget. The budget impact on 2014, assuming the same pension percentages, would be as follows:

Salary Increase	\$ 33,095
FICA	\$ 2,532
Pension - County Portion	\$ 2,912
Pension - Employee Contribution	\$ (1,456)
Net Cost	\$ 37,082

PA
7-1-13
LH

JMB
7.1.13

2012
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
TECHNICIANS, ENGINEERS AND ARCHITECTS
OF MILWAUKEE COUNTY

MILWAUKEE COUNTY
Labor Relations
Courthouse, Room 210
901 North Ninth Street
Milwaukee, Wisconsin 53233
414-278-4852

TA
7-1-13
JMB
7-1-13

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2012
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
TECHNICIANS, ENGINEERS AND ARCHITECTS OF
MILWAUKEE COUNTY

This Agreement, made and entered into by and between the County of Milwaukee, a municipal body corporate, as municipal employer, hereinafter referred to as "County" and Technicians, Engineers and Architects of Milwaukee County, as representatives of employees who are employed by the County of Milwaukee, hereinafter referred to as "Association",

WITNESSETH

In consideration of the mutual covenants herein contained, the parties hereto do hereby mutually agree as follows:

PART 1

1.01 RECOGNITION

The County of Milwaukee agrees to recognize and herewith does recognize Technicians, Engineers and Architects of Milwaukee County as the exclusive collective bargaining agent on behalf of the employees of Milwaukee County in accordance with the certification of the Wisconsin Employment Relations Commission, as amended, in respect to wages, pursuant to Subchapter IV, Chapter 111.70, Wisconsin Statutes.

TA
7-1-13
JMS
7-1-13

1 1.02 EMPLOYEE DEFINED

2 Wherever the term "employee" is used in this Agreement, it shall mean and include only those
3 employees of Milwaukee County within the certified bargaining unit represented by the
4 Association.

5

6 1.03 DURATION OF AGREEMENT

7 (1) After ratification by the parties the provisions of this Agreement shall become
8 effective January 1, 2012, unless otherwise herein provided. Unless otherwise
9 modified or extended by mutual agreement of the parties, this Agreement shall
10 expire on December 31, 2012.

11 (2) The initial bargaining proposals for a successor agreement shall be submitted by
12 the Association prior to August 15, 2012. The initial bargaining proposals shall
13 be submitted by the County prior to September 15, 2012. The first scheduled
14 negotiations session shall be held not later than October 15, 2012. Thereafter,
15 negotiations shall be carried on in an expeditious manner and shall continue until
16 all bargainable issues between the parties have been resolved.

17 (3) This timetable is subject to adjustment by mutual agreement of the parties
18 consistent with the progress of negotiations.

19

20

21 **PART 2**

22

23 The provisions of this Part 2 shall become effective in accordance with Part 1 unless otherwise
24 provided.

25

26 2.01 WAGES

27 (1) Base wage rates for calendar year 2012 will remain the same as base wage rates in
28 2011.

TA
7-1-13
[Signature]

JMB
7-1-13

Dated at Milwaukee, Wisconsin this _____ day of _____, 2013.
(Three copies of this instrument are being executed all with the same force and effect as though each were an original.)

TECHNICIANS, ENGINEERS AND
ARCHITECTS OF MILWAUKEE
COUNTY

COUNTY OF MILWAUKEE
a municipal body Corporate

By _____
Julie Bastin, President

By _____
Chris Abele, County Executive

By _____
Timothy Detzer, Secretary

By _____
Joseph J. Czarnecki, County Clerk

IN PRESENCE OF:

Frederick J. Bau
Labor Relations

APPROVED FOR EXECUTION

Corporation Counsel

THE COUNTY RESERVES THE RIGHT TO AMEND, MODIFY, ADD TO OR DELETE FROM THESE PROPOSALS DURING THE COURSE OF NEGORIATIONS FOR A SUCCESSOR AGREEMENT, THIS RESERVATION IS MADE PART OF ALL SUBSEQUENT COUNTY PROPOSALS WHETHER IT IS STATED OR NOT.

TA
6-14-13
TJB

JMB
6-14-13

2013
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
TECHNICIANS, ENGINEERS AND ARCHITECTS
OF MILWAUKEE COUNTY

MILWAUKEE COUNTY
Labor Relations
Courthouse, Room 210
901 North Ninth Street
Milwaukee, Wisconsin 53233
414-278-4852

TA
6-14-13
JP

JMB
6-14-13

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TA
6-14-13
JWB
6-14-13

2013
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
TECHNICIANS, ENGINEERS AND ARCHITECTS OF
MILWAUKEE COUNTY

This Agreement, made and entered into by and between the County of Milwaukee, a municipal body corporate, as municipal employer, hereinafter referred to as "County" and Technicians, Engineers and Architects of Milwaukee County, as representatives of employees who are employed by the County of Milwaukee, hereinafter referred to as "Association",

WITNESSETH

In consideration of the mutual covenants herein contained, the parties hereto do hereby mutually agree as follows:

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The County of Milwaukee agrees to recognize and herewith does recognize Technicians, Engineers and Architects of Milwaukee County as the exclusive collective bargaining agent on behalf of the employees of Milwaukee County in accordance with the certification of the Wisconsin Employment Relations Commission, as amended, in respect to wages, pursuant to Subchapter IV, Chapter 111.70, Wisconsin Statutes.

TA 6-14-13
JMB 6-14-13

1 1.02 EMPLOYEE DEFINED

2 Wherever the term "employee" is used in this Agreement, it shall mean and include only those
3 employees of Milwaukee County within the certified bargaining unit represented by the
4 Association.

5 1.03 DURATION OF AGREEMENT

6 (1) After ratification by the parties the provisions of this Agreement shall become
7 effective January 1, 2013, unless otherwise herein provided. Unless otherwise
8 modified or extended by mutual agreement of the parties, this Agreement shall
9 expire on December 31, 2013.

10 (2) The initial bargaining proposals for a successor agreement shall be submitted by
11 the Association prior to August 15, 2013. The initial bargaining proposals shall
12 be submitted by the County prior to September 15, 2013. The first scheduled
13 negotiations session shall be held not later than October 15, 2013. Thereafter,
14 negotiations shall be carried on in an expeditious manner and shall continue until
15 all bargainable issues between the parties have been resolved.

16 (3) This timetable is subject to adjustment by mutual agreement of the parties
17 consistent with the progress of negotiations.

18 **PART 2**

19 The provisions of this Part 2 shall become effective in accordance with Part 1 unless otherwise
20 provided.

21 2.01 WAGES

22 (1) Effective Pay Period 12 (May 12, 2013), the wages of the bargaining unit shall be
23 increased by one and one half percent (1½%).
24
25

TA
6-14-13
JMB
6-14-13

Dated at Milwaukee, Wisconsin this _____ day of _____, 2013.
(Three copies of this instrument are being executed all with the same force and effect as though each were an original.)

TECHNICIANS, ENGINEERS AND
ARCHITECTS OF MILWAUKEE
COUNTY

COUNTY OF MILWAUKEE
a municipal body Corporate

By _____
Julie Bastin, President

By _____
Chris Abele, County Executive

By _____
Timothy Detzer, Secretary

By _____
Joseph J. Czarnecki, County Clerk

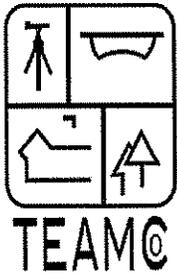
IN PRESENCE OF:

Frederick J. Bau
Department of Labor Relations

APPROVED FOR EXECUTION

Corporation Counsel

**THE COUNTY RESERVES THE RIGHT TO AMEND, MODIFY, ADD TO OR
DELETE FROM THESE PROPOSALS DURING THE COURSE OF
NEGOTIATIONS FOR A SUCCESSOR AGREEMENT, THIS RESERVATION IS
MADE PART OF ALL SUBSEQUENT COUNTY PROPOSALS WHETHER IT IS
STATED OR NOT.**



TECHNICIANS, ENGINEERS and ARCHITECTS Of MILWAUKEE COUNTY

June 28, 2013

Fred Bau
Director
Milwaukee County Labor Relations
901 N. 9th Street, Rm 201
Milwaukee, WI 53233

RE: County Offer for 2012 Contract.

Dear Mr. Bau:

TEAMCO will accept a 2012 contract in which no increases in pay for TEAMCO members from January 1, 2012 through December 31, 2012 are given. It is our understanding that this is the only item that the 2012 contract will address and serves only to create continuity in our contracts for developing the pay scale tables. Please proceed with preparing the tentative agreement for a belated 2012 contract based on this understanding. Thank you.

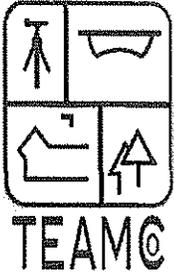
If you have any questions please contact me at 278-3948 or julie.bastin@milwcnty.com

Sincerely,



Julie Bastin
TEAMCO President 2013

C: Tim Detzer, TEAMCO Secretary



TECHNICIANS, ENGINEERS and ARCHITECTS OF MILWAUKEE COUNTY

June 11, 2013

Fred Bau
Director
Milwaukee County Labor Relations
901 N. 9th Street, Rm 201
Milwaukee, WI 53233

RE: County Offer for Contract dated June 3, 2013.

Dear Mr. Bau:

TEAMCO's board had decided to accept the modified proposal as presented on June 3rd. This contract represents the same terms that the membership had previously voted on and accepted in April of this year. Please proceed with preparing the tentative agreement.

If you have any questions please contact me at 278-3948 or julie.bastin@milwcnty.com

Sincerely,



Julie Bastin
TEAMCO President 2013

C: Tim Detzer, TEAMCO Secretary

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

Date: July 01, 2013
To: Milwaukee County Board Chairwoman Marina Dimitrijevic,
From: Frederick J. Bau, Labor Relations
RE: Ratification of the 2012 & 2013 Memoranda of Agreement between Milwaukee County and the Milwaukee Building & Construction Trades Council AFL-CIO

Milwaukee County has reached an understanding with the bargaining team for the Milwaukee Building & Construction Trades Council AFL-CIO that establishes a memorandum of agreement for 2012 and a separate memorandum of agreement for 2013.

I am requesting that this item be placed on the next agenda for the meeting of Finance, Personnel and Audit Committee as an action item.

The following documents will be provided to the Committee for their review:

- 1) The Tentative Agreements between the County and the Union;
- 2) The Union notifications that the MOA's were ratified by the membership;
- 3) A draft Resolution approving the MOA's, this will also be provided electronically to the appropriate committee clerk;
- 4) A fiscal note that has been prepared by the Office of the Comptroller for each Memoranda.

If you have any questions, please call me at 223-1933.

cc: Kelly Bablitch, Chief of Staff, County Board
 Amber Moreen, Chief of Staff, Office of the County Executive
 Raisa Koltun, Director of Legislative Affairs, Office of the County Executive
 Scott Manske, Comptroller
 Jerome Heer, Director, Audit Division
 Don Tyler, Director, Dept. of Administrative Services
 Kerry Mitchell, Director of Human Resources
 Kimberly Walker, Corporation Counsel
 Stephen Cady, Research Analyst
 Janelle Jensen, Personnel, Finance and Audit Committee Clerk

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(ITEM) From Labor Relations, submitting documents relating to the tentative agreements with the Milwaukee Building & Construction Trades Council AFL-CIO, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the negotiation staff of Milwaukee County and the Milwaukee Building & Construction Trades Council AFL-CIO, have reached two (2) separate agreements on all issues relating to wages, for employees in the bargaining unit represented by the Milwaukee Building & Construction Trades Council AFL-CIO, and for the period January 1, 2012 through December 31, 2012, and January 1, 2013 through December 31, 2013 modifying the previous agreements in the following respects:

- (1) Providing for the termination of the Agreements on December 31, 2012 and December 31, 2013.
- (2) Providing for Base wage rates for calendar year 2012 to remain the same as base wage rates in 2011.
- (3) Providing for Effective Pay Period 12, 2013, (May 12, 2013) wages of the bargaining unit employees shall be increased by one and one half percent (1½%).
- (4) All other provisions of the previous MOA (2009-2011) are now null and void.

WHEREAS, such agreements were ratified by the membership of the Milwaukee Building & Construction Trades Council AFL-CIO on June 12, 2013, and June 28, 2013; and

WHEREAS, the Committee on Finance, Personnel and Audit, on XXXX XX, 2013, recommended approval (vote X-X) of the Milwaukee Building & Construction Trades Council AFL-CIO agreements; and

BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby approves the two agreements on wages, with the Association of the Milwaukee Building & Construction Trades Council AFL-CIO which is incorporated herein by reference to this File No. 13-XXX, and hereby authorizes and directs the County Executive and the County Clerk to execute the agreements; and

BE IT FURTHER RESOLVED that the Director of the Department of Administration is hereby authorized and directed to prepare and submit appropriation transfer requests reflecting these agreements at a later date, if necessary.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: July 1, 2013

TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Scott B. Manske, Comptroller 

SUBJECT: Fiscal Impact – 2012 Collective Bargaining Agreement with the Milwaukee Building & Trades Construction Council

Under Wisconsin Employment Relations Commission (WERC) rules and Statute Statute, non-public safety bargaining units are only allowed to negotiate for base wage increases on an annual basis. The start of the bargaining year for the Milwaukee Building & Trades Construction Council (Trades) was January 1, 2012. The last day of their previously negotiated contract was December 31, 2011. The bargaining unit was recertified, according to the Milwaukee County Department of Labor Relations.

2012 Base Wage Limit

Using rules provided by WERC, a calculation was made to provide the maximum base wage increase allowable for 2012 for this bargaining unit. The calculation was based on the members of the bargaining unit in the pay period that was 180 days prior to the expiration date of the most recent collective bargaining agreement. The pay period used was Pay Period 14 2011 (June 25, 2011). At that time, the bargaining unit had 76 members who were actively employed. The annual wages of the members were calculated based upon their existing wage rates and were then multiplied by the CPI applicable to bargaining years beginning on January 1, 2012 or 2.01 percent. This became the maximum base wage increase allowable for purposes of bargaining or \$105,603.

2012 Wage Increase and Base Wage Compliance

Based upon the proposed agreement with the Trades bargaining unit, the base wage rates will not increase in 2012. The determination of compliance with Base Wage Limit uses the proposed 0 percent increase annualized for a one-year period. As a result, the base wage increase will result in a total salary lift for 2012 of \$0 for the Trades bargaining unit, which is within the maximum base wage increase allowable. Calculation of the maximum base wage increase for the bargaining unit was made in accordance with the WERC rules. No provision was made for any litigation that may have occurred subsequent to the issuance of those rules, and we have no knowledge of any such litigation. Representatives of Labor Relations, Corporation Counsel, Department of Administrative Services, Office of the Comptroller, and outside legal counsel have discussed and agreed to the definition, negotiation, and calculation of base wages.

Impact of 2012 Wage Increase on 2013 Budget and 2014 Budget

Based upon the proposed agreement with the Trades bargaining unit, the base wage rates will not increase for 2012. The cost of the wage increase for 2012, using the contract effective date of January 1, 2012, would be \$0 and therefore has no effect on the 2013 Adopted Budget or future budgets.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: July 1, 2013

TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Scott B. Manske, Comptroller 

SUBJECT: Fiscal Impact – 2013 Collective Bargaining Agreement with the Milwaukee Building & Trades Construction Council

Under Wisconsin Employment Relations Commission (WERC) rules and Statute Statute, non-public safety bargaining units are only allowed to negotiate for base wage increases on an annual basis. The start of the bargaining year for the Milwaukee Building & Trades Construction Council (Trades) was January 1, 2013. The last day of their previously negotiated contract was December 31, 2011. The bargaining unit was recertified, according to the Milwaukee County Department of Labor Relations.

2013 Base Wage Limit

Using rules provided by WERC, a calculation was made to provide the maximum base wage increase allowable for 2013 for this bargaining unit. The calculation was based on the members of the bargaining unit in the pay period that was 180 days prior to the expiration date of the most recent collective bargaining agreement.¹ The pay period used was Pay Period 15 2012 (June 24, 2012). At that time, the bargaining unit had 80 members who were actively employed. The annual wages of the members were calculated based upon their existing wage rates and were then multiplied by the CPI applicable to bargaining years beginning on January 1, 2013 or 2.96 percent. This became the maximum base wage increase allowable for purposes of bargaining or \$164,353.

2013 Wage Increase and Base Wage Compliance

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The determination of compliance with Base Wage Limit uses the proposed 1.5 percent increase annualized for a one-year period. As a result, the base wage increase will result in a total salary lift for 2013 of \$83,326 for the bargaining unit, which is within the maximum base wage increase allowable. Calculation of the maximum base wage increase for the bargaining unit was made in accordance with the WERC rules. No provision was made for any litigation that may have occurred subsequent to the issuance of those rules, and we have no knowledge of any such litigation. Representatives of Labor Relations, Corporation Counsel, Department of Administrative Services, Office of the Comptroller and outside legal counsel have discussed and agreed to the definition, negotiation, and calculation of base wages.

¹ The maximum base wage increase was calculated under the assumption that a successor agreement for the calendar year 2012 would be executed prior to the execution of the 2013 agreement.

Impact of 2013 Wage Increase on 2013 Budget and 2014 Budget

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The cost of the wage increase for 2013, using the contract effective date, would be as follows:

Salary Increase	\$ 48,073
FICA	\$ 3,678
Pension - County Portion	\$ 4,230
Pension - Employee Contribution	\$ (2,115)
Net Cost	\$ 53,865

The 2013 Adopted Budget included an appropriation for the 1.5 percent wage increase for the bargaining unit, with a similar effective date and therefore, there is no resulting budgetary impact based on the proposed agreement for the current year. Since this wage increase inflates the base wage of these employees it would therefore impact each subsequent year budget. The budget impact on 2014, assuming the same pension percentages, would be as follows:

Salary Increase	\$ 83,326
FICA	\$ 6,374
Pension - County Portion	\$ 7,333
Pension - Employee Contribution	\$ (3,666)
Net Cost	\$ 93,367

TA
6-28-13
JLB

2012
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
MILWAUKEE BUILDING &
CONSTRUCTION TRADES COUNCIL
AFL-CIO

MILWAUKEE COUNTY
LABOR RELATIONS
901 N. 9TH STREET, ROOM 210
MILWAUKEE, WI 53233
414-278-4852

TA
6-28-13
JOB

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[Signature]

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2012
AGREEMENT
between
COUNTY OF MILWAUKEE
and
MILWAUKEE BUILDING & CONSTRUCTION TRADES COUNCIL
AFL-CIO

This Agreement made and entered into by and between the County of Milwaukee, a municipal body corporate, as municipal employer, hereinafter referred to as "County" and Milwaukee Building and Construction Trades Council, AFL-CIO, as representatives of employees who are employed by the County of Milwaukee, hereinafter referred to as "Council",

WITNESSETH

In consideration of the mutual covenants herein contained, the parties hereto do hereby mutually agree as follows:

PART 1

1.01 RECOGNITION

The County of Milwaukee agrees to recognize, and herewith does recognize, Milwaukee Building & Construction Trades Council, AFL-CIO, as the exclusive collective bargaining agent on behalf of the employees of Milwaukee County in accordance with the certification of the Wisconsin Employment Relations Commission Case LV, No. 16954, ME-960, Decision No. 12098.

1.02 EMPLOYEE DEFINED

Wherever the term "employee" is used in this Agreement, it shall mean and include only those employees of Milwaukee County within the certified bargaining unit represented by the Council.

TA
6-28-13
[Handwritten initials]

1 1.03 DURATION OF AGREEMENT

2 This Agreement is to take effect on January 1, 2012. Unless otherwise modified or extended by
3 mutual agreement of the parties, this Agreement shall expire on December 31, 2012.

4
5 PART 2

6
7 2.01 WAGES

8 (1) Base wage rates for calendar year 2012 will remain the same as base wage rates in
9 2011.

10

TA
6-28-13
for JAB

Dated at Milwaukee, Wisconsin, _____, 2013.

(Three copies of this instrument are being executed all with the same force and effect as though each were an original.)

MILWAUKEE BUILDING & CONSTRUCTION
TRADES COUNCIL, AFL-CIO

COUNTY OF MILWAUKEE
a municipal body corporate

By:

Lyle A. Balistreri, President

Chris Abele, County Executive

By:

Treasurer

Joseph J. Czarnetzki, County Clerk

IN PRESENCE OF:

Frederick J. Bau
Labor Relations

APPROVED FOR EXECUTION

Deputy Corporation Counsel

THE COUNTY RESERVES THE RIGHT TO AMEND, MODIFY, ADD TO OR DELETE FROM THESE PROPOSALS DURING THE COURSE OF NEGOTIATIONS FOR A SUCCESSOR AGREEMENT, THIS RESERVATION IS MADE PART OF ALL SUBSEQUENT COUNTY PROPOSALS WHETHER IT IS STATED OR NOT.

TA
6-18-13
of
JAB

2013
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
MILWAUKEE BUILDING &
CONSTRUCTION TRADES COUNCIL
AFL-CIO

MILWAUKEE COUNTY
LABOR RELATIONS
901 N. 9TH STREET, ROOM 210
MILWAUKEE, WI 53233
414-278-4852

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6-18-13
JAB

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6-18-13
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2013
AGREEMENT
between
COUNTY OF MILWAUKEE
and
MILWAUKEE BUILDING & CONSTRUCTION TRADES COUNCIL
AFL-CIO

This Agreement made and entered into by and between the County of Milwaukee, a municipal body corporate, as municipal employer, hereinafter referred to as "County" and Milwaukee Building and Construction Trades Council, AFL-CIO, as representatives of employees who are employed by the County of Milwaukee, hereinafter referred to as "Council",

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1.02 EMPLOYEE DEFINED

Wherever the term "employee" is used in this Agreement, it shall mean and include only those employees of Milwaukee County within the certified bargaining unit represented by the Council.

TA
6-18-13
JAB

1 1.03 DURATION OF AGREEMENT

2 This Agreement is to take effect on January 1, 2013. Unless otherwise modified or extended by
3 mutual agreement of the parties, this Agreement shall expire on December 31, 2013.

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PART 2

7 2.01 WAGES

(1) Effective Pay Period 12, 2013 (May 12, 2013), the wages of bargaining unit employees shall be increased by one and one half percent (1½%).

TA
6-18-13
JAB

Dated at Milwaukee, Wisconsin, _____, 2013.

(Three copies of this instrument are being executed all with the same force and effect as though each were an original.)

MILWAUKEE BUILDING & CONSTRUCTION
TRADES COUNCIL, AFL-CIO

COUNTY OF MILWAUKEE
a municipal body corporate

By:

Lyle A. Balistreri, President

Chris Abele, County Executive

By:

Treasurer

Joseph J. Czarnecki, County Clerk

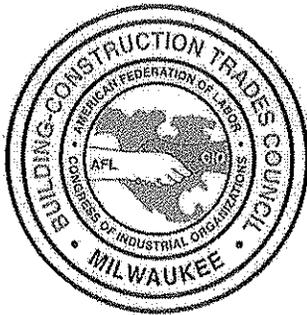
IN PRESENCE OF:

Frederick J. Bau
Department of Labor Relations

APPROVED FOR EXECUTION

Corporation Counsel

THE COUNTY RESERVES THE RIGHT TO AMEND, MODIFY, ADD TO OR DELETE FROM THESE PROPOSALS DURING THE COURSE OF NEGORIATIONS FOR A SUCCESSOR AGREEMENT, THIS RESERVATION IS MADE PART OF ALL SUBSEQUENT COUNTY PROPOSALS WHETHER IT IS STATED OR NOT.



MILWAUKEE BUILDING & CONSTRUCTION TRADES COUNCIL

LYLE A. BALISTRERI
President

5941 WEST BLUEMOUND ROAD
MILWAUKEE, WISCONSIN 53213
PHONE (414) 475-5580
FAX (414) 475-5590
WEBSITE <http://www.milwbuildingtrades.org>



June 28, 2013

Mr. Fred Bau
Department of Labor Relations
Milwaukee County Court House
901 North 9th Street, Room 302
Milwaukee, Wisconsin 53233

Re: Ratification of Building Trades Contract

Dear Mr. Bau:

Please be advised that as the certified bargaining unit, we accept and agree to the terms outlined in the 2012 agreement between the County of Milwaukee and the Milwaukee Building & Construction Trades Council, AFL-CIO.

Please proceed with the proposal. If you have any questions or concerns, please do not hesitate to call.

Sincerely,

Lyle A. Balistreri,
President

Cc: All Building Trades Reps.

LAB/jp
OPEIU#9
AFL-CIO



MILWAUKEE BUILDING & CONSTRUCTION TRADES COUNCIL

LYLE A. BALISTRERI
President

5941 WEST BLUEMOUND ROAD
MILWAUKEE, WISCONSIN 53213
PHONE (414) 475-5580
FAX (414) 475-5590
WEBSITE <http://www.milwbuildingtrades.org>



June 12, 2013

Mr. Fred Bau
Department of Labor Relations
Milwaukee County Court House
901 North 9th Street, Room 302
Milwaukee, Wisconsin 53233

Re: Ratification of Building Trades Contract

Dear Mr. Bau:

Please be advised that we accept the terms of the modified proposal presented to us. The terms outlined in the modified agreement are the same as those voted on and ratified by our membership in April 2013.

Please proceed with the proposal. If you have any questions or concerns, please do not hesitate to call.

Sincerely,

Lyle A. Balistreri,
President

Cc: All Building Trades Reps.

LAB/jp
OPEIU#9
AFL-CIO

**COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION**

Date: July 01, 2013
To: Milwaukee County Board Chairwoman Marina Dimitrijevic,
From: Frederick J. Bau, Labor Relations
RE: Ratification of the 2013 Memorandum of Agreement between Milwaukee County and District 10 of the International Association of Machinists and Aerospace Workers

Milwaukee County has reached an understanding with the bargaining team for District 10 of the International Association of Machinists and Aerospace Workers that establishes a memorandum of agreement for 2013.

I am requesting that this item be placed on the next agenda for the meeting of Finance, Personnel and Audit Committee as an action item.

The following documents will be provided to the Committee for their review:

- 1) The Tentative Agreement between the County and the Union;
- 2) A Union notification that the MOA was ratified by the membership;
- 3) A draft Resolution approving the MOA, this will also be provided electronically to the appropriate committee clerks;
- 4) A fiscal note that has been prepared by the Office of the Comptroller.

If you have any questions, please call me at 223-1932.

cc: Kelly Bablitch, Chief of Staff, County Board
Amber Moreen, Chief of Staff, Office of the County Executive
Raisa Koltun, Director of Legislative Affairs, Office of the County Executive
Scott Manske, Comptroller
Jerome Heer, Director, Audit Division
Don Tyler, Director, Dept. of Administrative Services
Kerry Mitchell, Director of Human Resources
Kimberly Walker, Corporation Counsel
Stephen Cady, Research Analyst
Janelle Jensen, Personnel, Finance and Audit Committee Clerk

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(ITEM) From Labor Relations, submitting documents relating to the tentative agreement with District No. 10 of the International Association of Machinists and Aerospace Workers, by recommending adoption of the following:

A RESOLUTION

WHEREAS, the negotiation staff of the Personnel Committee of the Milwaukee County Board of Supervisors and District No. 10 of the International Association of Machinists and Aerospace Workers, have reached an agreement on all issues relating to base wages for employees in the bargaining unit represented by District No. 10 of the International Association of Machinists and Aerospace Workers, for the period January 1, 2013 through December 31, 2013, modifying the previous agreement in the following respects:

- (1) Providing for the termination of the Agreement on December 31, 2013.
- (2) Providing for Effective Pay Period 12, 2013, (May 12, 2013) wages of the bargaining unit employees shall be increased by one and one half percent (1½%).

WHEREAS, such agreement was ratified by the membership of District No. 10 of the International Association of Machinists and Aerospace Workers on June 27, 2013; and

WHEREAS, the Committee on Finance, Personnel and Audit, on July XX, 2013, recommended approval (vote X-X) of the District No. 10 of the International Association of Machinists and Aerospace Workers agreement; now therefore

BE IT RESOLVED, that the Milwaukee County Board of Supervisors hereby approves the agreement on base wages with District No. 10 of the International Association of Machinists and Aerospace Workers which is incorporated herein by reference to this File No. 13-XXX, and hereby authorizes and directs the County Executive and the County Clerk to execute the agreement; and

BE IT FURTHER RESOLVED that the Director of the Department of Administration is hereby authorized and directed to prepare and submit appropriation transfer requests reflecting this agreement at a later date, if necessary.

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: July 1, 2013

TO: Marina Dimitrijevic, Chairwoman, County Board of Supervisors

FROM: Scott B. Manske, Comptroller 

SUBJECT: Fiscal Impact – 2013 Collective Bargaining Agreement with the District No. 10 International Association of Machinists and Aerospace Workers

Under Wisconsin Employment Relations Commission (WERC) rules and Statute Statute, non-public safety bargaining units are only allowed to negotiate for base wage increases on an annual basis. The start of the bargaining year for the District No. 10 International Association of Machinists and Aerospace Workers (Machinists) was January 1, 2013. The last day of their previously negotiated contract was December 31, 2012. The bargaining unit was recertified, according to the Milwaukee County Department of Labor Relations.

2013 Base Wage Limit

Using rules provided by WERC, a calculation was made to provide the maximum base wage increase allowable for 2013 for this bargaining unit. The calculation was based on the members of the bargaining unit in the pay period that was 180 days prior to the expiration date of the most recent collective bargaining agreement. The pay period used was Pay Period 15 2012 (June 24, 2012). At that time, the bargaining unit had three members who were actively employed. The annual wages of the members were calculated based upon their existing wage rates and were then multiplied by the CPI applicable to bargaining years beginning on January 1, 2013 or 2.96 percent. This became the maximum base wage increase allowable for purposes of bargaining or \$5,207.

2013 Wage Increase and Base Wage Compliance

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The determination of compliance with Base Wage Limit uses the proposed 1.5 percent increase annualized for a one-year period. As a result, the base wage increase will result in a total salary lift for 2013 of \$2,639 for the bargaining unit, which is within the maximum base wage increase allowable. Calculation of the maximum base wage increase for the bargaining unit was made in accordance with the WERC rules. No provision was made for any litigation that may have occurred subsequent to the issuance of those rules, and we have no knowledge of any such litigation. Representatives of Labor Relations, Corporation Counsel, Department of Administrative Services, Office of the Comptroller and outside legal counsel have discussed and agreed to the definition, negotiation, and calculation of base wages.

Impact of 2013 Wage Increase on 2013 Budget and 2014 Budget

Based upon the proposed agreement with the bargaining unit, the base wage rates will increase by 1.5 percent effective with Pay Period 12 (May 12, 2013). The cost of the wage increase for 2013, using the contract effective date, would be as follows:

Salary Increase	\$ 1,522
FICA	\$ 116
Pension - County Portion	\$ 134
Pension - Employee Contribution	\$ (67)
Net Cost	\$ 1,706

The 2013 Adopted Budget included an appropriation for the 1.5 percent wage increase for the bargaining unit, with a similar effective date and therefore, there is no resulting budgetary impact based on the proposed agreement for the current year. Since this wage increase inflates the base wage of these employees it would therefore impact each subsequent year budget. The budget impact on 2014, assuming the same pension percentages, would be as follows:

Salary Increase	\$ 2,639
FICA	\$ 202
Pension - County Portion	\$ 232
Pension - Employee Contribution	\$ (116)
Net Cost	\$ 2,957

TA
6-19-13
GB

TA
6-19-13
G.P

2013
AGREEMENT
Between
COUNTY OF MILWAUKEE
And
DISTRICT NO. 10
INTERNATIONAL ASSOCIATION OF MACHINISTS AND
AEROSPACE WORKERS

MILWAUKEE COUNTY
LABOR RELATIONS
ROOM 210, COURTHOUSE
901 NORTH NINTH STREET
MILWAUKEE, WISCONSIN 53233
414-278-4852

TA
6-19-13
bt

T-A
6-19-13
G.P.

MACHINIST TABLE OF CONTENTS

SECTION

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1.01	Recognition	1
1.02	Employee Defined	2
1.04	Duration of Agreement	2

PART 2

2.01	Wages.....	2
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6-19-13
[Signature]

TA
6-19-13
G.P.

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2013
AGREEMENT
BETWEEN
COUNTY OF MILWAUKEE
AND
DISTRICT NO.10
INTERNATIONAL ASSOCIATION OF
MACHINISTS AND AEROSPACE WORKERS

This Agreement made and entered into by and between the County of Milwaukee, a municipal body corporate as municipal employer, hereinafter referred to as "County" and District No. 10 of the International Association of Machinists and Aerospace Workers, as representative of employees who are employed by the County of Milwaukee, hereinafter referred to as "Union".

WITNESSETH

In consideration of the mutual covenants herein contained, the parties hereto do hereby mutually agree as follows:

PART 1

1.01 RECOGNITION

The County of Milwaukee agrees to recognize and herewith does recognize District No. 10 of the International Association of Machinists and Aerospace Workers as the exclusive collective bargaining agent on behalf of the employees of Milwaukee County in accordance with the certification of the Wisconsin Employment Relations Commission, Case L, No. 15909, ME-826, Decision No. 11685, in respect to wages, pursuant to Subchapter IV, Chapter 111.70, Wisconsin Statutes, as amended.

TA
6-19-13
[Signature]

TA
6-19-13
G.P.

1 1.02 EMPLOYEE DEFINED

2 Wherever the term "employee" is used in this Agreement, it shall mean and include only those
3 employees of Milwaukee County within the certified bargaining unit represented by the Union.
4

5 1.04 DURATION OF AGREEMENT

6 (1) The provisions of this Agreement shall become effective on January 1, 2013
7 unless otherwise herein provided. Unless otherwise modified or extended by
8 mutual agreement of the parties, this Agreement shall expire on December 31,
9 2013.

10 (2) The initial bargaining proposals of the County and the Union for a successor
11 agreement shall be exchanged prior to November 1, 2013 at a time mutually
12 agreeable to the parties. Thereafter, negotiations shall be carried on in an
13 expeditious manner and shall continue until all bargainable issues between the
14 parties have been resolved.

15 (3) This timetable is subject to adjustment by mutual agreement of the parties
16 consistent with the progress of negotiations.
17

18 PART 2

19 The provisions of this Part 2 shall become effective in accordance with Part 1 unless otherwise
20 provided.

21 2.01 WAGES

22 (1) Effective Pay Period 12, 2013 (May 12, 2013), the wages of bargaining unit
23 employees shall be increased by one and one half percent (1½%).
24

TA
6-19-13
DB

TA
6-19-13
G.P.

DATED AT MILWAUKEE, WISCONSIN, THIS _____ day of _____ 2013.

(Three copies of this instrument are being executed all with the same force and effect as though each were an original.)

DISTRICT NO. 10, INTERNATIONAL
ASSOCIATION of MACHINISTS
and AEROSPACE WORKERS

COUNTY OF MILWAUKEE,
a municipal body corporate

By: _____
Greg Pursell
Business Representative

By: _____
Chris Abele, County Executive

By: _____
Russell Weber
Milwaukee County
Machinists Group

By: _____
Joseph J. Czarneski, County Clerk

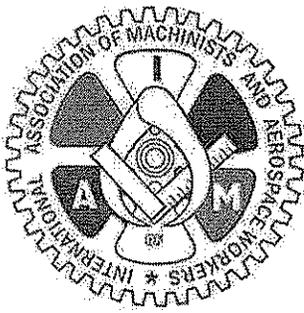
IN PRESENCE OF:

APPROVED FOR EXECUTION

Frederick J. Bau
Department of Labor Relations

Corporation Counsel

THE COUNTY RESERVES THE RIGHT TO AMEND, MODIFY, ADD TO OR DELETE FROM THESE PROPOSALS DURING THE COURSE OF NEGOTIATIONS FOR A SUCCESSOR AGREEMENT, THIS RESERVATION IS MADE PART OF ALL SUBSEQUENT COUNTY PROPOSALS WHETHER IT IS STATED OR NOT.



District No. 10

International Association of Machinists and Aerospace Workers

1650 South 38th Street
Milwaukee, WI 53215-1726
email: iamawd10@sbcglobal.net

414-643-4334
877-235-6853
FAX: 414-643-4715

RUSSELL D. KRINGS
DIRECTOR
SCOTT PARR
ASSISTANT DIRECTOR
BUSINESS REPRESENTATIVES
BENITO J. ELIZONDO
DONALD L. GRIFFIN
ALEX HOEKSTRA
PATRICK T. O'CONNOR
GREG PURSELL
JOHN ROLBIECKI
ORGANIZER
LARRY MORROW
ADMINISTRATIVE ASSISTANT
DENISE L. WERLEIN
STAFF ASSISTANTS
REYNE KASTEN
DIANE KOBER

June 28, 2013

Mr. Fred Bau
Labor Relation Specialist
Milwaukee County Machinists Group
County Courthouse
901 North 9th Street, Room 210
Milwaukee, WI 53233

Re: Notification of Ratification

Dear Mr. Bau:

Please be advised that Milwaukee County Machinists, members of Local Lodge 66, IAMAW, have ratified the one (1) year Agreement at a meeting held on Thursday, June 27, 2013.

I would like to take this opportunity to thank you for your leadership and cooperation in achieving the new agreement.

Sincerely,

Greg Pursell
Business Representative

GP/dlk
opeiu#9, afl-cio

cc: Russ Weber, Chairperson

AFFILIATED LOCAL LODGES

Numbers 66, 78, 140, 510, 516, 873, 1061, 1260, 1266, 1367, 1377, 1406, 1516, 1564,

1845, 1855, 1862, 1916, 1947, 2053, 2054, 2073, 2269, 2560

COUNTY OF MILWAUKEE
INTER-OFFICE COMMUNICATION

DATE: July 1, 2013

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

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

SUBJECT: **Option to Purchase for Park East Block 2E**

POLICY

The Director of the Economic Development, Department of Administrative Services (DAS) is requesting that the County Board approve a resolution to enter into an Option to Purchase, Development Agreement, and other ancillary documents related to Block 2E in the Park East, Milwaukee, WI.

BACKGROUND

Economic Development Staff developed a Request for Proposals (RFP) consistent with County Board Resolution 04-492 establishing the Park East Redevelopment Compact (PERC);

The RFP submittals were due June 24, 2013 at 2:00 pm. Consistent with the RFP it was later determined it was in the best interest of the County to extend the deadline until 5:00 pm on June 24, 2013. Three proposals were submitted.

The RFP process enabled County staff to obtain specific information about the vendor and proposed development of the site. Such information included (1) purchase price, (2) qualifications, (3) project description, project schedule, (4) financial feasibility, (5) zoning readiness, (6) green design, (7) DBE goal and plan, (8) residential hiring goal and plan, (9) apprenticeship and training opportunities goal and plan, (10) projected tax base, and (11) projected jobs created;

In response to the RFP, Opus Development Company, LLC and Mercy Housing Lakefront (“Opus/Mercy Team”) included a payment of \$2,500,000 to Milwaukee County, together with (a) an agreement to meet the prevailing wage and DBE requirements of the PERC, (b) 20% of the hours worked on the project to be performed by Milwaukee County Residents, and (c) inclusion of 15% of the workforce to be utilized from job training and apprenticeship programs. In subsequent negotiations, Opus/Mercy agreed to 40% of the hours worked on the project to be performed by Milwaukee County Residents.

The property enhancements proposed by the Opus/Mercy Team include a mixed use development that will include retail, office, residential units and structured parking; resulting in a projected tax base that would contribute \$750,000 - \$1,000,000 in annual property tax revenue; approximately 100 FTE construction jobs, and 100 FTE permanent jobs; and

The experience of Opus Development Company, LLC and Mercy Housing Lakefront is well documented in development and property management in the Milwaukee area as well as nationwide.

RECOMMENDATION

The Director of the Department of Administrative Services (DAS) recommends authorization for DAS, Corporation Counsel, the Risk Manager and other appropriate County officials to negotiate, review, approve and execute and record all documents and perform all actions required to enter into a twelve (12) month Option to Purchase and Development Agreement with Opus Development Company, LLC and Mercy Housing Lakefront, with two (2) additional six (6) month option extensions under the terms and condition described in the RFP.

Teig Whaley-Smith
Economic Development Director

Attachments: 1. Request for Proposal
 2. Land Disposition Report

cc: Chris Abele, County Executive
 Supervisor Patricia Jursik, Chair, Economic & Community Development
 Committee (ECD)
 Supervisor David Bowen, Vice Chair, ECD Committee
 Supervisor Willie Johnson, Jr., ECD Committee
 Supervisor Michael Mayo, Sr., ECD Committee
 Supervisor James (Luigi) Schmitt, ECD Committee
 Supervisor Steve F. Taylor, ECD Committee
 Supervisor Khalif Rainey ECD Committee
 Jessica Janz-McKnight, County Board Research Analyst
 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
 Barbara Pariseau, Senior Executive Assistant, DAS

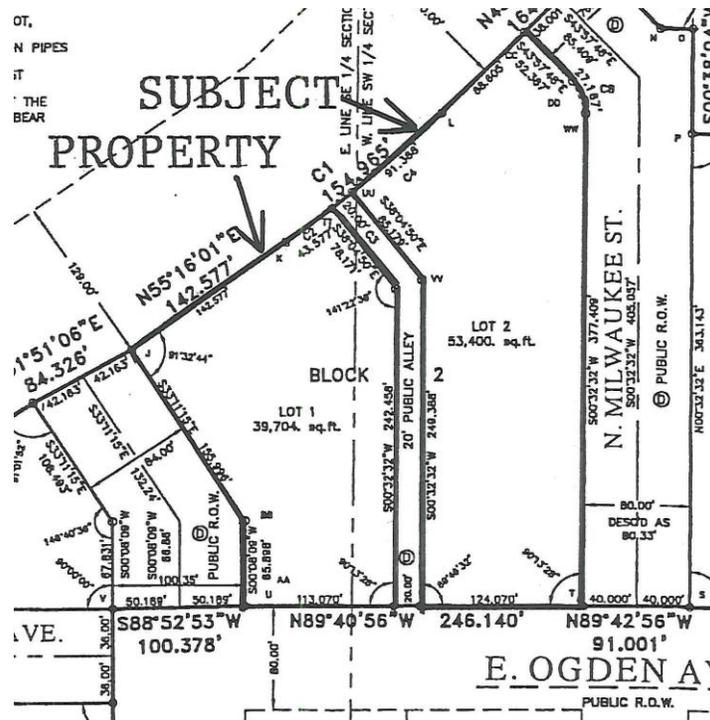
COUNTY OF MILWAUKEE
Land Disposition Report

Date: July 1, 2013

Responsible Staff: Teig Whaley-Smith, Economic Development Director

Redevelopment Project Area

Former Park East Freeway Block 2E: Milwaukee County acquired title of sixteen (16) acres of the Former Park East Freeway upon its demolition in 2002. Pursuant to the Park East Freeway Land Disposition Plan and Agreement signed by the County, the City of Milwaukee and the Wisconsin Department of Transportation in February 2002, the County has marketed the former freeway lands to multiple developers to facilitate interest and diversity to the urban fabric. Block 2E is one parcel therein. As identified in the City of Milwaukee Park East Redevelopment Plan, Block 2E is located between North Milwaukee Street, North Water Street, North Broadway Street and East Ogden Avenue and comprises approximately 2.29 acres.



Redevelopers

Opus Development Company, LLC, and Mercy Housing Lakefront have teamed up to make their Block 2E vision a reality. Both well-known and respected members of the development community, their vast expertise, broad array of professional relationships, and history of success will be a great asset in executing a project of this magnitude while maximizing the use of the Block 2E land.

Project Description

The Block 2E project will be a mixed use development consisting of residential units, retail space, office space and structured parking, with projected annual tax revenue of \$750,000-\$1,000,000. The development will create approximately 100 FTE construction jobs and 100 FTE permanent jobs.

Option Terms and Conditions

The purchase price shall be \$2,500,000. The option term will be for twelve (12) months to enable the redevelopers to complete their environmental and geotechnical investigations, secure financing and finalize building plans. The option period may be extended for two six-month extension periods at the request of the redevelopers provided a \$25,000 renewal fee is included with each request. A \$50,000 option fee is required to be submitted with the Option to Purchase, and shall be credited toward the purchase price at closing.

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4 (ITEM), A resolution requesting authorization for the County to enter into an option to
5 purchase and related agreements with Opus Development Company, LLC and Mercy
6 Housing Lakefront for the purchase of Block 2E of the Park East, Milwaukee, WI, by
7 recommending adoption of the following.
8

9
10
11 **RESOLUTION**

12 WHEREAS, the Economic Development staff of the Department of Administrative
13 Services solicited Request for Proposals (RFP) to purchase and develop the 2.29 acre
14 County-owned parcel located at Block 2E of the Park East in the City of Milwaukee; and

15 WHEREAS, the RFP was distributed to over 15,000 individuals through the
16 County E-notify system and several news media outlets covered the release of the RFP;
17 and

18
19 WHEREAS, the RFP process enabled County staff to obtain specific information
20 about the developer and their proposed development of the lot; such information
21 included (1) purchase price, (2) qualifications, (3) project description, project schedule,
22 (4) financial feasibility, (5) zoning readiness, (6) green design, (7) DBE goal and plan,
23 (8) residential hiring goal and plan, (9) apprenticeship and training opportunities goal
24 and plan, (10) projected tax base, and (11) projected jobs created; and

25
26 WHEREAS, the RFP process was consistent with County Board Resolution 04-
27 492 establishing the Park East Redevelopment Compact (PERC); and

28
29 WHEREAS, in response to the RFP, three developers submitted proposals to
30 Milwaukee County; and

31
32 WHEREAS, a review panel of economic development professionals
33 recommended unanimously to accept the proposal of Opus Development Company,
34 LLC and Mercy Housing Lakefront;

35
36 WHEREAS, the submitted proposal from Opus Development Company, LLC and
37 Mercy Housing Lakefront includes a payment of \$2,500,000 to Milwaukee County,
38 together with (a) an agreement to meet the prevailing wage and DBE requirements of
39 the PERC, (b) 40% of the hours worked on the project to be performed by Milwaukee
40 County Residents, and (c) inclusion of 15% of the workforce to be utilized from job
41 training and apprenticeship programs; and

42
43 WHEREAS, property enhancements include a mixed use development that will
44 include retail, office, residential units and structured parking; resulting in a projected tax
45 base that would contribute \$750,000 - \$1,000,000 in annual property tax revenue;
46 approximately 100 FTE construction jobs, and 100 FTE permanent jobs; and

47
48 WHEREAS, the experience of Opus Development Company, LLC and Mercy
49 Housing Lakefront is well documented in development and property management in the
50 Milwaukee area as well as nationwide; now therefore,

51
52 BE IT RESOLVED, the Milwaukee County Board of Supervisors hereby
53 authorizes the Director of Economic Development, Corporation Counsel, and Risk
54 Management to negotiate, prepare, review, approve, execute and record all documents
55 and perform all actions required to enter into an option to purchase (“Option”) and
56 Development Agreement with Opus Development Company, LLC and Mercy Housing
57 Lakefront for Block 2E of the Park East, Milwaukee, WI; and

58
59 BE IT FURTHER RESOLVED, the Option and Development Agreement shall
60 include at least the following terms and conditions:

- 61 (a) \$2,500,000 Purchase Price
- 62 (b) prevailing wage as specified in the PERC
- 63 (c) DBE requirements as specified in the PERC
- 64 (d) 40% of the hours worked on the project to be performed by Milwaukee
65 County residents, and
- 66 (e) inclusion of 15% of the workforce to be utilized from job training and
67 apprenticeship programs;
- 68 (f) a requirement that the final design be substantially consistent with the
69 proposal submitted by the developer as part of the RFP response;
- 70 (g) a requirement that the final use and unit mix be substantially consistent with
71 the proposal submitted by the developer as part of the RFP response; and

72
73 BE IT FURTHER RESOLVED, the Option shall include a \$50,000 option fee, the
74 option period will be twelve (12) months with two additional six (6) month extensions of
75 the option period, each with a \$25,000 option fee attached; and

76
77 BE IT FURTHER RESOLVED, that the County Executive and the County Clerk
78 and/or other appropriate County officials be hereby authorized to execute, after
79 Corporation Counsel approval, any and all instruments, rights of entry, documents that
80 are called out in the RFP and required to implement the intent of this resolution,
81 including without limitation a Warranty Deed for Lots 1 & 2 of the subject Block 2E,
82 inclusive of the bisecting alley area pursuant to the terms and conditions of the option
83 and RFP should the option be exercised.

84

MILWAUKEE COUNTY FISCAL NOTE FORM

DATE: July 1, 2013

Original Fiscal Note

Substitute Fiscal Note

SUBJECT: Option to Purchase for Park East Block 2E

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 Economic Development, Department of Administrative Services (DAS) is requesting that the County Board approve a resolution to enter into an Option to Purchase and Development Agreement related to the 2.29 acre County-owned parcel located at Block 2E of the Park East in the City of Milwaukee;
 - B. The Option to Purchase will bring in \$50,000 - \$100,000 of revenue. If the Option to Purchase is exercised it will bring \$2,500,000 of revenue. Pursuant to the Park East Freeway Land Disposition Plan and Agreement between the County, the City of Milwaukee, and the WDOT, sale proceeds from the sale of former Park East Freeway lands shall be divided between the County, the State and the FHWA based on their respective percentage financial participation when the lands were originally purchased for freeway purposes. For the \$2,500,000 gross sale proceeds from Lots 1 & 2 of Block 2E, inclusive of the alley area bisecting the two lots, the percentage reimbursement for the County shall be 58% (\$1,450,000), the State 3.6% (\$90,000) and the FHWA 38.4% (\$960,000). ***These figures are approximate, as sales expenses will reduce the \$2,500,000 gross sales proceeds amount before the percentage reimbursement amounts between the County, the State and the FHWA are computed.***
 - C. The projected revenue will contribute towards the budgeted land sales in the Economic Development budget.
 - 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.
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Department/Prepared By DAS-Economic Development

Authorized Signature(s) _____

Did DAS-Fiscal Staff Review? Yes No

Did CBDP Review?² Yes No Not Required

**INTEROFFICE COMMUNICATION
COUNTY OF MILWAUKEE**

DATE: July 1, 2013

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 (temporary stay of case until November 25, 2013)
2. *MDSA v. Milwaukee County* (overturn arbitration award on 2012 deputy layoffs)
Case No. 12-CV-1984
3. Retiree health plan (co-pays, deductibles, etc.) cases:
Hussey v. Milwaukee County (Retiree health)
Case No. 12-C-73 (U.S. District Court, appealed by Hussey to U.S. Seventh Circuit Court of Appeals)
MDSA prohibited practice complaint
WERC Case No. 792 No. 71690 MP-4726
Rieder & MDSA v. Milwaukee County
Case No. 12-CV-12978
DC48 prohibited practice complaint
WERC Case No. 762 No. 70685 MP-4657
DC48 et al. v. Milwaukee County et al.
Case No. 12-CV-13612 (stayed pending outcome of *Hussey* case)
4. Medicare Part B premium reimbursement cases:
FNHP and AMCA v. Milwaukee County
Case No. 12-CV-1528 (appealed to WI Court of Appeals by Milwaukee County)
DC48 et al. v. Milwaukee County et al.
Case No. 12-CV-13612 (stayed pending outcome of cases above)

5. 1.6% Pension Multiplier cases:
Stoker & FNHP v. Milwaukee County
Case No. 11-CV-16550 (appealed to WI Court of Appeals by Milwaukee County)
AFSCME v. Milwaukee County
Case No. 12-CV-9911 (stayed pending above appeal)
Brillowski & Trades v. Milwaukee County
Case No. 12-CV-13343 (stayed pending outcome of *Stoker* above)
6. Sheriff Captain Lay-off cases:
McKenzie & Goodlette v. Milwaukee County (captains layoffs)
Case No. 12-CV-0079
Rewolinski v Milwaukee County (captain layoff)
Case No. 12-CV-0645
Clarke v. Civil Service Commission (captains promotions and layoffs)
Case No. 12-CV-3366 (Commission affirmed)(appealed by Sheriff to Court of Appeals)
7. *DC48 v. Milwaukee County* (seniority in vacation selection and CO1 transfer rights under Sheriff)
Case No. 12-CV-3944
8. *Wosinski et al. v. Advance Cast Stone et al.* (O'Donnell Park)
Case No. 11-CV-1003 (consolidated actions)(trial: October 7, 2013, six weeks)
9. *Christensen et al. v. Sullivan et al.*
Case No. 96-CV-1835 (court ordered contract with Armor)
10. *Milwaukee Riverkeeper v. Milwaukee County* (Estabrook dam)
Case No. 11-CV-8784
11. *Milwaukee County v. Federal National Mortgage Ass'n. et al.* (transfer taxes)
Case No. 12-C-732 (U.S. District Court)
12. *Midwest Development Corporation v. Milwaukee County* (Crystal Ridge)
Case No. 12-CV-11071
13. Retirement sick allowance payment for employees not represented at retirement, but previously represented
Pasko v. Milwaukee County
Case No. 11-CV-2577 (**petition to WI Supreme Court being filed**)
Porth v. Milwaukee County
Case No. 11-CV-4908 (consolidated with Pasko case, **petition to WI Supreme Court being filed**)

- Koehn v. Milwaukee County*
Case No. 12-CV-1402 (stayed in circuit court pending appeal of other cases)
- Marchewka v. Milwaukee County*
Case No. 13-CV-969
14. *Clarke v. Milwaukee County* (House of Correction transition)
Case No. 12-CV-13388 (appealed by Sheriff to Court of Appeals)
15. *Calderon v. Milwaukee County*
Case No. 12-C-1043 (U.S. District Ct.)(deputy assault of person in custody)
16. Froedtert Hospital petition to disturb burial sites – petition granted by State.
17. FNHP, AMCA & AFSCME v. Milwaukee County and ERS (backdrop modification)
Case No. 13-CV-3134